



## INFORMATION NOTE

Subject: Estate Lettings Third Party Public Liability Insurance  
2012/2013

Number: 05/12

DIO SEC Strategy & Policy Sponsor:  
  
Richard Yates 94421 3864 / 0121 311 3864

Date of issue: 25 Sept 2012

Contact if different from above Sponsor:  
  
Diane Freeman 94461 2510/01743 262510 LMS Shrewsbury

Who should read this:

All Estate Surveying staff and Surveying Technical support staff in HFM LMS and PPD.

When it takes effect: Immediately

When it is due to expire: 7 August 2013

Estate Management

### Document Aim:

To inform staff of the 2012/13 insurance cover for Third Party Public Liability for Estate lettings.

### Background:

Details of MOD's 2012/2013 Public Liability Insurance renewal provided by Willis Ltd are detailed in Annex A and Annex B. The insurance covers MOD in respect of the leasing,

letting and licencing of its facilities (including land, buildings and hardstandings) to third parties.

Your attention is drawn in particular to the detailed explanation of the endorsements to the insurance policy set out in the Schedule.

Pages 1 to 5 of the endorsements document are not included as they consist of instructions from Zurich to Willis and do not form part of the policy.

Please keep Diane Freeman (94461 2510/01743 262510 LMS Shrewsbury) advised of any claims that arise and which you subsequently have to manage so that a central record is maintained.

**Action Required:**

Target staff to read and note

**Annex A:** Zurich Public Liability Indemnity Insurance Schedule 2012/2013

**Annex B:** Zurich Public Liability Policy Documents 2012/2013