

## **Insurance check-list - June 2024**

1. DPC insurance indemnity wording required to be added into all contactors/organisers insurances;

***'Dublin Port Company are named as Additional Insured, waiving rights of subrogation, in respect of liability for Bodily Injury and/or Property Damage arising out of the operations performed by the contractor.'***

- In some instances DPC's insurers will accept 'Indemnity to Principals' naming Dublin Port Company as Principal - **minimum requirement**.
2. A copy of the **full Public Liability policy** for all contractors/organisers.
    - In some instances DPC's insurers will accept extracts from the policy, being, full list of exclusions, conditions & insured services/activities – **minimum requirement**.

\*To be received, reviewed and considered acceptable prior to the start of works, events or planned activities.

3. **Check date of insurance** – Still valid for duration of works? Ensure that any documents are in date for the entire period that works are due to take place. If they are due to expire, advise organisers and contractors that you will need them to procure assurance prior to expiry from their insurers that they are covered on the same basis for the duration of works with wording above.
  - a. Check date of insurance expiry
  - b. Email contractor in advance to remind of insurance expiry.
4. **Completion/signing** of the attached General Indemnity form.
5. Copy of contractor's agreement with DPC – Terms & Conditions, as per contract. What is end-date of contract? Is Contractor's agreement still within date (and valid for duration of works/events plan)?
6. Submit above at least **10 full working days** before works are due to commence. If you are aware of scheduled works submit as early as possible to allow DPC's underwriters to review policy documents.

## Form of Indemnity TO DUBLIN PORT COMPANY

I/WE

1. REQUEST permission to.....  
.....

2. UNDERTAKE

- a. to indemnify and keep indemnified the Dublin Port Company against all claims for which our company is legally liable for damage, loss, expense, costs or injury of whatsoever nature or howsoever caused to persons or property (including persons in the employment of the Dublin Port Company and property belonging to the Dublin Port Company) which may (whether directly or indirectly) result from or arise out of or on account of or by reason of our employees or those of our subcontractors.
  - b. to effect in respect of our liability under the foregoing indemnity and at our own proper cost and expense a policy of insurance with a Company to be approved of by the Dublin Port Company such policy to be in the sum of €13,000,000 at least for any one claim in respect of Employer's Liability, and €6,500,000 at least for any one claim in respect of other policies, and unlimited in any one period of insurance and to be without excess.
  - c. Contractors/organisers/Port users insurance shall include the following endorsement: "***Dublin Port Company are named as Additional Insured, waiving rights of subrogation, in respect of liability for Bodily Injury and/or Property Damage arising out of the operations performed by the contractor, organiser or Port user.***"
  - d. to produce on demand to the Dublin Port Company or their Insurance Brokers for the time being the policy of such insurance and the receipt or other voucher for the premium payable in respect thereof.
3. HEREBY WARRANT that I/we am/are authorized to sign for and to bind thereby the company, if any, below mentioned.

Signature:

Date:

Company name:

Address: