

Date:



Product Disclosure Sheet

Tokio Marine SME BizOne

Read this Product Disclosure Sheet before you decide to take up the Tokio Marine SME BizOne Insurance. Be sure to also read the general terms and conditions.

TOKIO MARINE
INSURANCE GROUP

IMPORTANT NOTICE

The benefit(s) payable under eligible certificate/policy/product is(are) protected by PIDM up to limits. Please refer to PIDM's [TIPS Brochure](#) or contact [Tokio Marine Insurans \(Malaysia\) Berhad](#) or [PIDM](#) (visit www.pidm.gov.my).

1. What is this product about?

- Section I : Fire and Special Perils
- Section II : Burglary
- Section III : Money
- Section IV : Glass
- Section V : Public Liability
- Section VI : Employer's Liability
- Section VII : All Risks
- Section VIII : Fire Consequential Loss
- Section IX : Group Personal Accident
- Section X : Electronic Equipment
- Section XI : Machinery Breakdown
- Section XII : Fidelity Guarantee

2. What are the covers / benefits provided?

- Section I - Loss or damage to your property insured caused by fire, lightning and/or extended perils into your premises
 - Coverage is extended to insure the following:
 - Theft during or after the occurrence of a fire (subject to limit of RM5,000 any one loss and in the aggregate)
 - Inconvenience Allowance Benefit (subject to limit of RM1,000 any one occurrence and in the aggregate)
- Section II - Loss or damage by theft consequent upon forcible entry including Armed Robbery and Hold-Up into your premises
- Section III - Loss or damage of money during transit or kept in your premises
- Section IV - Accidental breakage of glass fitted to the building
- Section V - Loss or damage to Third Party property and/or bodily injury due to your negligence
- Section VI - Liability to your employees for injury or illness sustained whilst under your employment
- Section VII - Loss or damage to your insured property caused by any accident or misfortune unless such perils are specifically excluded in the policy
- Section VIII - Loss of gross profit or gross revenue due to business interruption as a result of fire and/or extended perils
- Section IX - Compensate you and your employees for bodily injury caused by accidental means which injury shall solely and independently of any other cause result in death or disablement and/or necessitate medical expenses including surgical treatment
- Section X - Covers your computers and other electronic equipment whether the items are at work or at rest or being dismantled for the purpose of cleaning, overhauling or being shifted within the premises
- Section XI - Any sudden and unforeseen physical loss of or damage to your machinery whether at work, at rest, or being dismantled for the purpose of cleaning, inspection or overhauling, or in the course of the operations, or when being shifted within the premises during subsequent re-erection.
- Section XII - Loss by the act of infidelity or dishonesty committed by the employees.

3. How much premium do I have to pay?

The premium that you have to pay may vary depending on the cover you have selected and amount of your sum insured.

4. What are the fees and charges that I have to pay?

- Service Tax : 8%
- Stamp duty : RM10.00
- Commissions paid to the insurance intermediaries (if any) : 15% of premium or RM _____

5. What are some of the key terms and conditions that I should be aware of?

- Importance of disclosure - you must disclose all material facts that you know or ought to know; otherwise your policy may be invalidated.
- You must ensure that your property is insured at the appropriate amount taking into account the renovations made to your property.
- You may select to insure your property on Market Value or Reinstatement Value basis:
 - (a) Market Value basis - we will pay the cost of repairing the damaged property less the amount for wear, tear and depreciation.
 - (b) Reinstatement Value basis - we will pay the full cost of repairing the damaged property without any deductions being made for wear, tear or depreciation, provided that the sum covered is adequate to cover the total cost of reinstating the property.
- If the amount insured in your policy is less than the actual value at the time of loss (i.e. under-insurance and you are deemed to be self-insuring the difference), the condition of average will apply in the event of a claim.
- You may use PIAM Building Cost Calculator (BCC) to guide you in determining the Sum Insured for your residential properties, simple shop houses and shop offices. You may access the BCC via our website at www.tokiomarine.com or PIAM's website at www.piam.org.my.

- Excess, if any, is an amount stated in the policy shall be borne by you before the Insurer make any claim to you.
- Coverage under Public Liability - you should not admit, offer, promise or pay the claimant without our written consent.
- You must inform your insurance intermediary or us in writing on any material changes during the policy period so that the necessary amendments are endorsed to your policy.

6. What are the major exclusions under this policy?

This policy does not cover certain losses, such as:

- War, Civil War and any act of Terrorism
- Radioactive and nuclear energy risks
- Date Recognition
- Property damage to data or software
- The 'Liability to the Public' section does not cover any asbestos related injury or damage involving the use, presence, existence, detection, removal, elimination or avoidance of asbestos or exposure or potential exposure to asbestos

Note: This list is non-exhaustive. Please refer to the sample policy contract for the full list of exclusions under this policy.

7. Can I cancel my policy?

You may cancel your policy by giving written notice to us. Upon cancellation, you are entitled to a refund of the premium less premium based on our short period rates for the period of the policy which has been in force, subject to the minimum premium to be retained by us. No refund premium is allowed if there is a claim under the policy.

8. What do I need to do if there are changes to my contact details?

It is important that you inform us of any change in your contact details to ensure that all correspondences reach you in a timely manner. You can provide your updated details via our authorised agents, branch office or our customer service.

9. Where can I get further information?

Should you require additional information about Tokio Marine SME BizOne insurance or any other types of insurance product, you can contact us or any of our branches or your insurance intermediary or visit our website at www.tokiomarine.com

Tokio Marine Insurans (Malaysia) Berhad
Level 20, Menara Hap Seng 3,
Plaza Hap Seng, No. 1, Jalan P. Ramlee,
50250 Kuala Lumpur.

Customer Service Hotline: 1800 88 0812
Email: letusknow@tokiomarine.com.my

10. Other types of similar insurance cover available

- Biz-Pack Partner
- SME Plus

11. What should I need to do in the event of loss/damage?

You must notify us in writing with full details of the incident/accident as soon as possible. Early notification will enable us to conduct the investigation of the loss/damage. If break-in/Burglary is involved, you are required to lodge a police report immediately.

IMPORTANT NOTE

You should satisfy yourself that this policy will best serve your needs. You should read and understand the insurance policy and discuss with the agent or contact us directly for more information.

The information provided in this disclosure sheet is valid as at 01/03/2024

Tokio Marine Insurans (Malaysia) Berhad is licensed under the Financial Services Act 2013 and regulated by Bank Negara Malaysia.