

FIDELITY

Defined events

Loss of money and/or other property belonging to You or for which they are responsible, stolen by an insured employee during the currency of this section

Direct financial loss sustained by You as a result of fraud or dishonesty of an insured employee all of which occurs during the currency of this section which results in dishonest personal financial gain for the employee concerned other than gain by an employee in the form of salary, salary increases, fees, commissions, bonuses, promotions or other emoluments,

provided that:

- a. We are not liable for all losses which occurred more than 24 months prior to discovery
 - b. all losses are discovered not later than 12 months after the termination of:
 - i. this section, or
 - ii. section in respect of any insured employee concerned in a loss, or
 - iii. the employment of Your employee or the last of Your employees concerned in a loss whichever occurs first.;
 - c. blanket basis –Our liability for all losses shall not exceed the sum insured stated in the schedule whether involving anyone employee or any number of employees acting in collusion or independently of each other
 - d. named or position basis –Our liability for all losses involving any employee shall not exceed the sum insured stated opposite his name in the schedule or, if he is unnamed, the sum insured stated opposite the position held by him in the business as stated in the schedule.
1. Renewal of this insurance from period to period or any extension of any period of insurance shall not have the effect of accumulating or increasing Our liability beyond the sum insured stated in the schedule. If the period of insurance is less than 12 months Our liability is limited to the sum stated in the schedule during any 12-month period of insurance calculated from inception or renewal;
 2. The term "dishonest personal financial gain" shall not include gain by an employee in the form of salary, salary increases, fees, commissions, bonuses, promotions or other emoluments.
 3. The amount payable during any one period of 12 consecutive months from inception or anniversary date shall not exceed the sum insured stated in the schedule at the said inception or anniversary date as the case may be (or double the sum if the "reduction/reinstatement of Your amount clause" applied)

If the sum insured is increased, the 12 consecutive months applies from the anniversary date. Any reinstatement between the date of increase and the anniversary date shall not exceed twice the sum insured.

Definition

Employee shall mean:

- a. any person while employed under a contract of service with or apprenticeship to You
- b. any person while hired or seconded from any other party into Your service, who You have the right at all times to govern, control and direct in the performance of his work in the course of Your business and who, if this section is on a named and/or position basis, is described in the schedule by name and/or by the position held by him in the business.

Specific exceptions

1. We shall not be liable for:
 - a. loss resulting from or contributed to by any defined event by:
 - i. any partner in or of Yours to the extent that such partner would benefit by indemnity granted under this policy
 - ii. any principal, director or member of Yours unless such director or member is also an employee
 - iii. any employee from the time You shall become aware that such employee has committed any fraud or dishonesty.
 - b. any consequential losses of any kind following losses referred to under defined events.
2. This section does not cover any company or other legal entity acquired during the period of insurance.
3. We shall not be liable for any defined event if it results from the dishonest:
 - a. manipulation of
 - b. Input into
 - c. suppression of input into

- d. destruction of
- e. alteration of

any computer program, system, data or software by any insured employee who is employed in Your electronic data-processing department or area. This exception does not apply to insured employees who are employed in the electronic data-processing department/area of any non-networked micro/personal computer.

4. We shall only be liable to the extent of the participation/shareholding of any uninvolved partners/principals/directors or members for an insured event in which any partner/principal/director or member of Yours is or has been directly involved.

This specific exception only applies to partnerships, proprietary companies or close corporations.

Specific conditions

1. We shall institute and/or maintain and continue to employ in every material manner all such systems of check and control, accounting and clerical procedures and methods of conducting his business as has been represented to Us but You may:
 - a. change the remuneration and conditions of service of any employee
 - b. in respect of any employee who is described in the schedule by name, change his duties and position
 - c. in respect of any employee who is described in the schedule only by the position held by him, remove such employee and place in his position any other person who falls within the definition of employee
 - d. make such other changes as are approved beforehand in writing by Your auditors.
2. If You shall sustain any loss to which this section applies which exceeds the amount payable hereunder in respect of such loss, You shall be entitled to all recoveries (except from surety ship, insurance, reinsurance, security or indemnity taken or effected by Us or for the amount of any first amount payable) by whomsoever made on account of such loss until fully reimbursed, less the actual cost of effecting the same, and any remainder shall be applied to Our reimbursement and You to the extent of his coinsurance in terms of item b, of the compulsory first amount payable clause.

Clauses and extensions

Accountant's clause

Any particulars or details contained in Your books of account or other business books or documents which may be required by Us under this section for the purpose of investigating or verifying any claim hereunder may be produced and certified by Your auditors or professional accountants and their certificate shall be prima facie evidence of the particulars and details to which it relates.

Extended cover for past employees extension

Any person who ceases to be an employee shall, for the purposes of this section, be considered as being an employee for a period of 30 days after he in fact ceased to be an employee.

Retroactive cover extension -No previous insurance in force (if stated in the schedule to be included)

This section will also apply to defined events as insured herein which occurred up to 12 months prior to inception of this section but not more than 24 months prior to discovery, provided the events are discovered within the shorter period of 12 months of the termination of the employment of the employee concerned or within 12 months of the expiry of this section.

Superseded insurances extension (if stated in the schedule to be included)

This section will apply to defined events insured herein which occurred during the currency of any insurance superseded by this section and specified in the schedule provided that:

1. this extension is restricted to losses which would have been payable by the superseded insurance but which are not claimable because of the expiry of the period of time allowed by the superseded insurance for the discovery of the defined events;
2. the defined events are discovered within the shorter period of 12 months of the termination of the employment of the employee concerned or within 12 months of the expiry of this section;
3. the amount payable under this extension shall not exceed the amount insured by this section or the amount insured by the superseded insurance whichever is the lesser;
4. in the event of the defined events involving one employee or any number of employees occurring during both the currency of this section and that of the superseded policy, the maximum amount payable shall not exceed the amount insured by this section at the time of discovery of the defined events;
5. this extension will not apply to defined events which occurred more than the number of years stated in the schedule before inception of this section;
6. We are not liable for any loss which occurred more than 24 months prior to discovery.

Other insurances

It is a condition of this section that other than:

- a. a money policy
- b. a policy declared to Us at inception or renewal or at the time a claim is submitted
- c. a fidelity pension fund policy which is not in excess of this section
- d. this policy,

no other insurance is in force during the currency of this section to insure against the risks insured hereunder.

Compulsory first amount payable

The amount payable under this section in respect of a defined event involving one employee or any number of employees acting in collusion shall be reduced by:

- a. 2% of the aggregate of the sum insured under this section and the declared insurance or R60 000 whichever is the lesser plus
- b. a further amount of 10% of the Nett amount payable after deduction of the amount specified in a, above, both amounts shall be borne in full by You and remain uninsured.

Computer losses first amount payable

The percentage shown in b, of the compulsory first amount payable clause is increased from 10% to 20% if the defined event results from the dishonest:

- a. manipulation of
- b. input into
- c. suppression of input into
- d. destruction of
- e. alteration of

any non-networked micro/personal computer program, system, data or software by any insured employee whose duties involve the managing, supervision, design, creation or alteration of computer systems or programs.

First amount payable for losses discovered more than 12 months after they were committed

If any defined event is discovered more than 12 months after:

- 1. it was committed
- 2. the first event in a series of events committed by one person or a number of persons acting in collusion the percentages contained in the first amount payable clause are increased as follows:

First amount payable clause	First amount payable increased to percentage shown below	
	If losses are discovered more than 12 months after being committed but not more than 24 months thereafter.	If policy has been extended to cover that part of losses discovered more than 24 months after being committed but not more than 36 months thereafter
Compulsory (Paragraph a)	From 2% to 4%	From 2% to 4%
Compulsory (Paragraph b)	From 10% to 15%	From 10% to 15%
Computer Losses	From 20% to 30%	From 20% to 35%

Notwithstanding the above, You may opt to claim only for that part of the loss which was discovered in a lesser period, in which case the first amount payable applicable for the corresponding lesser period will apply.

Voluntary first amount payable clause (if stated in the schedule to be included)

In addition to the amount payable by You under the compulsory first amount payable clause, You shall be responsible for the difference between such amount and the amount stated in the schedule as the voluntary first amount payable provided such voluntary amount exceeds the compulsory amount.

Reduction/Reinstatement of insured amount clause (if stated in the schedule to be included)

Our payment of any loss involving one employee or any number of employees shall not reduce Our liability in respect of the remaining insured employees provided that:

- a. the maximum amount payable by Us for all insured employees shall not exceed double the sum insured shown in the schedule
- b. You pay additional premium calculated in terms of the following formula:

Twelve times the monthly premium for policies with monthly periods of insurance and four times the quarterly premium or twice the bi-annual premium for policies with quarterly or half-yearly periods of insurance respectively in force at time of discovery of loss multiplied by the Amount of claim payment divided by the Sum insured at time of discovery of loss.

The additional premium shall be payable in full and may not be reduced due to the period between the date of discovery of loss and the expiry date being less than 12 months.

Costs of recovery extension (if stated in the schedule to be included)

If You shall sustain any loss to which this section applies which exceeds the sum insured hereunder, We will, in addition to the sum insured, pay to You costs and expenses not exceeding the amount stated in the schedule necessarily incurred with Our consent (which consent shall not be unreasonably withheld) for the recovery or attempted recovery from the employee in respect of whose dishonest or fraudulent acts the claim is made, of that part of the loss which exceeds the sum insured hereunder. All amounts recovered by You in excess of the said part of the loss shall be for Our benefit and Yours to the extent of his coinsurance in terms of item b, the compulsory first amount payable clause.

Computer losses extension (if stated in the schedule to be included)

You having completed a satisfactory questionnaire, specific exception 3 and the Computer losses first amount payable clause are deleted.

Extension for losses discovered more than 24 months after being committed but not more than 36 months thereafter (if stated in the schedule to be included)

In consideration of the payment of an additional premium, Proviso 1 a, of the defined events is restated to read:

- a. We are not liable for all losses which occurred more than 36 months prior to discovery
- b. if this policy section includes the superseded policy clause, the period referred to in proviso 6. thereof is increased from 24 months to 36 months.

Extension granted on receipt of a satisfactory systems audit in respect of losses discovered more than 24 months after being committed (if stated in the schedule to be included)

- 1. In consideration of the accounting firm named in the schedule having conducted a satisfactory audit of Your systems of:
 - a. control
 - b. fraud dishonesty and theft detection,
 and subject to Your implementing and maintaining all the recommendations contained in such audit:
 - 1. proviso a, of the defined events (which limits cover to that part of losses discovered within 24 months) and proviso 6 of the superseded insurance extension clause (if applicable) are deleted
 - 2. if any defined event is discovered more than 12 months after it was committed, the percentages contained in the undernoted first amount payable clauses are increased as follows:

First amount payable clause	First amount payable increased to percentage shown below if losses discovered more than 12 months after being committed.
Compulsory Paragraph a	From 2% to 3%
Compulsory Paragraph b	From 10% to 12,5%
Computer Losses	From 20% to 25%

Notwithstanding the above, You may opt to claim only for that part of the loss which was discovered within 12 months, in which case the first amount payable applicable for that period will apply.

The first amount payable clause for losses discovered more than 12 months after they were committed is deleted.

Memoranda

- 1. In the event of the discovery of any loss resulting from a defined event, You may, notwithstanding anything to the contrary contained in paragraph ii, of general condition 6, refrain from reporting the matter to the police but shall do so immediately should We or legislation of the Republic of South Africa require such action to be taken.
- 2. Non-disclosure of his own fraud or dishonesty or that of others with whom he is in collusion by the person signing any proposal form or giving renewal or other instructions shall not prejudice any claim under this section.
- 3. General exceptions 1 and 2, and general condition 9, do not apply to this section.
- 4. If the sum insured shall be increased at any time, such increased amount shall apply only to defined events committed

after the date of such increase.