Berkshire Hathaway Specialty Insurance

PROFESSIONAL FIRST

APPLICATION FOR ARCHITECTS, ENGINEERS & CONSULTANTS PROFESSIONAL LIABILITY POLICY – TECHNOLOGY RISK SUPPLEMENT
CLAIMS MADE COVERAGE

NOTICE: THIS SUPPLEMENT IS SUBMITTED BY THE APPLICANT TO THE INSURER AND IS MADE PART OF THE APPLICATION. THIS APPLICATION WILL FORM THE BASIS OF, AND BECOME PART OF, ANY RESULTING POLICY. COVERAGE UNDER ANY SUCH POLICY WILL BE ON A CLAIMS MADE AND REPORTED BASIS. SUBJECT TO ITS PROVISIONS, THE POLICY APPLIES ONLY TO CLAIMS WHICH ARE BOTH FIRST MADE AGAINST THE INSURED DURING THE POLICY PERIOD AND FIRST REPORTED IN WRITING TO THE INSURER AS REQUIRED BY THE TERMS OF THE POLICY. COVERED DEFENSE COSTS SHALL REDUCE THE APPLICABLE LIMIT OF LIABILITY AND SUBLIMITS OF LIABILITY, AND SHALL ALSO BE SUBJECT TO APPLICABLE DEDUCTIBLE AMOUNTS.

Applicant Instructions: Answer all questions. If the answer requires additional detail, please attach a separate sheet. This application must be signed and dated by the Owner if Applicant is a Sole Proprietorship; Partner, if Applicant is a Partnership; or Authorized Officer if Applicant is a Corporation.

1. **Name of Firm:** _____

2. **Does the firm provide remote access to its computer systems?** ☐ Yes ☐ No

   a. How many users have remote access? _____
   b. Is remote access restricted to Virtual Private networks (VPNs): ☐ Yes ☐ No

3. **Does the firm have documented procedures in place for user and password management?** ☐ Yes ☐ No

   Describe password requirements: _____

4. **Does the firm use a firewall to prevent unauthorized access?** ☐ Yes ☐ No

   If yes, please describe: _____

5. **Does the firm terminate all associated computer access and user accounts as part of the regular exit process when an employee leaves the company?** ☐ Yes ☐ No

   Does the firm regularly compare all computer access/user accounts with a comprehensive employee record to identify potential unauthorized users/accounts? ☐ Yes ☐ No

6. **Does the firm accept payment on-line for goods sold or services rendered?** ☐ Yes ☐ No

   If yes, is the firm PCI compliant? ☐ Yes ☐ No

7. **Does the firm have a virus protection program in place?** ☐ Yes ☐ No

   a. If yes, please describe: _____
   b. Does the firm regularly implement patches on its network? ☐ Yes ☐ No
   c. If yes, how often? _____

8. **Does the firm back up data daily?** ☐ Yes ☐ No

If yes, are data backups stored off site? ☐ Yes ☐ No

9. **Does the firm have a written disaster recovery and business continuity plan for network systems?** ☐ Yes ☐ No

10. **Does the firm have an incident response plan in place?** ☐ Yes ☐ No

How long would it take to restore operations after a computer attack? _____ *hours*

11. **Does the firm have physical security controls in place to control access to network systems?** ☐ Yes ☐ No

12. **Does the firm conduct training for every employee user of the network systems in security issues and procedures?** ☐ Yes ☐ No

13. **Does the firm employ intrusion detection/intrusion protection devices on their network?** ☐ Yes ☐ No

How often are intrusion logs reviewed?: _____

14. **Does the firm have a program in place to periodically test security controls?** ☐ Yes ☐ No

a. Does the firm conduct information security/privacy compliance evaluations? ☐ Yes ☐ No
b. For both parts, if yes, is such testing done by an outside third party? ☐ Yes ☐ No

15. **Have you ensured that all sensitive business/consumer information that resides within your organization's systems has been encrypted while 'at rest' within databases or other electronic data files?** ☐ Yes ☐ No

16. **Have you ensured that all sensitive business/consumer information that is physically transmitted via tape or any other medium between your organization's facilities and those of your business partners/service providers has been encrypted?** ☐ Yes ☐ No

17. **Does the firm outsource any aspect of the computer network or security processes (hosting, back up, firewall, etc)?** ☐ Yes ☐ No

If yes, please describe: _____

18. **Within the past three (3) years, has the firm received any complaints concerning security of computer systems or websites, or experienced any loss of service?** ☐ Yes ☐ No

If yes, please describe: _____

19. **Within the past three (3) years, has the firm had any security breaches including unauthorized access/use/disclosure, virus, denial of service attack, theft of data, fraud, electronic vandalism, sabotage or other security event?** ☐ Yes ☐ No

If yes, please describe: _____

Signature: _____ **Date:** _____

Title: _____