



Underwriting Checklist for Historical Buildings

Though not an exhaustive list, the following items are all important to consider when underwriting historical properties.

- Name and address of the insured building and owner.
- Year of construction, including any dates of renovation.
- Listed building category, including relevant historical building protection requirements and construction law specifications.
- Design of the building (construction materials used, workmanship, design, style).
- Insured value (NRV, ACV, demolition cost, agreed maximum compensation).
- Experts to determine the insured value (methods, expertise, age of expertise, qualifications of the expert).
- Scope of cover (named perils, all risks cover, including natural disasters and terrorism).
- Special design characteristics (e.g., interior fittings and decorations, valuation of interior fittings).
- Inspection and documentation of the insured building (name and expertise of the inspector, date of the inspection, documentation of the results of the inspection).
- Agreed extensions of cover
 - Repair with materials of the same type, quality and workmanship.
 - Higher costs due to official restoration requirements.
 - Clearance and fire-fighting costs.
 - Conservation and temporary storage costs for undamaged elements/sections.
 - Necessary costs for appraisers and experts.
 - Business interruption insurance/loss of rent agreements for lost income, e.g., admission fees and rent.
 - Agreed endorsements.
 - Excesses and maximum amounts of compensation.
- Existing safety measures
 - Nature, scope and installation of an automatic fire alarm system.
 - Nature, scope, fire-fighting effectiveness and condition of existing fire-fighting systems (basis of the building standard, installation company, acceptance test, recurring tests, repairing of existing defects).
 - Burglar alarm system which notifies a response unit.
 - Central water shut-off valves and water alarms, which notify a response unit.
 - Fire compartmentalisation and fire-resistant sealing of openings and gaps.
 - Installation of technical rooms (e.g., electrical distribution boards and heating rooms).
 - Existing organisational measures, e.g., fire emergency plan and ground maps for use by the fire brigade, smoking ban, hot work permits, available documentation for the insured building (drawings, plans, scans and photographs), a plan for saving cultural treasures in the event of damage, cleanliness and tidiness, staff instructions, e.g., regarding first aid fire-fighting, regular maintenance and servicing, including current test certificates.
- Preventive fire safety measures
 - Public fire brigade.
 - Local knowledge of the fire brigade and regular drills.
 - Available extinguishing water outlets, e.g., risers and wall hydrants.
 - Access points and sufficient rendezvous areas and marshalling points for the fire brigade.
 - Human rescue measures, e.g., evacuation and rescue routes.
 - Loss history for the past five to 10 years.