

**Generali Insurance Malaysia Berhad**

Reg No: 197501002042 (23820-W)

Generali Customer Service Centre

Level 1, Menara Generali,

27 Jalan Sultan Ismail, 50250 Kuala Lumpur, Malaysia.

Tel: 1 300 13 2121 or +603 3007 2121

Email: customer.service.gi@generali.com.my

www.generali.com.my

Date:

Generali Insurance Malaysia Berhad is licensed under the Financial Services Act 2013 and regulated by Bank Negara Malaysia.**PROPOSAL FORM FOR MEDIC SME****IMPORTANT NOTICE**

- Pursuant to Paragraph 4(1) of Schedule 9 of the Financial Services Act 2013, if you are applying for this Insurance for a purpose related to your trade, business or profession, you have a duty to disclose any matter that you know to be relevant to our decision in accepting the risks and determining the rates and terms to be applied and any matter a reasonable person in the circumstances could be expected to know to be relevant, otherwise it may result in avoidance of your contract of insurance, refusal or reduction of your claim(s), change of terms or termination of your contract of insurance. The above duty of disclosure shall continue until the time your contract of insurance is entered into, varied or renewed with us. You also have a duty to tell us immediately if at any time after your contract of insurance has been entered into, varied or renewed with us any of the information given in this Proposal Form is inaccurate or has changed.
- Premium charged for this Policy exclude applicable tax(es) that would be imposed in the future and from time to time, We will be entitled to recover from You any taxes that We are required by law to collect.

Please complete this form in English by using BLOCK LETTERS.**ALL QUESTIONS MUST BE FULLY ANSWERED - TICKS OR DASHES WILL NOT SUFFICE****PARTICULARS OF PROPOSER**

Company Name:

Company Registration / Business License No.:

Company Address:

Postcode:

Tel. No.:

Email:

Nature of Business:

Name of Contact Person 1:

Designation:
Contact No.:

Name of Contact Person 2:

Designation:
Contact No.:

Period of Insurance (dd/mm/yyyy): From

To

DECLARATIONDated at _____ This _____ of _____ 20 _____
Location Day Month Year

Witnessed by

For & on behalf of Proposer

Company Stamp

Agent's / Broker's Signature

Authorized Officer's Signature

Name:

Name:
Designation:**FOR AGENT/BROKER USE ONLY****Agent's / Broker's Name Code:**Note: This form must be filled by the Employer. Please ensure that this is fully completed before submitting to **Generali Insurance Malaysia Berhad** to avoid any delay in processing.⁴

LIST OF SUBSIDIARY (IES)

Separate Billing for Subsidiary: ☐ Yes. Please Provide details below. ☐ No

Note: Please use separate form if space is insufficient.

Name of Company	Registration Number	Address

You are required to provide a list of your employees and/or members eligible for the benefits of this group insurance scheme. Please use our Enrolment form, available at our website general.com.my, to submit the necessary membership information we require.

ANTI-MONEY LAUNDERING DECLARATION FORM

IMPORTANT NOTES

Section 16(2) of the Anti Money-Laundering Act 2001 (AML Act 2001) stipulates that a reporting institution is required to verify the identity, occupation or business purpose of any person when establishing or conducting business relations. The verification details are also required to be included in a record.

DECLARATION BY INTERMEDIARY / INSURER / EMPLOYER

AML Act 2001 - Verification of Identity of Insured

Please tick (✓) in the relevant box below to confirm that the necessary verification has been carried out and provide your signature with the applicable details.

- ☐ **Individual applicant with premiums above RM50,000**
I/We hereby confirm that I/we have sighted the original copy of the NRIC/Passport and verified the details of the applicant. A copy of the NRIC/Passport is attached.
- ☐ **Non-individual applicant with premiums below or equal to RM50,000 (single policy)**
I/We hereby confirm that I/we have sighted the original copy of the Certificate of Registration (Form 9 or 13 or Borang D) and verified the details of the applicant.
- ☐ **Non-individual applicant with premiums above RM50,000 (single policy)**
I/We hereby confirm that I/we have sighted the original copy of the Certificate of Registration (Form 9 or 13 or Borang D) and verified the details of the applicant. A copy of the Certificate of Registration (Form 9 or 13 or Borang D) is attached.
- ☐ **Non-individual applicant with premiums below or equal to RM100,000 (group policy)**
I/We hereby confirm that I/we have sighted the original copy of the Certificate of Registration (Form 9 or 13 or Borang D) and verified the details of the applicant.
- ☐ **Non-individual applicant with premiums above RM100,000 (group policy)**
I/We hereby confirm that I/we have sighted the original copy of the Certificate of Registration (Form 9 or 13 or Borang D) and verified the details of the applicant. A copy of the Certificate of Registration (Form 9 or 13 or Borang D) is attached.
- ☐ **Individual members covered under group policies**
I/We (the employer who purchase the group insurance policy for our employees) hereby confirm that I/we have sighted the original copy of the NRIC/Passport and verified the details of the employees covered under the group policy.

DECLARATION

1. I/We hereby declare that the above answers and statements are true, and that I/we have withheld no information whatever regarding this application. I/We understand that it is my/our duty to take reasonable care not to make a misrepresentation in answering the questions in this Proposal Form and I/We hereby declare that I/we have fully and accurately answered the questions above.
 2. I/We hereby consent for Generali Insurance Malaysia Berhad and/or any company within the Generali Group of Companies and/or any of its associated companies, within or outside Malaysia, process my/our Personal Data for the purposes and to the extent stated in the Data Privacy Notice.
 3. I/We hereby confirm that I/we have read and understood the product disclosure sheet (PDS), policy wording and agreed to be bound by the terms and conditions stipulated therein. I/We have also taken note of the duties of the policy owner under the policy contract and where required have contacted representatives of Generali Insurance Malaysia Berhad directly for any terms that I/we do not understand prior to entering into this contract.
- ☐ I/We have read and agree with the Terms & Conditions above (Mandatory).
- ☐ I/We would like to receive special offers, promotions and information related to the insurance products, events and services of Generali Insurance Malaysia Berhad and/or any company within Generali Group of Companies and/or any of its associated companies (Optional).

Signature of Proposer:

Date: dd/mm/yy

DATA PRIVACY NOTICE

Your privacy is important to us, Generali Insurance Malaysia Berhad ("Generali Malaysia"), and we are committed to ensure that your personal data under our care is safe and secured in line with the *Personal Data Protection Act 2010 (the "Act"). The following paragraphs will provide you with a better understanding of how we collect, process, use, retain, secure, maintain accuracy and how you could access your personal data.

Collection of Personal Data

In order to process the purchase of an insurance policy and to perform policy services, it is necessary for you to provide us with obligatory personal data, such as your name, identification number, birth date, address, phone number, information on your health or medical condition, card number for payment purposes, bank account number, assessment of creditworthiness, familial and non-familial information, social media information etc. Your personal data is captured in the proposal or application form and other relevant forms as and when you transact or when you require changes or amendments to your personal details. Your personal data once provided by you would be input into our information system for processing, safe keeping and for the performance of our obligations in relation to your policy.

Processing and Use of Personal Data

We may collect and process your personal data for the following purposes:

1. for the performance of contracts between Generali Malaysia and you;
2. for the performance of our functions;
3. for the performance of our due diligence process to conduct background checks to validate and confirm the information provided by you;
4. for compliance with all applicable laws, rules, regulations, guidelines and/or other legal or regulatory requirements, as well as requirements of the government, law enforcement agencies, and any authorities to whom we are subject to, or any orders of the Court;
5. for litigating, defending or responding accordingly to an actual or potential lawsuit or queries involving regulatory and non-regulatory bodies;
6. for generally protecting our rights and property as well as ensuring the technical competence and functioning of our systems;
7. to monitor and detect any fraudulent activities in the insurance industry;
8. for marketing (including direct marketing) of insurance products;
9. to conduct market research, understand and analyse customer behaviour, location, preferences and demographics for us to offer you other products and services as well as carry out special offers and marketing programmes which may be relevant to your preferences and profile;
10. to verify your financial standing through credit reporting agency; and
11. any other purposes which are related to the aforesaid.

All personal data requested by us is obligatory unless stated otherwise. If you do not provide us with such information, we may not be able to provide you with insurance coverage or to respond to any claims.

Transfer of Personal Data

Due to the global nature of Generali Malaysia, our associates, related companies and affiliates ("Generali Group") and business network worldwide, for the purposes set out above we may transfer personal data internationally to parties located in other countries that have a different data protection regime. The personal data may be transferred to Generali Group's data centers, service providers, business partners, credit reporting agency, governmental or administrative authorities for us to fulfill the purposes which directly or indirectly corresponds to the purpose of collecting the personal data.

Disclosure of Personal Data

We may disclose your personal data for the abovementioned purposes to the following parties (including those within and outside Malaysia):

1. Generali Group;
2. any agents, service providers, contractors or third parties who provide any services to the companies within the Generali Group;
3. any person who has a duty of confidentiality to us; for example, external auditors, medical practitioners, trustees, insurance companies, and actuaries;
4. government agencies, statutory bodies, and other authorities;
5. our business partners and strategic alliances;
6. our assignees or potential assignees, acquirers or potential acquirers and successors-in-title; and
7. any other parties, in respect of whom you have consented to the disclosure of your personal data.

By connecting your Generali Malaysia digital platform account and your other social media account, you permit us to disclose data with the provider of your other social media account and you comprehend that the use of the data we disclose will be governed by the other service provider's social media website's privacy policy. If you do not wish your personal data to be disclosed with other users or with your other social media account provider, please do not link your other social media account with your Generali Malaysia digital platforms account and do not take part in social sharing on Generali Malaysia digital platform.

You may also disclose personal data on message boards, chat rooms, profile pages, and blogs, as well as other Generali Malaysia digital platform where you can upload data and contents. Kindly be informed that any information you upload or disclose via these platforms will be viewed by site visitors, users of Generali Malaysia digital platforms as well as the community. We advise you to be cautious when attempting to disclose your personal data, or any other related information when utilizing Generali Malaysia digital platform.

Access, Change and Delete Requests

We take all reasonable steps to ensure that the personal data provided by you or your authorized party is accurate, complete, not misleading and kept up-to-date consistent with the purpose for which the personal data was collected and further processed.

Under applicable laws and regulations, you may have the right to:

- access to or amend or correct your personal data that is inaccurate, incomplete, misleading, or not up to date;
- request deletion of your personal data under certain grounds;
- withdraw your consent or request a change to your scope of consent;
- make a complaint about Generali Malaysia on data handling;

Please note that some personal data may be exempt from access, correction, objection, deletion, or suppression rights in accordance with local data protection laws.

Protection of Personal Data

Implementing adequate measure to protect your personal data is Generali Malaysia's utmost priority to ensure it is aligned with relevant data privacy and financial services laws. Nonetheless, no data transmission over the internet or data storage system can be fully secured. If you have reason to believe that your interaction with us is compromised, please notify us immediately.

Retention

We will not retain your personal data longer than is necessary for the fulfilment of the original purpose for which it was collected. We will take all reasonable steps to ensure that your personal data is destroyed or permanently deleted if no longer required unless such retention is necessary for our operational, audit, legal, regulatory, tax or accounting purposes.

New Product and Services

As part of our continuous efforts to promote awareness and greater understanding on our new products and services for your benefit, we will from time to time to contact or send you information on the said new products or services.

Queries and Complaints

If you need to contact us for any inquiries, correction, deletion or complaints, please contact our Customer Service Centre at 1 300 13 2121 or +603 3007 2121 (Monday – Friday 8:45am – 5:00pm, excluding public holidays) or email customer.service.gi@generalali.com.my.

*Note: The Act shall not apply to:

- Federal Government and State Governments;
- any personal data processed outside Malaysia unless that personal data is intended to be further processed in Malaysia; and
- personal data processed for electronic invoice issued or transmitted to the Director General under Finance (No. 2) Act 2023.

If there are any inconsistencies between the English and Bahasa Malaysia version of this Data Privacy Notice, the English version shall prevail. For further details, please refer to our "Data Privacy Notice" published in our website.