Commercial property and business interruption insurances

Purpose
At the end of this unit, candidates should be able to understand commercial property and business interruption insurances.

Assumed knowledge
It is assumed that the candidate already has knowledge of the fundamental principles of insurance as covered in IF1 Insurance, legal and regulatory or equivalent examinations.

<table>
<thead>
<tr>
<th>Summary of learning outcomes</th>
<th>Number of questions in the examination*</th>
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</thead>
<tbody>
<tr>
<td>1. Understand the risk and control of fire, theft and other contingencies to property and</td>
<td>24</td>
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<tr>
<td>business interruption.</td>
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<tr>
<td>2. Understand the cover provided by and main practices of property insurance.</td>
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<td>3. Understand the cover provided by and main practices of business interruption insurance.</td>
<td>5</td>
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<td>4. Understand the underwriting of property and business interruption insurance.</td>
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<td>5. Understand how property and business interruption insurance claims are handled.</td>
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</table>

*The test specification (relevant to the M93 multiple choice question exam only) has an in-built element of flexibility. It is designed to be used as a guide for study and is not a statement of actual number of questions that will appear in every exam. However, the number of questions testing each learning outcome will generally be within the range plus or minus 2 of the number indicated.
Important notes

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• Method of assessment:
  Mixed assessment consisting of two components, both of which must be passed. One component is
  a coursework assignment and one is a multiple choice examination. The details are:
  1. an online coursework assignment using RevisionMate consisting of 10 questions which
    sequentially follow the learning outcomes. This must be successfully completed within 6 months
    of enrolment; and
  2. a multiple-choice question (MCQ) exam at one of the CII’s online centres (paper based MCQs are
    available in April and October for those sitting outside the UK). The MCQ exam consists of 50
    MCQs. 1 hour is allowed for this examination. This exam must be successfully passed within 18
    months of enrolment.
• This syllabus will be examined from 1 May 2017 until 30 April 2018.
• Candidates will be examined on the basis of English law and practice unless otherwise stated.
• Candidates should refer to the CII website for the latest information on changes to law and practice
  and when they will be examined:
  1. Visit www.cii.co.uk/updates
  2. Select the appropriate qualification
  3. Select your unit on the right hand side of the page

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• Method of assessment: Part I 14 compulsory questions (140 marks). Part II 2 questions selected from
  3 (60 marks). Total of 200 marks. Three hours are allowed for this exam.
• The syllabus is examined on the basis of English law and practice unless otherwise stated.
• The general rule is that the exams are based on the English legislative position six months before
  the date of the exams.
• Candidates should refer to the CII website for the latest information on changes to law and practice
  and when they will be examined:
  1. Visit www.cii.co.uk/qualifications
  2. Select the appropriate qualification
  3. Select your unit on the right hand side of the page
1. Understand the risk and control of fire, theft and other contingencies to property and business interruption

1.1 Explain the causes of fire.
1.2 Explain the inception and propagation of fire, including their relationship.
1.3 Explain the relative fire hazards of trade processes and materials used in business.
1.4 Explain the relative fire hazards of building construction.
1.5 Explain the methods of fire detection, protection and control.
1.6 Explain the definitions of theft.
1.7 Explain the inherent risk features of theft.
1.8 Explain the main methods of protecting property including money against theft.
1.9 Explain the hazards arising from other contingencies and the methods of controlling these.
1.10 Examine risk, control of fire and other contingencies in relation to relevant scenarios.
1.11 Apply the principles and practices of risk and control of fire, theft and other contingencies to property and business interruption to various scenarios.

2. Understand the cover provided by and main practices of property insurance

2.1 Explain the cover provided by property insurance policies.
2.2 Explain the clauses commonly used in property insurance policies.
2.3 Explain the provision of terrorism cover.
2.4 Explain the cover provided in respect of money, fidelity guarantee, goods in transit and commercial all risks.
2.5 Apply the principles and practices of property insurance cover to various scenarios.

3. Understand the cover provided by and main practices of business interruption insurance

3.1 Explain the cover provided by business interruption insurance policies.
3.2 Explain how the sum insured and maximum indemnity periods are selected.
3.3 Explain the clauses commonly used in business interruption insurance policies.
3.4 Explain the importance of business continuity planning with relation to business interruption insurance.
3.5 Apply the principles and practices of business interruption insurance cover to various scenarios.

4. Understand the underwriting of property and business interruption insurance

4.1 Explain the use and content of survey reports in the underwriting process.
4.2 Explain the importance of and the factors used to calculate an estimated maximum loss (EML).
4.3 Explain the risk and pricing criteria used in underwriting property and business interruption insurance.
4.4 Describe the key underwriting considerations in managing a property and business interruption insurance portfolio.
4.5 Explain the importance of reinsurance and co-insurance with specific reference to property and business interruption.
4.6 Explain the application of warranties, excesses, deductibles and franchises.
4.7 Apply the principles and practices of underwriting of property and business interruption insurance to various scenarios.

5. Understand how property and business interruption insurance claims are handled

5.1 Explain how property and business interruption claims are handled.
5.2 Calculate the settlement of property and business interruption claims.
5.3 Apply the principles and practices of property and business interruption insurance claims to various scenarios.
## Reading list

The following list provides details of various publications which may assist you with your studies.

**Note: The examination will test the syllabus alone.**

The reading list is provided for guidance only and is not in itself the subject of the examination.

The publications will help you keep up-to-date with developments and will provide a wider coverage of syllabus topics.

CII/PFS members can borrow most of the additional study materials below from Knowledge Services. CII study texts can be consulted from within the library.

New materials are added frequently - for information about new releases and lending service, please go to [www.cii.co.uk/knowledge](http://www.cii.co.uk/knowledge) or email [knowledge@cii.co.uk](mailto:knowledge@cii.co.uk).

### CII study texts

Commercial property and business interruption insurances. London: CII. Study text M93/P93

Insurance, legal and regulatory. London: CII. Study text IF1

### Books (and ebooks)


### Ebooks

The following ebooks are available through Discovery via [www.cii.co.uk/discovery](http://www.cii.co.uk/discovery) (CII/PFS members only):


### Factfiles and other online resources

CII factfiles are concise, easy to digest but technically dense resources designed to enrich the knowledge of members. Covering general insurance, life and pensions and financial services sectors, the factfile collection includes key industry topics as well as less familiar or specialist areas with information drawn together in a way not readily available elsewhere. Available online via [www.cii.co.uk/ciifactfiles](http://www.cii.co.uk/ciifactfiles) (CII/PFS members only).

- Business interruption insurance. Diane Jenkins.
- Risk control. Ian Searle.
- Risk identification. Ian Searle.


### Journals and magazines

The journal. London: CII. Six issues a year. Also available online via [www.cii.co.uk/knowledge](http://www.cii.co.uk/knowledge) (CII/PFS members only).

Further periodical publications are available at [www.cii.co.uk/journalsmagazines](http://www.cii.co.uk/journalsmagazines) (CII/PFS members only).

**Reference materials**


*Also available as an ebook through Discovery via [www.cii.co.uk/discovery](http://www.cii.co.uk/discovery) (CII/PFS members only).

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**Exemplars**
Exemplar papers are available for all mixed assessment units. Exemplars are available for both the coursework component and the multiple-choice component.

These are available on the CII website under the unit number before purchasing the unit. They are available under the following link [www.cii.co.uk/qualifications/ diploma-in-insurance-qualification](http://www.cii.co.uk/qualifications/ diploma-in-insurance-qualification).

These exemplar papers are also available on the RevisionMate website [www.revisionmate.com](http://www.revisionmate.com) after you have purchased the unit.

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**Examination guides**
Guides are produced for each sitting of written answer examinations. These include the exam questions, examiners’ comments on candidates’ performance and key points for inclusion in answers.

You are strongly advised to study guides from the last two sittings. Please visit [www.cii.co.uk](http://www.cii.co.uk) to buy online or contact CII Customer Service for further information on +44 (0)20 8989 8464.

Alternatively, if you have a current study text enrolment, the latest exam guides are available via [www.revisionmate.com](http://www.revisionmate.com).

Older guides are available via [www.cii.co.uk/pastexamguides](http://www.cii.co.uk/pastexamguides) (CII/PFS members only).

**Exam technique/study skills**
There are many modestly priced guides available in bookshops. You should choose one which suits your requirements.

The Insurance Institute of London holds a lecture on revision techniques for CII exams approximately three times a year. The slides from their most recent lectures can be found at [www.cii.co.uk/iilrevision](http://www.cii.co.uk/iilrevision) (CII/PFS members only).