## **SITE ENVIRONMENTAL INSURANCE PROCESS**

1. This section contains:

Package: Site Environmental Insurance Process

Environmental Engineering Philosophy Environmental Insurance Agents List

- 2. Owner contacts Environmental Insurance Agent and advises of potential need for site environmental insurance coverage.
- 3. Owner completes any applications and applicable forms and forwards to agent and/or Insurance Company.
- 4. Owner selects environmental engineering firm.. Notify Insurance Company of selected firm for approval, if required.
- 5. Engineering Firm completes a Phase I Site Environmental Assessment in accordance with American Society for Testing and Materials (ASTM) protocol and other protocol acceptable to Insurance company.
- 6. Engineer submits 3 copies of Phase I Assessment to Owner.
- 7. Owner submits Phase I Reports:

1 to DECD and I to Insurance Company with request for quote. If Phase I Report recommends a Phase II investigation, consult DECD.

- 8. Insurance Company reviews Phase I Report and Phase II Report, if required, for coverage. Owner submits a copy DECD
- 9. Owner consults DECD for acceptance of quotes and date coverage should be effective.
- 10. Owner notifies Insurance Company of acceptance of quote and requests coverage.

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