Questionnaire "Recycling Spain"
(Status 2025-10)

HÜBENER

1. Policyholder
Company or name
Street and house number
Postcode, City, Country
Phone
E-mail

2. Broker
Company
Contact person
Phone
E-Mail
Hübener broker no.

<u>For each insurance location,</u> the questionnaire must be signed by a person/ persons who is/ are entitled to represent their company in a legally binding manner vis-à-vis third parties.
The information you provide enables us to correctly assess the risk. Non-response or dashes are considered as negation. The submission of the questionnaire does not establish a contractual relationship. Please also note the reference to the consequences of incorrect information at the end of the questionnaire. Since the questionnaire becomes part of the contract when you conclude it, you should keep a copy for your records. If the building or place of insurance is rented out, the tenant should be consulted.

3. Location Information	
3.1 Address	☐ deviating as follows ____ ____
3.3 Type of Area	☐ commercial or industrial area ☐ outside of towns and villages ☐ mixed area (densely built-up, inner city)

4. Information on the company/ property	
4.1 Employees and working hours	Number of employees: ________ Number of shifts: ________ Of which __________ temporary workers Working hours: ________________________
4.2 Certification	☐ specialist disposal firm ☐ quality management ☐ __________________________
4.3 Vicinity	☐ vicinity establishments or warehouses with particular fire hazard[1] (<20m) next: ______________________________________ [1] This includes following companies/ warehouses: waste paper, fireworks, foamed plastics, wood wool, mattresses, ammunition, oil, peroxides, upholstery, sawmills, explosives, textiles, peat and fuel
4.4 Description of operations/ production process	____ ____
4.5 Type and scope of incoming waste material inspection	____
4.6 Split of processed materials (in percent) at the place of insurance – impurities of up to 3% are not taken into account	☐ % batteries (lithium) ☐ % batteries (without lithium) ☐ % biodegradable substances ☐ % dual system, lightweight packaging ☐ % electronics/ electrical appliances ☐ % mixed commercial waste ☐ % glass ☐ % wood (also including substitute fuel) ☐ % car recycling ☐ % plastics ☐ % metal (without combustible part) ☐ % metal, scrap trade ☐ % mineral substances ☐ % ammunition ☐ % oil, liquids, slurries ☐ % paper/ cardboard ☐ % paper (only shredded files) ☐ % paper from production ☐ % tyres ☐ % textiles ☐ % carcass rendering ☐ % ______________________

4.7 Mechanical processing	☐ there is no mechanical processing (drilling, turning, flexing, milling, grinding, pressing, sawing, shredding and sieving) at the risk location ☐ only unmixed substances are pressed or sifted at the risk location, but no mechanical processing of materials (drilling, turning, flexing, milling, grinding, sawing or shredding)

5. Storage	
5.1 Place of storage	☐ outside ☐ in production halls ☐ in production halls with existing constructional separation or open space of at least 5 m width between production and storage area ☐ in warehouses ☐ in silos
5.2 Type of storage	☐ separated storage of the individual substances is possible by means of structural separation or open spaces with a width of at least 5 m. ☐ block storage: ______ m storage height ☐ shelf storage: ______ m storage height ☐ bulk material storage: ______ m storage height
5.3 Delivery hall	☐ separate hall for waste reception ☐ empty at the end of operation
5.4 Storage of flammable materials	☐ size of partial storage areas in buildings (max. 400 m²) is maintained ☐ size of partial outdoor stage areas (max. 300 m²) is maintained

6. Safety and accessibility	
6.1 Access control	☐ for employees ☐ for external persons ☐ use of the premises by other companies name: ____
6.2 Enclosure	☐ surrounding fencing (fence, wall) available ☐ min. 2 m high ☐ with anti-climb device
6.3 Monitoring / Illumination	☐ complete illumination of the premises after the end of operation ☐ CCTV areas: ________________________________ ☐ burglar alarm system with connection to police
6.4 Security outside operating hours	☐ irregular surveillance ☐ regular rounds and time clock checks at intervals of ☐ 1 hour ☐ 2 hours ☐ 4 hours

7. Organizational fire protection	
7.1 Fire safety officer	☐ internally named, with appropriate qualification ☐ externally designated

8. Defensive fire protection	
8.1 Fire extinguishers	☐ a sufficient number of fire extinguishers available ☐ fire extinguishers maintenance every 2 years ☐ additional mobile fire extinguishers (e.g. CAFS extinguishers)
8.2 Wall hydrants	☐ wall hydrants are present in every building ☐ if buildings are cold halls: wall hydrants are ☐ heated or ☐ dry-implemented
8.3 Fire-fighting water supply	Hydrant on the ☐ premises or via the ☐ public drinking water supply Further extinguishing water tapping points (>350 m³): ☐ firefighting pond ☐ cistern ☐ ____________________________ ☐ well ☐ open water
8.4 Fire brigade	Jurisdiction: ☐ volunteer fire brigade ☐ professional fire department ☐ plant fire brigade Distance to the place of insurance: _____ km Deployment time: _____ min ☐ obstacles (e.g. railway barriers) on the approach route ☐ exercises with the fire brigade take place regularly, last _______________ (month/ year) ☐ accessibility of the fire brigade to the premises and buildings is guaranteed at all times ☐ employees of the company are active in the fire brigade ________ persons

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9. Scope of insurance

9.1 Building and Content insurance

For each building, it is recommended to complete the supplementary object questionnaire "Recycling Spain", as this will be taken into account when calculating the premium.

If goods and supplies, mobile machinery or vehicles subject to registration cannot be directly assigned to a building, please indicate under 9.2 to 9.4

Building 1 ______

Description: ______ Use: ______

Building insurance	**Content insurance**
sum: ______ EUR	technical equipment: ______ EUR commercial equipment: ______ EUR goods/ supplies: ______ EUR
☐ new value ☐ current value	☐ new value ☐ current value
Perils ☐ fire	**Perils** ☐ fire

Building 2 ______

Description: ______ Use: ______

Building insurance	**Content insurance**
sum: ______ sum:	technical equipment: ______ EUR commercial equipment: ______ EUR goods/ supplies ______ EUR
☐ new value ☐ current value	☐ new value ☐ current value
Perils ☐ fire	**Perils** ☐ fire

Building 3 ______

Description: ______ Use: ______

Building insurance	**Content insurance**
sum: ______ EUR	technical equipment: ______ EUR commercial equipment: ______ EUR goods/ supplies ______ EUR
☐ new value ☐ current value	☐ new value ☐ current value
Perils ☐ fire	**Perils** ☐ fire

Building 4

Description: ____________ Use: ____________

Building insurance		**Content insurance**	
sum:	EUR	technical equipment:	EUR
		commercial equipment:	EUR
		goods/ supplies	EUR
☐ new value ☐ current value		☐ new value ☐ current value	
Perils		**Perils**	
☐ fire		☐ fire	

Building 5

Description: ____________ Use: ____________

Building insurance		**Content insurance**	
sum:	EUR	technical equipment:	EUR
		commercial equipment:	EUR
		goods/ supplies	EUR
☐ new value ☐ current value		☐ new value ☐ current value	
Perils		**Perils**	
☐ fire		☐ fire	

Building 6

Description: ____________ Use: ____________

Building insurance		**Content insurance**	
sum:	EUR	technical equipment:	EUR
		commercial equipment:	EUR
		goods/ supplies	EUR
☐ new value ☐ current value		☐ new value ☐ current value	
Perils		**Perils**	
☐ fire		☐ fire	

9.2 Goods and supplies	Goods and supplies which cannot be allocated ____________________ EUR
9.3 (Semi-) mobile machines (Registered vehicles excluded)	Cannot be directly assigned to a building - lump sum ☐ new value ☐ current value ____________________ EUR
9.4 Vehicles requiring registration	Only used at the insured location - lump sum ☐ new value ☐ current value ____________________ EUR

10. Previous damage

All damages within the last 10 years are to be indicated (also uninsured damages >1,000 EUR | fire damages > 5,000 EUR)

Hazard	Loss day	Type and cause of loss	Amount of loss
			EUR
			EUR
			EUR
			EUR

11. Prior insurance

11.1 Insurance companies	____________________
11.2 Insurance Certificate No.	____________________
11.3 Scope of insurance	☐ building insurance ☐ content insurance
11.4 Contract status	☐ has not been cancelled ☐ insurer has given notice of termination Reason: ____________________ ☐ I have cancelled

12. Documents to be submitted

The following documents shall be submitted together with the recycling questionnaire. If the documents are not presented, the insurance premium may change or no insurance cover can be granted.

Necessary documents for tender preparation	attached	non-existent
1. Site plan/ floor plan/ overview plan or fire brigade plan	☐	☐
2. Current photos of the buildings and open spaces	☐	☐
3. Fire protection concept	☐	☐
4. Additional object questionnaire per building	☐	☐
If available		
1. Process flow chart	☐	☐
2. Previous insurer's or surveyor reports	☐	☐

13. Declaration of the policyholder

This questionnaire is not an insurance contract. I accept that the insurer's risk assessment is based on the statements and answers provided herein and that these will determine the contract. Should the relevant contract be concluded, this questionnaire will form an integral part of the insurance contract.

I further acknowledge that any inspection of the risk will in no way serve to verify and/or confirm the information provided in the questionnaire.
I confirm that I have provided all information to the best of my knowledge and belief. Furthermore, I confirm that the answers do not contain any deliberate omissions that could have a negative impact on the insurer's risk assessment. I undertake to immediately report any change in circumstances that could be of interest to the insurer, even if this change has not yet occurred.

I have been informed that any false information, inaccuracy and/or ambiguity may, in accordance with the provisions of the insurance contract, result in the insurer being able to withdraw from the contract in the event of a claim or be exempt from paying compensation. The latter also applies in the event of failure to report an increase in risk.

The undersigned is/are the legal representative/s of the policyholder and may make legally binding declarations for the company vis-à-vis Hübener Versicherungs AG.

City, date	Stamp, signature

14. Declaration of the policyholder concerning contract language: English / Idioma del contrato: inglés

The policyholder requests and agrees that the insurance policy and all other contract-related documents be written in English. The policyholder is aware that this language differs from the national language at the policyholder's place of residence or the location of the risk. The policyholder nevertheless assures that they are able to understand the content of the aforementioned documents and will seek expert advice in the event of any difficulties in understanding.

The contracting parties agree that, in the event of contractual disputes, the policyholder cannot invoke the invalidity of contractual provisions, in particular exclusions, on the grounds that they were drafted in a language other than the national language.

Non-binding translation / Traducción no vinculante

El tomador del seguro desea y acepta que la póliza de seguro y todos los demás documentos relevantes para el contrato estén redactados en inglés. Es consciente de que se trata de un idioma diferente al idioma oficial del país en el que se encuentra la sede del tomador del seguro o la ubicación del riesgo. No obstante, el tomador del seguro garantiza que comprende el contenido de los documentos mencionados y que, en caso de dificultades de comprensión, solicitará asesoramiento especializado.

Las partes contratantes acuerdan que, en caso de disputas contractuales, el tomador del seguro no podrá invocar la ineficacia de las disposiciones acordadas, en particular de las exclusiones, por el hecho de que estén redactadas en un idioma distinto al idioma nacional.

The undersigned is/are the legal representative/s of the policyholder and may make legally binding declarations for the company vis-à-vis Hübener Versicherungs AG.

City, date	Stamp, signature