

PRODUCT DISCLOSURE SHEET	Etiqa Takaful Berhad
Read this Product Disclosure Sheet before you decide to participate in the Workmen's Compensation Takaful. Be sure also to read the general terms and conditions.	Workmen's Compensation Takaful Date : ____/____/____

1. What is this product about?

In accordance with the Workmen's Compensation Ordinance 1952, employers are legally obligated to cover their employees who are defined as "workmen" under a Workmen's Compensation Takaful certificate. However, this stipulation is no longer applicable to employees who are SOCSO members as provided under the Employees Social Security Act 1969.

A workmen is defined under the Ordinance as any person who has entered into or works under a contract of service or of apprenticeship with an employer, whether:

- by way of manual labour or otherwise
- the contract is expressed or implied or oral or in writing
- the remuneration is calculated by time or by work done
- by the day, week, month or any longer period

2. What are the Shariah concepts applicable?

Tabarru'

This product applies the Tabarru' concept, whereby the participants agree to pay their contribution to the General Takaful fund for the purpose of mutual aid and assistance to any other participants in case of need

Wakalah

This product also applies the wakalah concept, whereby the participants nominate the Takaful Operator to act on their behalf to invest and manage the General Takaful fund. As an agent, the Takaful Operator is entitled to receive a 'wakalah fee' as a service charge.

Note : Please refer to the Takaful Certificate contract for more details.

3. What are the covers / benefits provided?

The certificate will indemnifies the Participant in respect of his legal liability

- (a) To pay compensation under Workmen's Compensation Ordinance to all employees who are "workmen" in respect of death or injuries due to accidents or occupational disease arising out of and in the course of employment.
- (b) Under Common Law – if a workmen seeks compensation in the court instead of using the Workmen's Compensation Ordinance. The Company's minimum liability under Common Law is RM1 million up to RM3 million.

Duration of cover is for one year (except for project related risks). You need to renew your Takaful certificate annually.

Distribution of Surplus

If there is a surplus at the end of the financial year, we will receive fifty (50%) as incentive for being responsible in operating and managing the General Takaful fund. The balance will be reserved for distribution amongst participants subject to the provisions of the Takaful certificate. The surplus will not be payable if the participant has made a claim under this certificate. If the surplus payable to the participant is less than RM10.00, it shall be credited into a charity fund, which will utilized as amal jariah.

4. How could I be held liable?

You could be held liable at Common Law due to:

- Personal negligence
- Failure to provide a safe place and a safe system of work
- Failure to exercise reasonable care in recruitment of competent staff
- Failure to provide proper machinery and maintain them in good working order

5. Can the employee sue outside Malaysia ?

No, the certificate is subject to Malaysia Jurisdiction only.

6. How much contribution do I have to pay?

The total contribution that you have to pay may vary depending on the underwriting requirements and annual payroll/wageroll you declared to us.

**For project related risk, the earnings is usually based on min. 10% to 30% of the contract value.

7. **What are fees and charges that I have to pay?**

Type	Amount
Commissions paid to the Takaful agent	Up to 25% of premium
Stamp Duty	RM 10.00
Good Service Tax (GST)	6% of premium

8. **What are some of the key terms and conditions that I should be aware of?**

- Important of disclosure – you must give all the material facts that you know or ought to know; otherwise our certificate may be invalidated.
- You must maintain proper records of each employee and declare their wages and earnings truthfully otherwise in the event of claims, the average condition in the certificate shall apply.
- Except for project risks less than 60 days, the annual certificate is subject to Contribution Warranty.
- You should not admit, offer, promise or pay the claimant without our written consent.
- You must inform the agent or us in writing on any material changes during the certificate period so that the necessary amendments are endorsed to your certificate.
- This Takaful is subjected to 60 days Contribution Warranty, i.e. contribution due must be paid and received by Takaful Operator within sixty (60) days from inception. Failing which, certificate is automatically cancelled and 60 days pro rate contribution shall be entitled to Takaful Operator.

9. **What are the major exclusions under this certificate?**

This certificate does not cover:

- Liability assumed by agreement
- Any employee who is not "Workman" within the meaning of the Workmen's Compensation Law(s)
- War, Civil War and Act of Terrorism
- Radioactive and nuclear energy risks
- Claims arising from Asbestos

Note: This list is non-exhaustive. Please refer to the sample certificate schedule for the full list of exclusions under this certificate.

10. **Can I cancel my certificate?**

You may cancel your certificate by giving written notice to us. Upon cancellation, you are entitled to a refund of the contribution less contribution based on our short period rates for the period of the certificate which has been in force.

11. **What do I need to do if there are changes to my contact details?**

It is important that you inform us of any changes in your contact details to ensure that all correspondences reach you in a timely manner.

12. **Where can I get further information?**

Should you require additional information about Workmen's Compensation Takaful, please refer to the Takaful info booklet on 'Workmen's Compensation Takaful, available at all our branches or you can obtain a copy from the Takaful agent or visit www.insuranceinfo.com.my.

If you have any enquiries, please contact us at:

Etiqa Takaful Berhad (266243D)
(Registered under Takaful Act 1984 and Regulated by Bank Negara Malaysia)
Level 19, Tower C, Dataran Maybank
No. 1, Jalan Maarof
59000 Kuala Lumpur, Malaysia
Tel : 03 2297 3888 Fax : 03 2297 3800
Email : info@etiqa.com.my
Homepage : www.etiqa.com.my

13. **Other types of General Takaful cover available**

- Employer's Liability Takaful
- Foreign Workers' Compensation Scheme

IMPORTANT NOTE:

YOU MUST ENSURE THAT YOUR PROPERTY IS INSURED AT THE APPROPRIATE AMOUNT. YOU SHOULD READ AND UNDERSTAND THE INSURANCE POLICY AND DISCUSS WITH THE AGENT OR CONTACT THE INSURANCE COMPANY DIRECTLY FOR MORE INFORMATION.