

Construction All Risks (CAR)

Desktop Review - Minimum Information

Version: 1.0

Date: 8th May 2024

To support efficient data transfer, reduce correspondence and enable an appropriate Construction All Risks Desktop Review to be completed, minimum information is required. This document provides guidance on what documents should be sent to Aviva to enable a prompt and thorough Desktop Review.



CAR Desktop Review - Minimum Information



Introduction

To support Aviva's understanding of your Construction All Risks (CAR) project, the below detailed information is required.

We will review the documentation provided and, if necessary, may request further information to help us fully understand the risk.



Minimum Information Needed

For All Projects

- ✓ Project summary.
- ✓ Insurance cover requested – including LEG conditions, hot commissioning etc.
- ✓ Construction Phase Plan.
- ✓ Geotechnical Interpretative Report.
- ✓ Programme - Gantt chart to at least Level 2.
- ✓ Project budget with detailed breakdown of main works packages.
- ✓ General arrangement drawings – Construction phasing & permanent.
- ✓ RIBA Stage 3/4 (or equivalent) Report.

Existing Structures / Renovations

- Condition Survey Reports.
- Details of any heritage items, along with the methods of protection from 'in situ' damage and/or in storage.
- Details of any temporary propping.
- Details of ongoing site/ third-party asset monitoring arrangements.

Flood Exposed Projects

- ✓ Flood Risk Assessment.
- ✓ Construction-specific temporary flood controls and mitigation.

Other Supporting Information

- Construction Fire Management Plan.
- Details of all combustible materials, specifically highlighting any E and Class F Materials (BS EN 13501-1).
- Details of any specialist construction methods. e.g., modular, mass timber etc.
- Design and Construction Risk Register.
- Project Organisation Chart & Principal Contractor experience in the construction sector.
- Escape of Water Management Plan – including details of any automatic shutoff devices.
- Temporary water ingress protections/plan.
- Security arrangements during construction e.g., guarding, video surveillance, intruder alarms etc.
- Lifting Management Plan.
- Quality Management Plans.



Specialist Partner Solutions

Aviva Risk Management Solutions can offer access to a wide range of risk management products and services at preferential rates via our network of Specialist Partners.

For more information please visit:

[Aviva Risk Management Solutions – Specialist Partners](#)

Additional Information

To find out more, please visit [Aviva Risk Management Solutions](#) or speak to one of our advisors.

Email us at riskadvice@aviva.com or call 0345 366 6666.*

*The cost of calls to 03 prefixed numbers are charged at national call rates (charges may vary dependent on your network provider) and are usually included in inclusive minute plans from landlines and mobiles. For our joint protection telephone calls may be recorded and/or monitored.

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