

**EMPLOYERS' LIABILITY REGISTER (effective date: Oct 1st, 2014)**

FRN (Firm Reference Number)	Name of Insurer					
Policy Number	Policy Inception Date	Policy and data	Name of Original Insurer			
Policyholder name						
Employer's Name 1.1	Postcode	Address Line 1	Address Line 2	Town/City	County ERN(s) (HMRC Employer reference number(s))	CHRN (Companies House reference number)
Employer's Name 1.2	Postcode	Address Line 1	Address Line 2	Town/City	County ERN(s) (HMRC Employer reference number(s))	CHRN (Companies House reference number)
Employer's Name 1.3	Postcode	Address Line 1	Address Line 2	Town/City	County ERN(s) (HMRC Employer reference number(s))	CHRN (Companies House reference number)
Policy Number 2	Policy Inception Date	Policy and data	Name of Original Insurer			
Policyholder name						
Employer's Name 2.1	Postcode	Address Line 1	Address Line 2	Town/City	County ERN(s) (HMRC Employer reference number(s))	CHRN (Companies House reference number)

**We have potential liability for policies under which UK commercial lines employers' liability cover has been provided to employers and which commenced or were renewed before 1 April 2011 and in respect of which no claims were made on or after 1 April 2011. However, we are not required to make details of those policies available in this register under FSA rules. Enquiries may be made about these policies by individual claimants, their authorised representatives, or insurers or their insurance intermediaries, with potential claims, by contacting:**

**Ivy Jermyn-Buckley**  
**Insurance Programme Manager**  
**Probus Insurance Company Europe**  
**Limited**  
**Hertz Europe Service Centre**  
**Swords Business Park**  
**Swords, Co. Dublin**  
**Ireland**  
[ijermynbuckley@probus-insurance.com](mailto:ijermynbuckley@probus-insurance.com)  
**Phone: +353-876-5415**

**Notes**

1. The register must be completed by all insurers and managing agents managing the insurance business of syndicates of Lloyd's members that are carrying out contracts of insurance that provided commercial lines employers' liability cover to employers carrying on, or who carried on, business in, and in relation to their employees' course of employment in, the UK.
2. All policies under which UK commercial lines employers' liability cover has been provided to employers which commenced or were renewed or for which claims were made on or after 1 April 2011 must be included.
3. The register must include all employers covered by a policy, for example, all employers in a group where the policy is taken out in the name of one entity in the group.
4. The FRN number is that given to the insurer by the FSA. The FRN is not required to be included in the form if a firm uses a qualifying tracing office to make available its register in accordance with ICOBS 8.4.7R(1)(a)(ii).
5. The register must include all names by which an employer was known between the policy inception date and the policy end date must be listed including the name registered with Companies House where applicable and trading names. Trading names, if different from the registered name, should be appended to the registered name.
6. The employer's address is the latest address for that employer. Where the employer is registered with Companies House, the employer's address is the latest address registered with Companies House.
7. The ERN is the employers' reference number provided by Her Majesty's Revenue and Customs for that employer. If the employer has more than one ERN then all ERNs must be included in the register, if it is practicable to do so. Otherwise, the firm must include the ERN that applies to the largest number of employees.
8. The CHRN is the employers' reference number provided, where relevant, by the Registrar of Companies. The CHRN may be included by utilising a facility which searches data obtained or downloaded from Companies House.