

INSURANCE CONSTRUCTION REQUIREMENTS

- 1) Request certificate of insurance and scope of work from the contractor – The certificate must name the HDFC as Additional Insured
- 2) Check the list of unacceptable carriers
- 3) If carrier is listed on the unacceptable carriers list – advise the HDFC and contractor that their insurance is not acceptable
- 4) If carrier is not listed request a copy of the policy for review
- 5) Check the exclusions on the policy to see if NYSSL 240 is excluded
- 6) Provide a blank Hold Harmless agreement to the HDFC to be signed by the GC and the HDFC – signed copy is needed

Must have a contract with Insurance Addendum, if no contract add addendum to the Purchase Order – must be signed by HDFC & Contractor