Insurance Overview for Employees

1. Bicycle Security Obligations:

To ensure insurance coverage, the following security measures are mandatory:

- **Permitted lock types**: Minimum value of €50
- **Locking**: The bicycle must be secured by the frame to a fixed object (e.g., lamppost, bike rack)
- **Shared spaces** (e.g., basement): Must be additionally secured with a lock
- **Theft from a vehicle**: The vehicle must be locked
- **Transport on bike racks**: Must be additionally secured with a safety lock on the rack
- **Private garage**: No additional lock required

2. Insurance Benefits:

2.1. Inspections

- One inspection worth up to €90 after each of the 1st and 2nd insurance year, including UVV safety check
- Employees will be notified via the company bike tool
- **Note:** Costs exceeding €90 must be covered by the employee. However, wear and tear parts are fully insured from day one – with no cost limit

2.2. Types of Damage and Claims Processing

2.2.1. Total Loss – Theft

- Police report required: Frame number and lock purchase receipt are stored in the tool
- Report to Assona within 14 days
- Insurance covers outstanding lease payments – leasing contract ends
- If a new leasing contract is signed: 50% of previously paid leasing rates will be subsidized toward the purchase price of the new bike. Conditions: New contract within 6 months, purchase price at least 70% of the old bike's value

2.2.2. Total Loss – Accident or Vandalism

- Police report required in case of third-party fault
- Report to Assona within 14 days
- Frame number and lock receipt must be stored in the tool
- In case of total loss: Insurance covers outstanding lease payments
- **Repair instead of total loss** if:
    - Repair costs > outstanding lease amount (buyout sum)
    - AND repair costs < 40% of the net purchase price

- **Example:**
    - Net purchase price: €3,500
    - 40% of that: €1,400
    - Outstanding lease amount: €350
    - Repair costs: €750 → Repair will be carried out

2.2.3. Repairs / Partial Damage

a. Covered damages include:

- Fall, crash, and accident damage
- Fire, explosion, lightning strike
- Operational and handling errors
- Wear and tear (including tires and brakes)
- Natural hazards (storm, hail, flooding, avalanche, landslide)
- Vandalism
- Electronic damage
- Manufacturing, design, and material defects (after legal warranty expires)

b. Battery repair/replacement if the battery delivers no more than 50% of the manufacturer's stated capacity and the cause is one of the following:

- Wear and tear
- Fall, crash, and accident damage
- Operational and handling errors
- Natural hazards
- Electronic damage
- Moisture damage

2.2.4. Repair Processing

- Costs for labor and replacement parts are covered
- Repairs are carried out by Assona partners
- **First point of contact**: Dealer where the bike was purchased
- Alternatively: Contact Assona for repair coordination and cost approval if the service provider is not part of the Assona network (e.g., during travel abroad)

3. Non-Insured Damages

- Cosmetic damage without functional impairment
- Self-performed repairs
- Theft/damage of non-permanently attached accessories (e.g., speedometer, GPS, baskets, child seats)
- Damage due to improper battery charging
- Intentionally caused damage
- Modifications to the bike against manufacturer specifications (e.g., chip tuning)
- Loss or misplacement of the bike or accessories
- Commercial use