



Oldfield Partners

## **Oldfield Partners - COVID-19 update**

Dear clients, contacts and friends of Oldfield Partners,

As you would expect, we have been closely monitoring developments around the spread of coronavirus and the reaction of markets and governments. This is a brief update on our operational preparations for the pandemic.

We are following the guidance for employers from Public Health England, details of which can be found here: <https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/guidance-for-employers-and-businesses-on-covid-19> and we continue to prepare for changing circumstances.

Several partners and staff have taken additional preventative measures in recent weeks, by cancelling international travel, both business and personal. We are fortunate that no member of staff had travelled to any restricted countries and as we stand today, no one has been quarantined or required to self-isolate. In order to protect the health and safety of our team, we may ask visitors to our office to provide information on their own recent travel and potential for exposure to the virus in advance. Please bear with us – we just want to be prudent.

In preparation for a potential worsening of the situation in the UK, last week on the evening of 5<sup>th</sup> March we executed a full scale Business Continuity Plan (BCP) test, closing our office from Friday 6<sup>th</sup> March to the morning of Monday 9<sup>th</sup> March and asking all staff to work remotely. The test was a success and demonstrated our operational resilience - all staff were able to work remotely and securely, all business-critical systems functioned as expected and multiple communication methods worked well (email, instant messaging, voice and video conferencing). We are also monitoring our suppliers and service partners.

Our testing gives us confidence that, should we need to, we could invoke BCP for a sustained period without negatively impacting our ability to operate and service you.

If you would like to discuss any of this, please contact us. In the meantime, we wish you all well.

Yours sincerely,

Jamie Carter  
Chief Executive

*12<sup>th</sup> March 2020*

### **Update 24th March 2020**

***On the evening of 16<sup>th</sup> March we took the decision to close our office and invoke full BCP, asking every single partner and member of staff to work remotely. We***

***expect this working solution to be in place for a prolonged period whilst the UK is under effective lockdown, but we are pleased to report that all systems, controls, policies and team interaction are working as expected and tested.***

***We remain confident in our ability to operate and service you and wish you all good health.***

***Jamie Carter***

***Chief Executive***

***24<sup>th</sup> March 2020***