

Prevention measures & BCP processes Coronavirus



16 March 2020

Unicorn is committed to providing a continuous service to its clients. With the increasing spread and impact of the coronavirus we have put a number of preventative measures in place and have also updated our business continuity plan (BCP) processes.

Senior management communicate regularly to monitor the progress of the outbreak and assess Unicorn's contingency plans related thereto.

The below is a summary of the key focus areas that have been addressed:

Technology: Unicorn operates a cloud based IT infrastructure, hosted by Excel Redstone, which provides staff with full access to Unicorn's systems from any internet enabled PC. Given that freedom of movement has been further restricted, all staff will now be working from home.

Meetings: Face to face meetings with third parties have been discontinued.

Offices: In keeping with guidance from the World Health Organisation (WHO), increased hygiene practices had already been promoted in the office. From the start of March, all staff members were also instructed to notify senior management if they (or their household members or relatives with whom they have been in close contact) had returned from international travel in the last month, or were planning any trips. We continue to apply rigorous caution when assessing each notified instance and none of our staff compliment has been affected to date. None of our staff now have any outstanding travel plans. Staff members who are unwell, in any way, are instructed to follow evolving government advice in terms of maintaining their health and the safety of others.

Suppliers: Unicorn has been engaging with its suppliers to ensure they have also developed plans to ensure maximum levels of health and safety.

We intend to continue providing clients with as much transparency and information as possible on the ongoing situation as far as it affects Unicorn Asset Management Limited.

We remain confident in our ability to continue to deliver on our responsibilities to clients.