



ANNOUNCEMENT

Announcement Number: 20-06
Date: March 19th, 2020
Subject: COVID-19 Update

With the rapidly evolving developments (business closures, social distancing, etc.) surrounding the current COVID-19 situation, our team has implemented new processes to ensure the safety of our employees, borrowers, and business partners.

We are consistently monitoring the current situation and will let you know if any of these precautions change.

- As a good majority of our staff is able to work remotely during a standard work week, we have been and will continue to be able to keep a normal operation volume.
- For employees who were not previously able to work remotely, we are finalizing set-up and testing to ensure system access which will enable them to complete the necessary tasks of their daily job requirements.

Please know that your health and safety, as well as the health and safety of our team, are of the utmost importance to us and we are taking all measures necessary to safeguard these.

If you have any questions interim processes, please do not hesitate to reach out to our team.