

## **Asteros Policy Statement: Coronavirus (COVID-19)**

Asteros Advisers Ltd takes the threat posed by the recent coronavirus outbreak seriously and our response aims to be proportionate and balanced, being thoroughly grounded in the latest guidance from the following sources:

- The World Health Organization (WHO): <https://www.who.int/emergencies/diseases/novel-coronavirus-2019>
- Gov.uk: <https://www.gov.uk/guidance/wuhan-novel-coronavirus-information-for-the-public>
- National Health Service: <https://www.nhs.uk/conditions/coronavirus-covid-19/>
- Advice on domestic travel: <https://www.nhs.uk/conditions/coronavirus-covid-19/>
- Acas: <https://www.acas.org.uk/coronavirus>

### **Our approach as a business**

We aim to continue to meet our obligations to our clients while carefully responding to what is likely to be a developing scenario. In doing this, we will take into account UK governmental advice coupled with the real-world experiences of our staff, our partners and our clients.

Our staff will work remotely, supported by our standard remote collaboration tools that include Microsoft Sharepoint and Microsoft Teams. We are able to collaborate with our partners, associates and clients using these platforms and will use other platforms to fit with our clients' remote working arrangements. Experience shows that the vast majority of previous face-to-face interactions can be delivered successfully using these new remote working arrangements. We recognise that there may be an initial investment of time for everyone to learn how to implement and use these collaboration tools and we are happy to share our expertise and to invest time in trial runs or one-to-one support.

### **Our Staff**

Our staff are all following social distancing and other precautionary measures. We will ensure that our staff are not put at risk in carrying out their duties and we will provide ongoing support to safeguard our employees' well-being. In exchange, we expect our staff to continue to fulfil their roles and their obligations to our customers, and any changes to this expectation will be informed by their continuing good health and government advice. Should this change we will communicate the new arrangements both to our staff and to our clients accordingly.

### **Our Clients**

We will keep in contact with our clients and we ask to be kept informed of their evolving working arrangements so that we can make any consequential changes to the way we deliver our engagements. We will comply with our clients' working requirements as long as they remain compatible with our continuing to safeguard our own staff.

We commit to continuing to provide our contracted services and of course we continue to seek out new opportunities to ensure our business continues to thrive. Should we or one of our customers find it necessary to cancel or curtail any activity, then our standard contractual terms will be applied regarding any payments made or due.

Currently, all of our engagements continue to be delivered.