



The current coronavirus (COVID-19) outbreak presents a significant global challenge. We are taking all the necessary precautions to ensure that this outbreak has a minimal effect on our business continuity.

We continue to monitor the situation closely and gather data from primary sources, where possible, (including the World Health Organization, Centres for Disease Control and Prevention, local public health offices and retained consultants).

Attraqt takes business contingency planning very seriously, and our business is fully equipped for this change. Our priority is to mitigate the risk of COVID-19 affecting our employees, our customers, our partners, and our business. Following our assessments, we are confident that of our 171 employees, we have no one at risk from previous travel to COVID-19 infected areas.

Attraqt has a robust and mature ISMS (Information Security Management System) which has been audited against the ISO 27001 Framework with key policies to govern Remote Working, Access Management and End-User and Mobile Device management.

We are pleased to also reassure you that there is no change to our service or delivery to customers and we continue to provide you with full support.

What we have done so far:

As of February 2020, a full Coronavirus Crisis Management Team (CCMT) has been put in place with local representation across all our global office locations. The primary focus for this team was to gather local information and update the team as events unfolded in that country, allowing decisions to be made that safeguarded our people- allowing us to continue to support our clients.

We established a four-tier escalation ladder (from tier 0 to tier 3) for response to changes that impact Attraqt offices.

Currently all our Attraqt offices are at offices tier 3.

- Tier 0 included improved sanitation measures (both in terms of office cleaning and in terms of making things like hand sanitizer available) as well as continuous risk monitoring via the CCMT.
 - At tier 1, we encourage teams to be prepared work from home (WFH) as possible, limit in-office meetings and visits.
 - At tier 2 we close the office to non-essential personnel/activities/events and execute those workload movement plans.
 - At tier 3 we lock down the office entirely and go to 100% mandatory working from home.
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- All international travel has been banned, external and internal.
 - Slack channels created for all Attraqt staff that the CCMT would update daily with local news and company decisions, sharing remote working tips and health advice.
 - HR conducted a full review on all staff travel future travel plans and any previous travel to Corona infected countries.
 - If staff members have serious medical conditions or 'at risk' family members, then they have already been advised to WFH.
 - HR conducted an audit of future personal travel with employees to mitigate any potential risks.



- All staff have been sent our Remote Worker Policy and Security Training.
- Any staff with minor signs of respiratory tract infections or fever have been asked to self-isolate for seven days to tackle the outbreak.

Our response to the COVID-19 crisis will continue until the World Health Organization or Centres for Disease Control deem it appropriate to step back from pandemic precautionary measures. We continue to follow local government advice and our goal is to reduce the risk that anyone at Attraqt might contract or inadvertently spread the virus.

We want to thank our customers and our people for their patience and understanding.

Sincerely,

Luke McKeever

CEO at Attraqt