

Weiss BCP Disclosure Statement

Weiss has developed a Business Continuity Plan (“BCP”) on how our firm will respond to events that significantly disrupt our business.

Business Continuity Plan

Since the timing and impact of disasters and disruptions are unpredictable, our firm has an obligation to prepare for unforeseen events as they occur. Our BCP is designed to permit our firm to resume operations in a reasonable amount of time at a secure remote location, given the scope and severity of a major event.

Varying Disruptions

If a business disruption affects only our firm or a specific building within our firm, the Firm will transfer our operations to a local worksite. In a disruption affecting our business district, city, or region, the Firm will transfer our operations to an alternate worksite outside of the affected area. In either situation, the Firm plan to continue conducting business and notify our clients how to contact us through a voice message reached via our main phone number.

In order to accommodate our recovery time objective, telephone service will continue at the alternate worksite and normal work processes will resume at the alternate worksite. Recovery times may vary depending on the nature and severity of the disruption. If the significant business disruption is so severe that it prevents the Firm from conducting business, the Firm will update its voice message.

Contacting Us

At a minimum, the Weiss’ business continuity plan is reviewed and updated on an annual basis. Additionally, Weiss’ primary internal and external application providers periodically conduct testing of their own back-up capabilities to ensure that, in the event of an emergency or significant business disruption, they will be able to provide Weiss with the critical information and applications the Firm need to continue or promptly resume our business. Our business continuity plan is designed to allow the Firm to continue to provide the quality service you have come to expect from Weiss.