



Punter Southall  
Aspire

Business continuity

# Business continuity briefing – Covid-19

**During these uncertain times we wanted to give you an update on how Punter Southall Aspire is currently operating.**

## Business summary

Our current focus is on the safety and wellbeing of our employees and clients as well as the continuity of business operations.

As you would expect, we have in place a detailed Business Continuity Plan (BCP) which is tested regularly. This has now been put into practice. For the wellbeing of our staff and the wider public, from 16 March 2020 all our Employee Benefits staff have been asked to work from home. Meetings at our offices have been rearranged.

We have been contacting key suppliers and pension providers over the last few weeks to monitor their BCPs. We are confident that our suppliers have in place measures to be able to support us at present and we will continue to review this.

## Business operations

As a business, we believe Punter Southall Aspire and its technical and client support is resilient. All our staff have encrypted company laptops from which they can also make and receive calls.

We expect to be able to provide all our services as usual, except for face to face meetings. Instead, we are re-arranging meetings as webinars, or video or conference calls. Although most of our communications are now electronic any incoming post is being managed and responded to.

We will also continue to provide updates on the volatility of the market and how clients and pension scheme members can best manage their funds during these challenging times.

## Contact us

If you have any questions or require any assistance, please call or email your regular contacts at Punter Southall Aspire. Alternatively, email us at [sayhello@psaspire.com](mailto:sayhello@psaspire.com)

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