



Sterling Seacrest

PARTNERS

As the coronavirus continues to have global impact, we wanted to reach out and outline for you the precautions we are taking to keep our employees and communities as safe as possible. We know that we must be prepared to conduct business in the face of any type of challenge.

We are actively monitoring the situation in all our locations and following the guidance of the United States Centers for Disease Control and Prevention (CDC) and the World Health Organization. We routinely test and update our contingency and continuity plans to meet unexpected events of various types. The information below will help you understand our preparations and the capabilities we have developed to help in this period of uncertainty.

Our offices, remote teams, and remote capabilities

We operate in multiple, geographically diverse offices. Over the years, we have built out a robust platform and trained our employees to work from home in the case of sickness or emergency. Taking this approach has allowed us to address connectivity and communication challenges inherent to virtual operations. While unknowns may be inevitable, our team members can perform their roles and functions remotely. We do not expect any interruptions to our services due to our preparations and contingency plans. We also have full video conferencing capabilities. This allows us to still schedule and host meetings virtually to keep everyone safe.

Health and safety

We have communicated health and safety procedures to all employees, and have advised those who are ill or who have family in their homes who are exhibiting any symptoms of respiratory illness not to report to our offices or any client site. We will follow strict quarantine rules in alignment with CDC guidance for employees who come in contact with someone who has been exposed to or diagnosed with COVID-19.

As circumstances continue to change, Sterling Seacrest Partners is prepared to alter our procedures and planning. Our goal is, and will continue to be, to provide a safe environment for all our employees and the communities in which we live.

Thank you for your business and your partnership as we work together during this challenging period!