



## Corona Virus Risk Situation:

# Communication to clients and business partners of the Hauck & Aufhäuser Group

In view of the growing risk of the Corona virus spreading, we would like to inform you about the precautionary measures Hauck & Aufhäuser Privatbankiers AG is taking to be prepared for a possible outbreak of the virus.

Hauck & Aufhäuser has a comprehensive Business Continuity Management (BCM) programme to protect us from potential risks and damages or to mitigate them. In preparation of a potential Corona pandemic, the crisis management team was activated and a dedicated working group set up to make preparations for the continuation of business operations and ensure the safety of our staff.

Hauck & Aufhäuser has developed a concrete plan of action to limit the risk of infection resulting from a spread of the COVID-19 virus:

- The measures contained in this plan are taking into account various crisis scenarios
- Decisions are taken in a specially established crisis team in consultation with the Executive Board
- We assume three risk scenarios:
  - No direct involvement of employees (preventive phase)
  - Illness of a small proportion of the workforce
  - Illness of a significant proportion of the workforce
- None of the scenarios envisages a scheduled limitation of services to customers
- Should restrictions nevertheless arise, the affected customers will be informed promptly
- The measures already taken serve to protect employees, customers and business partners from infection and to maintain business operations
  - All essential processes can be ensured decentrally or by relocating processes to alternative premises
  - The large number of our employees are able to work from their home office
  - Existing emergency workstations at the main locations can be filled at short notice
  - From calendar week 12 onwards, some employees work preventively in their home office
  - We are constantly working on optimising the technical requirements for decentralised activities
  - Decision makers are subjected to the same regulations
- These measures enable us to react flexibly to cases of illness in individual areas and to compensate for the temporary closure of a site in Luxembourg and Germany
- We assume that the preventive measures will significantly reduce the risk of a significant loss of some of our employees
  - Between 30 and 50% of the workforce is permanently in the home office
  - Central processes at the locations can be staffed at any time from this pool – if necessary on site
  - In the rules, our critical processes are mastered by several employees
  - The current plan of action provides for a significant loss of employees, that only internal processes are reduced to a very low level in order to make available resources in the services for customers