



COVID-19 Response

March 24, 2020

The safety of our employees, clients, vendors and other stakeholders is of paramount importance to Aristotle. As such, we formed a COVID-19 Response Team which has been meeting regularly to evaluate and monitor this situation following the CDC's recommendations. The COVID-19 Response Team's goal is to protect our employees and ensure we provide uninterrupted portfolio management and servicing of our clients.

In addition to our long-established, comprehensive Business Continuity Plan (BCP), we have created a preparedness plan specific to the COVID-19 situation, which includes:

- Due to the recent orders in California, New York, and Massachusetts requiring people to stay at home, all our offices are closed with very limited exception of certain identified personnel.
- All business travel is suspended.
- Employee cross-training, backup coverage reviews and expanded remote access.
- Expanded employee health protection education and active management communication.
- Employee paid leave accommodations.
- Enhanced office cleaning and sanitation.

We are confident in our ability to continue fulfilling our obligations to our clients. Aristotle will continue to monitor the evolving COVID-19 situation as well as our preparedness plan and make adjustments, as needed.