

### **Our Business Continuity Plan**

In the event of a major business disruption, Lapides Asset Management has plans in place to allow it to quickly recover and resume business operations. The Business Continuity Plan ("BCP") is designed to safeguard our employees and property, protect the firm's books and records, and maintain a platform on which we can continue to seamlessly operate. In the event of a disruption to our normal operations we will make a rapid operational assessment, and if necessary enact our recovery program. The resources supporting this contingency plan are tested regularly to insure we are prepared in such an unlikely event.

Specifically, our BCP addresses: data back-up and recovery; all mission critical systems; financial and operational assessments; alternative communications with clients, employees, vendors and regulators; alternate physical location of employees; critical supplier, contractor, bank, custodian as well as counter party impact. The BCP also insures our clients will have prompt access to their account information in the unlikely event we are unable to continue our business.

### **Contacting Us**

If you ever experience difficulty contacting us at our regular business number, (203) 422-7202, please send us an email via our web site at [www.lapides-am.com](http://www.lapides-am.com) <<http://www.lapides-am.com/>>. For individual contact information please refer to the People page. If you are unable to reach us this way, you may also contact us via our Prime Broker, Pershing Advisor Solutions, a subsidiary of The Bank of New York Mellon Corporation, at (201) 413-2000 and <http://www.pershing.com> <<http://www.pershing.com/>> .