## Westwood Management Corporation 208 South LaSalle Street, Suite 1698 Chicago, IL. 60604

## **Business Continuity Plan**

The information contained on this page is for the clients of Westwood-Management Corporation.

Westwood Management Corporation ("WMC") maintains a Business Continuity Plan to guide WMC's response in the event that a significant disruption occurs that could prevent WMC from conducting business.

As part of its Business Continuity Plan, WMC does the following:

- WMC maintains certain financial data regarding WMC and our clients and maintains such data in electronic form at a service bureau in a remote location.
- WMC's Business Continuity Plan provides that the firm's staff will operate critical systems at alternate locations using current data from the service bureau.
- WMC will periodically test its Business Continuity Plan to verify that the Plan is functional and that relevant data is accessible. The Business Continuity Plan may be updated and refined based on new requirements in technology.

Only if there is a significant disruption in service should you use the following methods for contacting us:

| Main telephone number | 312-236-3336                 | This is our main phone number. In the event that our main phone system becomes inaccessible, we have provisioned our telco services to failover seamlessly to an alternate site location so that business may continue. |
|-----------------------|------------------------------|---|
| Email                 | info@westwood-management.com | This email address is only checked during significant disruption in service. Please use our other email addresses for normal communications.  |

Westwood Management Corporation is registered as an Investment Adviser with the U.S. Securities and Exchange Commission. This site is intended solely to provide information regarding Westwood's Business Continuity Plan and to communicate information necessary in the event of business disruption. This site is not intended to be, and should not be considered as, a solicitation to provide services.

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