



NORTHFIELD

Northfield Response to the Corona Virus Emergency

Northfield has taken a number of steps to ensure full and smooth operation during the Corona Virus emergency, as well as safeguard the health and wellbeing of our staff and guests.

Our entire Boston headquarters has been put on “work from home” status until further notice. The Boston office is to be used only when necessary for specific required activities (e.g. broadcasting a webinar). Our IT staff has circulated information to all staff regarding work from home technology support including virtual private networks, video conferencing, and so forth. Our headquarters building has its own underground parking facility to minimize the necessity of staff using public transportation to reach our main office.

Northfield staff who are based around the world (or other US cities) are in small offices of one or two people where the risks of cross-contamination within staff are small. As a firm that has clients in more than thirty countries and staff in many locations around the world, we have always been well prepared to routinely operate in a decentralized fashion.

The Northfield human resources department has repeatedly circulated the latest health care recommendations from the respective government authorities and our health care insurers to all staff. Large posters describing appropriate hygiene practices have been displayed in our headquarters lobby.

The key ongoing function within Northfield that must be maintained operationally is the daily production and dissemination of the proprietary data which forms our analytical models. Staff members who routinely carry out this work have been split across both United States and United Kingdom locations. As a precaution, other staff members who have carried out this function in the past have also been split across US and EU locations. All data production systems can be operated remotely from anywhere in the world.

Our IT head has made a recent site visit to our Disaster Recovery facility which is more than 300 kilometers from our Boston headquarters. The DR site is located within in a “top of the line” commercial data center with multiple redundant internet and power source options. Our DR site computer hardware has been recently upgraded. A connection to the Microsoft Azure “cloud” has been put in place for an extra level of redundancy. A large private estate in *a rural location near the DR site* has been secured as emergency housing for key staff in worst case pandemic conditions.

All live seminar events scheduled for April and May of 2020 have been rescheduled to June. The revised event dates have been posted to our website. Our regular monthly schedule of online client education webinars will continue as usual.