

New Amsterdam Partners Business Continuity Plan

New Amsterdam Partners' disaster recovery objective is to return to normal business operations expediently, prudently and efficiently given a disaster of any sort that directly impacts our firm's ability to conduct business in its usual manner. Our disaster recovery plan consists of three elements: People, Technology & Equipment, and Physical Office & Records.

People

Every professional responsible for implementing our investment approach, whether directly or indirectly, has an established back-up. This means that if a key staff member is away, other team members are trained to perform that person's duties, which allows our investment process to be implemented without disruption.

Furthermore, in case off-site operation becomes necessary, a designated team of professionals from our investments, trading/operations, administration, and client service departments work remotely or go to our primary off-site location to perform critical functions; this group is lead by Nathaniel Paull, CFA, Partner & Senior Portfolio Manager, and Christopher Bowen, Partner & Head of Operations.

Technology & Equipment

All production servers are backed up nightly with a tape back-up system attached to our network. Tapes are taken off-site nightly. These tapes can be loaded onto an off-site server and we can be up and running on that auxiliary server immediately since there is daily automated synchronization between the two. In addition to our back-up tapes, we use Double Take, a software program that mirrors our on-site network files onto on-site and off-site redundant servers in real-time. We also utilize an off-site back-up system that ensures 24-hour systems availability. In addition, all necessary users are able to remotely access the off-site servers via Citrix. VPN tokens needed to access outside trading networks are brought to and from work each business day or redundant tokens are kept at home.

Physical Office & Records

We currently have an equipped off-site office in New York City and can move our operations to this location if our primary office is shut down for any reason. Additionally, we have redundant office space with dedicated workstations at a site located 70 miles north of New York City in Dutchess County so all trading, operations and business functions can continue from there. We have coordinated this redundant space through Cervalis, a premier provider of IT infrastructure solutions specializing in business continuity/rapid recovery. Access to this site will also be available remotely through Citrix. This site is synchronized to our main office in real-time.

Furthermore, New Amsterdam Partners' investment procedures and client reporting have been fully documented. These procedures are kept on our system (on a shared drive) so they can be accessed in the event that the person usually responsible for a task is absent. Three hard copy folders of all procedures also exist: one is kept on site. The other two are at the homes of Michelle Clayman, Managing Partner & Chief Investment Officer, and Nathaniel Paull, Partner & Senior Portfolio Manager.