## **Appendix D: Business Continuity Plan Summary**

Intelligent Cross, LLC ("Intelligent Cross") has developed a Business Continuity Plan that details how we will respond to events that significantly disrupt our business. Since the timing and impact of disasters and disruptions is unpredictable, we will be flexible in responding to actual events as they occur. With that in mind, we are providing you with this information regarding our business continuity plan.

**Contacting Intelligent Cross** - If, after a significant business disruption you cannot contact us as you usually do, you should contact us at 212-641-9640 or via email at ops@intelligentcross.com.

**Our Business Continuity Plan** - We plan to quickly recover and resume business operations after a significant business disruption and respond by safeguarding our employees and property, making a financial and operational assessment, and protecting the firm's books and records. In short, our business continuity plan is designed to permit our firm to resume operations as quickly as possible, given the scope and severity of the significant business disruption.

We have retained third party service providers to ensure remote backup facilities and off-site storage for our books and records. While every emergency situation poses unique problems based on external factors, such as time of day and the severity of the disruption, we expect to be able to promptly retrieve our books and records. We will quickly establish alternative arrangements if a critical service provider can no longer provide the needed goods or services when we need them because of a Significant Business Disruption to them or our firm.

Varying Disruptions - Significant Business Disruptions can vary in their scope, such as impacting only our firm, the locations where our personnel, systems and data are located, or an entire region. Within each of these areas, the severity of the disruption can also vary from minimal to severe. In a disruption to only our firm or the remote working location of personnel, we will transfer our operations to alternative site when needed and expect to recover and resume business the following trading day. In a disruption affecting our business district, city, or region, we will transfer our operations to a site outside of the affected area and expect to recover and resume business the following trading day. In either situation we plan to continue in business and notify you how to contact us. If the significant business disruption is so severe that it prevents us from remaining in business, we will discuss alternative arrangements with you.

**For More Information** - If you have questions about our business continuity planning, you can contact us using your established contact information or using the contact information above.