## **BUSINESS CONTINUITY SUMMARY**

Lockwood Securities LLC has developed a Business Continuity Plan on how we will respond to events that significantly disrupt our business. Since the timing and impact of disasters and disruptions are unpredictable, we will have to be flexible in responding to actual events as they occur. With that in mind, we are providing you with this information on our Business Continuity Plan.

Our Business Continuity Plan considers a number of scenarios including disruption to a single building, or a city-wide or regional business disruption.

<u>Contacting Us</u> - If after a significant business disruption you cannot contact us as you usually do at (646) 512-5093, you should call our cellular phone numbers which are listed on our business cards or in email footers.

<u>Our Business Continuity Plan</u> - 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, protecting our firm's books and records, and allowing our customers to transact business. 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.

<u>Our Business Continuity Plan addresses:</u> data backup and recovery; all mission critical systems; financial and operational assessments; alternative communications with customers, employees, and regulators; alternate physical location of employees; critical supplier, contractor, bank and counter-party impact; and regulatory reporting. While every emergency situation poses unique problems based on external factors, such as time of day and the severity of the disruption; our objective is to restore our operations and be able to complete existing transactions and accept new transactions within a reasonable time period.

Varying Disruptions - Significant business disruptions can vary in their scope, such as only our firm, a single building or unit housing our firm, the business district where our firm is located, the city where we are located, or the whole 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 a building housing our firm, we will transfer our operations to a local site when needed and expect to recover and resume business generally within a few hours. In a disruption affecting our business district, city, or region, we will transfer our operations to a site outside of the affected area, and recover and resume business generally within a day. However, depending on the extent of the affected area, we may be unable to do so. In either situation, to the extent possible, we plan to continue in business and notify you by telephone or email how to contact us. In the highly unlikely event the significant business disruption is so severe that it prevents us from remaining in business, to the extent possible, we will assist you in making sure that you have the appropriate contact information.

<u>For More Information</u> - If you have questions about our business continuity planning or would like a copy of the complete Business Continuity Plan for Lockwood Securities LLC, please contact us directly at (646) 512-5093.