

## **SOUTH AFRICA IN LOCKDOWN: COVID-19**

Dear Pension Fund Members:

Since news around the severity of the novel coronavirus (COVID-19) outbreak in China first became known, we have been following the global developments closely and preparing ourselves both from an investment perspective as well as from a business standpoint. Over the past week, we have sent out a communication letter regarding the impact of COVID-19 on the economy and your investments (available on our website at <http://arcpf.co.za/news/>). The purpose of this communication is to provide you with insight on the actions that we have taken as a fund, together with our service providers, to ensure business continuity and to care for, and protect, our employees and members. In doing so, we have ensured that our team have remained focussed on managing your pension fund investments.

Following the lockdown announced by President Ramaphosa on 23 March 2020, the Fund have decided that all employees of the Pension Fund Office will be working from home until the end of the lockdown period (16 April 2020). The following additional measures have been implemented, in support of these national efforts:

- All Pension Fund Office employees will work from home with effect from Wednesday 25 March 2020. All employees who are working from home have the necessary connectivity and access to perform their roles remotely. This has been a quick and seamless process, as we've been set up from the start to be mobile and enabled to work from multiple locations and jurisdictions.
- We are in close communication with all our critical service providers including all portfolio managers and administrative personnel and have confirmations that they are also taking the necessary additional measures to bolster their existing continuity plans and will be available throughout the lockdown period.
- Internally, all meetings will be held remotely via videoconferencing or teleconferencing.
- All face-to-face meetings and counselling sessions have been suspended until 16 April 2020. Should you have any queries all our staff will be available per email or telephonically. All the relevant contact details are listed at the end of this document.

As a result of the above, we do not foresee any material interruption in our services nor any significant changes to our investment processes at this point.

The true impact of this pandemic remains unknown and we are following guidance from the World Health Organisation and the National Department of Health. We will continue to monitor developments and adapt accordingly to navigate this.

We hope the above gives you comfort that we are well prepared to continue with business as usual during this challenging time. Should you have any questions, please contact us.

Thank you for your continued support and understanding. We wish you and your loved ones continued good health.

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