

Message to clients and business partners from Artemis Trustees Limited (Artemis)

The Board and Management Team at Artemis are closely monitoring the situation related to the coronavirus (COVID-19). We have plans in place to enable our business to continue as usual, with some staff working from home and the remainder continuing to work from our offices at Trafalgar Court.

The States of Guernsey is taking the threat to our island extremely seriously and all non-essential travel has been stopped. Anyone arriving in the island from anywhere in the world is mandated to self-isolate for 14 days with effect from Thursday 19 March 2020. Currently there is one confirmed case in Guernsey.

The safety and well-being of our staff, their families and our island community is at the forefront of our minds and we are following the advice of the Guernsey Director of Public Health in all respects. With this in mind, Artemis ceased all business travel on Thursday 12 March. We no longer accept visitors to our offices so all meetings involving non-Artemis personnel will be conducted by conference call.

We have recently invested in new IT infrastructure which means that we are well-positioned for remote working. We are not yet at the stage of having to close the offices but we are prioritising vulnerable staff members and those with school-aged children for the first phase of home-working. Telephones can be diverted and e-mails will continue to operate as usual so we do not expect any degradation in the service to our clients.

Our key suppliers have been in contact to advise us of their business continuity plans and we feel that the business community is working professionally and quickly to ensure that services can be maintained. We will continue to follow the highest standards of data security and scrutiny of transactions and we are ensuring that these are not impacted by home working.

We are mindful of the global impact of this virus and the disruption to the lives and livelihoods of so many people. We wish all of our clients and business partners the very best in these challenging times.

If you have any questions about Artemis's response to COVID-19, please contact us. If you do not have a usual contact, please call on 01481 729466 or e-mail info@artemisci.com.

Debbie Guillou
Chief Executive Officer
20 March 2020