



# CITY OF LONDON

Investment Group PLC

## Letter from the CEO

29 July, 2020



I am writing to update our clients and shareholders on our operations as it has been approximately four months since we moved to working remotely due to the COVID-19 pandemic. I am very proud of the seamless transition our staff made in March 2020 and they are the reason it is business as usual at the firm.

Over 95% of our staff are currently working remotely and any decision on when our employees will return in-person to our offices will be driven by health guidance and local regulatory requirements. We intend to continue to work remotely in order to reduce the risk of virus transmission and protect the health of our staff. While we look forward to seeing our colleagues in the office, we are being prudent, and expect the majority of employees to work remotely for the rest of the summer and into the fall of 2020.

The investment teams, led by Mark Dwyer, CIO, are in constant touch via our dedicated videoconference system and our client servicing team continues to reach out to clients to ensure that we remain in close contact with them.

Our information technology group continues to improve areas of our network infrastructure in order to strengthen our ability to support remote working. Staff are able to securely connect to all systems and have been provided with additional hardware where necessary.

A daily newsletter was created to keep staff informed and connected through the pandemic on health and welfare issues, as well as including more light-hearted pieces on staff working environments and “lock down” recipes.

A team-based approach is the hallmark of our corporate culture. I can think of no better example of the power of this approach than how the firm has responded over the past few months and we will continue to work closely with clients in this way.

Thank you for your continued support.

Regards,

Tom Griffith  
Chief Executive Officer  
City of London Investment Group

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