

## Response to COVID-19

The World Health Organization has declared the novel coronavirus (COVID-19) a global pandemic. Our staff and clients' safety and health concerns are a top priority at TDS. We are taking the necessary precautions to continue with our daily operations and ensure the safety of our employees, clients, families and the community. We are paying close attention to every development to make informed and responsible decisions regarding all necessary adjustments to normal practices.

*We value our relationship with you.*

### Here are some ways we are ensuring the security and safety with our clients:

- We are currently evaluating potential cancellations of events and sponsorship gatherings.
- All our offices are continuing business as usual.
- We have implemented enhanced disinfecting protocols in all offices.
- We are offering the option to hold client meetings by teleconference and webinars, as appropriate.
- We are ensuring our teams have the proper resources and capacity to operate effectively from any location.

We hope this provides you confidence in our efforts to protect our client and staff relationships. TDS is working to provide additional support and understanding given the challenges and uncertainties brought by the COVID-19 outbreak. Please do not hesitate to contact TDS if you have any questions or concerns during this time.

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