

Healthcare Community Securities Corp

Business Continuity Planning

Disclosure Statement

10/15/2020

HCSC 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.

Contacting Us: If after a significant business disruption you cannot contact us as you normally do @ 1-800-388-1963, you should call our alternative number 518-431-7600 / <mailto:hbs@hanys.org> or go to our web site at www.hbs.com. If you cannot access us through either of those means, you should contact the insurance company, mutual fund company, or custodian that administers your retirement plan for instructions on how they will provide access to funds in the event of a significant business disruption. The following is a list of companies contact information offered though HCSC:

- Transamerica Retirement Solutions @ 1-800-755-5801 / www.trsrretire.com
- Lincoln Financial Group @ 1-800-893-7168 / www.LincolnFinancial.com
- Wells Fargo @ 1-800-877-4833 / www.wellsfargo.com
- Lincoln Alliance @ 1-800-234-3500 / www.LincolnAlliance.com
- American Funds @ 1-800-421-0180 / www.americanfunds.com
- MetLife Resources @ 1-800-897-6095 / www.metlife.com
- Invesco Funds @ 1-888-470-0862 / www.invesco.com
- Benefit Plan Administrative Services, Inc @ 1-866-401-5272 / www.bpas.com
- Voya @ 1-800-584-6001 / www.voya.com
- Fidelity @ 1-800-343-3548 / www.fidelity.com
- Prudential @ 1-877-778-2100 / www.prudential.com
- TIAA-Cref @ 1-800-842-2252 / www.tiaa.org
- Empower @ 1-855-756-4738 / www.empower-retirement.com
- ADP @ 1-800-595-1989 / www.mykplan.com

Our participating vendor relationships noted above backs up your records in a geographically separate area. While every emergency poses unique problems based on external factors, such as time of day and the severity of the disruption, we have been advised by each of our vendors that its objective is to restore its own operations and be able to complete existing transactions and accept new transactions and payments within a reasonable time. Therefore, it is important for each client to be familiar with the BCP for those vendor(s) they are affected by requesting a copy of providing access to each plan. HCSC cannot control the outcome of any one or all disruptions for the vendors they offer.

For more information: If you have questions about our business continuity planning, you can contact us at 1-800-388-1963 or <mailto:hbs@hanys.org>.