

Alpaca Clearing & Custody Canada Ltd. Business Continuity Plan Summary

Summary Business Continuity Plan Disclosure

	Section	Revision
I.	Overview	Alpaca Clearing & Custody Canada Ltd. ("Alpaca Canada"), a wholly-owned subsidiary of AlpacaDB, Inc. (collectively "Alpaca" or "the Firm") has created and implemented a Business Continuity Plan ("BCP") in an effort to mitigate the effects related to unforeseen business interruptions. The BCP is designed to enable the Firm to continue or resume trading operations as soon as possible in the event of an emergency or significant business disruption ("SBD").
II.	Communications and Contact	Alpaca is currently able to communicate with its customers using telephone, email, and Mail. In the event of an SBD, Alpaca will assess which means of communication are still available and use the means closest in speed to the means used in the past. Additionally, if all traditional means of communication are not available, Alpaca will post emergency contact information and instructions on an alternative website, such as that of its parent's social media site(s) (e.g. via Twitter: @AlpacaHQ) regarding access to Alpaca. Please refer to the Alpaca Status page for real-time updates on system performance and status. Additional support resources are also available on the main Alpaca Support page .
III.	Business Continuity Arrangements	Alpaca maintains its records primarily as electronic records on cloud based storage. Certain hard-copy books and records are at its Main Office and backed up electronically on cloud based storage. If records are lost as the result of a business disruption or for any other reason, Alpaca has the means to physically recover data from electronic back-up locations. Alpaca's BCP may need to rely upon the recovery and restoration of services provided by various critical business constituents at both its primary and alternate business locations. Alpaca has considered the extent to which the Firm may be able to depend upon these business relationships during an SBD as a part of its decision to do business with the constituent. Where possible the Firm has engaged and/or vetted alternate arrangements in order to avoid business disruptions in the case of a business constituent not being able to provide needed goods or services in an emergency.
IV.	Disclosure	Alpaca's BCP is designed to address the continued operation of the Firm in the event of an emergency situation or SBD. However, all risks of business interruption cannot be eliminated and Alpaca cannot guarantee that systems will always be available or recoverable following an SBD. Furthermore, Alpaca has no control over and must rely upon the disaster recovery plans of its various critical business constituents and vendors. In the event that material changes are made to this BCP, Alpaca will make an updated copy available to all clients. The information contained in this disclosure is provided by Alpaca for informational purposes only, and nothing contained herein shall be construed to amend, supplement or otherwise modify any of the terms and conditions set forth in any customer agreement between you and Alpaca.