



March 23, 2020

Subject: COVID-19 | Business continuity plan

Dear Clients,
Dear Collaborators,

In this turbulent time, we wanted to share with you Galileo Partners' approach in such circumstances.

Galileo Partners is entirely supportive of all the measures and restrictions imposed by public health authorities to limit the spread of COVID-19. We have therefore implemented a contingency plan to preserve the health and safety of our professionals, clients and business partners, while continuing to deliver our excellent immigration services.

Please note that our current operations and usual services to our clients are not affected by this extraordinary situation.

Thanks to our current IT platform, our employees who are working from home can perform their daily tasks and ensure that client assignments are carried out. We are committed to continue to deliver our services according to our quality standards.

According to federal and provincial government authorities' recommendations, the firm took the following measures several days ago;

- A very small team of volunteers following strict guidelines is on site at our business location of 2021 Union street in Montréal and is maintaining essential services, including the receipt of mail. Procedures are in place to ensure that our team's potential exposure to COVID-19 is kept to a minimum;
- Client meetings will be held via telephone conferences or videoconferences until further notice;
- Employees who have travelled abroad, those who have flu like symptoms or who have been in contact with people having similar symptoms and those with chronic health conditions or compromised immune systems are in quarantine. In addition, we encourage our team members to self quarantine;

Be certain that we are proactive and we are monitoring closely with various government levels and our contacts as the situation develops, especially with regards to the impacts on international mobility.

In this time of unprecedented and extraordinary circumstances, we are continuing our efforts to preserve your rights and to minimize the impact of this situation on your current international mobility status.

We empathize with our clients and partners, with local and foreign entrepreneurs and with our colleagues, families and friends. Thanks for your continuing trust and we will do the best we can to strengthen our privileged relationship.

Thanks for your trust!

Galileo Partners