



## **Business Continuity Plan Summary Disclosure**

### **Overview**

Liberty Street Advisors (“LSA”) and its affiliates HRC Fund Associates, LLC (“HRC Fund Associates;”) and Registered Fund Solutions, LLC (“RFS”) together (“the Firms”) have created and implemented a business continuity plan (“BCP”) in an effort to mitigate the effects related to unforeseen business interruptions. This BCP is designed to enable the Firms to continue or resume operations in the event of an emergency or significant business disruption (“SBD”).

### **Communications and locations of Employees during a disruption**

In the event of a SBD, the Firms will communicate with its employees in several different ways. The Firms will employ principally a tiered calling tree, which would be implemented by management in the event of an SBD. The BCP also addresses the relocation of staff to alternative back-up locations in the New York area that would be available with communications equipment in order for representatives and principals to be able to run the Firms businesses for an interim period of time. Recovery time for most of the applications and relocation to the alternate location is expected to range from immediate to 24 hours.

### **Communications with Customers**

The Firms are currently able to communicate with its clients using the telephone, email, fax, postal mail, and in person. In the event of an SBD, the Firms will assess which means of communication are still available and use the means closest in speed to the means used in the past. The emergency contact person in New York is currently Mr. Timothy W. Reick, CEO, Phone: (212) 240-9721, Cell: (917) 797-6091, [treick@libtystreetfunds.com](mailto:treick@libtystreetfunds.com).

### **Books & Records**

The Firms maintain their hard-copy books and records and electronic records primarily at its Main Office and back-up books and records at alternate locations. If records are lost as the result of a business disruption or for any other reason, the Firms have the means to physically recover data from both physical and electronic back-up locations.

### **Vendors and Counterparties**

The Firms’ BCP may need to rely upon the recovery and restoration of services provided by various critical business constituents at both their primary and alternate business locations. The Firms have considered the extent to which they may be able to depend upon these business relationships during an SBD as a part of its decision to do business with the constituents. Where possible the Firms have 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.

### **Disclosure**

The Firms 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 the Firms cannot guarantee that systems will always be available or recoverable following an SBD. Furthermore, the Firms have 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 the BCP, the Firms will update this Summary and provide appropriate notice.

The information contained in this disclosure is provided by the Firms for informational purposes only.

November 2015