

**FROM:** Director, Operations  
**LOCATION:** 86/431  
**EXTENSION:** 6261  
**DATE:** 18 March 2004  
**REFERENCE:** Y3268  
**SUBJECT:** BUSINESS CONTINUITY PLANNING  
**SUBJECT AREA(S):**  
**ATTACHMENTS:**  
**ACTION POINTS:**  
**DEADLINE:**

The purpose of this Bulletin is to invite underwriting agents and brokers to a presentation on Lloyd's Business Continuity Plans.

A meeting has been arranged at 14:00 on Friday 30 April, in the Old Library, where a presentation of further Business Continuity Planning progress will be made to brokers and underwriting agents.

This meeting will focus on developments to contingency planning for The Room and other related areas.

Please inform Liz Barrett by e-mail ([liz.barrett@lloyds.com](mailto:liz.barrett@lloyds.com)) of your intention to attend this meeting. Please note that due to the sensitivity of this subject, this will be a closed meeting for Market participants; requests to attend from other parties (eg, journalists, software suppliers) will be refused.

**S M Quiddington**  
**Director, Operations**