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- 787 7th Avenue
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787 7th Avenue

- The AXA Equitable Center is a 752-foot (229.3 m)-tall skyscraper, located at 787
 Seventh Avenue between 51st and 52nd Streets in Manhattan, New York City
- Constructed in 1985 with 54 floors
- #43rd tallest building in NYC
- 1.6 million square feet
- Firm has a total of 678 Associates on 5 floors (4-6, 11 & 12)





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Event Summary









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Event Summary - Day 1

- Monday, June 10th at 1:45 p.m. EDT
 - Helicopter crashed onto the roof of the 787 7th Avenue facility

https://youtu.be/FPeUKOVJpN8

- Entire facility was evacuated immediately and safely, including the firm's associates
- BCM Director was contacted by NYC Facilities Manager at 2:07 p.m.
- BCM Director immediately requested assistance (resources) from Enterprise Risk Management Team (ERM)
- BCM Director scheduled first Crisis Management Team (CMT) call at 2:30 p.m.
- Firm-wide CMT and 8 Business Continuity Plans were activated
 - Critical functions include Trading, Operations, and Banking
- Employees either worked from home or relocated to their alternate location
- CNBC reporter called BCM Director at 3:00 p.m.

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Event Summary – Days 2 & 3

- Business Continuity
 - 82 Associates worked at 8 nearby company locations to continue critical business processes
 - Over 300 Associates worked remotely utilizing VPN, XEN or Virtual Machines (VMs)
 - IT Staff redeployed tech support to support the business and shipped PCs, laptops and chargers from HQ to nearby site(s)
 - No significant business interruption identified
- Building Damage consisted of two specific areas
 - Crash/fire damaged the building's life safety system (NYC building requirement)
 - NYFD response caused water to cascade down the freight elevator shaft, which flooded the floors and damaged the carpeting, ceiling tiles and sheet rock
 - Both were remedied by 9 p.m. on 6/12 and Associates were told to report to 787 the next day

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Communications

- Business Continuity / Disaster Recovery Director was contacted immediately and alerted the Crisis Management Team (CMT)
 - First briefing was at 2:30 pm with additional briefings occurring at 6:30 pm, 6/11 at 8 am, 9:30 am, 11 am, 2 pm & 4pm, 6/12 9am, 1pm & 5 pm, 6/13 at 10 am
 - Conference Bridge also remained open throughout most the event
- · 787 Associates
 - Mass Notification Tool was utilized to send messages at 6/10 at 3 pm, 5:30 pm & 8 pm, 6/11 at 12:30 pm & 4:30 pm and 6/12 at 10 pm
 - E-Mails were distributed at 6/10 at 9 pm, 6/11 at 7:30 pm and 6/12 at 10 pm
- All Associates E-Mail distributed 6/10 at 9pm
- FRB-STL, FINRA, NY Dept. of Financial Services, Missouri Division of Finance were advised during and after the event by Legal and Compliance

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Issues

- Evacuation
 - There was a perception the evacuation went too slowly
 - Some employees were unsure where the rally points were
 - Many employees left the building without their laptops/chargers, cell phones, and personal effects (wallets/purses, car keys, glasses, medication)
- Mass Notification System Messaging
 - Some employees claim they did not receive messages
 - Confirm rate was 65% for the initial message and steadily decreased with subsequent messages
 - Approx. 90 of the 678 Associates did not have valid contact information in HR System
- Logistics
 - Some groups were unsure where to go and what the capacity was at other NY area locations
 - Some groups sent Associates to sites that did not have the capabilities to serve as an adequate alternate site
 - Some groups sent Associates to sites not identified in their BCP

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Solutions

- BCM/ERM Team canvassed the impacted organizations and Corporate Services / IT to prepare a master spreadsheet to track:
 - Locations
 - IT Tech Support
 - Current Equipment (Workstations, Turrets, Phones)
 - Capacity, Availability and Allocated of Current Equipment
 - Organization (including names of who was going where)
 - This ensured each site was not overburdened & had sufficient resources
- BCM/ERM Team canvassed the impacted organizations as to their salvage priorities once a grab'n'go effort was authorized by the landlord:
 - Name of requestor w/ contact information
 - Floor and possible location of item(s)
 - Requested Items (Laptop, cell phone, keys, wallets/purses, glasses, etc.)
 - Corporate Services/IT were able to retrieve and distribute most items on 6/11 & 6/12

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Lessons Learned

- · Deputizing staff to assist with the Crisis was beneficial
- Frequent briefings and open bridge was useful for strategizing and decision making
- Associates should enter all of their contact information in HR System and the Firm should conduct a firm-wide test
- 787 Facility Evacuation Plan / Rallying Points and expectations should be communicated to all staff
- Business Continuity capabilities of Trading at all sites should be enhanced and improved
- Templates for staff relocation/site capacity and grab & go activities for future events should be prepared
- Crisis Management Plans and Business Continuity Plans should be updated with the lessons learned from this event



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