

Business Continuity Plan (BCP) Disclosure Statement

Overview

Kingston10 Exchange, Limited (“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”).

Communications and Locations of Employees During a Disruption

In the event of an SBD, Kingston10 Exchange, Limited will communicate with its employees in different ways. The Firm will employ a calling tree, that shall be implemented by management in the event of an SBD. Recovery time for most of the applications is expected to range from immediate, a few minutes, up to 24 hours.

Communications with Customers

Kingston10 Exchange, Limited is currently able to communicate with its customers using the telephone, email, fax, U.S. Mail and face-to-face via virtual communication. In the event of an SBD, Kingston10 Exchange will assess to determine the means of communication that 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, Kingston10 Exchange, Limited will post emergency contact information and instructions on the website where customers access their account.

Our firm does not maintain custody of customer’s funds or crypto currencies; many customers maintain custody of their own investments via cold wallets. In the event of an internal or external SBD, neither should affect customer order entry as it is hosted online (via our standard trading platform) and available for clients to access and interact with directly. However, in the unlikely event that the trading platform is down, customers would be automatically routed to a page called “Backup Trader” which is hosted separately online (by share-point), where they would be able to enter their orders for execution. Likewise, customer could reach out to our customer service directly. The orders would then be sent to our customer service team where the orders can be executed.

The Firm will make this information available to customers through its disclosure policy.

Books and Records

Kingston10 Exchange, Limited maintains 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, we have the means to physically recover data from both physical and electronic back-up locations.

Vendors and Counter-parties

Kingston10 Exchange, Limited’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. Kingston10 Exchange 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 engage 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 during an emergency, in a timely manner.

Disclosures

Kingston10 Exchange, Limited'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 Kingston10 Exchange, Limited cannot guarantee that systems will always be available or recoverable and if so is fully operational following an SBD. Furthermore, Kingston10 Exchange, Limited 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, Kingston10 Exchange, Limited will send, or make the update copy available, to all of its clients.

In accordance with rules governing our business practices, a copy of this document was/will-be made available to you at account opening. Additionally, if you would like a copy emailed to you, you may mail us your request with an enclosed self-addressed, stamped envelope enclosed. Your request will be handled promptly.

As required, the Firm's BCP is reviewed annually and updated as needed. When updated, the date when the document was last updated will be noted at the bottom of the page and the document released for access by customer who will be notified of any changes, additions or deletions to the BCP document.

The information contained in this disclosure is provided by Kingston10 Exchange, Limited and is for informational purposes only; 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 Kingston10 Exchange, Limited.

For more information or if you have questions about our business continuity planning (BCP) statement, you may contact us at:

888-995-7383 or
BCPinfo@kingston10exchange.com.