

18 February 2022

Circular to licensed corporations

Updates to the reminder of business continuity planning in view of COVID-19 Vaccination Programme

This circular should be read in conjunction with the circular to licensed corporations entitled “Reminder of business continuity planning in view of COVID-19 Vaccination Programme” issued by the Securities and Futures Commission (SFC) on [28 October 2021](#).

In view of the latest wave of COVID-19 infections and the HKSAR Government’s call for people to avoid gatherings and stay at home and ongoing efforts to promote vaccination, the SFC urges licensed corporations to review their business continuity plans with a view to maximizing the number of staff who work from home and to arrange for staff to work in the office only if they conduct critical functions or duties that cannot be performed remotely. Additionally, licensed corporations are strongly encouraged to consider making arrangements so that only staff who are vaccinated are working in the office.

To ensure the highest possible level of vaccinations amongst their staff, licensed corporations are also urged to implement facilitative measures, such as vaccination leave and flexible working hours, in encouraging their staff, including those eligible to receive the third dose, to get vaccinated.

Intermediaries Supervision Department
Intermediaries Division
Securities and Futures Commission

End

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