



Trinidad and Tobago Securities and Exchange Commission

Notice to Stakeholders

Temporary Closure of TTSEC's Offices

Effective Tuesday 31st March to Wednesday 15th April, 2020, the offices of the Trinidad and Tobago Securities and Exchange Commission (“the Commission”), located at Levels 22 and 23, Tower D, International Waterfront Centre, will be temporarily closed to the public in accordance with the guidelines for non-essential staff and services issued, under the Public Health [2019 Novel Coronavirus (2019-nCoV)] (No.4) Regulations, 2020, otherwise referred to as the ‘Stay at Home Order’, by the Government of the Republic of Trinidad and Tobago (GORTT) on Friday 27th March, 2020. The GORTT, in making the declaration, identified a list of essential service providers that will be unaffected by the Stay at Home Order; the Commission was not among the regulatory authorities deemed as an essential service provider, for the purpose of the regulations.

During the period in which the Regulations remain in effect, Registrants should be guided by the Order of the Commission dated March 25th 2020 re ‘**Impact of COVID-19: Submission of Continuous Disclosures**’ and the ‘**Notice to Registrants: Limited Filing Moratorium - COVID-19**’, which was published on March 26th, 2020. The Order and the Notice were emailed to Registrants and posted on the Commission’s corporate website www.ttsec.org.tt.

Registrants are also advised to follow the previous guidance issued with respect to utilising electronic means of communicating with the Commission. At this time, we continue to encourage you to contact us via our primary contact, email: ttsec@ttsec.org.tt.

- For matters related to Anti-Money Laundering in respect of **Compliance Officer approvals**, firms can electronically sign, scan and send documents by email;
- For matters related to **Inspections** you may contact: inspections@ttsec.org.tt and;
- For **Complaints** you may submit via our online complaint process: <https://www.ttsec.org.tt/about-us/investor-complaints/> .

You may also visit our website at www.ttsec.org.tt for additional email addresses.

March 27th 2020

Chief Executive Officer