

Bulletin No. 2020-13

March 19, 2020

RE: ELANY OPERATIONS TO CONTINUE ON WORK-FROM-HOME BASIS

By the end of business Friday, March 20th, 2020, all ELANY staff will work from home until further notice due to the novel coronavirus outbreak. ELANY management is taking this step out of an abundance of caution to safeguard the exposure of our team and in conformity with Federal, New York State and New York City instructions or requirements in addition to our determination of best practices under the circumstances. The ELANY management team expects this to have minimal impact on our workflow, and ELANY will be processing filing, answering questions, and issuing guidance to brokers and the excess line community as always.

You will be able to reach ELANY employees at their regular email addresses and office phone extensions. **ELANY staff CONTACT LIST** can be found [HERE](#).

ELANY will continue to receive USPS mail in the normal course, although rerouting may slow it down. NO deliveries by messengers, private courier services, such as FedEx or UPS, will be accepted at ELANY'S office while operations are on a work-from-home-basis.

If you need or wish to send a package/letter to ELANY by a courier service, please email any of the undersigned, and we will assist you:

Nancy Born: nborn@elany.org

Dan Maher: dmaher@elany.org

Brian Persaud: bpersaud@elany.org

ELANY management will continuously monitor the situation and determine when to have employees return to their normal work environments as circumstance dictate. Service to brokers and the well-being of ELANY staff are our top priorities.

These are unprecedented times for all of us. We know that brokers remain focused on helping their clients navigate these challenges, and ELANY is here, as always, to assist.

All current ELANY bulletins and other current ELANY publications can be found on our website at <http://www.elany.org>.

Follow ELANY

