



April 28, 2020

TO: NYSE ARCA OTP HOLDERS & OTP FIRMS

FROM: NYSE REGULATION

SUBJECT: STANDARDS OF CONDUCT FOR THE SAFETY AND WELFARE OF PERSONS ON THE OPTIONS TRADING FLOOR RELATING TO COVID-19

Purpose

This bulletin communicates to OTP Holders and OTP Firms along with associated persons (together, “OTP Holders”) the standards of conduct that are required by Arca Rule 6.2-O(c)(2) to ensure the safety and welfare of persons on the Options Trading Floor at One Montgomery Tower (the “Floor”) and to ensure the ordinary and efficient conduct of business following the resumption of trading operations on the Floor on May 4, 2020. Given the circumstances of the COVID-19 pandemic and until further notice, OTP Holders accessing the Exchange’s facilities at One Montgomery Tower in San Francisco (the “Facilities”) must follow the practices set forth in this bulletin.

Background

To protect the health and well-being of employees and the Floor community in response to the COVID-19 pandemic, the Exchange announced on March 18, 2020, that all-electronic trading would begin on March 23, 2020, and that the Floor would temporarily close.¹ On April 28, 2020, the Exchange announced that trading operations on the Floor would resume on May 4, 2020.²

¹ See “New York Stock Exchange to Move Temporarily to Fully Electronic Trading,” available at <https://ir.theice.com/press/news-details/2020/New-York-Stock-Exchange-to-Move-Temporarily-to-Fully-Electronic-Trading/default.aspx>.

² See Trader Update, “NYSE Arca Options: Trading Floor in San Francisco to Partially Reopen on Monday, May 4, 2020,” dated April 28, 2020.

Standards of Conduct During the COVID-19 Pandemic

Consistent with local requirements³ and pursuant to Arca Rule 6.2-O(c) (Admission to and Conduct on the Options Trading Floor), OTP Holders may be present in the Facilities on or after May 4, 2020, only if they comply with the following requirements:

- avoid the Facilities while experiencing a cough, fever, or other symptoms commonly associated with COVID-19;
- avoid the Facilities if the person has a positive diagnosis for COVID-19 or has a reasonable basis to believe that he or she has COVID-19;
- avoid the Facilities if the person or a member of his or her household has been exposed, within the preceding 14 days, to a person who has a positive diagnosis for COVID-19 or has a reasonable basis to believe that he or she has COVID-19;
- avoid public transportation;
- avoid visiting any establishment that was open in violation of a local law instituted in connection with the COVID-19 pandemic;
- submit to temperature checks, medical screening and monitoring provided by the Exchange upon entering the Facilities or at such other times as determined by the Exchange;
- agree to be subject to COVID-19 (or related or similar infection or antibody) testing on a periodic basis as determined by the Exchange, or to provide the result of such testing to Exchange personnel, at the request of the Exchange as determined by the Exchange;
- wear a “Face Covering” as defined in the Face Mask Order⁴ in the Facilities at all times;
- adhere to the following aspects of the Social Distancing Requirements and Social Distancing Protocol set forth in the Shelter in Place Order:
 - maintain at least six-foot physical distancing from individuals who are not part of the same household or living unit;

³ See Order of the Health Officer of the City and County of San Francisco No. C19-07b, as updated and expanded on March 31, 2020 (the “Shelter in Place Order”), available at <https://www.sfdph.org/dph/alerts/files/HealthOfficerOrder-C19-07b-ShelterInPlace-03312020.pdf>, and No. C19-12, dated April 17, 2020 (the “Face Mask Order”), available at <https://www.sfdph.org/dph/alerts/files/OrderNoC19-12-RequiringFaceCovering-04172020.pdf>. Failure to comply with any provision of the Shelter in Place Order or the Face Mask Order is punishable by fine, imprisonment, or both. See Shelter in Place Order, Section 2; Face Mask Order, Section 14.

⁴ As used in the Face Mask Order, a “Face Covering” means a covering made of cloth, fabric, or other soft or permeable material, without holes, that covers only the nose and mouth and surrounding areas of the lower face. A covering that hides or obscures the wearer’s eyes or forehead is not a Face Covering. See Face Mask Order, Section 2.

- frequently wash hands with soap and water for at least 20 seconds, or use hand sanitizer that is recognized by the Centers for Disease Control and Prevention as effective in combatting COVID-19;
- cover coughs and sneezes with a tissue or fabric or, if not possible, cough or sneeze into the sleeve or elbow (but not into hands); and
- avoid shaking hands and unnecessary physical contact with others.⁵

OTP Holders who engage in any practice that violates Arca Rule 6.2-O(c) or any local law may be subject to formal or informal disciplinary action or may be asked not to enter or to leave the Facilities by the Exchange.

Supervision

Pursuant to Arca Rule 11.18, an OTP Holder must implement policies and procedures designed to reasonably ensure compliance by the OTP Holder and its associated persons with the above requirements. Under Arca Rule 7.3-O(b), OTP Holders are reminded that they remain responsible for the acts of all non-registered employees, participants, or persons while such persons are in the Facilities.

Contact Information

Regulatory questions relating to this bulletin should be addressed to:

- Bruce Ulriksen, Director, Regulation, Bruce.Ulriksen@theice.com, 415-318-1952, or
- Todd Broome, Manager, Regulation, Todd.Broome@theice.com, 415-318-1925.

Operational questions related to the subject matter of this bulletin should be addressed to NYSE-SFTTradingFloorOfficials@theice.com.

⁵ See Shelter in Place Order, Section 13.k.