

CORONAVIRUS (COVID-19)
Message to Clients
20 March 2020



1 Quality Court
Chancery Lane
London
WC2A 1HR

Dear all,

In light of the growing concerns around the current coronavirus outbreak, we wanted to reassure all of those who work with Forum that we have put in place a series of measures to protect the well-being of all of our clients, staff and members, while also making sure that we continue to offer the high level of legal services that you have come to expect from us.

We had already taken steps to help ensure that our offices provided a safe working environment for all visitors. To help prevent the virus spreading further, we decided at the end of last week (Friday, 13 March) to instruct all staff and all barristers to avoid face to face meetings and to work from home for the time being.

As a modern set of chambers, remote working has been part of Forum's DNA from the outset. Please rest assured that all of our staff and barristers can (and already frequently do) work remotely with no disruption to the level of service we offer.

We already receive the vast majority of our instructions electronically, and all electronic files are stored and shared securely in compliance with our legal and regulatory duties. As well as accepting instructions by email, we can provide links to our secure cloud-based service where you can upload new instructions.

We are happy to hold conferences by telephone or using video conferencing facilities such as Skype, Zoom or FaceTime whenever they are needed.

As for court hearings, we are already seeing a move to telephone hearings where suitable, which move we expect will continue over the coming weeks (see our newsfeed for the Business and Property Court's recent guidance on remote hearings). We are following the latest advice from the Government, HMCTS and the Bar Council in respect of hearings at which attendance is expected. We will keep you updated as to the status of any hearing.

We are committed to providing the highest levels of service while at the same time protecting the health and safety of our clients, staff and members during these challenging times.

Should you have any queries about Forum's remote working capabilities, or about any of our services, please do not hesitate to contact any of our team on the usual phone numbers and email addresses.

With best wishes for you and your families,

The Team at Forum Chambers

020 3735 8070
clerks@forumchambers.com

020 3735 8070

www.forumchambers.com

clerks@forumchambers.com