

To all suppliers

Dear Supplier,

Subject: Supply Chain Affected as result of Covid-19

The Coronavirus (COVID-19) situation has escalated over the past days and weeks as the virus has spread quickly across the globe. The impact varies from country to country and even from local area to local area within the countries. This new situation creates a lot of uncertainty. Therefore, we need to continue to prepare ourselves to adapt to that volatile situation. If you have not done so, we urge you to take appropriate measures to reduce the risk of a spread of the virus in your organization and to ensure that your critical processes will continue to operate.

Continued communication about the situation and the potential impact is therefore crucial.

Please let us know if you have a BCP (business continuity plan) in place for this imminent worldwide risk

We kindly ask you to keep us informed in the event that you, our valued supplier, are likely delayed or restricted in the supply of the products, materials or services ordered by Heraeus or if you plan to:

1. deploy external workers in your production or quality departments to backfill tasks of regular employees,
2. reduce production capacity (e.g. because of a lack of raw materials, labor etc.),
3. temporarily change production equipment, processes or location which were originally qualified or
4. Limit transportation capacity in and out of your facilities

Please also inform us if any other event occurs or any administrative actions are taken that potentially will impact our business with you due to the spread of the Coronavirus.

Thanks a lot in advance for your support and stay safe and healthy.

Best Regards,



Dirk Witte

Chief Procurement Officer Heraeus