

March 12, 2020

Subject: Covid-19

Dear Valued HDT Supplier,

We are all working to understand and contain the business impact of **Covid-19 (the coronavirus)** and have the following important requests for our supply base:

1. If your business with HDT Global has been impacted, please immediately reach out to your HDT supply chain contact.
2. With similar urgency, if you anticipate (now or in the future) that your support for our company could be weakened, please ask your company's HDT POC to alert our leadership immediately.
3. If your Company has taken any proactive or preventative actions to support our programs, please contact HDT identifying the actions taken and any additional opportunities.

Covid-19 creates a very dynamic business situation. Please stay in close communication with our company. As usual, your HDT Supply Chain colleagues are the best communication channel.

We thank you for your attention.

Best Regards,

A handwritten signature in black ink, appearing to read 'Andrew Youngberg'.

Andrew Youngberg
Director, Strategic Supply Chain