Dear Valued Raytheon Supplier:

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

1. If your business with Raytheon has been impacted, please immediately get in touch with your Raytheon counterpart.
2. With similar urgency, if you anticipate (now or in the future) that your support for our company could be weakened, please ask your Raytheon POC to alert their program team.
3. If your Company has taken any proactive or preventative actions to support our programs, please contact Raytheon identifying actions taken and any additional opportunities.
4. If your support involves work at Raytheon’s or Customers’ sites, please communicate with your Raytheon colleague to understand if there are restrictions being put in place by either the Customer, Raytheon, or your Company.

Please note: Individual Raytheon programs and business units may have already contacted you for information that is more detailed, or shared with you customer-specific guidance. If so, please consider the above as a reminder to reach out to your Raytheon counterpart and align on mitigation steps.

Covid-19 creates a very dynamic business situation. Please stay in close communication with our company. As usual, your Raytheon Supply Chain colleagues are the best communication channel. If you are not sure who your POC is, please email us at: supplychain_support@raytheon.com.

We thank you for your attention.

- Raytheon Supply Chain Team