April 1, 2020

Dear Honda Indirect Supplier:

This letter is a follow-up to our March 26, 2020 letter regarding the Ohio Department of Health stay-at-home order that was issued on March 22. Since the Ohio order was issued, additional states, counties, and local jurisdictions have issued similar stay-at-home orders or guidelines in an effort to slow the spread of COVID-19. Honda has reviewed these orders and guidelines, and is taking the necessary steps to comply with them. Honda also is taking appropriate measures to address the COVID-19 crisis, such as, with few exceptions, having our salaried workforce work from home.

Like the Ohio order, these other jurisdictions’ orders and guidelines allow for, and encourage, the continued operation of “essential” businesses. Based upon guidance from both the federal government and these jurisdictions’ orders and guidelines, Honda’s business operations are considered “essential,” because they include operations for manufacturing and distribution—or are part of the supply chain and logistics—for the transportation industry, which are considered critical infrastructure work. Essential businesses also include financial services companies. Because Honda’s operations are essential, we are permitted to continue onsite operations.

Because Honda is an essential business, our suppliers are likewise considered essential businesses. Accordingly, Honda suppliers are allowed to continue onsite operations.

Although Honda and its suppliers are considered essential businesses, and therefore may continue with onsite operations, we must do so while adhering to social-distancing and cleaning-and-disinfecting guidelines, where possible, issued by the Centers for Disease Control and Prevention (CDC). Please refer to the March 26 letter for a summary of the CDC guidelines.

This letter is not required by the Ohio order or the other jurisdictions’ orders or guidelines, but we are providing it to you for clarity.

Even though Honda is an essential business, we continue to calibrate our production based on market demand. Our auto production operations continue to be suspended temporarily, and we will continue to assess forecasted future demand.

Please note the current production suspension does not impact your existing requirements to support specific operations, which may include New Model or Development related preparations and equipment, Facility maintenance and cleaning, and other goods and services deemed essential by the specific Honda company locations with which you are working. Please continue to fulfill these requirements unless otherwise instructed. Should you be unable to support these ongoing areas of business, please inform your Honda representative immediately.

Please continue to do everything you can to assure the well-being of your associates.

Honda will continue to communicate with you as quickly and frequently as possible. Thank you for your continued understanding.

Very truly yours,

Honda Indirect Procurement