



Dear Supplier:

Your company is required to comply with Ford Motor Company's conflict minerals reporting requirements (see Section 24.04 of the Ford Production Purchasing Global Terms and Conditions (PPGTC Jan. 1, 2004) and the Ford Motor Company Supplier Social Responsibility and Anti-Corruption Requirements Web Guide).

If your company provides part to Ford Motor Company that contain tin, tantalum, tungsten or gold (3TG), your company must complete a conflict minerals report for calendar year 2015, including a list of the 3TG smelters and refiners in your supply chain. To complete this requirement your company may need to request information from relevant lower tier suppliers.

2015 Conflict Minerals Reporting Expectations

Your company is expected to complete the industry standard Conflict Minerals Reporting Template (CMRT v4.0 at http://www.conflictreesourcing.org/media/docs/news/CFSI_CMRT4-00.xls) using the below guidelines for submission to Ford.

For 2015, Ford will accept the following options for "Declaration of Scope or Class":

- **User Defined Scope** (preferred) - Choose this option if your response is representative of *only* the parts your company provides to Ford in 2015. If you choose this option, include the comment "Parts provided to Ford" in the "Description of Scope" cell.
- **Company Scope** – Choose this option if the declaration is representative of the products your company ships to all of your customers.

Timing

- Conflict minerals reports are due to Ford Motor Company by **September 30, 2015**
- Full year updates are due by **January 15, 2016**

Methods of Reporting

- iPoint Conflict Minerals Platform (iPCMP)
 - iPCMP is the preferred method of reporting to Ford - Basic License is FREE <http://conflict-minerals.com/>
 - Email your account number to cmineral@ford.com so we can issue a Customer Request
- Conflict Minerals Reporting Template (CMRT) available to download at the below link: http://www.conflictreesourcing.org/media/docs/news/CFSI_CMRT4-00.xls
 - Only the Revision 4.X CMRT will be accepted for 2015
 - Submit CMRT via email to cmineral@ford.com
 - Include Parent or Site GSDB code in the "Company Unique ID" field (row 12) in the CMRT and in the subject line of your email

We encourage you to use minerals sourced from validated conflict free smelters and refiners in products provided to Ford. Information on validated conflict free smelters and refiners is available at the Conflict-Free Sourcing Initiative web site (<http://www.conflictreesourcing.org/conflict-free-smelter-refiner-lists/>).

For direction on completing your CMRT, please review the training materials posted on the Ford Supplier Portal (to be posted in June, 2015). If you have additional questions, send an email to cmineral@ford.com with your GSDB code in the subject line.

Thank you for your continued efforts.

Sincerely,

Ford Conflict Minerals Compliance Team
cmineral@ford.com