



Dear Supplier:

In order to comply with the conflict minerals rule (Section 1502 of the Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010), Ford is required to file an annual Specialized Disclosure report with the U.S. Securities and Exchange Commission (SEC). The report includes a description of the measures taken to exercise due diligence on the source and chain of custody of the tin, tungsten, tantalum and gold (3TG or "conflict minerals") in our products.

To support this effort, your company must complete a Conflict Minerals Reporting Template (CMRT) for calendar year 2021, including a list of the smelters or refiners (SORs) providing the 3TG contained in the products your company sells to Ford Motor Company. To complete this requirement, you may need to request information from relevant lower tier suppliers. For reference see Ford's [Responsible Materials Sourcing Policy](#).

#### **Action Due by Sept 30, 2021**

- Submit the completed CMRT in Excel format only to Ford using one of the methods below:
  - a. **Submit CMRT via email to** [cmineral@ford.com](mailto:cmineral@ford.com) by replying to this email
    - Include subject line: **Company name CMRT submission GSDB: GSDB code** (GSDB code is found in the subject line of this communication)
    - On the CMRT, in the "Company Unique ID" field (row 12) include the same GSDB code
  - b. **Submit via iPoint Conflict Minerals Platform (iPCMP)**
    - If your company is using iPCMP, REPLY to this email and provide your account number
    - Basic License is FREE <http://conflict-minerals.com/>

#### **In-Scope Parts List**

To assist with your conflict minerals reporting, attached is a list of parts identified through your company's International Material Data System (IMDS) submissions as containing 3TG. These parts are in-scope for conflict minerals reporting.

#### **2021 Conflict Minerals Reporting Requirements**

- Submit only latest CMRT version 6.1 by Sept 30, 2021, available [here](#)
- Include GSDB in "Company Unique ID"
- Answer "Yes" to Question 1 for all in-scope metals (identified on your parts list/IMDS) or provide explanatory comment e.g. "naturally occurring". A CMRT submission that does not include these details will be assessed as incomplete and resubmission will be required
- Complete the Smelter List tab, identify (by CID) the smelters or refiners (SORs) used to process the in-scope metals identified in your parts list

- Ford requires its suppliers to source 3TG minerals from SORs that have been validated as conformant by a 3<sup>rd</sup> party audit such as the RMI's [Responsible Minerals Assurance Process \(RMAP\)](#)
- Ford will notify you if you report any SORs not listed as “conformant” or “active” on the public [RMI Smelter Refiner list](#). We expect you to also notify your suppliers if a reported SOR isn't on the “conformant” or “active” RMI lists, and to require your suppliers to source from 3<sup>rd</sup> party validated SORs throughout your supply chain
- Additionally, we expect your company and your relevant suppliers to contact SORs not listed on the “conformant” or “active” RMI lists directly to request participation in a 3<sup>rd</sup> party validated audit such as the RMAP, LBMA, or RJC protocol. If suppliers or SORs refuse, we expect you to consider alternate sourcing of 3TG

Note: Ford's [Supplier Code of Conduct](#) requires Ford suppliers to engage sub-tier suppliers in our efforts to demonstrate transparency. Suppliers are obligated to enforce a similar code of practice and require that subcontractors do the same.

### **Sanctions Compliance**

Please note that your company must comply with all applicable Ford Production Purchasing Global Terms and Conditions including all Supplier Guides (formerly known as Web-Guides). As stated in the Export Controls and Sanctions Compliance Supplier Guide,

*Supplier represents that it shall not provide any Supplies to Ford that it procured from, or manufactured using the services, technology or financing of, any individual or entity located in a country or region that is subject to a comprehensive or significant trade embargo, currently including Crimea, Cuba, Iran, North Korea and Syria, or from any other country in violation of applicable law. Further, Supplier shall ensure that no Supplies provided to Ford are transshipped through such a country or region.*

Also,

*Supplier shall not provide any Supplies to Ford procured from, or manufactured using the services, technology or financing of, any individual or entity designated on a Restricted Parties List or otherwise subject to such restrictions.*

### **Sanctions Compliance Due Diligence Requirements**

To confirm your compliance with your contractual obligations in the Export Controls and Sanctions Compliance Supplier Guide, please ensure the following:

- Review smelter list *before* submitting your Conflict Minerals Reporting Template (CMRT) to determine whether there are sanctioned parties in your supply chain/CMRT. If so, perform a “Company” level review for products provided to Ford. If you are in compliance with your contractual obligations, no sanctioned party should be included in your CMRT without an explanation of the appropriate legal and contractual authorization for such an inclusion.
- If this expectation is not met with a “Company” level Report, you will be required to re-submit “Product”, or “User” Defined level report for the parts on the attached Ford

parts list in order to verify whether and where a sanctioned party may be in Ford's supply chain. This is a commercial requirement and you are expected to meet all Conflict Mineral Reporting Deadlines. Ford may reassess supplier relationships if suppliers fail to comply with these minimum requirements.

For additional instruction to complete your CMRT, please visit the "Responsible Material Sourcing including Conflict Minerals" section of the [Ford Supplier Portal](#) or send an email to [cmineral@ford.com](mailto: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](mailto:cmineral@ford.com)