

Supplier Conflict Minerals Assessment

Date: [Insert Date]

To: [Supplier's Name]

[Supplier's Address]

Dear [Supplier's Contact Name],

As part of our commitment to ethical sourcing and compliance with international regulations regarding conflict minerals, we are conducting a thorough assessment of our supply chain. This includes understanding the origins of the minerals used in the products supplied to us.

We kindly request your assistance in completing a conflict minerals declaration detailing the source of all conflict minerals used in the products provided to us as follows:

- Tantalum
- Tin
- Tungsten
- Gold

Please provide information on:

- The country of origin of the minerals.
- The supplier of the minerals.
- Measures taken to ensure responsible sourcing.

We request that you complete the attached questionnaire and return it to us by [Insert Due Date]. Your prompt response is crucial in ensuring compliance with our corporate responsibilities and regulatory requirements.

Thank you for your cooperation in this important matter. Feel free to contact us if you have any questions.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]