

Dear Valued Partners,

As you are aware, this is an unprecedented time in our industry and in our history. The number of requests and orders we have received for PPE related to the COVID-19 pandemic is nothing short of astonishing. We are working around the clock with our teams to ensure that we are serving the most critical needs of our partners and our communities.

To that end, while we are accepting all orders, I have asked our sales team to focus on the following priorities as we service our customers and partners:

- 1) Government and First Responders
- 2) Medical and Hospital personnel
- 3) Critical infrastructure (Utilities, etc.)
- 4) Orders to satisfy identified demand (as opposed to stock replenishment orders)

We are asking you to stand with us during this time to help enact these priorities. Moving forward, we are looking for our partners to align with us on ensuring that we can serve those that need our goods and services the most. To accomplish this task, and to expedite orders for these priorities, we are asking that partners adhere to the following:

- POs should designate that partial shipments are allowed
- No cancellations or returns of conforming products

Also, please be prepared to provide the following to your Honeywell sales representative at the time of each order:

- A copy of the purchase order from the end-user entity
- End-user name
- Industry and application type
- Number of end-user employees in critical need of PPE
- Quantity of PPE per employee

We encourage you to check with us on product availability and proposed shipment schedule prior to providing us a PO. Providing the above information will allow us to swiftly expedite your order and ensure the people with the most dire needs get the proper equipment as soon as possible.

With the pending invocation of the Defense Production Act (DPAS), we will be evaluating certain aspects of our PPE sales, including allocation and pricing. In the

coming days, we will issue guidance on what impact this will have on the specific SKUs affected. We will post this guidance along with a list of the affected SKUs through our partner portal [here](#).

The days ahead will be stressful for all of us. Only by working together will we ensure that the most critical needs are met and those that are placing themselves in harm's way will have the protection needed to serve those affected by this pandemic. Thank you for your partnership as we work in the weeks ahead to stand together in this crisis.

Thank you for all that you are doing to serve those impacted by this great challenge.

Brent

C. Brent Durham

VP, PPE Sales - US&C

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