



26 March 2020

Subject: Supplier Guidance Related to COVID-19

Dear Supplier,

As the coronavirus (COVID-19) continues to spread in the U.S. and across the globe, KBR's number one priority is the safety and well-being of its employees, customers, families, and the community in which we live and work. KBR's Leadership Team is closely monitoring the status of the outbreak and assessing all potential impacts on our supply chain. We are committed to minimizing any potential risks to ensure that our US Government customers and their critically important missions are impacted as little as possible.

KBR continues to monitor the guidance by state, national and global authorities including the U.S. Centers of Disease Control and Prevention, the World Health Organization, the Department of Defense, NASA and our other government customers. Currently, KBR is acting in accordance with the guidance for critical infrastructure industries as set forth in the attached memos from our customers. These materials include guidance for both prime contractors and subcontractors. We urge you to review these memos.

If you become aware of potential impacts to the performance of KBR's Purchase Order or Subcontract, including potential delays in deliveries, transportation, availability of materials or other identified risks, please contact your Buyer or Subcontract Administrator as quickly as practicable. Include in that communication all available facts including efforts planned to mitigate any potential impact. Nothing in this communication is intended to alter the terms and conditions of any contract you hold with KBR, nor serve as the basis for any claim, adjustment to price or schedule or other legal action.

We appreciate your support during these challenging times and we will keep you updated with any changes in guidance from our customers. If you have any questions or concerns, please contact the undersigned for assistance.

Sincerely,

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Enclosures:

Memorandum For Nasa Contractor Community 3.24.20 (M. Manning)  
Defense Industrial Base Contract Considerations dated 3.20.20 (K. Herrington)  
Defense Industrial Base Essential Critical Infrastructure Workforce dated 3.20.20 (E. Lord)  
Memorandum on Identification of Essential Critical Infrastructure Workers During COVID-19 Response dated 3.19.20 (C. Krebs)  
Department of the Air Force Mission Essential Activities during COVID-19 dated 3.17.20 (W. Roper, Jr. memo)  
(Intent and Direction) Withholds and Retention During COVID-19 dated 3.20.20 (J. Guerts)  
Agency Mission Essential Functions FY2020 Update dated 10.18.19 (W. Eady)