



June 11, 2020

Subject: Boeing Telecommuters Return to Workplace and Face Covering Guidance

Dear Boeing Supplier,

The safety of our employees, their families and our communities is a top priority. For the safe return to our facilities, we have been preparing our work spaces and partnering with all employees to slow the spread of the coronavirus. As Boeing continues the next step in a safe and orderly ramp-up of operations, we are beginning to bring employees who have been telecommuting back on site.

Our plan to bring telecommuting employees back onsite draws on business needs, taking into account their work statement, deliverables, and priorities. Employees will return in phases, with most employees who are able to telecommute continuing to do so until further notice.

The first phase applies to a small number of employees who would be more productive onsite or perform critical tasks that can only be accomplished on site. This approach gives us the ability to support emergent customer needs, maintain appropriate resource levels, such as personal protective equipment, and implement all necessary safety measures as employees return from telecommuting.

Phase 1 will begin no earlier than June 15 and continue over the following few weeks. Only those employees who have been specifically instructed by their managers will return to the workplace; the rest will continue to telecommute. Subsequent phases will begin as further criteria are met and we can apply lessons learned.

For returning employees and on site visitors, Boeing is taking extra precautions across all locations to ensure workplace cleanliness and safety, including physical distancing and cleanliness procedures that align with federal and state guidance. Additional guidance for visiting Boeing sites can be found [here](#).

As of June 15, employees, contractors, suppliers, and visitors are also required to wear face coverings at all U.S. Boeing locations, unless alone in a closed door space or when eating and drinking, provided physical distancing is maintained.

There are resources available to you at www.boeingsuppliers.com and on the supplier portal. If you have additional questions or concerns, contact your procurement agent.

This year has brought unexpected challenges for you and our entire industry. Thank you for all that you do, and please stay safe.

The Boeing Company