

Subject: Essential United States Government Functions

Dear SpaceX Supplier,

Space Exploration Technologies Corp. (“SpaceX”) is a prime contractor for the United States government. Our U.S. government customers, including the National Aeronautics and Space Administration (NASA), and the U.S. Department of Defense (DOD), have identified SpaceX and our suppliers as “mission essential” and notified us that we, **and our suppliers**, should continue to operate. For example, our Cargo Resupply Missions to the International Space Station (ISS) provide life-sustaining supplies and services to astronauts on the ISS. Specifically, NASA has instructed-

“NASA has determined that the activities you are performing in support of the Commercial Crew Program [and Commercial Resupply Services Program] are mission essential activities that are critical to astronaut and International Space Station (ISS) safety. You and your suppliers are authorized to perform these mission essential activities at your facilities and other locations as appropriate.”

In addition, the Department of Homeland Security (DHS) Cyber and Infrastructure Security (CISA) program issued guidance regarding the Nation’s “Essential Critical Infrastructure”-including the manufacture of launch vehicles and satellites-to ensure its continuity of operations. Specifically, CISA’s guidance said:

“If you work in a critical infrastructure industry...you have a special responsibility to maintain your normal work schedule.”

Given the mission essential nature of our workforce and operations, SpaceX intends to continue operating in compliance with Federal guidelines and California Governor Newsom’s “Safer at Home” order issued last night. Governor Newsom’s order, which supersedes county or local orders, recognizes the Federal guidance and the mission essential nature of companies like SpaceX and our suppliers, and expressly exempts our company and our workers from the order. Specifically:

“The federal government has identified 16 critical infrastructure sectors whose assets, systems, and networks, whether physical or virtual, are considered so vital to the United States that their incapacitation or destruction would have a debilitating effect on security, economic security, public health or safety, or any combination thereof. I order that Californians working in these 16 critical infrastructure sectors may continue their work because of the importance of these sectors to Californian’s health and well-being.”

You may be an essential supplier to SpaceX. We ask that you continue to supply essential product and services to SpaceX during the current COVID-19 outbreak. Please request that the local authorities allow any employees who are necessary to ensuring this supply and services be allowed to travel to and from work. The health and safety of your employees and the public is paramount, so you should be sure to institute all appropriate procedures to limit the transmission among the employees at your facilities. This includes, but is not necessarily limited to, separating staff by off-setting shift hours or days and/or social distancing. These steps can preserve the workforce and allow operations to continue. If you have specific concerns regarding staffing or delivery schedules related to your SpaceX orders or services, please work with your SpaceX supply chain or purchasing contact on a revised schedule or scope of work, as is appropriate.

For questions related to this notice, please reach out to your Purchasing point of contact, or email us at [supplier.communication@spacex.com](mailto:supplier.communication@spacex.com). Thank you for your ongoing support.

Sincerely,

Suzanne Seibert  
Director of Purchasing, SpaceX