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Dear Valued Supplier:

Avaya is a global supplier in enterprise communications systems. As a global company we are aware of, understand, and monitor our ever changing internal and external business requirements. Business requirements include international, national, and local regulations, and customer requirements.

As you know, governments globally require documented proof of compliance with environmental product regulations including, but not limited to:

- **Restriction of Hazardous Substances (RoHS) in Electrical and Electronic Equipment**
 - o RoHS Directive 2011/65/EU, 2015/863/EU Annex II amendment
- **Registration, Evaluation, Authorization and Restriction of Chemicals (REACH)**
 - o **REACH Substance of Very High Concern (SVHC)**
 - Includes Substances of Concern In articles as such or in complex objects (Products) (SCIP) as established under the Waste Framework Directive (WFD)
 - **Effective January 5, 2021 SCIP data is required from companies supplying articles containing SVHCs on the Candidate List in a concentration above 0.1% weight by weight (w/w) on the EU market.**

To ensure compliance with these environmental product regulations, we must identify the presence of any restricted substances in the components we are currently purchasing as well as in those that we have purchased in the past and that might now be considered obsolete as the restricted substances might have changed since they were purchased.

Avaya has engaged IHS Markit, a worldwide leader in technical content services, to assist us in collecting environmental compliance information. This data is being gathered for components and materials which we purchase/purchased from you, our valued suppliers and authorized distributors.

Your company is an important supplier to Avaya. Our designs and solutions are often built by third party Contract Manufacturers or Distributors who purchase products on behalf of Avaya directly or through Suppliers. Although you may not see direct purchases from Avaya; your product(s) may have been selected by Avaya Engineers and are being purchased (indirectly) by our Contract Manufacturers.

We are required to maintain this documentation to comply with the latest RoHS Directive 2015/863/EU and REACH SVHCs (including SCIP data when reported SVHCs over limit) regulations.

Thanks for your cooperation in providing the requested information as quickly and completely as possible. The content data for products is essential for us to determine the continued use of your product or your recommended and compliant replacement product.

Please provide the requested information to IHS Markit within 2 weeks of receipt of this request. We require Full Material Disclosures (FMDs) and will only accept alternate documentation with an approved exception. This prevents the need for repeated supply chain queries to update material declarations as restricted or declarable substance lists change.

Should you have general questions about this request, please contact me directly at valania@avaya.com.

Please direct all clarification and/or technical questions regarding this request to the IHS Markit contact indicated in the accompanying email.

We appreciate your cooperation.

Sincerely,
George J. Valania