

RE: _____ City Council Resolution _____ regarding the use
of Congo's Conflict Minerals in Electronics Products

Dear _____,

On behalf of the _____ City Council, I am writing to inform you of
the passage of Resolution _____ expressing our concern about
the link between the conflict in eastern Congo and minerals used in your company's supply
chain.

Passed on _____, Resolution _____

_____.

As you are aware, under the conflict minerals provision in the Dodd-Frank Wall Street Reform
Act, companies will now be required to determine the country of origin of gold, tin, tungsten, and
tantalum used in their products. If these materials are found to be sourced from Congo or a
neighboring country, companies must disclose the steps they are taking to ensure their mineral
purchases are not funding armed groups. We hope your company demonstrates leadership on
implementing and supporting these requirements and pursues the additional steps necessary to
ensure that your products support clean supply chains.

The following are steps that we strongly encourage your company to take now to address the
link between your products and conflict in Congo:

- Fully investigate your supply chain to identify the use of conflict minerals
- Develop internal audits to monitor conflict minerals
- Join the Public-Private Alliance for Responsible Minerals Trade
- Publish a list of your suppliers
- Lead and actively participate in industry processes and working groups on conflict
minerals
- Participate in helping to develop a regional certification process for conflict minerals

We look forward to closely following your efforts and continuing the conversation on this issue.

Sincerely,

