

March 13, 2020

Dear Supplier:

MD Anderson is closely monitoring for 2019 novel coronavirus disease (COVID-19). For the safety of our patients and workforce members, Supply Chain Management is requesting strict adherence to the following guidance and instructions.

- All employee business travel, domestic and international, has been cancelled through April 29, 2020, subject to revision. Scheduled employee visitation to your location for meetings or conferences is cancelled. We do encourage the use of virtual meetings e.g. webinar and teleconference to conduct business.
- Suppliers who are not considered workforce members, do not provide patient care support, facility or technology support or who otherwise do not have mission-critical business with MD Anderson should not come to our institution until further notice. This includes suppliers and medical science liaisons who do not have mission-critical work at the institution.
- Mission-critical suppliers that are considered under contract with MD Anderson may continue to visit our campuses for business support activities but must adhere to our workforce travel and screening precautions. Our workforce travel precautions as of March 12 are:
  - Personal travel from any international location outside the United States requires **14 days of self-quarantine** before returning to our campus.
  - Travel anywhere in the United States beyond the Houston metropolitan area requires supplier to notify screeners upon to returning to our campus.

Mission-critical suppliers that do visit should anticipate screening precautions at key entry points into our facilities.

Suppliers desiring more information on MD Anderson's response to COVID-19 may visit [www.mdanderson.org/coronavirus](http://www.mdanderson.org/coronavirus). Supply Chain Management appreciate your understanding and support during this period.

Sincerely,

*Calvin T Wright*

Calvin T Wright  
Associate Vice President  
Supply Chain Management