[Insert Institution Logo]

[Name of Institution]

[Address]

Dear [Sony/Samsung/Toshiba] representative,

We regret to have learned that your company ranked among the bottom three electronics companies in the Enough Project’s 2017 conflict minerals company rankings. While we were glad to see your company has taken some initial steps to ensure the minerals in your products are not funding horrific violence in the Democratic Republic of Congo, we hope you will improve on these efforts to meet and even exceed those of the top ranked companies.

For decades, activists and affected communities in the Democratic Republic of Congo have called attention to the links between their country’s minerals and its protracted armed conflicts. As a result of the unique leverage they have over their supply chains, the multinational companies that profit from Congo’s minerals have a central role to play in addressing the links between conflict and mining.

To many communities historically impacted by the violence and lawlessness surrounding Congo’s gold, tin, tungsten, and tantalum (3TG) mines, the need for change is clear. Years of pressure from Congolese civil society and international consumers, student activism, legislative action, multistakeholder and trade association contributions, and corporate leadership have begun to turn the tide in Congo’s 3TG sector, where legal, conflict-free mining is starting to become more prevalent, offering benefits to many miners and mining communities. But major gaps in improvement remain and new challenges have arisen.

As an institution which has chosen to explicitly factor companies’ conflict minerals sourcing practices into our procurement contract decisions, your low rank on this issue will have an impact on whether or not we purchase from your company in the future. We strongly encourage you to improve on your policies and practices related to conflict minerals, especially in accordance with the Enough Project’s enumerated scoring criteria and recommendations.

We aim to support companies that are committed to responsible sourcing and innovative corporate responsibility practices, and therefore hope to see more efforts made by your company soon. We look forward to hearing updates and working alongside you to promote a conflict-free minerals trade in the Democratic Republic of Congo.

Sincerely,

[Contact Signature]

[Contact Name]

[Title]

[Name of Institution]