[Insert Institution Logo]

[Name of Institution]

[Address]

Dear [Panasonic/IBM] representative,

We saw that your company was ranked in the middle tier of 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 continue to 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 use Congo’s minerals in their products 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 company conflict minerals sourcing practices into our procurement contract decisions, your rank and future actions on this issue will have an impact on whether we purchase from your company in the future. We 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 hope your company takes additional important steps to clean up its supply chain, and look forward to 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]