



February 2011

To the Suppliers of Intel Corporation:

We need your help—to protect Intel and our mutual business interests.

Social networking sites are everywhere and increasingly essential in our personal and professional lives. Facebook*, LinkedIn*, Twitter* and other social networking sites are fun and connect us with friends and colleagues, but it's easy to forget the risks in posting information.

Just like individuals, companies also face risks of “too much sharing” on social networking sites. It's easy for any of us to unintentionally share sensitive business information that must be protected. Even information that may initially seem innocuous may violate terms of your contracts with Intel, or may release information which could damage Intel's business.

Remember that suppliers may not disclose Intel as a customer or release information about relationships with Intel, unless expressly authorized by Intel in writing. Intel's Corporate Purchase Agreements, Purchase Orders and General Contractor Agreements expressly specify this obligation. Similarly, it's important to protect Intel's intellectual property, trade secrets, and other confidential information. Any supplier with access to Intel confidential information must sign a Corporate Non-Disclosure Agreement (CNDA) which provides that the supplier only share such information on a “need to know” basis with its employees and not disclose it to any third party. Likewise, Intel has reciprocal obligations under the CNDA with respect to any supplier confidential information provided to Intel thereunder.

Let's avoid problems of social networking disclosures about Intel and our business, which could put Intel projects at risk and jeopardize your firm's business relationship with Intel. Please work with your employees to set expectations about appropriate use of social networking:

- Your employees must not post job information that inadvertently divulges confidential Intel information. Avoid posting any information which could directly or indirectly reveal confidential Intel technologies, timelines, or other sensitive information (e.g. job titles or descriptions that refer to a special project, non public Intel code names, confidential product or process information of any nature, or even that your firm works with Intel.)
- Your employees must review any information currently posted to social networking sites and remove anything revealing information about Intel or our business.
- If you have any questions or concerns with respect to these expectations please contact your Intel representative.

Intel would like to express our appreciation for the outstanding contributions of our many suppliers and their employees to help Intel meet our business requirements. We look forward to a productive year ahead.

Sincerely,

Jackie Sturm
Vice President, TMG
General Manager,
Worldwide Materials

Robert E. Bruck
Vice President, TMG
General Manager,
Technology Manufacturing Engineering

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Vice President, TMG
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*Other names and brands may be claimed as the property of others.

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