



## Graham Kelly

Vice-président, Opérations, Avions Global et site de Toronto  
Vice President, Operations, Global Aircraft and Toronto Site

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Dear colleagues,

As the COVID-19 crisis continues to evolve, we must take steps to harmonize production with both a disrupted supply chain, internal sequence between Bombardier sites and customer commitments, all while working in concert with government-recommended isolation protocols. We are now targeting a **return to work on May 19** for the majority of Toronto site team members. This measure will also help ensure the health and safety of teams who will continue to support our progressive ramp up.

Team members who had a return-to-work date of April 27 will now largely return on May 19. We will also ask some to return sooner on a case-by-case basis as we continue our progressive ramp up. We will communicate any further changes to return dates individually.

Please also note that given the evolving situation and its impact on our operations, we are moving the **annual summer shutdown from July 25-August 9 to September 5-20 inclusively**. I appreciate your understanding in this matter as it will further help balance our production schedule.

Note that the resumption of activities at our site is taking place cautiously and under the strictest possible health, safety and sanitation measures which exceed government recommendations.

Let me take this time to thank all you who have been maintaining essential services on the site and also thank our employees who are staying home in order to reduce the transmission of the COVID-19 virus.

I will continue to keep you advised as the situation evolves and thank you all for your collaboration in ensuring everyone's health and safety.

Graham