



March 18, 2020

Dear customer,

My team and I are closely monitoring the COVID-19 outbreak, taking proactive steps to prepare, and adapting to the situation as needed. Our focus first and foremost is to keep our employees, partners, and facilities safe, while also balancing the need to maintain business continuity for our patients, customers and business partners. We are in close contact with public health experts and in line with the latest CDC guidance to anticipate and minimize risks both in our workplace and in our lab operations.

We are actively taking steps to combat the spread of illness and have put in place safeguards for our employees, including limiting the number of people working on-site, extra cleansing of high-traffic areas and surfaces, following CDC international travel and mass gathering guidelines, and postponing all non-essential business travel. As necessary, we are also prepared to close offices to take appropriate actions such as deep cleaning.

At the same time, we are taking actions to minimize the impact to business continuity. Critical lab employees are continuing their essential work on-site, and those individuals not on-site are working remotely. To prevent a shortfall in inventory of testing materials, we are maintaining extra inventory of safety stock. Guardant Health does not directly source any reagents or materials from countries with elevated risk but remain in close communication with each of our suppliers to understand if their supply chain is at risk so we can anticipate and respond accordingly, if necessary.

We are prepared as much as possible given the fluidity of the situation to reduce the impact of coronavirus on our employees and business operations. We are committed to keeping you apprised of any developments that disrupt or adversely affect our business operations and commitments made to our patients, customers, and business partners.

Sincerely,

AmirAli Talasaz
Guardant Health, Chief Operations Officer