



The Quadrant
Elder Gate
Milton Keynes,
Buckinghamshire
MK9 1EN

30 March 2020

Dear Sir/Madam

Ref: COVID-19: Supplier payments

Since the onset of the current COVID-19 outbreak, we have been reviewing the options available for supplier payments. Our priority is to support the supply chain as much as possible through these unprecedented times.

Therefore, to support you through this period we have amended our payment terms. From Monday 30 March, following approval of a payment in the system, the payment to our suppliers will be made immediately, or as close to immediately as possible. In line with this, we would expect any payment made to you to flow down to your own supply chain straight away. This aligns with our Fair Payment Charter. We will be asking the wider supply chain to flag instances where this isn't happening. This addendum is in place until further notice, and we will write again in due course when we intend to revert back to the standard payment terms.

As ever, thank you for your continued support and cooperation. Please continue to keep strong line of communication with your usual contacts and flag any COVID-19 risks or opportunities to covid-19supplychain@networkrail.co.uk

Yours sincerely

A handwritten signature in black ink, appearing to read "Clive Berrington". The signature is fluid and cursive, with a long, sweeping tail on the final letter.

Clive Berrington
Commercial & Procurement Director