

COVID-19 Business Readiness Statement

Updated: March 19, 2020

As the Coronavirus/COVID-19 continues to impact people in communities around the world, we want to be sure you understand how Deltek is dealing with this health crisis and ensuring the continuity of our services.

Minimal Impact To Deltek Business Continuity

Deltek has a global workforce that is mobile and remote-enabled. This ensures business continuity in the event of an unexpected workforce reduction, office closure, or travel restriction due to a health-related outbreak, such as the Coronavirus. Deltek is monitoring the situation closely and will continue to take appropriate steps to ensure that our employees are safe and that our customer support is uninterrupted.

How Deltek Is Maintaining Customer Support & Business Operations

- **Monitoring the evolving situation via our Business Continuity program:** We have created a specific Coronavirus Response Team that meets daily to look at real-time data from health organizations and make decisions as we evolve our travel policy, offices closures and customer support and engagement capabilities.
- **Travel Restriction:** We have ceased all but mission-critical travel and have canceled all Deltek-sponsored large meetings and events.
- **Potential Exposure to Employees:** We require all employees who believe they may have been exposed to follow protocols as described by relevant health agencies, such as self-quarantine and informing others with whom they have been in contact. We also expect them to notify our HR organization so that we can assess risk to other employees and customers.
- **Remote Workforce/Redundancy:** Our worldwide teams are equipped to work remotely with globally distributed remote VPN access, including employees who typically work out of an office. Accordingly, if some regions experience a disproportionate impact, we would not experience significant impacts to our business continuity.
- **Vendor Management.** We have requested disaster response statements from our strategic suppliers. These inquire as to how vendors are adapting their operations to ensure business continuity consistent with our customers' expectations, and includes infrastructure critical to our Cloud-based services, such as Amazon Web Services.
- **Employee Communications.** We have instituted regular employee communications concerning:
 - General information from sources such as the World Health Organization (WHO) and the Centers for Disease Control and Prevention (CDC) about recognizing and reacting to a potential Coronavirus infection
 - Deltek's Coronavirus response and specific steps taken to minimize impacts
 - Best practices concerning what to do if concerned about exposure, use of hand-washing and sanitizers, forms of greetings, etc.

Deltek remains committed to the safety and health of our employees, customers and business partners and will continue to evolve our business approach to ensure the continuity of our services.