

Keysight's Response to COVID-19

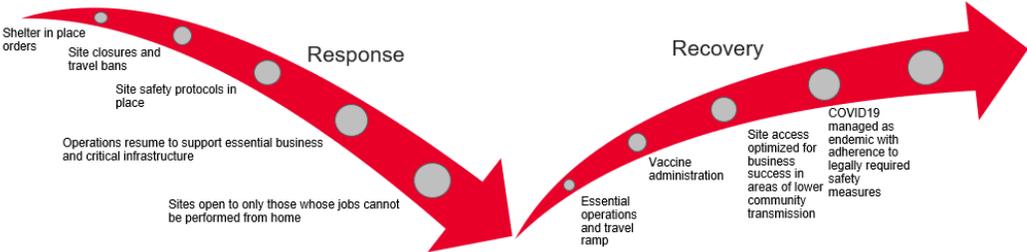
While Keysight's crisis management structure and approach prepare the organization to address emergency incidents effectively, the company recognizes that unique challenges may arise, requiring careful consideration and sometimes novel actions. Such has been the case with the COVID-19 pandemic. This document provides an overview of the company's COVID-19-specific approach, priorities, response, and recovery actions to date.

Approach Plan

Keysight began monitoring COVID-19 in early January 2020, engaging the company's global crisis management teams (CMTs) to facilitate our initial response and recovery plan guided by three priorities:

- The health and safety of employees and their families
- Keeping Keysight strong and supporting customers by providing critical infrastructure and essential services
- Helping local communities

Keysight's response and recovery approach (depicted below) prepared the company to address potential regulatory and government regulations before required while initiating planning to ramp operations as efficiently and safely as possible in line with local and regional requirements.



Early Response Timeline

Much of Keysight's initial COVID-19 response and recovery focused on the calendar first half of 2020. The below chart depicts key points of the company's crisis management efforts aligned with global regulatory requirements.

	January	February	March	April	May
REGULATORY	Jan 30: WHO declares Public Health Emergency of International Concern	Feb 2: First reported death outside of China Feb 5: >3,600 passengers quarantined on Diamond Princess cruise ship in Yokohama, Japan Feb 23: Infections begin to spike in Italy	Mar 11: WHO declares Covid-19 as a Pandemic Mar 13: US declares national emergency Mar 17: France issues nationwide lockdown Mar 23: UK issues nationwide lockdown Mar 24: India issues nationwide lockdown	Apr 2: Cases exceed 1M April 26: Death cases exceed 200K	May 10: Cases exceed 4M May 20: Cases exceed 5M
KEYSIGHT ACTIONS	Jan 6: Keysight begins monitoring situation in China Jan 23: Wuhan, China site closed Jan 24: Greater China business travel discontinued Jan 27: Keysight Corporate CMT engaged	Feb: Most Asia sites closed, Penang maintains manufacturing Feb: Keysight cancels all events requiring travel or large group attendance, such as CEO Club, sales training, and trade show attendance	Mar 9: All international and domestic business travel discontinued Mar 13: Work from home for all employees that could do so Mar 17: All Americas & European sites closed Mar 18: Penang site closed Mar 23: Critical operations resume in Penang & Santa Rosa	Apr 8: China lockdown lifted with gradual return to work encouraged	May 1: Greater China business-critical travel restarted May 26: CMTs generally disband, however engage as needed based on local conditions; transition teams formed focused on new workplace norms and implementing local site recovery plans

Continued Actions in Support of Priorities

After site closures and limited capacity in early 2020, Keysight began re-opening facilities and ramping operations to meet stakeholder needs while adhering to government regulations and guidance from public health agencies such as the World Health Organization and the U.S. Centers for Disease Control and Prevention.

Priority 1: Health & safety of employees and their families

Keysight's primary focus is protecting employees and their families throughout the COVID-19 pandemic. Employee well-being and providing an environment where all people can thrive have always been key tenets of Keysight's Leadership model — the framework for how we run the company. This is especially important during a global pandemic.

As such, Keysight enacted several actions in support of the health and safety of employees and their families:

As noted previously, Keysight halted domestic and international business travel and temporarily closed many locations ahead of government regulations and requirements in 2020. Throughout 2021, business travel continued to be voluntary with any company travel being monitored closely and focused on delivering to customer commitments.

By mid-2020, all employees and non-Keysight workers that could do their roles remotely transitioned to work-from-home. This has continued through 2021, with any new employee starts also being moved to virtual onboarding as appropriate.

Only employees whose roles are required to be on-site have been allowed access to Keysight's offices worldwide, and only as government closures eased. The company has implemented rigorous safety procedures and protocols for these employees, including free personal protective equipment.

During site closures in the second quarter of 2020, Keysight continued to pay employees and contractors regardless of work location, while senior vice presidents took a temporary 50% and the CEO a 100% base pay cut to keep the company strong and protect jobs.

To maintain a connection to the employee base and Keysight culture, the company implemented a regular employee communications cadence that continues today

Emotional support and counseling services continue to be available for all employees, including expanded welfare programs that provide benefit advocacy and care coordination assistance.

Priority 2: Keeping Keysight strong & supporting customers

Keysight's mission of accelerating innovation to connect and secure the world has been especially relevant during this global pandemic. Many of our customers are essential infrastructure organizations that are critical to enabling front-line response in the medical and communications industries. Keysight has been proud to support these, and all our customers, by remaining a strong and resilient business partner through these turbulent times. To do this, Keysight employed multiple customer-centric programs throughout the COVID-19 response and recovery:

When closures lifted, the company ramped production capability at key sites to support essential infrastructure and key customers, such as medical equipment providers.

Keysight implemented strict safety, health, and sanitation protocols for hardware support services.

Complimentary software trials were provided to customers working from home, helping them stay productive.

We engaged with customers and our supply chain to ensure alignment with required pandemic protocols worldwide. This included shifting to virtual demonstrations, events, and services for our solutions when appropriate.

Priority 3: Helping local communities

To help fight the pandemic, Keysight has made donations of both funds and equipment to charitable relief, healthcare, emergency responder, and community prosperity-oriented organizations around the world. Some examples include:

Donations of personal protective equipment and janitorial supplies to charitable relief, healthcare, and emergency responder organizations around the world.

More than \$1 million in contributions to nonprofits.

Increased the total amount of company matches for employee donations and the individual cap for company matches.

Supported implementation of community vaccine events in some countries, including India, Malaysia, Japan, and Germany.

As an example, at our largest manufacturing facility in Penang, Malaysia, Keysight successfully hosted an on-site vaccination clinic administering 18,000 doses of vaccine to Keysight employees, contractors, and neighboring organizations.

Initiated and continued engagements with online K-12 curriculum providers, virtual mentorship programs, and university relations to continue support for science, technology, engineering, and math (STEM) education instead of in-person tools and volunteer activities.

Results & Next Steps

Keysight's crisis management approach continues to prove the company's resiliency in the face of crisis. As reported in Keysight's fiscal year 2020 and 2021 results, the company continued to deliver strong financial performance while supporting priority stakeholders.

As the pandemic has evolved, we continue to implement a decision approach aligned with our priority stakeholders and guiding principles to maintain business resilience. As such, we have adjusted our response and recovery accordingly.

We have fully reopened our facilities globally. Local teams continue to monitor COVID-19 activity and respond as appropriate to maintain employee safety and business continuity.

Vaccination Information

At Keysight, we see getting the COVID-19 vaccine as a very effective way to help keep employees and their families safe, meet our customer obligations, and protect our communities. We also recognize that unvaccinated employees can be safe and healthy by following existing public health measures including wearing a mask and physical distancing. We respect individual employees and their decisions to be vaccinated or not.

The COVID-19 vaccine is recommended for individual protection, but there are other important benefits. When more of us are vaccinated, we're helping to protect people who can't get the vaccine or who don't get complete protection from vaccination because they're immunocompromised. Widespread vaccination will also reduce the risk of emerging new, possibly more dangerous variants.

At a minimum, we follow all local and country official requirements and mandates. We will satisfy COVID-19 policies and rules put into place by customers, suppliers, partners, and other industries such as airlines and hotels.

Looking Forward

Keysight continues to actively monitor the COVID-19 situation as it evolves and will take additional steps as necessary to manage the dynamic and ongoing impact of this situation.

Additional Resources

Crisis Management - Keysight's Business Continuity and Response to Crisis Events

Keysight CSR Website

Keysight CSR Report



For more information on Keysight Technologies' products, applications, or services, please visit: www.keysight.com

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