OFFICE OF THE CHIEF OPERATING OFFICER

Memo: Q4 production cadence and USB4-C12 line loading

To: Plant leads, NPI, Supply | From: Rafael Ortega, COO | Date: 3 November 2026 | Copy: Anika Desai, CEO

This memo sets the operating cadence for the rest of the calendar year. Foxcon Line 7 and Senmina PNG-SMT-4 will run AL-USB4-C12 as the primary SKU. Secondary SKUs (AL-USB3-B08) move to weekend shifts only.

Decisions

- Freeze new engineering change orders after 21 November except safety and USB-IF fails.
- Hold a 15-minute stand-up each Tuesday at 08:00 PT covering yield, materials, and customer commits.
- Authorize overtime on Foxcon Line 7 through 19 December to cover the notebook OEM pull-in.
- People managers will not schedule offsites that conflict with the 8 December customer build.

Ask of each team

NPI: publish the week-46 traveler revision by Friday. Supply: confirm SAC305 paste and underfill on hand for 120k units. People: keep PTO coverage maps current so we do not drop a certified operator on the USB-C AOI gate.

Reply only if you cannot meet a date above. Silence is acceptance. I will send a short follow-up after the 18 November board session.

Rafael Ortega

Chief Operating Officer, AetherLink Devices

Synthetic sample for document classification. Fictional operating memo.