

Dear Distributors, I hope you all had a great weekend.

Our mission at Hogan is to help people and organizations succeed using actionable, data-driven talent insights. We strive to achieve this goal by focusing on products and solutions that deliver the most impact for our clients. This means from time to time, we audit our portfolio and refocus our efforts accordingly.

To that end, we have made the difficult decision to discontinue Candidate Assessment Suite (CAS). We plan, and recommend, to transition users to other products over the next 90 days. CAS will no longer be available for use after January 31, 2024.

I wanted to put in bullet points some helpful information to understand the situation better and use it as you consider it.

- What exactly will happen to CAS? We will 'sunset' CAS, which means it will no longer be available for purchase or use by any client, for any reason.
- When will CAS become unavailable? The official last access date for CAS will be January 31st, 2024.
- Will existing clients still be able to use CAS between now and the last access date? Yes, although care should be taken to ensure any ongoing candidate assessments and projects are completed by January 31st at the latest.
- Will existing clients have access to their CAS data after January 31st? Clients should export their CAS data before January 31st for ongoing access. All existing CAS data will remain in HTP after January 31st, but clients will not have direct access. Any client requests to have their data moved to HALO for future use will be addressed on a case-by-case basis.
- How are we communicating this to existing clients? If you consider, you can use the attached template to build or guide your communication to the final user.
- What happens after the initial communication goes out? In any special situation we can discuss options for moving the client to another product.
- What alternatives should we offer to existing clients?
 - There are two job-family-based options:
 - Express, if the client is open to transitioning to a scale-based solution and/or requires interpretative content.
 - Configure, if the client wishes to remain with a competency-based solution.
 - Other options include Leader BASIS, Sales BASIS, Custom Research (plus Fit or BASIS), or General Employability.

- We recognize that some people may need additional support to position and implement these alternatives confidently; we will provide internal training as needed.
- What if I'm in talks with a potential new client about CAS? No new clients will be set up to use CAS. If you are currently discussing CAS with a potential client, please update the client regarding CAS's status and suggest one of the alternatives above.
- When will we stop marketing CAS? We are in the process of removing all references to CAS from our website and other client-facing channels. All marketing materials will be updated accordingly, and CAS will be removed from the price sheet and other related materials.

I know this is a difficult action to implement, it is for us, and for me, since as a region we had the highest consumption internationally. But also, the decision has been made to enable and speed up better options for your business.

Please, let me know if you need additional details, or prefer to go over specific details.

Regards