



**G.S.W. MANUFACTURING, INC.**

1801 Production Drive  
P.O. Box 1045  
Findlay, OH 45839-1045  
Phone (419) 423-7111  
Fax (419) 423-8999

March 26, 2020

Breeyan Handberg  
Program Administrator, Rapid Response  
Ohio Department of Job & Family Services  
614-466-9897

Mayor Christina Muryn  
City of Findlay  
318 Dorney Plaza  
Room 310  
Findlay, OH 45840

Re: Layoff Notice

Mayor Muryn and Ms. Handberg,

This letter is to notify you that as a result of a unforeseen downturn in business due to the COVID-19 pandemic and the State of Ohio's Stay at Home Order for all people and businesses considered "non-essential," GSW Manufacturing, Inc. will experience a reduction in its workforce. The reduction is considered a furlough for an unknown duration, but it is presently anticipated to be temporary.

GSW Manufacturing, Inc. notifies you that employees have been subject to temporary furlough beginning on March 23, 2020 at its location at 1801 Production Drive, Findlay, OH 45840. Additional temporary furlough will begin on March 30, 2020. If GSW Manufacturing, Inc. determines that the furlough will exceed six months or become permanent, it will issue appropriate notice under the Federal Worker Adjustment and Retraining Notification Act (WARN).

The Company is assessing its business operations and staffing requirements on a day to day basis. Due to the sudden and unexpected nature of the outbreak of COVID-19 in Ohio, unforeseen nature and timing of the State's mandated shutdown announcement, and the adverse effect on GSW Manufacturing, Inc.'s business operations, we were prevented from providing notice sooner and are providing this notice to affected employees as soon as practicable.

GSW Manufacturing, Inc. does not recognize strict seniority rights and reserves the right to determine the layoff and recall statuses of any associate based on his/her qualification, ability to perform available jobs at required standards, special skills and production needs. There are not bumping rights. No employees are represented by a Union. A list of the job titles affected, and the number of employees affected in each job title is attached.

If you have any questions, please contact me.

Received March 30, 2020 at 10:15am

Very truly yours,



Hiro Kojima

President & CEO

Approximate Number of Layoffs by Title:

Job Title	Number Affected
Engineering Assistant	3
PC Material Handler	2
Production Material Handler	2
Production Associate	43
Production Supervisor	1
Team Leader	2
Tooling Tech	2