

MASS FURLOUGH NOTICE

April 16, 2020

VIA CERTIFIED MAIL AND EMAIL:

Ohio Department of Job & Family Services
Office of Workforce Development
Rapid Response
P.O. Box 1618
Columbus, OH 43216-1618
RapdResp@jfs.ohio.gov

Re: Green Tokai Co., LTD

To Whom It May Concern:

We write to advise you that, beginning immediately, temporary furloughs will be occurring at Green Tokai Co., LTD. While we do not believe this temporary furlough triggers the requirements of the Worker Adjustment and Retraining Notification Act (WARN) or Ohio law, we thought it appropriate to notify you of the current situation.

Due to the COVID-19 pandemic, we are experiencing a significant lack of work and have to close operations. We are sorry that we are not able to give you or our employees greater advance notice, but given the nature of the COVID-19 pandemic, these are business circumstances that were not reasonably foreseeable. As a result, the Company is not providing this notice as soon as it was practicable.

We anticipate that the furlough will begin on 3/23/2020. It is our intention to reopen operations in early May, if possible, but reopening will depend on circumstances associated with COVID-19, which are unknown and out of our control. There are 543 employees currently affected at our location in Brookville, Ohio. We will provide all employees with the Mass Layoff Instruction Form for COVID-19.

If you wish to obtain further information, please contact me at the following phone number: 937-286-3256

Sincerely,

Kelli R. Todd
Senior Manager HR/Safety

GREEN TOKAI CO., LTD.
55 Robert Wright Drive
Brookville, OH 45309

Received April 16, 2020 at 1:00pm