

March 15, 2023

Ashley Gatlin
Program Director, Rapid Response
Department of Workforce Development
10 N Senate Ave
SE311
Indianapolis, IN 46204

Ms. Gatlin:

Due to changing market conditions, RR Donnelley has developed plans to permanently shut down its operation located 381 Airtech Parkway, Plainfield, IN 46168. Consistent with these plans, employment separations are expected to commence on or about May 14, 2023. We anticipate that these plans, when finalized, will be permanent and they will involve RR Donnelley's entire operation at the location.

At this time, the Company anticipates that all affected employees will have their employment terminated during a 14-day period commencing on May 14, 2023. A total of 79 employees may be affected by this closure. A list of affected job titles and the number of employees in each title accompanies this letter as Attachment A. Employees at this location are not covered under any collective bargaining agreement and bumping rights do not exist for any of the impacted employees. Various factors may still affect the timing of any employment terminations.

To the extent that the above actions constitute a covered event under the Federal or State Worker Adjustment and Retraining Notification Act (WARN), this letter is intended to fulfill any requirements imposed under the statute. By providing this information, the Company does not concede that the Act applies or that notice is otherwise required.

If you have any questions concerning this announcement, please contact: Kaitlynn Hawkins, Human Resources Generalist, 317-979-1160, RR Donnelley, 381 Airtech Parkway, Plainfield, IN 46168, as she will be the liaison with all local and state entities regarding this closure.

Sincerely,



Mark Brothers
Senior VP of Human Resources
RR Donnelley

Job Titles and EE Counts

Job Title	Total
Accountant 3	1
Crewing Coordinator 1	2
General Manager 2	1
Hoist Operator 2	11
HR Generalist 3	1
Infrastructure Technician 1	1
Kitter	29
Manager - Customer Service	1
Manager - Operations	1
Manager - Supply Chain	1
Manager - Warehouse	1
Materials Analyst/Planner 3	1
Operations Clerk 2	1
Operations Clerk 3	10
Planner	1
Print Prod Acct Spec 2 -Cus	1
Print Prod Acct Specialist 1	3
Quality Inspector 1	2
Quality Specialist 1	1
Quality Specialist 3	1
Shift Coordinator 1	2
Shipping & Receiving 3	1
Strategic Sourcing Buyer 2	1
Supv - Warehouse	4
Grand Total	79