



AlSCO Inc.
505 E 200 S
Salt Lake City, UT 84102

March 24, 2020

VIA US MAIL

Indiana Department of Workforce Development
Dislocated Worker Unit SE 311
10 North Senate Avenue
Indianapolis, IN 46204-2277

To Whom It May Concern:

This letter is to inform you that as a result of business circumstances that were not reasonably foreseeable as of the time that notice would have been required resulting from the sudden and unprecedented effects of the coronavirus (COVID-19) outbreak on our business, AlSCO will conduct layoffs at its Indianapolis branch, located at 711 E Vermont, Indianapolis, IN 46202.

This is a partial closure; not all employees at the branch will be impacted. At this time and based on the information currently available, the layoffs are effective immediately and will be indefinite, with the hope of returning employees within six (6) months. Enclosed is a listing of the job titles of positions to be affected, and the number of affected employees in each job classification.

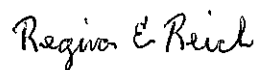
Some of the affected employees are represented by Chicago and Midwest Regional Joint Board (CMRJB) of Workers United/SEIU. The chief elected officer of CMRJB is Kathy Hanshew and her address is 333 S. Ashland Ave., Chicago, IL 60607. Some of the affected employees are represented by Teamsters Local Union #135 of the International Brotherhood of Teamsters. The chief elected officer of Teamsters Local Union #135 is Danny L. Barton and his address is 1233 Shelby Street, Indianapolis, IN 46203. The chief elected officer of The International Brotherhood of Teamsters is James P. Hoffa and his address is 25 Louisiana Ave., N.W., Washington, D.C 20001. There are no bumping rights for affected employees.

We apologize that we were unable to provide more advance notice of the action. We are providing this notice as soon as possible in light of the rapidly-developing events surrounding COVID-19, which is now recognized as a global pandemic, natural disaster, and physical calamity. As you know, the World Health Organization recently declared a pandemic, the President of the United States has declared a National Emergency, and the Governor of the State of Indiana has declared a State of Emergency. There are numerous government and health directives impacting our business and making it impossible to continue operations for the time being. The speed and vast

impact of the coronavirus outbreak is unprecedented. After reviewing our staffing and business needs, we are providing this notice at the earliest possible time.

We are providing this information out of an abundance of caution based on information currently available. You may contact me at the phone number listed below if you have questions or want additional information.

Sincerely,



Regina E. Reich
Regional Human Resources Manager
Cell Phone: 314-504-7296

Enclosure (list of job titles of positions to be affected, the number of affected employees in each job classification, and schedule of separations)

Attachment A

Job Titles	Number Impacted	Separation Date(s)
Production Employees	57	3/27/20 & 4/3/20
Route Sales Representatives	10	3/27/20 & 4/3/20
Office Clerks	2	3/27/20
Maintenance Tech	2	3/27/20
Custodian	1	3/27/20