



April 9, 2020

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

Dear Ashley Gatlin,

This notice is being provided to you pursuant to the Worker Adjustment and Retraining Notification Act of 1988, which requires employers to give official notice to certain government units or officials of a pending mass layoff or permanent closure.

This is to advise you that on April 13, 2020 Hendrickson Kendallville, IN located at 101 S Progress Drive West will temporarily close for one week. The number of employees affected is 103. A list of the affected positions is enclosed.

Unfortunately, the Company was not able to provide 60-days advance notice of the layoff because this job action was necessitated by the business decisions made by our OEM customers. Only yesterday did we learn that those OEMs have decided to remain closed for an extended period of time. While we expect at the time of this notice for the closure of OEMs to not last for more than two weeks, ultimately that decision is not controlled by the Company.

For further information, please contact me at 260-349-6420.

Sincerely,

Scott J Alexander  
Human Resources Manager

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List of Affected Positions

Job Title	Number
Human Resources Mgr. - 1	1
Production Supervisor	4
Technician III	1
Customer Service Rep. - 1	2
Production Inventory Coordinator Sr - 1	4
Master Scheduler	1
Customer Service Manager - 1	1
Engineer I	1
Plant Accountant	1
Quality Engineer - 1	3
Forecast Analyst	1
Buyer / Scheduler - 1	1



Engineering Associate	1
CAD Designer, Senior	1
Technician I - 1	1
Maintenance Supervisor - 1	1
Planner	1
Quality Manager - 1	1
Materials Manager - 1	1
Packaging Engineer - 1	1
Manufacturing Engineer - 1	2
Continuous Improvement Coordinator	1
Engineering Manager	1
Elastomer Operator	15
Auditor	4
Laborer	3
Maintenance Mechanic	2
Maintenance Mechanic Level 2	8
Materials Handler	28
Packer	16
Production Operator	28