



March 24, 2020

**Via U.S. Certified Mail, Return Receipt Request, and
Email (warn-notice@dwd.in.gov)**

Indiana Department of Workforce Development
Dislocated Worker Unit, SE311
10 North Senate Avenue
Indianapolis, IN 46204-2277

Re: Announcement of Planned Action

Dear Sir or Madam:

Over the last couple of weeks, governments, businesses, and individuals have been taking unprecedented actions in an effort to prevent the spread of COVID-19. These unprecedented actions include the temporary closing of businesses and limitations on travel for non-essential employees. And, as a part of these prevention efforts, three of GDC, Inc.'s largest customers suddenly and unexpectedly announced that they would be temporarily closing their manufacturing facilities across North America amid the COVID-19 outbreak.

As a result of the COVID-19 pandemic and these unforeseen business circumstances, GDC, Inc. will be reducing its workforce, and a number of its employees will experience layoffs, at its facilities located at: 809 Logan St., Goshen, Indiana 46528; 811 Logan St., Goshen, Indiana 46528; 815 Logan St., Goshen, Indiana 46528; 821 Logan St., Goshen, Indiana 46528; 300 Steury Ave. Goshen, Indiana 46528; and 22428 Elkhart East Blvd., Elkhart, Indiana 46514. The expected date of the first separation will be March 23, 2020. It is expected that the mass layoff will be temporary; however, the estimated duration is not known at this time. Nonetheless, it is expected that the duration of this layoff will not exceed 6 months.

All employees who are being laid off have been notified of their separation dates and that their separation is expected to be temporary. GDC, Inc.'s employees are not represented by a union and do not have bumping rights. A list of the job positions and number of individuals who will be affected by the mass layoff, along with the anticipated dates for such employment separation is enclosed as Exhibit A.

This notice is being provided to you in accordance with the provisions of the Worker Adjustment and Retraining Notification Act, 29 U.S.C. § 2101, et seq. ("WARN Act"). And, while under normal circumstances the WARN Act may require 60 days advance notice of a mass layoff of this nature, GDC, Inc. could not provide such notice that far in advance due to the COVID-19 natural disaster and the above-described unforeseen business circumstances.

If you have any questions or need further information concerning this matter, you may contact Donna L. Reglein, Director of Human Resources, at (574) 533-3128 ext. 336.

Sincerely,

GDC, INC.

Donna L. Reglein

EXHIBIT A

Anticipated Employment Separation Date	Job Titles of Affected Positions	Number of Employees Affected in Each Job Classification
03/23/20	Production	271
03/23/20	Shipping	9
03/23/20	Accounts Payable Clerk	2
03/23/20	Quality Supervisor	1
03/23/20	Lab	1
03/23/20	Purchasing	1
03/24/20	Production	2
03/24/20	APQP Coordinator	4
03/25/20	Scheduler/Prod. Planner	1
03/25/20	Production	1