



**INTERFOR**

April 24, 2020

**BY CERTIFIED MAIL  
RETURN RECEIPT REQUESTED**

Billy Webster  
Chairman, Putnam County Commission  
117 Putnam Drive  
Eatonton, GA 31024

Re: Notice of Layoff

Dear Billy:

Interfor U.S. Inc. (the "Company") is reducing production due to the COVID-19 pandemic, resulting in a temporary layoff that may be subject to the Worker Adjustment and Retraining Notification Act ("WARN"). Notice is hereby given that the planned layoff will affect the Company's facility located at its Eatonton Division (the "Company Facility"), on or about April 27, 2020. This employment action will result in the temporary layoff of approximately 105 regular employees at the Company Facility. While this is a temporary layoff and we do not expect it to last for 6 months, out of an abundance of caution we are providing you with this notice now. You may contact the following Company official for further information:

Mike House, Mill Manager  
Eatonton Division  
370 Dennis Station Rd.  
Eatonton, GA 31024  
Phone: 706-485-4271

A list of the affected job titles and the number in each job classification is provided below. The affected employees and individuals are not members of a collective bargaining unit and, accordingly, do not have bumping rights.

Administration – 1 Regular Employee  
Boiler Kiln Operator – 7 Regular Employees  
Crane Operator- 2 Regular Employees  
Electrician – 2 Regular Employees  
Forklift Operator – 9 Regular Employees  
Lumber Graders – 4 Regular Employees  
Machine Operator – 20 Regular Employees  
Millwright – 16 Regular Employees  
Mobile Equipment Operator – 3 Regular Employees  
Oiler Lubricator – 2 Regular Employees

**Interfor U.S. Inc.**

700 Westpark Drive, Suite 100  
Peachtree City, GA 30269

tel: (770) 282-3260  
fax: (770) 486-6837

[Interfor.com](http://Interfor.com)

Utility - 32 Regular Employees  
Quality Control - 2 Regular Employees  
Saw Filer - 1 Regular Employees  
Sorter Tender- 4 Regular Employees

Very truly yours,

Interfor US. Inc.

A handwritten signature in black ink, appearing to read "Mike House". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Mike House  
Mill Manager