



KIRCHHOFF Automotive
1200 East Chicago Blvd.
Tecumseh, MI 49286 USA
T 517.423.2400 F 517.424.6724

March 20, 2020

VIA CERTIFIED MAIL AND EMAIL

Brian Marcotte
WIOA Dislocated Services Section Manager
Workforce Development – Targeted Services Division
201 N Washington Sq. 5th Floor
Lansing, MI 48913
Marcotteb1@michigan.gov

RE: NOTICE OF LAYOFF TO AFFECTED EMPLOYEES

Dear Mr. Marcotte:

This notice is being provided to you on March 19, 2020, pursuant to the Worker Adjustment and Retraining Notification Act of 1988 (although KIRCHHOFF Automotive Tecumseh does not concede that this notice is required by the Act in regard to this particular matter). This mass layoff is the result primarily of FCA, Ford Motor Company and General Motors Corporation announcing on March 18, 2020, that they are suspending operations as a result the COVID-19 pandemic. KIRCHHOFF Automotive is therefore providing you with as much notice as practicable given the circumstances.

The following is based on the best information currently available as of this date:

(1) Statement of planned action:

Kirchhoff Automotive Tecumseh will be temporarily laying off approximately 338 employees effective March 20, 2020. As of the date of this notice, it is unclear when production will resume and you will be recalled.

(2) Statement as to whether planned action is expected to be permanent or temporary:

The planned action will be temporary.

(3) **Name and address of the employment site where the plant closing or mass layoff will occur:**

Kirchhoff Automotive Tecumseh
1200 East Chicago Blvd.
Tecumseh, MI 49286

(4) **Name and telephone number of company official to contact for further information:**

If you have any questions concerning this matter, please contact Melissa Tarsha, Human Resources Manager, by telephone at 517-809-7187 or by email at Melissa.tarsha@kirchhoff-automotive.com.

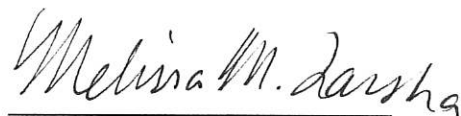
(5) **Expected date of separation/layoff:**

The separation attributable to this action will take place immediately, on March 20, 2020. It is unclear at this time when the layoff will end and recall will commence.

(6) **Unforeseeable business circumstances:**

The Kirchhoff Automotive Tecumseh layoffs described herein are due to the sudden announcement on March 18, 2020, that FCA, Ford Motor Company and General Motors Corporation are suspending operations as a result of the COVID-19 pandemic.

Sincerely,



Melissa Tarsha
HR Manager



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Job Title	Number of Affected Employees	Anticipated Layoff Date
Manufacturing Operator	257	3/23/2020
Forklift Operator	43	3/23/2020
Quality Tech	19	3/23/2020
Tool & Die Repair	7	3/23/2020
Maintenance Tech	12	3/23/2020