WARN MO
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Microsoft

July 10, 2017

Via email to: John.e.asher@oregon.gov

Via mail to:
John Asher, Rapid Response Coordinator
Oregon Dislocated Worker Unit
Office of Workforce Investments
Oregon Higher Education Coordinating Commission
875 Union Street NE
Salem, OR 97311

Re: Worker Adjustment and Retraining Notification ("WARN")

Dear Mr. Asher:

Pursuant to the notification requirements of the Worker Adjustment and Retraining Notification Act of 1988 ("WARN"), Microsoft hereby provides notice of a layoff, and further provides notice of an anticipated schedule of additional position eliminations leading to a plant closure.

Microsoft has decided to reorganize and restructure operations resulting in the elimination of 61 positions located at Microsoft's Wilsonville, OR facility located at 26755 SW 95th Ave., Wilsonville, OR 97070. All 61 positions are being permanently eliminated as of September 8, 2017. Microsoft has provided all 61 affected employees with Worker Adjustment and Retraining Notifications. All affected employees will be terminated on September 8, 2017. A list of all affected job titles and the number of individuals affected in each job title is enclosed as part of Attachment A.

Microsoft's decision to eliminate 61 positions located at the above referenced facility is final and is expected to be permanent. The identified facilities will not be closed at this time. The affected employees are not entitled to an opportunity to "bump" or trade places with individuals who are not affected by the decision.

As a further anticipated schedule, Microsoft plans to eliminate additional positions at the above-referenced facility, with position eliminations scheduled to occur on or after November 6, 2017 and all affected employees to be terminated on January 5, ~~2017~~2018. A current list of all affected job titles and the number of individuals anticipated to be affected in each job title is enclosed as part of Attachment B. This list is subject to change if, for example, individuals voluntarily leave employment in the interim. A small group of employees, not yet identified, are expected to remain employed for a short period after November 2017 to close the facility and address related business and operation needs, prior to their termination. The affected employees are not entitled to an opportunity to "bump" or trade places with individuals who are not affected by the decision. These eliminations will result in the closure of the facility. The decision to eliminate these positions and close the facility is final and is expected to be permanent.

On July 10, 2017, Microsoft sent notice via hand delivery (or overnight courier and email if not present in person) to all affected employees. Notice was also sent to the City of Wilsonville and Clackamas County for affected worksites on July 10, 2017.

For further information please contact me, DeLee Shoemaker, Senior Director of Government Affairs, at (425) 707-7760, or at delees@microsoft.com. I have been designated as Microsoft's employer representative for all inquiries related to this matter.

Sincerely,

DeLee Shoemaker
Senior Director, U.S. Government Affairs
Microsoft Legal and Corporate Affairs

ATTACHMENT A -WILSONVILLE, OREGON WARN NOTICE (July 10, 2017)	
Standard Title	Number of Impacted Employees
Business Administrator	1
Business Program Manager	2
Director, Electrical Engineering	1
Director, Manager HW Engineering PM	1
Director, Mechanical Engineering	1
Electrical Engineer	2
Electrical Engineer 2	5
Hardware Engineer 3	1
Hardware Engineering Program Manager 2	1
Hardware Function Leader	1
Manager, Electrical Engineering	1
Manager, Hardware Engineering	2
Manager, Mechanical Engineering	1
Manufacturing Technician	1
Mechanical Engineer	2
Mechanical Engineer 2	4
Principal Designer	1
Principal Hardware Engineer	3
Principal Hardware Engineering Prgm Mgr	1
Principal Research Manager	1
Q&R Engineer	1
Senior Electrical Engineer	6
Senior Hardware Engineering Program Mgr	2
Senior Mechanical Engineer	5
Senior NPI Engineer	3
Senior Program Manager	1
Senior Q&R Engineer	2
Senior Research SDE	1
Software Engineer	1
Sr Hardware Engineer	6
Grand Total	**61**

* Microsoft is also impacting one Procurement Specialist. The person holding this position was notified in January 2017 the role was being eliminated, however, the role was not formally eliminated until July 2017 due to the employee's leave of absence.

ATTACHMENT B -WILSONVILLE, OREGON WARN NOTICE (*Anticipated* November 6, 2017)	
Standard Title	Number of Impacted Employees
Bus Ops & Program Mgmt Leader	1
Business Analyst	1
Business Program Manager	1
Factory Management Engineer	1
Hardware Engineer 2	1
Logistics Planner	1
Manager, Factory Management Engineering	2
Manager, Hardware Engineering	1
Manager, Q&R Engineering	1
Manufacturing Line Leader	10
Manufacturing Operator	2
Manufacturing Technician	11
Operations Program Manager	1
Operations Specialist	2
Procurement Manager	1
Procurement Specialist	3
Q&R Engineer	3
Q&R Engineer 2	1
Quality Control Operator	5
Senior Manufacturing Test Engineer	1
Senior Q&R Engineer	1
Software Engineer	2
Sr Hardware Engineer	5
Supply Chain Planner	4
Workplace Services Manager	1
Grand Total	**63**