



WARN NO.  
3360

March 20, 2020

John Asher  
State Rapid Response Coordinator  
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Salem, Oregon 97311

American Linen Division  
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To Whom It May Concern:

This letter is to inform you that as a result of business circumstances that were not reasonably foreseeable as of the time that notice would have been required resulting from the sudden and unprecedented effects of the coronavirus (COVID-19) outbreak on our business, AlSCO Inc will conduct layoffs at its Eugene branch, located at 1831 West Broadway – Eugene, OR 97402.

This is a partial closure; not all employees at the location will be impacted. At this time and based on the information currently available, the layoffs are effective immediately and will be indefinite, with the hope of returning employees within six (6) months. Enclosed is a listing of the job titles of positions to be affected, and the number of affected employees in each job classification.

The affected employees are represented by Teamsters Union Local 206. The chief elected officer of Teamsters Union Local 206 is Gene Blackburn, and his address is 1860 NE 162<sup>nd</sup> Ave., Portland, OR 97230. There are no bumping rights for affected employees.

We apologize that we were unable to provide more advance notice of the action. We are providing this notice as soon as possible in light of the rapidly-developing events surrounding COVID-19, which is now recognized as a global pandemic, natural disaster, and physical calamity. As you know, the World Health Organization recently declared a pandemic, the President of the United States has declared a National Emergency, and the Governor of the State of Oregon has declared a State of Emergency. There are numerous government and health directives impacting our business and making it impossible to continue operations for the time being. The speed and vast impact of the coronavirus outbreak is unprecedented. After reviewing our staffing and business needs, we are providing this notice at the earliest possible time.

We are providing this information out of an abundance of caution based on information currently available. You may contact me at the phone number listed below if you have questions or want additional information.

Respectfully,  
Suzanne Basile  
HR Manager  
P: 541-302-4382

Enc.

## Attachment A

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Job Titles	Number Impacted	Separation Date(s)
Production Workers	Approximately 45	3/20/2020 – 12/31/2020
Service Workers	Approximately 10	3/20/2020 – 12/31/2020
Office Workers	Approximately 3	3/20/2020 – 12/31/2020