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789 ARMED FORCES DRIVE • P.O. BOX 11008
GREEN BAY, WI 54307-1008

BY:

PH. 920-494-7474 • FAX 1-800-553-8769
www.imperialsupplies.com

January 8, 2016

Wisconsin Department of Workforce Development
Dislocated Worker Unit
Post Office Box 7972
Madison, Wisconsin 53707

Personal and Confidential

**Re: WARN - Notification of
Discontinuation / Relocation of
Operations, Green Bay, WI
Imperial Supplies - Warehousing**

Dear Unit Administrator:

As required by the Worker Adjustment and Retraining Notification Act (“WARN”), I am notifying you that Grainger - Imperial Supplies will be discontinuing its warehousing operations in Green Bay, Wisconsin, which will in turn potentially affect approximately 40 to 50 employees currently working in Imperial Supplies’ Warehousing Department located at 1176 Contract Drive, Green Bay, Wisconsin 54304. Imperial’s Federal Identification Number (FEIN) is 56-2339119. Please know, despite the movement of warehousing activities, Green Bay will continue to serve as the Headquarters for Imperial Supplies with all other operational functions remaining in place at the above referenced location.

Notwithstanding this notification, I also want to make you aware of the fact that Imperial Supplies 1st made its employees aware of its moving to a new warehousing location as early as April, 2015. With this in mind, all of our Green Bay warehousing employees are being afforded the opportunity to transfer work sites so as to assume similar warehousing roles at our new Janesville location. We expect to know how many employees actually intend to transfer over the next few months as actual work activities are expected to wind down on a graduated basis during that same time period.

While inapplicable to the current situation and consistent with the Company’s policy, there is no opportunity for employees to displace or “bump” another employee in order to remain employed nor is there any collective bargaining agreement that would come into play. Again, all of the employees terminating from Imperial Supplies’ employ are doing so only after declining a similar warehousing role at the Company’s Janesville location.

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While the impacted employees last day in their current warehousing roles are expected to vary, Imperial Supplies is going to provide each individual with a minimum of 60 days paid notice working time while they remain actively employed. The cessation of regular activities in Green Bay, as it relates to the departing employee workforce will begin in late March / early April of this year. As of now, the 1st date employees are expected to depart is March 18, 2016. In conjunction with any departure, and based upon an agreement each person will be receiving, employees can also become eligible for future additional compensation continuation pay and related benefit coverage above and beyond the required 60 days of paid notice and working time.

There is no union representing the involved employees. As required by WARN, I am attaching a chart listing the loss of positions by job title and number of employees affected, also by title.

With this in mind, please feel free to contact me directly should you have any questions. My direct dial telephone number is (847) 535-1555.

Sincerely,



Henry F. Galatz

Attachments

Job Title	# of employees
DC Supervisor	1
Maintenance Technician	1
Inventory Control Coordinator	1
Crew Leader - Receiving	1
Receiver	4
Hand Packer	7
Shipping Coordinator	3
Shipping Processor	4
Picker Checker	19
Receiving Coordinator	1
QA Inspector III	1

43

In addition to the above referenced employees who may be exiting, eleven other Green Bay warehousing employees have already indicated their intention to transfer to the Company's Janesville, WI location.

GRAINGER[®]

W.W. Granger, Inc.
100 Granger Parkway
Lake Forest, IL 60045-5201

RETURN SERVICE REQUESTED



BY: _____

**Wisconsin Department of Workforce
Development
Dislocated Worker Unit
Post Office Box 7972
Madison, Wisconsin 53707**

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