

To Whom It May Concern:

Schwaab, Inc. has 148 full time employees. Last week 42 workers were temporarily laid off due to the Coronavirus and drastic reduction in sales.

The employment site is located at: 12855 W. Lisbon Road, Brookfield, WI 53005

The first separations began on 3/24/2020. We will continue to monitor sales for future separation schedules.

JOB TITLE	NUMBER OF LAID OFF EMPLOYEES
Administration	2
Sales	9
Production	21
Customer Service	8
Information Technology	1
Human Resources	1

Seniority, performance, mix of skills and reliability were the deciding factors for the layoff selection.

Schwaab does not have a union.

All employees that were laid off will be paid all earned wages and agreed upon fringe benefits.

Please let me know if you have any further questions.

Katherine Sorce

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Human Resource Manager

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