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By: \_\_\_\_\_

Wisconsin Department of Workforce Development  
Dislocated Worker Unit  
PO Box 7972,  
Madison, WI 53707

To Whom it May Concern,

Guardian Fabrication, LLC ("Guardian Glass") will be permanently ceasing all operations at its Sun Prairie facility located at 150 Business Park Drive, Sun Prairie WI 53590 effective December 17<sup>th</sup>, 2021. The closure has been prompted by the company's decision to discontinue the product line produced at that location because of significant demand reduction and challenging business conditions.

This action is expected to result in the permanent elimination of 82 employees – 10 salary and 72 hourly positions. While the company expects to cease all operations on or about December 17<sup>th</sup>, 2021, employees will remain employed until on or within 14 days of 12/17/2021 based upon the progress of the closure. Additionally, a small contingent team of employees will remain employed through a later date to maintain the integrity of the facility and address any final customer concerns.

The hourly employees are not represented by a union and interplant bumping rights do not exist. Attached is a list of job titles, number affected within in each job title, and the anticipated layoff dates for the salaried and hourly workers. The company will ensure that employees will receive 60 days' notice of termination and will be paid all earned wages and agreed upon benefits through the date of their termination. If you need additional information, please contact Miranda Friske at 608-478-6530.

Sincerely,

Kelly Isom

Plant Manager

- Automated Cutting Line Lead
- Automated Cutting Operator
- Continuous Tempering Operator
- IG Spacer Manufacturing Operator
- Insulating Glass Operator
- Insulating Glass Line Lead
- Maintenance Technician
- Maintenance Lead
- Materials Management Operator
- Materials Management Lead
- Production Supervisor
- Continuous Tempering Line Lead
- Inside Sales Account Manager
- Procurement Specialist
- Mechanical Engineer
- Quality Engineer
- Process Engineer
- Quality Technician Lead
- Quality Technician
- EHS Manager
- Operational Technology - Plant Operational Administrator
- Plant Manager

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