

## **Official Notification of Mass Layoffs**

To: Maureen Persons  
Director /WorkForce West Virginia

**APR 20 2023**

From: Bob Fieck  
Senior Vice President and Chief Human Resources Officer  
ND Fairmont LLC

Address: 1900 Kanawha Blvd E, Suite 300  
Charleston, WV 25305

Date: March 28, 2023

The Worker Adjustment and Retraining Notification (“WARN”) Act requires covered establishments to take certain actions when a covered establishment is planning a mass layoff at a given location. This notice of a mass layoff is being provided to you in accordance with these legal requirements.

Despite the hard work and effort from our staff, ongoing financial challenges impacting the paper products industry have made it unsustainable to continue to operate the ND Paper Fairmont Mill in the current economic environment. For this reason, we have made the difficult decision to temporarily take extended downtime at the mill until further notice. We expect the downtime to begin May 1, 2023, and it will affect all 90 employees. We will continue to evaluate the economic situation on an ongoing basis to determine the viability of restarting.

Unfortunately, a vast majority of our workforce will be laid off as a consequence of the extended mill downtime. There are no bumping rights to impact who is laid off. We expect that the positions will be in a layoff status until further notice. We will be monitoring the economic environment on a quarterly basis to determine if the circumstances will warrant restarting.

The Human Resources department will address future payments under these legal requirements and is prepared to answer questions and assist you in any way it can to ease you through this difficult transition.

If you have any questions or need additional information, you may contact:

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**Senior Vice President and Chief Human Resources Officer**  
**bob.fieck@us.ndpaper.com 630-748-5720**