



*Perfect moments, always*

JTB Hawaii, Inc.

818 Pine Street, Honolulu, Hawaii 96817

DEPT. OF LABOR AND  
INDUSTRIAL RELATIONS  
DIRECTOR'S OFFICE

2020 JUN 19 PM 3:56

June 18, 2020

Director

S/H Department of Labor and Industrial Relations

830 Punchbowl Street, Room #321

Honolulu, HI 96813

I am writing on behalf of the JTB Hawaii Group Companies (JTB Hawaii Inc., JTB Hawaii Travel, LLC, Travel Plaza Transportation, LLC and Tachibana Enterprises, LLC, hereafter "the Company"). This letter supplements the Company's prior letter to you dated April 4, 2020, informing you of an indefinite furlough of employees. The Company has determined that economic conditions necessitate a permanent layoff of employees, effective August 22, 2020.

All employees who will be permanently laid off have previously been provided with notice of an indefinite furlough in letters mailed to them on April 4, 2020. They are also being provided with written notices of permanent layoff effective June 18, 2020.

The attached document Schedule A provides the name and addresses of the employment sites where the permanent layoffs will occur. We have also attached a list of the job titles of affected positions, and the number of affected employees in each job title.

There will not be any bumping rights for affected employees. None of the affected employees are represented by a union. If you have any questions or would like additional information, please contact Joy Tamura, Corporate Director of Operations and Human Resources, at (808) 397-5022.

Sincerely,

*Makoto Tanihara*

Makoto Tanihara

General Manager

Corporate Planning and Administration

SCHEDULE A  
LOCATIONS EXPERIENCING PARTIAL/FULL SHUT DOWN

JTB Hawaii Travel-Oli Oli Station  
1450 Ala Moana Blvd, Space 1370  
Honolulu, HI 96814

JTB Hawaii Travel-Airport  
300 Rodgers Blvd  
Honolulu. HI 96819

JTB Hawaii Travel-Hilton Hawaiian Village  
2005 Kalia Road DH-2  
Honolulu, HI 96815

JTB Hawaii Travel-Waikiki Galleria Tower  
2222 Kalakaua Ave, 2nd Floor  
Honolulu, HI 96815

JTB Hawaii Travel-Sheraton Waikiki Hotel  
2255 Kalakaua Ave Shop No. 4  
Honolulu, HI 96815

JTB Hawaii Travel-Waikiki Shopping Plaza  
2250 Kalakaua Ave Ste 216  
Honolulu, HI 96815

JTB Hawaii Travel-Hyatt Regency Waikiki  
2424 Kalakaua Ave Ste 208  
Honolulu, HI 96815

JTB Hawaii Travel-Alohilani Resort  
2490 Kalakaua Avenue  
Honolulu, HI 96815

JTB Hawaii Travel-Maui office  
228 Ho'ohana Street 1<sup>st</sup> floor  
Kahului, HI 96732

JTB Hawaii Travel-Kona office  
73-101 Kupipi Street  
Kailua-Kona, HI 96740

Tachibana Enterprises- NRC Hilton Hawaiian Village  
2005 Kalia Road  
Honolulu, HI 96815

Tachibana Enterprises-NRC T Galleria By DFS  
300 Royal Hawaiian Ave.  
Honolulu, HI 96816

Tachibana Enterprises-NRC Airport  
300 Rodgers Blvd  
Honolulu, HI 96819

Tachibana Enterprises-NRC Waikiki Beach Marriott  
2552 Kalakaua Avenue  
Honolulu, HI 96815

Tachibana Enterprises-Warehouse  
3375 Koapaka Street, F28-31  
Honolulu, HI 96819

JTB Hawaii, Inc. and Travel Plaza Transportation, LLC.  
818 Pine Street, 4<sup>th</sup> Floor  
Honolulu, HI 96817

JTB Hawaii, Inc.-International Sales and Services  
615 Piikoi Street, Suite 1000  
Honolulu, HI 96814

JTB Hawaii, Inc. and JTB Hawaii Travel, LLC.  
2155 Kalakaua Ave, 9<sup>th</sup> Floor  
Honolulu, HI 96815

Tachibana Enterprises, LLC  
735 Iwilei Road, Suite 330  
Honolulu, HI 96817

FINAL LAY OFF LIST FOR AUGUST 22, 2020

<u>Department</u>	<u>Position</u>	<u>Status</u>	
<b>JTB HAWAII TRAVEL, LLC</b>			<b>66</b>
Hawaii-JHT CS Oli Oli Station - Ala Moana	Hawaii-Associate Oli Oli-CS Oli Oli Station - Ala Moana	FT	1
Hawaii-JHT CS Oli Oli Station - Ala Moana	Hawaii-Associate Oli Oli-CS Oli Oli Station - Ala Moana	PT	1
Hawaii-JHT CS Oli Oli Station - Ala Moana	Hawaii-Associate Oli Oli-CS Oli Oli Station - Ala Moana	ONCALL	2
Hawaii-JHT CS Oli Oli Station - Ala Moana	Hawaii-Associate Oli Oli-CS Oli Oli Station - Ala Moana	PT	1
Hawaii-JHT ATS Planning and Arrangement	Hawaii-Associate-ATS Planning and Arrangement	FT	2
Hawaii-JHT Corporate Sales 1	Hawaii-Associate-Corporate Sales 1	PT	1
Hawaii-JHT Corporate Sales 1	Hawaii-Associate-Corporate Sales 1	FT	4
Hawaii-JHT Corporate Sales 2	Hawaii-Associate-Corporate Sales 2	FT	2
Hawaii-JHT CS Airport	Hawaii-Associate-CS Airport	PT	7
Hawaii-JHT CS Oli Oli Information Center	Hawaii-Associate-CS Oli Oli Information Center	PT	2
Hawaii-JHT CS Plazas	Hawaii-Associate-CS Plazas	FT	1
Hawaii-JHT CS Plazas	Hawaii-Associate-CS Plazas	ONCALL	2
Hawaii-JHT FIT Sales	Hawaii-Associate-FIT Sales	FT	2
Hawaii-JHT HP Arrangement Sales	Hawaii-Associate-HP Arrangement Sales	PT	1
Hawaii-JHT HP Arrangement Sales	Hawaii-Associate-HP Arrangement Sales	CASUAL	1
Hawaii-JHT HP Purchasing & Web Hotel Sales	Hawaii-Associate-HP Purchasing & Web Hotel Sales	PT	1
Hawaii-JHT Kona Office	Hawaii-Associate-Kona Office	ONCALL	1
Hawaii-JHT LOOK Arrangement Sales	Hawaii-Associate-LOOK Arrangement Sales	FT	1
Hawaii-JHT Marketing	Hawaii-Associate-Marketing	FT	1
Hawaii-JHT Maui Office	Hawaii-Associate-Maui Office	FT	5
Hawaii-JHT Maui Office	Hawaii-Associate-Maui Office	PT	1
Hawaii-JHT MICE Arrangement	Hawaii-Associate-MICE Arrangement	FT	2
Hawaii-JHT Planning & Procurement	Hawaii-Associate-Planning & Procurement	FT	3
Hawaii-JHT Rooms Control	Hawaii-Associate-Rooms Control	FT	2
Hawaii-JHT Sales Promotion	Hawaii-Associate-Sales Promotion	PT	2
Hawaii-JHT Maui Office	Hawaii-Baggage Handler-Maui Office	ONCALL	1
Hawaii-JHT Corporate Sales Div	Hawaii-General Manager-Corporate Sales Div	FT	1
Hawaii-JHT Project Promotion Office Div	Hawaii-General Manager-Project Promotion Office Div	FT	1
Hawaii-JHT CS Oli Oli Station - Ala Moana	Hawaii-Office Associate-CS Oli Oli Station - Ala Moana	ONCALL	1
Hawaii-JHT CS Oli Oli Station - Ala Moana	Hawaii-Office Associate-CS Oli Oli Station - Ala Moana	PT	4
Hawaii-JHT CS Oli Oli Station - Ala Moana	Hawaii-Office Associate-CS Oli Oli Station - Ala Moana	ONCALL	2
Hawaii-JHT ATS Planning and Arrangement	Hawaii-Specialist 2-ATS Planning and Arrangement	FT	1
Hawaii-JHT CS Plazas	Hawaii-Specialist 2-CS Plazas	FT	1
Hawaii-JHT Marketing	Hawaii-Specialist 2-Marketing	FT	1
Hawaii-JHT Corporate Sales 1	Hawaii-Specialist-Corporate Sales 1	FT	1
Hawaii-JHT Corporate Sales 2	Hawaii-Supervisor-Corporate Sales 2	FT	1
Hawaii-JHT Maui Office	Hawaii-Supervisor-Maui Office	FT	2
<b>JTB HAWAII, INC.</b>			<b>7</b>
Hawaii-JTB Accounting & Finance	Hawaii-Accounts Payable Associate-Accounting & Finance	FT	3
Hawaii-JTB Human Resources	Hawaii-Assistant-Human Resources	PT	1
Hawaii-JTB International Sales & Service	Hawaii-Coordinator-International Sales & Service	FT	1
Hawaii-JTB Operation	Hawaii-Receptionist-Operation	TEMPORARY	1
Hawaii-JTB International Sales & Service	Hawaii-Supervisor-International Sales & Service	FT	1
<b>TACHIBANA ENTERPRISES, LLC.</b>			<b>14</b>
Hawaii-TAC JTL Wireless Ala Moana	Hawaii-Associate Wireless Sales-JTL Wireless Ala Moana	FT	1
Hawaii-TAC JTL Wireless Iwilei	Hawaii-Associate-JTL Wireless Iwilei	PT	1
Hawaii-TAC NRC Duty Free	Hawaii-Cust Service Counter Sales-NRC Duty Free	PT	1
Hawaii-TAC Driver	Hawaii-Driver TAC-TAC Driver	PT	3
Hawaii-TAC Driver	Hawaii-Driver TAC-TAC Driver	FT	1

Hawaii-TAC Guide Assign	Hawaii-Guide Assigner-Guide Assign	PT	1
Hawaii-TAC Guide	Hawaii-Guide-Guide	PT	1
Hawaii-TAC Golf and Tour	Hawaii-Operations Coordinator-Golf and Tour	FT	2
Hawaii-TAC Golf and Tour	Hawaii-Specialist 2-Golf and Tour	FT	2
Hawaii-TAC Omiyage Warehouse	Hawaii-Warehouse Associate-Omiyage Warehouse	PT	1

**TRAVEL PLAZA TRANSPORTATION, LLC.**

Hawaii-TPT Honolulu Office	Hawaii-Administrative Associate-Honolulu Office	PT	1
Hawaii-TPT Maintenance	Hawaii-Mechanic 2nd Class-Maintenance	FT	1
Hawaii-TPT Reservation	Hawaii-Reservationist-Reservation	PT	1
Hawaii-TPT Honolulu Office	Hawaii-Safety Coordinator-Honolulu Office	FT	1



Perfect moments, always

JTB HAWAII, INC

818 PINE STREET  
HONOLULU, HAWAII 96817-5072

HONOLULU  
HI 968  
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06/18/2020

FIRST-CLASS MAIL

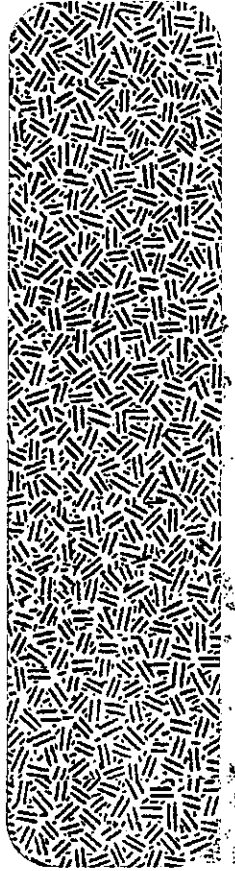
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