



June 22, 2020

Mr. Scott Murakami, Director  
Deputy Director Anne E. Perreira-Eustaquio  
State of Hawaii Department of Labor and Industrial Relations  
830 Punchbowl Street, Room 321  
Honolulu, HI 96813

DEPT. OF LABOR AND  
INDUSTRIAL RELATIONS  
DIRECTOR'S OFFICE  
2020 JUN 24 AM 10: 26

Dear Mr. Murakami and Ms. Perreira-Eustaquio:

This letter serves as notification that the Four Seasons Resort Maui (the "Hotel") will be extending a temporary furlough of employees at the business operations located at 3900 Wailea Alanui Drive, Wailea, Maui, HI 96753, due to unforeseen business circumstances caused by the COVID-19 pandemic and associated government mandated business closures and stay-at-home orders. The furloughs began on or about March 25, 2020.

The initial government stay-at-home order, travel prohibitions, mandatory 14-day quarantine period and limitations on non-essential businesses began in March 2020 and were set to expire after a short period. Since that time, however, the government orders were extended multiple times for reasons beyond our control. Many of our operations will remain significantly limited for an indefinite period of time for these reasons, which are beyond our control. Accordingly, we have had to reassess our initial understanding of the circumstances facing the Hotel given new and unforeseeable information about the severity and duration of the adverse effects of the COVID-19 pandemic on our business, which unfortunately, now appear will be longer and more substantial than was previously foreseeable.

As a result, we have made the decision to extend the furlough status of employees on furlough for an indefinite period of time effective June 19, 2020. As a result, the entire furlough period may last longer than six months. Approximately 1,023 employees will be affected. Attached is a list of the job titles/classifications of the positions to be affected, and the number of affected employees in each job title/classification.

Bumping rights do not exist. There are no unions affiliated with the affected employees.

We were unable to provide you with notice of these furlough extensions earlier because the length and extent of the adverse business circumstances resulting from the COVID-19 pandemic, and the fluid nature of its effects on our community, business, and industry, were not foreseeable when employees were placed on a temporary layoff.



This notice is based upon the best information currently available. Various factors may affect these plans. We will inform you of any significant changes.

To the extent the Hotel's actions in response to the COVID-19 emergency constitutes a plant closing or mass layoff for purposes of the federal Worker Adjustment and Retraining Notification (WARN) Act, this letter is intended to fulfill any requirements under the Act. By providing this information, however, the Hotel does not concede that the Act applies or that this notice is required.

Should you have any questions or need further information, please do not hesitate to contact me as employer representative through the following contact information:

Annie-Rose Chow  
Director of People & Culture  
3900 Wailea Alanui Drive, HI 96753  
808-874-2226  
annie-rose.chow@fourseasons.com

Regards,

A handwritten signature in black ink, appearing to read "Marc Bromley".

Marc Bromley  
General Manager

<b>Positions</b>	<b>Number of Employees</b>
Accountant	5
Accounting Manager (DH)	1
Accounts Receivable Clerk	2
Administrative Assistant	5
Airport Greeter/Lei Greeter	2
AM Server Assistant	1
Assistant Banquet Manager	2
Assistant Chef Concierge (Management)	1
Assistant Director of Engineering	1
Assistant Director of Finance	1
Assistant Director of Food and Beverage	1
Assistant Director of Housekeeping	1
Assistant Director of Information Technology	1
Assistant Director of Landscaping	1
Assistant Director of People and Culture	1
Assistant Director of Purchasing (ADH)	1
Assistant Director of Rooms	2
Assistant Director of Security	1
Assistant Executive Pastry Chef (Management)	1
Assistant Food & Beverage Outlet Manager (Management)	5
Assistant Front Office Manager	4
Assistant Guest Services Manager	1
Assistant Housekeeping Manager	4
Assistant IT Manager	1
Assistant Pool/Beach Manager	3
Assistant Reservations Manager	1
Assistant Retail Manager	2
Assistant Room Service Manager	2
Assistant Spa/Salon Manager	1
Assistant Stewarding Manager	1
Baker 2	2
Baker 3	1
Banquet Bartender	3
Banquet Captain (Non-Management)	2
Banquet House Attendant	11
Banquet Server	35
Bar Assistant	6
Barista	1
Bartender	17
Beach Attendant	3
Bell Attendant	10
Bell Captain	2
Bell Desk Attendant	5
Buffet Attendant	3
Business Center Attendant	1
Butcher	1
Canoe Paddler	4

Catering Manager	2
Chef Concierge	1
Club Concierge	10
Communications Agent	12
Communications Manager	1
Concierge	14
Concierge Supervisor	1
Conference Services Assistant Manager (Management)	2
Conference Services Coordinator (Non-Management)	1
Conference Services Manager	1
Cook 1	6
Cook 2	9
Cook 3	11
Cook 4	18
Cook 5	7
Cultural Ambassador	1
Digital Marketing Communications Manager	1
Director of Banquets	1
Director of Conference Services	1
Director of Engineering (Non Planning Committee)	1
Director of Engineering (Planning Committee)	1
Director of Finance	1
Director of Food and Beverage	1
Director of Guest Experience	1
Director of Housekeeping	1
Director of Information Technology	1
Director of People and Culture	1
Director of Public Relations	1
Director of Purchasing	1
Director of Recreation	1
Director of Retail	1
Director of Revenue & Yield	1
Director of Rooms	2
Director of Sales	2
Director of Special Events	1
Door Attendant	2
Driver	3
DUO Restaurant General Manager	1
Employee Dining Cook 3	1
Employee Dining Cook 4	2
Employee Dining Supervisor	1
Engineer 1	10
Engineer 2	13
Engineer 3	1
Engineer 4	2
Engineer 5	3
Engineering Coordinator	1
Engineering Supervisor	1

Esthetician	5
Executive Administrative Assistant	1
Executive Chef (Non Planning Committee)	2
Executive Pastry Chef	1
Executive Sous Chef	1
Executive Steward	1
Expeditor	1
Fertilizer Application Technician	1
Fitness Instructor	6
Floor Supervisor (Non-Management)	7
Food & Beverage Outlet Manager	3
Food and Beverage Administrative Assistant (Non-Management)	2
Front Desk Receptionist (Non-Management)	14
Front Office Manager	2
Garde Manger Chef	1
General Maintenance	1
General Manager	1
Grounds Supervisor	1
Groundskeeper	9
Group Rooms Coordinator	1
Group Sales Manager	1
Guest Experience Manager	2
Guest Recognition Specialist	1
Guest Services Coordinator	1
Guest Services Manager	1
Guestroom Attendant	53
Guestroom Attendant - PRP/Project	1
Guestroom Attendant Self Inspector	12
Hair Stylist	6
Host/ess	19
Hotel/Resort Manager	1
Housekeeping Coordinator	3
Housekeeping House Attendant	21
Intern	1
Junior Sous Chef (Non-Management)	1
Kids for All Seasons Attendant	7
Kids for All Seasons Manager	1
Laundry Attendant	18
Laundry Wash Attendant	4
Laundry/Valet Manager	1
Laundry/Valet Supervisor	1
Lead Guest Attendant	4
Lead House Attendant	1
Lead Therapist	3
Learning & Development Manager	1
Marketing Coordinator	1
MIT Roots (Non-Management)	1
Nail Technician	4

Night Cleaner	39
Night Manager	1
Office Assistant	1
Painter/Wallcoverer	3
Pastry Cook I	1
Pastry Cook II	2
Pastry Cook III	2
Pastry Cook IV	3
Pastry Cook V	3
People and Culture Coordinator	1
People and Culture Manager	1
Pool Attendant	15
Pool/Beach Attendant	25
Pool/Beach Concierge	4
Pool/Beach Supervisor (Non-Management)	1
Prep Cook	2
Project Manager (DH)	1
Public Area Attendant	7
Public Area Supervisor	1
Purchasing Coordinator	1
Purchasing Manager	1
Receiving Clerk	1
Reservations Agent (Non-Management)	13
Reservations Manager	1
Restaurant Chef	3
Retail Attendant	14
Retail Manager	1
Room Service Buspenderson	5
Room Service Manager	1
Room Service Order Taker	8
Room Service Server	19
Rooms Administrative Assistant	2
Rooms Control	1
Runner	15
Sales Administrative Assistant	3
Sales Manager	3
Seamstress/Tailor	2
Security Manager	1
Security Officer	15
Security Supervisor	1
Senior Director of Marketing	1
Senior Sales Manager	1
Server	53
Server Assistant/Buspenderson	29
Spa Attendant	10
Spa Director	1
Spa Manager	1
Spa Manager (DH)	1

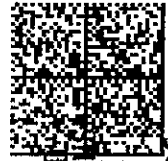
Spa Supervisor	1
Spa Therapist	48
Spa/Health Club Receptionist	10
Special Events Coordinator	2
Special Events Manager	1
Station Cook	4
Steward	27
Stewarding Supervisor	3
Storeroom Clerk	4
Storeroom Supervisor	2
Travel Industry Sales Manager	1
Turndown Attendant	13
Uniform Attendant	2
Valet Attendant	12
Valet Parking Attendant	18
<b>Grand Total</b>	<b>1023</b>



**CERTIFIED MAIL**



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