

March 4, 20220

Bill McEntaffer
South Dakota Rapid Response/Dislocated Worker Services
700 Governors Drive
Pierre, SD 57501-2291

Mr. McEntaffer:

Due to changing market conditions, RR Donnelley has developed plans to permanently shut down its operation located 604 West SD HWY 34, Howard, SD 57349. Consistent with these plans, employment separations are expected to commence on or about May 4, 2020. We anticipate that these plans, when finalized, will be permanent and they will involve RR Donnelley's entire operation at the location.

At this time, the Company anticipates that all affected employees will have their employment terminated during a 14-day period commencing on May 4, 2020. A total of 56 employees may be affected by this closure. A list of affected job titles and the number of employees in each title accompanies this letter as Attachment A. Employees at this location are not covered under any collective bargaining agreement and bumping rights do not exist for any of the impacted employees. Various factors may still affect the timing of any employment terminations.

To the extent that the above actions constitute a covered event under the Federal or State Worker Adjustment and Retraining Notification Act (WARN), this letter is intended to fulfill any requirements imposed under the statute. By providing this information, the Company does not concede that the Act applies or that notice is otherwise required.

If you have any questions concerning this announcement, please contact: Brian Spencer, Human Resources Manager, (919) 595-7875, RR Donnelley, 3700 South Miami BLVD, Durham, NC 27703, as he will be the liaison with all local and state entities regarding this closure.

Sincerely,

Mark Brothers
Senior VP of Human Resources
RR Donnelley