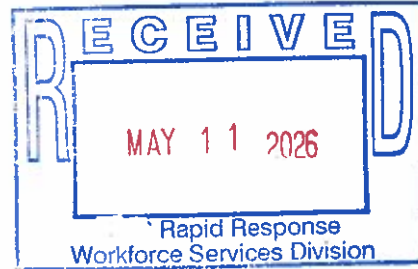


May 11, 2026

VIA EMAIL AND UPS

Malissa Short
Virginia Rapid Response Program Manager
Virginia Works
PO Box 25519
Richmond, VA 23260-5519
Email: rapid-response@viriniaworks.gov



Re: Reduction in Force – WARN Act Notice

To Whom It May Concern:

This letter is provided pursuant to federal law to inform you that Hilex Poly Co. LLC (the “Company”) has decided to permanently close its facility located at 2800 Sprouse Dr., Richmond, VA 23231 (the “Facility”). The closure will result in permanent job eliminations for employees at the Facility. Employee separations are expected to begin on July 14, 2026 and be completed on or before September 11, 2026. There are no bumping rights.

The job titles of the positions that will be affected and the number of affected employees in each position are listed below:

Affected Position	Number of Employees in Position
Automation I	1
CNC Machinist III	1
Extrusion Operator	2
Generalist III, Human Resources	1
Logistics Coordinator	1
LTO I	1
Machine Operator	3
Machine Operator I	2
Machine Operator II	6
Machine Operator I-WA	1
Maintenance Electrician I	7
Maintenance Mechanic	1
Maintenance Mechanic I	1
Maintenance Planner	1
Maintenance Technician II	2
Manager I, Planning Scheduling	1

Manager I, Plant	1
Manager II, Production	1
Manager, Manufacturing Operations	1
Operator Associate III	2
Operator I	23
Operator II	2
Operator III	1
Operator Lead	14
Packaging Associate I	24
Packaging Associate II	1
Packaging Associate III	1
Parts Room Clerk	1
Process Engineer	1
Production Coordinator	1
Quality Control Inspector	5
Quality Technician Lead	1
Safety Coordinator	1
Supervisor II, Production	3
Warehouse Associate I	1
Warehouse Coordinator I	1
Total	118

By copy of this letter, I am providing notice via email and UPS to the appropriate chief elected local government official, Richmond Mayor Dr. Danny Avula.

If you have questions or would additional information, please contact Phil Rozenski at Phil.Rozenski@novolex.com or (618) 402-4244.

Sincerely,

Christi Dees

Christi Dees
VP – Human Resources

cc: Dr. Danny Avula, Richmond Mayor (via email at RVAMayor@rva.gov and UPS to 900 E. Broad Street, Suite 201, Richmond, Virginia 23219)
Phil Rozenski (via email)