



Hawaii HIS Corporation

2250 Kalakaua Avenue, Suite 406 Honolulu, Hawaii 96815 • Phone:808-923-3610 • Fax:808-792-9640

Notice of Furlough and Reduction in Force (RIF) Due to Coronavirus to Government Officials

November 30, 2020

The Honorable Kirk Caldwell
Mayor
City and County of Honolulu
Honolulu Hale
530 South King Street
Honolulu, HI 96813

Ms. Anne E. Perreira-Eustaquio
Director
Department of Labor and Industrial Relations
830 Punchbowl Street
Room 321
Honolulu, HI 96813

2020 DEC -2 AM 11:59
DEPT. OF LABOR AND
INDUSTRIAL RELATIONS
DIRECTOR'S OFFICE

Dear Mayor Caldwell and Director Perreira-Eustaquio,

Due to the business impact of COVID-19 on Hawaii's tourism industry, we made the difficult decision to temporarily furlough 140 employees on March 23, 2020, soon after the shutdown was announced. We did not anticipate the furlough would continue beyond 6 months. As a business that heavily relies on tourism from Japan, we were hopeful that a travel bubble between Hawaii and Japan, which was proposed by Hawaii Senate in May 2020, would be implemented soon after the first shutdown ended. We were again hopeful when in July 2020, Governor Ige and Japan announced the Japan-Hawaii safe travel program. Unfortunately, in August 2020 another 14-day shutdown occurred, and it was then extended until September 23. The program continued to be delayed and although the program finally went into effect on November 6, we do not know when we will be able to operate at our pre-pandemic levels. Employees located at following Hawaii HIS Corporation offices which has been affected.

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Location	Address
Head Office	2250 Kalakaua Ave #406 Honolulu HI 96815
Lea Lea Lounge	2233 Kalakaua Ave Space B308A & B308B in Bldg B Space 2 Honolulu HI 96815
Kaheka Branch	801 Kaheka Street Honolulu HI 96814
Airport Lounge	Honolulu International Airport #350 Space 152D Honolulu HI 96819
Downtown Branch	1046 A Bishop St Honolulu HI 96813
Lea Lea Market Origina	2255 Kalakaua Ave Honolulu HI 96815
Waikiki Club Lounge by	330 Royal Hawaiian Avenue Honolulu HI 96815
WSP 410 Office	2250 Kalakaua Ave #410 Honolulu HI 96815
Maui Branch	173 Alamaha St #6 Kahului HI 96732
Kona Branch	75-5660 Palani Rd #204 Kailua Kona HI 96740

We anticipate the furloughs will continue through January 31, 2021.

Based upon the rapidly changing circumstances, we are providing you with shortened notice pursuant to the unforeseen business circumstances exception in 29 U.S.C. §2101(b)(2)(A) and 29 C.F.R. § 639.9.

The job titles of the positions affected followings;
(Employees counts of Furloughed and reduced work hours more than 50%)

Job Titles	# of Ees	Job Titles	# of Ees
Accounting Assistant Supervisor	1	Kona Branch Assistant Supervisor	1
Accounting Associate	7	Lounge Receptionist	1
Administrative Coordinator	1	Marketing Associate (HTL)	1
Airport Assistant Supervisor	1	Marketing Associate (OP)	4
Business Development Associate	1	MIS Specialist	1
Digital Marketing Assistant Supervisor	1	Operation Support Associate (LEA)	4
Digital Marketing Associate	1	Recruitment and Training Associate	1
Editorial Associate	1	Reservation Associate (HTL)	5
Global Inbound Associates	2	Reservation Associate (OP)	5
Group/Event Tour Assistant	1	Reservation Associate (TRF)	2
Group/Event Tour Assistant Supervisor	1	Reservations Assistant Supervisor	2
Group/Event Tour Coordinator	3	Reservations Assistant Supervisor (TRF)	1
Group/Event Tour Destination Specialist	1	Retail Sales Associate	4
Guest Relations Assistant Supervisor	3	Retail Sales Associate - Team Lead	1
Guest Relations Coordinator	54	Travel Consultant	5
		Total Employees	117

In addition, because of the continuing economic impact of the pandemic for the foreseeable future, we will be permanently laying off employees, beginning on January 31, 2021. Total of 26 employees out of these 117 employees who has been furloughed



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or reduced their work hours more than 50% employees will be laid off as of January 31, 2021.

There is possibility to lay off more employees after March 31, 2021.

Although we do not believe these layoffs trigger our obligations under WARN, we are providing this notice to you in an abundance of caution. We will notify the DOL 60 days in advance when we have decide if more lay off will be necessary and in future.

No bumping rights exist and the affected employees are not unionized.

If you have any questions, please contact Human Resources manager at hnl-hr@his-world.com.

Tomohiro Murakami
President
Hawaii HIS Corporation

11/30/2020

Date

