



To: All Ingalls Shipbuilding employees
From: Brian Cuccias, Ingalls Shipbuilding President
Date: March 14, 2020
Subject: Bulletin: Ingalls Shipbuilding update from Brian Cuccias - B-COM-003-20

Dear Ingalls Employees:

Given there are school closures due to Coronavirus, we are implementing liberal leave for Ingalls employees beginning Monday, March 16 through Tuesday, March 17, in order to provide you with time to prepare as needed and to arrange plans for family care. Liberal leave means that hourly employees who choose not to report to work can use vacation or excused unpaid leave; salaried employees must use paid time off (PTO), or make other arrangements as approved by your management.

A more long-term solution is currently in development and will provide additional work schedule and leave time options. We will communicate the plan as it becomes finalized.

Brian Cuccias
President

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