**Exhibit A**

**Separation and Release Agreement Plan Description**

The following information is required by the Older Workers Benefit Protection Act (OWBPA):

The class, unit, or group of individuals from which the separated employees were selected includes all employees in the [company facility, location, department, function, exemption category, area, etc.].

The eligibility factors that were relied upon to decide which employees were selected for separation include the following criteria [insert criteria used, such as job performance or seniority]. [Or, All employees in the Construction Division were selected for separation and are eligible for the program.]

The employees offered a release and waiver agreement and asked to waive claims must sign the agreement and return it to the Employer within 45 days after receiving waiver agreement. Once the signed waiver agreement is returned to Employer, the Employee has seven days to revoke the waiver agreement.

The following is a listing of the ages and job titles of employees who were and were not selected for separation and offered consideration for signing the waiver.

**Affected Group: Widget Production Department**

|  |
| --- |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Job Title** | **Age** | **# Selected** | **# Not Selected** |
| (1) Widget Maker | 25 | 2 | 4 |
|  | 28 | 1 | 3 |
|  | 29 | 0 | 3 |
|  | 41 | 0 | 2 |
|  | 45 | 2 | 3 |
|  | 63 | 1 | 0 |
| (2) Widget Counter | 24 | 2 | 4 |
|  | 29 | 1 | 3 |
| (3) Widget Supervisor | 45 | 0 | 2 |
|  | 35 | 1 | 0 |
|  | 55 | 0 | 1 |