



THE ALLIANCE

for Employee Growth and Development, Inc.™

Cooperative Labor/Management Venture

580 Howard Avenue, Corporate Park III
Somerset, New Jersey 08873

February 17, 2006

To: David Belanger

Re: Chicago, IL Office

Per Article 6 of the current Collective Bargaining Agreement between The Alliance and the CWA Staff Union, The Alliance is declaring a surplus of the Associate Director title in certain locations and is also closing certain AD office locations. The offices closing locations are: San Francisco, CA, Austin, TX, Denver CO, Orlando, FL, Pittsburgh, PA and Washington, DC. In addition there will be reductions of one (1) AD title in Somerset, NJ and one (1) AD title Atlanta, GA.

This letter is to officially notify you that although the Chicago, IL office will remain open, in accordance with Article 6 you are surplus and your position is at risk of being claimed by an employee with higher seniority who is included in the surplus declaration or an office closing. The date for eligible employees to job claim is March 3, 2006. If your job is claimed you will be notified at that time.

If your position is claimed, your off roll date is April 17, 2006. Any unused personal holidays and vacation time will be paid. Employees who are laid off after attaining one hundred (180) days of service shall be eligible for six (6) months of full vision, dental, and medical benefits beyond the month in which laid off. These benefits will be made available according to the plan of record (single coverage, employee and spouse plan, employee and child plan, or family plan) as of the date of layoff. Also, enclosed are frequently asked questions to assist you during this process

If your position is not claimed by March 3, 2006 your surplus status will be revoked and you will remain on roll.

If you should have any questions regarding the enclosed information, please contact Carol Leone on (732) 271-2408.

Sincerely,

John A. Alperti
Co-Executive Director

Mary Jo Sherman
Co-Executive Director

Enclosures

- Frequently asked Questions