

**DUNCAN  
AVIATION**



To Whom It May Concern:

Subject: Reduction in Force – Rapid Response Request

Because of a significant reduction in current business in the aviation industry and sales forecasts that continue to be lower than expected, Duncan Aviation, Inc. (Duncan) has determined that it is necessary to reduce its work force. The scheduled date for the reduction in force is March 9, 2009

Current Headcount: 690

Estimated Reduction: 130

Regards,

Paul A. David  
Assistant Manager  
Human Resources

**RECEIVED**

**FEB 26 2009**

**RAPID RESPONSE  
WORKFORCE PROGRAMS**

W.K. Kellogg Airport  
15745 South Airport Rd.  
Battle Creek, Michigan  
49015

269.969.8400  
Fax 269.969.8432