

To: Greenville and SHC Employees
From: Human Resources
Re: No Delay – Resume Normal Schedule
Date: January 25, 2026

We are continuing to monitor the weather conditions in our area.

At this time, SHC Athens and Greenville operations will remain on a normal operating schedule, with all shifts reporting at their regularly scheduled times.

Employee safety is our top priority. If conditions change and impact operations, we will communicate promptly with an update.

Please use good judgment when traveling and allow extra time if needed. If you experience a weather-related issue that affects your ability to report to work safely, notify your supervisor as soon as possible.

PTO Payout Reminder

We understand that unexpected schedule changes can be stressful. Please remember that you may request a **PTO Payout in Infor** if you'd like to use it to cover missed time. Step-by-step instructions are available on **The Hook**.

Please do not put in a PTO Request for this time. It must be a **PTO Payout**.

Thank you for your flexibility and stay safe!

