

To: All Employees
From: Human Resources
Re: Inclement Weather Communication Protocol
Date: January 8, 2025

Hello Team!

Everyone is talking about what the weather will bring in the coming days!
Will it snow? How much will it snow? Only time will tell.

While we all wait to see what happens, we thought it would be a good idea to go over our Inclement Weather Protocol.

Inclement Weather Protocol

In the event of inclement weather, any official changes to the production schedule will be sent out via the AtHoc messaging system and posted on the Hook.

We will make every effort to provide a two-hour notice if we need to delay production start times. Please be sure that you are receiving AtHoc messages or that you are checking The Hook regularly to stay informed of any schedule changes that may affect you.

We will be monitoring the weather situation closely at each location and we will keep you posted on any changes. ❄️📱❄️

Not getting AtHoc messages? Unsure how to view The Hook?

We can fix that!

For AtHoc – Contact your local HR representative to ensure your cell number is correct in the AtHoc system.

For The Hook – Visit <https://www.millerind.com/hook> to view The Hook.