

CONFIDENTIAL

May 4, 2018

**XXXX
XXXXXXXXXX**

Dear _____,

This letter is to serve as an eight (8) week working notice period that your employment with Nuna Contracting Ltd. at the Giant Mine Site will end effective June 30, 2018 due to the completion and closeout of the current Giant Mine contract by the Government of Canada.

The terms of your Group Employee Benefits Plan are subject to the number of hours in your hourly bank as well as hours worked. You also have an option to continue to pay for your benefits after your end date. Please contact Mercon Benefit Services at 1.877.263.7266 to obtain more details.

Upon termination of employment with Nuna Contracting Ltd., you are required to withdraw your RRSP amounts contributed on your behalf. Please contact Great West Life Insurance Company for details of your options and to obtain required transfer forms. Contact: www.grsaccess.com or toll-free telephone at 1-800-724-3402.

Employment Insurance (EI) – Nuna will file your Record of Employment online with a paper copy mailed to your address indicated in this letter. You may obtain further information about EI by going online to www.hrsdc.gc.ca/en/gateways/nav/top_nav/program/ei.shtml.

On behalf of the entire Giant Mine Team, thank you for all your efforts. We extend our best wishes for your future endeavors.

Sincerely,



Emma Brookman, CPHR
Human Resources Manager

CC. Employee File