



April 18, 2016

Marsha Jossy
Bureau of Labor and Industries, Wage and Hour Division
800 NE Oregon St. #1045
Portland, OR 97232

Dear Marsha,

The purpose of this letter is to respond to the notice received by our Company on April 7, 2016. The notice indicated that your office had recently received information which indicated we may not have been providing required rest and/or meal periods to our employees.

While your notice did not request a response, we are proactively communicating that we retrained our entire management team and provided them with an opportunity to ask questions on April 15, 2016. Over the course of the next week, it is our intention to meet with each of our nearly 40 employees to provide them the same information and to remind them of our expectation that they adhere to all scheduled rest and meal periods and to immediately inform us of any concerns regarding meal and rest periods.

Burgerville is committed to ensuring our workplace is safe and productive and we recognize the positive role appropriate rest and meal periods play in that equation. We are grateful for the notification from your office to allow us the opportunity to reaffirm our expectations and the law regarding rest and meal periods.

Sincerely,

Janice Williams
Chief Operating Officer
Burgerville, LLC

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