

MBN is fighting for its future. We are conserving cash in order that Congress can fully engage on our behalf and courts can give careful consideration to our case.

As result, we write to inform you that MBN is implementing furloughs for most U.S. staff.

A furlough is a **mandatory unpaid vacation** from work; **you are not permitted to do any MBN work while on furlough.** This is Virginia law. At this time, we do not believe the furlough will last beyond two weeks. We will provide regular updates through <https://info.mbn-news.com> and will let you know when to report back to work.

We will be holding a town hall meeting with Jeff tomorrow at 11AM EDT.

Key Details About the Furlough:

- **What It Means for You if You Work in the U.S.:** During the furlough, you are not permitted to do any work, and you will not be paid. No one is permitted to “volunteer” to do work. We must abide by the labor laws of the United States and Virginia.
 - **No Access to work email or phone:** During the furlough you will be unable to access MBN email, Teams, VPN or other accounts. If you have an MBN-issued mobile phone, it will be disabled as well. We will add an out-of-office reply to all employee emails.
 - **No Building Access:** During the furlough, you will not be permitted to enter any MBN facility, and your badge will be deactivated. Do not attempt to enter the building until you are notified to return to work. If you left something in the building that you need, contact Deirdre Kline at 202-340-0351 or dkline@mbn-news.com.
- **Effective Date:** **The furlough takes effect on Sunday, March 23, 2025.** If you are scheduled to work on Saturday, March 22, 2025, **you must leave the building no later than 11:30 PM. No exceptions.**
- **Duration:** The furlough is expected to last for two weeks. If that’s the case, you will be able to resume your regular work schedule beginning April 6, 2025.
- **Health Insurance:** Your health insurance will continue during the furlough.
- **Leave:** You may not use annual or sick leave to receive pay during the furlough.
- **Work:** Though you may NOT perform any work for MBN, you may work for others. If you have any questions about particular work you may do for others during the furlough, please contact Anne Noble at anoble@mbn-news.com.
- **Timesheets:** The project code for filling out your timesheet for the days you’re furloughed is: MBNL.ADMIN.LWOP

Unemployment Benefits:

- **File In the State You Work In:**

- Those working from Springfield, visit the Virginia Employment Commission website at: <https://www.vec.virginia.gov/apply-unemployment-benefits>.
- Those working from the Washington Bureau visit the District of Columbia Office of Unemployment Compensation website: [Apply for Benefits | Office of Unemployment Compensation](#).

Communication During the Furlough:

- MBN will provide daily updates at <https://info.mbn-news.com>.
- We understand that this situation is difficult, and we appreciate your understanding and dedication to Middle East Broadcasting Networks.
- If you have questions or require further clarification, please reach out to Chief Operating Officer Deirdre Kline or Chief People Officer Billy Sabatini.

We are hopeful that we will be able to return to normal operations soon. Thank you for your continued patience and cooperation.