

To: Sunil Dhawan [REDACTED]
From: Sunny Balwani
Sent: Wed 9/9/2015 4:32:21 PM
Importance: Normal
Subject: update
Received: Wed 9/9/2015 4:32:20 PM

Sunil.

Hope you are well.

Wanted to update on you on the compensation/options follow up, and a couple of other matters.

The issuance of additional options to you to compensate you for your additional time commitments has now been approved; I will need your signature on the papers, ideally this week. I know you are busier than me so if it works, sometimes this week in evening or early am before you go to office, I can have my security team pickup you up and drive you to our lab in Newark (located right before you get on the Dumbarton Bridge). You can sign the papers and also do a walkthrough of the lab.

I also need your help on an additional matter. We have a lab audit coming up on 9/22 at 9 am (these happen once every two years), and wanted to see if you can be present for at least the first part of it. I have a very capable team that has taken care of all the details as always, but would like to have you here for the first part or so and the introduction of our team. In preparation for the lab audit, I will personally walk you through all the latest updates with our team - we have hired many experts from the industry to make sure lab is flawless and audit ready, so I don't anticipate any hiccups, but as always want you to be familiar with it.

Let me know if I can get an hour from you this week in the am or after work, an hour next week anytime at your convenience and then some time on 9/22 9am. As above, I can plan to have my team pick up and drop you off for all of these dates so you don't have to worry about commute.

Talk to you soon.

Thanks.

Sunny.