

To: Surekha Gangakhedkar[surekhag@theranos.com]; Sharada Sivaraman[ssivaraman@theranos.com]; Ran Hu[rhu@theranos.com]; Karen Shaw[kshaw@theranos.com]; Ling Wang[lwang@theranos.com]; Evangelina Duncan[eduncan@theranos.com]; Nahal Gharaati[ngharaati@theranos.com]; Amy Dinh[adinh@theranos.com]; Darren Crandall[dcrandall@theranos.com]; Andrew Kim[akim@theranos.com]; Uyen Do[judo@theranos.com]; Samantha Zamora[szamora@theranos.com]; Salina Abusali[sabusali@theranos.com]; Michelle Johnson[mjohnson@theranos.com]; Emma Liu[eliu@theranos.com]
From: Tina Noyes
Sent: Wed 3/6/2013 7:33:43 PM
Importance: Normal
Subject: RE: New Project
Received: Wed 3/6/2013 7:33:45 PM

Hi all,

I started an elog E0923 for us to collectively save the data and inventory info, please update and organize as appropriate. Remember this project is confidential so please do not share data or details outside this group or discuss where you can be overheard.

Tina

From: Surekha Gangakhedkar
Sent: Monday, March 04, 2013 10:18 AM
To: Sharada Sivaraman; Tina Noyes; Karen Shaw; Ling Wang; Evangelina Duncan; Esther Chan; Javier Quinonez; Peter Low; Nahal Gharaati; Nili Naik; Amy Dinh; Darren Crandall; Andrew Kim; Uyen Do; Samantha Zamora; Salina Abusali; Michelle Johnson; Emma Liu
Cc: Ran Hu
Subject: New Project

Hi All,

****Confidential information – Not be discussed with other groups or openly in the lab****

This email is to provide you all a heads up on a new(key) project for the 4.0 devices. The plan is to validate (510k) the Flu A & B multiplex on the 4.0 devices. Before the actual validation runs, a plan is being placed for the dry run (also on the 4.0) i.e. to run as many of the experiments in the validation to avoid any surprises. While the engineering team is focusing on the device transfer to us, we should from a Chemistry and Formulations stand point be prepared for our part of the project. Below you will see assignments of responsibilities for the interim. This project will have a higher priority over your other assignments. As we proceed with the projects additional staff will be added as required.

Please remember that each and every assignment below is important to the success and there are no tasks that are more or less important than the other assignments.

1. Experimentation: Sharada, Tina, Karen, additional staff will be added as we proceed.
 - I. Confirmations on 3.0
 - II. QC confirmation (AP test and Flu multiplex) of released 4.0
 - III. Dry run 4.0
 - IV. Validation 4.0
2. Assay controls: Tina, Ling, Eva
 - I. Preparation of external controls
 - II. Lyophilization of internal controls & stability testing

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3. MFG & Formulations: Esther, Javier, Peter,
 - I. Antibodies (Capture & Detection)
 - II. Wash Buffer
 - III. Substrate (In-house)
 - IV. Conjugation kits (Biotin – Theranos; AP – Dojindo)
4. QC and release: Nahal, Nili, Amy, Lab associates will continue with their assigned duties for the Substrate and Biotin kit release.
5. Running of Predicate tests: Salina, Michele
6. Ordering and Inventory: Esther, Emma
7. Aliquoting and other organization help : Michele, Lab associates
8. MFG & Formulations record keeping, maintenance of MBR, SOP etc. – Esther, Javier, Peter, Nahal. Detailed record keeping and traceability required for all tasks.

More specific details to follow. Please include me, Sharada and Tina in all status updates and other issues related to the above.

Thanks,

Surekha