

Date: July 26, 2010  
To: Dave Kimpton  
From: Jeff Kurszewski  
Cc: Heather Kertz, PHR, Assistant HR Manager  
Personnel File  
Re: Extension of Introduction Period

As we discussed previously and based on your overall performance to date we have made the decision to extend your introductory period by thirty (30) days, from the date above (extended to August 25, 2010). Our records indicate your official hire date with Covidien was April 26, 2010. As you know, the salaried handbook indicates that your introductory period covers the first three (3) months of employment and is defined as the first ninety [90] days of employment. A copy of the handbook that includes this policy has been included for your convenience.

You were originally scheduled to complete this period as of July 25, 2010. The purpose of this letter is to confirm that your introductory period is being extended an additional thirty-one (31) days to one hundred twenty-one (121) days. We must see immediate and measureable improvement in your overall performance starting today or you will be released from your employment prior to this thirty-one (31) day extension of your introductory period.

The reason for this extension is based upon issues related to your overall performance, which have been exhibited during your introductory period. These issues include, but are not limited to;

1. **Inability to meet Exalgo prescription quota for first 7 weeks in the field. You have yet to generate any Exalgo prescriptions as of the date of this letter.**
2. **Call activity that is well below the standards for your position. In June, you averaged 4.81 physician calls/day, .33 pharmacy calls/day, and you detailed only 19.64% of your Exalgo targets.**
  - You are expected to be in your territory and calling on customers from 8:30am to 5:00pm daily.
  - You are expected to make an average a minimum of 8 prescriber calls/day and 2 pharmacy calls/day.
  - You are expected to call on all accessible targeted physicians and mid-levels. In your specific territory – per your 7/21 FCR – I would expect that you should be able to reach a minimum of 60% of your Exalgo targets in July.

Throughout this extended introductory period, frequent informal and formal employee performance feedback sessions will be held. You should also prepare a weekly recap of key objectives and milestones that you have completed so we can review these in detail. Based on all of this, if the company determines that a satisfactory performance level is not being achieved during your extended introductory period, your employment will be subject to termination.

It is our goal to provide adequate resources for each of our employees to be successful. This includes your utilization of all the training you have been provided along with working with myself to address concerns I have during your introductory period.

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District Managers Signature

\_\_\_\_\_  
Employee's Signature

Employee's comments if any: \_\_\_\_\_  
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