

Jordan Corbino

Nathaniel Hoffa <natehoffa@dropbox.com>

Wed 2/5/2020 2:51 PM

To: Jaime Barnhart <Jaime.Barnhart@theservicecompanies.com>

Cc: TuckShopOps <tuckshopops@dropbox.com>

Hello Jaime,

I hope this note finds you doing well.

I am writing the following with respect to a repeated series of incidents that the management team and I have observed with Jordan and a member of the security team. I have noticed a particular contractor socializing with Jordan while he is trying to complete his tasks and ultimately leads him to be distracted from the task at hand. Likewise, we just observed the same individual distracting him during his work in Tuck Shop. The social interaction seemed to be a mutual exchange of flirtation. Rest assured, Connie will be speaking to this individual's lead as well regarding the behavior. In the meantime, can you please speak with Jordan regarding professional and focused exchanges of communication in the workplace? While we are happy to see our team interacting with the community at large, it is important that they stay focused and that their dialogue is appropriate in manner.

Can you please plan to pull Jordan from the bar (starship) tomorrow at 3:00 to discuss the aforementioned? In short, please emphasize that it is his responsibility to stay focused and to not allow himself to be distracted by socializing with others.

Team, please feel free to add any further notes or context as you see fit.

Thanks.

Best, Nate

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Nate Hoffa

Food & Beverage Operations Manager

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