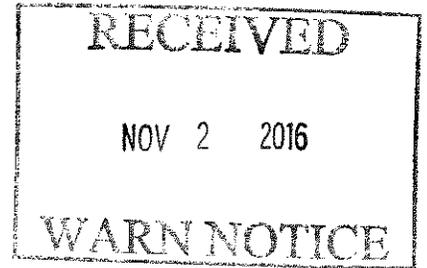




Educate. Empower. Repeat.



November 2, 2016

VIA ELECTRONIC MAIL

Indiana Department of Workforce Development
Dislocated Worker Unit
10 North Senate Avenue
Indianapolis, IN 46204
warn-notice@dwd.in.gov

VIA FACSIMILE

Office of Mayor Joe Hogsett
2501 City-County Bldg.
200 E. Washington St.
Indianapolis, IN 46204
Fax: (317) 327-3980

To Whom It May Concern:

Due to the pending expiration without renewal of a client contract to provide field educator support, on January 3, 2017 VMS BioMarketing (the "Company") will lay off approximately 62 field network educator personnel who were hired to staff that contract. These personnel work from home and are located across the United States. Only one affected individual is located in Indiana.

Because their field staff status involves working from home, and based on the geographic dispersion of the field staff affected by this action, the Company does not believe that either federal Worker Adjustment and Retraining Notification (WARN) Act notice requirements or any comparable state notice requirements apply. Nonetheless, we are providing such notice in an abundance of caution and as a courtesy to you as government officials and to the affected individuals. Accordingly, I am officially notifying you that the Company will separate such field network educator personnel from employment with the Company. By issuing this notice the Company, which is headquartered at 501 Pennsylvania Parkway, Suite 100, Indianapolis, IN 46280, is not admitting that such notices are required by law.

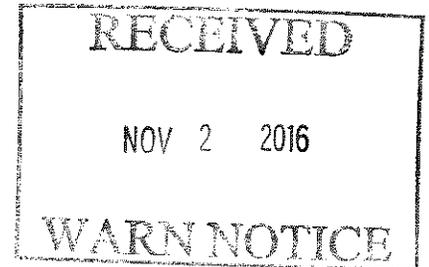
The contract expiration is expected to result in separation of all employees who were hired to provide services in fulfillment of that contract who are not placed in other open and available Company positions prior to their scheduled separation dates. The separations are scheduled to occur on 1/3/2017.

A list of the job titles and number of employees currently holding affected positions accompanies this letter as Attachment A. Although we remain hopeful that future business opportunities may

501 Pennsylvania Parkway, Suite 100
Indianapolis, IN 46280
P 317.805.6600
F 317.805.6650
www.biomarketing.com



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generate new employment opportunities, layoffs due to the contract expiration are expected to be permanent in nature. Affected employees are not represented by any union and do not have bumping rights or job transfer rights.

Please contact me at **317-805-6600 X173** if you have any questions or if you would like further information.

Sincerely,

A handwritten signature in cursive script, appearing to read "Cherie Ihnen".

Cherie Ihnen
Director of Human Resources

Attachment A

Position	Count
Clinical Educator	55
District Business Manager	7
Total	62

