

Exhibit A

PTO Sign-In Sheet

[attached]

PTO Sign in Sheet

Name	DATE			
	9/9/2016	10/7/2016	11/11/2016	12/9/2016
Adams, Angela				
Aguilar, Rosa				
Alam, Naureen				
Anderson, Marthe				
Banan, Arghavan		✓		
Basa, Amy				
Beech, Jenny				
Belgrove, Helen				
Blancettes, Nadalino				
Bloomquist, Lauren				
Brown, Stacy				
Brumleve, Kelly				
Bui, Kelly				
Bullwinkle, Lori				
Burton, Rebecca				
Cabanas, Diana				
Camarda, Katia				

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016					
Camerlo, Virginia		✓							
Casol, Gabriela									
Castello, Judith									
Challa, Pallavi									
Chu, Yvonne									
Grossen, Jaime									
Cordingley, Leah									
Corradino, Emanuela									
Davis-Oran, PJ									
Davis, Heather									
Dawson, Summer									
de Alvear, Mercedes									
Delaney, Patty									
Dolan, James									
Dong, Liping									
Easley, Dan									
Ehrhart, Liz									
El Shareif, Eman									
Engel (Irbv), Vanessa									
Fabougais-Wolff, Janet									
Fayed, Dina		✓							

GITTA TOURS

✓

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016					
Flowers, Piper									
Fowler, Tom									
Frank, Kelli									
Frazier, Lara									
Frye, Stacie									
Fuehne, Deanna									
Garcia, Griselda									
Garban, Monica									
Gau, Martha		✓							
Glancy, Maureen									
Godiwala, Nina									
Hartman, Christine									
Hawkins, Isabella									
He, Julian									
Hedley, Matthew									
Heikkinen, David									
Henderson, Erika									
Henry, Margaret									
Holman Murti, Reneae									
Jawle, Michael									
Jennan, Camille									

Jacobs, Lorie
Jamson, Shellen

✓
✓

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016															
Jensen, Kevin																			
Johnson, Chiaki																			
Johnson, Chris																			
Johnson, Jenny																			
Jost, Chris																			
Jost, Lewis																			
Jotwani, Aparna																			
Joubert, Felita																			
Kanan, Manar																			
Kang, Jaesun																			
Kanwal, Taryba																			
Khan, Isabel																			
 Kim, Jeun																			
Kiefakis, Brigitte																			
Krane, Chloe																			
Krishnan, Elangovan																			
Ku, Meivee																			
Kyati, Pandya																			
Lawrence, Catherine																			
Lau, Nam																			
Lee, Katie																			

Justwan, Holger (M) (H)

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016					
Legris-Pett, Julie									
Levy, Dana									
Lim, Sonny									
Litton, Todd									
Liting, Ren									
Luo, Yue									
Madden, Gai (Phoolpol, Thanyporn)									
Madero, Samantha									
Mahajanam, Sudhaker									
Malone, Kelly									
Marshall, Greg									
Matson, David									
McCallum, Amy									
McKay, Wendy		w							
McCormack, Kristy									
McFarland, Julie									
Mellies, Lesley									
Metry, Denise									
Miao, Jiayin									
Miller, Sook									
Miller, Wendy									

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016					
Miyake, Yoriko									
Mohamed, Dina									
Molaei, Mehrhaz	✓								
Montesi, Alberto									
Montesi, Lauren									
Mrema, Chris									
Murti, Prashant									
Nash, Alton									
Ngar, Khairun									
Ngumbu, Thony									
Nigo, Kanako									
Niles, Kara									
Ninomiya, Yoko									
Osther, Kristen									
Park, Jennifer									
Parson, Shawn									
Pastore, Catalina									
Peneva, Vera									
Peterson, Heather									
Pettit, Aubrey									
Plicher, Ali									

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016					
Plaza, Angel									
Pratt, Carmen									
Quiroz, Norma									
Raley, Emily									
Reyes, Amanda									
Robins, Christine									
Ronderos, Juliana									
Rooney, Alyson									
Schuster, Kristin									
Scudder, Donna									
Sethuraj, Jani									
Shenoy, Kavitha									
Shi, Guoyi									
Shingu, Noriko		V							
Ship, Carol Ann									
Shortt, Hillary									
Singleton, Elizabeth									
Smith, Lena									
Smith, Natalie									
Sorak, Cheryl									
Srinivasan, Priya									

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016					
Starr, Matt									
Stewart, Megan									
Suayfeta, Rocio	✓	✓							
Sumaling-Rodas, Liezc									
Taaffe, Dina									
Taaffe, Ryan									
Tardy, Courtney									
Thornton, Jennifer									
Thornton, John									
Thurmond, Valerie									
Tompson, Valerie									
Tranweaver, Scott									
Tredennick, Lucie									
Wang, Jana		✓							
Wang, Ying									
Wegner, Vanessa									
Wehrer, Kelly									
Weiss, Laura									
Wey, Tabatha									
Weyandt, Pia									
Williams, Jocelyn		✓							

Sumazin, Rain Free

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016					
Williams, June									
Williams, Mayda									
Wilson, Linda									
Wolens, Deyn									
Xue, Qiao									
Yan, Liu									
Yan, Jingyin									
Yan, Sharon									
Yang, WanChun									
Zafarantian, Neda									
Zang, Wenjun									
Zhou, Jianhua									
Zhou, Xiaoun									
Zhou, Xiqou									
Do, Sandy	✓	✓							
HUSE, Sonia	✓	✓							
Tonkai, Yuka		✓							
Annamalai, Visalakshi	✓	✓							
Dhreegn, Blanea		✓							
Kanaku Nigd		✓							
Matsunawa Kayoko		✓	✓						
Naoko Kusaka		✓	✓						



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Adams, Angela										
Aguilar, Rosa										
Alam, Naureen										
Anderson, Marthe										
Banan, Arghavan	✓	✓								
Basa, Amy										
Beech, Jenny										
Belgrove, Helen										
Blancetres, Naddino										
Bloomquist, Lauren										
Brown, Stacy										
Brunleve, Kelly										
Bui, Kelly										
Bullwinkle, Lori										
Burton, Rebecca										
Cabanas, Diana										
Camarda, Katia										

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Camerlo, Virginia									
Casol, Gabriela									
Castello, Judith									
Challa, Pallawi									
Chu, Yvonne									
Crossen, Jaimie									
Cordingley, Leah									
Corradino, Emanuela		✓							
Davis-O'ran, PJ		✓							
Davis, Heather									
Dawson, Summer									
de Alwear, Mercedes									
Delaney, Patty									
Dolan, James									
Dong, Liping									
Easley, Dan		✓							
Ehrhart, Liz		✓							
El Shareif, Eman									
Engel (Irby), Vanessa		✓							
Fabougais-Wolff, Janet									
Fayed, Dina									

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016					
Flowers, Piper <i>FOSTER, Florencia</i>		✓							
Fowler, Tom									
Frank, Kelli									
Frazier, Lara									
Frye, Stacie									
Fuehne, Deanna									
Garcia, Griselda									
Garban, Monica									
Gau, Martha		✓							
Glancy, Maureen									
Godwalla, Nina									
Hartman, Christine									
Hawkins, Isabella									
He, Julian									
Hedley, Matthew									
Heikkinen, David									
Henderson, Erika									
Henry, Margaret									
Holman Murti, Renae									
Javle, Michael									
Jennman, Camille		<i>COB</i>	✓						

Jacobs Larve

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016					
Jensen, Kevin									
Johnson, Chiaki									
Johnson, Chris									
Johnson, Jenny									
Jost, Chris									
Jost, Lewis									
Jotwani, Aparna									
Joubert, Felita									
Kanan, Manar									
Kang, Jaesun									
Kanwal, Tayyba									
Khan, Isabel									
Kim, Jieun									
Kleftakis, Birgitte									
Krane, Chloe									
Krishnan, Elangovan									
Ku, Meiyee									
Kyari, Pandya									
Lawrence, Catherine									
Lau, Nam									
Lee, Katie									

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016					
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Levy, Dana									
Lim, Sonny									
Litton, Todd									
Liting, Ren									
Luo, Yue									
Madden, Gai (Phoolpol, Thanyporn)									
Madero, Samantha									
Mahajanam, Sudhaker									
Malone, Kelly									
Marshall, Greg									
Matson, David									
McCallum, Amy									
Mckay, Wendy									
McCormack, Kristy									
McFarland, Julie									
Mellies, Lesley									
Merry, Denise									
Miao, Jiayin									
Miller, Sook									
Miller, Wendy									

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Miyake, Yoriko									
Mohamed, Dina									
Molaei, Mehrhaz	✓								
Montesi, Alberto									
Montesi, Lauren									
Mrema, Chris									
Murti, Prashant									
Nash, Alton									
Ndar, Kharrun									
Ngumbu, Thony									
Nigo, Kanako									
Niles, Kara									
Ninomiyu, Yoko									
Osther, Kristen									
Park, Jennifer									
Parson, Shawn									
Pastore, Catalina									
Peneva, Vera									
Peterson, Heather									
Pettit, Aubrey									
Plicher, Ali									

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Quiroz, Norma									
Raley, Emily									
Reyes, Amanda									
Robins, Christine									
Ronderos, Juliana									
Rooney, Alyson									
Schuster, Kristin									
Scudder, Donna		✓							
Sethuraj, Jansi									
Shenoy, Kavitha									
Shi, Guoyi									
Shingu, Noriko									
Ship, Carol Ann									
Shortt, Hillary									
Singleton, Elizabeth									
Smith, Lena									
Smith, Natalie		✓							
Sorak, Cheryl									
Srinivasan, Priya									

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Starr, Matt									
Stewart, Megan									
Suayfeta, Rocio		RS							
Sumaling, -Rodas, Liezc									
Taaffe, Dina									
Taaffe, Ryan		RS							
Tardy, Courtney									
Thornton, Jennifer									
Thornton, John									
Thurmond, Valerie	VT	VT							
Tompson, Valerie		VT							
Tranweaver, Scott									
Tredennick, Lucie									
Wang, Jana									
Wang, Ying									
Wegner, Vanessa									
Wehrer, Kelly		KAW							
Weiss, Laura									
Wey, Tabatha									
Weyandt, Pia		PW							
Williams, Jocelyn									

Somazin, Paintree

Name	9/9/2016	10/7/2016	11/11/2016	12/9/2016					
Williams, June									
Williams, Mayda									
Wilson, Linda									
Wolens, Deyn									
Xue, Qiao									
Yam, Liu									
Yan, Jingyin									
Yan, Sharon									
Yang, WanChun									
Zafaralian, Neda									
Zang, Wenjun									
Zhou, Jianhua									
Zhou, Xiaoun									
Zhou, XIQou									
Do, Sandy	✓	✓							
Benshel, Eyal		✓							
HUSE, Sana	✓	✓							
NATABATAN, RATTMOHAN		✓							
Soburo WOODINGS		✓							
KVERNE SYENMID		✓							
Orcagna, Blanca	✓	✓							

Name		9/9/2016	10/7/2016	11/11/2016	12/9/2016						