Loprah

Memorandum

To: all staff

From: Tyler Sikkema, head of HR

Re: Diversity Training

June 15, 2016

I would like to remind everyone of the diversity training next Tuesday (June 21st) at 10:00am in Conference Room A. This training is mandatory and will be very important for working with the lizard people on our new StarGate. While they are able to communicate with us through speech modulators, much of how they communicate is through body language and sign language. We are very fortunate to be working with experts of interstellar travel, and learning about their culture and how they communicate will ensure the success of this project.

Here is the schedule for the training:

10am - 11am Scent awareness

11am - 12pm Reading Reptilian Facial & body expressions

12pm - 1pm Lunch

1pm - 2pm Common Reptilian Signs and Greetings

2pm - 3pm Reptilian Culture & History

There will be snacks, coffee, and water available throughout the training, as well as pizza and pop for lunch.

I look forward to seeing everyone there. If you have any questions, or concerns feel free to contact me at any time.

Tyler Sikkema

Head of HR

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