

TALECRIS

EMPLOYEE HANDBOOK



PROSPER



GROW



ACHIEVE



CONNECT

Diversity and Inclusion



Talecris is committed to creating and sustaining a culture of diversity and inclusion. We believe that inclusion fosters an environment where the talents and differences of all employees are respected and valued. Diversity encompasses our visible differences such as ethnicity, race, gender, age and physical appearance and abilities, plus underlying characteristics, including thinking styles, religion and beliefs, sexual orientation, education, nationality and life experiences.

To succeed in creating and sustaining a culture of diversity and inclusion, we are resolved to recruiting and retaining talented and committed employees from diverse perspectives where differences can be integrated into a work environment that drives innovation and creativity to meet the needs of our patients, stakeholders and the communities we serve.

We are committed to diversity and strive to create an inclusive environment where employees experience the opportunity to achieve their full potential and to contribute to Talecris' success.

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Welcome to employment with Talecris.

WELCOME



You are part of a global team dedicated to the discovery, development and production of critical care therapies for people with life-threatening disorders in a variety of therapeutic areas including immunology, pulmonology, neurology and hemostasis. You are a part of this team because you have the skill and talent to help us forge forward as a global leader in the biotherapeutics industry by providing our patients with the premium protein therapies they have come to know and trust.

This employee handbook outlines the important features and benefits of being a U.S. Talecris employee. The objective of this handbook is to simplify procedures, to provide coordination between departments, to create uniformity of action and to make your experience at Talecris both productive and rewarding.

Read this handbook carefully and keep it available for easy reference. It is a resource to help you prosper, grow, achieve and connect while embracing all Talecris has to offer. It should answer most of your employment questions, but you should always feel free to discuss any questions you may have with your manager. We hope this handbook will be a useful communication tool, but in no way should it replace the day-to-day interaction between you and management. Instead, the handbook should enhance communications by keeping you informed about Talecris' policies and practices.

This handbook does not — and is not intended to — address every possible employment situation. Talecris reserves the right to address unique situations on a case-by-case basis, taking applicable state or local law into consideration, and take action or make decisions that are inconsistent with the provisions of this handbook.

As a Talecris employee, it is your responsibility to perform all tasks assigned by your manager promptly, accurately and to the best of your ability. You are also responsible for following all company policies and procedures. For specific questions, refer to Talecris' policies on the Human Resources intranet site or ask your manager.

This handbook is not an employment contract and may not be all-inclusive. It replaces all prior handbooks. Changes will be made from time to time based on your input, changes in regulations and needs of the business. Therefore, Talecris reserves the right to modify the handbook in whole or in part at any time. You will be notified of changes through Talecris' regular communication process; however, where differences occur, official policies, procedures or benefit plans are the governing documents.

The *TotalRewards* of Employment with Talecris

The employee handbook is a resource to help you **prosper, grow, achieve** and **connect** at Talecris. Information about Talecris' competitive compensation and benefits programs will help you **prosper**. The learning and development offerings will help you **grow** both personally and professionally. The rewards and recognition opportunities will commend you for your hard work and help you **achieve** your full potential. Tools and services such as company newsletters, the Ombudsperson and Talecris' Confidential Disclosure Line will **connect** you to the resources to help you and Talecris succeed.

PROSPER

Our compensation program allows you to prosper while building wealth for the future through competitive base pay in addition to bonus incentives, which are based on your individual performance and Talecris' success. Robust benefits help keep you and your family healthy.

GROW

Personal and professional growth is a continuous process. Our learning and development opportunities can help you succeed and prepare for advancement.

ACHIEVE

Rewards, recognition and engagement are critical to professional and organizational success. We make every effort to acknowledge your contributions and help you achieve your full potential.

CONNECT

We want to connect you with the tools and resources to help you succeed. Through respect, open communication and a shared commitment to professional ethics and business conduct, we can work together to build your career and achieve Talecris' objectives.



Online Employee Handbook

Available via the Human Resources intranet site.

Mission, Vision and Values

Talecris believes in its mission, vision and values. Our mission and vision keep us reaching for excellence every day. Our values are the foundation for our success. Understanding who we are and what we believe in as a company is the key to achieving our long-term goals.

Our Mission

To provide innovative biotherapeutics that enhance life and create value for our patients, employees, communities and investors.

Our Vision

To be the recognized global leader in developing and providing vital protein therapies.

Our Values

Integrity and Ethics

Adherence to the highest ethical standards and a commitment to professionalism and integrity.

Passion for Patient and Donor Well-Being

Dedication to the delivery of critical patient therapies.

Operational Excellence

Active pursuit of quality, safety and excellence.

Innovation

Exploration and application of new knowledge, possibilities and concepts.

Teamwork

Commitment to communicate and work collaboratively.

Respect for the Individual

Appreciation and respect for different cultures, beliefs and perspectives.

Accountability and Responsibility

Commitment to achieve and be accountable for performance.

therapy is derived from human plasma, a rich source of proteins and antibodies that support healthy physical and neurologic functioning. We extract these vital components from plasma we collect from donors and transform them into innovative protein therapies for patients worldwide.

Our position as a global industry leader rests on our history of innovation; our continuous development of premium products; and our commitment to product safety. Our success is made possible because of you — our talented employees — and your passion and unwavering commitment to supplying our patients with premium plasma-derived therapies.

History

April 1, 2005 marked the introduction of Talecris Biotherapeutics and 1,600 proud employees to the world. Talecris became an independent company from the spin-off assets of Bayer HealthCare's plasma business and the merger with Precision Pharma Services, a fractionation and contract manufacturing facility in Melville, N.Y. Just one year later, we expanded our business into Canada and Germany and set out to operate our own plasma supply chain by acquiring 58 plasma collection centers to form the subsidiary, Talecris Plasma Resources. Building upon a strong foundation of success, in October 2009, we completed a successful initial public offering (IPO) and our stock began trading on the Nasdaq exchange. Our IPO was one of the top five of the year. Our growth and success have earned us a leadership position as one of the largest global producers and marketers of plasma-derived protein therapies.

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- April 2005**
Talecris Biotherapeutics established
 - April 2006**
Talecris expanded into Canada
 - November 2006**
Talecris Plasma Resources launched
 - December 2006**
Talecris expanded into Europe with an office in Frankfurt, Germany
 - January 2008**
Precision Pharma Services merged into Talecris
 - October 2009**
Talecris completed initial public offering

Overview

At Talecris, we develop, produce, market and distribute plasma-derived therapies that extend and enhance the lives of people suffering from rare genetic conditions, traumatic injuries and serious infections. Each Talecris

Talecris is a unique blend of top industry **talent** focused on **creating** premium critical care therapies with a **vision** toward pioneering product advances.





Global Locations

Talecris prides itself on being a multifaceted company that engages in all aspects of the business from plasma collection to research and development to manufacturing to commercial sales and distribution. Our business is supported by more than 60 plasma collection centers, two company-owned and operated manufacturing facilities, a global distribution network, and sales and marketing functions in the U.S., Canada, Germany and other international regions.

Headquarters

Talecris' corporate headquarters is located in the biotech hub of Research Triangle Park, N.C. As one of the largest science parks in North America, Research Triangle Park is a globally recognized technology research and development center that serves as an economic driver for the region.

Research and Development

Research Triangle Park is also home to our research and development facility, where our award-winning R&D teams focus their efforts on the discovery and safety of new protein therapies, innovative virus removal and inactivation techniques, and recombinant DNA technology. An additional R&D laboratory is located nearby on the campus of North Carolina State University in Raleigh, N.C.

Talecris Plasma Resources

Talecris Plasma Resources is our network of U.S.-based plasma collection centers. These centers provide the raw material for our therapies and ensure a reliable supply of our products from “arm to arm” — from the arms of our donors to the arms of our patients who rely on our life-enhancing protein therapies.

Raleigh Test Lab

Approximately 20 miles southeast of Research Triangle Park is Talecris' Raleigh Test Lab, where all source plasma is thoroughly tested before it enters the manufacturing process. The Raleigh Test Lab processes more than 12,000 plasma samples a day. Talecris tests plasma using state-of-the-art gene amplification testing for hepatitis B, hepatitis C and human immunodeficiency virus (HIV).

Manufacturing

Our Clayton, N.C., manufacturing facility is one of the world's largest fully integrated protein manufacturing sites. It is our primary manufacturing facility, where operations include fractionation, purification, sterile filling and freeze-drying. With more than 1,600 employees, our Clayton facility is one of the largest employers in Johnston County.

Our Melville, N.Y., facility is a contract manufacturer providing sterile product development and manufacture, analytical and microbiological services, plasma fractionation and packaging services. Combined with our Clayton manufacturing facility, we have the capacity to fractionate 4.2 million liters of plasma per year.

Canada

Our Canadian headquarters is located in Toronto, with a sales office in Ottawa. We sell and distribute our products in Canada through our partnership with Canadian Blood Services and Héma-Québec, which are the two national blood system operators.

Germany

Talecris' European headquarters is located in Frankfurt, Germany, and serves approximately 30 European countries. Talecris' products sold in Europe are made at our Clayton manufacturing facility and shipped overseas for distribution to our European customers.



FROM THE ARMS OF DONORS TO THE ARMS OF PATIENTS

Plasma progresses through a series of complex steps that transform delicate proteins into life-enhancing therapies. Throughout the process, Talecris rigorously tests, analyzes, purifies and cleanses donated human plasma to eradicate harmful pathogens, so that patients receive the safest and most effective therapies possible. The process begins with donors who give their plasma at one of the more than 60 licensed **Talecris Plasma Resources** collection centers nationwide. Once collected, each unit of plasma is sent to the **Raleigh Test Lab** for extensive scientific analysis, including nucleic acid testing, to determine the presence of harmful pathogens. Approved plasma is then ready

for production at the state-of-the-art **Clayton or Melville** manufacturing facilities, where proteins are “fractionated” or separated from the plasma and processed into one of eleven different protein therapies. Patients around the world receive our finished products, the result of decades of scientific advances in drug discovery, drug development, manufacturing and bioanalytics. Talecris' **Research and Development** scientists continue to lead the industry by developing new uses for current therapies; identifying new proteins for under-treated conditions; and devising state-of-the-art manufacturing techniques to enhance purity and safety.

PRODUCTS



Products

We have a strong product portfolio of 11 licensed therapies, each of which is derived from human plasma, a rich source of vital proteins essential to normal physical and neurologic functioning.

Our therapies are approved to treat rare diseases such as immune deficiencies, bleeding disorders, genetic emphysema and chronic inflammatory demyelinating polyneuropathy (CIDP). In addition, Talecris' products provide rapid immunity to individuals exposed to deadly infections such as rabies, tetanus and hepatitis B. We rely on a talented team of dedicated sales professionals to market and promote our product portfolio to health care practitioners around the world to ensure our products reach patients in need.



Gamunex®

Our flagship product, Gamunex, is one of the leading products in the immune globulin intravenous (IGIV) segment. It has more FDA-approved indications than any other liquid IGIV and is the only IGIV approved for the treatment of chronic inflammatory demyelinating polyneuropathy (CIDP) in the U.S., Europe and Canada. Gamunex is also indicated for the treatment of primary humoral immunodeficiency disease (PI) and idiopathic thrombocytopenic purpura (ITP).



PROLASTIN®

Another premier Talecris product, PROLASTIN has been a market leader for more than two decades. PROLASTIN is used to treat patients worldwide who have alpha₁-antitrypsin deficiency, a form of genetic emphysema. In 2010, Talecris launched its next-generation product PROLASTIN®-C, a more concentrated formulation of PROLASTIN that may significantly reduce infusion times for patients.

Koāte®-DVI

Koāte-DVI is indicated for the treatment of hemophilia A in which there is a deficiency of the plasma clotting protein, factor VIII. Low levels of factor VIII can result in bleeding and difficulty clotting. Koāte-DVI temporarily replaces the missing clotting factor in order to correct or prevent bleeding episodes.

Thrombate III®

Available since 1992, Thrombate III is indicated for the treatment of patients with hereditary antithrombin III (AT-III) deficiency in connection with surgical or obstetrical procedures or spontaneous clotting within vital organs. Hereditary AT-III deficiency is a genetic disorder that prevents the body from producing AT-III, an important factor in normal blood clotting. Thrombate III is the only FDA-approved product for the treatment of this condition.

Hypermunes™

Hyperimmune globulin therapies, or Hypermunes, are used to treat patients whose immune systems have been compromised. Hypermunes offer rapid immune protection after exposure to:

- Hepatitis A — GamaSTAN® S/D
- Hepatitis B — HyperHEP B® S/D
- Rabies — HyperRAB® S/D
- Rh sensitization — HyperRHO® S/D
- Tetanus — HyperTET® S/D

Plasbumin® and Plasmanate®

Albumin is the most abundant protein in human plasma. Plasbumin (Albumin, Human) is used to manage serious and often life-threatening conditions such as shock and blood loss due to trauma, burns and surgery. Plasmanate (Plasma Protein Fraction) consists of 88% albumin along with some additional proteins and has similar indications and usage as Plasbumin.

Ethical Principles

Making the right choices may sometimes be difficult. At Talecris, we are committed to doing the right thing all of the time — even when no one else is around. Our ethical principles are a set of guidelines that help decision-making. They help give you the moral courage to make good decisions.

Honesty – Honesty is the foundation of our ethical principles. We strive to be truthful in everything we say, do or write, even when it is difficult to do so. As a public company, it is important that we remain reliable and trustworthy in the eyes of our patients, investors, shareholders and the community. Being honest is where the process starts.

Integrity – Doing what you say you will do consistently, predictably and reliably is at the core of integrity. Acting with integrity should drive us to make decisions and behave in a manner that is consistent with doing the right thing. It is your responsibility to perform each task with integrity because someone's life depends on it.

Courage – Courage describes a person's ability to confront fear and face a difficult situation. Sometimes it is not easy or comfortable to stand up for what you believe. However, it's important that you are courageous and willing to stand up and ensure we always act in the best interests of the patients who depend on us.

Responsibility – The work you do at Talecris has serious impact on the patients who rely on our therapies, the donors who trust us to draw their plasma safely and your fellow employees who rely on you to do your job. When we act responsibly, we are accepting an obligation to take our work seriously and be accountable.

Trust – Our patients trust us because we have a reputation for honesty, reliability, responsibility and competence. The extent to which we uphold that trust affects our ability to provide safe and effective therapies to patients. We count on you to do the right thing in order to maintain trusted relationships with patients, investors and the community.

Good Citizenship – It is our collective responsibility to protect the environment and contribute meaningfully to the communities in which we live and work. Talecris encourages you to be good stewards of our planet's resources, respect the environment and help to provide a safe and healthy workplace.

Respect – Respect is a principle that resonates at Talecris. It requires empathy, compassion and consideration to create a workplace where people are treated well and afforded all the rights they are entitled to under both law and company policies. Respect for other ways of thinking and working adds value to the workplace by encouraging the sharing of new ideas that may benefit the company and ensuring that these ideas are given full consideration.

Fairness – Fairness is concern for how others are treated and taking action when we see unjust treatment. It means applying ethical standards and reasoning when making decisions that affect other people. The fair solution is not always obvious, so you must use good judgment, consider all the facts, and strive for consistency when making decisions.

Quality – As an organization that produces life-enhancing therapies, our mark of quality encompasses everything that we do as individuals and as a business. Quality at Talecris marks our actions, our procedures and our relationships – we have built our reputation on the quality of our products and services making a difference in patients' lives. Quality means more than freedom from defects or mistakes. It means doing everything to the best of your ability and striving to better meet the needs of our customers.

Compassion – Compassion for patients is what drives us to do what we do every single day. Compassion is not acquired or learned; rather, it is an innate feeling within each of us that is realized by our collective efforts. Acting responsibly and with integrity will make a difference in everything we do, and it will make the kind of difference in patients' lives that translates to feeling better or living longer.

Compliance Commitment

A strong commitment to compliance is the foundation for a successful business. Our most important job is providing quality therapies to the patients who rely on us. With this in mind, we strive to ensure that every business decision is guided by our commitment to our policies and procedures, and to those established by U.S., Canadian and European regulatory agencies such as Health Canada, the Paul Ehrlich Institute (PEI), the Food and Drug Administration (FDA) and the Securities and Exchange Commission (SEC). As a manufacturer of plasma-derived protein therapies, we must also adhere to strict current Good Manufacturing Practices (cGMP) as established by the FDA and Canadian and European regulators. Compliance with cGMP requires that we take proactive steps to ensure our products are safe and effective. We follow these compliance policies and procedures not only because of the legal and regulatory requirements, but also because our patients rely on us to do so. As a Talecris employee, you are responsible for upholding our commitment to compliance.

Code of Ethics and Business Conduct

Success at Talecris is a team effort. You are an important member of our team, and we count on you to do your best. It is your responsibility to read, understand and comply with the Talecris Code of Ethics and Business Conduct. It is not intended to cover all areas of business conduct, but it establishes general guidelines. It anchors our values and beliefs and was created to ensure each of us does the right thing, every day, every time.

Ask the Ombudsperson

Ask the Ombudsperson is a resource that allows you to pose questions about legal and ethical issues and get answers. Employees can contact the ombudsperson, a neutral mediator, to discuss concerns in the areas of business ethics, legal compliance and employee relations. The ombudsperson acts as a trusted advocate for you and Talecris. *Ask the Ombudsperson* is another way we can help foster a work environment committed to the highest standards of ethics and integrity. You can *Ask the Ombudsperson* by sending an email to complianceandethics@talecris.com or by mailing your concern to:

Talecris Biotherapeutics

Ombudsperson
Corporate Compliance and Ethics Department
4101 Research Commons
79 T.W. Alexander Drive
Research Triangle Park, NC 27709

Talecris' Confidential Disclosure Line

1-877-TCDL-NOW (1-877-823-5669)



The Talecris Confidential Disclosure Line is a confidential, toll-free number available to you when you have questions or concerns. Any employee may call about any matter, including those related to the Code of Ethics and Business Conduct, fair treatment of employees, company policies or ethical standards.



Every day, patients
inspire us to discover
and develop innovative
protein therapies that
enhance their lives.

PATIENTS & COMMUNITIES

Patients: Our Inspiration

Every day, patients inspire us to discover and develop innovative protein therapies that enhance their lives. However, our responsibility extends beyond the development of these safe and effective treatments. Education, awareness, philanthropy and patient advocacy are critical to improving patient care.

Regular interaction with the communities we serve provides knowledge and inspiration, allowing us to design and implement programs that give back to the patients that create and sustain our success. Talecris sponsors initiatives such as speaker programs, advocacy events and national and regional education days. Our most prominent event is an annual Patient Open House, when patients from around the world are invited to tour our facilities and learn how our products are made. Talecris also provides grants to support disease research in an effort to increase scientific and clinical knowledge about these rare diseases.

We realize that one of the best ways to help patients is through our partnerships with patient advocacy groups. Talecris is committed to building strong relationships with patient communities, and we work closely with advocacy partners to provide support, education and research for various disease states. We work with a wide range of patient groups including the Jeffrey Modell Foundation, National Hemophilia Foundation, National Organization for Rare Diseases, Alpha-1 Foundation and GBS-CIDP Foundation International. Patient groups are important to us, and we engage with them as part of our commitment to being a patient-focused company.

Community Impact

At Talecris, we understand that it is our responsibility and privilege to help build and sustain strong communities. We are committed to making a positive social and environmental impact through volunteerism, support of community events, company-wide environmental stewardship initiatives and a focus on preserving our natural resources. These efforts help shape our robust community relations program and further our dedication to achieving environmental sustainability.

Our commitment to the environment goes beyond recycling and air-quality management programs. We support local Adopt-A-Highway initiatives, a vanpool project and a protected wildlife habitat at our Clayton manufacturing facility, all in an effort to minimize our ecological footprint and advance the environmental sustainability of our business.

Through collaboration with charitable organizations, we help create positive change for those in the communities where we live and work. Programs and initiatives such as Talecris Cares — a team-building initiative that infuses employee volunteers into local communities — our United Way Campaign, our sponsorship of the Old Reliable Run, and our participation in local food drives, school supply drives and Special Olympics activities enable us to give back and work toward building and sustaining strong communities. In addition, The Talecris Outreach Team, an employee-driven volunteer organization, helps facilitate many of Talecris' community relations programs.

WHAT'S IMPORTANT TO YOU IS IMPORTANT TO US

Employee Volunteer Grants

You are our most important community relations ambassador. Our Employee Volunteer Grants program supports you and the community by giving back to qualifying charitable organizations through a monetary gift. You can apply for an Employee Volunteer Grant if you volunteer or provide support for a nonprofit, tax-exempt organization that improves the quality of life in your community. The organization and your support must fall within the general giving guidelines. Additional information is available from the Corporate Communications site on the intranet.

Getting Started

We are excited to have you as part of our team, and we are committed to making your work experience at Talecris rewarding and successful. To help you get started, we offer training for all new employees. During this time, you will have the opportunity to learn how things are done at Talecris, ask questions and meet your colleagues and managers. In addition to your initial training, you will learn about your job and any departmental policies, special procedures, techniques or processes required for the performance of your daily work.

New Employee Orientation and Evaluation Period

All newly hired employees participate in a three-month orientation and evaluation period. This is your opportunity to demonstrate that you can meet the performance expectations of your new position and to evaluate whether you want to continue your employment relationship with Talecris.

Benefits Eligibility and Enrollment

Talecris offers a comprehensive benefits program that covers traditional health and welfare benefits, retirement and unique work-life balance programs for you and eligible dependents. If you are a new employee or newly eligible for benefits, you must elect coverage for yourself and eligible dependents within 30 days of your hire date or 30 days from your benefits eligibility date. You can enroll in your benefits through Employee Self Service, an online resource for managing your personal information.

Employee Self Service

Employee Self Service is an important resource for managing your personal information. It's an electronic recordkeeping tool that allows you to view and update important information online in real time through the Human Resources intranet site or by visiting <https://portal.adp.com/public/index.htm>.

Through Employee Self Service you can manage your:

- Address
- Telephone numbers
- Emergency contacts
- Direct deposit accounts
- Tax withholdings

You can also view your pay stubs, benefit elections and W-2s as well as search internal job postings and apply for jobs online. It is your responsibility to keep your personal information up to date through Employee Self Service.

Work Hours

Standard work hours vary by location and business segment. Staffing and operational needs may require different starting and ending times and scheduled hours each day and week. Your scheduled hours of work are based on the needs of the business.

How You're Paid

You are paid on a biweekly basis. Taxes, withholdings, benefits and other authorized deductions are also made on a biweekly basis. Direct deposit is a free, fast, convenient way for you to receive your compensation from Talecris. If you do not elect to enroll in direct deposit, your paycheck will be mailed to your home address.

IMPORTANT CONTACT INFORMATION

Information Solutions Service Desk

Available 24 hours a day,
365 days a year
1-800-487-8434 (toll free)
or dial 5800
(Clayton, RTP and NCSU)

Business Travel

CWT Travel (1-800-597-7390)
or via the eTravel intranet link

Payroll and Benefits Questions

Talecris Employee Service Center
1-888-825-2370 (toll free)
or dial 6600
(Clayton, RTP and NCSU)
<https://portal.adp.com>

Employee Assistance Program

Guidance Resources
Plan # TZ6317Y
1-800-428-2660
www.guidanceresources.com

Vanguard 401(k)

1-800-523-1188
Plan # 097390
www.vanguard.com

Talecris Confidential Disclosure Line

1-877-TCDL-NOW
(1-877-823-5669)

Employment and Salary Verification

The Work Number
Talecris Company Code is 12462
1-800-367-2884
www.theworknumber.com

Our Commitment to You

Equal Employment Opportunity

Talecris is committed to Equal Employment Opportunity (EEO) and to compliance with all federal, state and local laws that prohibit employment discrimination on the basis of race, color, age, national origin, ethnicity, religion, gender, pregnancy, marital status, sexual orientation, citizenship, genetic disposition, disability or veteran's status or any other classification protected by applicable local, state and federal laws. This commitment extends to the employment relationship and all other areas of personnel activity such as recruiting, hiring, training, promotion, transfer, work assignments, compensation policies, disciplinary actions, layoffs and terminations, employee benefits programs and public relations and advertising.

In addition, as a federal contractor, Talecris has developed a written Affirmative Action Program, which sets forth the policies, practices and procedures that the company is committed to applying in order to ensure compliance with its policy of non-discrimination and affirmative action for minorities and women as well as qualified individuals with disabilities and qualified protected veterans. We invite employees who are disabled or protected veterans and who wish to be included under our Affirmative Action Program to self-identify as such with the EEO coordinator. This self-identification is strictly voluntary and confidential. An individual's decision to self-identify or to refuse to self-identify will not result in negative consequences of any sort. Talecris will make reasonable accommodations for qualified individuals with disabilities, if it can do so without undue hardship.

Religious Expression

We respect your choice to express your religion, just as we respect all personal expression that is not harassing, disruptive or perceived as coercive. If you need special accommodations because business rules conflict with your religious beliefs, let your manager know. When possible, we'll work with you on a case-by-case basis to arrange schedule changes, voluntary shift substitutes, changes in job assignments and/or modifications to workplace practices or policies.

Speaking Languages other than English

Talecris greatly values the diversity of its workforce. We appreciate that many employees are bilingual or multilingual and understand that the ability to speak a language other than English can be beneficial when working with donors, coworkers and customers. Employees are therefore welcome to speak in a language other than English to facilitate effective and accurate communication.

We ask that English is spoken when business necessity requires. These situations include communicating with customers, coworkers or managers who only speak English; during emergencies when everyone must speak a common language to ensure safety; and during cooperative work assignments when a common language is needed to promote efficiency.

Open Door

Talecris strives to create an environment where issues are addressed and resolved promptly and where communication flows freely. We want you to share your job-related ideas, concerns and suggestions with your supervisor and with managers across the organization. This open, honest, two-way communication is the foundation for collaboration, growth and success.

An open door encourages a work environment where:

- Honest communication is a daily practice;
- Employees may seek guidance, provide or solicit feedback or raise concerns within the company; and,
- Managers hold the responsibility for creating a work environment where advice is freely given, issues are surfaced early and concerns are promptly resolved.

Union Free

At Talecris we value and respect everyone's opinion. We do not have a union, and we want to remain union free because we believe that you have the ability to act and speak for yourself. We are dedicated to treating everyone with respect and to the timely resolution of issues through collaboration among employees and management without the involvement of outside parties. Together, we can create the best working environment and conditions that ensure fair treatment and equal opportunities for everyone. A union-free environment is the best way to guarantee cooperation, resolve differences fairly and provide for the needs of all employees.



PROSPER

Our compensation program allows you to **prosper** while building wealth for the future through competitive base pay in addition to bonus incentives, which are based on your individual performance and Talecris' success. Robust benefits help keep you and your family healthy.

Benefits

Benefits Eligibility

Talecris offers a comprehensive benefits program that covers traditional health and welfare benefits, retirement and unique work-life balance programs. Certain benefits plans provide coverage for family members of benefits-eligible employees.

As part of our commitment to control health care costs, we work to ensure that only eligible dependents are covered under Talecris' health care plans. To accomplish this, we request documentation verifying eligible dependent status. If you elect coverage through a Talecris health care plan, you must provide documentation for enrolled dependents within 60 days of your hire date or 60 days from your benefits eligibility date.

The following is a brief summary of some of Talecris' benefit plans. If there is a conflict between the information below and the official plan documents, the official plan documents will govern.



Benefits Enrollment

If you are a new employee or newly eligible for benefits, you must elect coverage for yourself and eligible dependents within 30 days of your hire date or 30 days from your benefits eligibility start date. You are invited to learn about your available benefits at an orientation meeting or through an online orientation program and you can enroll in your benefits through Employee Self Service on the Human Resources intranet site. You can also use Employee Self Service to make your benefit elections during the annual open enrollment period each fall and to make qualified family benefits changes during the year.

Benefits Changes

You can make changes to your benefits coverage during the annual open enrollment period or when you experience a family status change event. The change you request to your benefits coverage must be consistent with your family status change event and must be made within 30 days of the event. Change requests received after 30 days of the event are not permitted under the IRS rules of “Family Status Change” and will not be approved. You will generally have to wait until the next annual open enrollment period to make the requested change.

See the list of family status change events on the Human Resources intranet site.

Medical, Dental, Vision Insurance

Talecris provides a variety of health plans for you to elect the program that fits your personal or family needs. These comprehensive programs include coverage for medical, dental and vision claims. Talecris shares the cost of coverage for you and your family members. Biweekly premiums are deducted from your regularly scheduled paychecks to share the cost of coverage.

The Total Wellness Rewards program and the Employee Assistance Program are offered through ComPsych. The information below will guide you through using these resources.

Call: 1-800-428-2660

TDD: 1-800-697-0353

Online: guidanceresources.com

Company ID: TZ6317Y

Flexible Spending Accounts

Talecris offers a Health Care Flexible Spending Account that allows you to pay for out-of-pocket health care expenses with pre-tax dollars. A Dependent Care Flexible Spending Account is another benefit offered by Talecris. You can use this tax-deferred account to pay for eligible day care or day camp expenses for your dependents up to age 13, or for an incapacitated dependent of any age. If you do not incur enough eligible expenses during the plan year (January 1 - December 31), you will forfeit the unearned money you deposited into the Health Care Flexible Spending Account and/or the Dependent Care Flexible Spending Account.

Total Wellness Rewards

Total Wellness Rewards is a voluntary health participation program designed to promote active, healthy lifestyles. This self-guided online program administered through ComPsych offers financial rewards based on your participation. It's a terrific way for Talecris to share your wellness goals and to help you prosper. The program offers a variety of activities to help you earn rewards and stay healthy, including a confidential Health Risk Assessment. The results of the assessment can be integrated into free online programs, counseling sessions and nutritional sessions. A healthy lifestyle is not just a once-in-a-while decision — it's a series of choices made every day. The Total Wellness Rewards program will help you live the healthy lifestyle you deserve.

It's more than quality of life, it's quality of living that's important.

Employee Assistance Program

Talecris understands that it can sometimes be difficult to balance the demands of work with those of your personal life. The Employee Assistance Program is designed to help you and your family find solutions for the everyday challenges of work and personal life, as well as for more serious issues involving emotional and physical well-being. This program is strictly confidential and counselors are available to assist you and your family members 24 hours a day.

Adoption Assistance

If you wish to adopt a child, be sure to take advantage of Talecris' Adoption Assistance Program. If you are an eligible employee, Talecris will reimburse you up to \$5,000 per adoption to help offset related costs. The assistance will be paid out in a lump sum once the adoption is finalized.

If you wish to adopt a child, be sure to take advantage of Talecris' Adoption Assistance Program.

COBRA

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), if you lose health benefits, you and your family may have the right to choose to continue group health benefits provided by your group health plan for limited periods of time under certain circumstances. These circumstances include voluntary or involuntary job loss, reduction in work hours, transition between jobs, death, divorce and other qualifying life events. Qualified individuals may be required to pay the entire premium for coverage up to 102 percent of the cost of the plan.

Basic Life Insurance and Accidental Death and Dismemberment (AD&D)

Talecris provides basic life insurance at one (1) time your annual base salary. Basic life insurance is a benefit that Talecris provides at no cost to you and includes Accidental Death and Dismemberment benefits.

Additional fee-based group insurance programs are also available, including:

- Employee Supplemental Life Insurance and AD&D
- Spouse Life Insurance and AD&D
- Child Life Insurance and AD&D

Disability Insurance

If a non-work-related illness or injury prevents you from working, you may be eligible for disability insurance coverage. This benefit will extend a portion of your salary for a certain period of time while you are unable to work. In most circumstances, disability insurance should be requested and the paperwork should be completed prior to the disability leave. Talecris provides disability insurance coverage at no cost to you. If you are unable to return to work after six months of your approved disability, you will be terminated, but disability benefits will continue for as long as your disability is approved. Contact your leave administrator for additional information.

Long-term Care Insurance

Group long-term care insurance is a voluntary benefit that can help protect you and your eligible family members in the event that you find yourselves in a long-term care situation. All active employees working 20 hours or more are eligible as well as spouses, domestic partners, parents, grandparents and adult siblings. Long-term care can become necessary if assistance is needed with the

activities of daily living. Long-term care insurance offers important coverage that is generally not available under medical and long-term disability benefits or fully covered through government programs like Medicare or Medicaid.

Workers' Compensation

Talecris is covered under statutory state workers' compensation laws. Should you sustain a work-related injury, you must immediately notify your manager.

Talecris Observed Holidays

Each year, Talecris designates nine company holidays. Talecris publishes the list of designated holidays for each year by December 1 of the preceding year. When practical, holidays are observed on a Friday or Monday to create an extended weekend. Designated holidays that fall on a Saturday are typically observed on Friday of that week. Designated holidays that fall on a Sunday are typically observed on the Monday of that week. For continuous operations employees, the holiday is the actual calendar day of most significance for the holiday.



LEAVE ADMINSTRATOR CONTACT INFORMATION:

Talecris Biotherapeutics:
1-919-359-4184

Talecris Plasma Resources:
1-919-316-2345

Email:
sm-leaveofabsence@talecris.com

Paid Time Off

Talecris recognizes that you have need for time away from work and that you want flexibility to take time off based on your individual needs. Paid time off (PTO) will help you achieve work/life balance and provide you with the flexibility to plan for time away from work. Use your PTO for vacations, personal business, observances of non-company holidays or in the case of an illness. You are responsible for receiving your manager's approval for PTO and for recording your PTO through the eTIME system.

You start accruing PTO when you are hired, and you can begin using your PTO after 90 days of employment. Your PTO eligibility is earned and accrued up to the established annual maximum accrual limits for each full pay period that you actively work. Eligible part-time employees accrue PTO at half the rate of full time employees.

Emergency Paid Time Off Bank

Talecris offers a benefit that allows you to help your fellow colleagues during a medical emergency. The emergency paid time off bank allows you to donate a portion of your accrued paid time off (PTO) balance to another employee who needs to be away from work due to a medical emergency. To donate PTO, complete a PTO donation form and obtain approval from Human Resources.

Leaves of Absence

Talecris recognizes several types of leaves of absence. All leaves of absence are processed through the leave administrator. Contact the leave administrator for the necessary information to request a leave of absence. Salary continuation processed by a third party vendor is excluded from bonus and profit sharing calculations.

While on a leave of absence, you may be eligible to remain on company-provided benefits programs. The benefits administrator will send you information on how to continue benefits and make monthly insurance payments while on leave.

Leave under the Family and Medical Leave Act

If you are an eligible employee, the Family and Medical Leave Act (FMLA) provides you with up to 12 work weeks of unpaid leave for certain family and medical reasons during a 12-month period. At the conclusion of the leave, subject to some exceptions, you generally have the right to return to the same or to an equivalent position with equivalent pay, benefits and other employment terms.

Talecris recognizes that you have need for time away from work and that you want flexibility to take time off based on your individual needs.

Eligibility Criteria

To be eligible for FMLA leave, you must:

- Have been employed by Talecris for at least 12 months in the prior month period (which does not need to be consecutive); and,
- Worked at least 1,250 hours during the 12-month period immediately preceding the commencement of the leave.

FMLA Leave Entitlement Events

FMLA leave may be taken for any one, or for a combination, of the following reasons:

- The birth of your child or to care for your newborn child;
- The placement of a child with you for adoption or foster care or to care for your newly placed child;
- To care for your spouse, child or parent (but not in-law) with a serious health condition;
- Your own serious health condition that makes you unable to perform one or more of the essential functions of your job;
- A qualifying exigency arising out of a covered family member's active duty or call to active duty in the Armed Forces; and/or,
- To care for an injured or ill service member.

Definition of a Serious Health Condition

A serious health condition either prevents you from performing the functions of your job, or prevents your qualified family member from participating in school, work or other daily activities. A serious health condition is defined as a condition that requires inpatient care at a hospital, hospice or residential medical care facility, including any period of incapacity or any subsequent treatment in connection with such inpatient care or a condition that requires continuing care by a licensed health care provider. Also covered are chronic conditions and illnesses that result in a period of incapacity of more than three consecutive, full calendar days combined with periodic visits for treatment two or more times a year by a health care provider or results in recurring, episodic or lengthy absences.

How much FMLA can I take?

If you are an eligible employee, you are entitled to up to 12 weeks (or up to 26 weeks of leave to care for an injured or ill service member) of unpaid leave during any rolling 12-month period for any FMLA qualifying reason(s). Except for covered service member leave, the 12-month period is a rolling 12 month period measured backward from the date you use any FMLA leave. For covered service member leave, the 12-month period will be measured from the first day of the leave looking forward.

In cases where both you and your spouse are employed by Talecris, the combined period of your family leave for the birth or adoption of a child will be limited to 12 work weeks (or 26 weeks for a covered service member) in any 12-month period. In all other instances, including your illness or the illness of your spouse's parent or child, each spouse is entitled to his or her own full 12 weeks of family leave. Leave for the birth, adoption or foster care of a child must be taken within one year of the birth or placement of the child.

Success comes from strength. Together we'll do great things.

Intermittent or Reduced Work Schedule Leave

Intermittent leave is leave taken in separate blocks of time. Reduced work schedule leave is a leave schedule that reduces your usual number of hours per work week or hours per workday. If you take leave intermittently or are placed on a reduced work schedule, you must, when requested by your manager or Human Resources, attempt to schedule the leave in advance so as not to unduly disrupt Talecris' business. When you take intermittent or reduced work schedule leave for foreseeable planned medical treatment, Talecris may temporarily transfer you to an alternative position, with equivalent pay and benefits for which you are qualified, that better accommodates recurring periods of leave.

Use of Paid and Unpaid Leave

If you are eligible, FMLA provides you with up to 12 work weeks of unpaid leave. If you are not eligible for disability or worker's compensation, you are required to use accrued paid time off (PTO) at the beginning of, and as part of, the FMLA leave. You will be required to use earned, but unused PTO until your PTO balance is no more than 80 hours unless you choose to use your remaining PTO. The remainder of the 12 work weeks of leave, if any, will be unpaid FMLA leave. Any paid leave used for a FMLA qualifying reason will be charged against your entitlement to FMLA leave. This includes leave for disability or workers' compensation injury/illness, provided that the leave meets FMLA requirements. The substitution of paid leave for unpaid leave does not extend the 12-work-week leave period.

Maintenance of Health Benefits

During FMLA leave, you are entitled to continued group health plan coverage under the same conditions as if you had continued to work. To the extent that your FMLA leave is paid through Talecris, your portion of health insurance premiums will be deducted from your salary.

For the portion of FMLA leave that is unpaid, your portion of health insurance premiums may be paid on the same schedule as payments under COBRA, or when you return to work your premiums may be doubled for each pay period missed while on leave. If your payment of health insurance premiums is more than 30 days late, Talecris may discontinue health insurance coverage upon notice to you.

Supplemental Maternity/Paternity Leave

Maternity/paternity leave is granted for a maximum of 17 weeks, with the first 12 weeks of leave falling under FMLA and the remaining five weeks as supplemental maternity/paternity leave commencing immediately upon expiration of FMLA leave taken for pregnancy, childbirth or to care for a newly born, adopted or placed child or foster child. Maternity/paternity leave must be taken in one consecutive block of time. If you want to take leave under this provision, you must submit a written request for leave at least 30 days before the supplemental leave is scheduled to begin (i.e., at least 30 days prior to the expiration of FMLA).

School Visitation Leave

Some states have passed school visitation leave laws. Each state has its own regulations and Talecris will allow time off to attend qualifying school activities.

Educational Leave of Absence

An unpaid educational leave of absence may be granted to allow you to:

- Pursue a job-related degree or certification on a full-time basis;
- Participate in courses to prepare you for a job that currently exists or is likely to exist at the time the education is completed and for which you would be considered otherwise eligible; and/or,
- Maintain or improve knowledge and skills that you use in your current job.

An educational leave of absence is generally for one year or less. Placement to your former position is not guaranteed, but is subject to business conditions and ongoing staffing needs.

Military Leave

Military leave refers to any aspect of military service, including active duty, inactive duty training and other reservist requirements. Talecris provides up to six months of pay differential for military leave. Pay differential will be the difference between military pay and your Talecris rate of pay at the time of the military leave. Military leaves at Talecris are administered under the provisions of the Uniformed Service Employment and Reemployment Rights Act (USERRA) and any applicable state laws.

Personal Leave of Absence

Should a situation arise that is not covered by Talecris' other leave policies and temporarily prevents you from working, you may be eligible for a personal leave of absence. However, you must be employed for at least three months prior to the requested leave. A personal leave of absence must be approved in advance by your manager and can only be for a period of up to a maximum of 30 consecutive calendar days.



Pay and Performance

Compensation Philosophy

Talecris' compensation program is designed to inspire and retain valued employees and to recruit an experienced, talented and committed workforce. Our goal is to provide a total compensation package that is competitive in the market, supports our pay for performance philosophy, ensures fair and consistent salary administration decisions and complies with federal and state laws and regulations that govern pay practices.

Total Compensation

Talecris offers a total compensation package that includes base pay and bonus incentives as well as employer-paid benefits such as health insurance, life insurance, paid time off, holidays and a 401(k) match. Each year,

during the formal performance review process, you will receive a salary review to evaluate your compensation. Pay increases are based on company and individual performance as well as current market compensation rates.

Save for Your Retirement

We want you to plan ahead for a financially secure future. So Talecris, through Vanguard — our 401(k) third-party administrator — offers two easy ways to save for your retirement. You can use payroll deduction for both options, and can choose to save on a pre-tax and/or post-tax basis. Talecris encourages your savings by providing a company match of up to four percent of your eligible earnings, subject to IRS limits and plan rules.

401(k) Pre-Tax Deductions

With this plan, the amount you save is not taxed until you withdraw it — usually later in your life when you are in a lower tax bracket. With this option, you pay lower taxes each pay period, and your savings account grows tax free.



401(k) Roth After-Tax Deductions

With this plan, the amount you save is taxed each pay period instead of at the time you withdraw it. This type of deduction combines features of the traditional 401(k) with those of the Roth IRA in that your savings account grows tax free and your retirement withdrawals are not subject to income tax as long as you hold the account for five or more years and you are age 59½ when you withdraw it.

Talecris' compensation program is designed to inspire and retain valued employees and to recruit an experienced, talented and committed workforce.

Using a combination of these plans, you can save from 1 percent to 50 percent of your pay, subject to IRS limits and plan rules. In addition, Talecris will add to your savings through the employee match program.

You can choose which of Vanguard's investment options are best for you and make changes any time. Through their Web site (www.vanguard.com) or the toll-free phone number (1-800-523-1188), you can get updates or make changes to your account. To enroll or make changes online, you will need your plan number: 097390.

You can begin saving on the first pay period of the month after 30 days of employment. Watch for your enrollment kit three weeks after we hire you.

Company Matching Contributions

To encourage you to save for your future, Talecris will match part of what you contribute to your retirement savings. The more money you save, the more we contribute.

- For every \$1 you save, Talecris will contribute \$1, up to 3 percent of your eligible earnings. That's a 100 percent match!
- On the next 2 percent of the eligible earnings that you save, Talecris will contribute \$0.50 for every \$1 you save.
- To get the full company match, save 5 percent of your pay, and we'll match it with a total of 4 percent.
- As soon as the company match is deposited in your account, it's yours to keep. You are immediately vested in all company matching contributions.

Sharing Profits with You

As a Talecris employee, you're a big part of our success. So, when we do well, we want you to share in that success through our annual profit sharing program. When company performance allows, we may make a profit sharing contribution to the plan on your behalf. If a profit sharing contribution is made, only employees employed on the last day of the plan year (December 31) will be eligible to share in the contribution. The profit sharing contributions are yours (that is you become fully vested) following your completion of two years of service with Talecris. If you don't have a 401(k) account, one will be set up for you.

Time Keeping

Hours of Work

Standard work hours vary by location and business segment. Staffing and operational needs may require different starting and ending times and scheduled hours each day and week. Your scheduled hours of work are based on the needs of the business.

Enterprise eTIME

If you are a non-exempt or hourly employee, you are required to clock in and out according to your designated schedule. You must remain on the clock for all hours worked. You can use eTIME to view your timecard for the current or prior pay periods, view paid time off (PTO) balances and request paid time off. Follow these guidelines to ensure you enter your time accurately:

- Clock in when you report to work, and clock out when you finish your work for the day.
- Clock in and out for your meal period, as applicable for your site.
- Never clock in or out for another coworker.
- Your user name and password are confidential and should not be shared with coworkers.
- If you forget to clock in or out, notify your supervisor immediately and follow the timecard correction procedures.
- Falsification and inaccurate reporting of time is a serious violation of Talecris' policy and the Code of Ethics and Business Conduct. It will result in disciplinary action up to and including discharge and restitution.

Meals and Breaks

Part of performing well includes taking scheduled meals and breaks. This time away from your work provides you with an opportunity to rest and become refreshed. The number and duration of your breaks and meals depends on the length of your workday and may vary by state. Check with your manager for more information. Typically, a 15 minute paid break will be provided for each four-hour period that you work. A meal is at least 30 consecutive minutes during which you are relieved of work-related duties and free to use the time as you choose. Time spent during a meal does not count as hours worked or paid time. Check with your manager for more information.

Overtime Pay

The pay week begins on Sunday at 12:00:01 a.m. and ends on Saturday at 12:00:00 a.m. Any overtime hours must be approved in advance of working overtime. Overtime for non-exempt employees is paid at time and one-half for all hours worked in excess of 40 hours in the workweek unless stipulated otherwise by state law. If Saturday is the seventh consecutive workday in the workweek where you have worked at least eight hours of straight time in each of the preceding workdays, you'll receive double time pay.

Exempt employees are not eligible for overtime pay. Determining exemption status is based on whether the job functions meet certain criteria established by state and federal laws for overtime pay. Check with your manager for more information.

Never Work Off the Clock

If you are a non-exempt employee, you must make sure that all time you spend working is recorded. Do not perform any work after you have clocked out, including making business-related calls, checking voicemail or performing work from home. Never work "off the clock." If you have performed work off the clock or missed a meal or break period, inform your manager so the time can be correctly recorded.

**Never work
"off the clock"**

Attendance

Our first priority is providing critical care therapies for our patients. That's why it's important for you to work when you are scheduled and to be on time. We recognize that there may be situations that cause you to miss work. However, you are responsible for minimizing the impact your absence has on your performance and Talecris' productivity. Excessive absences and tardiness can negatively affect business operations and burden your coworkers. We encourage you to use your paid time off benefit and plan in advance for vacations, appointments, family needs or other personal business.

Please follow these guidelines when requesting time away from work:

- Provide at least 24 hours of notice when you request one day off from work.
- For more than one day off, please provide one week of advanced notice.
- If you are sick or cannot come to work because of an emergency, please contact your manager as soon as possible, but at least within one hour of your scheduled start time.

Your manager may give you permission to leave early if business conditions permit. However, leaving a shift early without your manager's approval is considered job abandonment. Please speak with your manager for additional attendance information.

Be On Time

Occasionally being late to work is unavoidable. Family emergencies, traffic or the weather can cause tardiness. When tardiness becomes more frequent, we will remind you of your commitment to Talecris. Please contact your manager if you are running late to work.

- Always tell your manager if you are going to be tardy or absent.
- If you are absent for three consecutive days for a medical reason, you may be required to provide documentation from a physician before you will be allowed to return to work.
- If you have repeated absences or tardiness, you may be subject to progressive discipline up to and including termination. If you have any questions, please contact your manager.

Direct deposit is a free, fast, convenient way for you to receive your compensation from Talecris.

Getting Paid

Deductions from Pay

You are paid on a biweekly basis. Taxes, withholdings, benefit premiums and other authorized deductions are also made on a biweekly basis. At the end of each calendar year, you will receive a wage and tax statement (W-2) summarizing your income and deductions for the year.

If we receive a court order to garnish your wages, we are required to comply and reduce your wages accordingly.

Your compensation is a private matter. It's best kept confidential between you, your manager and Human Resources. Please do not share your compensation information with other employees or inquire the same of your fellow employees.

How You're Paid

Direct deposit is a free, fast, convenient way for you to receive your compensation from Talecris. You can enroll in direct deposit using the Employee Self Service link on the Human Resources intranet site or by visiting <https://portal.adp.com/public/index.htm>. You can have your earnings deposited directly into your bank account. This ensures that your pay is immediately available on your payday. You can also view and print prior pay information through the Employee Self Service link. If you elect not to enroll in direct deposit, your paycheck will be mailed to your home address.

Travel Expense Reimbursement

Talecris will reimburse you, per the travel policy, for any qualifying, justifiable expenses incurred while traveling on company business. It is your responsibility to submit timely, accurate expense reports with documented support. Expense reports must be filed no later than 30 days following the completion of the trip or of incurring the expense.



Personal and professional **growth** is a continuous process. Our learning and development opportunities can help you succeed and prepare for advancement.

GROW



Grow with Talecris

We want you to grow both personally and professionally at Talecris. That's why we've created several opportunities for you to cultivate your career and develop as a professional. From performance management to career ladders to educational assistance, take advantage of the ways you can advance with us.

Performance Management

When you're actively engaged in the business, everyone wins. You're more likely to grow and advance, and Talecris is more likely to succeed. The performance management process fosters ongoing communication between you and your manager and evaluates how your individual goals align with those of the organization. This process links your performance with organizational objectives and provides an annual forum for feedback. It also provides an opportunity for you and your manager to discuss your performance, achievements and career growth opportunities.

Professional Development

We are committed to developing your talents because when you learn and grow, you benefit and so does Talecris. Therefore, we offer a variety of internal and external training opportunities, assessments, mentoring and coaching opportunities to help you prosper. Speak with your manager or visit the Human Resources intranet site to explore the professional development opportunities that may be right for you.

Educational Assistance

Talecris' Educational Assistance Program is yet another way for you to grow with us. We offer tuition reimbursement for qualifying academic costs related to your present or future work responsibilities. The program not only helps you sharpen your skills and broaden your experience, but also helps us develop a well-educated and highly-skilled workforce. Seize the opportunity to learn and grow by taking advantage of the Educational Assistance Program. Speak to your manager for additional information regarding our Educational Assistance Program.

Job Postings

If you're interested in an available position, check out the job posting to see if you qualify. Open positions are posted through Employee Self Service. We like to promote from within and your track record of success can give hiring managers great information about your performance. Follow these easy steps to apply for a new position:

1. Log onto the Employee Self Service site <https://portal.adp.com/public/index.htm>.
2. Click on "Job Postings" in the "Recommended Links" section and follow the instructions.

**YOU ALREADY KNOW
WHAT MAKES A GREAT
TALECRIS EMPLOYEE.**

**CAN YOU CONNECT US
TO MORE PEOPLE
LIKE YOU?**

Employee Referrals

If we can't fill a position from within, you may be a great resource for helping us find talented job candidates. As an added bonus, if we hire someone you've referred, you may be eligible for a monetary reward. Visit www.talecris.com and click on the "Job Opportunities" link for a list of open positions. Please remember that due to the nature of our business, we can't employ minors. Visit the Human Resources intranet site for more information about employee referrals.



Rewards, recognition and engagement are critical to professional and organizational success. We make every effort to acknowledge your contributions and help you **achieve** your full potential.

ACHIEVE



How do you define success? We want to do everything we can to help you achieve your goals.

Rewards and Recognition

Without dedicated employees, Talecris would not succeed. Our rewards and recognition programs let you know that your contributions are important and your efforts are appreciated. It serves to highlight the excellence that exists in all areas and job functions across the organization.

On the Spot Award

On the Spot Awards recognize and reward you for performing above and beyond expectations. Examples of actions that demonstrate this level of performance include achieving accomplishments outside your normal day-to-day responsibilities or going the extra mile to support a special project. On the Spot Awards are generally provided in the form of Visa gift cards ranging from \$25 to \$250.

Special Recognition Award

Special Recognition Awards recognize and reward your exemplary performance in support of a strategic company goal or objective. These awards acknowledge excellence in customer service, outstanding contributions to the success of a company-wide initiative or exceptional dedication to a special project for a prolonged period of time. Special Recognition Awards are generally cash bonuses of \$250 or more.

Chairman's Award

A Chairman's Award is one of the most prestigious forms of reward and recognition offered at Talecris. It honors you for making a significant, lasting contribution that benefits the organization as a whole. A Chairman's Award is generally a significant cash bonus.



We want to **connect** you with the tools and resources to help you succeed. Through respect, open communication and a shared commitment to professional ethics and business conduct, we can work together to build your career and achieve Talecris' objectives.

CONNECT



Open Communication Practices

We are committed to fostering a work environment where everyone has a voice, where issues are addressed and resolved promptly, and where communication flows freely. We want you to share your job-related ideas, concerns and suggestions with your manager and with managers across the organization. This open, honest, two-way communication is the foundation for collaboration, growth and success.

Issue Resolution Process

At Talecris, we believe in building strong working relationships that contribute to a positive and productive work environment. However, we realize disagreements at work sometimes occur. You may encounter a problem or have an issue that, if left unresolved, could negatively affect your job satisfaction or work performance.

We are committed to fostering a work environment where everyone has a voice; where issues are addressed and resolved promptly; and where communication flows freely.

Issues Resolution Process

The steps outlined in the Issues Resolution Process below will help you resolve your concerns. We are committed to resolving your complaints promptly and equitably and to ensuring that there will not be negative consequences for bringing your concerns forward.

Option 1: The fastest and most effective way to have your questions answered and issues addressed is to speak with your immediate manager.

Option 2: If you prefer not to bring your concern to your immediate manager, then you should contact the next level of management or a member of Human Resources. At this point, the appropriate parties will be brought together to discuss the issue in an effort to work toward resolution.

Option 3: If you feel the matter needs further attention, you can always contact one of the following resources:

- The Employee Relations office by calling 1-919-316-2399
- The Ombudsperson by calling 1-919-316-2283
- Talecris' Confidential Disclosure Line by calling 1-877-TCDL-NOW (1-877-823-5669)

Option 4: If you have exhausted options 1, 2 and 3 and you feel the issue is still unresolved, you can make a written request for review by the head of Human Resources for your area. Following the review, you will receive a written response stating the final outcome.

Ombudsperson

Talecris' Ombudsperson is responsible for receiving reports of possible violations of the Code of Ethics and Business Conduct, company policies, procedures, laws and regulations and ensuring that all such reports are appropriately investigated and resolved.

Talecris is committed to fostering a work environment where every employee is comfortable raising concerns about ethical issues. The Ombudsperson is one of the many resources available to you for reporting potential violations. In general, your supervisor should be your first point of contact for guidance or to make a good-faith report about possible misconduct.

Talecris' Confidential Disclosure Line

Any employee may call on any matter, including those related to the Code of Ethics and Business Conduct, fair treatment of employees, financial policies related to internal controls, health care and compliance or any other Talecris policy or ethical standard.

In an effort to maintain the highest ethical standards, we encourage you — and even applaud you — for promptly reporting actual or potential violations. While in most cases, your questions and concerns can be resolved with your manager, we recognize that there may be instances when you prefer to use other resources, such as the Talecris Confidential Disclosure Line.

If you prefer, you may make anonymous calls to the Talecris Confidential Disclosure Line. All calls are handled by outside support and are not recorded. To support confidential disclosure, Talecris will not tolerate any punishment, reprisal, retaliation or retribution against you if you raise a concern or report a possible violation in good faith. Talecris is committed to following up on all reasonable inquiries. Depending on the findings, we will take action in accordance with Talecris' policy and our legal obligations.

Talecris' Confidential Disclosure Line

1-877-TCDL-NOW

(1-877-823-5669) is a confidential, toll-free number available to you when you have questions or concerns.

The fastest and most effective way to have your questions answered and issues addressed is to speak with your immediate manager.

Employee Records

Important events in your employment history with Talecris are recorded and kept in your personnel file. Employment application, performance reviews, and change of status records are examples of records maintained. Accurate records are critical to you and Talecris. If you have any changes to your personal information such as address, telephone numbers, emergency contacts or direct deposit accounts, you can update your records using Employee Self Service.

Employee information is held in strictest confidence, and we're mindful of the balance between your right to privacy and the company's need to collect and use information. If you wish to review your personnel file contact your Human Resources representative to discuss your request.

Resignations

Should you decide to end your employment with Talecris, we ask that you provide your manager with written notice at least two weeks prior to your departure. It is helpful for us to receive this advanced notice for distribution of work assignments and future planning. You are encouraged to provide your manager more than the minimum amount of notice whenever possible to ease the replacement process. At the time of separation, all company-owned property must be returned and you will receive final pay in accordance with applicable state law.

Talecris seeks to present accurate, cohesive communications to all audiences. These guidelines define procedures that must be followed with regard to public communications about Talecris.



Internal Communication Resources

Bulletin Boards

Talecris maintains bulletin boards throughout our locations in areas that you frequently visit, to ensure that you have constant access to posted information. Our bulletin boards are used to communicate official government information on equal employment opportunity, wages and hours, health and safety and other issues. They are also used to communicate information regarding our policies. Information may not be posted on bulletin boards unless expressly authorized by the Human Resources representative responsible for your location.

Electronic Communication

We recognize that convenient and timely information is important to you. Therefore, we communicate with you using mass emails, daily bundled email and the corporate intranet to provide you with the latest information.

Employee Newsletters

Talecris offers corporate newsletters for you to read about best practices, new policies and programs, and company-wide challenges and successes. These employee newsletters create a sense of unity, camaraderie and shared purpose among the various departments and throughout the organization.

Company-wide Meetings

Talecris' leadership holds regular company-wide meetings to provide you with business updates. These meetings keep you abreast of important company matters and provide a forum for you to ask questions.

Public Communications Guidelines

Media Relations Practice

Only authorized Talecris representatives are allowed to deliver statements about Talecris and its activities to the media. Employees who are approached by the media must decline any request to comment and forward the inquiry to Corporate Communications at 1-919-316-6316. If approached by a member of the media, employees should say: "I am sorry, but I am not authorized to comment to the media. However, I can refer you to our Corporate Communications department. I am sure they will be glad to help you. That number is 1-919-316-6316."

Employees who are approached by the media must decline any request to comment and forward the inquiry to Corporate Communications at 1-919-316-6316.

Site Visits by the Media

If a member of the media visits your site, contact Corporate Communications immediately for guidance. If pressed for comment, inform the media that you are not authorized to comment.

Public Forums

There are numerous occasions when Talecris employees speak in public forums addressing a wide range of topics. If you are invited to speak in a forum, where you know there will be or there might be media coverage, call Corporate Communications for approval before accepting the invitation to speak at the engagement.

Internet

Do not comment about Talecris, its people or products on the Internet. If you come across material on the Internet that causes you concern, please forward it to Corporate Communications.

Special Circumstances

Emergency Related Closings

Our patients depend on us, so we make every effort to be open for business whenever possible. Likewise, we depend on you to make every reasonable effort to report to work safely. Review the hotline information and closing plans below. Decide now how you would get to work safely during inclement weather or other emergencies.

Emergency Closing Hotline

Write down your location's Emergency Closing Hotline information at home. When your region is expecting or experiencing inclement weather or another emergency, you can call this hotline after 5:00 a.m. or after 5:00 p.m. for an update about a closing or delay. In certain situations, other update times may be used. Alternate update times will be communicated through the Emergency Closing Hotline message.

Emergency Plans

We've identified three levels of closings and delays. They will be specific to your location and will be updated on the Emergency Closing Hotline as conditions change. Though we need everyone at work as requested, you should use your best judgment to decide if it's safe to travel to or from work.

EMERGENCY CLOSING HOTLINES:

TPR Centers:

Please refer to your facility's phone tree for the status of your center.

Clayton and Benson, N.C.:

1-800-757-3632

Raleigh and RTP, N.C.:

1-919-250-5038

Melville, N.Y.:

1-631-845-6119

Emergency Plan A: Even though the weather and travel conditions are not optimal, your facility is open and operating under normal conditions. You are encouraged to report to work based on your normal schedule. If you are unable to report to work, please contact your manager.

Emergency Plan B: The start of your workday has been delayed to accommodate for inclement weather conditions or emergencies. Call the Emergency Closing Hotline for more information. If you are classified as a critical operations employee, you must continue to work on a normal schedule.

Emergency Plan C: Your facility has closed for an unknown period of time. Unless informed otherwise, do not report to work. Call the Emergency Closing Hotline for more information. If you are already at work, you may be asked to remain on site until you can be relieved and/or operations are secured.

If you are classified as a critical operations employee, you should be prepared to operate on a normal work schedule until operations are secured. Critical operations personnel not on site should remain in contact with their supervisor to determine the status of their work area.

Voting Time

Talecris respects your right to participate in the voting process. We encourage you to exercise your right to vote in elections before or after work. Let your manager know if for some reason you need to vote during scheduled work hours. You will be granted time away from work to vote in accordance with state guidelines. For your state's voting guidelines, see the relevant poster at your site.

Jury Duty and Court Subpoenas

At Talecris, we understand the importance of your participation in the judicial process. Please notify your manager as soon as you receive a summons for jury duty or a court-ordered subpoena in order to schedule time away from work and minimize disruptions. If you are dismissed from jury duty early, please call your manager to see if you are needed at work.

If you are summoned for jury duty during your scheduled work hours, you will be paid as usual for up to two weeks, if you provide the payroll department with a copy of your summons for jury duty. If you receive a subpoena to appear in court for a work-related issue, you will be paid as usual. For all other non-work-related court appearances, you will need to use paid time off.

Bereavement Leave

Talecris understands that you might need time off when you experience the death of a relative. You may take up to three days of paid bereavement leave if you lose a close relative. Please refer to the full bereavement policy for the list of close relatives. If you must travel out of state to attend a funeral, you may be eligible for up to five consecutive paid days off.

Alternative Work Schedules

We strive to maintain a work environment that balances Talecris' business needs and your personal and family needs. Therefore, when business needs allow and your manager approves, certain considerations may be made to offer alternative work schedules. In some circumstances, such as in a production or manufacturing environment, you are expected to work a standard, predetermined schedule. In these cases, alternative work schedules are not offered.

Flex Time

Flex time is an alternative work schedule that allows you to work hours other than the standard for your area. This may mean that you arrive at work early in the morning or work later into the evening. Flex time is only appropriate for certain positions and work environments. All flex time schedules must be approved in advance by your manager.

Telecommuting

Telecommuting lends itself to those situations in which technology enables you to work at a remote location without loss of quality, service, health, safety or overall standards of performance. It is generally not appropriate for positions that require leadership presence or daily face-to-face communication with others. All telecommuting arrangements must be approved by your manager and the head of your department.

Job Sharing

Job sharing is an alternative work option in which one full-time position is shared between two individuals, each of whom works part of a full-time schedule. This arrangement enables job-share partners to share the responsibilities and successes of the position while allowing more time to spend with family, attend school, or pursue other personal interests. Regular full-time positions may be considered for job sharing. All job sharing arrangements must be approved by your manager and the head of your department.

Passion for life brings us together.

Respect keeps us close.

Employee Conduct

Workplace Relationships

At Talecris, we strive to create a positive work environment built on teamwork, collaboration and respect. We welcome the employment of qualified individuals of the same family or those who have a personal relationship as long as the workplace relationship does not create a conflict of interest or the appearance of a conflict of interest. Generally, employees in a workplace relationship are not assigned to the same work area, and they do not have a manager/subordinate relationship within the same organizational reporting line. This practice ensures that workplace relationships do not negatively affect performance or morale. If you are engaged in a workplace relationship, it is your responsibility to promptly disclose it to your manager and Human Resources.

Non-Harassment

We believe that you have the right to a safe, productive, enjoyable work environment. Therefore, Talecris prohibits any form of sexual and other unlawful harassment involving any of its employees. Harassment, retaliation, coercion, interference or intimidation of an employee due to race, color, age, national origin, ethnicity, religion, disability, sexual orientation, gender, pregnancy, military status, citizenship status and any other protected characteristic defined by federal, state or local law is strictly forbidden. This rule applies to conduct occurring in the workplace and in other business settings where you may be in connection with your work, such as business trips, business-related functions and social events.

Sexual harassment does not require physical contact, and it can involve any type of unwelcome conduct. It includes unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- Submission to the conduct is made a term or condition of employment (either explicitly or implicitly);
- Submission to or rejection of the conduct is used as the basis for employment decisions; or,
- Such conduct has the purpose or effect of unreasonably interfering with working conditions or performance by creating an intimidating, hostile, humiliating or offensive work environment.

Other forms of unlawful harassment may consist of verbal or physical conduct that denigrates or shows hostility or aversion due to race, color, age, national origin, ethnicity, religion, disability, sexual orientation, gender, pregnancy, military status, citizenship status, protected activity (i.e., opposition to prohibited discrimination), or any other legally protected status and:

- Has the purpose or effect of creating an intimidating, hostile or offensive work environment;
- Has the purpose or effect of interfering unreasonably with an individual's work; and,
- Otherwise adversely affects an individual's employment opportunities.

Stalking, violence or the threat of violence toward anyone, including a manager, coworker, vendor or customer is prohibited.

Any act, comment or behavior that constitutes sexual or other unlawful harassment is strictly prohibited and will not be tolerated on or off Talecris' premises. This includes but is not limited to: slurs, jokes or other verbal, graphic or physical conduct relating to race, color, age, national origin, ethnicity, religion, disability, sexual orientation, gender, pregnancy, military status, citizenship status, protected activity or other legally protected status. This covers not only the relationships between Talecris' employees, but also each employee's relationship with Talecris' customers, vendors, or with the employees of other companies encountered in the course of performing job duties.

Whenever possible, any person who is experiencing unwelcome conduct described above should inform the person engaging in the conduct that it is unwelcome and request that it stop. You have the responsibility, without any fear of reprisal, to immediately bring any form of sexual or other unlawful harassment to the attention of your manager. If for some reason you do not feel comfortable reporting harassment to your manager, you should report the harassment to a member of management, Human Resources, the Ombudsperson or the Talecris Confidential Disclosure Line.

Upon receipt of an allegation of harassment, managers should immediately contact a member of Human Resources who will begin an investigation into the

circumstances of the incident and the alleged harassment. All reports of harassment will be investigated as confidentially as a thorough investigation allows.

Following Talecris' investigation, a review will be conducted and appropriate corrective and/or disciplinary action will be taken. Disciplinary action, up to and including termination, will be taken against any employee engaging in sexual or other unlawful harassment.

Talecris will not retaliate in any way against you if you make a report of harassment in good faith or if you assist in an investigation. Retaliation is a serious violation of this harassment policy and should be reported immediately. Any employee found to have retaliated against another employee in violation of this policy will be subject to disciplinary action up to and including termination.

The relationship between you and Talecris is built on trust, honesty and respect. Therefore, we take complaints of harassment and discrimination seriously. Accordingly, Talecris prohibits the use of its Harassment Complaint Procedure or Talecris Confidential Disclosure Line for improper, malicious or ill-intended purposes. Talecris may take disciplinary action up to and including termination for any employee who knowingly reports a false complaint or knowingly gives false information during the course of a company investigation.





Non-Violence

You should feel safe from violence and the threat of violence on all Talecris properties and in other work-related business settings. Therefore, Talecris has zero tolerance for workplace violence. This means that no one — employees or guests — can threaten or intimidate anyone or anything in the workplace. This also means that we will not tolerate any statements or behaviors that create a reasonable fear or intimidation response in others. This applies to actions or words (in person, by phone or by email) that cause fear. It also includes any form of violence, threat, assault, stalking, harassment or intimidation.

To the extent permitted by the law of the state where you work, we do not allow weapons on Talecris' property. This includes firearms, switchblade knives, chemicals, explosives or any other object used to injure or intimidate.

Everyone has the responsibility to report threatening statements or actions to one of the following resources:

- Your manager
- Security
- Human Resources
- The Ombudsperson
- The Talecris Confidential Disclosure Line

Examples of Workplace Violence

- Threats that creates a reasonable fear or intimidation response
- Profane or vulgar language
- Disparaging or derogatory comments
- Verbal intimidation
- Exaggerated criticism
- Physical assault

Upon hearing allegations of workplace violence or other threatening behavior, Talecris will promptly investigate the complaint and, if necessary, will administer corrective action, up to and including termination.

Drug-Free Workplace

As part of our commitment to your safety, we do not allow the use or possession of alcohol or illegal drugs on any of Talecris' properties, including our parking lots. Reporting to work impaired or under the influence of alcohol or any other substance is not only unsafe for you and your coworkers, it's strictly prohibited. To the extent permitted by the law in the state where you work, Talecris reserves the right to conduct random drug testing. If a physician has prescribed a medication that has side effects that impair your performance or might prevent you from performing your job, please notify Corporate Health Services to discuss potential accommodations.

Work Expectations

Honest and ethical behavior is the cornerstone of our business. Our patients, customers, investors and community trust us because we have a reputation for safety, reliability and quality. It is your responsibility to maintain this trust by acting with courage, integrity and respect for yourself, your coworkers and your work.

It's Your Responsibility

- Follow all safety and security guidelines to help keep you and your coworkers safe and injury free
- Live up to your performance commitment and always strive to do your work to the best of your ability
- Come to work on time and ready to give your best
- Disclose any and all workplace relationships
- Come to work drug and alcohol free
- Dress for success and follow all applicable attire guidelines
- Don't engage in solicitation or the distribution of literature during working time or in a working area
- Conduct all personal business on your personal time
- Get permission before speaking on behalf of Talecris
- Don't enter restricted areas, unless you have proper clearance
- Refrain from outside employment that could be a conflict of interest
- Don't donate plasma at centers owned and operated by Talecris

Be Respectful

- Value each others' talents and differences
- Steer clear of and immediately report any form of harassment or workplace violence
- Use company resources for company business only
- Don't engage in criminal activities – illegal conduct is not acceptable on or off company property

Act with Honesty and Integrity

- Be truthful, honest and straightforward in all documents, records and statements
- Never clock in or out for a coworker
- Never work "off the clock"
- Your personal information is just that, so don't share your user name, password, compensation and/or other personal information with your coworkers
- Gift giving and receiving is discouraged among coworkers and prohibited between managers and subordinates, so in general don't give or accept gifts in connection with your work

Be Trustworthy and Courageous

- Uphold your commitment to quality and compliance with all legal, regulatory and company policies
- Report any actions you think may be unethical or out of compliance
- Confront difficult situations with courage
- Cooperate truthfully and completely with all requests for information related to internal investigations
- Keep all information about Talecris private and confidential, unless it has been released to the public

Disciplinary Process

Talecris' disciplinary process ensures that every employee has the opportunity to learn and grow. It also ensures that violations of our policies and procedures are addressed fairly and consistently.

If your job performance is not meeting expectations or you are involved in an incident requiring disciplinary action, your manager will work with you to develop a performance improvement or corrective action plan.

While counseling through performance issues and progressive discipline is the preferred course of action, there are situations when this approach may not be appropriate. In these cases, immediate termination may be necessary.

If you are not satisfied with the way a situation was handled, you can follow the steps outlined in the Issue Resolution Process to have your concerns addressed.

Professional Dress Standards

At work, you might wear a lab coat, uniform or business office attire. Whatever you wear, make sure it reflects the quality of work we strive to perform every day. Depending on your work area, you might also need to make sure that it protects you from any workplace hazards and adheres to applicable safety and compliance guidelines.

Generally, you may dress in "business casual" attire in office work environments. For men, this means khakis or slacks, button-down oxford or polo shirts, sweaters or sports jackets and dress shoes. For women, it means a blouse and a skirt or dress, or slacks, blazers and modest heels or flats. Your appearance signals to others how serious you are about professionalism. Please use your best judgment.

If you have any doubt about appropriate attire in your work area, ask your manager or Human Resources.

If you wear scrubs or another type of uniform, make sure it reflects your pride in Talecris and in your ability to do your job well. A clean, wrinkle-free uniform can give others confidence in your professionalism.

Shoes are not just for fashion. They're also for safety. Wear shoes that protect your feet. Open-toed shoes are not allowed in production or laboratory environments.

Some clothing items are never appropriate:

- Athletic wear or sweatshirts
- T-shirts
- Provocative clothing, including any garment, cut or fabric that is too tight or reveals too much skin
- Clothing that is not clean or pressed

Talecris recognizes that personal appearance is an important element of self-expression. We wish to make no effort to control or dictate your appearance, specifically with regard to jewelry or tattoos, unless they conflict with your ability to perform your work effectively. Factors used to determine whether jewelry and tattoos pose a conflict include, but are not limited to:

- Safety of yourself or others;
- Productivity or performance of tasks; and,
- Offense, perceived or actual, on the basis of race, sex, religion, etc.

Talecris will reasonably accommodate a sincerely held religious belief or any medical need related to professional dress standards. If you have any doubt about appropriate attire in your work area, ask your manager or Human Resources.



Solicitation and Distribution

Solicitation and distribution of literature by non-employees on Talecris' property is prohibited at all times. Solicitation by employees during working time or in a work area is prohibited. Working time is defined as the time when either the employee conducting the activity or the employees toward whom the activity is directed are supposed to be working. Working time does not include meal or break periods. Working areas include all areas where employees are performing work, but does not include areas such as employee lounges, break areas or parking lots.

Employees are forbidden to post or affix literature within the facility premises or to remove material from company bulletin boards unless authorized to do so.

Soliciting, distributing literature, selling merchandise and conducting monetary transactions on Talecris' property or through the use of Talecris' property, whether through face-to face encounters, the telephone, Talecris' mail or email are prohibited (even during non-working time) if they are for:

- Personal profit concerning any item for sale or personal commercial services offered by the employee;
- Commercial business purposes not related to Talecris; or,
- A charitable organization not directly supported by Talecris through a community relations program.



Make an impression. Make a difference.

Safety and Security

Talecris takes workplace safety and security very seriously. You have an important role in understanding how we make the workplace secure and how you can perform your job safely.

Safety Committees

Each Talecris location has a safety committee that reviews workplace safety policies and practices and suggests ways to improve our overall safety. We encourage you to inquire about the safety committee in your work area and always report unsafe conditions.

Near Hit and Near Miss Reporting

Accidents can often be prevented by taking proper precautions to avoid hazardous situations. Talecris' Near Hit and Near Miss programs are employee-driven early warning systems to help identify and report potentially hazardous situations. Waiting for an injury to occur before acting just doesn't make sense. These programs help prevent incidents by taking actions based on what could have happened. You are encouraged to keep a watchful eye for unsafe, potentially hazardous situations and report them as a near hit or near miss through the intranet or by telling your manager.

Security Guidelines

Talecris is committed to providing a secure working environment for all employees. You play an important part in maintaining a high level of security for you and your coworkers. Follow these guidelines to help ensure security at all times.

- Be aware of your surroundings.
- Report potential security issues.
- Display your employee badge or name tag at all times.
- Sign in all business guests and provide them with a visitor badge, if applicable.
- Escort business guests at all times.
- Don't lend your employee badge to business guests or coworkers.
- Don't have family and friends visit you at work.
- Secure valuables in a locked office, drawer or locker.
- Leave company property at work, unless you have approval to do otherwise.
- Promptly report lost or stolen property.

Bloodborne Pathogens

Bloodborne pathogens are diseases that you can get from another person's blood or bodily fluids such as Hepatitis B, Hepatitis C, and HIV/AIDS. Talecris takes the potential threat posed by bloodborne pathogens very seriously. Follow these guidelines to protect yourself from bloodborne pathogens:

- Assume all blood and bodily fluids are infectious.
- Wear appropriate protective equipment.
- Handle sharps with care.
- Adhere to proper waste disposal practices.

If you are exposed to another person's blood or bodily fluid, immediately wash the contaminated site with soap and water and report the incident to your manager.

Chemicals and Your "Right to Know"

The federal government says you have a right to know about any hazards or hazardous chemicals we use. During new employee orientation, you are informed about the provisions of Talecris' written hazard communication programs and the ways to learn more. Chemical hazards, personal protective equipment and handling techniques are frequent topics of safety meetings.

Material Safety Data Sheets

Material safety data sheets provide you with important information about the properties of hazardous chemicals, exposure limits, symptoms of over-exposure, proper use of personal protective equipment and the procedures for cleaning up spills. Please ask your manager for more information about, or for the specific location of, material safety data sheets.

Safety Guidelines

Safety is everyone's responsibility. Your actions can help prevent accidents and injuries. Follow these safety guidelines to help keep you and your coworkers injury free:

- Report every job-related accident no matter how minor.
- Make safety suggestions.
- Be aware of your surroundings and look for potential hazards.
- Adhere to posted safety information.
- Participate in safety meetings.
- Wear personal protective equipment as your job requires.
- Practice fire and emergency procedures and participate in safety training.
- Handle sharps with care.
- Keep all surfaces dry and uncluttered to prevent slips, trips and falls.
- Adhere to proper waste disposal practices.



Business Ethics

At Talecris, we expect and require everyone to conduct business in compliance with all legal requirements, company policies and procedures, even when no one else is around. Because making the right choices may be difficult, we provide a number of resources to assist you. These are:

- Our Code of Ethics and Business Conduct;
- Corporate Compliance and Ethics program; and,
- Organizational Values and Ethical Principles.

Each of us should avoid even the appearance of wrongdoing at all times, and should conduct our business in compliance with applicable law. You are expected to be proactive in raising concerns about ethical issues and reporting any conduct believed to be a violation to your manager, Human Resources, the Legal department, the Ombudsperson or the Talecris Confidential Disclosure Line. Talecris will not tolerate any retaliation against you for reporting what you reasonably believe to be a violation of any law or regulation.

Each of us should avoid even the appearance of wrongdoing at all times, and should conduct our business in compliance with applicable law.

Violations of law, including failure to report known violations, by you or by those you supervise, which affect Talecris' business may be grounds for disciplinary action, including termination. Certain violations may require Talecris to refer the matter to the appropriate regulatory or governmental authorities for investigation or prosecution. Any activity that violates the law or is otherwise unethical, even if intended to be beneficial, is in fact directly contrary to the interest of Talecris and is unacceptable.

Confidential Information

Unless it has been released to the public, you should keep all information about Talecris private and confidential. This includes documents, manuals, electronic versions of information and physical assets, all of which are property of Talecris. In addition, you should not use Talecris information — “insider information” — for the advantage of yourself or anyone else. Unauthorized use or disclosure of this information is a violation of the Confidential Information Agreement you signed when you were hired.

Intellectual Property

When you were hired, you signed the Talecris Intellectual Property Agreement, which we keep on record in your personnel file. As a reminder, a portion of the agreement reads as follows:

“All inventions made during the time I am employed by Talecris are property of Talecris. I understand that inventions made prior to my employment with Talecris will be disclosed per the Intellectual Property Agreement signed at my time of hire, and I must disclose all inventions for a one-year period following the end of my employment.”

Conflicts of Interest

A conflict of interest exists when your actions or interests interfere — or even appear to interfere — with those of the organization. If your pursuits make it difficult for you to work objectively or effectively, they are conflicts of interest. If you are considering any activity that might create an apparent or actual dispute, you must receive written approval for it in advance.

Conflicts of interest may arise when you or your family receive improper personal benefits as a result of your position with Talecris. These benefits can come directly from Talecris or from a third party.

You may not engage in any outside employment that could be a conflict of interest, diminish your effectiveness of performance for Talecris or reflect adversely on the company.

You cannot donate plasma at any plasma center owned and operated by Talecris Plasma Resources, as this is a conflict of interest.



Giving and Receiving Gifts

At Talecris, we have strict policies surrounding the giving and receiving of gifts. In some cases, very strict laws apply. If you're ever uncertain about proper gift giving and receiving, check with your manager.

Giving Gifts:

We strongly discourage gift giving among coworkers and prohibit gift giving between managers and subordinates. Personal gifts to managers will be returned so as not to make employees feel as if this practice is necessary to remain in good standing. Similarly, you

are not permitted to offer gifts or any other form of inducement to attempt to influence someone to do business with us.

Receiving Gifts:

In general, you should not accept any gift offered in connection with Talecris' business. There are exceptions for small and inexpensive gifts that would not conflict with our ethics policies, such as light refreshments and meals during a business meeting or promotional business items like pens or coffee mugs.

Imagine if every one of
our employees stretched to
reach their potential.
Now that would be an exciting place to work.

Acceptable Use of Technology Systems

Talecris' policy is that you will demonstrate good judgment and discretion when using company-owned information systems and services. These include:

- computers
- telephones
- cell phones
- Internet access
- network connections
- email
- voicemail
- fax machines
- physical assets
- removable media such as memory sticks

It's important to note that information systems are intended for business purposes. Occasional and limited personal use of information systems is allowed upon your manager's approval and when it doesn't compromise Talecris' business interests. Talecris has the right to monitor all aspects of the information system environment. You should have no expectation of privacy for anything you create, store, send or receive using these systems.

More specifically, Talecris' information systems and services shall not:

- Be knowingly used to proliferate chain email, viruses or non-Talecris-related business materials;
- Be used to promote personal commercial interests or ventures, political or religious causes or any other solicitations unless covered by exception approved by Human Resources; or,
- Be used to post comments on Internet social networking, blogs, news sites, and bulletin boards that are related to Talecris' policies, workforce members, and activities; such as financial status, legal activities, personnel actions, or management directives.

You are not authorized to access, retrieve or store any information that is protected by personally owned encryption or password codes. Only Talecris security controls may be used. Furthermore, no security software such as scanners, firewalls, sniffers or anti-virus solutions may be installed or used.

Your confidentiality and privacy while using any of Talecris' information systems and services should not be presumed. Talecris reserves the right to review all information systems and the data contained within them at any and all times.

Talecris reserves and intends to exercise the right to review, audit, intercept, access and disclose any and all messages created, received or sent over these systems for any purpose. The contents of Talecris' information systems and services that are properly obtained for legitimate business purposes or needs may be disclosed without your permission.

Talecris' policy prohibiting harassment in its entirety applies to the use of these systems and they may not be used to receive, create, send or transmit any offensive messages, images or information. Messages deemed offensive and inappropriate include, but are not limited to, those containing sexual implications, racial or ethnic slurs and discriminatory or disparaging comments based on race, color, age, national origin, ethnicity, religion, gender, pregnancy, marital status, sexual orientation, citizenship, genetic disposition, disability or veteran's status or any other classification protected by applicable state and federal laws.

It is your responsibility to read and follow the guidance provided in the Acceptable Use of Information Systems and Information Security policies, which are available through the intranet. Additionally, you are responsible for maintaining awareness of all communications related to information system usage. Safe, secure computing and use of information is paramount to protecting our patients, donors, stakeholders, fellow employees and ourselves. Policy violations are subject to Talecris' disciplinary process, which may include termination of employment or legal action.





We hope you will find the employee handbook a valuable resource as you prosper, grow, achieve and connect at Talecris.

For specific questions, please refer to our company policies and procedures listed on the Human Resources intranet site or discuss with your manager. Please sign the acknowledgement form on the adjacent page and return it to your manager for your employment records. Thank you for your passion and dedication to supplying our patients with premium plasma-derived therapies.

Employment-at-Will

Employment with Talecris is at-will. This means that you may terminate your employment at any time with or without notice or cause. It also means that Talecris can terminate your employment at any time with or without notice or cause. As an at-will employee, you are not in any manner guaranteed that you will be employed for any set period of time. This employment at-will relationship exists regardless of any other written statements or policies contained in the employee handbook or any other company documents, or any verbal statement to the contrary. Talecris' policies and procedures, including any policy, procedure or provision in any handbook or policy manual, may be modified, improved, amended, increased, decreased or deleted at any time, with or without notice. While Talecris generally adheres to progressive discipline, we are not bound or obligated to do so and we reserve the right to take actions or make decisions inconsistent with its disciplinary policy to address unique situations on a case-by-case basis at our sole discretion. No one at Talecris except the Chief Executive Officer (CEO) may make any representation or promise that you are other than an at-will employee and this must be in a signed and written agreement by the CEO. Any employee or manager who makes such a representation or promise to you is not authorized to do so, and any such representation or promise is invalid.

Acknowledgement

I acknowledge that I have received the Talecris Employee Handbook. I understand that it is my responsibility to read the contents and to comply with all Talecris policies, procedures and standards. I understand that it is my responsibility to address any questions I may have with my manager.

I have read the handbook carefully, particularly the preceding definition of employment-at-will. I understand the handbook is not an employment contract, and I know that my employment is “at-will” as defined above.

I understand that the policies referenced in this handbook are accessible online and should be read in their entirety to understand the full extent of the policy. I further understand that Talecris reserves the right, in its absolute discretion, to modify or rescind all or any part of these policies, procedures and standards at any time without prior notice to me.

In consideration of my employment, I agree to conform to the policies, procedures and standards of Talecris.

Employee Signature

Employee Printed Name

Date

Work Location or Center

Employee Identification Number

TALECRIS
EMPLOYEE HANDBOOK

