

Exhibit 13

Dear Jun Xiao:

The

E. West

211

Exhibit 13

days after the date of

1. You have the right to appeal my decision within ten (10) calendar days after the date of my written decision and notification to you.
2. Should this initial decision remain unchanged,

to place you on
the Workers

disciplinary probation, my decision will, according to the non-discrimination rights and responsibilities guidelines, be final.

During the period of

During the period of

Disciplinary probation