



DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service  
Agency for Toxic Substances  
and Disease Registry  
Atlanta, GA 30333

## Memorandum

Date: October 25, 2007

From: Director, National Center for Environmental Health/Agency for Toxic Substances and Disease Registry (NCEH/ATSDR) (E-28)

Subject: 2007 Performance Assessment and Detail

To: Christopher De Rosa, Ph.D., Director, Division of Toxicology Environmental Medicine, ATSDR (F-32)

On October 22, we discussed your performance during the 2007 fiscal year. Unfortunately, you did not attend for personal reasons and requested that we hold the discussion by telephone. I agreed to accommodate your request. During that conversation, I let you know that your performance was unsatisfactory. I let you know that many of my concerns were stated in my letter to you dated October 18, 2007. I have enclosed with this memo a copy of your performance assessment.

My assessment of your performance will be forwarded to the SES/Title 42 Executive Performance Review Board for their review. I will also provide the board with copies of our recent correspondence regarding your concerns and mine. The board recommendation will be forwarded to the CDC/ATSDR Director for a final decision.

Until the final decision has been made regarding your performance review, I am detailing you to work directly with my deputy, Dr. Tom Sinks. Please report to him when you return from your trip to Italy. Dr. Sinks will work with you to identify a set of specific projects you can accomplish during the time of your detail and assign you office space. I will also be announcing your detail to staff when you return. I welcome your input on language you would prefer me to use when describing your detail.

You may contact Dr. Sinks or me should you have any questions.

Howard Frumkin, M.D., Dr.P.H.