

EMPLOYEE WARNING NOTICE FORM

Employee Name: Oeurn Keo Date: 7/24/20

Supervisor Name: Jonny Soth Hire Date: 8/15/2008

- Verbal Warning Written Warning Final Warning
 Coaching/Counseling Session Assignment End Termination

1. Your behavior/actions have been found unsatisfactory for the following reasons:

- Tardiness Insubordination
 Damaged Equipment Failure to Follow Procedure
 Absenteeism Failure to Meet Performance Standards
 Policy Violation Poor Work Quality
 Falsifying Company Documents Other

2. Details of Unsatisfactory Behavior/Actions:

On 7/23/20, Oeurn's line was running until 12am. Oeurn left at 11:30pm without notifying his supervisor. He has been notified in the past that he will be required to stay until the end of his shift unless he has prior approval to leave early.

3. Prior Warnings:

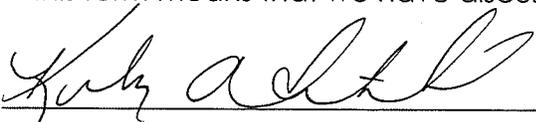
Spoken to on numerous occasions from Jan 28, 2020 to current.

4. The following immediate corrective action must be taken by the employee.

Failure to do so will result in further disciplinary action up to and including termination.

Employee Signature: _____ Date: _____

Note: Your signature on this form means that we have discussed the situation(s).

Manager's Signature:  Date: 7/24/20

Stated he cant work 11-12 hr shifts continuously. If he cant keep up with schedule he will resign or transfer.