

# EMPLOYEE WARNING NOTICE FORM

Employee Name: Mahamoud Omar

Date: 6/7/2021

Supervisor Name: Jonny Soth

Hire Date: 11/12/2020

- 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:**

Unexcused Absence on 6/5/2021

**3. Prior Warnings:**

1/6/2021 – notification for attendance  
1/7/2021 – notification for attendance  
1/26/2021 – Verbal for attendance  
1/27/2021 – Verbal for attendance  
2/8/2021- Written for attendance  
3/29/2021- Written for attendance  
3/30/2021- Written for attendance  
3/31/2021- Written for attendance  
4/30/2021- Written for attendance  
5/2/2021- Written for attendance

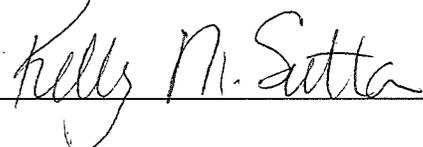
**4. The following immediate corrective action must be taken by the employee.**

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

Go 2 months without calling in. Failure to do so could result in a possible written warning / possible final warning.

Employee Signature:  Date: 6-7-2021

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

Manager's Signature:  Date: 6/7/2021