

EMPLOYEE WARNING NOTICE FORM

Employee Name: Mahamoud Omar

Date: 2/9/2021

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 2/8/2021

3. Prior Warnings:

1/6/2021 – notification for attendance

1/7/2021 – notification for attendance

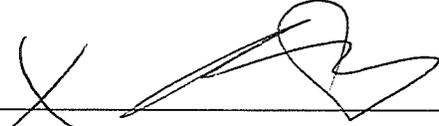
1/26/2021 – Verbal for attendance

1/27/2021 – Verbal for attendance

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: _____

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

Manager's Signature:  Date: 2/10/21

EMPLOYEE WARNING NOTICE FORM

Employee Name: Mahamoud Omar

Date: 7/22/2020

Supervisor Name: Jonny Soth

Hire Date: 7/13/2020

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 7/21/2020 and 7/22/2020

3. Prior Warnings:

Notified upon Hire

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. 2 months from offence is 9/21/2020.

Employee Signature: _____ Date: _____

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

Manager's Signature: waited 7/23/20 Date: _____