

EMPLOYEE WARNING NOTICE FORM



Employee Name: Yahye Jaamac Ali

Date: 1/3/2023

Supervisor Name: Ali Rage and Gai Nguyen

Hire Date: 5/31/2022

- | | | |
|--|---|---|
| <input type="checkbox"/> Verbal Warning | <input checked="" type="checkbox"/> Written Warning | <input checked="" type="checkbox"/> Final Warning |
| <input type="checkbox"/> Coaching/Counseling Session | <input type="checkbox"/> Assignment End | <input type="checkbox"/> Termination |

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

- | | |
|---|--|
| <input type="checkbox"/> Tardiness | <input type="checkbox"/> Insubordination |
| <input type="checkbox"/> Damaged Equipment | <input type="checkbox"/> Failure to Follow Procedure |
| <input checked="" type="checkbox"/> Absenteeism | <input type="checkbox"/> Failure to Meet Performance Standards |
| <input type="checkbox"/> Policy Violation | <input type="checkbox"/> Poor Work Quality |
| <input type="checkbox"/> Falsifying Company Documents | <input type="checkbox"/> Other |

2. Details of Unsatisfactory Behavior/Actions:

Unexcused absence on 12/30/2022 and 12/31/2022

3. Prior Warnings:

- ~~8/8/2022- Notification for attendance~~
- ~~8/17/2022- Notification for attendance~~
- ~~8/18/2022- Notification for attendance~~
- ~~9/9/2022- NCNS~~
- ~~9/28/2022- Verbal for attendance~~
- ~~10/12/2022- Verbal for attendance~~
- ~~10/19/2022- Written for attendance~~
- ~~10/26/2022- Written for attendance~~
- ~~11/9/2022- Written for attendance~~
- ~~11/29/2022- Final for attendance~~
- ~~12/1/2022- NCNS Final~~
- ~~12/13/2022- Final for attendance~~
- ~~12/14/2022-Final for attendance~~

7

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

Go two months without any unexcused absences or it may result in further disciplinary action.

Employee Signature: Yahye Date: 1/1/2023

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

Manager's Signature: Kelly M. Smith Date: 1.4.2023