

EMPLOYEE WARNING NOTICE FORM



Employee Name: Axel Abreu Marmolejos

Date: 3/16/2023

Supervisor Name: Anthony Dahlke

Hire Date: 3/9/2023

Verbal Warning Written Warning Final Warning

Coaching/Counseling Session Assignment End 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 checked="" 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 3/15/2023. (Final for failing to us the call-in line)

3. Prior Warnings:

Notified upon Hire

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: Axel Abreu Date: 3/17/23

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

Manager's Signature: Kellyn. Suter Date: 3-17-23