

EMPLOYEE WARNING NOTICE FORM



Employee Name: Brandon Loera

Date: 3/29/2024

Supervisor Name: Anthony Dahlke

Hire Date: 5/22/2023

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

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

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

2. Details of Unsatisfactory Behavior/Actions:

Unexcused Tardiness on 3/28/2024.

3. Prior Warnings:

Notified upon Hire

- 6/2/2023- Notification for tardy Written-3/14/24, 3/18/24
- 6/6/2023- Notification for tardy
- 6/14/2023- Notification for tardy
- 6/27/2023- Notification for tardy
- 6/28/2023- Notification for tardy
- 7/6/2023- Notification for tardy
- 7/7/2023- Notification for tardy
- 7/10/2023- Verbal for tardy
- 7/11/2023- Verbal for tardy
- 7/17/2023- Written for tardy
- 7/19/2023- Written for tardy
- 7/31/2023- Written for tardy
- 8/6/2023- Written for tardy
- 8/18/2023- Written for tardy
- 8/28/2023- Written for tardy
- 9/1/2023- Written for tardy
- 9/6/2023- Written for tardy
- 9/8/2023- Written for tardy
- 10/3/2023- Written for tardy
- 10/5/2023- Written for tardy
- 10/7/2023- Written for tardy

10/14/2023- Written for tardy
10/24/2023- Written for tardy
10/27/2023- Written for tardy
10/30/2023- Written for tardy
11/7/2023- Written for tardy
12/22/2023- Written for tardy
1/9/2024- Verbal for tardy
1/14/2024- Written for tardy
1/17/24-Written for tardy
1/21/2024- Written fortardy

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

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

Employee Signature: Brandon Gutierrez Date: 3/05/24

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

Manager's Signature: [Signature] Date: 4/5/24