

# EMPLOYEE WARNING NOTICE FORM



Employee Name: Fritzner Marc

Date: 10/13/2025

Supervisor Name: Peter Draheim

Hire Date: 12/4/2024

- 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 absences on 10/10/2025 and 10/13/2025. (NCNS)

**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: Fritzner Marc Date: 10, 16, 2025

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

Manager's Signature: Fritzner Marc Date: 10, 16, 2025