



EMPLOYEE WARNING NOTICE FORM

Employee Name: Bryce Walters

Date: May 22, 2017

Manager Name: Nick Rausch

First Warning Second Warning Other

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 |

1. Details of Unsatisfactory Behavior/Actions: Bryce missed his scheduled shift for Sunday, May 21, 2017. He did not call or text anyone to inform them that he was not going to be at work. Bryce has had 5 unexcused absences since his hire date of 2-1-17.

2. 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.

Bryce must make every effort to be at work when scheduled. Any further unexcused absences may result in further discipline.

Employee Signature: Bryce Walters Date: 5/25/17

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

Manager's Signature: Nick Rausch Date: 5/22/17