



EMPLOYEE WARNING NOTICE FORM

Employee Name: **Cole Schiro**

Date: **January 23, 2019**

Manager Name: **Mark Reinarts**

First Warning **Second Warning** **Other**

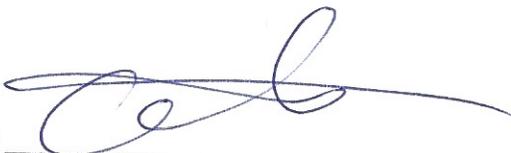
1. Your behavior/actions have been found unsatisfactory for the following reasons:

- | | |
|---|---|
| <input type="checkbox"/> Tardiness | <input type="checkbox"/> Insubordination |
| <input type="checkbox"/> Damaged Equipment | <input type="checkbox"/> Failure to Follow Procedure |
| <input 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 checked="" type="checkbox"/> Other- No Call/No Show |

1. Details of Unsatisfactory Behavior/Actions: **Cole was a No Call No Show for his scheduled shift on Tuesday, January 22, 2019. Cole is fully aware that he needs to call or text CMG when he is not available for a scheduled shift.**

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.

Cole must make every effort to be at work when scheduled. Any further instances of NCNS will result in termination.

Employee Signature:  Date: 1-24-19

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

Manager's Signature:  Date: 1-24-19