

EMPLOYEE WARNING NOTICE FORM

Employee Name: Dominique Brucki

Date: 6/10/2021

Supervisor Name: Peter Drahiem

Hire Date: 5/19/2021

- 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 absence on 6/2/2021 and 6/9/2021

• **Prior Warnings:**

Notified upon hire

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

Go 2 months without calling in. Failure to do so could result in possible written warning / possible final warning.

Employee Signature:  Date: 6-11-21

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

Manager's Signature: _____ Date: _____

Request to come to CMG on 6/3/202. LVM 6/10/2021