

## EMPLOYEE WARNING REPORT

Today's Date: 10/22/21 Violation Date: 10/21/21  
 Employee's Name: Dominick Tonkhamvang  
 Department: Grinding

X	VIOLATION	X	VIOLATION
	Alcohol/Drug Abuse		Safety Violation
X	Attendance		Substandard Work
	Attitude		Tardiness
	Carelessness		Work Rule Violation
	Conduct		Fighting
	Disobedience		Other:

**COMPANY STATEMENT & DETAILS**

Specifically: Dominick has 4 unapproved days missed since his  
start date of 8/9/21 company policy is 8 in 1 year any future  
days missed until you are within company policy could result  
in disciplinary action or termination

By: Randy Kapatka Date: 10/27/21  
 (Department Manager or General Manager)

**EMPLOYEE STATEMENT**

I agree with the company statement    
 I do not agree with the company statement    
 Specifically:

Employee Signature: [Signature] Date: 10/22/2021