



EMPLOYEE TERMINATION FORM

Employee Name: **Idiris Gedi**

Termination Date: **August 30, 2019**

Reason for Termination:

- | | |
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| <input checked="" type="checkbox"/> Excessive Absenteeism | <input type="checkbox"/> Job Abandonment |
| <input type="checkbox"/> Insubordination | <input type="checkbox"/> Permanent/Temporary Layoff |
| <input type="checkbox"/> Policy Violation | <input type="checkbox"/> Unacceptable Work Performance |

Explanation for Dismissal: Due to your repeated unexcused absences, your employment at Branding Iron is being terminated effective 08/30/2019. Your poor attendance has been discussed with you repeatedly over the last month and most recently you received a written warning on 08/29/2019. In that warning, I reminded you of the policies and procedures regarding attendance.

Is this Employee Eligible for Rehire: Yes No

Employee Signature: Idiris Gedi Date: 8/30/19

Manager Signature: Tim Holt Date: 8/30/19

Attendance Record: Idiris Gedi

08/29/2019	08/29/2019	Other Called in	No	8.00
08/27/2019	08/27/2019	Other Called in	No	8.00
08/26/2019	08/26/2019	Sick Called in sick	No	8.00
08/16/2019	08/16/2019	Sick Used 5 of 5 NPTO Days- called in	No	8.00
08/12/2019	08/12/2019	Sick Used 4 of 5 NPTO Days- called in sick	No	8.00
07/30/2019	07/30/2019	Other Used 3 of 5 NPTO Days- Personal issues with court	Yes	8.00
07/22/2019	07/22/2019	NCNS Used 2 of 5 NPTO Days- NCNS for scheduled shift	No	8.00
07/19/2019	07/19/2019	Sick Used 1 of 5 NPTO Days- Called in sick	No	8.00
