

EMPLOYEE WARNING NOTICE FORM

Employee Name: Jote Akway

Date: 11/24/2020

Supervisor Name: Cham Ouk

Hire Date: 4/13/20

- 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:

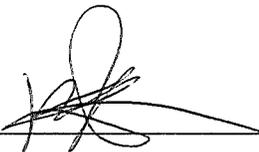
Jote was asked to move to a different position to keep production running efficiently but told the supervisor no and she didn't want to move to a different position. This is insubordination and she is not following our rotating schedule to avoid work injuries.

3. Prior Warnings:

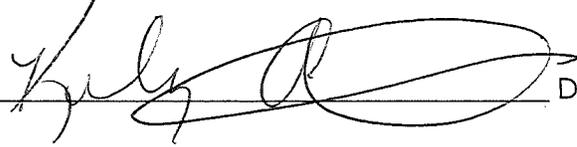
Verbal for taking excessive breaks on 10/1/20, Coaching for leaving facility for break with no approval on 8/24/19, 7/9/20 coaching for arguing with supervisor and swearing regarding the supervisor sending another employee home.

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

Further infractions will result in assignment end.

Employee Signature:  Date: _____

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

Manager's Signature:  Date: 11/27/20