



EMPLOYEE TERMINATION FORM

Employee Name: **Olo Cham**

Termination Date: **January 16, 2019**

Reason for Termination:

- Voluntary Resignation
- Insubordination
- Policy Violation

- Job Abandonment
- Permanent/Temporary Layoff
- Unacceptable Work Performance

Explanation for Dismissal: **On more than one occasion, Olo was verbally warned by his Supervisor and Lead regarding the use of company equipment without prior training and/or authorization. On, Friday, January 11, 2019, Olo clearly disregarded managements directions He also failed to comply with company policy, therefore violating a company safety practice.**

Is this Employee Eligible for Rehire: Yes No

Employee Signature: _____

Date: _____

[Handwritten Signature]
1-16-19

Manager Signature: _____

Date: _____

[Handwritten Signature]
1-16-19