

Employee Warning Notice

Employee Name: Roltaire Solis	Warning Date: 16 oct 2019
Designation: Web Developer	No. of Warning(s): 1st Written
Violation(s)	
■ Tardiness (Late w/o Notice)	Creating a Disturbance
Unauthorized Absence	Personal Work
AWOL	Work Quality/Accuracy
Insubordination	Work Quantity/Output
Conduct	Wilful Damage to Company Property
Performance	Other
arrive at work on time. If the cause for an empsuch behaviour, if continued, may be ground dismissal. Employee Contract: SECTION 5. Tardiness. – Tsubtracted or pro-rated from Employee's daily rate.	l employees are expected to be punctual and bloyee coming in late is deemed unreasonable, ds for disciplinary action up to and including there shall be no allowance. Any tardiness will be a see attached Attendance Report.
Action/Improvement Plan Action/Improvement Plan Appetine immediately, I will continue Achille , I will bland In mins. I The Fam Echedule.	to leave the home larly. For the Gam onlier and Girmins. Partier for

Consequence(s) of Future Infraction/Violation

<u>Further violation(s) will result in progression of disciplinary action until termination of employee contract.</u>

I have read this Warning Notice and understand it.

Employee's Signature: Date: 10/16/2014

Supervisor's Signature: _____ Date: _____ Date: _______

Witness' Signature: New Date: 10/14/2019

COLOR KEY		P Present				CH	Client Holiday			VL		Vacation Leave				SL		Sick Leave												
		Т	Tard	v		U	Unde	ertime			UA	Unau	ithoriz	ed Ab	sence	/AWC	L													
NE SHOW	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
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AUGUST	Thu		Sat	Sun	Mon		Wind			Ser	Sun	Maa		Wed				Sun	Mon	Time	Wed	Thu		Ser	Sun	Man	The	Wed		
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U.S. MARINE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
PTEMBER	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat		Mon		Wed		Fri	Sat	Sun	Mon		Wed	Thu	Fri	Section 1	Sun	400
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Month	September	J.T																					
Count of Tardiness Row Labels	Column Labels :00	. 7	:01 :02	:03	:04	:05	:07	:08	:10 ::	11 ::	12 :1	4 :1!	5 :17	:18	:20	:22	:24	:25	:26	:31	:32	:51	Grand Total
☐ Roltaire Solis			1	1	1			1			1	of Park State Printers										-	Ciuna iotai
09/03/2019 Tue											1												
09/06/2019 Fri			1																				
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