

## TEAMMATE NOT FOLLOWING THE POLICY

### 1. What is wrong with this situation?

Ans.

The wrong in this situation is Matt taking advantage of the status of his supervisor which is working remotely.

### 2. What should Mimi do?

Ans.

For me Mimi will open the idea of the policy to Matt once and if Matt will never listen to it, I will somehow report to the supervisor that there is someone that is not always following the policy and I will never mention Matt's name.

### 3. To whom and how should Mimi communicate this?

Ans.

Mimi will communicate first with Matt personally and the second option is Mimi will send an email about what she observed of her workplace.