*Yellow Copy* - Office

*White Copy* - Seaman

*Pink Copy* - Recruiting Office

MV \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FORMAL WARNING FOR MISCONDUCT OR INEFFICIENCY**

Issued to (*Nam*e)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Pers Code

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Serving in the capacity of (*Rank*)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Seaman Book N° \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Issue\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This is to confirm that I have interviewed you today in connection with a report of your misconduct / inefficiency \* the circumstances of which are given below.

You are hereby warned that this incident may be taken into account in considering disciplinary action and/or continuation of your employment if you are reported for further misconduct or inefficiency in the future.

**Substance of Report**: (*Describe and attach relevant entry, if any, from the Vessel’s Official Log Book*)

**Seafarer’s comments:**

I admit / do not admit\* to the above misconduct / inefficiency \*

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*Signature of Seafarer Signature of Master / Chief Engineer\**

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Rank and signature of witness*

*(*Please print name clearly*)*

Date*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

\* Delete as applicable