

TEAMMATE NOT FOLLOWING THE POLICY

Mimi is new to the company. She is very excited to be involved in new projects and to learn from her teammates. She reads the company policy provided by HR, but she noticed that Matt, a tenured teammate is not following the policy. Matt always goes out during work hours in the afternoon and would return after 1-3 hours. Mimi got confused because she read in the policy that an employee is only allowed at most 30 minutes of break in the afternoon. She asked Matt where he was going and Matt told her he normally meets his friends. Matt also told Mimi that it's okay and he just needs to offset the missed hours in the evening. Their supervisor is working remotely and he is busy managing other employees.

- What is wrong with this situation?

Mimi is not being considerate and overstepped her boundary.

- What should Mimi do?

Mimi should just mind her own business and just be honest with her own hours.

- To whom and how should Mimi communicate this?

Mimi should communicate this to her supervisor by striving really hard to build a strong relationship and earned the supervisor's trust first and then that's the only time that she must approach the supervisor and notify the supervisor about so and so's behavior.