

Service Support Building (SSB), Administration Area, Lot 14, Phase 1-A, FPIP, Sto. Tomas, Batangas, Philippines
Tel No.: (043) 405 6388-89 / (043) 405 6407-08

МЕМОК	RANDUM NO. HRADM	ACKNOWLEDGEMENT FORM COMMENTS/ ASSESMENT
O IAME	: 19_PK31581 O De Chavez, Jomari Untalan	No. Offense: Int 2da jaar Surperson
ROM	: PKIMT Management	
UBJECT :	: Notice for Suspension	Line D2175 - D
o. of Offense	: 2nd Offense	ACKNOWLEDGE BY:
ATĘ	October 25, 2019	MANAGER Supplier of Date

This refers to the alleged offense(s) you have committed at

10/11/2019

to name:

De Chavez, Jomari Untalan

Violation Offense No.

OFFENSES AGAINST COMPANY INTEREST

Section No.

Omission or commission of an act in connection with or against the policies & procedures, SOPs, set work guidelines & to the particular duties and responsibilities inherent to the employee's work

Description:

Using other name during sub assembly process

You are hereby given 5 days upon receipt of this letter to explain in writing why you should not be given a description for such offense. Failure to comply would mean you voluntarily waive your right to due process and the company has no recourse but to implement the penalty provided for based in our company rules and regulations

This is for your guidance and strict compliance.

NOTED BY:

PKIMT Management

19_PK31581

FURUKAWA - Production Operator

(Please attach your written explanation upon returning of this letter)

I ALERT WRITTEN EXPLANATION

FAS			Control No:	FALP-1A-1910-1723
AGENCY				(20)
	ecify: PKIMT		Casana	G. Magadia
•	7137		Audited By:	Noted By:
Name: Position:	Dechavez Jomani Associal	Group/Shift:	S45 Assembly Process	/
ID Number:	1991(31521		October 11.2019 /2:50	
Batch No.:	2100	No. of Offense:	ITL OFFINITE	
	bailahu 2125	Superior Name:	W./HABLA	
Audit Findir Details:	ngs:	Not following sot	***************************************	
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Signature of Employee Date: 10 11914	Jr Staff Date: 1-1415	Staff Su Date: In Idia Date		Managar • 1992
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