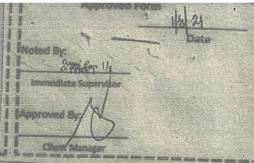


Reference No.:

MWM-MOBC-2020-00008456



WARNING LETTER

To

Manlagnit, Joy

Employee Number

MWM00007245

Department

PDD fonda TKRA 3/15

Subject

1ST WRITTEN WARNING LETTER

Violation Date

Sept 20,2020

This letter serves as a 1ST WRITTEN WARNING LETTER for violating Megatrend / Rules and Regulation regarding: Not following SOP. Associate directly get parts in other line NB-164-B.Item

Megatrend Workforce Management would like to inform you that your actions are being watched, and that any further violations of the company policy may result in your dismissal / termination. We expect that you uphold and strictly follow our company policies and that you conduct yourself professionally at all times.

So ordered,

Rachel D. Mercado
Operations Manager
Megatrend Workforce Management

I acknowledge by my signature below that I have been afforded with the due process of law, and the opportunity to review prior to signing this correspondence. I understand that this warning letter will be placed in my personnel file and will form part of my employment records.

Employee's Signature/ Date

Noted by:

ach 1/7/21

HR-FURUKAWA AUTOMOTIVE SYSTEM

| AGENCY | | | Ingl | | FMP-1A 2009 - 3 |
|---|---|--|---|--|--|
| Please Specify: N | <u>legatrend</u> | | M. MENDOZA | 6 Hernandez | Reves |
| lame: Manla | enit, Joy | Process: | Audited By: Parts Distribution | Checked by: | Noted By: |
| ar Model/Line: HDNDA | TXRA/8125 | Date/ Time: No. of Offense: Superior Name: Not Followith parts | | TAIP-W-P | ance Reference/Docume Control Number: RD = 18704 |
| | | National Control of the Control of t | EN EXPLANATION | 8-164-13 | *************************************** |
| Hindi ko | | | aprits | | |
| sa kabilang | uala nu pa line para 6 | ne laawal Ska) na naa naadi | kumuha ng parts Bagamitin na p kumuha ng parts oming line. | tabilang line - arts pupunta p na gagamitin ng | Konya Po Po ako sa maja assylat |
| pag walang i sa kabilara (tanbar pa) hi Sa s para siya a | uala nu pa line para 6 | no bawal Selo na Nag hindi Jay ano, ay tatau ng parts | Eumuha ng parts Gagamitin na p Eumuha ng parts oming line: agin to na ano na wala ng | na gagamitin ng | o ako sa |
| pag walang is a kabilan a (kabilan pag) his Sa s para siya a lilih Gi | uala nu po line para b ndi po ma de usunod po na kukuha | o bawal Suko na Nang hinadi Llay ang ay tatau ng parts | Eumuha ng parts Gagamitin na p Eumuha ng parts oming line: agin to na ana | na gagamitin ng July staff o E gagamitin | o ako sa maja assy at |
| pag walang is a kabilon a (tanbar pag) his Sa s para siya a lilih Gi | uala nu po line para b ndi po ma de usunod po na kukuha | o bawal Suko na Nang hinadi Llay ang ay tatau ng parts | Eumuha ng parts gagamitin na p Eumuha ng parts eming line. pagin to na ana na wala na | na gagamitin ng July staff o E gagamitin | o ako sa maja assy at |



| EMPLOYEE NO. | EMPLOYEE NAME | DEPARTMENT / COMPANY | VIOLATION DATE |
|------------------|-----------------|----------------------|----------------|
| | Manlagnit 1 Joy | PDS / Furukawa | |
| MWM 00007245 | | TO EXPLAIN*** | |
| NATURE OF OFFENS | e . | | |
| ITEM NO | ar Albanan | | |

Hindi ko po alam na bawal kumuha ng parts sa kabilang line. Kaya po pag walang wala na po na gagamitin na parts pupunta po ako sa kabilang line para kumuha ng parts na gagamitin ng mga essy at hindi po ma delay ang aming line.

So subunod po ay tatawagin to un ang aming Ir. staff o Expert namin para siya ang kumuha.

JOY SMONGOPHY 1 01/07/2021

Signature Over Printed Name / Date