

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

* ***	COT 12		
MEM	IORAA	IDUM NO.	HRADM

TO

19 PK37681

NAME

Cuya, Cheryl Abadeios

FROM

PKIMT Management

SUBJECT

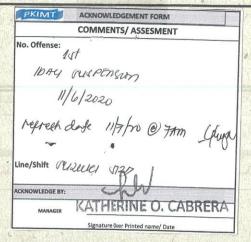
Notice for Suspension

No. of Offense

1st Offense

DATE

October 17, 2020



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

9/12/2020

to name:

Cuya, Cheryl Abadejos

Violation Offense No.

17

OFFENSES AGAINST COMPANY INTEREST

Section No.

10

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:

Non-Compliance on Insert - Pull Method

You are hereby given 5 days upon receipt of this letter to explain in writing why you should not be given a disciplinary action 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

Conforme:

FURUKAWA - Production Operator

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

I-ALERT WRITTEN EXPLANATION Control No: +AIR 1A. 2009 - 3358 FAS AGENCY M.LLAVE K. Hernandez Please Specify: PKIMT Audited By: Checked by: Noted By: Name: Juga Chery Process: Position: Group/Shift: associate Non-compliance Reference/Document ID Number: 19PK 37081 Date/ Time: Sept 12, 2020 / 12:30 Control Number: Batch No .: No. of Offense: Car Model/Line: SUZUKI YZIR Superior Name: m. mas cas o TAIP-WI-PRD-AP-10 Details of Audit Findings: Non convey ance on Insert full method associate and not conduct pulling of more after insertion to com. Sect 1544 2010 at layout WRITTEN EXPLANATION ay rag two times pulling datal pu may TBO REMARKS/ EVALUATION i-Alert written only Agency/FALP Written Only(based on handbook) Need day/s suspension(based from handbook & Memo for Major Non-compliance). M-MOGRASTO

9/25/20

Date:

Manager

Date:

Jr Staf

Date: _ a/14/2 h