





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

PKIMT ACKNOWLEDGEMENT FORM	
COMMENTS/ ASSESMENT	
No. Offense:	KT 7 days suspension 3/25-26/21 - OK
Line/Shift	SSB / A
ACKNOWLEDGE BY:	
MANAGER	
Signature Over Printed name/ Date	

MEMORANDUM NO. HRADM

TO : 20_PK39250
NAME : Gamol, Mark Anthony Rosal 
FROM : PKIMT Management
SUBJECT : Notice for Suspension
No. of Offense : 1st offense
DATE : February 23, 2021

This refers to the alleged offense(s) you have committed at 10/31/2020 to name: Gamol, Mark Anthony Rosal

Violation Offense No. V

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:

Associate conduct advance insertion of wire in sub assy process

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: 
20_PK39250

FURUKAWA - Production Operator

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

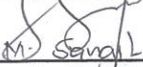


I-ALERT WRITTEN EXPLANATION

☐ FAS

☒ AGENCY

Please Specify: PKIMT

Control No: FAIP-1A-2010-4718

 M. Samal	 K. Hernandez	 J. Reyes
Audited By:	Checked by:	Noted By:

Name: Gamel, Mark Anthony
Position: Associate
ID Number: 20PKB256
Batch No.: 302
Car Model/Line: Suzuki XF244 / 15705

Process: Sub Ass.
Group/Shift: NS-A
Date/ Time: October 31, 2020 / 07:20
No. of Offense: 1st OFFENSE
Superior Name: D. Dimaano

Non-compliance Reference/Document
Control Number:

FMP - WI-PRD-SA-053

Details of Audit Findings:

Advance insertion of wire

Associate conduct advanced insertion of wire in Sub Ass. process con. YRHCFB-BLAFR and ST-SC-2K-B color: G/Y

WRITTEN EXPLANATION

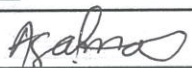

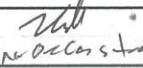
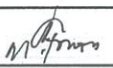
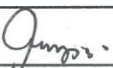
Ako po si Mark Anthony R. Gamel ay nag advance insertion kasipowala po akung buffer at mauubusan nadin po ng pan layout. Alam ko po namali po ang ginawaka, ginawako lang po yun para di po aku ma delay. Pati nadin po ang layout. Saka po kasi matagal po sya isub kaya ko po inadvance sana po bigyan ninya pa po ako ng isapang pagkata-taon.

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).

 Employee Date: <u>1-26-21</u>	 Staff Date: <u>1-26-21</u>	 Supervisor Date: <u>1-26-21</u>	 Manager Date: <u>1-27</u>	 Manager Date: <u>2-18-2021</u>
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