

Friday, 3 January 2020

Mr Alex Modderno
9 Kerstin Street
Quakers Hill, NSW, 2763
DELIVERED BY HAND:

Dear Alex

RE: Outcome of disciplinary meeting: Formal Warning.

The purpose of this letter is to formally advise you that AAG have reached a conclusion regarding the recent allegations of poor workplace performance that were recently brought to our attention.

It was alleged that on 21 December 2019, you carried out a brake hose recall on a Ford Ranger Wildtrak with the registration of DWB76P at Cumberland Ford. During this process you left the side brake line loose on the vehicle causing further damage. The repair order in question was CFCSC160246.

A meeting was convened in the Service Managers office at Cumberland Ford on 3 January 2020, where you were given the opportunity to respond to these allegations.

You admitted to undertaking the work on the vehicle and understood your actions were the sole cause of the issue on hand.

Regrettably and on this basis, I believe the allegations are substantiated and a formal warning will be issued to you. As explained to you in our meeting, you have recently received a formal warning on poor workplace performance and this warning will form your second and final warning regarding your workplace performance.

A record of this will be placed on your personnel file and we remind you that any further issues pertaining to poor workplace performance may lead to further disciplinary action leading up to and including dismissal.

If you have any enquiries in relation to this matter, please contact me on 02 9332 8167.

Yours sincerely



David Berlusconi
Human Resources Manager