

Memo



To: Miss Choc (AVAYA 545054)

From: Jack Wells

Date: 03/15/2017

Subject: Adherence

Good Morning Miss Choc

I do apologize that I have not been able to come and continue our conversation regarding your adherence, however I still feel that it is important for you to have this break down so that you can see where the impact is coming from.

As we discussed I really need your help and support to work on this and deliver the required numbers.

Week 12/18/2016			Week 12/25/2016			Week 01/01/2017			Week 01/08/2017		
ADH @ 82.56			ADH @ 84.78			ADH @ 15.09			ADH @ 89.53		
12-Dec	Late	0:47	19-Dec	Late	0:43	26-Dec	SP	9:00	4-Jan	AWOL	1:00
13-Dec	Late	0:31	20-Dec	AWOL	0:45	27-Dec	SP	9:00	6-Jan	AWOL	1:45
16-Dec	AWOL	4:20	21-Dec	Late	3:00	28-Dec	SP	9:00			
			22-Dec	LWP	0:30	29-Dec	SP	9:00	OFF	SAT	SUN
OFF	SAT	SUN	23-Dec	AWOL	1:00	30-Dec	Late	0:46			
			OFF	SAT	SUN	OFF	SAT	SUN			
Week 01/22/2017			Week 02/26/2017			Week 03/05/2017					
ADH @ 87.95			ADH @ 55.92			ADH @ 77.36					
16-Jan	Late	1:00	21-Feb	ABS	9:00	27-Feb	Late	0:32			
16-Jan	AWOL	2:00	22-Feb	ABS	9:00	1-Mar	Late	0:18			
19-Jan	Late	0:20	23-Feb	Late	1:05	2-Mar	Late	0:09			
19-Jan	AWOL	0:10				2-Mar	AWOL	8:30			
			OFF	SUN	MON	3-Mar	Late	0:38			
OFF	SUN										
						OFF	SAT	SUN			