

**May 23<sup>rd</sup>, 2017**



**Chiac Estephan  
545019  
Customer Service Representative  
Ready Call Center  
Burrell Boom**

**Dear Estephan,**

This is to inform you that you have 2 weeks below 90%. Please ensure to adhere to your schedule shift. You didn't meet the requirement for May 15<sup>th</sup> – 21<sup>st</sup>.

**Your score is 60.66%.**

Please note that you are allowed to have 3 weeks of failure within a 12 weeks period. If that is being exceeded to the 4<sup>th</sup> week of failure a suspension will be process.

**Angela Hinds  
Workforce Manager**