



March 6, 2017

Melgar, Kristopher
545065
Customer Service Representative
Ready Call Center
Burrell Boom

Dear Kristopher,

This is to inform you that you are receiving a Written Warning for not completing your scheduled 18 hours for the week Feb 27-Mar 5, 2017.

Supervisor	Last Name	Login	Hours Planned	Hours Delivered	Missing Hours
Hoare George	Melgar Kristopher	545065	18:00:00	16:51:56	1:08:04

Please take this warning seriously as a 3rd offense is a Suspension from Human Resources.

Angelique Frazer
Training Manager