



May 4th, 2017

Ojeda Emilio
545158

**Customer Service Representative
Ready Call Center
Burrell Boom**

Dear Emilio,

This is to inform you that you are receiving a 1st warning for not meeting the requirement of 90% and above in adherence for the week of April 24th - 30th.

Your score is 78.27%.

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

**Angela Hinds
Workforce Manager**