

BDI - EMPLOYEE WRITE UP FORM

Employee: Tyler Balko

Date: 2019-04-24

Department: Shop

Supervisor: Richard Zimmer

Employee Seniority Date:

Trade level:

Disciplinary action: N



TYPE OF VIOLATION:

Work Quality
Comeback

WARNING:

Last warning:
Previous warning:
Warnings: 1

EMPLOYER STATEMENT:

Ro 9137 Tarman. You had dropped the oil without having a replacement filter ready. Then we had put new oil in the unit. This is bad practise and we can't reuse oil that went through an old filter.

Ro 9214 Leonard Wright. Fan hub was replaced then customer had it fail within 2 days. It could have just been a faulty fan hub from factory, but afterwards there was a bad tensioner found. Bad tensioner should have been caught on initial disassembly. Need to check all components on disassembly assess at that point. There were also some loose ends on the truck (hose routing and airbox loose) that the customer needed to repair before he was able to take the truck. Need good attention to detail on your own work, before the qc.

I HAVE READ THIS "WARNING LETTER" AND I UNDERSTAND IF I HAVE RECIEVED A COPY OF THE SAME

Employee Signature

Management Signature

Witness Signature