

# BDI - EMPLOYEE WRITE UP FORM

Employee: Evan Luhr

Date: 2019-03-20

Department: Shop

Supervisor: Dan Yule

Employee Seniority Date:

Trade level:

Disciplinary action: Y



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## TYPE OF VIOLATION:

Tardiness

## WARNING:

Last warning:

Previous warning:

Warnings: 1

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## EMPLOYER STATEMENT:

For the past few weeks you have been consistently late. We need you ready to work on the floor at 7:30am start time every morning. Please work on this so we can get some consistency on a positive side, rather than a negative. Thank you.

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

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Employee Signature

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Management Signature

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Witness Signature