

# BDI - EMPLOYEE WRITE UP FORM

Employee: Ethan Hetke

Date: 2019-07-12

Department:

Supervisor: Richard Zimmer

Employee Seniority Date:

Trade level:

Disciplinary action: Y



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## TYPE OF VIOLATION:

Disobedience

## WARNING:

Last warning:

Previous warning:

Warnings: 2

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## EMPLOYER STATEMENT:

Was really disappointed to hear that Richard had to tell you to stay at home as a disciplinary action. We really value you as a technician on the floor, but we can't have issues like this. Richard had said that you were giving him attitude, and threatened to walk out early from your shift. This is unacceptable. You had not cleaned your bay properly and Richard was only enforcing procedures that are in place. They need to be followed and isn't up for discussion. I'm sure you already know this. Your attitude needs to improve and should be more consistent throughout a day. Can't have outbursts and arguing with the shop manager.

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

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Employee Signature

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Management Signature

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Witness Signature