

BDI - EMPLOYEE WRITE UP FORM

Employee: Test IT

Date: 2019-03-05

Department: IT

Supervisor: Oscar Diaz IT

Employee Seniority Date:

Trade level:

Disciplinary action: N



TYPE OF VIOLATION:

Attendance

WARNING:

Last warning: 2019-03-01

Previous warning:

Warnings: 1

EMPLOYER STATEMENT:

testing oir

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

Employee Signature

Management Signature

Witness Signature