

Reprimand Notice

To	Name: <u>Sophonias</u>
	Position: <u>Jr. Software Engineer</u>
<div>Company policy violation      Insubordination</div> <div>Failure to follow standard procedure      Poor performance</div> <div>Delayed response to emails and messages      Tardiness</div> <div>Refusal to deliver a job on-time      Absenteeism</div> <div>Late check in      Other</div> <div>Company Property damage</div>	
Detail Reason	<div>\${reason}</div> <div>\${block_name}</div> <div>\$/block_name}</div>
Severity	<div>High</div> <div>Moderate</div> <div>Low</div>
Action	<div>\${block_name}</div> <div>Customer: \${customer_name}</div> <div>\$/block_name}</div>
Expected Improvement	<div>\${improve}</div>
PMO & Acting People Operation Officer	
Signature of people Manager	
Date	June 02,2012
<div>Cc:</div> <div>Employee file</div>	

