

# Employee Warning Notice

PLEASE PRINT

Employee Name Bridgewater, Duane Date of Warning 2/4/02  
 Employee/Payroll # \_\_\_\_\_ Department \_\_\_\_\_ Shift \_\_\_\_\_

## Type of Violation

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Attendance                         | <input type="checkbox"/> Carelessness   | <input checked="" type="checkbox"/> Insubordination             |
| <input type="checkbox"/> Lateness or Early Quit             | <input type="checkbox"/> Failure to Follow Instructions                         | <input type="checkbox"/> Violation of Safety Rules              |
| <input type="checkbox"/> Rudeness to Employees or Customers | <input type="checkbox"/> Willfull Damage to Material or Equipment               | <input checked="" type="checkbox"/> Working on Personal Matters |
| <input type="checkbox"/> Unsatisfactory Work Quality        | <input checked="" type="checkbox"/> Violation of Company Policies or Procedures | <input type="checkbox"/> Other                                  |

## Previous Warnings

	ORAL	WRITTEN	DATE	BY WHOM
1st Warning		✓	5/23/01	Stroh
2nd Warning			1/1	
3rd Warning			1/1	

## Employer Statement

Date of Incident 1/18/02 Time 4:00 AM  
and 1/22/02

Per investigation report attached

## Employee Statement

- I agree with Employer's statement.  
 I disagree with Employer's description of violation for these reasons:

Duane Bridgewater  
 EMPLOYEE SIGNATURE DATE 2/4/02

## Action to be taken

- Warning  Probation  Suspension  Dismissal  Other Remedial training

Consequence should incident occur again further disciplinary action if warranted.

Suspension 2/5-2/7/02 + Remedial training

I have read this Employee Warning Notice and understand it.

SIGNATURE OF EMPLOYEE \_\_\_\_\_

SIGNATURE OF SUPERVISOR WHO ISSUED WARNING \_\_\_\_\_

DATE 2/4/02

## Routing

Original Personnel file  
 First copy Duane Bridgewater  
 Second copy Eddie Lucchosi

**CONFIDENTIAL**

