

PERFORMANCE DOCUMENT

Name: John Ilar Jr. Team Member Number: 51644  
Position: Porter Property: Dropbox  
Issued By: Jaime Barnhart Title: Onsite Supervisor

Type of Entry (Check Applicable Box):

<input type="checkbox"/> Documented Verbal Warning	<input type="checkbox"/> Suspension - Number of Days _____
<input checked="" type="checkbox"/> Written Warning	<input type="checkbox"/> Suspension Pending Investigation
<input type="checkbox"/> Final Written Warning	<input type="checkbox"/> Termination (complete fields below)
	Last Day Worked: _____ Term Date: _____

Nature of Entry (Check Applicable Box):

☐ Attendance ☐ Policy/Performance

Prior documentation (Dates and Infractions):

Violated standard of conduct. Please refer to the Employee Handbook for conduct standards:

Provide details and description of the infraction:

Being rude and or calling other employees names, An incident had been relayed to me on 6/20/2019 in which you stated to a lead that "there are too many supervisors telling people what to do", and then you proceeded to call another lead "crypt keeper".

Describe corrective behavior and actions:

Speak to all coworkers and leads politely and in a work appropriate manner, do not call other coworkers names that can be seen as offensive or rude.

Team Member Comments:

Employee Signature	<u>John Ilar Jr.</u>	Date:	<u>6/20/19</u>
Supervisor Signature	<u>Jaime B</u>	Date:	<u>6/20/19</u>
Manager Signature	<u>Jaime B</u>	Date:	<u>6/20/19</u>