



## PERFORMANCE DOCUMENT

Name: Uriel Garcia Ruiz  
Position: Barista  
Issued By: Jaime Barnhart

Team Member Number: 29550  
Property: Dropbox - SF  
Title: Onsite Supervisor

### Type of Entry (Check Applicable Box):

Documented Verbal Warning  
 Written Warning  
 Final Written Warning

Suspension - Number of Days \_\_\_\_\_  
 Suspension Pending Investigation  
 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:

3 Last minute call outs in the past 3 months: Left early:  
7/31/2019 8/7  
8/8/2019 9/4  
9/4/2019

### Describe corrective behavior and actions:

Please be mindful of your call outs, and last minute time off requests, otherwise this can result in cancellation.

### Team Member Comments:

Employee Signature Uriel G.

Date: 9/10/2019

Supervisor Signature Jaime B.

Date: 9/10/19

Manager Signature  

Date: