



**THE SERVICE
COMPANIES**

SERVICE. ABOVE ALL

PERFORMANCE DOCUMENT

Name: Travis Minckler Team Member Number: 47829
Position: P&R Property: Stripe SF
Issued By: Jaime Barnhart Title: Operations Manager

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:
Being on the clock, but missing from action

Provide details and description of the infraction:

Friday 7/10, between 3pm-4pm multiple people including the leads were looking for you to assist with work that needed to be done, but could not find you and assumed you had left and gone home when they then witnessed you clocking out at 3:55pm when you had been missing for at least an hour

Describe corrective behavior and actions:

While on the clock, you should be ready and available to work and no one should have trouble finding you for long periods of time (outside of your breaks)

Team Member Comments:

Employee Signature [Signature] Date: 7-14
Supervisor Signature [Signature] Date: 7/14
Manager Signature [Signature] Date: 7/14