



THE SERVICE  
COMPANIES

SERVICE. ABOVE ALL

## PERFORMANCE DOCUMENT

Name: Andrew Arceo  
Position: Kitchen Supervisor  
Issued By: Jared Sablan

Team Member Number: 50274  
Property: Stripe-SF  
Title: Director Of Client And Strategic Ops

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

☐ Documented Verbal Warning  
☒ Written Warning  
☐ Final Written Warning

☒ Suspension - Number of Days 5  
☐ 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):

Andrew was previously coached on his demeanor towards management.

Andrew has been coached on food waste and provided instructions on the proper practice.

### Provide details and description of the infraction:

6/13/2024- Andrew received constructive feedback from the chefs regarding a dish not tasting right. Andrew was instructed to fix the dish; however, Andrew took no action. Andrew's demeanor towards the Chefs became negative and dismissive. Andrew proceeded to leave the facility without notifying management.

6/14/2024 - Upon Chefs arriving at the facility, Andrew was greeted by the Chefs. Andrew failed to acknowledge their presence and proceeded to blatantly roll his eyes and visibly express annoyance. Chefs decided due to Andrews unpleasant demeanor, he was asked to go home and placed on suspension.

*Conduct Standards - Associates will act with respect and will not demonstrate insubordination including failure to act with respect; refusal or failure (despite warnings) to perform assigned duties in accordance with performance standards; refusal or failure (despite warnings) to adhere to company policies and procedures.*



6/14/2024 - Andrew threw away items from the walk-in refrigerator without repurposing them. Andrew did not confirm with the chefs if they wanted to use the items for anything specific. Andrew did not follow the proper procedure for food waste. Andrew's decision was seen as an act of defiance.

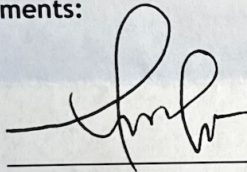
*Conduct Standards - Lack of quality work, careless or inefficient job duties.*

**Describe corrective behavior and actions:**

Moving forward, when receiving constructive feedback from the Chefs Andrew needs to be receptive and less defensive. Andrew must work with the Chefs to correct an issue at hand. Andrew must follow all policy and procedures put in place by the client as well as TSC. If Andrews negative demeanor continues, it could lead to further disciplinary action up to termination of employment.

**Team Member Comments:**

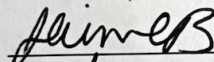
Employee Signature



Date:

JUNE, 24, 2024

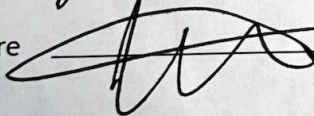
Supervisor Signature



Date:

6/24/24

Manager Signature



Date:

6/24/24