

AMELIE CONSTRUCTION & SUPPLY LLC

FORMAL FIRST WRITTEN WARNING

THIS IS A FORMAL FIRST WRITTEN WARNING FOR A SAFTEY VIOLATION. UPON REVIEW THIS WARNING WILL BE FILED IN YOUR PERMANENT EMPLOYEE RECORDS.

IT IS AMELIE CONSTRUCTION & SUPPLY'S POLICY THAT A SECOND OFFENSE OF THE SAME NATURE WILL WARRANT STRICT DISCIPLINARY ACTION WHICH COULD RESULT IN THE TERMINATION OF YOUR EMPLOYMENT.

EMPLOYEE NAME: _____

DATE OF VIOLATION: _____

LOCATION OF VIOLATION: _____

VIOLATION / INCIDENT DESCRIPTION:

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Employee Additional Comments & Statement:

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I agree that the above is a true and accurate statement of the violation / incident that occurred.

Employee

Date

Amelie Officer

Date

THE FOLLOWING CORRECTIVE ACTIONS ARE TO BE COMPLETED WITHIN 15 DAYS TO ENSURE THAT THIS TYPE OF VIOLATION DOES NOT OCCUR AGAIN:

Corrective Actions	Date