LAKE AG
BIG SPUDS

Employee Warning Form

Employee's Name: _____ Date: _____

Manager/Supervisor's Name: _____

If previous discipline meeting occurred, enter date: _____

Reasons for Warning:

____ No call/No show____ Failure to follow procedure

____ Tardiness ____ Language

____ Policy violation ____ Fighting

____ Other _____

Details of actions that warranted this warning:

_____

_____

_____

The following immediate and sustained corrective action must be taken by the employee. Failure to do so will result in further disciplinary action up to and including termination.

Note: Your signature on this form means that we have discussed the situation and will correct these actions.

_____	_____	_____
Employee's Signature	Print Name	Date
_____	_____	_____
Supervisor's Signature	Print Name	Date