UAL STEWARD NOTE FORM

Employee Name Last: _____ First: _____

Employee File Number: _____ Phone: _____

Email: _____ Shift: _____ RDO: _____

Supervisor(s) _____

Steward(s) _____

Date: _____ Time: start _____ end _____

Committee person: _____

Issue:

Attendance: _____ Performance: _____ Investigation: _____ Other: _____

Discipline Issued:

Coaching & Counseling _____ Documented Verbal Warning _____ Written Warning _____

Termination Warning _____ Removed from Service _____ Termination IRM _____

Lead Procession:

Coaching & Counseling _____ Targeted Training _____ Written Warning _____

Return to Basic Classification _____

Notes: