|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **İşçinin Adı və Soyadı:** | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | |
| Name and Surname of Employee: | |  | | | | | | | |
|  | | | | | | | | | |
| **Vəzifəsi:** | |  | | **İşə Götürülən Tarix:** | |  | |
| Position: | |  | | Date of Employment: | |  | |
|  | |  | |  | |  | |
| **Şöbə:** | |  | | **Hadisənin Tarixi:** | |  | |
| Department: | |  | | Date of İncident: | |  | |
|  | |  | |  | |  | |
| **Xəbərdarlığın Tarixi:** | |  | | **Xəbərdarlığın Müddəti:** | |  | |
| Date of Warning: | |  | | Duration of Warning: | |  | |
|  | | | | | | | | |
| **Xəbərdarlığın Səbəbi:** | |  | | | | | | |
| Reason of Warning: | |  | | | | | | |
| **İşçinin Qeydləri:**  Employee’s Comments: | |  | | | | | | |
|  | | | | | | | | |
| **Əvvəlki Xəbərdarlıqlar /** Previous Warnings | | | | | | | | |
| № | **Səbəb /** Reason | | **Tarix** / Date | | **Müddəti** / Duration | | **Etibarlıdır** / Valid | |
|  |  | |  | |  | |  | |
|  |  | |  | |  | |  | |

**İşçi:**

Employee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_

Adı, Soyadı / Name, Surname İmzası / Signature Tarix / Date

**Birbaşa rəis:**

Line Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_

Adı, Soyadı / Name, Surname İmzası / Signature Tarix / Date

**İR direktor:**

HR director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_

Adı, Soyadı / Name, Surname İmzası / Signature Tarix / Date

**İcraçı direktor:**

CEO : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_

Adı, Soyadı / Name, Surname İmzası / Signature Tarix / Date