

TRACER

SECURITY SERVICES

CADET PROMOTION ACTION SHEET	REVISION: 5/3/10
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Employee Information

Site Name: _____ Date: _____
 Cadet Name: _____ Emp. # _____

Complete by Supervisor after evaluation

It is our company policy to place Cadets under a 90 day probationary period. During this time it gives the company the opportunity to evaluate the cadets performance and decide on the future of their employment with the company. After the review of your employment evaluation the following areas are of great concern:

- _____ Attendance
- _____ Performance
- _____ Attitude
- _____ Appearance
- _____ Ability to follow orders

In light of the above, the following action has been decided:

- _____ The cadet has been placed back on a _____ probationary period. During this time you must correct the problem area(s). I encourage you to take this with the same importance this company does. (New date to re-evaluate _____)
- _____ Displacement from site.

Person Completing Report

Title	Last Name	First Name	Date
Signature:			

Cadet

Last Name	First Name	Date
Signature:		

Corporate Verification

Title	Last Name	First Name	Date
Signature:			