

**CPMCA & DC 16 APPROVED SEPARATION NOTICE**

Employee Name: \_\_\_\_\_ Local #: \_\_\_\_\_ Date: \_\_\_\_\_ Identification #: **XXX-XX-** \_\_\_\_\_  
(Last 4 of SS#)

- Journeyman       Apprentice       Pre-Apprentice       Foreman

**Category One: Layoff, Reduction in Workforce, Eligible for Rehire**

- Outstanding Employee     Above Average Employee     Average Employee     Below Average Employee     Needs Training

**Category Two: Termination**

\*\*Not eligible for rehire on all projects requires a letter to the local to follow this form\*\*

**TERMINATION FOR REASON(S) CHECKED BELOW**

(More Than One May Be Checked)

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Absenteeism     | <input type="checkbox"/> Tardiness                         | <input type="checkbox"/> Unsatisfactory Work Performance |
| <input type="checkbox"/> Insubordination | <input type="checkbox"/> Non-Compliance of Company Policy  | <input type="checkbox"/> Violation of Safety Rules       |
| <input type="checkbox"/> Resignation     | <input type="checkbox"/> Unproductive - Lack of Production | <input type="checkbox"/> Other - State Reason Below      |

**This individual's work ethic reflected the message and contents of the UA Standard for Excellence**

YES       NO  
(One Must Be Checked)

Company Name: \_\_\_\_\_ Project: \_\_\_\_\_

Completed By: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Foreman Name: \_\_\_\_\_

Management Description of Circumstances Leading to Separation: \_\_\_\_\_

Separated Employee Signature \_\_\_\_\_  Check if Employee Refuses to Sign

**\*\* PLEASE NOTE THE COMPLETED FORM MUST BE FAXED TO CPMCA, DC 16 AND THE HOME LOCAL OF THE EMPLOYEE \*\***

**\* THE RELEASED EMPLOYEE IS ENTITLED TO A COPY OF THIS FORM \***

- |                          |                      |
|--------------------------|----------------------|
| <input type="checkbox"/> | DC 16 - 213-384-5619 |
| <input type="checkbox"/> | CPMCA - 213-417-9180 |

- |                          |                          |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | Local 78 - 213-627-4624  | <input type="checkbox"/> | Local 364 - 909-824-8362 | <input type="checkbox"/> | Local 582 - 714-775-7976 |
| <input type="checkbox"/> | Local 114 - 805-688-7714 | <input type="checkbox"/> | Local 398 - 909-945-5560 | <input type="checkbox"/> | Local 709 - 562-698-7255 |
| <input type="checkbox"/> | Local 230 - 858-554-0591 | <input type="checkbox"/> | Local 403 - 805-541-0251 | <input type="checkbox"/> | Local 761 - 818-843-5209 |
| <input type="checkbox"/> | Local 250 - 310-329-2465 | <input type="checkbox"/> | Local 460 - 661-589-3196 |                          |                          |
| <input type="checkbox"/> | Local 345 - 626-359-0359 | <input type="checkbox"/> | Local 484 - 805-643-0425 |                          |                          |