



Scarborough Fire Department
 Scarborough, Maine
 Standard Operating Procedures



Book:	Organization
Chapter:	Forms, Records & Reports
Subject:	1522 - Written Reprimand Form
Revision Date:	08/03/2007
Approved by:	<i>B. Michael Thurlow</i>

Issued To:		Employee #:	
Issued By:		Date:	

Statement of Circumstances:

Cited Violations:

Corrective Actions:

Issuing Supervisor Signature

Date

I have read this notice and have had the opportunity to discuss it with the Issuing Supervisor.
 I am aware that my signature, hereon, only indicates receipt of this notice.

Members Signature

Date

cc: B. Michael Thurlow, Fire Chief, Liam Gallagher, Human Resource Director