

## EMPLOYEE SEPARATION REASONS

### LACK OF WORK

No Other Information	Reorganization
Reduction In Force	End of Temporary Employment
Job Eliminated	Failed BCOT, BPOT or Physical Exam

### RESIGNATION

Reason Unknown	Accept Another Job
Abandoned Job	Go Into Business
Did Not Return From Leave	Illness
Did Not Return From Lay Off	Maternity
Personal – Not Job-Related	Enter Military
School	Dissatisfaction – Work Hours
Marriage	Dissatisfaction – Salary
Relocate	Dissatisfaction – Working Conditions
Family Obligations	Dissatisfaction – Performance Review
Unable to Obtain Babysitter	Dissatisfaction – Supervisor
Transportation	Dissatisfaction – Company Policies

### DISCHARGE

No Other Information	Absenteeism – Unreported
Insubordination	Absenteeism – Excessive/Unauthorized
Violation of Company Rules	Tardiness – Frequent
NOTE: Use for Incorrect count of inmates Or Personal Dealings with inmates	Excessive Garnishments
Violation of Safety Rules	Quality of Work
Reported Under Influence of Alcohol	Poor Performance
Reported Under Influence of Drugs	Probationary – Not Qualified
Destruction of Co. Property – Willful	Poor Judgment – No Misconduct
Destruction of Co. Property – Carelessness	Lack of Technical Knowledge
Fighting on Company Property	Inability to Work – Illness
	Failure to Pass Physical
	<b>POSITIVE DRUG TEST: FAX DOL 800</b>
	<b>REASON: “Separation resulting from a</b>
	<b>Violation of O.C.G.A. 45-20-93.”</b>
Leaving Work Station	Dishonesty – Monetary Theft
Falsification of Employment Application	Dishonesty – Other
Dishonesty – Falsified Company Records	Dishonesty – Unauthorized Removal of Company Property

### RETIREMENT

No Other Information	Disability – Job-Related
Voluntary – With Pension (Contributory)	Disability – Not Job-Related

### MISCELLANEOUS

No Information Whatsoever	Transfer to New Location
Refusal to Work	Death
Change of Status	