Date:

To: (Name of Employee

From: (Name of Supervisor)

RE: Extension of Original Provisional Period

In accordance with the Nebraska Supreme Court Personnel Policies and Procedures, I have deemed it necessary to extend your original provisional period until (date). You will be expected to improve your performance in each of the following ways:

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Failure to improve may be grounds for discipline up to and including termination. This document will be placed in your personnel file. Under the Nebraska Supreme Court Personnel Policies and Procedures, the extension of an original provisional period is not grievable.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name of Supervisor) Date

My signature indicates only that I have received a copy of this document and does not necessarily indicate agreement with the contents.

­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name of Employee) Date ­­­­­­­­­­­­­­­­­­­­­­