Date:

To: (Name of Employee

From: (Name of Supervisor)

RE: Termination During Original Provisional Period

In accordance with the Nebraska Supreme Court Personnel Policies and Procedures, I have decided to terminate your employment during your original provisional period effective \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(date) for the following reasons:

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

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

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

You were previously informed of these issues on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(see attached) and there has been insufficient improvement.

This document will be placed in your personnel file. Under the Nebraska Supreme Court Personnel Policies and Procedures your termination 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.

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(Name of Employee) Date ­­­­­­­­­­­­­­­­­­­­­­