

## **DISCIPLINE CRITERIA PROPOSAL**

### **DEFINITIONS**

<b>CODE</b>	<b>TITLE</b>	<b>DEFINITION</b>	<b>NOTES</b>
DS	Disciplinary Suspension	Employee suspension as a result of formal disciplinary procedures.	Used to record when an employee has been suspended for reasons resulting from official disciplinary action.
SU	Suspension Dock	Employee suspension as a result of formal disciplinary procedures.	Used to record when an employee has been suspended for reasons resulting from official disciplinary action.

### **RECOMMENDATIONS**

<b>Discipline Criteria</b>	No more than the equivalent of 7 days of "SU" and/or "DS" cumulative hours during past 12 months.	A summary report can be run to identify the total number of hours identified under this code, and if those hours are greater than the equivalent of 7 working days, then the candidate would be bypassed.
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