

AVIS DE DÉPART

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Nom / prénom |       | Matagami | [ ]  | Chibougamau | [ ]  |
| Titre d’emploi |       | Radisson | [ ]  | Km 381 | [ ]  | Km 257 | [ ]  |
| Service / Direction |       | Date d’embauche |      |    |    |  |
|  | aaaa | mm | JJ |  |
| Dernier jour travaillé |      |    |    |  |
|  |  |  |  | aaaa | mm | JJ |  |

RAISON DU DÉPART *(Renseignements conformes au formulaire de relevé d’emploi du DRHC)*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A | Manquedetravail | [ ]  | B | GrèveouLock-out | [ ]  | C | Retourauxétudes | [ ]  | D | Maladieoublessure | [ ]  | E | Départvolontaire | [ ]  | F | Grossesse | [ ]  |
| G | Retraiteavant65 ans | [ ]  | H | Travailpartagé | [ ]  | J | Formationenapprentissage | [ ]  | L | 65 ans | [ ]  | M | Congé-diement | [ ]  | N | Congé | [ ]  |

|  |  |  |
| --- | --- | --- |
| K | Autre *(expliquez)* |  |
|   |
|  |  |
|       |

ÉVALUATION DU RENDEMENT

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Excellent | [ ]  | Bon | [ ]  | Passable | [ ]  | Sujet à réemploi | Oui | [ ]  | Non | [ ]  |  |
|  | Remarque |  |  |
|       |
|  |  |  |  | Date |  |  |  |  |
|      |    |    |  |
|  | Signature du supérieur immédiat |  | Signature du directeur |  | aaaa | mm | JJ |  |

ESPACE RÉSERVÉ AUX RESSOURCES HUMAINES

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| L’employé doit remettre | Carte d’appel | [ ]  | Clés | [ ]  | Véhicule | [ ]  | Équipement informatique | [ ]  | Autre |       |  |
|  |  |  |  |  |  |  |  |  |
| Reçu par |  | Date |      |    |    |  |
|  |  |  |  |  |  | aaaa | mm | JJ |  |

**ORIGINAL :**  Aux Ressources humaines **COPIE** : À l’employé [ ]  *(Cochez si copie reçue)*

Décembre 2002