

# Nishnawbe-Aski Legal Services Corporation

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April 10, 2023

Joy Nwaubani  
955 Oliver Road,  
Thunder Bay, ON  
P7B 5E1

**RE: 3-month Probationary Extension**

Dear Joy:

As you are aware, your employment with NALSC is subject to a successful 3-month probationary period, ending **Feb 28, 2023**.

As discussed during your 3-month probation review with your manager, your performance has not reached the standard that is expected in your position as Gladue Writer. Therefore, a decision was made to extend your probationary period by three (3) months, ending **May 28, 2023**. As discussed in your meeting, your manager will review your progress as per your Performance Improvement Plan (PIP) and provide additional support/training as is reasonable and practical.

Although there has been an extension to your probationary period, you will be eligible for the Company's Benefits plan and Pension plan effective the end date of your original probationary period, or **Feb 28, 2023**.

Please contact me if you have questions.

Sincerely,



Colette Shwetz  
HR Manager

CC: Finance Department

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