

## Self Certificate Sick Form for Absence's of less than 8 days

In order to obtain payment under the Mobitech Sick Pay Scheme, you must complete this certificate following any absence of seven continuous days or less, including Saturday and Sunday.

Any continued absence exceeding seven days must then be supported by a Doctor's 'Fit Note' Certificate, which must be sent to Joanna Dunmill as soon as it is issued to you.

<b>Name:</b>	<b>Department:</b>
<b>Job Title:</b>	
Date and time illness began:	
Date returned to work:	
Reason for absence:	
Please describe symptoms:	
<p>Did you attend:</p> <p>Hospital            YES / NO  Clinic                YES / NO  Doctor                YES / NO</p> <p>Please give details of visit:</p> <p>Is the illness/injury a result of an accident at work? YES/NO</p> <p>If yes, please give details</p>	
<p><b>I understand that if I provide inaccurate or false information about my absence it may, depending on the circumstances, be treated as gross misconduct resulting in my summary dismissal from the Company.</b></p> <p>Signature: _____ Date: _____</p> <p>Manager remarks:</p> <p>Signed: _____ Date: _____</p>	