

Feedback on Truck Driver Reliability and Performance

Date: [Insert Date]

To: [Driver's Name]

From: [Manager/Supervisor's Name]

Subject: Performance and Reliability Feedback

Dear [Driver's Name],

I hope this message finds you well. I want to take a moment to provide you with some feedback regarding your performance and reliability as a truck driver over the past few months.

Firstly, I would like to commend you on your punctuality. Your ability to adhere to delivery schedules has positively impacted our operations and customer satisfaction levels.

Additionally, your attention to safety protocols has been noteworthy. It is essential in our line of work to maintain a safe driving environment, and you excel in this area.

However, I would like to address a few concerns regarding the handling of equipment and communication. There have been several instances where the condition of the truck was not reported promptly, which could lead to potential safety issues.

I encourage you to continue focusing on open communication with the team about any vehicle concerns and to ensure that all equipment is maintained properly.

Thank you for your hard work and dedication. I believe that with a little attention to these areas, you will continue to be a great asset to our team.

Best regards,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]