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### Reichel Foods, Inc. Employee Performance Review

| EMPLOYEE INFORMATION                 |  |
|--------------------------------------|--|
| Name: Dinh Ky Troung - 90 day        | Due Date: 8/31/2020                      |
| Job Title: Cartoner                  | Employee Start Date: 5/13/2020           |
| Department: MV2                      | Supervisor/Manager:                      |
| Review Period 5/13/2020 to 9/13/2020 | Raise Recommended? Yes / No<br>How much? |

| RATINGS  | 1 = F<br>Poor            | 2 = D<br>Fair            | 3 = C<br>Satisfactory    | 4 = B<br>Good                       | 5 = A<br>Excellent                  |
|--|--------------------------|--------------------------|--------------------------|-------------------------------------|-------------------------------------|
| <b>Job Knowledge</b>   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <i>Able to work all filler positions and some areas of pack off</i>  |                          |                          |                          |                                     |                                     |
| <b>Work Quality</b>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <i>Keeps work area clean and organized</i>   |                          |                          |                          |                                     |                                     |
| <b>Attendance/Punctuality 0 call in/0 tardy</b>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <i>Attendance is good, here on time everyday prepared to work</i>  |                          |                          |                          |                                     |                                     |
| <b>Safety</b>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <i>Works in a safe manner, no incidents documented</i>   |                          |                          |                          |                                     |                                     |
| <b>Food Safety/GMP Compliance 0 GMP</b>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <i>Has a good understanding of food safety and GMP's</i>   |                          |                          |                          |                                     |                                     |
| <b>ommunication/Listening Skills</b>   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <i>Takes direction well from Leads &amp; Supervisors</i>   |                          |                          |                          |                                     |                                     |
| <b>Initiative</b>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <i>Always staying on top of things, here to make sure lines start up on time during start ups and breaks, flexible and can work anywhere</i> |                          |                          |                          |                                     |                                     |
| <b>Dependability</b>   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <i>Can always be counted on</i>  |                          |                          |                          |                                     |                                     |
| <b>Overall Rating 4.7</b>  |                          |                          |                          |                                     |                                     |

| EVALUATION   |
|--|
| Showing growth and improvement since starting, overall trending in the right direction   |
| GOALS Strive for zero GMP violations for the rest of the year, commit to reducing or eliminating scrap wherever possible, keep break room and restroom areas clean at all times, continue to fine tune skills for rotational purposes. |

| VERIFICATION OF REVIEW  |             |
|---|-------------|
| <i>By signing this form, you confirm that you have discussed this review in detail with your supervisor. Signing this form does not necessarily indicate that you agree with this evaluation.</i> |             |
| Employee Signature  | Date 9/2/20 |
| Supervisor/Manager Signature  | Date 9/2/20 |

| OFFICE USE ONLY             |                  |       |         |
|-----------------------------|------------------|-------|---------|
| Raise Amount: <i>0.00</i>   | Prev. Raise Amt: | Date: | Reason: |
| New Wage: <i>10.00</i>      | Prev. Raise Amt: | Date: | Reason: |
| Effective Date of New Wage: | Prev. Raise Amt: | Date: | Reason: |
| Accounting Signature        |                  |       |         |

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