



Reichel Foods, Inc.

Employee Warning Notice

Employee Information

Date: 8/28/2012
Employee Name: clemente Abreu
Job Title: line lead
Manager/Supervisor: Jeff Ramaker

Type of Warning

Verbal Warning
Written Warning
Final Warning

Type of Offense

Tardiness/Leaving Early
Absenteeism
Violation of Company Policies
Substandard Work
Violation of Safety Rules
Rudeness to Customers/Coworkers
Other

Details

Description of Incident (Describe incident and list the date, time, and any witnesses present):
8/27/12 product was run on 2nd shift with the wrong EST# on the case label. Clemente is responsible to check paperwork to insure that it is correct.

Plan for Improvement:
Be more thorough and diligent with your checks. It needs to be 100% correct

Consequences of Further Infractions:
Written warning and/ or suspension

Acknowledgement of Receipt of Warning

By signing this form, you confirm that you understand the information in this warning. You also confirm that you and your manager/supervisor have discussed the warning and a plan for improvement. Signing this form does not necessarily indicate that you agree with this warning.

Clemente A. 8-28-12
Employee Signature Date
Jeff Ramaker 8/28/12
Manager/Supervisor Date

Witness Signature (if employee understands warning but refuses to sign) _____ Date _____