



Reichel Foods, Inc.

Employee Warning Notice

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Employee Information

Date: 5/13/2024
Employee Name: Martin Alvarado
Job Title: Slicing/Tumbler
Manager/Supervisor: Sam Chea

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)

Audit was being conducted by James Littlefield on Wed. 5/8 at 9:42 am for Carrot water testing procedure. Martin taking tumbler chemical samples straight from the hose, then adding water to them so they'd pass titration The sample would be tested, then if it was too high it was sent back, water was added, then it was retested. The carrots had been tumbled and trayed while the water that was supposed to be for that tumble was still being tested.

Plan for Improvement:

Martin will be retrained on Carrot water sampling procedure and Tumbler procedures

Consequences of Further Infractions:

Written warning will be issued if procedure is not followed

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.

Martin Alvarado _____ Date 05-13-2024
Employee Signature

Sam Chea _____ Date 5-13-2024
Manager/Supervisor

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

Instructions. Collect a sample of Klorman solution from the Tumbler. Titrate the sample with the Saniking titration kit using the instructions included in the kit. Samples should be collected for each batch and tested before adding carrots. In the event that the Klorman dispenser is out of service, a SaniKing solution may be prepared according to the following ratios to tumble the carrots. Mix 50 mL of SaniKing with 70 gallons of water. Test using a Free-Chlorine test strip as stated above.

I saw on camera and then in person Martin taking tumbler chemical samples straight from the hose, then adding water to them so they'd pass titration. I did not see a sample taken from the tank the entire time I was watching. The sample would be tested, then if it was too high it was sent back, water was added, then it was retested. The carrots had been tumbled and trayed while the water that was supposed to be for that tumble was still being tested. The time that I was down there and saw it, I had him dump out the cups and take a new sample and it did not pass. At 9:42am on the camera you can see him take the sample from the hose, then go to the sink and split it between two cups, then add water to them and send them to be tested.

Additionally, at around 9:44am he used a stack of trays that had not been sanitized.

James Littlefield

Quality Assurance Supervisor

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