



Reichel Foods, Inc.

Employee Warning Notice

Employee Information

Date: 9/10/2024
 Employee Name: Nasro Serar
 Job Title: Lead
 Manager/Supervisor: Ali Rage/Gai nguyen

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)

Nasro Serar was spraying without using goggles which he can hurt his eyes. Make sure everyone that is working with chemicals should be wearing their goggles. No excuse.

Plan for Improvement:

you must make ensure that you use a goggle everytime you want to spary the machine or anything regarding the machine

Consequences of Further Infractions:

If further infractions occur, nasro serar will receive Written Warning which may include up to his assignment ending.

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.

NASRO
 Employee Signature
Ali Rage
 Manager/Supervisor

9-10-24
 Date
09-10-2024
 Date

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

Date