



Reichel Foods, Inc.

Employee Warning Notice

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Employee Information

Date: 12.08.25
Employee Name: Maribel Coronado
Job Title: Tray filler & Pack off area
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
Insubordination

Details

Description of Incident (Describe incident and list the date, time, and any witnesses present)

On Saturday 12/6/25 was our first sam's club run of new product running on the line, we were running and trying to find out how much employees are needed to staff the MV1 properly. Some employees were sent home due to cutting down to a certain amount of employees, unfortunately we had to cut down in the pack off area, Maribel was asked by the Lead Katryna to help fill on the trays at the front of the line as we are short in that area, she refused and a Supervisor Isabel asked her to help fill as well. She made the comment "Find someone else to do it" and left the room, She went to jamie and told him that she will throw up and not to put her in filling trays next time and said she was going home. (Her Job Describtion says she is a tray filler and pack off area since she started)

Plan for Improvement:

Work where you are assigned to work, if help is needed to work another area the line, follow chain of command from Supervisors/Leads. It is not all the time you are assigned to work the same spot, employees have at reichel foods have a expectation and it is document in each persons file what they agree to each job duty they are assigned.

Consequences of Further Infractions:

Further infractions will result in final warning/ termination

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.

Employee Signature	Date
	12/8/25
Manager/Supervisor	Date
	12/8/25
Witness Signature (if employee understands warning but refuses to sign)	Date