



Reichel Foods, Inc. Employee Warning Notice

Employee Information

Date: 1/7/2015
Employee Name: Abdul Sattar Ahmed
Job Title: San. Patron
Manager/Supervisor: Anthony Dabitel

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

Abdul was working in the mu2 room and was changing his gloves next to the 3 compartment sink when the multi-Quat hose while running fell out of the sink and splashed Abdul in the face. Abdul has signed a training record stating that he understands that PPE must be worn at all times while chemicals are being used in the rooms. See Attached training record.

Plan for Improvement:

Abdul will follow the Safety Rules at all times until cleanup is complete and only remove his safety gear once outside of the room and is ready to put his gear away to go home for the day.

Consequences of Further Infractions:

If further infractions occur Abdul will receive a final warning and may also receive suspension as well.

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.

Abdul Sattar _____ 1-8-15
Employee Signature Date

Manager/Supervisor Date 1-8-2015

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

ATM
1-9-15

