



# Reichel Foods, Inc.

## Employee Warning Notice

SQ0014FO

R: 3

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### Employee Information

Date: 1/17/2019  
Employee Name: Akilu Gebrednjil  
Job Title: Sanitation  
Manager/Supervisor: Darryl Ray Conley Jr

### 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)

Towards the end of the day Akilu was working in the slicing room squeegeeing the floors Sameer notice something in the chiller tank and begun to rinse it out when Akilu saw this he got mad stepping into Sameer's face calling him stupid you stupid Akilu was seen doing this a few times. Sameer was very upset with this and reported this to his supervisor.

#### Plan for Improvement:

Akilu will respect his co-workers at all time and will be moved to MV2 room

#### Consequences of Further Infractions:

If this continues Akilu will recieve a final warning

### 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: Akilu Gebrednjil Date: 1-17-2019  
Manager/Supervisor: Darryl Ray Conley Jr Date: 1-17-2019  
Witness Signature (if employee understands warning but refuses to sign): [Signature] Date: 1-17-19