



Reichel Foods, Inc.

Employee Warning Notice

SQ0014FO

R: 2

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Employee Information

Date: 12/19/2012
Employee Name: Aden Mohamed
Job Title: Hormel production
Manager/Supervisor: Chamrong Ouk

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)
employee report to work late and leave early, also refuse to follow orders. Jose Perez and my self as witness

Plan for Improvement:
need to be on time, listen and follow the directions

Consequences of Further Infractions:
if employee still not change, he will face with suspencion or 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 12-19-12

Manager/Supervisor Jose Perez

Date 12-19-12

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

Date
Jose Perez

Employee refuse to sign the warning.