



Reichel Foods, Inc.

Employee Warning Notice

SQ0014FO

R: 2

Page 1 of 1

Employee Information

Date: 5/23/2017
Employee Name: Andrew Peterson
Job Title: DC Warehouse
Manager/Supervisor: Benn Grenz/Jeremy Meyer

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)

On 05/19 Andrew was reminded he needed to have a spotter at all times when moving trailers. On 05/22/17 Andrew was backing up a trailer and hit another refrigerated trailer in the Reichel Foods parking lot causing damage. Andrew did not have a spotter to help him.

Plan for Improvement:

All CDL and non CDL drivers are required to have a spotter for backing up trailers at all times during production hours.

Consequences of Further Infractions:

Consequences for further infractions include further warnings and up to assignment end.

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

Manager/Supervisor

5-23-17

Date

5-23-17

Date

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

Date