



Reichel Foods, Inc.

Employee Warning Notice

SQ0014FO

R: 2

Page 1 of 1

Employee Information

Date: 12/27/2013
Employee Name: Bethany Johnson
Job Title: Production Worker - Rotary
Manager/Supervisor: Bunthy Douk

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)

12/26/13 5:45pm - GMP Monitor (Suab) noticed Bethany was sanitizing with one hand and wasn't sanitizing properly. GMP (Suab) spoke with her twice and then notified Supervisor (Bunthy). Supervisor (Bunthy) spoke with Bethany about sanitizing properly and how important it is. Bethany walked away and all she said was GMP Monitor (Suab) was being mean to her.

Plan for Improvement:

Sanitize every 15mins with two hands and the correct methods

Consequences of Further Infractions:

Suspension or Term.

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.

Bethany Johnson
Employee Signature

12/27/13
Date

Bunthy Douk
Manager/Supervisor

12/27/13
Date

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

Date