



Reichel Foods, Inc. Employee Warning Notice

Employee Information

Date: 10-3-18
Employee Name: Charnal Beth
Job Title: Sanitation
Manager/Supervisor: Darrell Ray Conley III

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)

Charnal was seen dropping his mother off at the front entryway on 10-2-18
This is the 2nd time Charnal was told not to drop his mom
off at the front entryway. Charnal know the company policy on
where to drop off his mom.

Plan for Improvement:

Follow company policy

Consequences of Further Infractions:

Suspension up to 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.

Charnal Beth
Employee Signature

10/03/18
Date

Darrell Ray Conley III
Manager/Supervisor

10/03/18
Date

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

Date