



# Reichel Foods, Inc.

## Employee Warning Notice

### Employee Information

Date: 4/2/13  
Employee Name: Curtis Myland  
Job Title: Sanitation  
Manager/Supervisor: Janice Sorensen

### 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)

Curtis on 4/1/13 was in the MV2 room questioning management decisions, loudly, in front of co-workers. He was also saying he had pictures to protect himself in case anything ever happened to the company. This is the second time he was questioning mgmt. decisions loudly in front of co-workers.

Plan for Improvement:

Curtis will keep company business to himself. If he has an issue he will talk privately with his supervisor or mgr.

Consequences of Further Infractions:

If there is another instance similar, Curtis will be terminated.

### 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: 4/2/13

Manager/Supervisor: Date: 4/2/13

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