



Reichel Foods, Inc.

Employee Warning Notice

Employee Information

Date: 12/30/2014
Employee Name: Doug Hansen
Job Title: Production
Manager/Supervisor: Phuy Vorng Chi

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)

Not follow supervisor instruction that has been told several times in the past to mark off barcode on meat boxes as customer required.

Plan for Improvement:

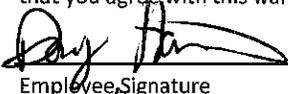
Need to responding or following direction.

Consequences of Further Infractions:

If the same violation is found written waring will be given.

Acknowledgement of Receipt of Warning

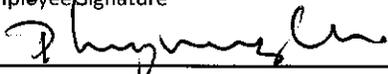
By signing this form, you confirm that you understand the information in this warning. You also confirm that you and your manager/supervisor have discussed the warning and a plan for improvement. Signing this form does not necessarily indicate that you agree with this warning.



Employee Signature

12/30/14
Date

Date



Manager/Supervisor

12/30/2014
Date

Date

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

Date