



Reichel Foods, Inc.

Employee Warning Notice

SQ0014FO

R: 2

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Employee Information

Date: 9/11/2014
Employee Name: Joshua Campbell
Job Title: Production 1st shift
Manager/Supervisor: Cameron & Isabel

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)

during the week of 8/25/14-8/30/14 I personally had to coach & re-train him on garbage procedures as well communication among co workers. Everyday since then I usually have to have some kind of conversation with him about attitude, work performance, gmps & company policy. I constantly have to monitor & re-train with him, this is unacceptable & interferes with training of new hires, its also a daily occurrence where he yells @ a co-worker which is not tolerated by any level of management or production leads & employees so why should we tolerate it from him.

Plan for Improvement:

Josh needs to take the next few days off to figure out if Reichel Foods is a good fit for him still. He needs to return Monday with a clear well thought out plan, of how he is going to mend co worker relationships & follow the instructions giving to be successful here

Consequences of Further Infractions:

Termination.

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.

Joshua Campbell
Employee Signature

9-11-14
Date

Cameron & Isabel
Manager/Supervisor

9/11/14
Date

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

Date