



Reichel Foods, Inc. Employee Warning Notice

SQ0014FO

R: 2

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Employee Information

Date: 3/13/2016
Employee Name: Davin Sam
Job Title: Sanitation
Manager/Supervisor: Anthony Dahlke

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)

Davin Sam has been talked to on multiple occasions, over a long period of time about him not spending extra time in the break room after his break. Tonight Davin took break around 1:25am and was not back into the MV2 room till 2:15am. There are several documentations being attached to this written warning showing that Davin has been talked to about this ongoing issue. Davin has also had verbal direction given to him to remind him that he needs to not be standing around talking, given by his supervisors and leads. Davin has also been coached on what the job expectations are and what is to be expected out of all sanitation employees and not to be taking extra time to stand around and talk.

Plan for Improvement:

Consequences of Further Infractions:

Davin has received a written warning and further infractions will include a final warning and possible suspension.

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

3/14/16

Manager/Supervisor

Date

3/14/16

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

Date

Jamie Sorensen

From: Anthony Dahlke
Sent: Tuesday, March 08, 2016 6:14 AM
To: Jamie Sorensen
Cc: Darryl Conley; Brian Medes
Subject: Davin Sam

Last night Davin Sam was talked to about how much time he is spending during his break times. Davin has been asked several times by his co-workers, Leads, and Supervisors to limit the amount of time he spending in the break room while he is changing his PPE. The entire crew has been asked to only spend about 5 minutes changing their PPE unless it is necessary for them to spend more time due to unforeseen events such as restroom breaks, getting drinks of water and etc... Davin often spends this extra time in the break room talking with other employees and ends up also causing his co-workers to spend more time in the break room as well. Davin has been warned that if he continues to ignore the direction he has been given about limiting his change times that other forms of actions may be taken such as disciplinary action. This is an ongoing issue and Davin has been coached and communicated to very clearly by his Supervisors what is to be expected of him and what will happen if this continues.

Anthony Dahlke,
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Phone: 507-289-7264 | Fax: 507-289-6552

Jamie Sorensen

From: Anthony Dahlke
Sent: Thursday, September 10, 2015 11:20 PM
To: Jamie Sorensen
Cc: Darryl Conley
Subject: Davin Sam

Tonight Davin had shown up for work on time at 10:00pm and was getting dressed and ready to work, but at 10:35pm Davin was still not done getting his gear on and going to start working in the production rooms. I told him and several others from the mV2 room (Ulijana, Lisa, Joe, Omar) that when employees see the time on the board that is the required start time to be out in the rooms working and not sitting in the break room on their phones or eating food. Employees are to be dressed and in the production rooms starting to clean. They also were told that if the assigned rooms they are working in is not done yet, then they are to go and help out in other rooms until that room is done. I specifically told Davin to go to one of the other rooms to help out since MV2 and Rotary were both still running. At 10:45pm I went to check to see if any of the employees I had just spoken to were standing around in the room, several of them were and again I instructed them to go to the other rooms to help out and not just stand around waiting for the lines to finish since the other rooms could use the help. Davin walked out of the MV2 room and walked into the Tumbler room and then walked out of the Tumbler room minutes later. At 11:08pm Davin had gone to the Slicing room to get some of his co-workers to go back to the MV2 room to start cleaning. Not once did Davin go into another room to help out and instead wasted his first hour of work ignoring directions given to him and standing around in other rooms. Davin has been talked to about this issue and if it continues at any point he will be asked to clock out and go home as his behavior reflects that he is not here to be working.

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Jamie Sorensen

From: Anthony Dahlke
Sent: Saturday, May 23, 2015 9:14 AM
To: Jamie Sorensen; Darryl Conley
Cc: Anthony Dahlke
Subject: Davin Sam

This morning Davin was seen in the locker room waiting around for roughly 30 minutes, while the MV1 room crew was finishing up in the room. Davin waited till they were coming into the break because they were finished and then acted as though he was in there helping them finish up. Davin was asked to go to the MV2 room to help out and again he hesitated before going and Brian said that Davin looked into the room and then turned around and left. I then instructed Davin to go help out in the warehouse and explained to him that this kind of behavior will not be tolerated. I explained to him that everyone needs to stay on task till everything is done and that by him not helping out in the rooms he is only making the process longer. Davin stayed and helped out in the warehouse for an additional 20 minutes before being sent home.

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Jamie Sorensen

From: Jamie Sorensen
Sent: Wednesday, November 25, 2015 7:25 AM
To: 'Kelsey Sikkink'; Anthony Dahlke; Darryl Conley
Cc: Lucy Pollitt; Lisa Campbell; Mike Schumacher
Subject: RE: Davin Sam

Darryl does not have any insight on the situation because he was not working on the day of the incident or the day of the disciplinary. 3 of the 4 members of the leadership team were here though and all were involved in the situation. The leaders' recollections are as follows:

Jim Asked Davin to go to the MV1 to help out now that the MV2 room is done. Tony already had also asked Davin to go help out in the MV1 room earlier too along with other people. Davin became agitated and said he had to finish the MV2 and argued with Jim. Mudhafar, who was in charge of the MV2 room, was there when Davin said that, said the MV2 room is done and there is no need to go back in there. Davin kept taking his PPE off anyways. Jim thought he was just going to change to go in the MV1 room, but he did not go. Instead Jim seen him walk out the door and go home, instead of going into any room. Jim then went and let Tony know so he could address, but Davin was gone by the time Tony got there.

Anthony and Brian- Both employees recall the exact same story as each other and say that Davin's version of events are completely incorrect. What follows is the version of events according to both Tony and Brian The next night Tony had some issues he needed to discuss with the entire crew right away and then he went to meet with Davin. Before getting to Davin, he was being louder than normal and talking about the incident, arguing with Mudhafar in the breakroom. Before talking with Davin, Tony asked Brian to come in and be a witness to the meeting. Tony then asked Davin to come in the office for a private meeting. He asked Davin to explain the events of the night before so he could understand what happened. Immediately Davin started talking louder than normal and seemed to be agitated and defensive. Every time Tony tried to speak, Davin interrupted him in an agitated manner and would not let Tony talk. Tony used his hands to say you are being very loud and aggressive right now, that you are "up here" and we need to bring it "down here" so we can talk calmly. Tony tried to explain these events from what he had heard but Davin would not calm down and let him speak. Tony tried to explain than why he was getting disciplinary, but he would not listen or read the comments and refused to sign. Due to his agitated state that was not getting better, Tony made the decision to ask him to leave for the night, so he could calm down because he felt that things could escalate if Davin were to stay working for the night. This was explained to Davin. Both Tony and Brian were in there and agree 110% to this version of events. All 3 leaders agree that Davin was the only one being disrespectful. Brian also already corroborated this version with Tony before, by signing the disciplinary along with Tony. This is why we have witnesses. Looking at the involvement and process that all 3 leaders followed, seems they did an excellent job. Great job Tony for getting Brian involved and great job for potentially defusing a more serious situation. There was no discussion on the either of the nights in question about any bathroom breaks. Davin has been talked with other occasions by Brian, Anthony, etc. about taking excessive breaks when leaving the room to change PPE and that drinking, eating, bathroom breaks should be limited to designated break times as much as possible, though understanding there will be emergencies. If Davin's behavior does not change, he continues to be disrespectful, argumentative or leave without work being completed, there will be further disciplinary.

Thanks,
Jamie

Kelsey Sikkink [mailto:Kelsey@corpmgmtgroup.com]

Tuesday, November 24, 2015 3:02 PM

Jamie Sorensen; Anthony Dahlke; Darryl Conley

Lucy Pollitt; Lisa Campbell; Mike Schumacher

Subject: Davin Sam

Hi

Davin Sam came to the CMG office regarding the situation on 11/19/15 to explain his side of the story because he didn't think he had an opportunity to that night.

Davin did say that James asked him to go to the MV1 room to help out and Davin had no problem doing that but he knew MV1 was not done. Davin did not feel he was arguing with James as Davin says he talks loud and always has. Davin knew MV2 was not done because he left something undone and wanted to take care of it so his crew did not get in trouble. Davin said he went to the break room to go to the bathroom since he had to change his gear and his lead Mudhafer told him that he could go home. He didn't think anything different as this wasn't the first time that the leads tell employees they can go home. He then said when he came back for his next shift, Tony was talking to him about his warning and Davin was trying to explain the situation. Tony then held his hand up and said you are not up here, (then put his hand down) and said you are down here. That is when Davin became upset because he felt he was being treated very unfairly and disrespectful. Davin felt that it Tony was going to disrespect him that poorly then Davin really wanted Tony to listen to his explanation. At that point he was ready to leave but didn't. He decided he was not going to sign the disc form due to being unfair. Davin also feels that Tony is against him because when Davin has to change his gear, he will sometimes use the rest room or get a drink of water and Davin was told my Tony that the only time Davin should be using the rest room is on breaks. Davin was really confused by this as all the sanitation employees do the same. Davin said that Darryl spoke to him and was very nice and their talk went well. Davin understands his job duties and his authority figures but also feels that the disc report is not the truth and does not feel it is fair for him to sign something that is not truthful.

He also stated that another employee left sanitation due to a similar situation(didn't go into description). Davin just want things to be right and be treated fairly and understand his side of the story before giving him a warning.

I told him that I would send you an email to find out more information and get the situation resolved. I reassured him that it is not RF policy or practice to treat any employee unfairly.

Tony and Darryl-

Can you give me some insight to Davin's statement please?

Thank you,

Kelsey Sikkink

CMG Client Services Manager

507-923-0366

507-923-4955