



Reichel Foods, Inc. Employee Warning Notice

SQ0014FO

R: 2

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Employee Information

Date: 3-15-16
Employee Name: DONATION MWANZO
Job Title: PACK OFF AREA
Manager/Supervisor: RICK NELSON

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)

MISSING CASE LABEL ON MAR. 13, 2014 9:26AM

Plan for Improvement:

VISUALLY CHECK EACH BOX WHILE THEY ARE STILL ON THE SKATE CONVEYOR

Consequences of Further Infractions:

WRITTEN 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.

[Signature]
Employee Signature

3-15-16
Date

Manager/Supervisor

[Signature]

Date

3-15-16

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

Date