



*"your workforce management & staffing experts"*

October 24, 2025

Josh Gehlhar

**Subject:** Written Warning – Improper Machine Assembly

On October 24, 2025, it was found that you knowingly assembled the Formax machine incorrectly. You stated that you did not believe the incorrect setup would make a difference in operation. As a result, the stripper plate became plugged, requiring the machine to run at a higher pressure than normal and causing approximately 40 minutes of downtime.

Proper machine setup and adherence to procedures are critical to maintaining safe and efficient production. Making unauthorized changes or disregarding established assembly procedures compromises equipment performance, safety, and production output.

This behavior is unacceptable and does not meet the performance or safety expectations of your position. Going forward, you are expected to follow all standard setup and assembly procedures as trained.

Any future incidents of this nature may result in further disciplinary action, up to and including Release of Assignment from Branding Iron.

Please sign below to acknowledge that this warning has been discussed with you. Your signature does not indicate agreement, only that you have received and reviewed this notice.

Employee Signature: Josh A. Gehlhar Date: 10-23-25

Supervisor Signature: Nina Pausch Date: 10/23/25