



Reichel Foods, Inc.

Employee Warning Notice

Employee Information

Date: 12/18/2014
Employee Name: Josh Campbell
Job Title: Production Sanitor
Manager/Supervisor: Bunthy/Isabel/Cameron/Brittany/Rick

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)

12.17.14 at 12:10am, Bunthy noticed Josh Campbell walked out. Bunthy went after Josh and asked Who sent him home. Josh replied "I was planning to tell you." Josh was brought back into the office. Witnesses: Rick, Isabel & Cameron. Bunthy asked Josh again and he replied "I was planning to tell you" and "Mylan went home early yesterday." Bunthy told Josh, he just had a incident the other day and now this, it is not looking for him. He will be suspended for the next 3 days starting 12.18.14

Plan for Improvement:

we ask a supervisor to go home before leaving

Consequences of Further Infractions:

End of assignment

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.

Josh Campbell
Employee Signature

12-18-14

Date

[Signature]
Manager/Supervisor

Date

12/18/14

Date

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

Date