



# Reichel Foods, Inc.

## Employee Warning Notice

### Employee Information

Date: 8/17/2022  
Employee Name: Larry Bartel  
Job Title: Warehouse  
Manager/Supervisor: Jeremy Meyer

### 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 08/08/22 to 08/15/22, Larry loaded at least 18 pallets that were broken and that do not meet our customers or our standards. Larry was coached and retrained on shipping pallets that are not broken, missing boards and/or stringers on 08/04/22. See pictures 1779,1786,1787,1790,1791,1806,1821,1826,1837,1851,1860,1880,1950x2,1951,1956,1957 and 1969 in Tristate Pictures.

Plan for Improvement:

Larry will inspect product and pallets during the loading and shipping process to insure all product and pallets meet or exceed our customers and our standards.

Consequences of Further Infractions:

Consequences of Further Infractions include increased warning severity up to assignment end.

### 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

Manager/Supervisor

Date

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

Date