



Reichel Foods, Inc.

Employee Warning Notice

Handwritten initials

Employee Information

Date: 8/20/2020
Employee Name: Mohamed Abdulle
Job Title: Sanitation
Manager/Supervisor: Brian Medes

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)
At 4:25am today I was notified by QA employee Melissa, that she saw Mohammed walking around the MV1 room during Pre-Op without a facemask on. Mohamed has been spoken to about this many times and received a verbal warning for it previously on 8/4/2020.

Plan for Improvement:
Mohamed will follow all safety protocols and and company policies. Monitoring and follow up coaching will be conducted.

Consequences of Further Infractions:
If further infraction occur, Mohamed will receive progressive discipline, up to and possibly including termination of his position here at Reichel Foods.

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.

M A _____ Date 8/20/20

Brian Medes _____ Date 8-20-20

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