



Reichel Foods, Inc.

Employee Warning Notice

Employee Information

Date: 7/31/2024
 Employee Name: nimo ugas
 Job Title: production sanitor
 Manager/Supervisor: Ali Rage/Gai nguyen

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)

Faduma aden and nimo ugas there were having break , after meanwhile there start urging each other about the chair , nimo come to Faduma aden and pull or grab the side of the chair she was sitting on , And Faduma aden fell down , which could cause injury or back pain , when I call them in the office they told me ,that there were playing not fighting about the chair ,

Plan for Improvement:

you must make ensure , you don't fight or bush each other a chairs , we have have a Plenty chairs, so evey body has a big space to sit and enjoy their brake times

Consequences of Further Infractions:

If further infractions occur, faduma aden will receive Progressive Disciplinary Action which may include up to his assignment ending.

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

Nimo

Date 07-31-2024

Manager/Supervisor

[Signature]

Date 07-31-2024

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

Date