



Reichel Foods, Inc. Employee Warning Notice

Employee Information

Date: 1/8/2018
 Employee Name: Nokachachhoukroth Chea
 Job Title: QA Tech
 Manager/Supervisor: Kendra Lunt / Luz Pizano

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

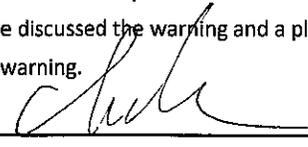
Description of Incident (Describe incident and list the date, time, and any witnesses present)
 On Saturday, 12/30/17 at or about 3:04 pm, Nokachachhoukroth was outside doing trailer checks, and was not wearing the Safety vest while doing so, this was mentioned in all the QA meetings held in December (1st, 7th, 14th, 21st, and 28th) as being mandatory effective immediately, she verbally agreed that she understood the new policy in the QA meeting. Camera footage was saved in the Investigations folder.

Plan for Improvement:
 Nokachachhoukroth will follow company policy to wear the safety vest during trailer checks and or other outside work as required.

Consequences of Further Infractions:
 Future offenses will lead to further disciplinary action, not limited to, termination of employment.

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 01.08.2018

Manager/Supervisor  Date 1/8/18

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