



Reichel Foods, Inc.

Employee Warning Notice

Employee Information

Date: 8/1/2024
 Employee Name: Ojulu Omot
 Job Title: Production
 Manager/Supervisor: Cham Ouk

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)

Ojulu has poor work performance ,he is super slow and cant keep up with the line . He is not willing to do other job beside the one he is able to do . Sometime he got mad and go home when Line lead want to change him around.so he need to improve all his working proformance if he want stay working with us.

Plan for Improvement:

Improve his work performance to keep up with line

Consequences of Further Infractions:

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.

s. Ojulu 8-1-24

 Employee Signature Date

[Signature] 8-1-24

 Manager/Supervisor Date

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