



Reichel Foods, Inc. Employee Warning Notice

Employee Information

Date: 11/12/2014
Employee Name: Paradise Prom
Job Title: Sanitation
Manager/Supervisor: Anthony Pahlke

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 Wednesday 11/12/2014 at approximately 11:50pm Paradise Prom was seen cleaning the tumblers in the tumbler room and not using a LOTO procedure while cleaning. Mark Guajardo noticed Paradise operating the tumbler moments before climbing into it to clean and did not use LOTO. Paradise has been trained on this before and will complete another training and sign a training record indicating his understanding of the importance of LOTO.

Plan for Improvement:

Re-take training of Tumbler LOTO procedure and sign training record of understanding the importance of LOTO. Paradise will also make sure that LOTO is being followed by his co-workers when cleaning the tumblers in the room on a nightly basis.

Consequences of Further Infractions:

Further infractions will include a Final Warning along with Suspension of employment. Further disciplinary action may also include 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

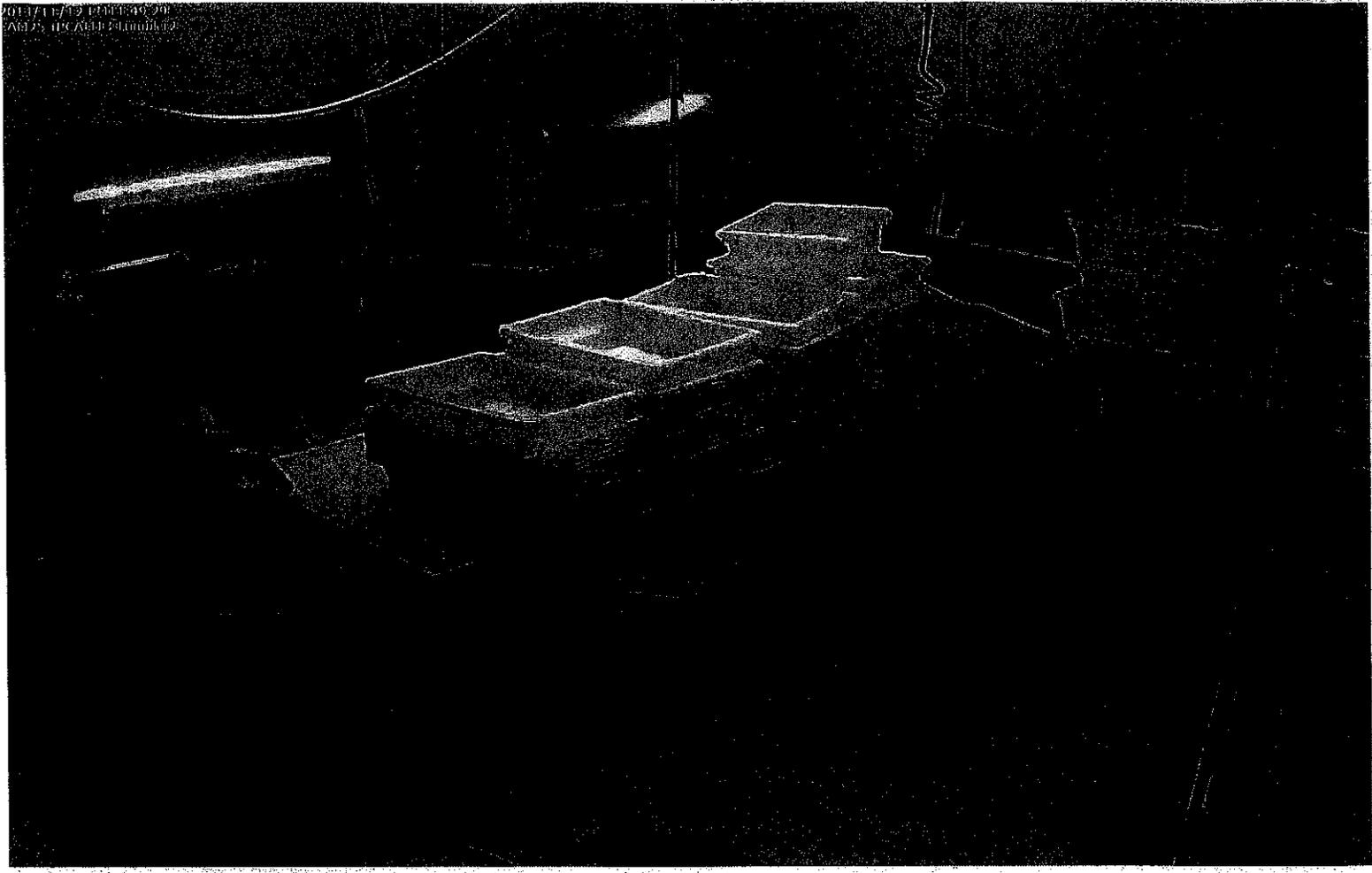
11/12/14
Date

Manager/Supervisor

11/13/14
Date
11/13/14
Date

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

001117/19 001117/19
001117/19 001117/19



001117/19