



# Reichel Foods, Inc. Employee Warning Notice

SQ0014FO  
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### Employee Information

Date: 02/14/13  
Employee Name: Paradise Prom  
Job Title: Scanner  
Manager/Supervisor: Bertha D.

### 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)

02/14/13  
Paradise placed the scanner on the conveyor. When the rotating mo turned on the machine the scanner got caught between the glue nozzles and it damaged the con.

Plan for Improvement:

Leave the scanner at one place

Consequences of Further Infractions:

Final warning

### 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

2-14-13

Manager/Supervisor

Date

2/14/13

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

Date