



Reichel Foods, Inc. Employee Warning Notice

SCANNED

Employee Information

Date: 01/30/13
Employee Name: POV M.
Job Title: Tumbler room/sanitation
Manager/Supervisor: Cameron

Type of Warning

- Verbal Warning [checked]
Written Warning [ ]
Final Warning [ ]

Type of Offense

- Tardiness/Leaving Early [ ]
Absenteeism [ ]
Violation of Company Policies [checked]
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)

POV WAS BEATING THE SIDE OF GARBAGE CAN TO CLEAN OUT THE DRAIN COLENDER & DEBRIS WAS FLYING OUT THE WINDOW.

Plan for improvement:

to not beat the DRAIN Clean the garbage can!

Consequences of Further Infractions:

further corrective action leading up to termination

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: POV Meach Date: 01/30/13
Manager/Supervisor: Cameron Johnston Date: 01/30/13

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