



# Reichel Foods, Inc.

## Employee Warning Notice

Date: 11/13/2012  
Employee Name: Qadra Mahamud  
Job Title: adco  
Manager/Supervisor: heng

Verbal Warning   
Written Warning   
Final Warning

Tardiness/Leaving Early   
Absenteeism   
Violation of Company Policies   
Substandard Work   
Violation of Safety Rules   
Rudeness to Customers/Coworkers   
Other

Description of Incident (Describe incident and list the date, time, and any witnesses present)  
it about 4.45pm she was walk off the line without permission .

Plan for Improvement:

make sure no one allow to walk off the line without permission . If you want to go some where make sure you talk to the lead or the supervisor before you walk off the line

Consequences of Further Infractions:

if that still happening we will give you a last chance warning and after that still happening we will have to let you go .

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.

Qadra Mahamud 11-13-12  
Employee Signature Date

[Signature] 11-13-12  
Manager/Supervisor Date

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