



Reichel Foods, Inc.
Employee Warning Notice

Employee Information

Date: 3/13/2013
Employee Name: Ricardo Figuerca
Job Title: Sanitation
Manager/Supervisor: Anthony Dahlke

Type of Warning

Verbal Warning [X]
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 [X]
Other [X]

Details

Description of Incident (Describe incident and list the date, time, and any witnesses present)
Saturday morning 3/11/2017 Ricardo demonstrated insubordination to his Supervisor (Anthony). Ricardo expressed disrespect towards his leadership team and attempted to go around the decision made by 1 supervisor and use his cell phone while he was supposed to be working to contact his other Supervisor to get the desired answer he was looking for. Ricardo was unhappy about having to stay and help out the MV2 room. Ricardo and all of his co-workers were informed at the beginning of the shift that they would be required to work in multiple rooms that night because production had run late in the MV2 room and the crew from that room was sent to the MV1 room to help out. Ricardo had asked if he could leave early and was told by his Supervisor Darryl that he could leave as long as all the room was at a certain point in the process and it was okayed by his other Supervisor Anthony. Ricardo has in the past refused to do certain job tasks that are required for sanitation to do during the monthly cleaning that all of sanitation is required to do in several different areas of the facility.

Plan for Improvement:

Ricardo and Supervisor will have more open communication and clarification with all leadership on a daily basis. Also Ricardo has already begun to learn new process in a different room. Any future communication breakdowns will be discussed in private sessions.
Consequences of Further Infractions:
If further infractions are to continue a Written warning will be issued with up to the possibility of Suspension.

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 [Signature] Date 3-16-17
Manager/Supervisor [Signature] Date 3-16-17
Witness Signature (if employee understands warning but refuses to sign) Date

## Anthony Dahlke

---

**From:** Anthony Dahlke  
**Sent:** Saturday, March 11, 2017 9:40 AM  
**To:** Jamie Sorensen  
**Cc:** Darryl Conley; Brian Medes (brian@reichelfoods.com)  
**Subject:** Ricardo Figueroa

This morning around the time of 7am Ricardo came in to the break room to ask me if he and Darius were ok to leave work meaning the end of their shift. I told him that since there was still work to be done in the Mv2 room that we needed everyone to stay and help get the rooms done. At this time the MV1 and Slicing room were still not done either. Both the Slicing and Mv2 room still needed to fog the rooms yet. Ricardo got very defensive and stated that he had spoken with Darryl about leaving. I explained to Ricardo that since there was still plenty of work to be done in multiple rooms that we needed everyone to stay. Ricardo stated that he wanted to speak with Darryl since "Darryl is above you", "He is the one that makes all of the decisions since you guys always say you need to speak to him first." I explained to Ricardo that none of the us are above each other and that we work as a team and that is why I tell the crew that I need to speak with Darryl to include him on the topics so that we both can reach the same decision. I continued to explain to Ricardo that that is what a team does, they work together and communicate with each other to get the job done. I explained to him that communicating with the team does not place one person above another it just makes the team stronger and on the same understanding of what needs to be done and how to get it done. Ricardo was not listening at this time and decided to walk out of the break room.

Later around 7:20 am Darryl called me to ask me if Ricardo and Darrius had come to ask if they could go home and I explained to Darryl what had just happened with the conversation I had with Ricardo.

At this time I feel that Ricardo needs to receive a written or verbal warning for the insubordination that he expressed by not only questioning what he was instructed to do from his Supervisor, but also because after having me explain to him the reasons why he needed to stay and help out and also that both Darryl and myself are co-Supervisors, he still decided to send Darryl a text message after the conversation to try to get Darryl to overrule my decision even though Darryl had already gone home for the day. This shows complete disrespect for my position as a Supervisor and above all else Ricardo also decided to have the first conversation in front of several witnesses in the break room and walk away from the conversation when he decided that he did not like the answer to the question he asked.

I would also like to include that both Ricardo and Darrius did not decide to ask to go home early until after their breaks were done and they had just been informed that once the MV1 room was complete that they along with the rest of the Mv1 crew would have to go and help out in the Mv2 room since production ran late in the Mv2 room and we had asked the Mv2 room crew to go and help out in the Mv1 room at the beginning of the shift.

*Anthony Dahlke,*  
**Sanitation Supervisor**  
**Reichel Foods, Inc.**  
3706 Enterprise Drive SW  
Rochester, MN 55902  
[www.reichelfoods.com](http://www.reichelfoods.com)

Phone: 507-289-7264 | Fax: 507-289-6552

## Anthony Dahlke

---

**From:** Darryl Conley  
**Sent:** Thursday, March 16, 2017 11:13 PM  
**To:** Anthony Dahlke

On 3-11-17 Me and Tony had a talk before I left for the day about letting Ricardo and Darrius go home after the MV1 room was done and when the MV2 was ready to fog. I got a call from Ricardo saying why is Tony making him stay till the end? I asked Ricardo is everything done like we discuss Ricardo said yeah they should be fogging in the next 5 - 10mins. I then told Ricardo I would give Tony a call when I got ahold of Tony he stated that the MV1 room was not done and the MV2 room was still rinsing acid off the lines he then said he was not happy the way Ricardo made a scene in front of other employees and then walk away. Tony felt Ricardo did not show him respect as his supervisor.