



Reichel Foods, Inc.

Employee Warning Notice

Employee Information

Date: 4/23/2015
Employee Name: Russell Clement
Job Title: Warehouse
Manager/Supervisor: Chamrong Ouk

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 04/06/15 at 4:00pm Russell was moving Mcfarland trailer from a parking lot, when he start to turn that Mcfarland trailer the end of the trailer hit the front corner of another trailer that park between the trailer that he moved.

Plan for Improvement:

Every time he move the taller he need to look around for blind spot, and need to have good communication with a spotter.

Consequences of Further Infractions:

If the same thing happen again in the future he will face with written warning or 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.

Russell Clement 4/23/15
Employee Signature Date
[Signature] 4-23-15
Manager/Supervisor Date

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