



*Henry*  
*3-26-15*

# Reichel Foods, Inc.

## Employee Warning Notice

### Employee Information

Date: 3/25/2015  
Employee Name: Sahal Saney  
Job Title: Raw Room  
Manager/Supervisor: Sam Chea

### 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

On Monday 3/23 there were 3 employees Akeem, Purna, Adam Dollat reporting that Sahal was being loud and disrespectful towards another co worker (Lead) Henry. He raised his voice and was disrespectful towards the Lead. Purna felt threatened by the way Sahal was talking to him. He felt disrespected and threaten by his tone of voice.

#### Plan for Improvement:

Respect other co workers and talk in a polite way and tone. This behavior going forward will not be tolerated. There will be no retaliation as well as mentioning this event in the future.

#### Consequences of Further Infractions:

Final written warning and will be sent home immediately.

### 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.

*Sahal Saney*  
Employee Signature

*3/25/15*  
Date

*Sam Chea*  
Manager/Supervisor

*3/25/15*  
Date

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

Date



*Amey*  
*3-25-15*

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Other

### Details

On 3/23 Failure to follow Procedure. Taking long break from 5:08pm-5:48pm

#### Plan for Improvement:

Going Forward. All breaks will be tracked.

#### Consequences of Further Infractions:

Final written warning and will be sent home immediately.

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*Amey*  
\_\_\_\_\_  
Employee Signature

*3/25/15*  
\_\_\_\_\_  
Date

*[Signature]*  
\_\_\_\_\_  
Manager/Supervisor

*3/25/15*  
\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date