



Reichel Foods, Inc.

Employee Warning Notice

SQ0014FO

R: 2

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Date: 11/7/2012
Employee Name: Sreyleak Chum
Job Title: production
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)
lately she most of the time she always show up to work late .

Plan for Improvement:

make sure you have to coem to work on time if the shift start at 3 you have to be here at least 10 or 15 minute early to make sure you prepair everything ready to got on the line at 3.00pm

Consequences of Further Infractions:

that is the last chance warning . If that keep continue . We will 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.

Srey Leak Chum
Employee Signature

Date 11-07-12

[Signature]
Manager/Supervisor

Date 11/7/12

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

Date