



Reichel Foods, Inc.
Employee Warning Notice

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Employee Information

Date: 5/30/13
Employee Name: Thina Diner
Job Title: Production Worker
Manager/Supervisor: Zanthia Oak

Type of Warning

Verbal Warning [X]
Written Warning [ ]
Final Warning [ ]

Type of Offense

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

Details

Description of Incident (Describe incident and list the date, time, and any witnesses present)

8:00pm 5/30/13
Thina Al Diner was spotted having sliced apples on the side plate she has spoken to about this

Plan for Improvement:

Smarter handle name after when she has

Consequences of Further Infractions:

written up

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: Diner Date: 5/30/13
Manager/Supervisor: [Signature] Date: 5/30/13
Witness Signature (if employee understands warning but refuses to sign) Date: [ ]