



# Reichel Foods, Inc.

## Employee Warning Notice

SQ0014FO

R: 2

Page 1 of 1

### Employee Information

Date: 2/18/2016  
Employee Name: Trayton Shaw  
Job Title: Warehouse  
Manager/Supervisor: Benn Grenz

### 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 02/17/16 Russell Lehman came into the office and asked Benn and Ryan what products were needed in the warehouse. Ryan and Benn told him that it was Yogurt and Cheddar. Russell went out in the warehouse and asked Tyler how much of the products were needed. Tyler said, "Yogurt and", Trayton Shaw then said we also need the Cheddar. Russell put his hand up and said told Trayton that he was not talking to him and he was talking to the lead Tyler. Trayton said, "Oh because I don't know anything?". Russell then told him about the day before when he was told by Tyler to back in a semi and then Trayton told him they needed a Straight Truck 1st. Russell went and asked Ryan and he told them that they needed and Ryan told him a Trailer. After Russell backed in the trailer they ended up pulling it out so they could bring in a straight truck. He said when you become in charge I will talk to you. Trayton then said "Fuck you Russ Fuck you" to Russell and then came into the office and told Benn and Ryan what had happened.

Plan for Improvement:

Ensuring we are using proper language and respect towards coworkers.

Consequences of Further Infractions:

Consequences of further infractions will include further warnings and up to assignment end.

### 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

Manager/Supervisor

2-19-16

Date

2/19/16

Date