

# PAYROLL CHANGE REPORT

Today's Date: <u>8/1/2021</u>	Effective Date: <u>8/8/2021</u>
Hire Date: <u>5/3/2021</u>	Hours Worked: <u>3 Months</u>
Employee's Name: <u>Akolla Orio</u>	
Department: <u>Flow Wrap</u>	

X	CHANGE (S)	FROM	TO
	Rate	\$12.85	13.35
	Shift Differential		
	<b>Total</b>	<b>\$12.85</b>	<b>13.35</b>

REASON (S) FOR THE CHANGE (S)							
	Seniority Increase (Circle One)	<b>3 Month</b>	6 Month	1 Year	18 Month	2 Year	Annual
<b>X</b>	<b>Merit Increase- Brought back at 3 Month Seniority due to past experience</b>						
	Other-Job Transfer/Promotion Increase						

ADDITIONAL COMMENTS
<b>One Unexcused Absence</b>

Authorized by: _____ (Department Manager)	Date: _____
Guideline verified: <u>Lauri Kaiser</u> (Human Resources)	Date: <u>8-1-2021</u>
<u>[Signature]</u> (GM Authorization)	Date: <u>8/1/21</u>

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