

# PAYROLL CHANGE REPORT

Today's Date:	<u>4/1/2023</u>	Effective Date:	<u>5/28/2023</u>
Hire Date:	<u>11/22/2021</u>	Hours Worked:	<u>18 Month</u>
Employee's Name:	<u>Alisha Martin</u>		
Department:	<u>IQF</u>		

CHANGE (\$)		FROM	TO
X	Rate	\$15.10	No Raise
	Shift Differential	\$0.00	\$0.00
	<b>Total</b>	<b>\$15.10</b>	<b>\$0.00</b>

REASON (S) FOR THE CHANGE (S)						
Seniority Increase (Circle One)	60 Day	6 Month	1 Year	<b>18 Month</b>	2 Year	Annual
Merit Increase						
Other-Job Transfer/Promotion Increase						

ADDITIONAL COMMENTS
<b>Twelve unexcused absences</b>

Authorized by:		Date:	<u>                    </u>
	(Department Manager)		
Guideline verified:		Date:	<u>5-1-23</u>
	(Human Resources)		
		Date:	<u>5/1/23</u>
	(Plant Manager)		