

# PAYROLL CHANGE REPORT

Today's Date: <u>1/1/2022</u>	Effective Date: <u>1/23/2022</u>
Hire Date: <u>11/22/2021</u>	Hours Worked: <u>60 Days</u>
Employee's Name: <u>Alisha Martin</u>	
Department: <u>IQF</u>	

CHANGE (S)		FROM	TO
X	Rate	\$14.00	\$14.50
	Shift Differential	\$0.00	\$0.00
	<b>Total</b>	<b>\$14.00</b>	<b>\$14.50</b>

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

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

Authorized by: _____ (Department Manager)	Date: _____
Guideline verified: <u>Lou Larson</u> (Human Resources)	Date: <u>1-1-2022</u>
<u>[Signature]</u> (GM Authorization)	Date: <u>1/1/22</u>

(MG 1-25-21 19-87)  
 PL 1-3-22