

PAYROLL CHANGE REPORT

Today's Date: <u>11/1/2021</u>	Effective Date: <u>11/14/2021</u>
Hire Date: <u>9/9/2021</u>	Hours Worked: <u>60 days</u>
Employee's Name: <u>Cassandra Morgan</u>	
Department: <u>Grinder</u>	

	CHANGE (S)	FROM	TO
X	Rate	\$16.00	\$16.50
	Shift Differential	\$0.00	\$0.00
	Total	\$16.00	\$16.50

REASON (S) FOR THE CHANGE (S)							
	Seniority Increase (Circle One)	60 Days	3 Month	6 Month	1 Year	18 Month	2 Year
	Merit Increase						
	Other-Job Transfer/Promotion Increase						

ADDITIONAL COMMENTS
No unexcused absences

Authorized by: _____ (Department Manager)	Date: _____
Guideline verified: <u><i>Levi Kausar</i></u> (Human Resources)	Date: <u>11-1-2021</u>
<u><i>[Signature]</i></u> (GM Authorization)	Date: <u>11/1/21</u>

pay 11/14/21
Cmg 11/9