PAYROLL CHANGE REPORT

Today's Date: 9/1/2021	**Effective Date:** 9/12/2021	
Hire Date: 3/8/2021	**Hours Worked:** 6 Months	
Employee's Name: Darius Fields- 1st Shift		
Department: Grinding		

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

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

ADDITIONAL COMMENTS

Zero Unexcused Absences

Authorized by:		**Date:**
	(Department Manager)	
Guideline verified: *Lori Laisor*		**Date:** 9-1-2021
	(Human Resources)	
	(GM Authorization)	**Date:** 9-1-2021