

PAYROLL CHANGE REPORT

Today's Date: <u>2/4/2022</u>	Effective Date: <u>1/31/2022</u>
Hire Date: <u>9/1/2021</u>	Hours Worked: <u>5 month</u>
Employee's Name: <u>Leo Van Heel</u>	
Department: <u>Flow Wrap</u>	

CHANGE (S)		FROM	TO
X	Rate	\$17.50	\$18.00
	Shift Differential	\$0.75	\$0.75
	Total	\$18.25	\$18.75

REASON (S) FOR THE CHANGE (S)							
Seniority Increase (Circle One)	60 Days	6 Month	1 Year	18 Month	2 Year	Annual	
	Merit Increase						
X	Other-Job Transfer/Promotion Increase- Promoted to Lead Flow Wrap						

ADDITIONAL COMMENTS

Authorized by: <u></u> (Department Manager)	Date: <u>02-04-2022</u>
Guideline verified: <u></u> (Human Resources)	Date: <u>2-4-22</u>
_____ (GM Authorization)	Date: _____