

# PAYROLL CHANGE REPORT

Today's Date: <u>11/1/2021</u>	Effective Date: <u>11/21/2021</u>
Hire Date: <u>9/15/2021</u>	Hours Worked: <u>60 Days</u>
Employee's Name: <u>Mariam Haji</u>	
Department: <u>IQF</u>	

CHANGE (\$)		FROM	TO
X	Rate	\$14.00	\$14.50
	Shift Differential	\$0.75	\$0.75
	<b>Total</b>	<b>\$14.75</b>	<b>\$15.25</b>

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
<b>One unexcused absence</b>

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

pay 11/1 & 1/9  
 Cong 11/9