

# PAYROLL CHANGE REPORT

Today's Date: <u>4/1/2019</u>	Effective Date: <u>4/8/2019</u>
Hire Date: <u>9/1/2017 11 Months LOA</u>	Hours Worked: <u>6 Months</u>
Employee's Name: <u>Meer Akway-1st Shift</u>	
Department: <u>IQF</u>	

	CHANGE (\$)	FROM	TO
X	Rate	\$10.75	\$11.25
	Shift Differential		
	<b>Total</b>	<b>\$10.75</b>	<b>\$11.25</b>

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
<b>One Unexcused Absence</b>

Authorized by:	<u><i>Nel B. ...</i></u> (Department Manager)	Date:	<u>3-28-19</u>
Guideline verified:	<u><i>Nichol Wojcik</i></u> (Human Resources)	Date:	<u>3-26-19</u>
	<u><i>Paul E. ...</i></u> (GM Authorization)	Date:	<u>3/28/19</u>

CMG  
 4-9-19  
 NW  
 3-28-19



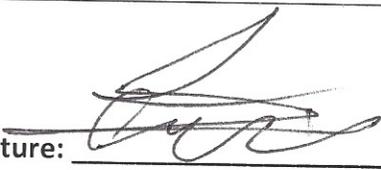
## EMPLOYEE PERFORMANCE REVIEW

<b>Name:</b> Meer Akway	<b>Hire Date:</b> 9/01/2017
<b>Department:</b> Dimension	<b>Evaluation Period:</b> 6 Months – 11 Months LOA

Performance Evaluation	Excellent	Good	Fair	Poor	Comments
Job Knowledge		X			
Productivity	X				
Work Quality	X				
Work Consistency	X				
Cooperation	X				
Attitude	X				
Initiative	X				
Work Relations	X				
Communication Skills	X				
Dependability	X				
Adherence to Policy	X				
Punctuality	X				
Attendance		X			One Unexcused absence

Number of Unexcused Absences: 1

<b>Eligible for Pay Raise:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> No
<b>Current Rate:</b> \$10.75
<b>New Rate:</b> \$11.25 <b>Effective Pay Period:</b> 4/08/2019

Employee Signature: 

Manager Signature: 

Date Completed: 6/24/19