

PAYROLL CHANGE REPORT

Today's Date: <u>1/6/2016</u>	Effective Date: <u>1/11/2016</u>
Hire Date: <u>11/2/2016</u>	Hours Worked: <u>316</u>
Employee's Name: <u>Sam Griffin</u>	
Department: <u>Griffin Grinding</u>	

	CHANGE (\$)	FROM	TO
*	Rate	\$9.50	\$10.75
	Shift Differential	\$0.00	\$0.00
*	Total	\$9.50	\$10.75

REASON (S) FOR THE CHANGE (S)							
	Seniority Increase (Circle One)	90 Day	6 Month	1 Year	1 1/2 Year	2 Year	Annual
*	Merit Increase: <u>Grinder Position</u>						
	Other						

ADDITIONAL COMMENTS

Merit increase for Grinding Position

Doing a very good job, deserves grinding pay before 3 month review (Skill level 4)

Authorized by: <u>[Signature]</u>	Date: <u>1/7/16</u>
Guideline verified: <u>Nichol Wojcik</u>	Date: <u>1-8-16</u>
(Department Manager)	
(Human Resources)	
(GM Authorization)	Date: _____