

PAYROLL CHANGE REPORT

Today's Date: <u>3/1/2024</u>	Effective Date: <u>3/31/2024</u>
Hire Date: <u>9/28/2023</u>	Hours Worked: <u>6 Month</u>
Employee's Name: <u>Philip Lokwang</u>	
Department: <u>Sanitation</u>	

	CHANGE (S)	FROM	TO
X	Rate	\$16.50	\$17.00
	Shift Differential	\$1.50	\$1.50
	Total	\$18.00	\$18.50

REASON (S) FOR THE CHANGE (S)							
Seniority Increase (Circle One)	60 Day	6 Month	1 Year	18 Month	2 Year	Annual	
Merit Increase							
Other-Job Transfer/Promotion Increase							

ADDITIONAL COMMENTS
Two unexcused absences

Authorized by: _____ (Department Manager)	Date: <u>3-1-24</u>
Guideline verified: <u>Lou Larson</u> (Human Resources)	Date: <u>3-1-24</u>
<u>Tom E. Branch</u> (Plant Manager)	Date: <u>3/1/24</u>

CMG
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