

PAYROLL CHANGE REPORT

Today's Date: <u>5/1/2025</u>	Effective Date: <u>6/1/2025</u>
Hire Date: <u>3/31/2025</u>	Hours Worked: <u>60 Days</u>
Employee's Name: <u>Tonya Anderson</u>	
Department: <u>QA</u>	

CHANGE (S)		FROM	TO
X	Rate	\$18.25	\$18.75
	Shift Differential	\$0.75	\$0.75
	Total	\$19.00	\$19.50

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

Authorized by: _____ (Department Manager)	Date: _____
Guideline verified: <u>Lauri Laurin</u> (Human Resources)	Date: <u>5-2-25</u>
<u>[Signature]</u> (Plant Manager)	Date: <u>5-2-25</u>

CMG
PL