

PAYROLL CHANGE REPORT

Today's Date: <u>12/1/2021</u>	Effective Date: <u>1/2/2021</u>
Hire Date: <u>6/30/2021</u>	Hours Worked: <u>6 months</u>
Employee's Name: <u>Tung Ho</u>	
Department: <u>IQF</u>	

	CHANGE (S)	FROM	TO
X	Rate	\$14.50	\$15.00
	Shift Differential	\$0.00	\$0.00
	Total	\$14.50	\$15.00

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

ADDITIONAL COMMENTS
No Unexcused Absences

Authorized by: _____ (Department Manager)	Date: _____
Guideline verified: <u>Lou Hauer</u> (Human Resources)	Date: <u>12-1-2021</u>
<u>[Signature]</u> (GM Authorization)	Date: <u>12/1/21</u>

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