

PAYROLL CHANGE REPORT

Today's Date: <u>6/1/2019</u>	Effective Date: <u>6/24/2019</u>
Hire Date: <u>6/20/2017</u>	Hours Worked: <u>2 Year</u>
Employee's Name: <u>Wayne Hall- 1st Shift</u>	
Department: <u>Grinding</u>	

CHANGE (\$)		FROM	TO
X	Rate	\$14.25	\$14.75
	Shift Differential		
	Total	\$14.25	\$14.75

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

Four Unexcused Absences

Authorized by: <u><i>Neil B. Beck</i></u> (Department Manager)	Date: <u>6-3-19</u>
Guideline verified: <u><i>Nichol Wojcik</i></u> (Human Resources)	Date: <u>5-31-19</u>
<u><i>[Signature]</i></u> (GM Authorization)	Date: <u>6/3/19</u>

*Neil
6-3-19*



EMPLOYEE PERFORMANCE REVIEW

Name: Wayne Hall	Hire Date: 06/20/2017
Department: Grinding	Evaluation Period: 2 Year

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				

Number of Unexcused Absences: 4

Eligible for Pay Raise: YES No

Current Rate: \$14.25

New Rate: \$14.75

Effective Pay Period: 6-24-19

Employee Signature: Wayne Hall

Manager Signature: Nin Russell

Date Completed: 6/24/19