

# PAYROLL CHANGE REPORT

Today's Date: <u>2/1/2026</u>	Effective Date: <u>2/15/2026</u>
Hire Date: <u>2/9/2024</u>	Hours Worked: <u>2 Years</u>
Employee's Name: <u>Yessenia Mendoza</u>	
Department: <u>Sanitation</u>	

CHANGE (S)		FROM	TO
X	Rate	\$18.00	\$18.50
	Shift Differential	\$1.50	\$1.50
	<b>Total</b>	<b>\$19.50</b>	<b>\$20.00</b>

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>Jodi Kaiser</u> (Human Resources)	Date: <u>2-2-24</u>
<u>Deirdre D...</u> (Plant Manager)	Date: <u>2-5-26</u>

CMG  
 PL 27.20