

# PAYROLL CHANGE REPORT

|  |                                  |
|--|----------------------------------|
| Today's Date: <u>8/1/2024</u>            | Effective Date: <u>8/11/2024</u> |
| Hire Date: <u>2/9/2024</u>               | Hours Worked: <u>6 month</u>     |
| Employee's Name: <u>Yessenia Mendoza</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 |
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|  |                     |
|--|---------------------|
| Authorized by: _____                   | Date: <u>8-1-24</u> |
| (Department Manager)                   |                     |
| Guideline verified: <u>Lori Hanson</u> | Date: <u>8-1-24</u> |
| (Human Resources)                      |                     |
| <u>[Signature]</u> <u>8-1-24</u>       | Date: <u>8-1-24</u> |
| (Plant Manager)                        |                     |

CMG  
 PL  
 8-12-24