



The Foundation for
California State University, San Bernardino

Did You Know???

Brought to you by The Foundation Human Resources Department

California Minimum Wage will increase to \$8.00 per hour effective January 1, 2008?

- The increase will have no effect on individual pay rates unless the employee is paid below the new salary range minimum.
- Personnel Transaction Reports (PTR's) are required for all Foundation employees currently paid less \$8.00 per hour.
- PTR's are **due no later than December 7, 2007.**
- On the PTR, the effective date should be 01/01/08, the Employment Action is "change" and the Change Action is "pay increase".
- Please include the employees current and new pay rate in the Rate of Pay section and the comments should state "due to minimum wage increase".

Should you need any assistance identifying your affected employees or have questions regarding the new rate, please let us know!

Questions? Please call Foundation Human Resources at extension 77589.

We are here to help!

