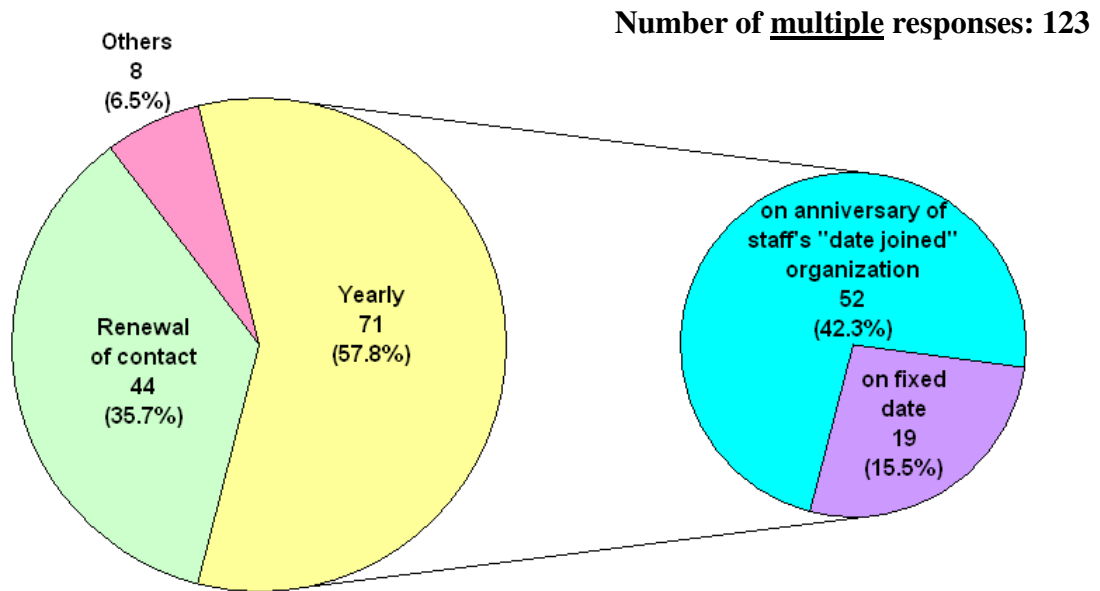


## D. Analysis of General Pay Practice

This Section is to find out the general pay practice of each organization and to differentiate the differences in practice for different types of staff. The area of pay practices include:

- frequency of salary review
- criteria of salary adjustments
- use of salary scale
- gratuity
- incentive pay

### 1. Salary Review Practice for Individual Staff



Explanatory notes:

“Others” refers to the practice of:

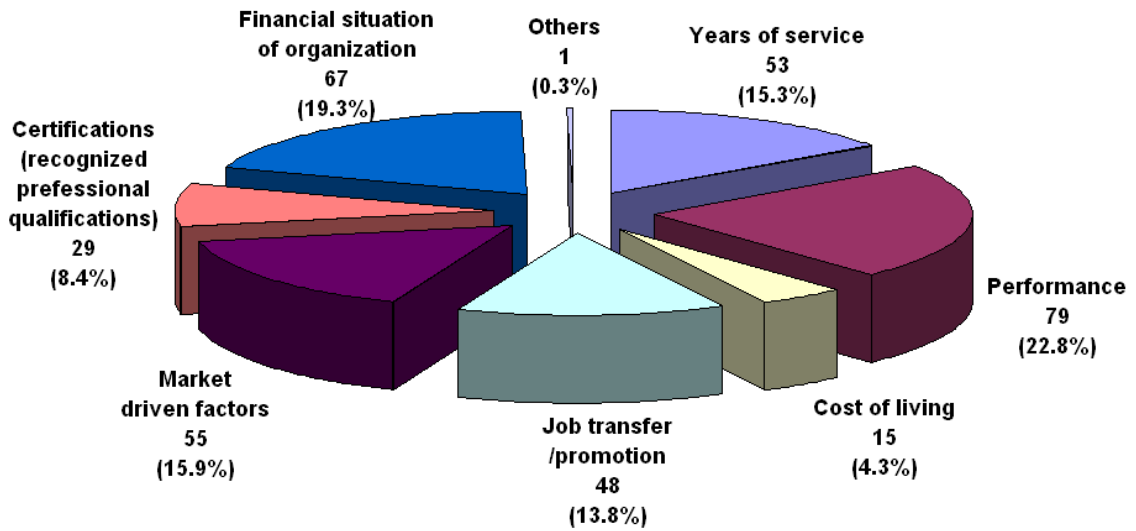
- 1) Bi-annually on the date of staff joined the organization
- 2) No fixed policy on annual salary review date

“On fixed date” refers to the practice of:

March	1.6%
April	7.4%
July	1.6%
August	3.3%
September	0.8%
October	0.8%
<b>Total</b>	<b>15.5%</b>

## 2. Criteria in Determining Salary Adjustments

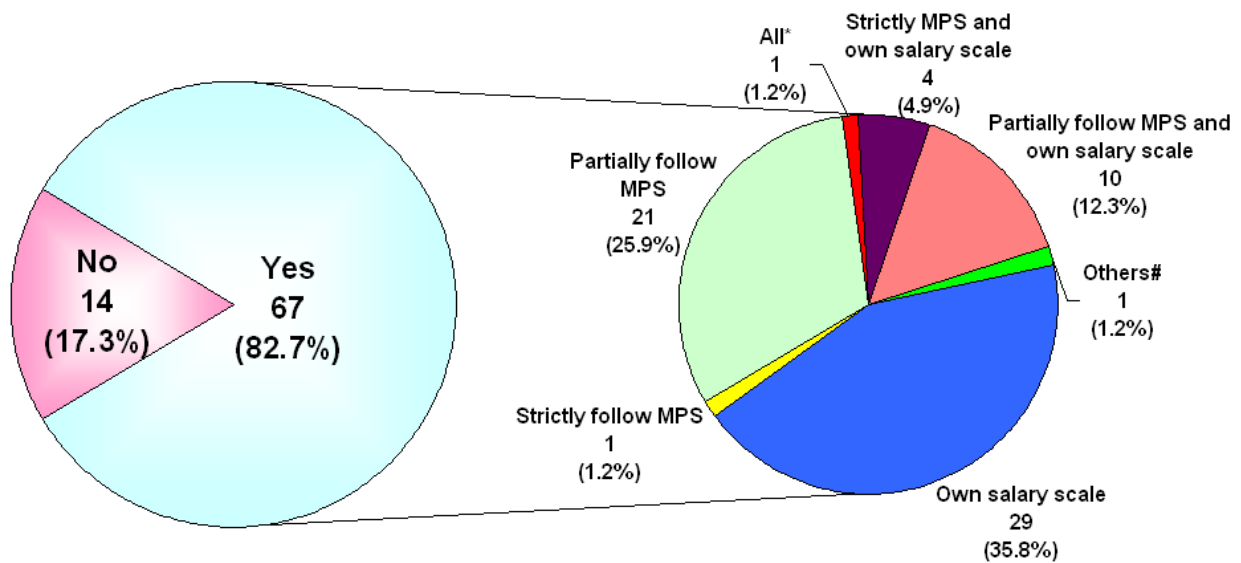
Number of multiple responses: 347



Distribution of agencies choosing different combinations of criteria			
One criterion	4.9%	Five criteria	22.2%
Two criteria	11.1%	Six criteria	21.0%
Three criteria	21.0%	Seven criteria	7.4%
Four criteria	12.4%	All criteria	0.0%

#### 4. Use of Salary Scale for Non-snapshot Staff in the Organization

Number of Agencies: 81



\*: "All" includes "Strictly follow MPS", "Partially follow MPS" and "own salary scale"

#: "Others"

- 1) Funding availability
- 2) Follow the market price with the similar post
- 3) Fixed amount salary without salary scale

The effective date of their "own salary scale":

The period of the effective date	% of agency
April 2001 – March 2002	2.5%
April 2002 – March 2003	2.5%
April 2003 – March 2004	14.8%
April 2004 – March 2005	7.4%
April 2005 – March 2006	4.9%
April 2006 – March 2007	11.1%
<b>Total</b>	<b>43.2%</b>