

## Analysis of Remuneration Management Practice

General pay management practice of participating Agency Members and the different practices for different categories of staff.

Pay management practices include:

- 1) salary review practice for individual staff;
- 2) criteria in determining salary adjustments for individual staff;
- 3) use of salary scale;
- 4) gratuity;
- 5) retirement benefit scheme;
- 6) incentive pay.

### 1. Salary Review Practice for Individual Staff

Number of Multiple Responses: 107

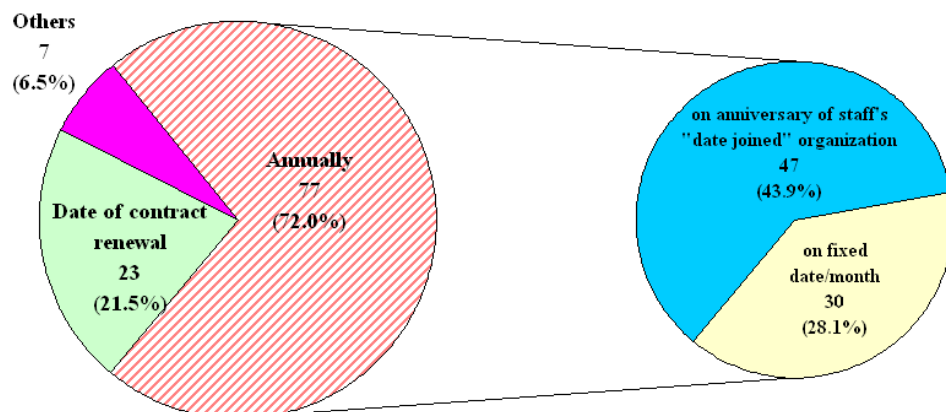


Figure D.1: Salary review practice for individual staff

#### Explanatory notes:

“Others” refers to the practice of salary review made:

- 1) on a fixed date/month for staff in selected service.
- 2) on fiscal year cycle.
- 3) subject to approval from the committee for some self-finance projects.

“fixed date/month” refers to the practice of salary review made :

January	2	April	13	September	3
February	1	July	3	October	2
March	2	August	4	December	2
<b>Total: 32</b>					
<i>Note: Two agencies have more than one fixed date/month.</i>					

## 2. Criteria in Determining Salary Adjustments for Individual Staff

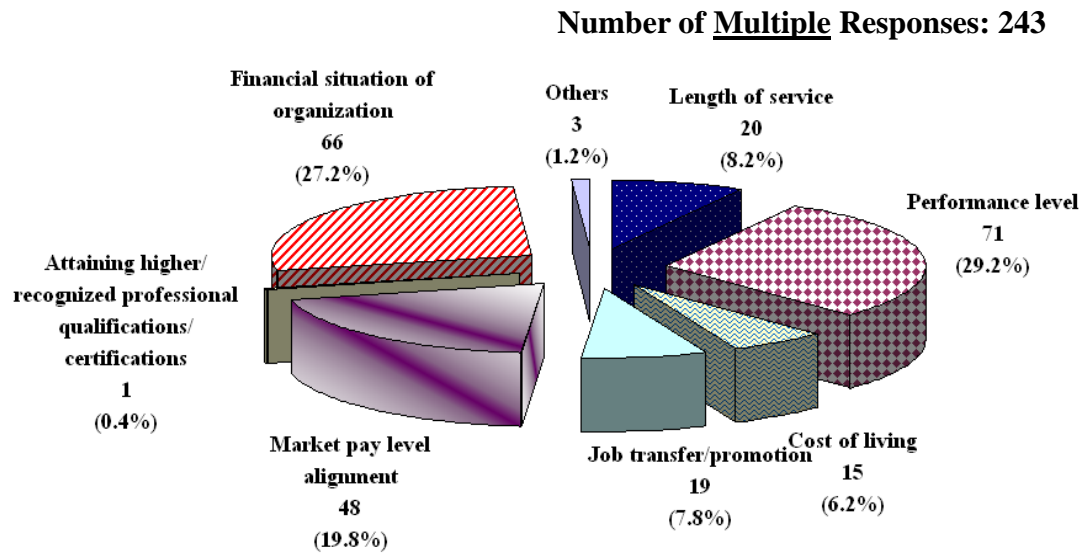


Figure D2.1: Criteria in determining individual staff's salary adjustment

### Explanatory notes:

“Others” refers to the criterion of:

- MPS
- At the discretion of the Executive Director

No. of Criteria Adapted	No. of Participating Agencies Adapted
One criterion	1.3%
Two criteria	1.3%
Three criteria	92.5%
Four criteria	2.5%
Five criteria	2.5%
<b>Total</b>	<b>100.0%</b>

Figure D2.2: Distribution of participating Agency Members adapting number of criteria in determining salary adjustments for individual staff

Note: Total of percentage figures may not be 100% owing to rounding.

### 3. Use of Salary Scale

**Number of Agencies Responded: 80**

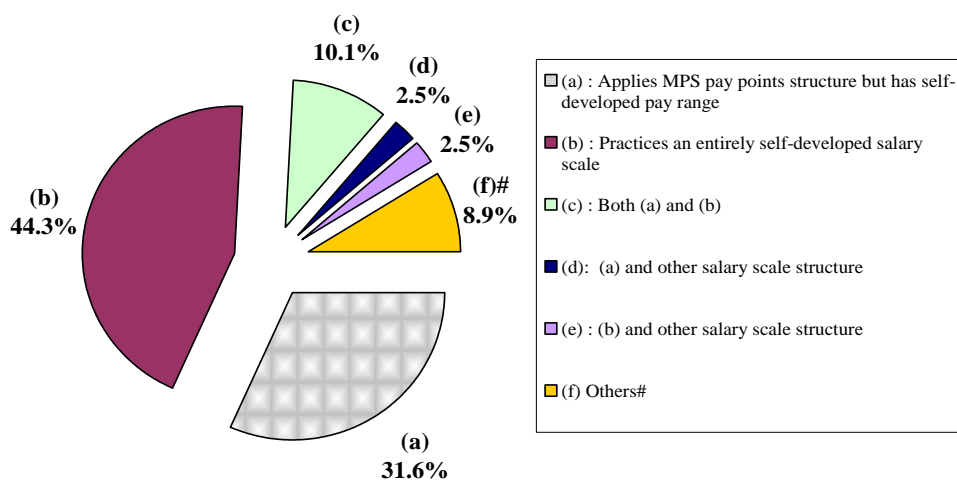


Figure D3.1: Use of salary scale for staff whose salary scale does not strictly follow the MPS

#### Explanatory notes:

# “Others” refers to the following:

- 1) benchmarked with market data;
- 2) no salary scale;
- 3) some staff partially following MPS and some staff have no scale;
- 4) revised by the Board Committee/ Exco in different month;
- 5) project-based budget provision.

Effective Date	Number of Agencies Responded	% of Agency Responded
On or Before 2007	3	8.8%
First half 2008	1	3.0%
Second half 2008	1	3.0%
First half 2009	0	0.0%
Second half 2009	3	8.8%
First half 2010	13	38.2%
Second half 2010	13	38.2%
<b>Total</b>	<b>34</b>	<b>100%</b>

Figure D3.2: Effective date of self-developed salary scale

Note: Total of percentage figures may not be 100% owing to rounding.