

2024 Salary Increase and Turnover Study—First Edition

Salary Increase and Turnover - Questionnaire

This study collects data on salary increase delivery practices globally; plus separately gathers increase data (i.e., budgets/actuals) for 134 countries and turnover information for 43 select countries.

This questionnaire covers:

Global Salary Increase Delivery Practice Topics

- Pay Planning Schedule & Workforce Planning
- Talent Identification
- Performance Management
- Pay Philosophy and Approach
- Promotional Practices
- Special Adjustments

Salary Budget/Increases for 134 countries

- General
- Merit
- Special Adjustment
- Promotions
- Overall

Turnover Headcounts for 43 select countries

- · Headcount at the start and end of collection period
- Number of terminations during collection period

You will receive access to complimentary report(s) based upon the completeness of your submission in a timely manner. We encourage you to participate fully, reporting data for all countries with current operations.

SPECIAL NOTES:

1. Browser: For an effective browser experience, use Chrome or Firefox.

2. Download:

- Blank survey questionnaire
- Questionnaire instructions and other tips

3. Recommendation: Complete the survey in one sitting, if possible. Answers will automatically be saved each time you advance to the next page or return to the previous page so you can step away and return to finish at a later time.

For new participants only: Should you need to complete in multiple sittings, to avoid deleting your progress, be sure browser cookies are not set for auto-deletion.

4. Prior year participants: As a past participant, you have received access to a personalized link containing prepopulated responses, making the current year submission much easier. This allows you and your team to review your responses from prior year, changing responses only where practices have changed or providing responses to new questions specific to current year. This link **can be shared** with others in your organization for completion, providing ability for others to review and contribute.

Once the final reviewer acknowledges **all responses** are completed, click the "Submit" button. This prompts a message to download a copy of your completed submission to keep for your reference. Do this before leaving the browser page. **Once submitted, your survey link will be closed.**

5. Don't forget: After completing the last question and clicking "Submit" you will be prompted to download a copy of your input. Be sure to save a copy of your responses prior to closing the browser window.

6. Question numbering: If certain questions do not apply based on your responses, you will automatically be moved to the next appropriate question. As a result, question numbers may not appear sequentially.

Send questions to: sits.marketstudies@aon.com

All data collected for this survey will be treated as strictly confidential. Only Aon will have access to data on a company-identified basis.

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Contact Information

Organization Profile

Contact Information

Complete the following contact information for the individual primarily responsible for completing the study input. This person should be able to respond to questions about the information submitted.

Note: Enter the organization's name as you want it to appear in the participant list of the final report.

Organization Name	
Organization ID*	

Location ID*	
Contact Person Name	
Position Title	
Work Email Address	
Phone	
Location of Contact Person (Country)	

Organization Profile Information

Organization Profile Information

Complete the following information for the organization participating in the survey. For example, if the participating organization is an independent corporation, the information would pertain to the global operations of the organization. If the participating organization is a unit of a larger organization (e.g., reporting data as a subsidiary, group, division, etc.), answers would pertain to the operations of the particular unit.

Headquarters Country: The location where most, if not all, of the important functions of an organization are coordinated. May not be the country where organizations are legally incorporated.



O France	O New Zealand	O United Kingdom
O Germany	O Norway	O United States
O Hong Kong	O Philippines	O Other (specify)

Select the ownership type of the organization:

Public
Private: Venture Backed
Private: Private Equity - Growth
Private: Private Equity - Buyout
Private: Other
Not-For-Profit
Government/State-Owned Enterprise

Choose one of these alternative ownership options or Click "Save and Continue" to confirm:

Private: Venture Backed—Startups having received financing from Venture Capital investors (Seed, Series A, Series B, etc.)

Private: Private Equity – **Growth**—Companies having received minority financing from Private Equity investors (Growth Equity)

Private: Private Equity - Buyout-Companies having sold a controlling interest to a Private Equity firm

Revenue: Select the total global revenue range (all countries combined) for the last fiscal year. (In USD)

Note: The participant profile will not list revenue for private organizations. The revenue category for all publicly held corporations will automatically be listed.



Global Headcount: Select the total global headcount range (all countries combined) for the last fiscal year.

O Under 50	O 5,000 - 9,999
O 50 - 199	O 10,000 - 19,999
O 200 - 499	O 20,000 - 49,999
O 500 - 999	O 50,000 and above
O 1,000 - 2,499	O Unsure
O 2,500 - 4,999	

Industry: From the drop-down, select the primary industry for the participating organization. If more than one industry can apply, select the one with the largest number of employees. Click <u>here</u> for industry definitions.

 \checkmark

Region/Country Selection

Q1. Region/Country Selection

1. Check the regions where the organization has operations, which will then populate the country list,

2. Then check the countries within each region where the organization has operations.

Americas
Asia/Pacific
Europe
Middle East/Africa

Americas

Antigua		Colombia	Mexico	
Argentina		🔲 Costa Rica	Netherlands Antilles	
🗖 Aruba		Curacao	🔲 Nicaragua	
Bahamas		Dominican Republic	Panama	
Barbados		Ecuador	Paraguay	
Belize		El Salvador	Peru	
🔲 Bermuda		Guatemala	Puerto Rico	
Bolivia		🔲 Guyana	Suriname	
🔲 Brazil		🔲 Haiti	Trinidad and Tobago	
Canada		Honduras	United States	
Cayman Islands		Jamaica	🔲 Uruguay	
Chile				
Asia/Pacific				
Australia	🔲 Guam	🔲 Kazakhstan	Pakistan South Korea	

Bangladesh	Hong Kong	Macau	Papua New Guinea	🔲 Sri Lanka
 Cambodia China Fiji 	 India Indonesia Japan 	 Malaysia Maldives New Zealand 	 Philippines Saipan Singapore 	TaiwanThailandVietnam
Europe				
Armenia	Estonia	Isle of	Man	Serbia
Austria	Finland	L Italy		Romania
Azerbaijan	France	Latvia	C	Slovakia
Belarus	🔲 Georgia	🔲 Lithua	nia	Slovenia
Belgium	Germany	🗖 Luxen	nbourg	Spain
Bosnia and Herzegovina	Gibraltar	Malta	C	Sweden
🔲 Bulgaria	Greece	🔲 Nethe	rlands	Switzerland
Croatia	🔲 Guernsey	🔲 Norwa	ay C	Turkey
Cyprus	🔲 Hungary	🔲 Polan	d 🕻	Ukraine
Czech Republic	🔲 Iceland	🔲 Portug	gal	United Kingdom
Denmark	🔲 Ireland			

Middle East/Africa

Algeria	🔲 Kenya	🔲 Saudi Arabia
🗖 Angola	C Kuwait	Senegal
Bahrain	Lebanon	South Africa
Botswana	Lesotho	Swaziland
Cameroon	🗖 Malawi	🗖 Tanzania

Egypt	Mauritius	🔲 Tunisia
Gabon	Morocco	🔲 Uganda
Ghana	Mozambique	United Arab Emirates
Srael	Nigeria	Yemen
Ivory Coast	Oman	🔲 Zambia
Jordan	Qatar	Zimbabwe

Location of Employees

Location of Employees

Q2. Within the U.S., in which City and State does the organization's largest employee population work?

City	
State	

Pay Planning Schedule & Workforce Planning

Throughout this study, when questions do not address specific individual countries, the term "Global" or "Worldwide" may be used. These terms are meant to represent the whole organization or, if multiple practices exist in different places, the single practice which impacts most employees. The answer may therefore represent the Headquarters country, the single country with the majority of employees, or the generally common practice covering multiple countries and the majority of employees. For example: if employees in Argentina receive two base pay increases per year, and employees in every other country receive an increase once a year, the "global" or "worldwide" practice should be reported as once per year, even though every employee in the organization does not universally fall under that practice.

For the following section/questions, respond using the answer which best describes the practice that applies to the majority of employees, whether that is the Headquarters location, the country where most employees work, or a common practice across the countries where most employees work.

Pay Planning Schedule

Q3. During which month does the organization typically finalize salary budget decisions for the next pay increase cycle?



Q4. During which month are salary increases effective for the majority of employees?



Workforce Planning

Hiring Freeze—No new employees being hired.

Very Selective Hiring—Replacements and critical hires closely scrutinized.

Normal Hiring—Both replacements and additional hires require typical approval.

Aggressive Hiring—Actively planning and recruiting for growing organization.

Q5. Current Hiring Environment - What best describes the full-time employees current hiring environment?

	Hiring Freeze	Very Selective Hiring	Normal Hiring	Aggressive Hiring	Unsure
Americas					
United States	0	0	0	0	0
Brazil	0	0	0	0	0
Canada	0	0	0	0	0
Mexico	0	0	0	0	0
Asia/Pacific					
Australia	0	0	0	0	0
China	0	0	0	0	0
India	0	0	0	0	0
Europe					
France	0	0	Ο	0	0
Germany	0	0	Ο	0	0
Spain	0	0	Ο	0	0
Sweden	0	0	Ο	0	0
United Kingdom	0	0	0	Ο	0

Q6. Expected Workforce Change - How is the size of the organization's full-time employee workforce expected to change in the next 12 months?

Full-time employee workforce is expected to:

	Decrease by More Than 5%	Decrease by up to 5%	Stay About the Same	Increase by up to 5%	Increase by More Than 5% up to 10%	Increase by More Than 10%, up to 15%	Increase by More Than 15%	Unsure
Americas								
United States	0	0	0	0	0	0	0	0
Brazil	0	0	0	0	0	0	0	0
Canada	0	0	0	0	0	0	0	0
Mexico	0	0	0	0	0	0	0	0
Asia/Pacific								
Australia	0	0	0	0	0	0	0	0
China	0	0	0	0	0	0	0	0
India	0	0	0	0	0	0	0	0
Europe								
France	0	0	0	0	0	0	0	0
Germany	0	0	0	0	0	0	0	0
Spain	0	0	0	0	0	0	0	0
Sweden	0	0	0	0	0	0	0	Ο
United Kingdom	0	0	0	0	0	0	0	0

Talent Identification

Talent Identification

High Potentials—An elite group of employees who are seen as being capable of contributing to the organization in a role with greater complexity, impact, scope, and scale than their current roles. They have the versatility to play a number of roles in the organization; demonstrate the ability to see things from new perspectives and to quickly adapt; would be difficult to replace due to the value that they bring to the organization; and consistently deliver strong results.

Top Performers—A group of employees who clearly and consistently demonstrate extraordinary and exceptional accomplishments in all major areas of responsibility. Performance of this caliber is rarely achieved by others who hold positions of comparable responsibility. A top performer is not automatically a high potential.

Critical Talent/Key Positions—Those positions that require specific knowledge, skills and specialization. These employees are difficult to replace due to the value they bring to the organization. Without these employees, operations are at risk; with them, profitability and growth are achievable.

Q7. Does the organization identify employees with the designations defined above?

	Yes	No	Unsure
High Potentials	0	Ο	0
Top Performers	0	0	0
Critical Talent/Key Positions	0	0	Ο

Q8. Which methods are used to ensure the following populations receive differentiated salary increases?

	High Potentials	Top Performers	Critical Talent/Key Positions	General Population
Separate salary increase guidelines (i.e., instructions to managers giving larger increases to better performers)				
Mid-year/more frequent salary reviews				
Pay adjustments outside the merit process/budget				
Use of specific merit matrix (e.g., increases linked to performance and position in pay range)				
Other				
No actions taken to ensure differentiated increases are awarded				

If other, specify:

Q9. What types of increase to compensation effectively provide rewards to the following populations?



	High Potentials	Top Performers	Critical Talent/Key Positions	General Population
Special increases to base pay				
Promotions				
Variable pay (e.g., bonus/incentive)				
Long-term incentives (e.g., stock)				
Non-cash special recognition (e.g., training/development, special projects)				
One-time cash award (e.g., spot bonus, retention bonus)				
Other				

If other, specify:

Q10. What percentage of the full-time employee workforce is typically considered **High Potential**? (enter as whole number, no decimal places)

Q11. Does the organization establish a separate merit **budget** for **High Potential** employees?

O Yes

0 0	No Unsure
Q12.	How is the separate merit budget for High Potentials typically established?
0	In addition to the overall merit budget for all employees (e.g., 3.0% overall merit budget for all employees plus this special budget)
0	A carve out of the overall merit budget for all employees (e.g., 3.0% overall merit budget, 0.5% is carved out for high potentials leaving 2.5% for all others)
0	Unsure
perfo	What is the typical relationship of merit increases for High Potentials compared to merit increases for average ormers? ect the relationship that comes closest)
0	1:1 (e.g., both groups receive about the same size increase)
0	1.25:1
0	1.5:1 (e.g., 4.5% for high potentials, 3% for average performers)
0	1.75:1
Ο	2:1 (e.g., 6% for high potentials, 3% for average performers)

- 0 2.25:1
- O 2.5:1 (e.g., 7.5% for high potentials, 3% for average performers)
- 0 2.75:1
- **O** 3:1 (e.g., 9% for high potentials, 3% for average performers)
- O Higher ratio (more than 3:1)
- O Not Tracked
- O Unsure

Q14. What percentage of the full-time employee workforce is typically considered **Top Performers**? (enter as whole number, no decimal places)

Q15. Does the organization establish a separate merit budget for Top Performer employees? O Yes No Ο O Unsure Q16. How is the separate merit budget for Top Performers typically established? O In addition to the overall merit budget for all employees (e.g., 3.0% overall merit budget for all employees plus this special budget) • A carve out of the overall merit budget for all employees (e.g., 3.0% overall merit budget, 0.5% is carved out for top performers leaving 2.5% for all others) O Unsure Q17. What is the typical relationship of merit increases for Top Performers compared to merit increases for average performers? (Select the relationship that comes closest)

- O 1:1 (e.g., both groups receive about the same size increase)
- 0 1.25:1
- **O** 1.5:1 (e.g., 4.5% for top performers, 3% for average performers)
- 0 1.75:1

O 2:1 (e.g., 6% for top performers, 3% for average performers)

0 2.25:1

O 2.5:1 (e.g., 7.5% for top performers, 3% for average performers)

0 2.75:1

- O 3:1 (e.g., 9% for top performers, 3% for average performers)
- O Higher ratio (more than 3:1)
- O Not Tracked
- O Unsure

Q18. What percentage of the full-time employee workforce is typically considered **Critical Talent/Key Positions**? (enter as whole number, no decimal places)

Q19. Does the organization establish a separate merit budget for Critical Talent/Key Position employees?

	Yes
0	No
0	Unsure

Q20. How is the separate merit budget for Critical Talent/Key Positions typically established?

0	In addition to the overall merit budget for all employees (e.g., 3.0% overall merit budget for all
	employees plus this special budget)

• A **carve out** of the overall merit budget for all employees (e.g., 3.0% overall merit budget, 0.5% is **carved out** for critical/key positions leaving 2.5% for all others)



Q21. What is the typical relationship of merit increases for **Critical Talent/Key Positions** compared to merit increases for average performers? (Select the relationship that comes closest)

- O 1:1 (e.g., both groups receive about the same size increase)
- 0 1.25:1
- O 1.5:1 (e.g., 4.5% for critical/key positions, 3% for average performers
- 0 1.75:1
- O 2:1 (e.g., 6% for critical/key positions, 3% for average performers
- 0 2.25:1
- O 2.5:1 (e.g., 7.5% for critical/key positions, 3% for average performers
- 0 2.75:1
- O 3:1 (e.g., 9% for critical/key positions, 3% for average performers
- O Higher ratio (more than 3:1)
- O Not Tracked
- O Unsure

Any additional comments specific to Talent Identification you would like to share?

Performance Management

Performance Management

Q22. Does the organization use a formal performance management system to evaluate employees using predetermined objectives and periodic assessments?

0	Yes
0	No
0	Unsure

Q23. What Information about the employee's performance is shared with the employee?

- O A performance rating is assigned and communicated to the employee
- A performance rating is assigned (e.g., to help administer pay decisions) but the rating is not communicated to the employee
- A performance rating is not assigned (i.e., there is no rating to communicate to employee)
- O Other
- O Unsure

If other, specify:

Q24. Describe the performance management approach used prior to the current no-rating approach.

- O Used a rating system before changing to the no-rating system in use today
- O Changed from one no-rating system (like informal feedback) to a different no-rating system (like a 9-box talent assessment tool)
- O Always used the no-ratings approach in use today

O Unsure

Q25. When did the organization move to a no-rating system?

- O Made/will make the change this year
- O Made the change last year
- O Made the change 2 years ago
- O Made the change more than 2 years ago

O Unsure

Q26. Would the organization make the same move to a no-rating approach given the opportunity to make the decision again?

YesNoUnsure

Q27. How is the performance rating distribution determined?

- O Forced ranking
- O Limit top rating to specific percentage of employees
- O Requires specific distribution (target) across employee ratings
- O Loose guidelines provided for distribution requirements
- O No target or guideline rating distribution requirements in use
- O Unsure

Q28. What performance rating scale is used by the organization?

Ο	2 point (pass/fail)
0	3 point
0	4 point
0	5 point
0	6 point
0	7 point
0	Other
0	Unsure

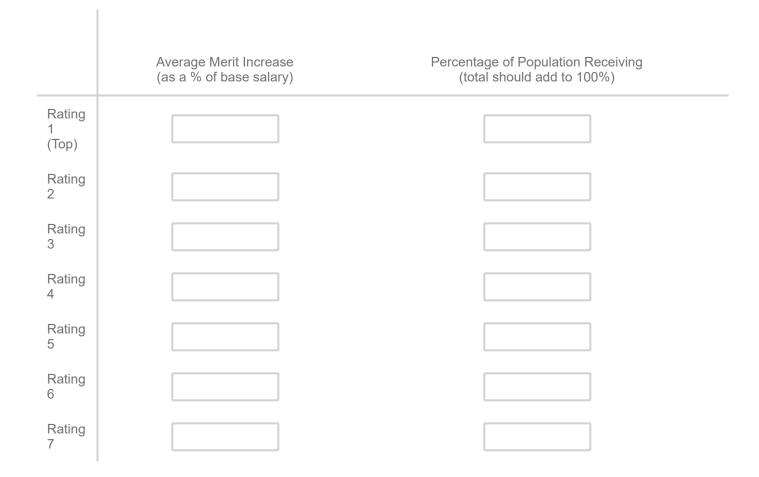
If other, specify:

Q29. Can managers formally assign a +/- to the numerical rating?

0	Yes
0	No
0	Unsure

Q30. In the United States, what is the average merit award and percent of population receiving by rating for employees (e.g., rating 1 equals Top Rating)?

Note: If the value is less than 1.0% report with leading 0 (e.g., 0.4)



Q31. Is the organization considering eliminating formal performance ratings?

- O No plans to eliminate formal performance ratings
- O No, we returned to ratings, after using a **no rating** approach
- O Yes, we are considering eliminating performance ratings
- O Unsure

Q32. Does the organization use an alternative rating system (e.g., 9 box)?

0	Yes
0	No
0	Unsure

Any additional comments specific to Performance Management you would like to share?

Pay Increase Philosophy and Approach

Pay Increase Philosophy and Approach

Q33. How often are employee pay levels typically reviewed for potential salary adjustment?

	Annually	Semi- Annually	Quarterly	As Needed/Informal	Unsure
Americas					
United States	0	0	0	0	0
Argentina	0	0	0	0	0
Brazil	0	0	0	0	0
Canada	0	0	0	0	0
Mexico	0	Ο	0	0	0

Asia/Pacific

	Annually	Semi- Annually	Quarterly	As Needed/Informal	Unsure
Australia	0	0	0	0	0
China	Ο	0	0	0	0
Hong Kong	0	0	0	0	0
India	0	0	0	0	0
Indonesia	0	0	0	0	0
Japan	0	0	0	0	0
Malaysia	0	0	0	0	0
New Zealand	0	0	0	0	0
Philippines	0	0	0	0	0
Singapore	0	0	0	0	0
South Korea	0	0	0	0	0
Taiwan	0	0	0	0	0
Thailand	0	0	0	0	0
Vietnam	0	0	0	0	0
Europe					
Austria	0	0	0	0	0
Belgium	0	0	0	0	0
Czech Republic	0	0	0	0	0
Denmark	0	0	0	0	0
Finland	0	0	0	0	0

	Annually	Semi- Annually	Quarterly	As Needed/Informal	Unsure
France	Ο	0	0	0	0
Germany	Ο	0	0	0	0
Hungary	Ο	0	0	0	0
Ireland	0	0	0	0	0
Italy	0	0	0	0	0
Netherlands	0	0	0	0	0
Norway	0	0	0	0	0
Poland	0	0	0	0	0
Portugal	0	0	0	0	0
Romania	0	0	0	0	0
Spain	0	0	0	0	0
Sweden	0	0	0	0	0
Switzerland	0	0	0	0	0
Turkey	0	0	0	0	0
United Kingdom	0	0	0	0	0
Middle East/Africa					
Israel	0	0	0	0	0
Saudi Arabia	0	0	0	0	0
South Africa	0	0	0	0	0
United Arab Emirates	0	0	0	0	0

		Annually	Semi- Annually	Quarterly	As Needed/Informal	Unsure
Q34.	Do salary increases above	e a certain amo	unt require spec	al approval?		
0	Yes					
0	No					
0	Unsure					
Q35.	Who approves individual s Department management Functional area executive	i.	above a certain	amount?		
п	Corporate executives (e.g					
	CEO	,, , ,				
	Compensation departmer	nt				
	Human Resources					
	Other					
lf oth	er, specify:					

Q36. Which statement best describes the typical approach to determining an employee's base salary increase?

O Managers decide individual pay rates with some budget guidelines without compensation department oversight

0	The compensation department reviews manager recommendations and seeks clarification where needed
0	Executive management reviews manager recommendations before increases are approved
0	The compensation department recommends an actual increase award for each employee, but the manager ultimately determines the amount
0	The compensation department recommends an actual increase award for employee. Managers can seek a different increase amount as an exception
0	Someone other than the department manager (e.g., compensation, executive, an algorithm) decides the increase and the manager has no discretion
0	Unsure

Q37. What factors influence salary increase budget recommendations?

- Salary surveys of competitive salary increase budgets
- Organization's ability to pay (financial performance vs plan)
- Organization's employee position to market
- Organization's movement of salary ranges
- Senior management discretion
- Economic conditions (e.g., inflation, unemployment)
- Union/work council agreement
- Organization's current salary increase budget
- No salary increase budget used
- Other

If other, specify:

Q38. What factors are typically used to determine the pay increase award for individual employees?

	Individual performance	
	Position in salary range	
	Pay to market (external equity)	
	Pay to peers (internal equity)	
	Manager discretion within budget	
	Retention risk	
	Cost-of-living adjustment	
	Other	
If oth	ner, specify:	
Q39.	Which statement best describes the factors influencing individual salary increase decisions?	
0	Salary changes are more heavily influenced by employee performance than by position in the salary range (or position to market)	
0	Salary changes are equally influenced by employee performance and position in salary range (or position to market).	
0	Salary changes are more heavily influenced by position in salary range (or position to market) than by employee performance	
0	Unsure	

Q40. Has the organization evaluated gender/ethnicity pay equity?

Pay equity analyzed as separate periodic process

				14.1				
Pa\	/ eauit	v anal	VZed	within	nav	<i>increase</i>	approval	nrocess
I U	, oquit	y anai	yzou.	AAICIIIII	puy	11010000	approvar	p1000000

Completed a one-time evaluation

Evaluation currently in process

Planning to do an evaluation

Increasing awareness through education

Doing what is legally required

Not applicable (no plans)

Other

If other, specify:

Q41. What typical action does the organization take to address gender/ethnicity pay equity?

O Separate budget used to address gender/ethnicity pay equity issues

O Regular salary increase budget used to address gender/ethnicity pay equity issues

O Case-by-case

O No actions

O Unsure

Any additional comments specific to Pay Increase Philosophy and Approach you would like to share?

Salary Increase

Salary Increase

Q42. In the United States, what percentage of full-time employees working for at least one full year, actually received a salary increase during the **last 12 months**? (enter as whole number, no decimal places)

Q43. In the United States, what percentage of full-time employees working for at least one full year are expected to receive a salary increase in the **next 12 months**? (enter as whole number, no decimal places)

Promotions

Promotions

Promotion—Job change to a higher salary grade, or with a higher salary midpoint/market reference point.

Promotional Budget—The amount of an increase granted to an employee as the result of a promotion.

Q44. Which statement best describes how	promotional increases are	typically managed?
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0	Manage/control promotions to a percentage of current headcount (i.e., only a certain percentage of employees can receive a promotion each year).
0	Fund promotions using the merit/overall salary increase budget. Promotion spending is not managed separately from other increases (i.e., one source funds all actions).
0	Fund promotions using a separate budget, distinct from merit increase and other adjustments (i.e., merit money has a source, promotion money has a source).
0	Promotions are not managed/tracked as part of the pay increase budget/spend process.
0	Unsure

Q45. When do promotions typically occur?

	One Formal Cycle per Year	Two Formal Cycles per Year	Primarily Limited to Pay Administration Season but Exceptions can Happen	Promotions can Happen at any Time	Unsure
In-Family Promotions (e.g., Accountant 1 to Accountant 2)	0	0	0	0	0
Out-of-Family Promotions (e.g., Individual Contributor to Management role)	0	0	Ο	Ο	0

Q46. In the United States, what percentage of full-time employees received a promotion in the **last 12 months**? (enter as whole number, no decimal places)

Q47. In the United States, of those receiving a promotion in the **last 12 months**, what was the typical increase granted, above and beyond other increases, as a percentage of prior salary? (enter as whole number, no decimal places)

Q48. Can an employee receive a salary increase when moving laterally (e.g., change between jobs leveled equally within the organization, such as from Accountant 3 to Financial Analyst 3)?

- O Results in a salary increase of a similar size to a promotional increase
- O Results in a salary increase smaller than a typical promotional increase
- O Lateral job change would typically NOT result in a salary increase
- O Unsure

Any additional comments specific to Promotions you would like to share?

Across-the-Board Increase/General Increase

Across-the-Board Increase/General Increase

Q49. In the United States, during the **last 12 months**, did the organization provide a group/all employees in one work location an increase in pay of the same amount (either a lump-sum or percent of salary)?

0	Yes
0	No
0	Unsure

Q50. In the United States, if not required by law, under what circumstances would the organization provide a group of employees the same size pay adjustment?

	Change	in	minimum	wage
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Negotiated contract provision (impacting unionized employees)

Cost-of-living adjustment (typically due to high inflation)

Organization only gives general increase, no individual performance is considered

- General labor market conditions
- Other

If other, specify:

Special Adjustments

Special Adjustments

Special Adjustment and/or Miscellaneous—The amount of any salary adjustment granted to an employee for a special or unique situation typically not covered by a merit, promotion or across-the-board increase. This includes market, equity, or "hot skills" adjustments.

Q51. How is special salary adjustment spending managed?

0	Separate special adjustment budget
0	Combined special adjustment and promotional budget
0	Overall budget
0	Not budgeted
0	Unsure
Q52.	What are the typical reasons for awarding special adjustments to salaries?
	Market adjustments (i.e., external equity)
	Market adjustments (i.e., external equity) Internal equity
	Internal equity
	Internal equity Hot skills
	Internal equity Hot skills Gender/ethnicity equity parity adjustment
	Internal equity Hot skills Gender/ethnicity equity parity adjustment Retention/counteroffers

If other, specify:

Q53. What percentage of the employee population received a special pay adjustment (not merit or promotion) in the **last 12 months**?

Please comment/explain why this value is so high.

Turnover

Turnover

Q54. **Overall employee population**—Worldwide population includes all countries in which the organization has operations. Report country-specific information where requested.

Sales population—Includes all employees responsible for the sale of the organization's products/services and those employees supporting the sales process. Taken together, these groups comprise the entire sales function within the organization.

From January 1, 2023 to January 1, 2024 report:

The number of full-time employees working worldwide and in each specific country effective as of the dates listed. The total number of terminations during the period (combined voluntary and involuntary). The number of involuntary terminations during the period (e.g., performance-related terminations, layoffs, etc.).

If no terminations occurred during the time period, enter zero in the appropriate box.

Note: If a "Scroll Bar" is visible, slide it to the right to view all the other options for response.

		Overall Populati	on (Including Sales)	
	Full-Time Employee Headcount - January 1, 2023	Full-Time Employee Headcount - January 1, 2024	Total Terminations Between Dates Provided	Involunt: Terminations I Dates Prov
Worldwide				

Q55. Americas

	Full-Time Employee Headcount - January 1, 2023	Full-Time Employee Headcount - January 1, 2024	Total Terminations Between Dates Provided	Involuntary Terminations Betwe Dates Provided
United States				
Argentina				
Brazil				
Canada				
Mexico				

Q56. Asia/Pacific

	Full-Time Employee Headcount - January 1, 2023	Full-Time Employee Headcount - January 1, 2024	Total Terminations Between Dates Provided	Invol Terminatio Dates I
Australia				
China				
Hong Kong				
ndia				
ndonesia				
Japan				
Malaysia				
New Zealand				
Philippines				
Singapore				
South Korea				
Taiwan				
Thailand				
Vietnam				

Overall Population (Including Sales)

Q57. Europe

		Overall Populati	on (Including Sales)	
	Full-Time Employee Headcount - January 1, 2023	Full-Time Employee Headcount - January 1, 2024	Total Terminations Between Dates Provided	Involuntary Terminations Betwe Dates Provided
Austria				
Belgium				
Czech Republic				
Denmark				
Finland				
France				
Germany				
Hungary				
Ireland				
Italy				
Netherlands				
Norway				
Poland				
Portugal				
Romania				
Spain				
Sweden				
Switzerland				

			0	verall Population	on (Inclue	ling Sales)		
	He	ne Employee adcount - ary 1, 2023	Headcount - Terminat			ations Between Termi		voluntary ations Betwe es Provided
Turkey								
United Kingdom								
Q58. Middle East/Af	rica							
		Full-Time Em Headcour January 1, 2	nt -	Overall Full-Time Em Headcou January 1,	nployee nt -	on (Including Sa Total Terminations B Dates Provi	etween	Invo Terminatic Dates
Israel		Headcour	nt -	Full-Time Em Headcou	nployee nt -	Total Terminations B	etween	Terminatic
Israel Saudi Arabia		Headcour	nt -	Full-Time Em Headcou	nployee nt -	Total Terminations B	etween	Terminatic
		Headcour	nt -	Full-Time Em Headcou	nployee nt -	Total Terminations B	etween	Terminatic
Saudi Arabia	2S	Headcour	nt -	Full-Time Em Headcou	nployee nt -	Total Terminations B	etween	Terminatic

Regrettable Turnover—An employee who leaves the organization that the manager wishes did not. The employee's positive impact will be missed by the organization.

Q59. Does the organization track regrettable turnover?

	Yes	No	Unsure
Americas			
United States	0	0	0
Brazil	0	0	0
Canada	0	0	0
Mexico	0	Ο	0
Asia/Pacific			
Australia	0	0	0
China	0	0	0
India	0	Ο	0
Europe			
France	0	Ο	0
Germany	Ο	Ο	0
Spain	0	Ο	0
Sweden	0	Ο	0
United Kingdom	Ο	Ο	0

Q60. In the United States, what percentage of voluntary turnover was considered "regrettable" in the **last 12 months**?(enter as whole number, no decimal places)

Example:

Imagine the organization had an average headcount of 100 employees last year and that 20 people quit during the year. So the overall voluntary turnover rate is: 20% (20/100)

Of those 20 people, 15 of them have been considered regrettable departures.

In this scenario, the regrettable turnover figure to report is 75% (15/20).

United States

Actual Budgets - United States (U.S.)

Salary Increase Actuals and Budgets-United States (U.S.)

This section is gathering data specific to the U.S.

General Salary Increase—The amount of any across-the-board increases given to all employees in a classification, without consideration of performance. This would include general lump-sum payments and cost-of-living allowances (COLA) mandated by Union negotiations.

Merit Increase—Defined as an increase in pay typically based on the employee's work performance and contribution to the organization.

Promotional Budget—The amount of an increase granted to an employee as the result of a promotion.

When established, the promotion budget is generally a fraction of the merit or overall increase budget. It is NOT the average size of a promotional increase. If the data is not easily available, the percent of payroll spent on promotions can be computed as the "average promotion size" multiplied by the "percent of population receiving" a promotion. For example, if 10% of employees receive a promotion and the average increase is 15% of base salary, then 1.5% of payroll is spent on promotional increases.

Special Adjustment—The amount of any salary adjustment granted to an employee for a special or unique situation that is not typically covered by a merit or promotion. This includes market, equity, or "hot skills" adjustments.

Overall Increase—Defined as the sum of general, merit, promotions, and special adjustments.

Q61. Salary Increase Actuals and Budgets-United States

If the budget is done separately by type, report each category in the table below. If the budget is not done separately by type, provide only the overall budget. 0% should be entered only if there is a salary freeze in place.

Budget—Budget as a percent of total payroll (base salary only).

Complete the table below for the employees working in the U.S. providing the percentage of base salary increase **NOT** the percentage of employees receiving the increase.

Note: If a "Scroll Bar" is visible, slide it to the right to view all the other options for response.

		General			Merit			Promotions	
	2023 Budget (%)	2023 Actual (%)	2024 Budget (%)	2023 Budget (%)	2023 Actual (%)	2024 Budget (%)	2023 Budget (%)	2023 Actual (%)	ł
Example	0.8	1.5	1.2	2.8	3.0	2.5	3.0	2.5	
Executive									
Management									
Professional									
Support									
Hourly									
All Employees									

▶

Actual Budgets – Global (all countries outside of the U.S.)

Salary Increase Actuals and Budgets–Global (all countries outside of the U.S.)

General Salary Increase— The amount of any across-the-board increases given to all employees in a classification, without consideration of performance. This would include general lump-sum payments and cost-of-living allowances (COLA) and mandated by either a government or by a union.

Merit Increase—Defined as an increase in pay typically based on the employee's work performance and contribution to the organization.

Promotional Budget—The amount of an increase granted to an employee as the result of a promotion.

When established, the promotion budget is generally a fraction of the merit or overall increase budget. It is NOT the average size of a promotional increase. If the data is not easily available, the percent of payroll spent on promotions can be computed as the "average promotion size" multiplied by the "percent of population receiving" a promotion. For example, if 10% of employees receive a promotion and the average increase is 15% of base salary, then 1.5% of payroll is spent on promotional increases.

Special Adjustment—The amount of any salary adjustment granted to an employee for a special or unique situation that is not typically covered by a merit or promotion. This would include market, equity, or "hot skills" adjustments.

Overall Increase—Defined as the sum of general, merit, promotions, and special adjustments.

Q62. Salary Increase Actuals and Budgets-Americas

Note: If the organization has more than 10 countries to submit, click here to request Excel template.

If the budget is done separately by type, report each category in the table below. If the budget is not done separately by type, provide only the overall budget. 0% should be entered only if there is a salary freeze in place. **Budget**—Budget as a percent of total payroll (base salary only).

Complete the table below for the employees providing the percentage of base salary increase **NOT** the percentage of employees receiving the increase.

			2023 Budg	et				2023 Actu	al
	General (%)	Merit (%)	Promotions (%)	Special Adjustments (%)	Overall (%)	General (%)	Merit (%)	Promotions (%)	Ac
Antigua									[
Argentina									[
Aruba									[
Bahamas									[
Barbados									[
Belize									[
Bermuda									[
Bolivia									[
Brazil									[
Canada									[
Cayman Islands									[
Chile									[

			2023 Budg	et				2023 Actu	al
	General (%)	Merit (%)	Promotions (%)	Special Adjustments (%)	Overall (%)	General (%)	Merit (%)	Promotions (%)	Ac
Colombia]
Costa Rica									[
Curacao									[
Dominican Republic									[
Ecuador									[
El Salvador									[
Guatemala									[
Guyana									[
Haiti									[
Honduras									[
Jamaica									[
Mexico									[
Netherlands Antilles									[
Nicaragua									[
Panama									
Paraguay									
Peru									[

			2023 Budg	et				2023 Actu	al
	General (%)	Merit (%)	Promotions (%)	Special Adjustments (%)	Overall (%)	General (%)	Merit (%)	Promotions (%)	Ac
Puerto Rico]
Suriname									
Trinidad and Tobago									[
Uruguay									

Q63. Salary Increase Actuals and Budgets-Asia/Pacific

Note: If the organization has more than 10 countries to submit, click <u>here</u> to request Excel template.

If the budget is done separately by type, report each category in the table below. If the budget is not done separately by type, provide only the overall budget. 0% should be entered only if there is a salary freeze in place.

Budget—Budget as a percent of total payroll (base salary only).

Complete the table below for the employees providing the percentage of base salary increase **NOT** the percentage of employees receiving the increase.

			2023 Budg	et				2023 Actu	al
	General (%)	Merit (%)	Promotions (%)	Special Adjustments (%)	Overall (%)	General (%)	Merit (%)	Promotions (%)	Ac
Australia]
Bangladesh									[
Cambodia									[
China									[
Fiji									[
Guam									[
Hong Kong									[
India									[
Indonesia									[
Japan									[
Kazakhstan									[
Macau									[
Malaysia									[
Maldives									[
New Zealand									[
Pakistan									[
Papua New Guinea									[
Philippines									

			2023 Budg	et				2023 Actu	al
	General (%)	Merit (%)	Promotions (%)	General (%)	Merit (%)	Promotions (%)	Ac		
Saipan									[
Singapore									[
South Korea									[
Sri Lanka									[
Taiwan									[
Thailand									[
Vietnam									[
•	-					m			

Q64. Salary Increase Actuals and Budgets-Europe

Note: If the organization has more than 10 countries to submit, click <u>here</u> to request Excel template.

If the budget is done separately by type, report each category in the table below. If the budget is not done separately by type, provide only the overall budget. 0% should be entered only if there is a salary freeze in place.

Budget—Budget as a percent of total payroll (base salary only).

Complete the table below for the employees providing the percentage of base salary increase **NOT** the percentage of employees receiving the increase.

		2023 Budget					2023 Actual		
	General (%)	Merit (%)	Promotions (%)	Special Adjustments (%)	Overall (%)	General (%)	Merit (%)	Promotions (%)	Sp Adju: (
Armenia									
Austria									
Azerbaijan									
Belarus									
Belgium									
Bosnia and Herzegovina									
Bulgaria									
Croatia									
Cyprus									
Czech Republic									
Denmark									
Estonia									
Finland									
France									
Georgia									
Germany									

	2023 Budget				2023 Actual			al	
	General (%)	Merit (%)	Promotions (%)	Special Adjustments (%)	Overall (%)	General (%)	Merit (%)	Promotions (%)	Sp Adju: (
Gibraltar									
Greece									
Guernsey									
Hungary									
Iceland									
Ireland									
Isle of Man									
Italy									
Latvia									
Lithuania									
Luxembourg									
Malta									
Netherlands									
Norway									
Poland									
Portugal									
Romania									
Serbia									

		2023 Budget						2023 Actu	al
	General (%)	Merit (%)	Promotions (%)	Special Adjustments (%)	Overall (%)	General (%)	Merit (%)	Promotions (%)	Sp Adju: (
Slovakia									
Slovenia									
Spain									
Sweden									
Switzerland									
Turkey									
Ukraine									
United Kingdom									

Q65. Salary Increase Actuals and Budgets-Middle East/Africa

Note: If the organization has more than 10 countries to submit, click <u>here</u> to request Excel template.

If the budget is done separately by type, report each category in the table below. If the budget is not done separately by type, provide only the overall budget. 0% should be entered only if there is a salary freeze in place.

Budget—Budget as a percent of total payroll (base salary only).

Complete the table below for the employees providing the percentage of base salary increase **NOT** the percentage of employees receiving the increase.

	2023 Budget					2023 Actua			al
	General (%)	Merit (%)	Promotions (%)	Special Adjustments (%)	Overall (%)	General (%)	Merit (%)	Promotions (%)	Sr Adju
Algeria									
Angola									
Bahrain									
Botswana									
Cameroon									
Egypt									
Gabon									
Ghana									
Israel									
Ivory Coast									
Jordan									
Kenya									
Kuwait									
Lebanon									
Lesotho									
Malawi									

	2023 Budget							2023 Actu	al
	General (%)	Merit (%)	Promotions (%)	Special Adjustments (%)	Overall (%)	General (%)	Merit (%)	Promotions (%)	Sr Adju
Mauritius									
Morocco									
Mozambique									
Nigeria									
Oman									
Qatar									
Saudi Arabia									
Senegal									
South Africa									
Swaziland									
Tanzania									
Tunisia									
Uganda									
United Arab Emirates									
Yemen									
Zambia									
Zimbabwe									

Structure Movement

Structure Movement

Q66. How frequently does the organization typically make adjustments to salary ranges/bands to reflect movements in the market place?

0	Annually
0	Every other year
0	As needed
0	Not applicable
0	Unsure

Q67. Structure Movement-Americas

	Last Fiscal Year	Current Fiscal Year	Next Fiscal Year
	Actual %	Actual %	Projected %
United States			
Argentina			
Brazil			

	Last Fiscal Year	Current Fiscal Year	Next Fiscal Year
	Actual %	Actual %	Projected %
Canada			
Mexico			

Q68. Structure Movement-Asia/Pacific

	Last Fiscal Year	Current Fiscal Year	Next Fiscal Year
	Actual %	Actual %	Projected %
Australia			
China			
Hong Kong			
India			
Indonesia			
Japan			
Malaysia			
New Zealand			
Philippines			
Singapore			

	Last Fiscal Year	Current Fiscal Year	Next Fiscal Year
	Actual %	Actual %	Projected %
South Korea			
Taiwan			
Thailand			
Vietnam			

Q69. Structure Movement-Europe

	Last Fiscal Year	Current Fiscal Year	Next Fiscal Year
	Actual %	Actual %	Projected %
Austria			
Belgium			
Czech Republic			
Denmark			
Finland			
France			
Germany			
Hungary			

	Last Fiscal Year	Current Fiscal Year	Next Fiscal Year
	Actual %	Actual %	Projected %
Ireland			
Italy			
Netherlands			
Norway			
Poland			
Portugal			
Romania			
Spain			
Sweden			
Switzerland			
Turkey			
United Kingdom			
			-

Q70. Structure Movement-Middle East/Africa

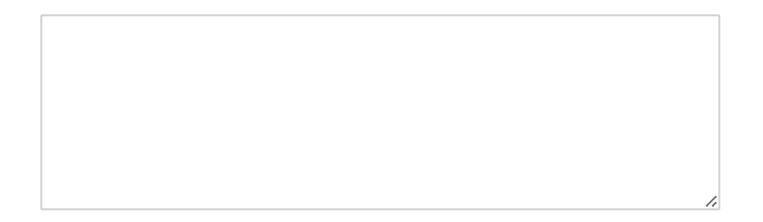
	Last Fiscal Year	Current Fiscal Year	Next Fiscal Year
	Actual %	Actual %	Projected %
Israel			
Saudi Arabia			
South Africa			
United Arab Emirates			

Feedback/Comments

Overall Feedback

Overall Feedback

We welcome feedback and suggestions.



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