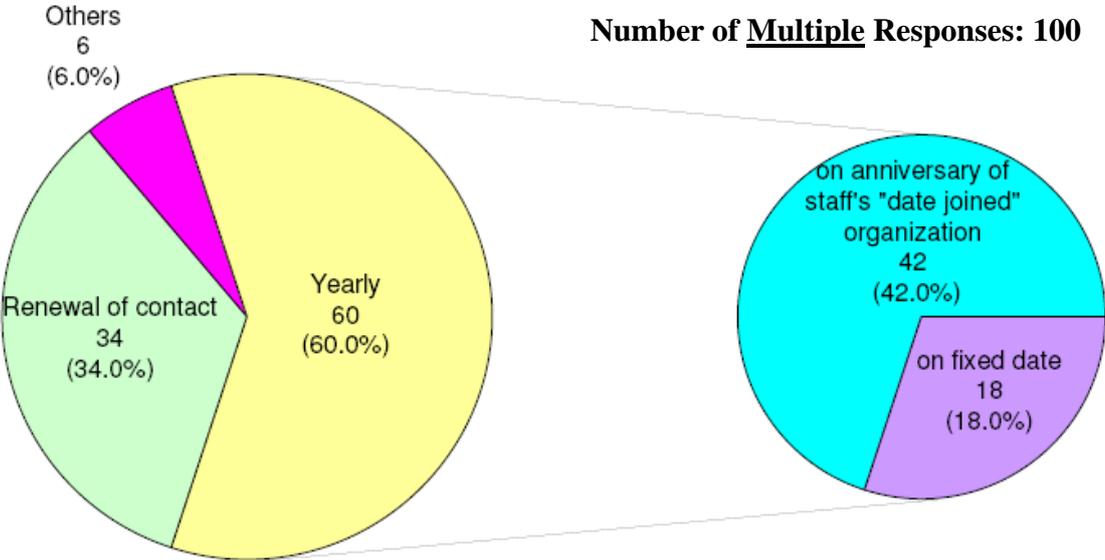


**D. Analysis of General Pay Practice**

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:

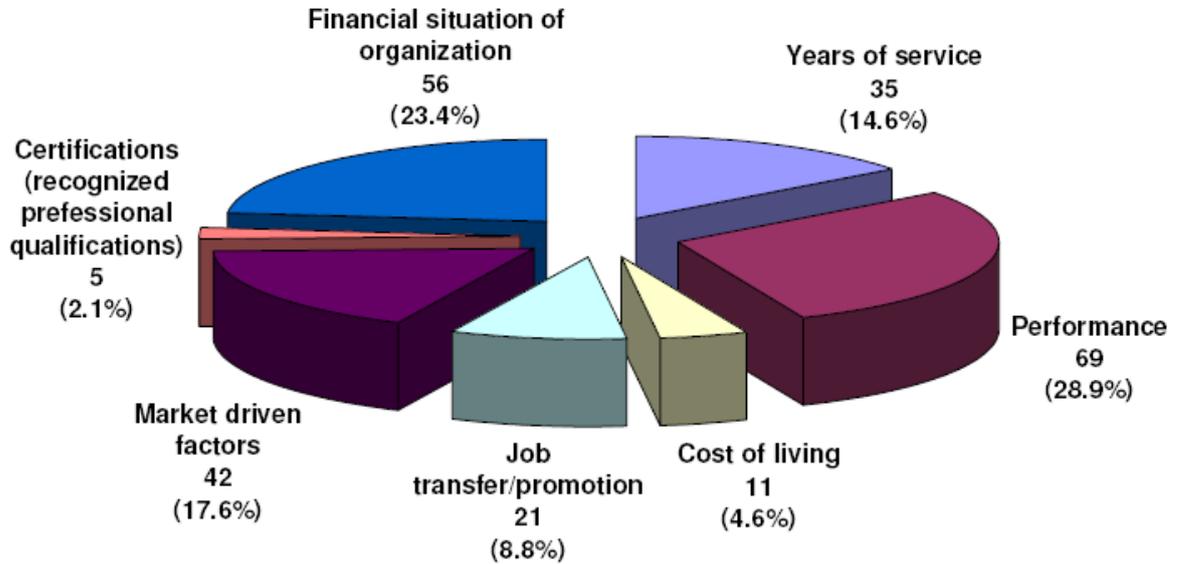
- 1) Irregular
- 2) Depends on performance
- 3) Annually, based on the fiscal year of the department
- 4) Subject to approval from the Board for some self-finance projects

“On fixed date” refers to the practice of:

January	1%	August	2%
March	3%	September	1%
April	8%	October	1%
July	2%	<b>Total</b>	<b>18%</b>

## 2. Criteria in Determining Salary Adjustments

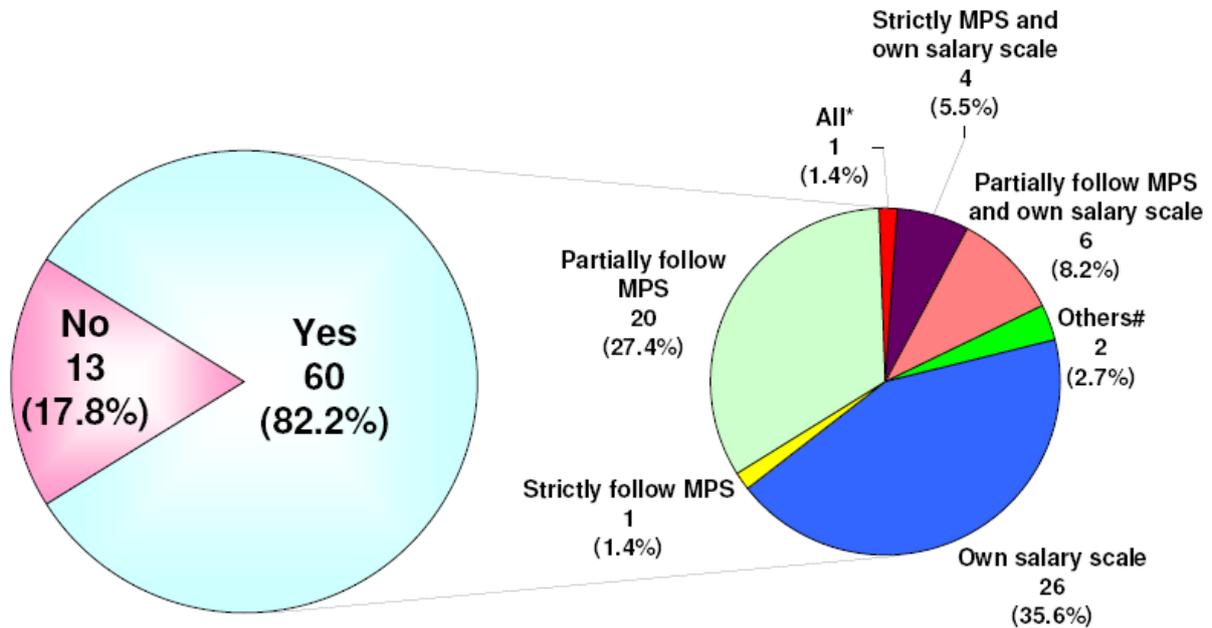
Number of Multiple Responses: 239



Distribution of Agencies Choosing Different Combinations of Criteria	
One criterion	1.4%
Two criteria	4.1%
Three criteria	78.1%
Four criteria	6.9%
Five criteria	4.1%
Six criteria	2.7%
All criteria	2.7%
<b>Total</b>	<b>100%</b>

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

Number of Agencies: 73



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

#: "Others"

- 1) With reference to HKCSS Salary Survey
- 2) Follow the market price with the similar post
- 3) Fixed amount salary

#### The Effective Sate of their "Own Salary Scale":

The Period of the Effective Date	% of Agency
April 2001 – March 2002	1.4%
April 2002 – March 2003	5.5%
April 2003 – March 2004	0.0%
April 2004 – March 2005	1.4%
April 2005 – March 2006	2.7%
April 2006 – March 2007	5.5%
April 2007 – March 2008	28.8%
April 2008 – March 2009	1.4%
<b>Total</b>	<b>46.7%</b>