

HKIHRM Hong Kong Pay Trend & Pay Level Survey 2013



An Important Reference to Your Pay Decisions

The survey:

- Covers some 130,000 staff from 17 business sectors
- Covers some 100 local and multinational companies participating on a continuous basis
- Consists of five reports, namely:
 - January Pay Trend Survey 2013 (Publishing date: March 2013)
 - April Pay Trend Survey 2013 (Publishing date: June 2013)
 - Main Pay Trend Survey 2013 (Publishing date: November 2013)
 - Pay Level Survey 2013 (Publishing date: November 2013)
 - Topical Study 2013 (Publishing date: November 2013)

And more special discounts and value-added services!
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For more information,
please contact Research & Development Department
Email: research@hkihrm.org
Tel: (852) 2881 5113



Research
Report

Hong Kong
Institute of
Human Resource
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香港人力資源管理學會
www.hkihrm.org

A Snapshot on Key Contents of the 2013 Reports

January 2013 Pay Trend Survey & April 2013 Pay Trend Survey

- Total Base Pay Adjustments
- Bonus Payments
- Distribution of Pay Adjustments

2013 Pay Trend Main Survey & Pay Level Survey

2014 Forecast Pay Adjustments (by industry)

2013 Data:

1. Pay & Bonus Adjustments in 2013 (by industry / size of company / company management)
 - Total Pay Adjustments
 - Distribution of Changes in Pay Adjustment (2013 vs. 2012)
 - Distribution of Pay Adjustments
 - Differential Pay Adjustments
 - Cumulative Total Pay Adjustments
 - Special Adjustments
 - Promotional Adjustments
 - Bonus Payments
 - Pay Practices
 - Civil Service Pay Adjustments
2. Proportion of Benefits to Total Remuneration
3. Pay Levels (33 Job Fields / Occupations and 8 Categories of Fresh Graduates)
 - Actual Pay Levels
 - Changes in Targeted Entry Pay
 - Actual Entry Pay of New Recruits

Trends of Pay and Bonus Adjustments Over the Last Five Years

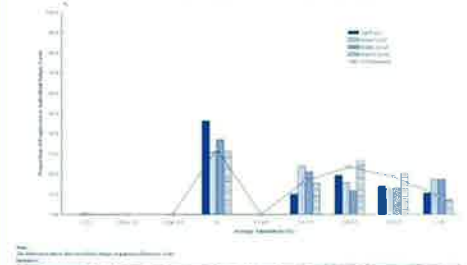
1. Pay Adjustment analysed by:
 - Size of Company
 - Business Sector
 - Salary Level
 - Management of Company (Local vs. Multinational)
2. Bonus Payments:
 - Trend of Change in Guaranteed Bonus Policy
 - Trend of Change in Non-guaranteed Bonus Policy
 - Employees Eligible for a Bonus and Size of the Bonus

Charts and graphs selected from the Reports

Total Pay Adjustments: All Employees



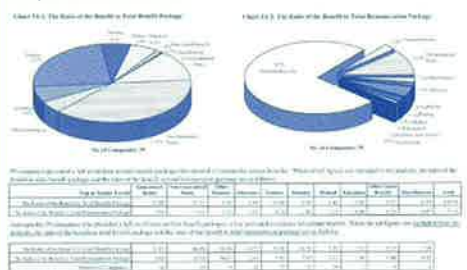
Distribution of Total Pay Adjustments: By Employee



Non-Guaranteed Bonus: Employees Eligible for a Bonus - Bonus Size



The Proportion of Each Benefit to Total Remuneration (Top and Senior Levels)



Other Special Features:

- Easy-to-use:** A loose-leaf binder for easy browsing and retrieval of information
- Informative:** More year-over-year comparison charts, enhanced executive summary
- User-friendly:** Reports in DVD-ROMs containing user-friendly colour charts
- More benefits:** Special offer for enrolling in annual Pay Trend Seminar and selected HKIHRM C&B seminars respectively

Statistics of Pay Trend Survey are mainly analysed by the following dimensions:

Business Sectors:

- Accounting
- Banking
- Construction
- Engineering
- Financial Services
- Hi-Tech / Telecommunication
- Hotel
- Insurance
- Manufacturing
- Non-governmental Organisation
- Oil / Chemicals
- Property Development / Management
- Public Utility
- Retail
- Shipping / Terminal
- Trading
- Others

Salary Levels:

- General
- Middle
- Senior
- Top

Management Types:

- Local
- Multinational

Company Sizes:

- Small (100 to 499 employees)
- Medium (500 to 999 employees)
- Large (more than 1,000 employees)

Occupations and types of fresh graduates covered in Pay Level Survey:

Job Fields / Occupations

- Information Technology / Computer
- Engineering
- Accounting
- Finance
- Human Resources
- Public Relations
- Sales
- Marketing
- Procurement
- Logistics
- Customer Service
- Computer Operator /
Network Support Assistant
- Senior Computer Operator /
Senior Network Support Assistant
- Accounting Clerk
- Senior Accounting Clerk
- Clerk
- Senior Clerk
- Junior Secretary / Secretary
- Senior Secretary / Executive Secretary
- Pantry Attendant
- Cleaner
- Office Assistant
- Pool Car Driver
- Personal Driver
- Security Guard
- Receptionist / Telephonist
- Labourer
- Tradesman
- Assistant Merchandiser
- Senior Merchandiser
- Property / Facilities Maintenance Assistant
- Property / Facilities Maintenance Officer
- Property / Facilities Maintenance Manager

Fresh Graduates

- Master Degree Holder (Business)
- Master Degree Holder (Engineering)
- Bachelor Degree Holder (Business)
- Bachelor Degree Holder (Engineering)
- Higher Diploma Holder
- Associate Degree Holder
- Diploma Holder
- Certificate Holder

HKIHRM Hong Kong Pay Trend & Pay Level Survey 2013 Order Form

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<i>(A 70% discount offered for subsequent order of the same set of reports) @: the price for 2nd or above copies</i>	HK\$4,070 + @ HK\$1,221	HK\$4,840 + @ HK\$1,452	

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香港人力資源管理學會
Hong Kong Institute of Human Resource Management
 Suite 1503, 15/F., 68 Yee Wo Street, Causeway Bay, Hong Kong
 Tel: (852) 2881 5113 Fax: (852) 2881 6062
 Website: www.hkihrm.org Email: info@hkihrm.org

