

2009 Compensation Survey for Manitoba Employers Frequently Asked Questions

Why should I participate in this survey?

This survey provides you with valuable, reliable Manitoba labour market information on cash compensation, benefits and workplace practices. Other surveys provide data derived largely from markets outside our province.

Last year we achieved the **highest level of participation** by Manitoba organizations in any compensation survey. We are proactively engaging with organizations in all Manitoba sectors to maximize participation and the quality of our data.

Is there a benefit to participating?

YES, SAVINGS! All participants receive a 50% discount on the purchase of the reports.

Members of The Winnipeg Chamber of Commerce and/or Canadian Manufacturers & Exporters (CME) receive an additional 15% discount on the purchase of the reports.

How long will it take to complete the survey?

The length of time required to participate is dependent upon how many job matches your organization will have to the jobs in the survey and how many incumbents in each position. Organizations with an HRIS may submit compensation data directly from their system. We have simplified our survey design to make the process as efficient as possible because we know your time is valuable.

How does information from a compensation survey help my business?

- End the guessing game and stay on top of total compensation practices and trends in Manitoba.
- Ensure you are adequately compensating the people critical to your survival and success before they start looking elsewhere.
- Gain access to reliable, up-to-date local compensation information to help with employee communications and management discussions.
- Save time and reduce the costs of recruitment by offering potential new hires compensation packages that are competitive.

Who can participate in the survey?

- All private, public and not-for-profit organizations in Manitoba.
- All large, medium, and small sized organizations. Report data will be broken down by organizational size.

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Frequently Asked Questions continued

What is in the reports?

Data is presented in two separate reports:

1. The **Cash Compensation Report** presents data by job and according to a variety of scope, size, and industry indicators. Each job related report includes details on base and target salary, target and actual bonuses, and incentives.
2. The **Benefits & Employment Practices Report** presents data by organizational level (executive, supervisory and management, professional and technical, and others) and is also reported by several size and industry indicators. This component includes a variety of information on benefits and employment practices such as health, dental, retirement plans, vacation, hours of work, etc.

How much do the reports cost?

Pricing is very affordable. Discounts for participants and for members of The Winnipeg Chamber of Commerce and/or Canadian Manufacturers & Exporters provide additional savings. Complete pricing can be found [here](#).

How is the data published?

The reports are provided in searchable, electronic format. The reports are also available in printed format (two separate, bound reports) if requested, for an additional fee.

When is the survey conducted and when are the reports available?

The data is collected from July 1 to August 15, 2009. Reports will be available mid-October 2009.

Who designed and is conducting the survey?

The survey was designed and is being delivered by People *First* HR Services Ltd., in conjunction with sponsoring partner, The Winnipeg Chamber of Commerce.

People *First* HR Services Ltd. is Manitoba's largest full-service, human resources consulting firm, delivering high quality business solutions through three areas of practice:

- Recruitment
- Career Management
- General HR Consulting

Will my organization's data remain confidential?

People *First* HR Services is committed to protecting and safeguarding the privacy of individuals and organizations in all aspects of our business operations. Keeping information in strict confidence is a cornerstone of our business. To ensure anonymity, responses are not attributed to any specific organization or individual. All responses will be combined and reported in aggregate form only. Information collected will be managed in accordance with the Company's Privacy Policy. To review this policy in detail, please visit www.peoplefirsthr.com.

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Frequently Asked Questions continued

Question: **What jobs are included in the survey?**

In addition to an extensive roster of traditional job descriptions, we have added a wide variety of jobs that target Manitoba industries, such as agriculture, hospitality, customer contact, automotive. We are gathering data on more than 250 jobs in a variety of job families. The full list of jobs can be found [here](#).

Why should I participate this year, if I participated last year?

Today's unstable economy and fast-changing labour market conditions can significantly impact previously established market rates. You'll want to purchase the 2009 survey to ensure accuracy in compensation planning. This is not the year to rely on trending the data forward from one year to the next. Participation in the survey significantly reduces the cost to purchase the reports.

Who participated in the survey in 2008?

82 Manitoba organizations participated in the survey, representing 13,500 employees in small, medium, and large organizations; and private, public/not-for-profit sectors.

What changes have you made to the 2009 survey?

Several enhancements were made to the survey to make it even easier to participate, more user-friendly and valuable reporting for all business types, including:

- Earlier, and extended, data collection period (July 1 – August 15)
- Earlier distribution of report data (October 15)
- Improved data submission options for mid-sized organizations
- Electronic report format to reduce paper waste and improve usability
- NEW Small Business Report available with special pricing
- Additional jobs added with NEW supporting data not previously reported
- Enhanced data capturing techniques to reduce repetitive entries
- Special features for members of Canadian Manufacturers & Exporters