

# People First HR Services 2019/20 Compensation Survey

## Frequently Asked Questions (FAQ)

### Introducing the Compensation Survey

Every two years People First HR designs and delivers a compensation survey in order to produce our highly regarded survey reports. People First HR's surveys are the leading regional surveys for **Manitoba and Saskatchewan**, and our robust, reliable reports reflect the consistent participation of employers both rural and urban throughout each province.

Our data is sourced from Manitoba or Saskatchewan employers, and is collected and aggregated separately by province to reflect each province's unique economic realities. The survey also reflects compensation practice here on the Prairies (...not in Toronto), with a particular focus on balancing urban and rural organizational data.

### Why should we participate in the survey (WIIFM)?

Organizations participate because they have a vested interest in contributing to the bigger picture of pay practices in their province. They want to be included in setting benchmarks for their industry.

Organizations that participate are able to access the reports at preferred pricing (more on this on page 2).

The survey results provide:

- Valuable and reliable labour market information to inform your compensation practices;
- Assurance that you are adequately rewarding the people critical to your success before they look elsewhere; and
- Time-savings that reduce the cost of recruitment by offering candidates competitive compensation packages in the initial offer.

### What's unique about the People First HR survey?

Other competitive surveys provide data derived largely from markets outside Manitoba or Saskatchewan, making it difficult to benchmark appropriately for positions in the our markets. Other compensation sources in the market are not actual compensation surveys: they do not go through validated collection processes with integrity testing or data scrubbing. In some cases, anyone can enter any amount they want into a survey like this and it feeds 'ranges'. It is not a true reflection of market rates, and is not considered a reliable data source for compensation planners.

## About that preferred pricing for participation...tell us more

All successful survey participants may access report data at up to 60% off! This can mean over \$2000 in savings if the full suite of reports is purchased. Every participant also receives a free executive summary highlighting trends and key learnings from the 2019/2020 survey results.

## What compensation reports are produced?

Data is presented in seven separate cash compensation reports. The compensation reports provide a comprehensive look at base salaries, short-term incentives/bonuses, and benefits and workplace practices within the public, non-profit and private sectors. Reports are produced for each province from the survey data to meet the needs of employers in benchmarking compensation practices. These reports can be purchased individually, or in a suite. Organizations can also choose to purchase the Manitoba version and the Saskatchewan version.

Cash compensation reports are:

1. Clerical, Administrative & General Support
2. Engineering, Technical & Trade
3. Executive & Senior Management
4. Middle & Supervisory Management
5. Production, Distribution & Transportation
6. Professionals  
and
7. Benefits & Workplace Practices

Sorted by organizational level, the Benefits & Workplace practices report includes a variety of information such as eligibility requirements and summaries of health, dental, retirement plans, vacation, hours of work, programs, work/life balance, job evaluation, performance management, termination practices, etc.

## How long does it take to complete the survey?

The compensation survey consists of three questionnaires:

- **Organization:** Brief questionnaire about organizational identifiers. Completion time is less than 5 minutes.
- **Compensation:** Completion time varies for each organization based on the number of employees/job matches. There are two options to submit this information: online entries into the survey portal; or for larger organizations with

HRIS data, through a structured excel spreadsheet to a secure website. If you'd like more details on excel submission click [HERE](#).

- **Benefits:** This questionnaire takes about an hour to complete if an individual has all the relevant benefit and workplace practice knowledge.

For more details on each survey click [HERE](#).

### **What jobs are included in the survey?**

We are gathering data on more than 300 positions in a variety of job families. Click [HERE](#) to see a list of jobs.

### **My organization has operations in both Manitoba and Saskatchewan. Which survey do we choose?**

BOTH!! When clients enter the survey system they will see that both Manitoba and Saskatchewan Surveys as 'open surveys'. The process is the same for both surveys.

### **When does the survey close and when are the reports available?**

The survey will close on July 15, 2019, and we hope to have the reports ready for purchase no later than October 2019.

### **How do we participate?**

Visit our [website](#) if you need more information or click [HERE](#) to get started. You will need a username and password, so if it's your first time doing the survey we'll collect some information in order to create your unique login.

### **Will our organizational 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](#).

### **Will we be able to get support if we have questions?**

While we don't have live support for the website, during the survey season we are very active and provide quick response turnarounds for emails sent through [compensation@peoplefirsthr.com](mailto:compensation@peoplefirsthr.com)