

## **SUMMARY OF THE 1998/1999 PAY TREND SURVEY**

### **Purpose of the Survey**

Pay trend surveys provide information on the general movements of pay in the private sector over a given period. They are not concerned with comparison of pay levels for specific occupational groups. Prior to 1983, pay trend surveys were undertaken by the then Pay Investigation Unit under the auspices of a Steering Committee of the Senior Civil Service Council. The Pay Survey and Research Unit (PSRU) was established in December 1982 and the Pay Trend Survey Committee (PTSC) shortly after. The 1998/1999 survey was the twenty-sixth of its kind.

### **Survey Period**

2. The survey covered a 12-month period from 2 April 1998 to 1 April 1999.

### **Participating Companies**

3. Among the 82 companies included in the survey field as listed at the Annex, 77 took part in the survey. The pay data of their 128,414 employees were included in the calculation of the 1998/1999 gross pay trend indicators.

### **Data Collection**

4. Between January and May 1999, PSRU staff visited the participating companies. They interviewed the personnel manager, the personnel officer or other members of management responsible for pay and collected information on increases in salary due to general pay increases, merit payments and inscale increments. Surveyed companies were also asked to provide information on payments additional to salary and, where available, adjustments attributable to internal and external relativities (i.e. adjustments due to changes in the market level of a job).

5. In order to identify any variation in salary adjustments made to staff at different levels, company representatives were requested to provide information on salary adjustments according to three salary bands, namely: less than \$15,160 per month, \$15,160 - \$46,485 per month and \$46,486 - \$92,700 per month. These bands related broadly to the civil service "non-Directorate" pay scales of Master Pay Scale below Point 10, Points 10 to 33, and above Point 33 respectively.

6. Information collected for the survey was recorded in individual company statements, the accuracy of each was confirmed by the company concerned. Strict confidentiality was observed in the handling of company data which were released in survey reports in an anonymous form.

### **Survey Findings**

7. The PSRU analysed the company data in accordance with the agreed criteria and presented its findings to the PTSC in May 1999.

8. The PTSC accepted the findings of the PSRU on the 1998/1999 Pay Trend Survey. The PTSC also concluded that, taking into account only those adjustments which related to the cost of living, company performance, general changes in market rates, inscale increment and merit, there was evidence that the following pay increases had been awarded in the surveyed companies during the period 2 April 1998 to 1 April 1999 –

(a)	Lower Salary Band (Less than \$15,160 per month)	0.59%
(b)	Middle Salary Band (\$15,160 - \$46,485 per month)	2.12%
(c)	Upper Salary Band (\$46,486 - \$92,700 per month)	1.21%

*[Note : The above survey findings validated by the PTSC were known as the gross Pay Trend Indicators (PTIs). In accordance with the recommendations of a Committee of Inquiry in 1988, the Administration, after deducting the value of civil service increments at their payroll cost which were 1.13%, 1.28% and 1.34% respectively for the lower, middle and upper salary bands in 1999 arrived at the net PTIs as follows –*

(a)	Lower Salary Band	-0.54%
(b)	Middle Salary Band	0.84%
(c)	Upper Salary band	-0.13%

*The PTSC was not involved in the calculation of the net PTIs.]*