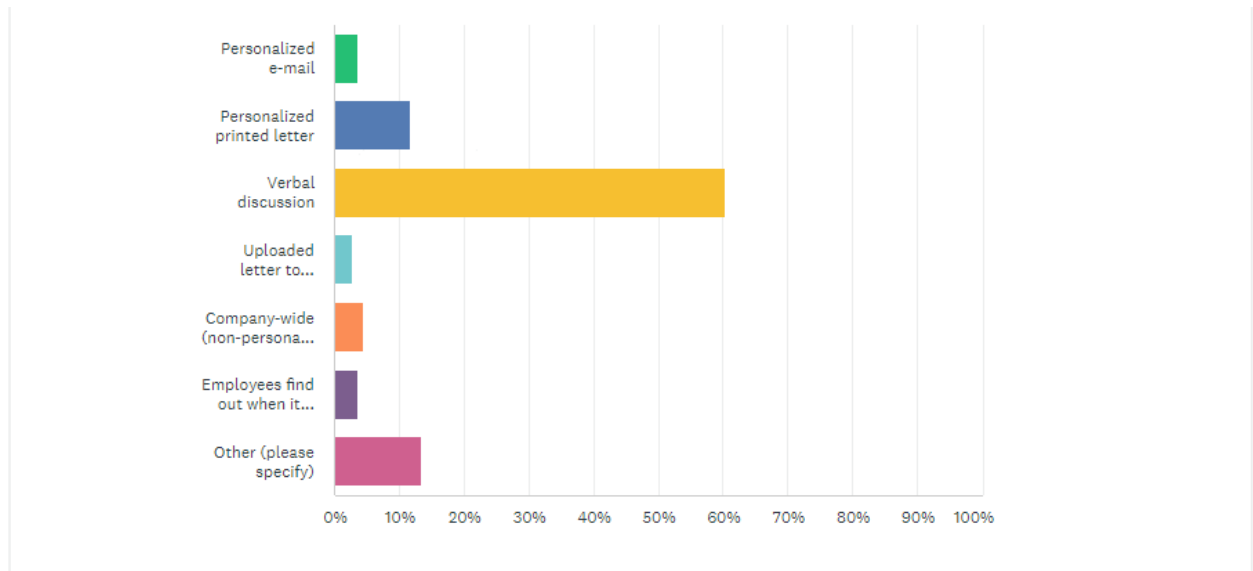




Merit Increase Communications May 2nd, 2023

Total Participants: 111 participants in Missouri, Illinois, and Indiana Areas

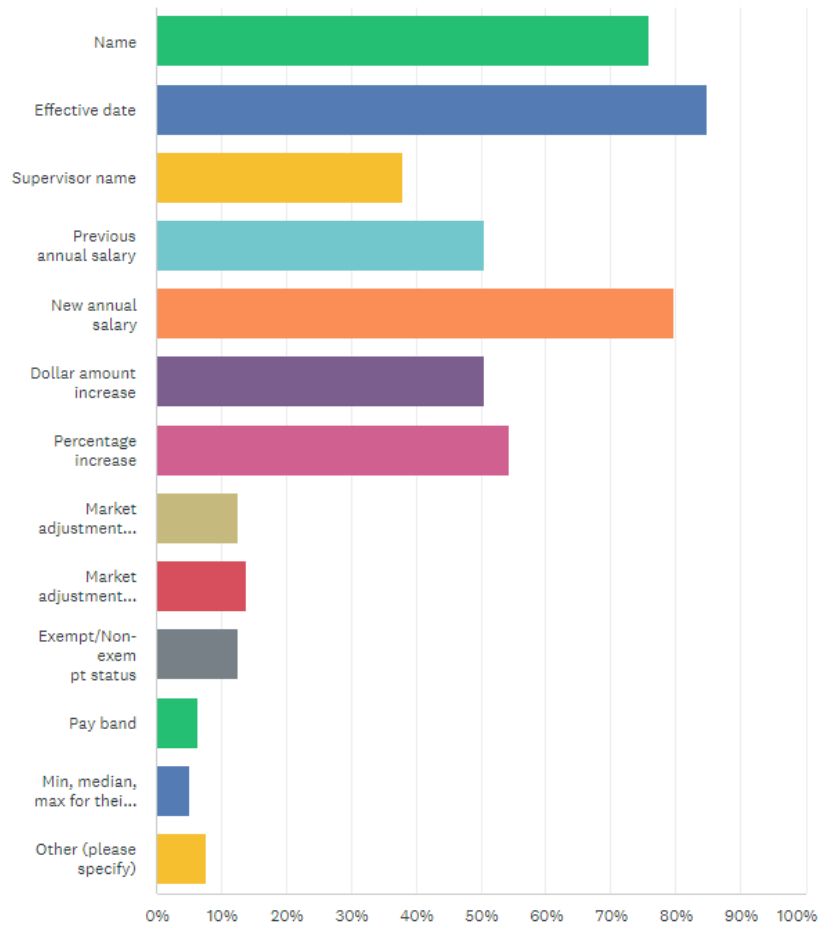
1. How do you communicate merit increases to your employees?



Answer Choices	Responses	Count
Personalized e-mail	3.60%	4
Personalized printed letter	11.71%	13
Verbal discussion	60.36%	67
Uploaded letter to employee's electronic personnel file	2.70%	3
Company-wide (non-personalized) e-mail or printed letter without specifics	4.50%	5
Employees find out when it shows up on their checks	3.60%	4
Other (listed below)	13.51%	15
Answered		111
Skipped		0

- We deliver a letter to each employee regarding the merit increases that they receive.
- No standard method but typically a verbal discussion and/or email with details
- Yearly Performance and Wage Reviews
- meet with employee
- It is up to the supervisor
- We're are not giving merit increases at this time. However, if we were we would send a company-wide email or letter without specifics.
- We don't do merit increases
- A wage increase form signed by supervisor, VP and President sent to HR
- both personalized printed letter & Verbal discussion
- With annual review
- Individual Personal Discussions
- It is up to the individual supervisor how they want to communicate the increase to their employees. Typically communicated at the time the performance review is conducted (end of the year).
- Merit Increase Form
- It's recorded on their evaluation and discussed with manager.
- A notification is provided in our HRIS system that an increase in their pay has occurred.

2. If you personalize merit communications, which elements are contained in your communications? Select all that apply.

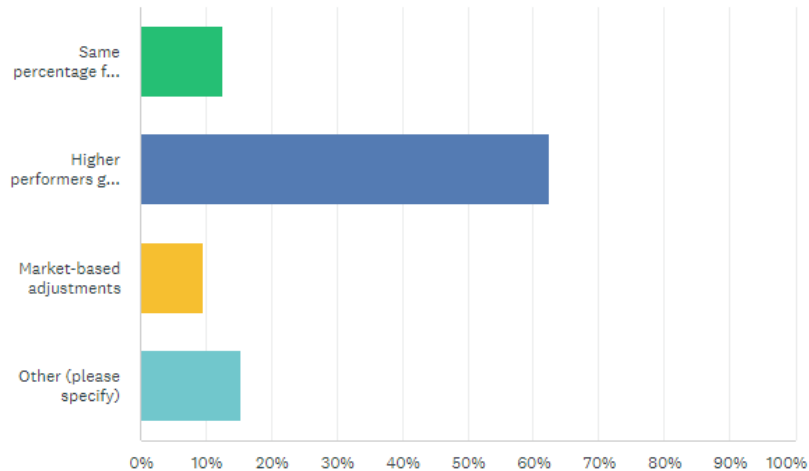


Answer Choices	Responses	
Name	75.95%	60
Effective date	84.81%	67
Supervisor name	37.97%	30
Previous annual salary	50.63%	40
New annual salary	79.75%	63
Dollar amount increase	50.63%	40
Percentage increase	54.53%	43
Market adjustment dollar amount	12.66%	10
Market adjustment percentage	13.92%	11
Exempt/Non-exempt status	12.66%	10
Pay band	6.33%	5
Min, median, max for their pay bands	5.06%	4
Other (listed below)	7.59%	6

Answered 79
Skipped 32

- The employee has a review and verbally told his raise
- It's included as part of annual evaluation process
- Performance Evaluation Score; Current Rate
- Compa-ratio and explanation
- N/A (2)

3. How does your organization allocate merit increases?



Answer Choices	Responses	
Same percentage for all employees	12.50%	13
Higher performers get higher increases	62.50%	65
Market-based adjustments	9.62%	10
Other (listed below)	15.38%	16
	Answered	104
	Skipped	7

- depends on your manager
- Combination of merit and market review - emphasis on merit
- Pay for performance
- percentage for each department. You can give more or less to each employee as long as the percentage is averaged out.
- Supervisor may determine what percent employees receive
- Usually based on performance; last year was same percentage based on cost of living inflation
- Start with a base percentage and adjust for positive and negative performance as well as market influences
- We're were able to give merit increases (based on the budget), higher performers get higher increases.
- Case by case basis, subject to VP and President approval
- Mostly same percentage for all but some based on performance
- Depends on what department they are in

- The facility is given a percent of increase to work with, which is then trickled to the departments. The managers have their departmental budget which is assigned at their discretion, but not to exceed departmental budget,
- A combination of market based adjustments and merit pay where high performers get more than the other employees.
- Same Merit for all + mkt depending on position mkt pressures
- Can be both Higher performers get higher increases and market adjustments
- Most employees receive the same percentage, but some may get slightly higher. We do take market-based adjustments into account.

Let us know the HR questions you would like surveyed by emailing your question to solutions.team@aaimea.org. It is a great way to benchmark your company with other area companies!