The mySAP HR Enterprise Compensation Management (ECM) module supports companies in defining, streamlining, and putting into practice a strategic performance-based compensation program throughout the enterprise. The system offers the following main components to a complete compensation management solution:

- **Compensation Administration**
  Perform compensation reviews including fixed pay, variable pay, and LTIs. Apply eligibility rules and guidelines based on different criteria such as performance ratings. Implement approval cycles if required feedback, and compensation administration.

- **Long-Term Incentives**
  Administer LTI processes such as granting, vesting, life events, and taxation.

- **Budgeting**
  Create and maintain monetary and non-monetary budgets for the compensation planning and LTI granting process.

- **Job Pricing**
  Export employee salary data for participation in salary surveys. Import salary survey data and create market composite results. Age and weight market data, compare internal and external pay and adjust company pay structure if required.
Compensation Administration

- **Compensation programs, plans and reviews**
  - Unlimited number of plans supporting fixed, variable pay and stock options
  - Complex business rules, time dependencies supported

- **Eligibility**
  - Defined at compensation program and plan level
  - Multiple employee, organizational and performance review attributes

- **Guidelines and proration**
  - Proration rules for compensation plans proportional to employee’s eligibility
  - Multi-dimensional matrix, e.g. service, performance, compa-ratio

- **Flexible data maintenance**
  - Exception handling supported
  - Salary changes tracked on payroll records (reason code on IT0008)
Compensation Administration II

- Compensation planning tool for managers via Manager Self Service (MSS)
  - Configurable frontend for planning and execution of compensation changes
  - Employee compensation profile including job salary elements
  - Historical reference through notes functionality
  - Salaried and hourly-paid employees
  - Standard approval scenario

- Total compensation statement
  - ESS enabled

- Compensation review statement
  - Communication on compensation changes
Long-Term Incentives

- LTI Administration
  - Granting process included in MSS
  - Vesting rules and exercise windows
  - Life event processing, stock splits, cancellations and forfeitures

- Approval process
  - Standard approval scenario in MSS

- Taxation in payroll
  - Payroll function delivered to support taxation of exercised options
Budgeting

- Budgets established on monetary and non-monetary units
- Budget reassignment tool
- Integration with Personnel Cost Planning & Simulation
  - Creation of detailed line item budgets based on multiple scenarios
- Budget reassignment tool supporting organizational changes
- Budget monitoring tool
  - Budgeted vs. Spent analysis at any level of organizational hierarchy
- Compensation Specialist’ user role
Job Pricing (Salary Surveys)

- Data transfer
  - Import of multiple salary survey provider files
  - Export for participation in salary surveys

- Aging of market data

- Internal – external job matching with weighting capabilities

- Market composite creation
  - Derived values based on various survey data
  - Comparison of composite results to internal compensation

- Salary structure adjustment
  - Suggested salary structure changes based on composite analysis

- ‘Compensation Specialist’ user role
Integration Overview

Enterprise Compensation Management

Personnel Administration
Performance Management (Objective Setting and Appraisals)
Organizational Management
Personnel Cost Planning and Simulation
Business Information Warehouse (BW)
Controlling

Prerequisites for use of ECM
To enter the Planning application navigate in the following path: Managers Self-Service -> Planning -> Compensation Planning
MSS Compensation Planning – Select

Example: MSS Compensation Planning (same selection also for Compensation Approval available)

Roadmap process support

Additional links

Personalization of column display & filter line in list (filter is per default not displayed).

Standard Select Options are delivered offering ability to mitigate number of employees to bring into a planning or approval sheet.

Details on Employee Search:

- Entry options: Last Name, First Name, Middle Name, Personnel Number, Organizational Unit, Personnel Area, Personnel Subarea
Selection Options:
- Employees from Organizational Units
- Employees from Organizational Structure
Example: MSS Compensation Planning (same selection also for Compensation Approval available)

Selection Options:
- Directly Subordinate Employees
- Employee Search
Example: MSS Compensation Planning (same selection also for Compensation Approval available)

Personalization of table view via: Strg + right mouse click
MSS Compensation Planning – Plan (Salary Adjustment)

- **Budget display and tracking.**
- **Columns can be customized** by system administrator and personalized by user if allowed by administrator, e.g. you can also show performance ratings, reference salary or hire date. Additionally: **Sorting of columns**
Via Apply Guidelines, the system can propose an amount based on the employees performance appraisal score/result.

Existing Guidelines can be reviewed via clicking on an employee’s name.

Column with Appraisal Score
MSS Compensation Planning – Plan (Regular Bonus Payment)

Example: Different column-setup for Regular Bonus plan
MSS Compensation Planning – Plan (Stock Options)

Example: Different column-setup for Stock Option plan

Example: Filtering, wild-card search possible
**MSS Compensation Planning – Plan**

### Personalization of table view and display of buttons via: Strg + right mouse click

#### Compensation Planning

**Select** | 1 | 2 | 3 | 4 | **Plan** | **Review and Send** | **Completed**
---|---|---|---|---|---|---|---
**Show Statistics** | | | | | | | |

**ECM Additional Link Sample**

- **Fixed Salary Adjustment**
- **Budget Information**

<table>
<thead>
<tr>
<th>Budget</th>
<th>Total</th>
<th>Distributed</th>
<th>Remaining</th>
<th>Currency</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>11,700.00</td>
<td>15,548.60</td>
<td>-4,848.60</td>
<td>USD</td>
</tr>
</tbody>
</table>

#### Personalize Button “Clear Entries”

- **Options**
  - Hide this Button
  - Extended options

- **Apply Guidelines** | **Raise to Minimum** | **Apply Percentage** | **Clear Entries** | **Compare**

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© SAP 2007 / Page 18
### MSS Compensation Planning – Plan

- **Apply guidelines defined in Customizing.**
- **Bring selected employees to salary range minimum.**
- **Apply percentage specified to selected employees.**
- **Graphical comparison of selected employees per plan.**
- **Functions can be shown/hidden per plan where appropriate, e.g. *Raise to Minimum* not appropriate here.**

#### Functions

- **Select**
- **Plan**
- **Review and Send**
- **Completed**

#### Fixed Salary Adjustments Budget Information

<table>
<thead>
<tr>
<th>Budget</th>
<th>Total</th>
<th>Distributed</th>
<th>Remaining</th>
<th>Currency</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>11,700.00</td>
<td>16,549.50</td>
<td>4,849.50</td>
<td>USD</td>
</tr>
</tbody>
</table>

#### Wage Calculations

<table>
<thead>
<tr>
<th>Employee</th>
<th>Overview</th>
<th>Calc. Base</th>
<th>Amount</th>
<th>Percentage</th>
<th>New Salary</th>
<th>Curr.</th>
<th>Effective Date</th>
<th>Status</th>
<th>Compute Ratio</th>
<th>Appraisal Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs. Michele Frane</td>
<td>Display</td>
<td>22.19</td>
<td>0.31</td>
<td>1.40</td>
<td>22.50</td>
<td>USD</td>
<td>1/1/2007</td>
<td>On Planning</td>
<td>0.95</td>
<td>19,571</td>
</tr>
<tr>
<td>Mr. Michael Kennedy</td>
<td>Display</td>
<td>47,123.00</td>
<td>2,877.20</td>
<td>6.00</td>
<td>50,000.00</td>
<td>USD</td>
<td>1/1/2007</td>
<td>On Planning</td>
<td>0.85</td>
<td>23,900</td>
</tr>
<tr>
<td>Mr. Matthew Black</td>
<td>Display</td>
<td>88,537.00</td>
<td>4,267.35</td>
<td>5.00</td>
<td>93,000.00</td>
<td>USD</td>
<td>1/1/2007</td>
<td>On Planning</td>
<td>1.12</td>
<td>27,200</td>
</tr>
<tr>
<td>Mrs. Mary Malone</td>
<td>Display</td>
<td>48,113.00</td>
<td>3,227.91</td>
<td>7.00</td>
<td>51,341.00</td>
<td>USD</td>
<td>1/1/2007</td>
<td>On Planning</td>
<td>0.83</td>
<td>16,400</td>
</tr>
<tr>
<td>Mrs. Marcy Olson</td>
<td>Display</td>
<td>88,422.00</td>
<td>6,050.84</td>
<td>7.00</td>
<td>94,473.00</td>
<td>USD</td>
<td>1/1/2007</td>
<td>On Planning</td>
<td>1.13</td>
<td>21,500</td>
</tr>
</tbody>
</table>
**Employee Salary Data in MSS**

<table>
<thead>
<tr>
<th>Enterprise Data</th>
<th>Employee Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Salary</td>
<td>Salary</td>
</tr>
<tr>
<td>46,800.00</td>
<td>46,155.00</td>
</tr>
<tr>
<td>Reference Salary</td>
<td>Core Perspectives to Reference Salary: 0.95</td>
</tr>
<tr>
<td>48,360.00</td>
<td>Position within Salary Range: .11 %</td>
</tr>
<tr>
<td>Maximum Salary</td>
<td>Capacity Util. Level: 100 %</td>
</tr>
<tr>
<td>52,520.00</td>
<td></td>
</tr>
</tbody>
</table>

Data from 5/15/2007. All amounts are Annual in USD.
## Eligibility Information per Employee in MSS
(click on employee name)

### Compensation Eligibility

#### Fixed Salary Adjustment

<table>
<thead>
<tr>
<th>Eligibility Criterion</th>
<th>Eligible</th>
<th>Essential</th>
<th>Actual</th>
<th>Evaluation Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Working Hour(s)</td>
<td>Yes</td>
<td>32.00 Hour(s) /Weeks</td>
<td>40.00 Hour(s) /Weeks</td>
<td>6/3/1996</td>
</tr>
</tbody>
</table>

---

#### Executive Bonus

- Eligible: No
- Reason: Eligibility grouping not permitted
- Key Date for Eligibility Determination: 1/1/2006
- Compensation Area: US
- Eligibility Variant: Exec Bonus
- Eligibility Grouping: Exec Bonus

#### Regular Bonus

- Eligible: Yes
- From: 6/3/1996 (Hiring Date)
### Compensation Guidelines

#### Fixed Salary Adjustment
- **Default Percentage:** 1.00
- **Key Date for Guideline Calculation:** 12/31/2006
- **Compensation Area:** US
- **Guideline Variant:** Salary Adjust
- **Guideline Grouping:** Hourly Staff

<table>
<thead>
<tr>
<th>Guidelines Criterion</th>
<th>Employee Result</th>
<th>Key Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBO/SEM score</td>
<td>Unsatisfactory</td>
<td>12/31/2006</td>
</tr>
</tbody>
</table>

#### Executive Bonus
- No guidelines are available

#### Regular Bonus

<table>
<thead>
<tr>
<th>Default Value</th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.00</td>
<td>2.00</td>
<td>10.00</td>
</tr>
</tbody>
</table>
MSS Compensation Planning – Plan

Messages appear as defined in Customizing.

The compensation planning can be reviewed before sending for approval.
MSS Compensation Planning – Review and Send

Send for approval
Submitted changes can now be accessed by approving manager in ECM approval scenario (see next slide).
MSS Compensation Planning/Approval – Entry Point

To enter the Approval application navigate in the following path: Managers Self-Service -> Planning -> Compensation Approval
Same selection options as mentioned under MSS Compensation Planning.
Approval/Rejection on individual basis.

Approve/Reject all employees and plans.

Get an overview of approval/rejection, check and send. See next slide.

Approving manager can read and edit/send back note to planning manager.
MSS Compensation Approval – Review and Send

Go back to approval or reject step for changes after review or send final approval/rejection.

Planning manager can check note, make changes and resubmit to approving manager.

Send to complete.
Approval/rejection can be reviewed.
Overview
Manager: Compensation Administration

**Compensation Specialist: Budgeting**

Compensation Specialist: Compensation Administration
Compensation Specialist: Job Pricing

Total Compensation & Compensation Review Statement
Budgeting Tool User Interface

- **Budget Maintenance:**

  Create budgets and maintain budget values. Import Personnel Cost Planning Data or custom values. Also possible to maintain the budget structure such as adding and deleting budget units as well as assigning budget or organizational units to the budget.

- **Check and Release:**

  Check budget values are consistent. Release budgets so that they can be used during compensation reviews. Reset budget to planning if they have not been spent.

- **Budget Reassignment:**

  Reassign/move budget values from one budget to another when employee changes organizational units.
Enter budget type & period (defined in Customizing), the organizational unit ID you want to create the budget structure from.

Enter how many levels down you want to create the budget structure. If left at 0, then all levels will be taken into account.

Enter budget unit if non-monetary (LTI) budget (stock unit defined in Customizing).
Budget Maintenance – Display and Maintain Budget

Search for budget by different criteria

Search result list. Select a budget for detail display and maintenance.

Enter/change budget value directly in budget tree.
Budget Maintenance – Display and Maintain Budget

Under budget structure, you can add, assign and delete budget units (and all subordinates), assign org. units and delete assignments (also for individual budget unit deletion).

Only active when having turned on the option ‘Org. Unit On’.
You can change:
- One value
- All values below the selected budget unit
- From the selected budget unit up to the highest.

You can increase and decrease budget values by percentage. Total budget will then change.
Budget Maintenance – Import Values from PCP

You can enter up to 10 cost items.

Enter here from which personnel cost plan and which cost item within that plan you want to import data.
Budget Maintenance – Check and Release Budget

Check for negative values.

Release budget for display & use in MSS Compensation Planning

Reset released budgets back to status ‘Planned’ if required for editing.
Reassigning budget values between organizational units is a 4-step process.

1. Select the organizational unit that you wish to reassign values from (not the budget unit).
2. Select an organizational unit that is to receive the value of the organizational unit you selected in step 1.
3. The system displays the selected organizational units (sending and receiving) and allows you to select the amount that you wish to transfer between units.
4. This final step displays the changes you have made.
Overview
Manager: Compensation Administration
Compensation Specialist: Budgeting
Compensation Specialist: Compensation Administration
Compensation Specialist: Job Pricing
Total Compensation & Compensation Review Statement
Change Compensation Process Status

Mass processing report
Evaluate LTI Grants

This report lists all employees with LTI Grants and provides an overview about the status of the grants, such as number of granted, forfeited, vested, exercisable grants etc.

### Overview of LTI Grants

<table>
<thead>
<tr>
<th>Perno</th>
<th>Full Name</th>
<th>LTIF</th>
<th>Text</th>
<th>Grant</th>
<th>Grant Date</th>
<th>Expiry Date</th>
<th>z No Granted</th>
<th>Forfeited</th>
<th>z Vested</th>
<th>Unvested</th>
<th>Outs</th>
<th>z Exercised</th>
<th>Exercisable</th>
<th>Gain</th>
</tr>
</thead>
<tbody>
<tr>
<td>10101048</td>
<td>Ms Sandra Fuller</td>
<td>LTIR</td>
<td>Long Term Incentive Regular</td>
<td>01</td>
<td>01.06.2003</td>
<td>31.06.2007</td>
<td>400</td>
<td>0</td>
<td>400</td>
<td>0</td>
<td>400</td>
<td>0</td>
<td>400</td>
<td>0.00</td>
</tr>
<tr>
<td>10101047</td>
<td>Ms Deborah Sporanso</td>
<td>LTIR</td>
<td>Long Term Incentive Regular</td>
<td>01</td>
<td>01.02.2003</td>
<td>31.01.2007</td>
<td>500</td>
<td>0</td>
<td>150</td>
<td>350</td>
<td>500</td>
<td>0</td>
<td>150</td>
<td>0.00</td>
</tr>
<tr>
<td>10101048</td>
<td>Mr Jaime Davidson</td>
<td>LTIR</td>
<td>Long Term Incentive Regular</td>
<td>01</td>
<td>01.02.2003</td>
<td>31.01.2007</td>
<td>350</td>
<td>0</td>
<td>105</td>
<td>245</td>
<td>250</td>
<td>0</td>
<td>105</td>
<td>0.00</td>
</tr>
<tr>
<td>10101048</td>
<td>Mr Gissh Ramanan</td>
<td>LTIR</td>
<td>Long Term Incentive Regular</td>
<td>01</td>
<td>01.02.2003</td>
<td>18.12.2003</td>
<td>200</td>
<td>200</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>10101050</td>
<td>Ms Louise Charlotte</td>
<td>LTIR</td>
<td>Long Term Incentive Regular</td>
<td>01</td>
<td>01.04.2003</td>
<td>31.03.2007</td>
<td>500</td>
<td>0</td>
<td>500</td>
<td>0</td>
<td>250</td>
<td>250</td>
<td>19,380.00</td>
<td></td>
</tr>
</tbody>
</table>

- 1,950
- 1,155
- 250
## Monitoring of Compensation Budgets

**Budget Type**: Salary increase  
**Budget Period**: 01.01.2004 to 31.12.2004  
**Currency**: USD

<table>
<thead>
<tr>
<th>Budget Unit</th>
<th>Object ID</th>
<th>Total Budget</th>
<th>Total Spent</th>
<th>Total Rest</th>
<th>Own Budget</th>
<th>Spent Budget Amount</th>
<th>Own Rest</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECM Company</td>
<td>50000937</td>
<td>220,000.00</td>
<td>249,855.00</td>
<td>29,855.00</td>
<td>40,000.00</td>
<td>30,655.00</td>
<td>9,945.00</td>
</tr>
<tr>
<td>Development Division</td>
<td>50000938</td>
<td>90,000.00</td>
<td>114,850.00</td>
<td>24,850.00</td>
<td>7,000.00</td>
<td>1,225.00</td>
<td>5,775.00</td>
</tr>
<tr>
<td>Basis Development</td>
<td>50000940</td>
<td>28,000.00</td>
<td>9,860.00</td>
<td>18,140.00</td>
<td>28,000.00</td>
<td>9,660.00</td>
<td>18,140.00</td>
</tr>
<tr>
<td>User Interface</td>
<td>50000941</td>
<td>31,000.00</td>
<td>7,310.00</td>
<td>23,690.00</td>
<td>31,000.00</td>
<td>7,310.00</td>
<td>23,690.00</td>
</tr>
<tr>
<td>Development</td>
<td>50000942</td>
<td>24,000.00</td>
<td>96,455.00</td>
<td>72,455.00</td>
<td>24,000.00</td>
<td>96,455.00</td>
<td>72,455.00</td>
</tr>
<tr>
<td>Maintenance Division</td>
<td>50000939</td>
<td>90,000.00</td>
<td>104,950.00</td>
<td>14,950.00</td>
<td>6,000.00</td>
<td>1,225.00</td>
<td>4,775.00</td>
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<tr>
<td>Basis Maintenance</td>
<td>50000943</td>
<td>26,000.00</td>
<td>57,065.00</td>
<td>31,065.00</td>
<td>26,000.00</td>
<td>57,065.00</td>
<td>31,065.00</td>
</tr>
<tr>
<td>User Interface</td>
<td>50000944</td>
<td>31,000.00</td>
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<td>10,590.00</td>
<td>31,000.00</td>
<td>20,410.00</td>
<td>10,590.00</td>
</tr>
<tr>
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<td>27,000.00</td>
<td>26,250.00</td>
<td>750.00</td>
<td>27,000.00</td>
<td>26,250.00</td>
<td>750.00</td>
</tr>
</tbody>
</table>
Analytics – Average Annual Salary per Employee
### Average Annual Salary per Employee

<table>
<thead>
<tr>
<th>Organizational Unit</th>
<th>2006 Number of employees</th>
<th>2006 Average annual salary per employee</th>
<th>2007 Number of employees</th>
<th>2007 Average annual salary per employee</th>
<th>Difference Number of employees</th>
<th>Difference Average annual salary per employee</th>
</tr>
</thead>
<tbody>
<tr>
<td>US Exec.</td>
<td>344</td>
<td>$ 95,668.15</td>
<td>344</td>
<td>$ 95,668.15</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>US Exec.</td>
<td>2</td>
<td>$ 150,000.00</td>
<td>2</td>
<td>$ 150,000.00</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Oper. - US</td>
<td>139</td>
<td>$ 48,465.91</td>
<td>139</td>
<td>$ 48,465.91</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Oper. - US</td>
<td>3</td>
<td>$ 65,333.33</td>
<td>3</td>
<td>$ 65,333.33</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Operation - US</td>
<td>125</td>
<td>$ 47,601.98</td>
<td>125</td>
<td>$ 47,601.98</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Cust - Serv. - US</td>
<td>5</td>
<td>$ 29,268.40</td>
<td>5</td>
<td>$ 29,268.40</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Legal - US</td>
<td>2</td>
<td>$ 51,000.00</td>
<td>2</td>
<td>$ 51,000.00</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Quality - US</td>
<td>4</td>
<td>$ 63,576.26</td>
<td>4</td>
<td>$ 63,576.26</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Human Res. - US</td>
<td>22</td>
<td>$ 71,999.62</td>
<td>62</td>
<td>$ 71,999.62</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
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<tr>
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<td>7</td>
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<td>Lab. - Res. - US</td>
<td>6</td>
<td>$ 109,329.67</td>
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<td>0</td>
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</tr>
<tr>
<td>HR - Admin. - US</td>
<td>6</td>
<td>$ 66,016.63</td>
<td>6</td>
<td>$ 66,016.63</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Dev. Educ. - US</td>
<td>7</td>
<td>$ 47,706.71</td>
<td>7</td>
<td>$ 47,706.71</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Payroll - US</td>
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<tr>
<td>IT - End User - US</td>
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<td>$ 43,569.00</td>
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</table>
Job Pricing Process Overview I

1. **Job analysis**
   - Create internal jobs and job descriptions

2. **Select Survey Provider**
   - Organization decides which salary surveys to participate in

3. **Receive survey data**
   - Receive survey data (online, disk, Excel, etc.) from survey providers

4. **Import data**
   - Upload job catalog to the system

5. **Job matching**
   - Match survey jobs to internal jobs based on job descriptions

6. **Import data**
   - Upload market data to the system

7. **Age data**
   - Age market data to evaluation date

8. **Weight data**
   - Weight market data from different provider

9. **Compile market data**
   - Create composite result for internal jobs from matched survey jobs
Job Pricing Process Overview II

10. Data analysis
Evaluate and compare to current internal compensation

11. Determine market gap
Identify which jobs or job families require adjustments

12. Philosophy
Determine or create compensation philosophy of company

13. Identify targets
Create market targets for certain jobs or families

14. Adjust salary structure
Create proposal adjustments for internal jobs. Job to be priced “at” or to “lead” or “lag” the market.

15. Activate adjustment
Adjust the current salary structure
Job Pricing – Functionality I

- Import and store survey data
  - Create and maintain list of survey providers
  - Select and filter information from data files
  - Upload function for job catalog, job descriptions and market data

- Job matching
  - Extended search functionality for internal and external jobs
  - Display job details
  - Match one internal to many external jobs
  - Weight job matching

- Age survey market data
  - Mass aging
  - Age all data for one internal job
  - Aging by age factor or by market movement rate
Job Pricing – Functionality II

- Market data analysis
  - Create composite result for internal jobs
  - Change matching factor and age factor and view result

- Reporting and Analysis
  - Compare market data to internal compensation data
  - Compare by job, employee, job family, etc.
  - BW reporting: Survey job catalog, Job matching list, Job catalog with market data, comparison lists

- Salary structure adjustment
  - Market results by jobs, grade, family
  - Create and maintain proposal values for salary structure adjustment
  - Calculate costs for adjustment

- Export Compensation data
  - Download functionality
  - Participate in surveys
Imported Provider Data I

List of all imported jobs.
Imported survey which represents imported market data. In this case the effective date of the market data is 1st of July, 2003.
Imported Provider Data III

Applicable slice of market data was provided in the imported salary survey provider file.
There are 4 rows of data for Pay Category because 4 different slices of market data have been imported and can be reviewed under Market Criteria.

Aged data of market data is displayed.

Imported job description. In this case, job description for Project Manager.
Create a New Salary Survey Provider
Import of data is a 3-step process. The 3-step process is to be done for:
- Survey Job Catalog
- Survey Job Descriptions
- Survey Market Data

1. Specify the import parameters for the import.
2. Match provider field names to SAP field names.
Import Data: Import Survey Job Catalog III

3. Review the imported values for confirmation. Click on Save Imported Data to complete the process.
Once the data is imported, you can match internal to external jobs. This is done so that market data from the providers can be connected to the SAP structure.

Internal and external job descriptions can be displayed.
When a match is created, you can apply a weighting factor to the vendor if applicable. In this example: Towers Perrin results are weighted twice as much for market composite result build compared to Watson Wyatt results.
Aging Survey Market Data

Data may become outdated → aging of imported survey data is possible.
When more than one survey job is matched to an internal benchmark job, then the compensation specialist needs to view a composite or blended result of the market data. That’s a 3-step process.

1. Under Select Market Criteria, select the providers you want to use for the composite.
2. Under Build Composite Result, select the market data and click on Build Composite.
Compare Market vs. Internal Data:
Select the composite result, set the parameters and click on Compare Values.
Compare Market vs. Internal Data II

3. Comparison can be made and displayed on job, position and employee basis.
Salary Structure Adjustment – Show & Compare with Market Data

Welcome Comp & Benefits Manager

Salary Structure Adjustment

Search for Salary Structure

Country Grouping

Salary Type

Salary Area

USA
Standard Contract
Philadelphia

USA
Standard Contract
San Francisco

USA
Standard Contract
Chicago

USA
Standard Contract
Minneapolis

USA
Standard Contract
Atlanta

Current Salary Structure

Market Data

Planned Salary Structure

Show All Columns

Grade
Level
Market Min...
Market Average...
Market Max...
Market Median
Difference...
Difference...
Difference...
Grv
Unit of...

EXEC
01
0.00
0.00
0.00
0.00
0.00
0.00
0.00
USD
Annually

GRD01
00
50,548.24
50,548.24
50,548.24
50,548.24
40.41
5.31
15.75
USD
Annually

GRD01
01
50,548.24
50,548.24
50,548.24
50,548.24
20.39
9.41
27.37
USD
Annually

GRD01
02
50,548.24
50,548.24
50,548.24
50,548.24
5.31
14.03
30.99
USD
Annually

GRD01
04
50,548.24
50,548.24
50,548.24
50,548.24
8.10
7.87
USD
Annually

GRD01
06
50,548.24
50,548.24
50,548.24
50,548.24
12.01
10.04
24.04
USD
Annually

© SAP 2007 / Page 71
Salary Structure Adjustment – Plan Salary Structure

- Get planned salary structure (either existing one or create new from market data as starting point for planning).
- Plan new structure by entering values here and save new structure as planned salary structure.
- Display graphic e.g. for internal vs market values on different aggregation levels. Possibility to show regression lines (linear, exponential, logarithmic...) etc. Possibility to analyze data based on job groups.
Overview
Manager: Compensation Administration
Compensation Specialist: Budgeting
Compensation Specialist: Compensation Administration
Compensation Specialist: Job Pricing
Total Compensation & Compensation Review Statement
Provides an overview of all compensation data and benefits that an employee received over a specific period of time, such as a year, for example.
TCS in Employee Self-Services with People-Centric User Interface I

Total Compensation Statement

IDES Holding Inc. Anytown USA

Mr. Matthew Black
1063 Pontiac Road
Drexel Hill PA 19026

Administrator  HR Admin
Telephone

Date 05/25/2007

Personnel number: 00100226
Employee name: Mr. Matthew Black
Social insurance number: 781654123

Entry date: 01/01/1997
Personnel area: Philadelphia
Personnel subarea: Philadelphia
Dear Mr. Matthew Black,

In the period from 01/01/2006 to 12/31/2006, you received the following compensation components. We would like to thank you for your personal contribution to the success of our company and look forward to an ongoing successful working relationship.

Yours sincerely,
Your HR Department
Total Compensation Statement

Mr. Matthew Black, period from 01/01/2006 to 12/31/2006

1. Payment
   1.1. Salary
       - Total amount 77,487.32 USD

   Total: 77,487.32 USD

2. Personnel Development
   2.1. Individual development plan
       - HR540 Benefits Administration
       - Budget Prep and Implementation
       - Developing Employees
       - Dealing Unacceptable Employee

   Total Compensation in the period from 01/01/2006 to 12/31/2006:
       - Total Amount received in currency: 77,487.32 USD

In the period from 01/01/2006 to 12/31/2006, you had the option of using our free sports and leisure facilities.
Dear Ms Louise Charlotte,

We are pleased to inform you about the results of your compensation review as follows. We would like to thank you for your personal contribution to the success of our company and look forward to an ongoing successful working relationship.

Date 14.11.2003

Compensation Review Statement

The result of compensation review for Ms Louise Charlotte:

Compensation Review
Review 2003

Salary Adjustment

<table>
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<tr>
<th>Compensation plan</th>
<th>Salary Adjustment</th>
<th>Amount</th>
<th>Currency</th>
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Regular Bonus

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Long-Term Incentive Regular

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<td>USD</td>
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<tr>
<td>Effective date</td>
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Your new salary is 78,490.00 USD (Annually), which is effective from 01.03.2003.