

CHAPTER 6

THE PAY SURVEY AND RESEARCH UNIT

6.1 The Pay Survey and Research Unit is a fact-finding and data analysis organization which provides information relevant to the determination of civil service remuneration.

6.2 The Unit is under the administrative control of the Commission which, specifically : -

- (a) determines the Unit's programme of work and allocates priorities where necessary;
- (b) ensures the independence and impartiality of the Unit in the conduct of all its surveys;
- (c) ensures that the Unit conducts such surveys and enquiries as are required of it in accordance with the principles and methodology agreed by the Government; and
- (d) ensures the confidentiality of the information obtained from individual sources in the private sector.

6.3 The main activity of the Unit during the year was the conduct of the 1987/88 Pay Trend Survey between December 1987 and February 1988 which was commissioned by the Pay Trend Survey Committee. The Unit requested 68 selected companies in the private sector to furnish information on movements in the pay of their employees for the year 1 February 1987 to 31 January 1988. The data gathered was analysed in accordance with the criteria laid down, and the results were presented to the Pay Trend Survey Committee in March 1988. Copies of the Pay Trend Survey Report were then passed to the Administration, the members of the Pay Trend Survey Committee and the companies which had participated in the survey. A more detailed report on the survey is at Appendix X.

6.4 Concurrently with the 1987/88 Pay Trend Survey, the Unit gathered information on the fringe benefits which were available to the employees of the 68 participating

companies on 31 January 1988. A report was issued in May 1988 and passed to the Administration and the surveyed companies.

6.5 The Unit continued to supply information on civil service salaries and conditions of service to organizations outside the civil service and participated in surveys conducted by private sector companies.