



Tried & True Best Practices for Global Pay Reporting

We will begin shortly.

This webinar is being recorded and will be shared with all registrants.



We have live transcript enabled for this webinar. If you would like to use this feature, please turn on this setting in your Zoom toolbar now.

AGENDA

01 Intro, housekeeping & the reporting journey

02 6 pain points

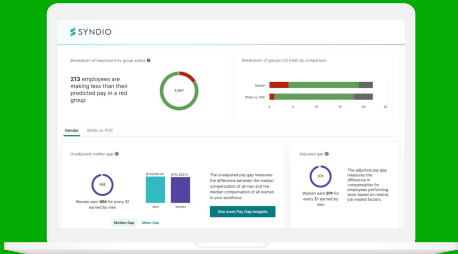
03 Solutions & steps to take

04 Q&A





Our mission is to build expert-backed technology that helps companies measure, achieve, and sustain workplace equity.



Workplace Equity Analytics Platform

Enterprise platform to analyze, resolve, and prevent disparities in pay and opportunities

Expert Support and Consulting

Legal best practices, statistics, reporting, and communications guidance and support

300+ industry leaders trust Syndio
including 30% of Fortune's Most Admired Companies



Speakers



Christine Hendrickson

VP of Strategic Initiatives



Andrea Palmiter

Director, Advice & Analytics



Approaches to global pay reporting

Decentralized compliance

Rationale

“Local HR handles this. We are just checking the box as no one sees these reports.”

Action

Decentralized, home-grown solutions



Starting to tell our story

Rationale

“We worry about this. We want to get this right but it takes a lot of resources and effort to comply so we have less time to focus on strategy.”

Action

Often outsourced



Coordinated and sustainable

Rationale

“We want to get this right, not just for compliance but because this is part of our brand. EU Directive opened our eyes to need for more coordinated, consistent strategy.”

Action

Integrated and ongoing



Poll question

Where is your organization on your global pay reporting journey?

A

Decentralized compliance: Handled at the regional level with home-grown solutions.

C

Coordinated and sustainable: We have an integrated, centralized approach.

B

Starting to tell our story: We want to get this right but don't have the resources and efforts to tackle effectively.

D

Do not know



The 6 common global reporting pain points we see:

01

"I don't know where I have reporting obligations."

02

"I don't know how to project manage all of these various deadlines."

03

"I'm not sure what data I need to prepare the reports."

04

"The requirements keep changing. How do I keep up?"

05

"How do I prepare calculations and ensure compliance?"

06

"How do I address gaps and communicate about results?"

I don't know where I have reporting obligations.

“

This is delegated to the Regions. **Honestly I don't even know where we have reporting obligations.** I just am hoping local HR has this covered.

VP of Total Rewards, Major Manufacturing Company

Jurisdictions where global pay reporting **is currently** required

Americas



Brazil, Canada (federal + provinces), Chile, United States (CA, IL, MN)

Europe



Austria, Belgium, Denmark, Finland, France, Germany, Iceland, Ireland, Italy, Lithuania, Luxembourg, Norway, Portugal, Spain, Sweden, Switzerland, Ukraine, United Kingdom

Rest of world



Australia, India, Israel, Japan, Korea, South Africa

28 countries around the world **before** the EU Directive is transposed

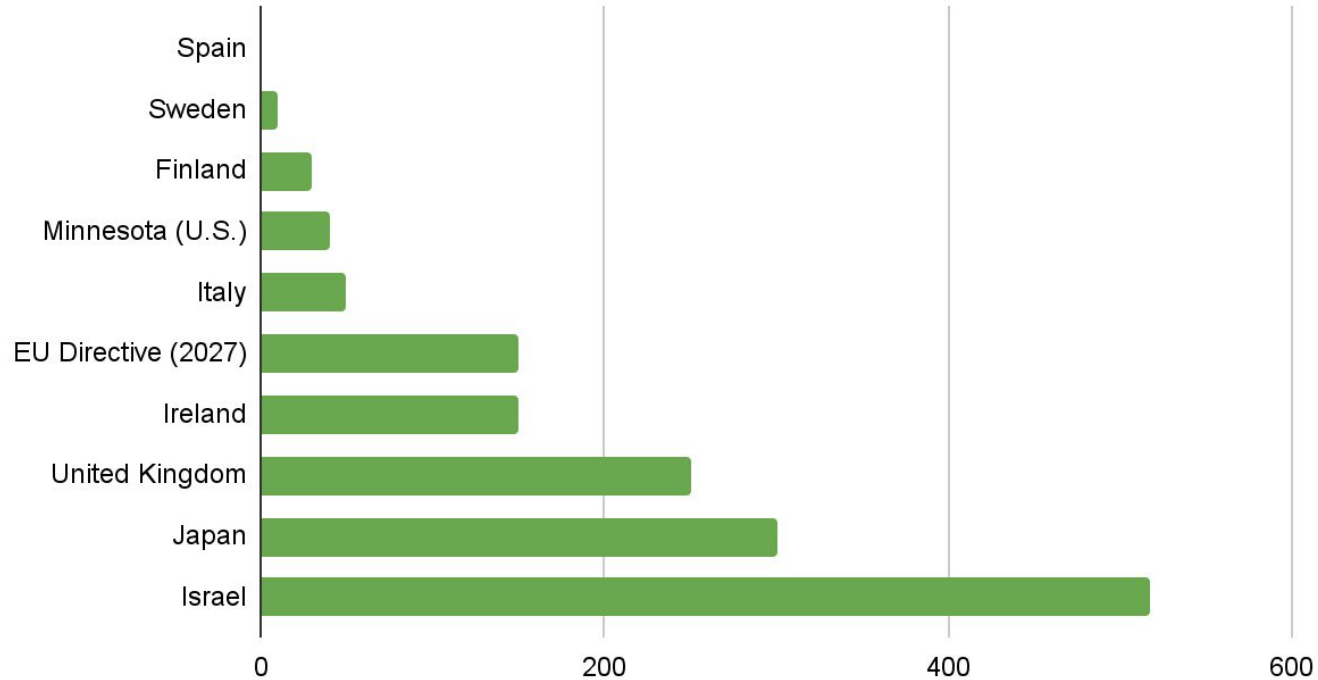
+14 additional countries after the EU Directive is transposed:

Bulgaria, Croatia, Cyprus, Czechia, Estonia, Greece, Hungary, Latvia, Malta, Netherlands, Poland, Romania, Slovakia, Slovenia



Thresholds vary by country

Coverage Threshold Examples



Where does your organization meet employee thresholds for pay reporting?

Use our new online Pay Reporting Calculator!

syndio.com/reporting-calculator

Syndio Pay Reporting Calculator

How many employees do you have in each of these countries?

Enter the total number of workers your company employs in each of the following countries, then click Submit for results.

Australia	<input type="text" value="1,504"/>	Chile	<input type="text"/>
Austria	<input type="text"/>	Croatia	<input type="text"/>
Belgium	<input type="text"/>	Cyprus	<input type="text"/>
Brazil	<input type="text"/>	Denmark	<input type="text" value="5,989"/>
Bulgaria	<input type="text"/>	Estonia	<input type="text"/>

I don't know how to project manage the deadlines.

“

I think **we should prioritize based on the deadlines.**
But I'm actually **not sure when the deadlines *are*.**”

Manager, Compensation, Global Cloud Communications Platform

I don't know how to project manage the deadlines.

2024 H1 Calendar of Pay Reporting Deadlines

January	February	March
South Africa <i>(if electronic)</i> Ukraine*	Brazil <i>(data due)</i> *	Austria* Belgium* Brazil <i>(published)</i> * France
April	May	June
Italy* Portugal Ukraine* United Kingdom	Australia U.S. - California	Canada <i>(draft for feedback)</i> * Israel Japan <i>(but based on fiscal)</i> Norway <i>(but based on fiscal)</i> * Switzerland*

Rolling or employer-specific deadlines:

Chile, Finland*, Germany*, India, Lithuania*, Luxembourg*, South Korea, Spain*, Sweden, U.S. - Illinois*, Minnesota*

I don't know how to project manage the deadlines.

2024 H2 Calendar of Pay Reporting Deadlines

July	August	September
Ukraine*	Brazil (<i>data due</i>)*	Canada (<i>reporting</i>)* Brazil (<i>published</i>)*
October	November	December
South Africa (<i>if manual</i>) Ukraine*	Australia U.S. - California	Denmark Iceland* Ireland

Rolling or employer-specific deadlines:

Chile, Finland*, Germany*, India, Lithuania*, Luxembourg*, South Korea, Spain*, Sweden, U.S. - Illinois*, Minnesota*

I don't know how to project manage the deadlines.

Build a workback plan

Once you've determined the reports you need and when each one is due, develop a project plan for each of these milestones to make sure you have enough time to pull together everything you need:



I'm not sure what data I need to prepare the reports.

“

Knowing what data to pull and the data collection is definitely the most difficult part. There's no one true source of info.

Director of Comp & Benefits, Leading Medical Device
Technology Company

I'm not sure what data I need.

	Employee ID	Full Pay Relevant Employee	Weekly Working Hours of Full Pay Relevant Employees	Base or Basic Pay	Salary Sacrifice Pension
Data Type	Alphanumeric	Y/N	Numeric	Numeric	Numeric
Example	123456 or A123456	Y		123,000.00	5,000.00
Ordinary Pay or Bonus Calculation	N/A	N/A	Base or Basic Pay	Ordinary Pay	Subtracted from Ordinary Pay
Hourly Pay (Ordinary Pay + Bonuses Paid During Snapshot Period) or Annual Bonus Calculation	N/A	N/A	Numeric 123,000.00	Snapshot Period Hourly Pay Calculation	Subtracted from Snapshot Period Hourly Pay Calculation
Definition	Company ID # or Employee ID # or other Unique Employee Identifier for any relevant employees. Relevant employees are all employees employed on your snapshot date (for example as of 5 April), who either have a contract of employment – including employees who are part-time, job-sharing, and on leave are self-employed, where they must perform the work themselves – that is, they are not permitted to subcontract any part of the work or employ their own staff to do it. For these employees you should put "Y" in this column. Partners who are salaried, or are LLP members who are treated as employees for payroll purposes should be excluded from the data uploaded or have a "N" in this column. You should count relevant employees on an individual basis, not as full-time equivalents. For example, 2 people sharing a job count as 2 employees and each should have a separate row of data. The UK or more information on who should be included in your data set.	Full-pay relevant snapshot date including paid in which your pay or piecework rate because they meets this de employees who are salaried, or are LLP members who are treated as employees for payroll purposes should be excluded from the data uploaded or have a "N" in this column. You should count relevant employees on an individual basis, not as full-time equivalents. For example, 2 people sharing a job count as 2 employees and each should have a separate row of data. The UK or more information on who should be included in your data set.	to be provided Column F. Doing hours. For working	Include the ordinary or basic gross pay paid to full-pay relevant employees received during the snapshot pay period. If an employee receives some other form of ordinary pay instead of basic pay, base their pay period on how you usually pay them. For example: (1) if an employee receives pay for piecework only, and you pay them for the number of pieces they create in a week, their pay period is a week; (2) if an employee receives irregular pay every month or in arrears, it may be useful to give them a pay period of up to a year. Only include in this column earnings paid in the snapshot pay period that includes your snapshot date. Do not include any ordinary pay that you should have paid in a different pay period. This might include a payment to correct a previous accidental underpayment. Do not include any earnings you have not yet paid, or have already paid, even if you should have paid them in the pay period that includes your snapshot date.	Ordinary pay is calculated based on the employee's gross pay, after any reductions for salary sacrifice scheme (either pensions or benefits) but before deductions such as tax, National Insurance and employee pension contribution

Include the ordinary or basic gross pay paid to full-pay relevant employees received during the snapshot pay period. If an employee receives some other form of ordinary pay instead of basic pay, base their pay period on how you usually pay them. For example: (1) if an employee receives pay for piecework only, and you pay them for the number of pieces they create in a week, their pay period is a week; (2) if an employee receives irregular pay every month or in arrears, it may be useful to give them a pay period of up to a year. Only include in this column earnings paid in the snapshot pay period that includes your snapshot date. Do not include any ordinary pay that you should have paid in a different pay period. This might include a payment to correct a previous accidental underpayment. Do not include any earnings you have not yet paid, or have already paid, even if you should have paid them in the pay period that includes your snapshot date.

I'm not sure what data I need.

EU Directive takes a broad approach to defining what pay should be included

Complementary or variable components of pay:

"...The concept of pay should comprise **not only salary, but also complementary or variable components of pay.**"

"...Any benefits in addition to ordinary basic or minimum wage or salary, which the worker receives directly or indirectly, whether in cash or in kind, should be taken into account..."

"The concept of pay should include all elements of remuneration under law, collective agreements and/or practice in each Member State."

Examples:

- Bonuses
- Overtime compensation
- Travel facilities
- Housing and food allowances
- Payment for attending training
- Payments in the case of dismissal
- Statutory sick pay
- Statutory required compensation and occupational pensions



The requirements keep changing. How do I keep up?

“

We don't want to be experts in the reporting space.

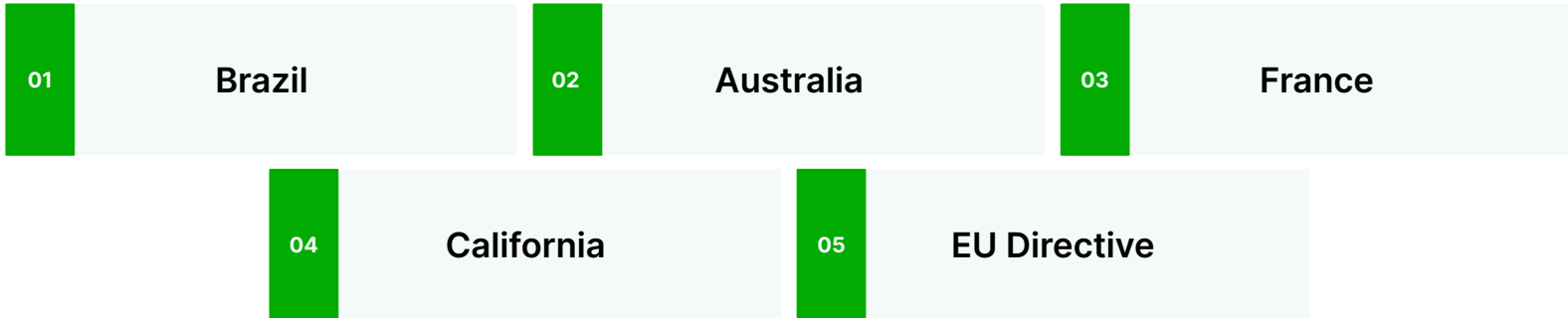
We want a team to support us who's thinking for us and helping guide us. We need to start doing this work differently.

AVP, HR Total Rewards, Global Healthcare Company

The requirements keep changing. How do I keep up?

What's changing now in pay reporting?

Five changes to have on your radar:



The requirements keep changing. How do I keep up?

EU Directive pay gap reporting requirements

Overall Pay Gap	Category of Worker Pay Gap
<p>A: the mean gender pay gap;</p> <p>B: the gender pay gap in complementary or variable components;</p> <p>C: the median gender pay gap;</p> <p>D: the median gender pay gap in complementary or variable components;</p> <p>E: the proportion of female and male workers receiving complementary or variable components;</p> <p>F: the proportion of female and male workers in each quartile pay band</p>	<p>G: the mean gender pay gap between workers by categories of workers broken down by ordinary basic wage or salary and complementary or variable components of pay</p> <p>What is a category of worker?</p> <p>Workers performing the same work <u>or</u> work of equal value</p>



The requirements keep changing. How do I keep up?

Even within EU Directive, there are separate approaches:

	Overall Pay Gap	Category of Worker Pay Gap
HOW PUBLIC? →	<ul style="list-style-type: none"> • Filed with government • Published on government websites • Published on company websites (permitted, perhaps required for some member states) 	<ul style="list-style-type: none"> • Filed with government • Shared with employees • Shared with works councils • Shared with labour inspectors and equality bodies, upon request
HOW MUCH ACTION? →	<ul style="list-style-type: none"> • May need to explain overall pay gaps but no requirement to close them 	<ul style="list-style-type: none"> • Must explain methodology to works councils • If gaps of greater than 5% exist, must explain reason for gap, if cannot explain, must remediate or go into joint pay assessment with works council



How do I prepare calculations and ensure compliance?

“

It takes a while. We work on them manually in Excel and that **probably takes a week and a half — maybe even two full weeks — for someone on my team just to prepare UK report.** And that is just one report. So it's a lot.”

Senior Director, Global Total Rewards, Major Infrastructure Provider

How do I address gaps and communicate about results?

“

When looking at global pay numbers, **we want to see what's driving the gaps** and see where there are discrepancies.

Pay Equity & Global Comp Strategy
Leader at Social Media Company

“

Our public GPR reports are almost like a sales brochure.

We're bringing the figures to light and explaining them. It needs to be visual and slick. It advertises our brand in the country.

Executive Compensation Leader,
Global Technology Company

Pain points

01

"I don't know where I have reporting obligations"

→



Syndio's free Global Pay Reporting calculator

02

"I don't know how to project manage these deadlines"

→



Syndio's experts will develop a project plan

03

"I'm not sure what data I need to prepare the reports"

→



Syndio's Global Pay Reports

04

"The requirements keep changing. How do I keep up?"

→



Syndio's Global Pay Reports

05

"How do I prepare calculations and ensure compliance?"

→



Syndio's Global Pay Reports

06

"How do I address gaps and communicate about results?"

→

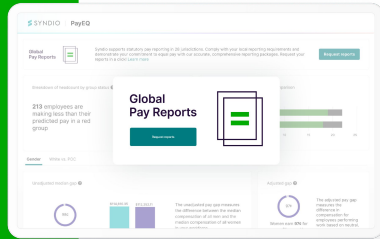


Syndio's Workplace Equity Analytics Platform

Solutions

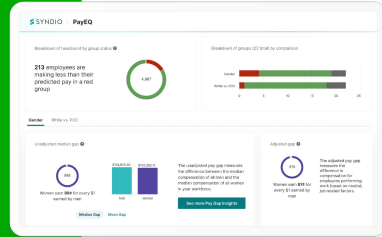
Don't be overwhelmed: **Syndio** can help with all of this

01 Global Pay Reports



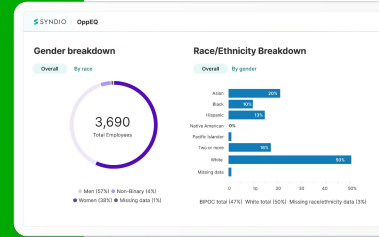
→ **Manage, prepare reports, and communicate results with a unified story**

02 PayEQ®



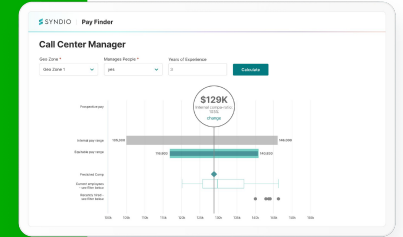
→ **Ensure equal pay for equal work and work of equal value**

03 OppEQ®



→ **Track and analyze representation, internal movement/ promotions, and performance management**

04 Pay Finder™



→ **Maintain progress and explain pay decisions**

Global pay reports, simplified

Syndio's **Global Pay Reports** is a one-stop solution for global pay reporting in 29 jurisdictions in Europe, the U.S., and around the globe.

- Understand where and when you have reporting obligations
- Request reports for 29 jurisdictions with a single click
- Get frameworks and guidance for submissions and communication



Syndio's Global Pay Reports: Deliverables

01 Reporting Instructions and Guide



Included:

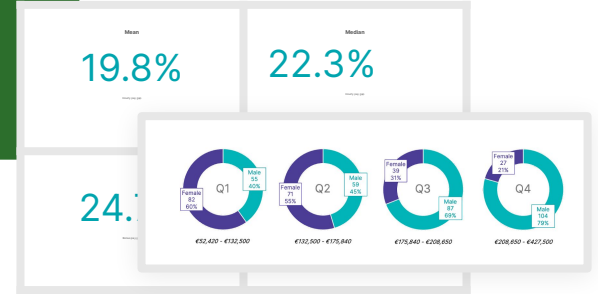
Your roadmap for streamlined, accurate pay reporting. We will provide a detailed overview, glossary, links to legislation, and other key resources.

02 Data Template

Included:

Enriched data templates to streamline the process of aggregating data for each report, so you know exactly what's needed and can quickly and confidently prepare information for reporting requirements

03 Final Report



Included:

Syndio team calculates and delivers report with the key metrics, model narratives, communications advice

Where do you start? Find out where you have reporting obligations.

Use our new online Pay Reporting Calculator!

syndio.com/reporting-calculator

Syndio Pay Reporting Calculator

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Brazil	<input type="text"/>	Denmark	<input type="text" value="5,989"/>
Bulgaria	<input type="text"/>	Estonia	<input type="text"/>



Q&A