

NBCRFLI EXTENDED BARGAINING UNIT SURVEY - SALARY & BENEFITS DATA INPUT FORM

Important Note: In order to facilitate data processing, please submit data in the format indicated below
A DOWNLOAD / EXTRACT OF THE REQUESTED INFORMATION FROM YOUR PAYROLL SYSTEM TO AN EXCEL FILE IN THE FORMAT BELOW IS ACCEPTABLE

NAME OF COMPANY								If remuneration is structured as a "Basic + Benefits" package - Complete columns 14 TO 27											
NBCRFLI REGION								If remuneration is structured as a "Total Cost to Company" package - Complete ONLY columns 23 to 27											
MONTH WHEN ANNUAL SALARY INCREASES WERE LAST IMPLEMENTED								COMPANY CONTRIBUTION PORTION OF BENEFITS ONLY											
LEVY NUMBER :								PLEASE PROVIDE YOUR MOST CURRENT DATA, i.e. AS AT YOUR LAST PAYRUN											
Statistical Information								Salary		Cash Benefits		Non-Cash Benefits			Cost of Employment	PERFORMANCE			
1	2	3	4	5	6	7	8	14	15	16	17	18	19	20	21	22	23	24	26
LOCATION CODE	OWN EMPLOY-EE NUMBER	OWN EMPLOY-EE POSITION TITLE	Employee Engagement Date	PECS POSITION CODE	Your Grade	GEN-DER	Union Member indicate yes or no	MONTHLY BASIC SALARY	ANNUAL BASIC SALARY	ANNUAL GENERAL BONUS	ANNUAL COST OF OTHER ALLOWANCES	ANNUAL CAR EXPENSES / CAR ALLOWANCE	ANNUAL COST OF COMPANY CAR	ANNUAL RETIREMENT FUND	ANNUAL MEDICAL AID	ANNUAL COST OF OTHER BENEFITS	ANNUAL GUARANTEED PAY (This figure must total columns 15 to 22)	ANNUAL ACTUAL PERFORMANCE BONUS, INCENTIVE BONUS	ANNUAL ACTUAL COMMISSION SALES STAFF
NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES	NOTES
See Table 1 for Location Codes OR Insert the city or region of your organisations' branch, store or division	Enter your employee reference number	Enter your employee position title	Date of Employment	Once a match has been established between jobs covered in the survey and those that you have in your organisation, insert the selected position code here.		F=Female M=Male	Indicate whether the employee is a union member or not only yes or no	Monthly Basic Rand Amount	Annual Basic Rand Amount	Annual Bonus can also be referred to as 13th Cheque, Xmas pay, Holiday pay or Leave Bonus. This is a non performance related payment.	Annual payments for cellular phones (Including subscription and calls), laptops, computers, etc.	Annual Car Allowance plus travel expenses	Annual Cost to company of providing a Company Car	Annual cost of company contribution to retirement fund	Annual cost of company contribution to Medical Aid or value if Medical Aid is a free benefit	Annual cost to company of paying for other benefits on behalf of the employee such as accident insurance, club and professional body membership fees, parking refunds, etc.	Total of columns 15 to 22	Actual amount paid to an employee based on individual and/or organisational performance Please do not show percentages.	Actual amounts paid to the employee as a commission Please do not show percentages.

