

Effective Incentives Deliverables

- One page plan communication summary
- Actions required details
- Appropriate follow-up guidance
- Assistance on program roll-out planning
- Clarification of incentive plan needs
- Component award flexibility
- Detailed incentive plan/policy
- Executive tier goal setting assistance
- All employee groups flexibility
- Individual-Unit-Organization factors
- Multiple award levels
- Objective rating and weighting
- Overall award calculation tool
- Participant communications assistance
- Personnel participating
- Real time incentive planning sheet
- Recommended goals to support mission
- Responsibility for administration
- Responsibility for oversight
- Review of current incentive programs
- Review of current pay plans
- Review of strategic/business plans
- Selected planner sheet review/sampling
- Situation or issue definition
- Specific goal detail
- Suggested goal setting procedures
- Suggested number of goals/participant
- Suggestions for entering/leaving plan
- Suggestions for plan reporting
- Suggestions for setting award reserves
- Timeframe detail
- Unit of measure

Additional and expanded
HR services are tailored
for specific client needs



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Effective Incentive Programs



PHRST offers *a la carte* human
resource management through select
Professional Human Resource
Service Teams

Effective Incentive Programs

What Is Needed

Organizations today have keen desire to enhance pay programs and place pay “at risk” to motivate people in achieving organizational goals. PHRST’s incentive planning offering provides the tools, best practices, techniques and guidance to install and manage an effective, objective and comprehensive program.

State-of-the-Art

Effective incentive programs are built upon program appropriateness, objectivity, easy understanding, communication and participant confidence. PHRST provides the planning, preparation, assistance, and know-how necessary to fulfill these requirements. We work closely with management to develop a program which is easy to understand, easy to manage and easy to update. A unique electronic planner enables individual participant reporting, current updating, award documentation as well as crisp presentation of progress toward goals.



Knowledge, Skill & Ability

PHRST’s incentive planning team is staffed by human resource specialists and led by certified senior professionals in HR management. We combine a thorough understanding of practices, regulations and professional standards with technical expertise to deliver business focused, real-world solutions in a final format which you easily install and manage.

When, Where & For How Much

Typically, project completion requires 15 work-days. Depending on client need, our professionals work at client locations, designated sites, or PHRST offices. The basic service fee is \$8,000, comprising a \$5,000 initiation fee and a \$3,000 final charge. Expenses are documented and billed at-cost to clients. At an additional preferred client fee, guidance and service are available around the clock in person, via phone/video conference, by fax and via Internet.

About PHRST

Strategic Human Resource Management

PHRST stands for **P**rofessional **H**uman **R**esource **S**ervice **T**eams. Our service model enables us to provide you with HR experts in all 7 areas of HR:

- Employment Practices
- Management Practices
- Health, Safety & Security
- Compensation & Benefits
- Employee & Labor Relations
- Human Resource Development
- Staffing/Recruitment Practices

PHRST works with clients on an a la carte basis across industries, around the world, for profit or not and regardless of organization size. We service public, private, and government entities, and we are effective at all organization levels. Our approach is client-centered, worksite interaction, where we provide user-friendly, practical approaches intended for prompt and effective implementation. We work 24/7 to meet client needs. Our value and success are built upon best practice insight, sound experience, education and hands-on know-how. Organizations count on **PHRST** for knowledge, skill, ability, ethics and integrity.