

2023

粵港澳大灣區
薪酬及福利調查
報告撮要

Guangdong - Hong Kong - Macau Greater Bay Area
Pay and Benefits Survey Report Summary





香港浸會大學
人力資源策略及
發展研究中心



華南理工大學
工商管理學院



香港人才管理協會



廣東省人才開發與
管理研究會

2023 粵港澳大灣區薪酬及福利調查結 果發佈會暨研討會（香港地區）

程序表

日期：2023年10月18日（星期三）
時間：下午2時至5時
地點：香港浸會大學逸夫校園 郭鍾寶芬女士康體文娛中心2樓

<u>時間</u>	<u>程序</u>
下午 2:00 - 2:20	歡迎辭 黃旭教授 香港浸會大學人力資源策略及發展研究中心 中心主任 李浩華先生 香港人才管理協會 會長 萬俊毅教授 廣東省人才開發與管理研究會 執行會長 梁偉佳先生 2023 粵港澳大灣區薪酬及福利調查委員會 主席
	第一節: 專題演講
下午 2:20 - 2:40	演講嘉賓 何啟明先生 勞工及福利局副局長 講題:
下午 2:40 - 2:45	問答環節
	第二節: 調查結果發佈
下午 2:45 - 3:00	(一) 大灣區各城市綜合結果 梁偉佳先生 香港人才管理協會 副會長 2023 粵港澳大灣區薪酬及福利調查委員會 主席
下午 3:00 - 3:05	大合照
下午 3:05 - 3:15	小休

	第二節: 調查結果發佈 (續)
下午 3:15 - 3:30	(二)調查方法 葉偉光博士 香港浸會大學人力資源策略及發展研究中心 副中心主任
下午 3:30 – 3:45	(三) 粵港澳大灣區(香港特別行政區)薪酬及福利調查結果發佈 曾文彬先生 2023年粵港澳大灣區(香港特別行政區)薪酬及福利調查小組 主席
下午 3:45 – 4:00	(四) 粵港澳大灣區(澳門特別行政區)薪酬及福利調查結果發佈 陶麗娟女士 2023年粵港澳大灣區(澳門特別行政區)薪酬及福利調查小組 主席
下午 4:00 – 4:15	(五) 粵港澳大灣區(廣東省城市)薪酬及福利調查結果發佈 葉燕女士 2023年粵港澳大灣區(廣東省城市)薪酬及福利調查小組 主席
下午 4:15 – 5:00	(六) 薪酬儀表盤運用工作坊 黃旭教授 香港浸會大學 人力資源策略及發展研究中心 中心主任
下午 5:00	結果發佈會暨研討會結束



2023 Guangdong-Hong Kong-Macao Greater Bay Area Pay and Benefits Survey Result Presentation and Seminar

Rundown

Date : 18th October 2023 (Wednesday)
 Time : 2:00 pm to 5:00 pm
 Venue : 2/F Madam Kwok Chung Bo Fun Sports and Cultural Centre, Shaw Campus,
 Hong Kong Baptist University

<u>Time</u>	<u>Programme</u>
2:00pm - 2:20pm	<p><u>Welcome Speech</u></p> <p>Prof. Xu Huang Director, Centre for Human Resources Strategy and Development, Hong Kong Baptist University</p> <p>Mr. Daniel Lee President, Hong Kong People Management Association</p> <p>Prof. Wan Junyi Vice President, Talent Development and Management Association of Guangdong</p> <p>Mr. Ray Leung Chairperson, 2023 Greater Bay Area Pay and Benefits Survey Committee</p>
	<u>Section One: Keynote Speech</u>
2:20pm - 2:40pm	<p>Guest Speaker</p> <p>Mr. HO Kai-ming, JP Under Secretary for Labour and Welfare Topic:</p>
2:40pm - 2:45pm	<u>Q&A section</u>
	<u>Section Two: Results Presentation</u>
2:45pm - 3:00pm	<p>1) Overall Results in The Greater Bay Area</p> <p>Mr. Ray Leung Vice President, Hong Kong People Management Association Chairperson, 2023 Greater Bay Area Pay and Benefits Survey Committee</p>
3:00pm - 3:05pm	<u>Group Photo</u>
3:05pm - 3:15pm	<u>Breaktime</u>

	<u>Section Two: Results Presentation (Continued)</u>
3:15pm - 3:30pm	2) Survey Methodology Dr. Felix Yip Associate Director, Centre for Human Resources Strategy and Development, Hong Kong Baptist University
3:30pm – 3:45pm	3) Guangdong-Hong Kong-Macao Greater Bay Area (Hong Kong SAR) Pay and Benefits Survey Result Presentation Mr. William Tsang Chairperson, 2023 HKSAR Pay & Benefits Survey Committee
3:45pm - 4:00pm	4) Guangdong-Hong Kong-Macao Greater Bay Area (Macao SAR) Pay and Benefits Survey Result Presentation Ms. Ada To Chairperson, 2023 Macao SAR Pay & Benefits Survey Committee
4:00pm – 4:15pm	5) Guangdong-Hong Kong-Macao Greater Bay Area (Guangdong Cities) Pay and Benefits Survey Result Presentation Ms. Kay Yip Chairperson, 2023 Guangdong Cities Pay & Benefits Survey Committee
4:15pm – 5:00pm	6) Dashboard Workshop Prof. Xu Huang Director, Centre for Human Resources Strategy and Development, Hong Kong Baptist University
5:00pm	<u>Result Presentation and Seminar Close</u>



人力資源策略及
發展研究中心
香港浸會大學



華南理工大學
工商管理學院



香港人才管理協會



廣東省人才開發與
管理研究會

報告攝要

2023 粵港澳大灣區薪酬及福利調查

由香港浸會大學工商管理學院人力資源策略及發展研究中心、華南理工大學工商管理學院人力資源管理研究中心、香港人才管理協會及廣東省人才開發與管理研究會合辦的「2023 粵港澳大灣區薪酬及福利調查」已經完成。本年度更獲得澳門大學及澳門大灣區人力資源協會成為協辦單位。本年度同步推出全新儀表板系統與薪資效能評估模型，協助企業進行個人化薪酬效能評估。該調查於 2023 年 6 月啟動，在粵港澳大灣區共發出超過 3,000 封邀請函，誠邀各機構參加 2023 年度的薪酬及福利調查。

在 7 至 9 月期間，共收回 **292** 份問卷，約 **18 萬 3 千** 僱員參與調查。**87** 份來自香港機構，**21** 份來自澳門機構，**184** 份來自廣東省城市機構。調查主要涵蓋：參與機構概覽、僱員實際及預測的薪酬調整幅度、應屆畢業生入職薪金、獎勵計劃、僱員福利、人事變動、薪酬及津貼的分析。是項調查分別以四個職級作分析：管理/經理級員工、中層/主任/專業員工、職員及一綫/基層員工。

「2023 粵港澳大灣區(香港特別行政區)薪酬及福利調查報告」從 **87** 間香港機構收集數據。主要來自 **10** 個行業，包括建築、工程、款待及餐飲、信息/通訊科技及軟高科、物流及運輸、製造、非政府組織及社會企業、房地產及物業管理、零售、貿易和其他。參與調查機構的僱員總人數為 **68,267** 人。

「2023 粵港澳大灣區(澳門特別行政區)薪酬及福利調查報告」共獲 **21** 間公司參與；她們來自非博彩行業，包括銀行及金融、建築、能源/化工/環保、工程、款待及餐飲、信息/通訊科技及軟高科、物流及運輸、製造、專業服務、零售、貿易和其他。約八成半屬於 **200** 人以下的小型機構。參與是次調查公司的僱員人數為 **2,648** 人。

「2023 粵港澳大灣區(廣東省城市)薪酬及福利調查報告」從 **184** 間廣東省大灣區不同城市機構取得數據。本年度調查包括 **10** 個行業：工程、款待及餐飲、信息/通訊科技及軟高科、物流及運輸、製造(包括: 電子製造、五金製造、機械製造、塑膠製造、其他製造)、醫療/醫藥/健康、專業服務、房地產及物業管理、零售、貿易和其他；覆蓋大灣區主要城市，包括東莞、佛山、廣州、惠州、江門、深圳、中山及珠海(是次獨欠肇慶數據)。調查僱員人數達 **112,020** 人。

2023 粵港澳大灣區(香港特別行政區)薪酬及福利調查

薪酬調整

87 間提供數據作實際薪金調整分析。調查結果顯示，本年度 (由 2022 年 7 月至 2023 年 6 月) 平均薪金調整幅度介乎 3.2% 至 3.8% 之間。提供數據作分析的 87 間機構中有 7 間表示凍薪，在剔除該些凍薪機構後，其餘 80 間機構的整體實際調整加幅介乎 3.6% 至 4.3% 之間。

至於 2024 年度的薪金調整幅度預測，有 87 間機構提供數據。各職級的整體調整加幅預測介乎 3.5% 至 3.8% 之間。提供數據作分析的 87 間機構中有 7 間表示凍薪，在剔除該些凍薪機構後，其餘 80 間機構的整體調整加幅預測介乎 3.8% 至 4.1% 之間。

職級	2019 平均薪金 調整幅度	2020 平均薪金 調整幅度	2021 平均薪金 調整幅度	2022 平均薪金 調整幅度	2023 平均薪金 調整幅度	2024 平均薪金 調整幅度 預測
管理/經理級員工	3.9%	2.3%	1.9%	3.1%	3.2%	3.5%
中層/主任/專業員工	4.1%	2.4%	2.1%	3.2%	3.8%	3.8%
職員	4.0%	2.3%	2.1%	3.3%	3.6%	3.7%
一綫/基層員工	4.1%	2.2%	1.3%	3.0%	3.8%	3.8%

機構對薪金調整的考慮因素與去年大致相同，以「機構整體業績」為調整各職級僱員薪金時最重要的考慮因素，其次是「個人表現」。

應屆畢業生的平均入職月薪

應屆學士學位/本科畢業生的平均入職起薪點會因工作性質不同而有所差別。「工程」職能錄得最最高平均起薪點，為港幣 20,950 元。

教育程度	2023 年度應屆畢業生平均入職月薪 (港幣)									
	工程	生產	市場 拓展	銷售	資訊 科技	財務 會計	人力資 源及 行政	研發及 發展	客戶 服務	其他 職能
學士學位/本科	20,950	18,000	17,762	18,900	18,868	17,670	17,043	18,880	16,476	17,606

獎勵計劃

本年度有 72 間(82.8%)參與調查的機構表示有實施僱員獎勵計劃。最受歡迎的獎勵計劃為「非固定花紅」，其次是「提供培訓」。機構在不同職級上所提供的固定花紅平均為 1 個月，非固定花紅為 0.9 至 1.6 個月。

僱員福利

是次調查對各職級僱員的福利項目，包括假期、教育、住宿、退休保障等進行分析。本年度約有四成機構向員工提供全薪的「生日假」，機構數目與去年相若，日數沒有改變，平均為 1 日；至於「考試假」平均為 **2.2** 至 **4.3** 日，相比較去年平均多了 **0.5** 日(**2.7** 至 **2.8** 日)。

人事變動

1. 主動離職

調查亦顯示，僱員平均流失百分比介乎 **8.9%** 至 **26.4%**。職級越高平均流失百分比越低。與去年相若，「晉升及發展機會」和「薪酬」仍是今年離職的最主要原因。

2. 非主動離職

在 87 間參與調查的機構中，有 **47** 間機構表示有非主動離職員工，佔調查機構總數 **54.7%**。「房地產及物業管理」業的百分比最高(**6.4%**)；其次是「建築」業(**3%**)。以機構規模劃分，小型機構佔百分比為 **3.2%**。

3. 職位空缺

在調查期間，有 **59** 間參與的機構有職位空缺，佔總僱員人數 **2.3%**。以機構規模劃分，中小型機構佔百分比為 **7.2%**。

4. 退休年齡制定

有 **64** 間(**73.6%**)參與的機構制定退休年齡政策。近二成機構會考慮將退休年齡由 **60** 歲延長至 **65** 歲。

5. 靈活的工作安排

在調查期間，約四成機構提供靈活的工作時間給員工；另約三成半機構有安排員工在家辦公。

2023年度各職位的薪酬及獎金分析

本年度共涵蓋 **305** 個調查職位，是次重點選出了 **17** 個關鍵職位作出重點分析。另有其他 **25** 個的職位跟據行業分類細列於報告中。

2023 粵港澳大灣區(澳門特別行政區)薪酬及福利調查

薪酬調整

21 間參與調查的機構提供數據作實際薪金調整分析。調查結果顯示，本年度 (由 2022 年 7 月至 2023 年 6 月) 平均薪金調整幅度介乎 1.9% 至 2.7% 之間。機構中有 6 間表示凍薪，1 間表示減薪，在剔除該些凍薪及減薪機構後，其餘 14 間機構的整體實際調整加幅介乎 3.2% 至 4% 之間。

至於 2024 年度的薪金調整幅度預測，有 21 間機構提供數據。各職級的整體調整加幅預測介乎 2.8% 至 3.3% 之間。提供數據作分析的 21 間機構中有 2 間表示凍薪，在剔除該些凍薪機構後，其餘 19 間機構的整體調整加幅預測介乎 3.2% 至 3.7% 之間。

職級	2019 平均薪金 調整幅度	2020 平均薪金 調整幅度	2021 平均薪金 調整幅度	2022 平均薪金 調整幅度	2023 平均薪金 調整幅度	2024 平均薪金 調整幅度 預測
管理/經理級員工	3.0%	0.9%	1.0%	-0.1%	1.9%	2.8%
中層/主任/專業員工	3.1%	1.5%	1.1%	0.2%	2.5%	3.1%
職員	3.1%	1.2%	1.4%	0.4%	2.7%	3.2%
一綫/基層員工	3.3%	1.1%	1.7%	0.9%	2.3%	3.3%

大部份機構在考慮調整所有職級員工的薪金時，首要因素為「機構整體業績」，其次為「個人表現」。

應屆畢業生的平均入職月薪

應屆學士學位/本科畢業生的平均入職起薪點會因工作性質不同而有所差別。「資訊科技」職能錄得最最高平均起薪點，為澳門幣 14,000 元。

教育程度	2023 年度應屆畢業生平均入職月薪 (澳門幣)									
	工程	生產	市場 拓展	銷售	資訊 科技	財務 會計	人力資 源及 行政	研發及 發展	客戶 服務	其他 職能
學士學位/本科	13,750	11,667	12,714	12,125	14,000	13,000	13,222	13,500	11,883	12,880

獎勵計劃

機構給予各職級僱員的固定花紅，平均為 1 個月的基本月薪；非固定花紅，為 1.1 至 1.2 個月的基本月薪。

僱員福利

是次調查也對各職級僱員的福利項目，包括假期、教育及住宿等進行分析。本年度超過兩成機構向員工提供全新的「考試假」，平均為 **3.4** 至 **4.1** 日。

人事變動

1. 主動離職

調查亦顯示，2022 年 7 月至 2023 年 6 月期間的僱員平均流失百分比介乎 **8.9%** 至 **22.9%**。其中流失百分比最高的僱員職級是職員員工。離職原因首選「晉升及發展機會」，其次是「薪酬」。

2. 非主動離職

在 21 間參與調查的機構中，有 **7** 間機構表示有非主動離職員工，佔總僱員人數 **2.4%**。

3. 職位空缺

在調查期間，有 **12** 間參與的機構有職位空缺，佔總僱員人數 **14%**。

4. 靈活的工作安排

在調查期間，有六成半機構提供靈活的工作時間給員工；四成機構有安排員工在家辦公。

2023年度各職位的薪酬及獎金分析

本年度共涵蓋 305 個調查職位，是次重點選出了 **17** 個關鍵職位作出重點分析。

2023 粵港澳大灣區(廣東省城市)薪酬及福利調查

薪酬調整

184 間參與調查的機構提供數據作實際薪金調整分析。調查結果顯示，本年度(由 2022 年 7 月至 2023 年 6 月)平均薪金調整幅度介乎 2%至 2.2%之間。提供數據作分析的 184 間機構中有 69 間表示凍薪，6 間表示減薪，在剔除該些凍薪機構後，其餘 115 間機構的整體實際調整加幅介乎 4.4%至 5%之間。

至於 2024 年度的薪金調整幅度預測，共有 177 間機構提供數據。各職級的整體調整加幅預測介乎 2.8%至 2.9%之間。提供數據作分析的 177 間機構中有 41 間表示凍薪，在剔除該些凍薪機構後，其餘 136 間機構的整體調整加幅預測介乎 4.3%至 4.5%之間。

職級	2019 平均薪金 調整幅度	2020 平均薪金 調整幅度	2021 平均薪金 調整幅度	2022 平均薪金 調整幅度	2023 平均薪金 調整幅度	2024 平均薪金 調整幅度 預測
管理/經理級員工	5.4%	4.6%	6.0%	4.7%	2.2%	2.9%
中層/主任/專業員工	6.4%	5.0%	5.7%	4.9%	2.2%	2.9%
職員	6.4%	4.5%	5.4%	5.2%	2.1%	2.8%
一線/基層員工	6.8%	4.4%	5.2%	4.5%	2.0%	2.8%

大部份機構在考慮調整所有職級員工的薪金時，首要因素為「機構整體業績」，其次為「個人表現」。

應屆畢業生的平均入職月薪

應屆學士學位/本科畢業生的平均入職起薪點會因工作性質不同而有所差別。從職能方面來看，以投身「研發及發展」職能平均入職薪金為最高，為人民幣 6,842 元。與去年比較，在不同職能的平均入職薪金與去年相若。

教育程度	2023 年度應屆畢業生平均入職月薪 (人民幣)									
	工程	生產	市場 拓展	銷售	資訊 科技	財務 會計	人力資 源及 行政	研發及 發展	客戶 服務	其他 職能
學士學位/本科	6,183	5,269	5,573	5,396	6,033	5,444	5,293	6,842	5,193	4,845

獎勵計劃

本年度有 170 間 (92.4%)參與調查的機構表示向僱員提供獎勵計劃。機構在不同職級上所提供的「固定花紅」平均為 1 至 1.4 個月，各機構都有不同的獎勵計畫，其中包括「提供培訓」、「績效獎勵」及「全勤獎」等獎勵方法。

僱員福利

是次調查也對各職級僱員的福利項目，包括住宿、教育及全薪病假等進行分析。約兩成半機構提供平均 **7.1** 日的法規以外的全薪病假及平均 **3.9** 日的福利性假期。

人事變動

1. 主動離職

調查亦顯示，2022 年 7 月至 2023 年 6 月期間的僱員平均流失百分比介乎 **11.8%** 至 **20.4%**，不同地區、行業與職級的流失百分比差異頗大。其中流失百分比最高的僱員職級是管理/經理級員工。以行業劃分，「薪酬」是離職的最主要原因。

2. 非主動離職

在 **184** 個參與調查的機構中，有 **97** 間表示曾經有員工是非主動離職的。除「其他」行業外，「房地產及物業管理」業佔當中的 **3.6%**。以機構規模劃分，小型機構佔 **4.7%**。

3. 職位空缺

在調查期間，有 **117** 間參與的機構有職位空缺，佔總僱員人數 **2.8%**。以機構規模劃分，小型機構錄得最多職位空缺的百分比。

4. 靈活的工作安排

在調查期間，超過二成半機構提供靈活的工作時間；約二成機構安排員工在家辦公。

靈活用工探討

58 個(31.5%)參與機構採用靈活用工模式，**5** 個(2.7%)參與機構會考慮在未來一年嘗試採用此模式。靈活用工可解決招聘的困難，人員成本及非長期需要的工作崗位。靈活用工為機構帶來效能/效益的提升，但同時亦面對用工人員質素不穩定及管理困難的問題。招聘崗位大多是一綫/基層員工。

2023 年度各職位的薪酬及津貼

本年度共涵蓋 **305** 個調查職位，是次重點選出了 **17** 個關鍵職位作出重點分析。另有其他 **38** 個的職位跟據行業分類細列於報告中。

2023 粵港澳大灣區綜合結果

粵港澳大灣區薪酬調查，覆蓋大灣區 9+2 各城市作分析 (是次調查獨欠肇慶數據)，調查結果顯示，本年度 (由 2022 年 7 月至 2023 年 6 月) 平均薪金調整幅度範圍為 0% 至 3.8%。2024 年薪金調整幅度預測範圍為 1.3% 至 4.2%。大灣區各城市平均僱員流失百分比範圍為 3.8% 至 53.7%。

地區	大灣區各城市 2023 年平均薪金調整幅度			
	經理級 或以上	主任/ 專業人員	職員員工	一綫/基層員工
東莞	2.9%	2.5%	2.3%	2.5%
佛山	0.3%	0.5%	1.2%	1.5%
廣州	2.0%	2.3%	2.0%	1.3%
惠州	0.8%	1.7%	0.0%	1.0%
江門	1.9%	1.8%	2.3%	1.6%
深圳	2.8%	2.6%	2.6%	2.4%
中山	0.7%	0.5%	1.2%	0.5%
珠海	2.1%	3.5%	2.3%	1.9%
香港	3.2%	3.8%	3.6%	3.8%
澳門	1.9%	2.5%	2.7%	2.3%

地區	大灣區各城市 2024 年平均薪金調整幅度預測			
	經理級 或以上	主任/ 專業人員	職員員工	一綫/基層員工
東莞	2.4%	2.4%	2.4%	2.5%
佛山	2.2%	1.8%	2.4%	2.4%
廣州	3.6%	4.2%	4.1%	3.6%
惠州	2.4%	2.4%	1.3%	4.0%
江門	2.1%	2.1%	2.5%	2.4%
深圳	4.0%	3.8%	3.7%	3.6%
中山	3.4%	3.5%	2.9%	2.1%
珠海	3.7%	3.7%	3.7%	3.4%
香港	3.5%	3.8%	3.7%	3.8%
澳門	2.8%	3.1%	3.2%	3.3%

地區	大灣區各城市 2023 年平均僱員流失百分比				
	經理級 或以上	主任/ 專業人員	職員員工	一綫/基層員工	整體
東莞	15.5%	15.6%	21.0%	37.6%	31.8%
佛山	35.8%	22.2%	7.0%	3.8%	5.9%
廣州	18.4%	6.8%	8.1%	12.5%	11.4%
惠州	13.1%	14.2%	9.5%	5.0%	6.2%
江門	9.7%	6.4%	6.8%	10.4%	9.6%
深圳	13.2%	24.9%	5.6%	7.6%	8.5%
中山	19.9%	10.8%	15.5%	24.4%	20.4%
珠海	18.8%	18.8%	17.7%	6.4%	8.7%
香港	8.9%	13.9%	22.6%	26.4%	21.0%
澳門	12.6%	8.9%	22.9%	12.4%	15.0%

如有查詢, 請致電:

香港浸會大學 凌小姐

電話: 3411 5011

香港人才管理協會 余小姐

電話: 9151 4268



REPORT SUMMARY

2023 GUANGDONG-HONG KONG-MACAO GREATER BAY AREA PAY AND BENEFITS SURVEY

The 2023 Guangdong-Hong Kong-Macao Greater Bay Area (HKSAR) Pay and Benefits Survey was conducted by the **Centre for Human Resources Strategy and Development of School of Business of Hong Kong Baptist University, Research Center for Human Resources Management of School of Business Administration of South China University of Technology, Hong Kong People Management Association and Talent Development and Management Association of Guangdong**. This year, the **University of Macau and the Macao Greater Bay Area Human Resources Association** have become as co-organizer. An individualized dashboard system incorporating an effectiveness algorithm has been launched. In June 2023, the invitations of the pay and benefits surveys were sent to over 3,000 Guangdong-Hong Kong-Macao Greater Bay Area organizations.

Between July and September 2023, a total of **292** completed questionnaires were received through online questionnaires, around **183,000** employees. **87** questionnaires were collected from Hong Kong SAR, **184** from Guangdong Cities, and **21** questionnaires from Macao SAR. The main purpose of the Survey is to collect information on areas namely, Profile of Companies Surveyed, Actual and Projected Salary Adjustments, Starting Salary for Fresh Graduates, Incentive Schemes, Employee Benefits, Employee Movement, and Annual Cash Compensation Packages. Data are analyzed by four staff levels: Senior/Managerial Staff, Middle Level/Supervisory/Technical Staff, General Staff, and Frontline/Operative Staff.

The 2023 Guangdong-Hong Kong-Macao Greater Bay Area (HKSAR) Pay and Benefits Survey Report included a total of **87** organizations. They were from **10** business sectors, namely, Construction, Engineering, Hospitality & Catering, Information, Communication Technology & Software, Logistics & Transportation, Manufacturing, Non-Government Organization & Social Enterprises, Real Estate & Property Management, Retail, Trading, and Others. The survey covered a total of **68,267** employees.

The 2023 Guangdong-Hong Kong-Macao Greater Bay Area (Macao SAR) Pay and Benefits Survey Report included a total of **21** organizations. They were from different non-gaming business sectors, namely, Banking & Finance, Construction, Energy/Chemical/Environmental, Engineering, Hospitality & Catering, Information, Communication Technology & Software, Logistics & Transportation, Manufacturing, Professional Services, Retail and Trading. The survey covered a total of **2,648** employees. Around 85% organizations were small-size organizations employing less than 200 employees.

The 2023 Guangdong-Hong Kong-Macao Greater Bay Area (Guangdong Cities) Pay and Benefits Survey Report included a total of **184** organizations. They were from **10** business sectors, namely, Engineering, Hospitality & Catering, Information, Communication Technology & Software, Logistics & Transportation, Manufacturing (include: Electronics, Hardware, Mechanical & Machinery, Plastic Product, and other Manufacturing), Medical / Pharmaceuticals / Health care, Professional Services, Real Estate & Property Management, Retail, Trading, and Others. Respondents were in Guangdong cities, including Dongguan, Foshan, Guangzhou, Huizhou, Jiangmen Shenzhen, Zhongshan, and Zhuhai (excluding the data of Zhaoqing). The survey covered a total of **112,020** employees.

2023 GUANGDONG-HONG KONG-MACAO GREATER BAY AREA (HKSAR) PAY AND BENEFITS SURVEY

SALARY REVIEW

Eighty-seven participating organizations provided data for the overall actual salary increases analysis, which ranged from **3.2%** to **3.8%** for the period from July 2022 to June 2023. Of the 87 organizations that provided data for analysis, 7 reported salary freezes, and after excluding them, the overall actual salary increases for the remaining **80** organizations ranged from **3.6%** to **4.3%**.

The salary adjustment forecast for 2024, as reported by **87** participating organizations, ranged from **3.5%** to **3.8%**. **Seven** of the 87 organizations that provided data for analysis indicated that their salaries were frozen, and after excluding them, the overall salary increase forecast for the remaining **80** organizations ranged from **3.8%** to **4.1%**.

Staff Level	2019 Overall Average Salary Adjustment	2020 Overall Average Salary Adjustment	2021 Overall Average Salary Adjustment	2022 Overall Average Salary Adjustment	2023 Overall Average Salary Adjustment	2024 Overall Projected Salary Adjustment
Senior/Managerial Staff	3.9%	2.3%	1.9%	3.1%	3.2%	3.5%
Middle Level/Supervisory/Technical Staff	4.1%	2.4%	2.1%	3.2%	3.8%	3.8%
General Staff	4.0%	2.3%	2.1%	3.3%	3.6%	3.7%
Frontline/Operative Staff	4.1%	2.2%	1.3%	3.0%	3.8%	3.8%

The overall ranking of salary review criteria was similar to those of in last year, with “Organization’s Overall Performance” ranking at the top for all levels of staff, followed by “Individual Performance”.

STARTING MONTHLY SALARY FOR FRESH GRADUATES

Starting monthly salary for Bachelor Degree fresh graduates varied according to their qualifications and job nature. “Engineering” function was recorded the highest figure (HK\$20,950).

Education Level	2023 Average Starting Monthly Salary (HKD)									
	Engineering	Production	Marketing	Sales	IT	Finance & A/C	HR & Admin.	R & D	Customer Services	Other Function
Bachelor Degree	20,950	18,000	17,762	18,900	18,868	17,670	17,043	18,880	16,476	17,606

INCENTIVE SCHEMES

Seventy-two (82.8%) participating organizations indicated that they offered incentive schemes to employees. “Variable Bonus” was the most popular scheme, followed by “Training”. The Guaranteed Bonus offered to different staff levels was **1** month whereas Variable Bonus offered ranged from **0.9** to **1.6** months.

EMPLOYEE BENEFITS

The Survey Results showed different benefits offered to different levels of staff, including leaves, education, housing, retirement protection. This year, around 40% of participating organizations provided employees with 1 day full-pay "Birthday Leave". The number of days of "Examination Leave" offered to different staff levels ranged from 2.2 to 4.3 days, average 0.5 days than last year (2.7 to 2.8 days).

WORKFORCE MOVEMENT

1. Employee Turnover

The overall average turnover percentage ranged from 8.9% to 26.4% for the survey period. The higher the employee level, occupied the lower the turnover percentage was reported. "Career/Promotion Prospect" and "Pay" were ranked as the top two reasons for employee turnover.

2. Employee Involuntary Turnover

Among 87 participating organizations, 47 organizations had reported involuntary turnover, which represented 54.7% of surveyed organizations. The Real Estate & Property Management Sector retrenched the highest percentage (6.4%), follow by the Construction Sector (3%). By organization size, small size organizations retrenched the highest percentage (3.2%).

3. Job Vacancy

Fifty-nine responding organizations were created job vacancy during the survey period, 2.3% of the total headcounts reported. In terms of Organization size, small-medium size organizations retrenched the highest percentage (7.2%).

4. Retirement Age

Sixty-four (73.6%) participating organizations had the policy for retirement age, around 20% organizations will consider extending the retirement age from 60 to 65.

5. Flexible Working Arrangements

During the survey period, around 40% participating organizations provided Flex-time to employees and around 35% participating organizations offering work from home practice to employees.

2023 CASH COMPENSATION PACKAGES OF SURVEYED POSITIONS

A total of 305 positions were selected as benchmark jobs for pay and benefits analysis. 17 common positions were analyzed. Among them, 25 positions are listed in the report according to business sector classification.

2023 GUANGDONG-HONG KONG-MACAO GREATER BAY AREA (MACAO SAR) PAY AND BENEFITS SURVEY

SALARY REVIEW

Twenty-one participating organizations provided data for the overall actual salary increases analysis, it ranged from **1.9%** to **2.7%** for the period from July 2022 to June 2023. **Six** organizations reported salary freezes, **one** organization reported salary decrease, after excluding them, the overall actual salary increases for the remaining **14** organizations ranged from **3.2%** to **4%**.

As for the salary adjustment forecast for 2024, as reported by **21** participating organizations, it would range from **2.8%** to **3.3%**. **Two** of the 21 organizations that provided data for analysis indicated that their salaries were frozen, after excluding them, the overall salary increase forecast for the remaining 19 organizations ranged from **3.2%** to **3.7%**.

Staff Level	2019 Overall Average Salary Adjustment	2020 Overall Average Salary Adjustment	2021 Overall Average Salary Adjustment	2022 Overall Average Salary Adjustment	2023 Overall Average Salary Adjustment	2024 Overall Projected Salary Adjustment
Senior/Managerial Staff	3.0%	0.9%	1.0%	-0.1%	1.9%	2.8%
Middle Level/Supervisory/Technical Staff	3.1%	1.5%	1.1%	0.2%	2.5%	3.1%
General Staff	3.1%	1.2%	1.4%	0.4%	2.7%	3.2%
Frontline/Operative Staff	3.3%	1.1%	1.7%	0.9%	2.3%	3.3%

The overall ranking of salary review criteria, “Organization's overall performance” was ranked the top for all levels of staff, followed by “Individual performance”.

STARTING MONTHLY SALARY FOR FRESH GRADUATES

Starting monthly salary for Bachelor Degree fresh graduates varied according to their qualifications and job nature. “IT” function was recorded the highest figure (**MOP\$14,000**).

Education Level	2023 Average Starting Monthly Salary (MOP)									
	Engineering	Production	Marketing	Sales	IT	Finance & A/C	HR & Admin.	R & D	Customer Services	Other Function
Bachelor Degree	13,750	11,667	12,714	12,125	14,000	13,000	13,222	13,500	11,883	12,880

INCENTIVE SCHEMES

The Guaranteed Bonus offered to different staff levels was **1** month whereas Variable Bonus was ranged from **1.1** to **1.2** months.

EMPLOYEE BENEFITS

The Survey Results showed different benefits offered to different levels of staff, including leaves, education, housing. This year, over 20% of participating organizations provided employees the number of days of "Examination Leave" offered to different staff levels ranged from 3.4 to 4.1 days

WORKFORCE MOVEMENT

1. Employee Turnover

The overall average turnover percentage ranged from 8.9% to 22.9% for the survey period. By staff level, General Staff recorded the highest turnover percentage. "Career/Promotion Prospect" and "Pay" were ranked as the top two reasons for employee turnover.

2. Employee Involuntary Turnover

Among 21 participating organizations, 7 organizations had reported involuntary turnover, 2.4% of the total headcounts reported.

3. Job Vacancy

Twelve responding organizations were created job vacancy during the survey period, 14% of the total headcounts reported.

4. Flexible Working Arrangements

During the survey period, 65% participating organizations provided Flex-time to employees, while 40% participating organizations offering work from home practice to employees.

2023 CASH COMPENSATION PACKAGES OF SURVEYED POSITIONS

A total of 305 positions were selected as benchmark jobs for pay and benefits analysis. 17 common positions were analyzed.

2023 GUANGDONG-HONG KONG-MACAO GREATER BAY AREA (GUANGDONG CITIES) PAY AND BENEFITS SURVEY

SALARY REVIEW

One hundred eighty-four participating organizations provided data for the overall actual salary increases analysis, it ranged from 2% to 2.2% for the period from July 2022 to June 2023. Sixty-nine organizations reported salary freezes, six organization reported salary decrease, after excluding them, the overall actual salary increases for the remaining 115 organizations ranged from 4.4% to 5%.

As for the salary adjustment forecast for 2024, as reported by 177 participating organizations, would range from 2.8% to 2.9%. Forty-one of the 177 organizations that provided data for analysis indicated that their salaries were frozen, after excluding them, the overall salary increase forecast for the remaining 136 organizations ranged from 4.3% to 4.5%.

Staff Level	2019 Overall Average Salary Adjustment	2020 Overall Average Salary Adjustment	2021 Overall Average Salary Adjustment	2022 Overall Average Salary Adjustment	2023 Overall Average Salary Adjustment	2024 Overall Projected Salary Adjustment
Senior/Managerial Staff	5.4%	4.6%	6.0%	4.7%	2.2%	2.9%
Supervisory/Technical Staff	6.4%	5.0%	5.7%	4.9%	2.2%	2.9%
General Staff	6.4%	4.5%	5.4%	5.2%	2.1%	2.8%
Frontline/Operative Staff	6.8%	4.4%	5.2%	4.5%	2.0%	2.8%

All respondents reported that the most important criterion of salary review for all levels of staff in 2023 was "Organization's Overall Performance", followed by "Individual Performance".

STARTING MONTHLY SALARY FOR FRESH GRADUATES

Starting monthly salaries for Bachelor Degree fresh graduates varied according to their qualifications and job nature. "R & D" function was recorded the highest monthly starting salaries at RMB6,842. Comparing with last year, the entry salary levels was similar to those of in last year.

Education Level	2023 Average Starting Monthly Salary (RMB)									
	Engineering	Production	Marketing	Sales	IT	Finance & A/C	HR & Admin.	R & D	Customer Services	Other Function
Bachelor Degree	6,183	5,269	5,573	5,396	6,033	5,444	5,293	6,842	5,193	4,845

INCENTIVE SCHEME

One hundred seventy (92.4%) participating organizations indicated that they offered incentive schemes to employees. The Guaranteed Bonus offered by organizations to different staff levels ranged from 1 to 1.4 months. Some commonly adopted incentive schemes were "Training", "Performance Bonus" and "Full Attendance Bonus".

EMPLOYEE BENEFITS

Employee benefits offered to different levels of staff included housing, education, and full paid sick leaves etc. Around 25% participating organizations provided average 7.1 days of full pay sick leave and 3.9 days of additional leaves beyond the statutory requirements.

WORKFORCE MOVEMENT

1. Employee Turnover

The average turnover percentage ranged from 11.8% to 20.4% for the survey period. There were significant differences by region and by staff level. The highest turnover percentage was recorded in Senior/Managerial Staff. By sector, "Pay" was ranked as the top reasons for employee turnover.

2. Employee Involuntary Turnover

Ninety-seven out of 184 responding organizations had employee involuntary turnover this year. Except Others Sector, The Real Estate & Property Management Sector recorded the highest percentage (3.6%). By company size, small size organizations retrenched the highest percentage (4.7%).

3. Job Vacancy

One hundred seventeen responding organizations were created job vacancy during the survey period, 2.8% of the total headcounts reported. By company size, small size organizations recorded the highest percentage.

4. Flexible Working Arrangements

During the survey period, over 25% participating organizations provided Flex-time to employees, around 20% participating organizations offering work from home practice to employees.

FLEXIBLE EMPLOYMENT

Fifty-eight (31.5%) participating organizations adopted the flexible employment mode. Five (2.7%) participating organizations consider that they would try to adopt this employment mode in the next year, because it could help to alleviate recruitment difficulties and, saving costs with, non-long-term job positions. Flexible employment increases the effectiveness and efficiency, but at the same time, organization would face the problem of "unstable staff quality " and "difficulty in management". Recruitment positions are mostly Frontline/Operative Staff.

2023 CASH COMPENSATION PACKAGES OF SURVEYED POSITIONS

A total of 305 positions were selected as benchmark jobs for pay and benefits analysis. 17 common positions were analyzed. Among them, 38 positions are listed in the report according to business sector classification.

2023 GUANGDONG-HONG KONG-MACAO GREATER BAY AREA COMPREHENSIVE REPORT

The 2023 Guangdong-Hong Kong-Macao Greater Bay Area Pay and Benefits Survey covered data from 9+2 cities in the Greater Bay Area (excluding the data of Zhaoqing city). The 2023 overall actual salary adjustment in the entire Greater Bay Area ranged from 0% to 3.8% for the period from July 2022 to June 2023. The 2024 overall projected salary adjustment for all levels of staff ranged from 1.3% to 4.2%. The 2023 average overall turnover rate of Greater Bay Area ranged from 3.8% to 53.7%.

Region	Cities in the GBA 2023 Overall Average Actual Salary Adjustment			
	Managerial Staff	Supervisory/ Technical Staff	General Staff	Frontline/Operative Staff
Dongguan	2.9%	2.5%	2.3%	2.5%
Foshan	0.3%	0.5%	1.2%	1.5%
Guangzhou	2.0%	2.3%	2.0%	1.3%
Huizhou	0.8%	1.7%	0.0%	1.0%
Jiangmen	1.9%	1.8%	2.3%	1.6%
Shenzhen	2.8%	2.6%	2.6%	2.4%
Zhongshan	0.7%	0.5%	1.2%	0.5%
Zhuhai	2.1%	3.5%	2.3%	1.9%
Hong Kong	3.2%	3.8%	3.6%	3.8%
Macao	1.9%	2.5%	2.7%	2.3%

Region	Cities in the GBA 2024 Overall Average Projected Salary Adjustment			
	Managerial Staff	Supervisory/ Technical Staff	General Staff	Frontline/Operative Staff
Dongguan	2.4%	2.4%	2.4%	2.5%
Foshan	2.2%	1.8%	2.4%	2.4%
Guangzhou	3.6%	4.2%	4.1%	3.6%
Huizhou	2.4%	2.4%	1.3%	4.0%
Jiangmen	2.1%	2.1%	2.5%	2.4%
Shenzhen	4.0%	3.8%	3.7%	3.6%
Zhongshan	3.4%	3.5%	2.9%	2.1%
Zhuhai	3.7%	3.7%	3.7%	3.4%
Hong Kong	3.5%	3.8%	3.7%	3.8%
Macao	2.8%	3.1%	3.2%	3.3%

Region	Cities in the GBA 2023 Average Turnover Rate by Staff Level				
	Managerial Staff	Supervisory/ Technical Staff	General Staff	Frontline/Operative Staff	Overall
Dongguan	15.5%	15.6%	21.0%	37.6%	31.8%
Foshan	35.8%	22.2%	7.0%	3.8%	5.9%
Guangzhou	18.4%	6.8%	8.1%	12.5%	11.4%
Huizhou	13.1%	14.2%	9.5%	5.0%	6.2%
Jiangmen	9.7%	6.4%	6.8%	10.4%	9.6%
Shenzhen	13.2%	24.9%	5.6%	7.6%	8.5%
Zhongshan	19.9%	10.8%	15.5%	24.4%	20.4%
Zhuhai	18.8%	18.8%	17.7%	6.4%	8.7%
Hong Kong	8.9%	13.9%	22.6%	26.4%	21.0%
Macao	12.6%	8.9%	22.9%	12.4%	15.0%

- End -

For further enquiry, please contact:

Ms. Ling - Hong Kong Baptist University

Tel : 3411 5011

Ms. Yu - Hong Kong People Management Association

Tel : 9151 4268