



2022

National Policies & Practices Survey

MRA - The Management Association

www.mranet.org
800.488.4845



The National Network for Local Workplace Solutions

2022 National Policies & Practices Survey

An Employer Associations of America (EAA) Sponsored Survey coordinated by HR Source in cooperation with 12 associations nationwide.

Published: February 2022

Confidential Survey Report

This survey is provided with the understanding that the information will:

- remain strictly confidential
- be restricted to authorized personnel only
- not be used in collective bargaining or grievance proceedings
- protect organizational identity completely



National surveys produced by the EAA include:

- National Business Trends Survey
- National Executive Compensation Survey
- National IT & Engineering Compensation Survey
- National Sales Compensation Survey
- National Wage & Salary Survey

Contact your local association (see page iv) for more information.

© 2022 Employer Associations of America (EAA): All rights reserved. This survey is provided to the recipient to use as an *internal* resource. Quotation from, or reproduction of, any part of the material contained in this survey, in any form or by any other means (including use within consulting and/or fee-for-service work), without prior permission in writing from EAA or a survey co-sponsor named herein is prohibited.

The survey is divided into six major sections. Below are page numbers for the specific sections and subsections of this report.

	<u>Page(s)</u>
EAA Co-sponsors	iv
Introduction	v
Participants	vi-xi
Using the Report	xii
Survey Highlights	xiii
Participant Demographics	xiv - xv
 SICK / PERSONAL DAY PLANS	
Sick/Personal Day Plans	1-3
Vacation.....	4-8
Paid Time Off (PTO) Bank Plans	8-12
Holidays.....	13-16
Military Leave	16-19
Jury Duty	19-20
Volunteer Leave	20-21
Bereavement Leave	21-22
Paid Time/Emergency Closing	23
Parental Leave	23-25
 MISCELLANEOUS BENEFITS	
Adoption Benefits	26
Credit Union	26
Termination Policy/Practice	27-29
Severance Policies.....	29-31
 PAY PRACTICES	
Pay Administration	32-33
Premium Pay.....	34-38
Incentive Systems	39-41
Performance Appraisal.....	41-43
 WORKING CONDITIONS	
Dress Code	44
Alternate Work Schedules	45-46
Telecommuting.....	46-47
Meal and Break Periods.....	47-48
Health, Wellness, and Safety Programs.....	48-55
Seniority Policy.....	56-59
Moving and Relocation Expenses for Employees	59-61
Travel Policy.....	61
Business Equipment.....	62-63
Absenteeism and Tardiness.....	63-66
Leave of Absence.....	66-71
Internet/E-mail Use.....	71-72

RECRUITMENT, TRAINING AND DEVELOPMENT	<u>Page(s)</u>
Recruitment and Selection Practices.....	73-77
Tuition Reimbursement	77-82
Development Programs.....	83-84
EMPLOYEE/COMMUNITY RELATIONS	
Service Awards	85-86
Matching Contributions.....	87
Organization Sponsored Social or Recreational Activities.....	88