

Salary review process SLU 2025



This crash course is designed to give you, as an employee, in-depth knowledge and repetition of the salary review process at SLU. So why not grab a cup of coffee and read through it? It only takes about 10 minutes.

/Christoffer and Erika, Division of Human Resources

1. Brief background



The central salary agreements (RALS) set the framework for wage formation in all Swedish government agencies, and thus the principles that apply to SLU's work with salary.

Salary formation must be based on the needs, goals, financial conditions and the need for skill in the organisation.

Salary formation, as well as individual salary setting, will contribute to SLU achieving operational goals.

Salaries must be objective, individual and differentiated, and contribute to SLU attracting, recruiting and developing skilled employees.

There must be no unjustified differences in salary related to the grounds of discrimination.

2. Salary review 2025

According to the preliminary schedule, new salaries will be paid in December, retroactively from 1 October.

3. The individual salary is based on three parts:

- Formal part: **WHAT** the employee does. Responsibility and difficulty in the employees tasks.
- Individual part: **HOW** the employee performs the tasks. Assessment of results and skill.
- The salary situation in the organization and the surrounding **market**, as well as the supply and demand for labor.

4. Salary criteria SLU - based on SLU's mission and goals



SLU has salary criteria for research, teaching, environmental monitoring and assessment, clinical work, managers with staff management responsibilities, technical work and administrative work.

The purpose of these salary criteria is to provide an objective basis for assessing employees' performance and competence in salary reviews.

The salary criterias are designed to be gender-neutral and non-discriminatory.

5. Two review models

The salary review process at SLU is a yearly occurrence and is carried out in two different ways.

- One way is salary-setting dialogues. This applies to members of Saco, employees who are not members of a trade union and those members of OFR/ST who has chosen salary-setting dialogue.
- We also have traditional negotiations for members of Seko and members of OFR/ST who prefer that their salary be decided through traditional negotiations.

6. Process for salary-setting dialogues (Saco, unorganised employees and those members of OFR/ST who has chosen salary-setting dialogue)

1. The manager assesses the employee's performance and reviews the current salary situation.
2. Dialogue 1: The manager and employee follow up on the employee's tasks, development, performance, results in relation to set goals and the current salary situation.
3. Dialogue 2: The new salary is set in the second dialogue where the manager presents the proposal for new salary, and the salary discussion is completed.
4. Agreement vs not in agreement, what happens next:
Agreement - the employee approves the salary agreement that is sent out via email from Primula.
Not in agreement - negotiation between the employer (HR and manager) and Saco or OFR/ST where primarily the quality of the dialogues and the process is reviewed, but also the proposed salary level. The manager then announces the results to the employee.
5. The result is registered in Primula.

7. What does it mean to declare oneself "not in agreement"?



- The employer (HR and manager) and Saco or OFR/ST meet to negotiate and review primarily the quality and content of the dialogues and the process, but also the proposed salary level.
- Expressing yourself not in agreement does not automatically imply a change in the proposed salary.
- One purpose of the negotiation is to ensure that the employee understands how they can influence their salary development and to ensure that no unfair salaries exist.

8. Process for traditional negotiation (OFR/ST, Seko)

1. Salary appraisal between manager and employee, where performance and current salary level are discussed.
2. The manager's salary proposal is sent to the unions.
3. The new salary is decided in traditional negotiation between employer (HR and manager) and unions.
4. The manager communicate the new salary to the employee.

9. Time to talk?



Week 37-42

Salary appraisals (Seko and OFR/ST members)

Week 37-44

Salary setting dialogues 1 and 2 (Saco, OFR/ST and unorganised)

10. Important: We set salaries - not salary increases!



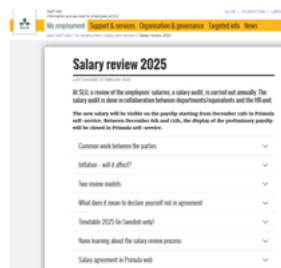
We think holistically and have a dialogue about the entire salary, not the salary adjustment/increase.

There are also no individual guarantees in the agreements, (i.e. no minimum guaranteed salary increase).

11. Preparing for a salary-setting dialogue/salary appraisal

- Reflect on what you have achieved in relation to both the business goals and your individual goals during the past year.
- Read more about SLU's salary criteria for your field of work.
- Prepare factual arguments and examples that show how your performance has contributed to the goals of the business.
- Be prepared to discuss what you can improve or develop to positively influence your salary development.
- Prepare to engage in a mutual dialogue where you can give and receive feedback in a constructive way.

12. Thanks!



And feel free to take part of the material on the Staff Pages, see link [here](#)

Jag har tagit del av informationen i den här lektionen och bekräftar det med följande mailadress:
\$UserEmail