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# Preface

The annual Analysis of Collective Agreements and Awards on Terms & Conditions (T&C) of Employment which is in its 15<sup>th</sup> edition, provides comprehensive and insightful information for the human resource practitioners in comparing the compensation and benefits for unionised employees. This Report enables benchmarking for unionized companies in the preparation for negotiations and can be used as an enabling reference tool during collective bargaining with the Unions. The findings also provide valuable compensation data for companies which are not unionised.

This Report contains analysis of salaries and terms of employment in the 294 collective agreements (CAs) given cognizance by the Industrial Court in 2019 and 61 Industrial Court Awards in 2019 that disputed on terms and conditions of employment. In 2019, 217 CAs were concluded with National Unions and 77 CAs of the In-house Unions in Peninsular Malaysia, Sabah and Sarawak.

In the first part of the Report, the articles in the CAs were analysed in-depth by Union, Industry and Location relate to the terms of employment, leaves entitlement, salary adjustment, annual increment, bonus, salary structure, allowances and benefits and salary data. In the second part of the Report, the analysis of the 61 Awards on terms and conditions of employment handed down by the Industrial Court in 2019, covers the across-the-board salary adjustment, bonus, minimum wage and other articles in dispute before the Industrial Court.