

Change in Responsibilities	Impact on Salary	Example(s)	Estimated Increase Amount
Permanent Expansion of Responsibilities Not Warranting a Reclassification	Job remains assigned to its current band Pay for additional duties assigned permanently should be calibrated to the magnitude of change Salary change can vary	Additional task added to the job function (e.g., performing a periodic analysis)	Consider a minimum increase of 3-4% of base salary Some exceptions may be reviewed by HR
Significant and Permanent Changes Warranting a Reclassification	Some changes or additions may impact the job definition significantly enough to influence its market value or internal role These types of changes warrant a review to determine if a reclassification is appropriate Salary change will vary based on the band into which the job is placed	Change in level of supervisory responsibility (e.g., individual contributor to supervisor)	Consider a minimum increase of 8-10% of base salary Some exceptions may be reviewed by HR