

ABOUT APQC's OPEN STANDARDS BENCHMARKING MEASURE LIST

The APQC Open Standards Benchmarking measure list concisely lists all of the measures currently available for a specific survey. These measures are organized by research area (A), the survey name (B), and finally by category of measure (C). The list identifies each measure's "metric group ID" number (D), the measure name (E), the formula in English as APQC computes it (F), the formula in question numbers specific to this survey (G), and whether or not the measure is a key performance indicator for its associated process (H).

| ID # | NAME | FORMULA | KPI |
|---|---|---|-------|
| FINANCIAL MANAGEMENT (FM) (A) | | | |
| FINANCE ORGANIZATION (93 MEASURES) (B) | | | |
| COST EFFECTIVENESS (7 MEASURES) (C) | | | |
| 102860 (D) | Personnel cost to perform finance function per finance function FTE (E) | Personnel cost perform the function "manage financial resources" / Number of FTEs who perform the function "manage financial resources" (F) 208.0330a / 208.0310aa (G) | ✓ (H) |
| 103538 | Total cost to perform the finance function as a percentage of revenue | (Total finance function cost / Total business entity revenue) * 100 (208.0330f / 208.0190) * 100 | ✓ |
| 101666 | Overhead cost of the finance function per \$100,000 revenue | Overhead cost to perform the function "manage financial resources" / (Total business entity revenue * .00001) 208.0330c / (208.0190 * .00001) | |
| 102857 | Personnel cost to perform the finance function per \$1,000 | Personnel cost perform the function "manage financial resources" / (Total business entity revenue * .00001) | |

For more information about APQC's Open Standards Benchmarking, please contact us directly on +1-713-681-4020 or visit the APQC Open Standards Benchmarking website on www.apqc.org/osb.

| ID # | NAME | FORMULA | KPI |
|---|---|---|-----|
| HUMAN CAPITAL MANAGEMENT | | | |
| HCM TALENT MANAGEMENT (104 MEASURES) | | | |
| COST EFFECTIVENESS (29 MEASURES) | | | |
| 100823 | Learning budget per business entity employee | Budget for learning/Number of business entity employees 290.1060/290.0100 | ✓ |
| 104570 | Total cost to perform the process "develop and train employees" per \$1,000 revenue | Total cost to perform the process "Develop and train employees" / (Total business entity revenue * 0.001) 290.0710 / (290.0070 * 0.001) | ✓ |
| 104569 | Total cost to perform the process "manage employee development" per \$1,000 revenue | Total cost to perform the process "manage employee development" / (Total business entity revenue * 0.001) 290.0700 / (290.0070 * 0.001) | ✓ |
| 104566 | Total cost to perform the process "manage employee orientation and deployment" per \$1,000 revenue | Total annual cost for the process "manage employee orientation and deployment" / (Total business entity revenue * 0.001) 290.0680 / (290.0070 * 0.001) | ✓ |
| 104567 | Total cost to perform the process "manage employee performance" per \$1,000 revenue | Total annual cost to perform the process "manage employee performance" / (Total business entity revenue * 0.001) 290.0690 / (290.0070 * 0.001) | ✓ |
| 106172 | Total cost to perform the process group "manage employee on-boarding, development, and training" per \$1,000 revenue | Total cost to perform the process group "manage employee on-boarding, development, and training" / (Total business entity revenue * 0.001) 290.0620 / (290.0070 * 0.001) | ✓ |
| 106173 | Total cost to perform the process group "manage employee on-boarding, development, and training" per business entity employee | Total cost to perform the process group "manage employee on-boarding, development, and training" / Number of business entity employees 290.0620 / 290.0100 | ✓ |
| 103894 | Total cost to perform the process group "reward and retain employees" per \$1,000 revenue | Total cost to perform the process group "reward and retain employees" / (Total business entity revenue * 0.001) 290.1370 / (290.0070 * 0.001) | ✓ |
| 103966 | Total cost to perform the process group "reward and retain employees" per business entity employee | Total cost to perform the process group "reward and retain employees" / Number of business entity employees 290.1370 / 290.0100 | ✓ |

HUMAN CAPITAL MANAGEMENT HCM TALENT MANAGEMENT (104 MEASURES)

COST EFFECTIVENESS (29 MEASURES)

| | | |
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| 104583 | Personnel cost to perform the process "develop and train employees" per \$1,000 revenue | Internal personnel cost (including compensation and benefits) to perform the process "develop and train employees" / (Total business entity revenue * 0.001) 290.0720 / (290.0070 * 0.001) |
| 104584 | Personnel cost to perform the process "develop and train employees" per business entity employee | Internal personnel cost (including compensation and benefits) to perform the process "develop and train employees" / Number of business entity employees 290.0720 / 290.0100 |
| 106211 | Personnel cost to perform the process "develop and train employees" per process FTE | Internal personnel cost (including compensation and benefits) to perform the process "develop and train employees" / Number of FTEs that perform the process "develop and train employees" 290.0720 / 290.0760 |
| 106178 | Personnel cost to perform the process group "manage employee on-boarding, development, and training" per \$1,000 revenue | Personnel cost to perform the process group "manage employee on-boarding, development, and training" / (Total business entity revenue * 0.001) 290.0630 / (290.0070 * 0.001) |
| 106179 | Personnel cost to perform the process group "manage employee on-boarding, development, and training" per business entity employee | Personnel cost to perform the process group "manage employee on-boarding, development, and training" / Number of business entity employees 290.0630 / 290.0100 |
| 106212 | Personnel cost to perform the process group "manage employee on-boarding, development, and training" per process group FTE | Personnel cost to perform the process group "manage employee on-boarding, development, and training" / Number of FTEs that perform the process group "manage employee on-boarding, development, and training" 290.0630 / 290.0580 |
| 104077 | Personnel cost to perform the process group "reward and retain employees" per \$1,000 revenue | Personnel cost to perform the process group "reward and retain employees" / (Total business entity revenue * 0.001) 290.1380 / (290.0070 * 0.001) |
| 104062 | Personnel cost to perform the process group "reward and retain employees" per business entity employee | Personnel cost to perform the process group "reward and retain employees" / Number of business entity employees 290.1380 / 290.0100 |
| 106210 | Personnel cost to perform the process group "reward and retain employees" per process group FTE | Personnel cost to perform the process group "reward and retain employees" / Number of FTEs who perform the process group "reward and retain employees" 290.1380 / 290.1330 |

HUMAN CAPITAL MANAGEMENT HCM TALENT MANAGEMENT (104 MEASURES)

COST EFFECTIVENESS (29 MEASURES)

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| 104464 | Selling, general, and administrative (SGA) costs as a percentage of business entity revenue | (Total SG&A costs / Total business entity revenue) * 100 (290.0080 / 290.0070) * 100 | |
| 104575 | Total cost to perform the process "develop and train employees" per business entity employee | Total cost to perform the process "Develop and train employees" / Number of business entity employees 290.0710 / 290.0100 | |
| 106209 | Total cost to perform the process "develop and train employees" per process FTE | Total cost to perform the process "Develop and train employees" / Number of FTEs that perform the process "develop and train employees" 290.0710 / 290.0760 | |
| 104574 | Total cost to perform the process "manage employee development" per business entity employee | Total cost to perform the process "manage employee development" / Number of business entity employees 290.0700 / 290.0100 | |
| 104571 | Total cost to perform the process "manage employee orientation and deployment" per business entity employee | Total annual cost for the process "manage employee orientation and deployment" / Number of business entity employees 290.0680 / 290.0100 | |
| 104572 | Total cost to perform the process "manage employee performance" per business entity employee | Total annual cost to perform the process "manage employee performance" / Number of business entity employees 290.0690 / 290.0100 | |
| 106185 | Total cost to perform the process group "manage employee on-boarding, development, and training" as a percentage of selling, general, and administrative (SGA) costs | (Total cost to perform the process group "manage employee on-boarding, development, and training" / Total SG&A costs) * 100 (290.0620 / 290.0080) * 100 | |
| 106184 | Total cost to perform the process group "manage employee on-boarding, development, and training" per process group FTE | Total cost to perform the process group "manage employee on-boarding, development, and training" / Number of FTEs that perform the process group "manage employee on-boarding, development, and training" 290.0620 / 290.0580 | |
| 106186 | Total cost to perform the process group "reward and retain employees" as a percentage of selling, general, and administrative (SGA) costs | (Total cost to perform the process group "reward and retain employees" / Total SG&A costs) * 100 (290.1370 / 290.0080) * 100 | |
| 106208 | Total cost to perform the process group "reward and retain employees" per process group FTE | Total cost to perform the process group "reward and retain employees" / Number of FTEs who perform the process group "reward and retain employees" 290.1370 / 290.1330 | |

HUMAN CAPITAL MANAGEMENT HCM TALENT MANAGEMENT (104 MEASURES)

COST EFFECTIVENESS (29 MEASURES)

| | | | |
|--------|--|--|--|
| 106187 | Total personnel cost per business entity FTE | Personnel cost of business entity FTEs / Number of business entity FTEs 290.0160 / 290.0110 | |
|--------|--|--|--|

CYCLE TIME (6 MEASURES)

| | | | |
|--------|--|---|---|
| 104029 | Cycle time in days for the formal performance review process from start to finish for middle management/specialists | Cycle time in days from start to finish for a formal performance review for a middle management/specialist employee 290.0840 | ✓ |
| 104031 | Cycle time in days for the formal performance review process from start to finish for Operational workers/office staff | Cycle time in days from start to finish for a formal performance review for an operational worker/office staff employee 290.0850 | ✓ |
| 104033 | Cycle time in days for the formal performance review process from start to finish for senior management/executives | Cycle time in days from start to finish for a formal performance review for a senior management/executive employee 290.0830 | ✓ |
| 104595 | Average time in days to close an identified skill or capability gap through training for an employee | Number of calendar days per employee to close an identified skill or capability gap through training 290.1100 | |
| 100299 | Response time in hours for non-routine "reward and retain employees" inquiries | Response time in hours for a non-routine inquiry for the process group "reward and retain employees" 290.1700 | |
| 100302 | Response time in hours for routine "reward and retain employees" inquiries | Response time in hours for a routine inquiry for the process group "reward and retain employees" 290.1690 | |

PROCESS EFFICIENCY (10 MEASURES)

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|--------|---|--|---|
| 103116 | Employee turnover rate | $((\text{Number of voluntary employee terminations} + \text{Number of involuntary employee terminations}) / \text{Number of business entity employees}) * 100$ $((290.0210 + 290.0220) / 290.0100) * 100$ | ✓ |
| 101293 | Involuntary terminations as a percentage of total business entity employees | $(\text{Number of involuntary employee terminations} / \text{Number of business entity employees}) * 100$ $(290.0220 / 290.0100) * 100$ | ✓ |
| 104586 | Number of FTEs that perform the process "develop and train employees" per \$1 billion revenue | Number of FTEs that perform the process "develop and train employees" / (Total business entity revenue * 0.000000001) 290.0760 / (290.0070 * 0.000000001) | ✓ |

HUMAN CAPITAL MANAGEMENT HCM TALENT MANAGEMENT (104 MEASURES)

PROCESS EFFICIENCY (10 MEASURES)

| | | | |
|--------|--|---|---|
| 106171 | Number of FTEs that perform the process group "manage employee on-boarding, development, and training" per \$1 billion revenue | Number of FTEs that perform the process group "manage employee on-boarding, development, and training" / (Total business entity revenue * 0.000000001) 290.0580 / (290.0070 * 0.000000001) | ✓ |
| 101137 | Number of FTEs that perform the process group "reward and retain employees" per \$1 billion revenue | Number of FTEs who perform the process group "reward and retain employees" / (Total business entity revenue * .000000001) 290.1330 / (290.0070 * .000000001) | ✓ |
| 102821 | Percentage of employees who attend management development programs | Percentage of employees that have attended management development programs 290.1280 | ✓ |
| 102302 | Percentage of middle management/specialists that receive a formal performance review | Percentage of middle management/specialist employees who receive a formal performance review 290.0800 | ✓ |
| 102331 | Percentage of operational workers/office staff that receive a formal performance review | Percentage of operational worker/office staff employees who receive a formal performance review 290.0810 | ✓ |
| 102619 | Percentage of senior management/executives that receive a formal performance review | Percentage of senior management/executive employees who receive a formal performance review 290.0790 | ✓ |
| 101431 | Voluntary terminations as a percentage of total business entity employees | (Number of voluntary employee terminations / Number of business entity employees) * 100 (290.0210 / 290.0100) * 100 | ✓ |

STAFF PRODUCTIVITY (9 MEASURES)

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|--------|--|---|---|
| 104585 | Number of business entity employees per "develop and train employees" FTE | Number of business entity employees / Number of FTEs that perform the process "develop and train employees" 290.0100 / 290.0760 | ✓ |
| 106170 | Number of business entity employees per FTE that performs the process group "manage employee on-boarding, development, and training" | Number of business entity employees / Number of FTEs that perform the process group "manage employee on-boarding, development, and training" 290.0100 / 290.0580 | ✓ |
| 100492 | Number of business entity employees per FTE that performs the process group "reward and retain employees" | Number of business entity employees / Number of FTEs who perform the process group "reward and retain employees" 290.0100 / 290.1330 | ✓ |

HUMAN CAPITAL MANAGEMENT HCM TALENT MANAGEMENT (104 MEASURES)

STAFF PRODUCTIVITY (9 MEASURES)

| | | | |
|--------|---|--|--|
| 106206 | Number of monthly non-routine "reward and retain employees" inquiries per process group FTE | Number of non-routine inquiries received monthly for the process group "reward and retain employees" / Number of FTEs who perform the process group "reward and retain employees" 290.1680 / 290.1330 | |
| 106205 | Number of monthly routine "reward and retain employees" inquiries per process group FTE | Number of routine inquiries received monthly for the process group "reward and retain employees" / Number of FTEs who perform the process group "reward and retain employees" 290.1670 / 290.1330 | |
| 106203 | Number of remote business entity employees per FTE that performs the process "develop and train employees" | (Percentage of total employees who are remote employees * Number of business entity employees * 0.01) / Number of FTEs that perform the process "develop and train employees" (290.0200 * 290.0100 * 0.01) / 290.0760 | |
| 106201 | Number of remote business entity employees per FTE that performs the process group "manage employee on-boarding, development, and training" | (Percentage of total employees who are remote employees * Number of business entity employees * 0.01) / Number of FTEs that perform the process group "manage employee on-boarding, development, and training" (290.0200 * 290.0100 * 0.01) / 290.0580 | |
| 106202 | Number of remote business entity employees per FTE that performs the process group "reward and retain employees" | (Percentage of total employees who are remote employees * Number of business entity employees * 0.01) / Number of FTEs who perform the process group "reward and retain employees" (290.0200 * 290.0100 * 0.01) / 290.1330 | |
| 106207 | Number of total monthly "reward and retain employees" inquiries per process group FTE | (Number of routine inquiries received monthly for the process group "reward and retain employees" + Number of non-routine inquiries received monthly for the process group "reward and retain employees") / Number of FTEs who perform the process group "reward and retain employees" (290.1670 + 290.1680) / 290.1330 | |

SUPPLEMENTAL INFORMATION (50 MEASURES)

| | | | |
|--------|--|--|---|
| 100907 | Number of days absent per employee excluding maternity and paternity leave | Number of days absent due to sickness excluding maternity and paternity leave per employee 290.1630 | ✓ |
| 100218 | Number of learning days per employee | Number of days dedicated to formal learning per employee 290.1090 | ✓ |

HUMAN CAPITAL MANAGEMENT HCM TALENT MANAGEMENT (104 MEASURES)

SUPPLEMENTAL INFORMATION (50 MEASURES)

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|--------|---|---|--|
| 106245 | Involuntary terminations as a percentage of total business entity employee turnover | (Number of involuntary employee terminations / (Number of voluntary employee terminations + Number of involuntary employee terminations)) * 100 (290.0220 / (290.0210 + 290.0220)) * 100 | |
| 100861 | Middle management/specialists as a percentage of total business entity employees | (Number of middle management/specialist employees / Number of business entity employees) * 100 (290.0180 / 290.0100) * 100 | |
| 100909 | Number of days absent per employee including maternity and paternity leave | Number of days absent due to sickness, maternity, and paternity leave per employee 290.1620 | |
| 101367 | Number of monthly non-routine "reward and retain employees" inquiries per business entity employee | Number of non-routine inquiries received monthly for the process group "reward and retain employees" / Number of business entity employees 290.1680 / 290.0100 | |
| 101403 | Number of monthly routine "reward and retain employees" inquiries per business entity employee | Number of routine inquiries received monthly for the process group "reward and retain employees" / Number of business entity employees 290.1670 / 290.0100 | |
| 106204 | Number of total monthly "reward and retain employees" inquiries per business entity employee | (Number of routine inquiries received monthly for the process group "reward and retain employees" + Number of non-routine inquiries received monthly for the process group "reward and retain employees") / Number of business entity employees (290.1670 + 290.1680) / 290.0100 | |
| 100233 | Number of vacation days per year per employee | Number of vacation days per year per employee 290.1590 | |
| 101441 | Operational workers/office staff as a percentage of total business entity employees | (Number of operational worker/office staff employees / Number of business entity employees) * 100 (290.0190 / 290.0100) * 100 | |
| 104594 | Outsourced cost of the process "Develop and train employees" as a percentage of the total cost to perform the process | (External cost (e.g., outsourced) to perform the process "develop and train employees" / Total cost to perform the process "Develop and train employees") * 100 (290.0750 / 290.0710) * 100 | |

HUMAN CAPITAL MANAGEMENT HCM TALENT MANAGEMENT (104 MEASURES)

SUPPLEMENTAL INFORMATION (50 MEASURES)

| | | | |
|--------|---|--|--|
| 106183 | Outsourced cost of the process group "manage employee on-boarding, development, and training" as a percentage of the total cost to perform the process group | (Outsourced cost to perform the process group "manage employee on-boarding, development, and training" / Total cost to perform the process group "manage employee on-boarding, development, and training") * 100 (290.0660 / 290.0620) * 100 | |
| 101648 | Outsourced cost of the process group "reward and retain employees" as a percentage of the total cost to perform the process group | (Outsourced cost to perform the process group "reward and retain employees" / Total cost to perform the process group "reward and retain employees") * 100 (290.1410 / 290.1370) * 100 | |
| 104603 | Overhead and other costs of the process group "reward and retain employees" as a percentage of the total cost to perform the process group | (Internal overhead and other cost (direct and/or allocated to the business entity) to perform the process group "reward and retain employees" / Total cost to perform the process group "reward and retain employees") * 100 (290.1400 / 290.1370) * 100 | |
| 104593 | Overhead and other costs to perform the process "Develop and train employees" as a percentage of the total cost to perform the process | (Internal overhead and other cost (direct and/or allocated to the business entity) to perform the process "develop and train employees" / Total cost to perform the process "Develop and train employees") * 100 (290.0740 / 290.0710) * 100 | |
| 106182 | Overhead and other costs to perform the process group "manage employee on-boarding, development, and training" as a percentage of the total cost to perform the process group | (Overhead and other cost to perform the process group "manage employee on-boarding, development, and training" / Total cost to perform the process group "manage employee on-boarding, development, and training") * 100 (290.0650 / 290.0620) * 100 | |
| 101817 | Percentage of "reward and retain employees" inquiries received that are non-routine | Number of non-routine inquiries received monthly for the process group "reward and retain employees" / (Number of routine inquiries received monthly for the process group "reward and retain employees" + Number of non-routine inquiries received monthly for the process group "reward and retain employees") * 100 290.1680 / (290.1670 + 290.1680) * 100 | |

HUMAN CAPITAL MANAGEMENT HCM TALENT MANAGEMENT (104 MEASURES)

SUPPLEMENTAL INFORMATION (50 MEASURES)

| | | |
|--------|---|--|
| 101818 | Percentage of "reward and retain employees" inquiries received that are routine | Number of routine inquiries received monthly for the process group "reward and retain employees" / (Number of routine inquiries received monthly for the process group "reward and retain employees" + Number of non-routine inquiries received monthly for the process group "reward and retain employees") * 100 290.1670 / (290.1670 + 290.1680) * 100 |
| 106195 | Percentage of computer based training content delivered via mobile devices | Percentage of computer based training (training primarily conducted by the employee on a computer with no live in-person component) content delivered via mobile devices 290.1230 |
| 106194 | Percentage of computer based training content developed via mobile devices | Percentage of computer based training (training primarily conducted by the employee on a computer with no live in-person component) content developed via mobile devices 290.1220 |
| 106189 | Percentage of FTEs that perform the process group "manage employee on-boarding, development, and training" that are middle management/specialists | (Allocation of FTEs for the process group "manage employee on-boarding, development, and training" from the middle management/specialist level / Number of FTEs that perform the process group "manage employee on-boarding, development, and training") * 100 (290.0600 / 290.0580) * 100 |
| 106190 | Percentage of FTEs that perform the process group "manage employee on-boarding, development, and training" that are Operational workers/office staff | (Allocation of FTEs for the process group "manage employee on-boarding, development, and training" from the operational workers/office staff level / Number of FTEs that perform the process group "manage employee on-boarding, development, and training") * 100 (290.0610 / 290.0580) * 100 |
| 106188 | Percentage of FTEs that perform the process group "manage employee on-boarding, development, and training" that are senior management / executive level | (Allocation of FTEs for the process group "manage employee on-boarding, development, and training" from the senior management/executive level / Number of FTEs that perform the process group "manage employee on-boarding, development, and training") * 100 (290.0590 / 290.0580) * 100 |

HUMAN CAPITAL MANAGEMENT HCM TALENT MANAGEMENT (104 MEASURES)

SUPPLEMENTAL INFORMATION (50 MEASURES)

| | | | |
|--------|--|--|--|
| 106199 | Percentage of FTEs that perform the process group "reward and retain employees" that are middle management/specialists | (Number of middle management/specialist FTEs who perform the process group "reward and retain employees" / Number of FTEs who perform the process group "reward and retain employees") * 100 (290.1350 / 290.1330) * 100 | |
| 106200 | Percentage of FTEs that perform the process group "reward and retain employees" that are operational workers/office staff | (Number of operational worker/office staff FTEs who perform the process group "reward and retain employees" / Number of FTEs who perform the process group "reward and retain employees") * 100 (290.1360 / 290.1330) * 100 | |
| 106198 | Percentage of FTEs that perform the process group "reward and retain employees" that are senior management / executive level | (Number of senior management/executive FTEs who perform the process group "reward and retain employees" / Number of FTEs who perform the process group "reward and retain employees") * 100 (290.1340 / 290.1330) * 100 | |
| 106193 | Percentage of learning days delivered through the use of external partners such as vendors and universities | Percentage of per-employee learning days for the business entity delivered by external partners (e.g. vendors, universities etc.) 290.1140 | |
| 102245 | Percentage of learning days delivered using classroom instruction provided by your organization | Percentage of learning days delivered through classroom instruction provided by your organization 290.1170 | |
| 104597 | Percentage of learning days delivered using computer based training | Percentage of per-employee learning days delivered using computer based training 290.1150 | |
| 104598 | Percentage of learning days delivered using correspondence courses and virtual, instructor-led classroom-based training delivered online | Percentage of per-employee learning days delivered using correspondence courses and or virtual, instructor-led classroom-based training delivered online 290.1160 | |
| 102250 | Percentage of learning days delivered using external classroom instruction | Percentage of learning days delivered through external classroom instruction 290.1180 | |
| 102251 | Percentage of learning days delivered using on-the-job training | Percentage of learning days delivered through on-the-job training 290.1190 | |

HUMAN CAPITAL MANAGEMENT HCM TALENT MANAGEMENT (104 MEASURES)

SUPPLEMENTAL INFORMATION (50 MEASURES)

| | | | |
|--------|---|--|--|
| 102252 | Percentage of learning days delivered using other methods | Percentage of learning days delivered through training methods other than computer based training, correspondence courses, virtual instructor led courses, internal and external classroom instruction, and on-the-job training 290.1200 | |
| 106192 | Percentage of time spent by FTEs performing the process "develop and train employees" to deploying/delivering learning content | Percentage of time spent by FTEs performing the process "develop and train employees" to deploying/delivering learning content 290.0780 | |
| 106191 | Percentage of time spent by FTEs performing the process "develop and train employees" to developing learning content | Percentage of time spent by FTEs performing the process "develop and train employees" to developing learning content 290.0770 | |
| 104562 | Percentage of total employees who are remote employees | Percentage of total employees who are remote employees 290.0200 | |
| 106197 | Percentage of virtual, instructor-led classroom-based training content delivered via mobile devices | Percentage of virtual, instructor-led classroom-based training content is delivered via mobile devices 290.1250 | |
| 106196 | Percentage of virtual, instructor-led classroom-based training content developed via mobile devices | Percentage of virtual, instructor-led classroom-based training content developed via mobile devices 290.1240 | |
| 104591 | Personnel cost to perform the process "Develop and train employees" as a percentage of the total cost to perform the process | (Internal personnel cost (including compensation and benefits) to perform the process "develop and train employees" / Total cost to perform the process "Develop and train employees") * 100 (290.0720 / 290.0710) * 100 | |
| 106180 | Personnel cost to perform the process group "manage employee on-boarding, development, and training" as a percentage of the total cost to perform the process group | (Personnel cost to perform the process group "manage employee on-boarding, development, and training" / Total cost to perform the process group "manage employee on-boarding, development, and training") * 100 (290.0630 / 290.0620) * 100 | |
| 100074 | Personnel cost to perform the process group "reward and retain employees" as a percentage of the total cost to perform the process group | (Personnel cost to perform the process group "reward and retain employees" / Total cost to perform the process group "reward and retain employees") * 100 (290.1380 / 290.1370) * 100 | |

HUMAN CAPITAL MANAGEMENT HCM TALENT MANAGEMENT (104 MEASURES)

SUPPLEMENTAL INFORMATION (50 MEASURES)

| | | | |
|--------|--|--|--|
| 103176 | Senior management/executives as a percentage of total business entity employees | (Number of senior management/executive employees / Number of business entity employees) * 100 (290.0170 / 290.0100) * 100 | |
| 104592 | Systems cost to perform the process "Develop and train employees" as a percentage of the total cost to perform the process | (Internal systems cost (direct and/or allocated to the business entity) to perform the process "develop and train employees" / Total cost to perform the process "Develop and train employees") * 100 (290.0730 / 290.0710) * 100 | |
| 106181 | Systems cost to perform the process group "manage employee on-boarding, development, and training" as a percentage of the total cost to perform the process group | (Systems cost to perform process group "manage employee on-boarding, development, and training" / Total cost to perform the process group "manage employee on-boarding, development, and training") * 100 (290.0640 / 290.0620) * 100 | |
| 100089 | Systems cost to perform the process group "reward and retain employees" as a percentage of the total cost to perform the process group | (Systems cost to perform the process group "reward and retain employees" / Total cost to perform the process group "reward and retain employees") * 100 (290.1390 / 290.1370) * 100 | |
| 106177 | Total cost to perform the process "develop and train employees" as a percentage of the total cost to perform the process group "manage employee on-boarding, development, and training" | (Total cost to perform the process "Develop and train employees" / Total cost to perform the process group "manage employee on-boarding, development, and training") * 100 (290.0710 / 290.0620) * 100 | |
| 106176 | Total cost to perform the process "manage employee development" as a percentage of the total cost to perform the process group "manage employee on-boarding, development, and training" | (Total cost to perform the process "manage employee development" / Total cost to perform the process group "manage employee on-boarding, development, and training") * 100 (290.0700 / 290.0620) * 100 | |
| 106174 | Total cost to perform the process "manage employee orientation and deployment" as a percentage of the total cost to perform the process group "manage employee on-boarding, development, and training" | (Total annual cost for the process "manage employee orientation and deployment" / Total cost to perform the process group "manage employee on-boarding, development, and training") * 100 (290.0680 / 290.0620) * 100 | |
| 106175 | Total cost to perform the process "manage employee performance" as a percentage of the total cost to perform the process group "manage employee on-boarding, development, and training" | (Total annual cost to perform the process "manage employee performance" / Total cost to perform the process group "manage employee on-boarding, development, and training") * 100 (290.0690 / 290.0620) * 100 | |

**HUMAN CAPITAL MANAGEMENT
 HCM TALENT MANAGEMENT (104 MEASURES)**

SUPPLEMENTAL INFORMATION (50 MEASURES)

| | | | |
|--------|---|---|--|
| 106244 | Voluntary terminations as a percentage of total business entity employee turnover | $\frac{\text{Number of voluntary employee terminations}}{\text{Number of voluntary employee terminations} + \text{Number of involuntary employee terminations}} * 100$ $(290.0210 / (290.0210 + 290.0220)) * 100$ | |
|--------|---|---|--|

About APQC's Open Standards Benchmarking

- APQC is the steward of the open standard benchmarking content. Content is developed and reviewed by various subject matter experts.
- Participation in APQC's Open Standards Benchmarking is complimentary for APQC Enterprise Members. APQC Functional Members can benchmark in their functional membership at no cost.
- By participating, you will receive a detailed table comparing your responses with those of your peers. In essence, you'll get a row-by-row comparison of your responses versus those of your peers. The data tables will feature your answers as well as indicate the high, median and low performance ranges.
- Past participants have used open standards benchmarking research reports to set baselines for process improvement projects, to build a business case for new initiatives, to prioritize high-impact opportunities, and even to validate success or return on investment from efforts.

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