

# ISO/TS 30407:2017-03 (E)

## Human resource management - Cost-Per-Hire

---

<b>Contents</b>		<b>Page</b>
Foreword .....		iv
Introduction .....		v
1	Scope .....	1
2	Normative references .....	1
3	Terms and definitions .....	1
4	Cost-Per-Hire Internal (CPHI) .....	2
4.1	Formula .....	2
4.2	Cost data in scope (the numerator) .....	3
4.3	Total number of hires in a time period (the denominator) .....	5
4.3.1	General .....	5
4.3.2	Defining which types of hires to include in CPHI .....	5
5	Cost-Per-Hire Comparable (CPHC) .....	5
5.1	Formula .....	5
5.2	Cost data in scope (the numerator) .....	6
5.3	Total number of hires in a time period (the denominator) .....	7
5.3.1	General .....	7
5.3.2	Defining which types of hires to include in CPHC .....	7
6	Hire-Cost-Ratio (HCR) .....	8
6.1	Formula .....	8
6.2	Cost data in scope (the numerator) .....	9
6.3	Total first-year compensation of hires (the denominator) .....	9
6.3.1	General .....	9
6.3.2	Defining which types of hires to include in CPH .....	9
6.3.3	Defining total compensation .....	9
7	Assembling a CPH metric .....	9
7.1	Data collection methodology requirements .....	9
7.2	Evaluating data .....	9
7.2.1	Representative data set .....	9
7.2.2	Periodic review of processes .....	10
7.2.3	Date ranges .....	10
7.3	Use of data segmentation in CPH .....	10
7.3.1	General .....	10
7.3.2	Adding segmentation data to CPH calculations .....	11
7.3.3	CPH formula when data segmentation is used .....	11
7.3.4	Assembling a segmented CPH metric .....	11
7.3.5	Visual display of segmented CPH metric .....	12
7.3.6	Special case segmentation: Compulsory and post compulsory education hires .....	12