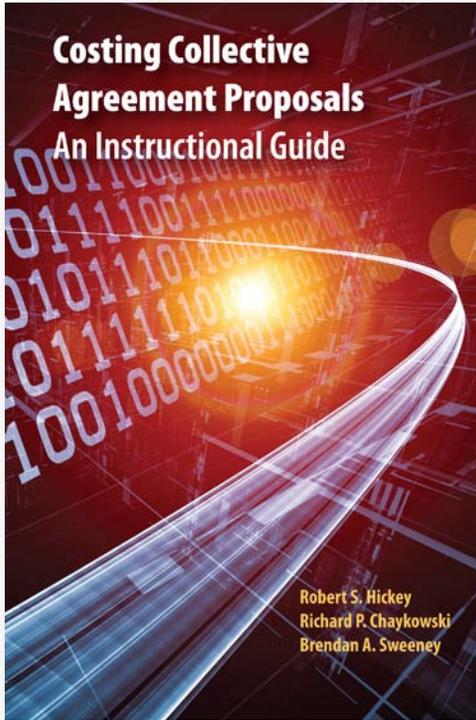


# Costing Collective Agreement Proposals: An Instructional Guide

by Robert S. Hickey, Richard P. Chaykowski, Brendan A. Sweeney



Costing collective bargaining proposals is both a science, using mathematical formulas to predict cost impacts, and an art, crafting realistic assumptions about the future. The Guide covers all of the essential steps and issues associated with costing, including collecting and analyzing information about compensation and benefits. This is a comprehensive Guide that includes:

- Discussion of what elements are included in total compensation and how to collect information about each;
- Costing concepts and methods;
- A step-by-step approach to collecting the necessary information about compensation;
- A systematic approach to calculating the costs of wages and benefits over multiple years,
- A detailed case that is designed to support learning how to put the principles and processes into practice; and
- Detailed worksheets that support the costing of contracts in actual practice.

This guide is designed to provide a practical, step-by-step approach for employers and unions to determine current compensation costs and to estimate the impact of collective bargaining proposals on those compensation costs. The guide presents a systematic method for using a costing template which can be tailored to specific collective bargaining situations.

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