



London TDM

## HR Training Courses

**Course Venue:** Malaysia - Kuala Lumpur

**Course Date:** From 03 May 2026 To 07 May 2026

**Course Place:** Royale Chulan Hotel

**Course Fees:** 6,000 USD

## Introduction

The course "Designing Incentive and Bonus Plans" is designed to equip HR professionals, compensation specialists, and organizational leaders with the knowledge and skills necessary to develop effective incentive and bonus programs. Over five days, participants will explore the strategic importance of incentives, learn best practices in plan design, and discover how to align these programs with organizational goals to drive performance, motivation, and employee satisfaction.

## Objectives

- Understand the strategic role of incentive and bonus plans in organizations.
- Learn the key components of designing effective incentive plans.
- Explore various types of bonus systems and their applications.
- Analyze how to align incentive plans with company objectives and culture.
- Develop skills to implement, monitor, and adjust incentive plans.

## Course Outlines

### Day 1: Introduction to Incentives and Bonus Systems

- Overview of compensation strategies and trends
- The importance of incentives and bonuses in today's workforce
- Types of incentive plans: individual, team, and organizational
- Legal and ethical considerations in incentive plans
- Case studies of successful incentive systems

### Day 2: Designing Effective Incentive Plans

- Identifying organizational goals and aligning with incentive plans
- Components of a successful incentive plan
- Balancing competitive pay and cost-effectiveness
- Setting achievable and motivating targets
- Common pitfalls and how to avoid them

### Day 3: Exploring Bonus Structures and Types

- Understanding different types of bonuses: performance-based, sign-on, retention
- Pros and cons of various bonus models
- Customizing bonus plans to fit organizational culture
- Short-term vs long-term bonus strategies
- Interactive session on creating a prototype bonus plan

### Day 4: Implementation and Communication

- Steps to roll out incentive and bonus plans
- Effective communication strategies for plan introduction
- Monitoring and feedback mechanisms
- Training managers to support the program
- Dealing with plan modifications and updates

## **Day 5: Evaluation and Continuous Improvement**

- Methods for evaluating plan effectiveness
- Adjusting plans based on organizational and market changes
- Ensuring fairness and transparency in evaluations
- Gathering employee feedback and improvement suggestions
- Final workshop: Developing a customizable plan template