***Pay-For-Performance (P4P) System***

***The objective of implementing P4P is to allow for high-performers to be paid more. Low performers might make less and may leave. This creates a meritocracy by which the more efficient a Team member is, the more they will be compensated. This aligns the goals of the company and employee around high quality, reduction of yellow slips, and improved efficiency while removing a pay ceiling for experienced Team members.***

*The P4P System will be revised and added to on a continual basis to improve efficiency and fairness.*

**Mowing/Maintenance Routes**

1.) 33% of labor revenue paid to the Team

From March - May this will be increased 40% of labor revenue

2.) Pay period compensation cannot average less than $18/hour

3.) If a Team member is training a new employee, $4 per hour will be added to their day, as decided by OWNER/MANAGER.

**Landscaping/Cleanups/Large First Time Mows**

1.) 33% of labor revenue paid to the Team

2.) Pay period check cannot average less than $18/hour…

3.) Jobs at/over 49 budgeted hours will have $1.50 per budgeted hour bonus. This will be 100% subject to how the Office Manager wants to divide the bonus. This will be based upon who managed the job, loaded materials early, communicated with client/office.

4.) If a multi-day job runs over a pay period end-date, hours will be paid out at Base Pay. After job is complete, performance dollars are allocated.

**Other Policies:**

**1.) Equipment Maintenance Time or Paid Non-Billable Hours** require approval from OWNER/MANAGER. (Paid at base rate of $18/hr).

**2.) $50 Cash Bonus** for NEW Customer Referral that accepts any landscape or mowing estimate. Name, Address, and Phone Number Required of the potential client. $10 gift cards will be given if an EXISTING Customer accepts an estimate that was initiated by a Team member.

**3.) Yellow Slips:** “Guilty” Team member must return to fix job. If alternate Team member has to fix the job, they will be paid by-the-hour and that will be deducted from the “guilty” Team member. Yellow Slips will be recorded on Employee Profiles.

**4.) Damaged Property:** Damage Case will be recorded on Employee Profile. Costs of damages can be removed from the performance dollars (anything over $18/hr) on a given pay period. The base pay will still be honored and money cannot be withdrawn from multiple pay periods. This will incentivize caution and care around Customer and company property/equipment.

**5.) Quality Control for Weeding or Mowing:** If weeding/mowing service is skimped on the office can take away the pay from the Team member that performed service in prior visits and give it to the person that has to spend more time to get the property to an appropriate standard.

**6.) Tools and Equipment:** You want to setup the crew after you for success. Failing to organize tools or properly end the day on your truck/equipment may result in a deduction if the crew after you has to pick up your slack. These decisions will be resolved and decided by OWNER/MANAGER.

**7.) Grey Areas:** Any debate between Team members or how much commision should go to who will be settled by OWNER/MANAGER and their decision and allocation of funds will be final.

**Other Info:**

**Profit Sharing Program:**

10% of quarterly profits shared to full time in-field Team members

Quarters: March - May, June - August, September - November, December - February

1. Team member must work entire quarter from start to finish to participate.
2. Unexcused absence or being late one day will HALF your profit sharing. This action done twice results in no quarterly profit sharing

**Weekly Scoreboard:**

Shows progress on landscape jobs and a Team average for the mowing crew.

If the mowing average is 2.0 we break even. 3.0+ is the goal.