PEOPLE ANALYTICS READINESS CHECKLIST

H3 HR ADVISORS

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When evaluating people analytics solutions, HR professionals should prioritize their organization's needs to improve workforce management. By assessing these areas, leaders can comprehensively understand their organization's readiness to leverage People Analytics effectively.

Data Availability and Quality:
- Do you have a centralized system for collecting employee data effectively?
- Are relevant HR data consistently and accurately recorded?
  - Applications per role
  - Diversity hiring
  - Company headcount
  - Revenue per employee
  - Quality of hire
  - Resignations
- Are you and your team able to analyze the people data collected?
- Does your provider give insights with recommendations on how to use the data collected?

Analytical Tools and Technology:
- Does the organization have access to analytics tools capable of handling large datasets?
- Are there dedicated resources (e.g., data scientists, analysts) with expertise in analytics?
- Is there sufficient IT infrastructure to support data analysis and storage needs?

Leadership Support and Alignment:
- Is there visible support from senior leadership for implementing People Analytics initiatives?
- Are organizational goals clearly defined and aligned with People Analytics objectives?
- Is there a culture of data-driven decision-making throughout the organization?

Skills and Training:
- Are employees at all levels provided with training on how to interpret and utilize People Analytics insights?
- Is there a strategy in place to develop analytical skills among HR professionals and managers?
- Are there policies and procedures in place to ensure ethical use of employee data?
- Are there measures to mitigate bias in data collection and analysis?

Integration with HR Processes:
- Are People Analytics integrated into HR processes such as recruitment, performance management, and talent development?
- Are HR systems capable of capturing the necessary data for analytics purposes?
- Does your provider enable you to predict who is likely to leave the organization and give retention recommendations?

Pay Equity and Compensation:
- Does your provider enable you to view your gender pay gap so that you can understand your company's pay equity?
- Does your provider enable you to ensure you compensate your highest performers at or higher than the industry benchmark?
- Does your provider allow you to compare employee productivity or performance to how they are being compensated?
- Does your current provider give access to:
    - Compra-ratio
    - Salary range minimum, midpoint, and maximum

Continuous Improvement and Evaluation:
- Is there a mechanism for regularly evaluating the effectiveness of People Analytics initiatives?
- Are there processes in place to incorporate feedback and make adjustments to analytics strategies as needed?
- Is there a commitment to ongoing learning and innovation in the field of People Analytics?

It's important to remember that when evaluating people analytics solutions, HR professionals should prioritize their organization's needs to improve workforce management effectively. By assessing various areas leaders can gain a comprehensive understanding of their organization's readiness to leverage people analytics effectively.

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