
Global Certificate in Global Mobility in HR

Policy Development

Assignee: An employee who is assigned to work in a location other than their usual place of work for a specific period of time.

Cost of Living Allowance (COLA): A allowance given to an assignee to cover the additional costs of living in a new location, which may be higher or lower than their home country.

Expatriate: An employee who is sent to work in a foreign country for a specific period of time.

Global Mobility: The practice of managing and coordinating the movement of employees between different countries and locations.

Host Country: The country in which an assignee is working temporarily.

Home Country: The country in which an assignee is normally based.

International Assignment Policy: A set of guidelines and procedures that govern the management of international assignments, including the selection, preparation, support, and return of assignees.

Repatriation: The process of returning an assignee to their home country after a period of working abroad.

Relocation: The process of moving an assignee and their family to a new location, including the arrangement of housing, schooling, and other necessary support.

Tax Equalization: A policy of ensuring that an assignee is not financially better or worse off as a result of their international assignment, by adjusting their pay and benefits to reflect the tax differences between their home and host countries.

Trailing Spouse: The spouse or partner of an assignee who accompanies them on an international assignment.

Cultural Intelligence (CQ): The ability to understand and adapt to cultural differences, which is essential for successful international assignments.

Cross-Cultural Training: Training provided to assignees and their families to help them understand and adapt to the cultural differences they will encounter in their new location.

Housing Allowance: A allowance given to an assignee to cover the cost of housing in their new location.

International Health Insurance: Insurance that covers an assignee for medical expenses incurred while abroad.

Language Training: Training provided to assignees and their families to help them learn the language

spoken in their new location.

Policy Development: The process of creating and implementing policies related to global mobility, including the development of an International Assignment Policy.

Pre-Departure Orientation: A briefing provided to assignees and their families before they leave for their new location, covering practical information such as visas, housing, and schooling.

Return on Investment (ROI): A measure of the financial benefit that an organization receives from an international assignment, compared to the cost of the assignment.

Tax Compliance: The process of ensuring that an assignee is in compliance with the tax laws of both their home and host countries.

Talent Management: The process of identifying, developing, and retaining key employees, including those who are sent on international assignments.

Vendor Management: The process of selecting and managing suppliers of services related to global mobility, such as relocation, language training, and cross-cultural training.

In the field of Global Mobility in HR, policy development is a critical process that involves creating and implementing policies related to the management of international assignments. The following are some key terms and concepts related to policy development in this context:

International Assignment Policy: An International Assignment Policy is a set of guidelines and procedures that govern the management of international assignments, including the selection, preparation, support, and return of assignees. This policy should cover all aspects of the assignment, from the initial selection of the assignee to their eventual return home.

Policy Development Process: The policy development process involves several key steps, including the identification of the need for a policy, the gathering of information and data, the drafting of the policy, the review and approval of the policy, and the implementation and communication of the policy.

Policy Objectives: The objectives of an International Assignment Policy should be clear and well-defined, and should align with the overall goals of the organization. Objectives might include the retention of key talent, the expansion of the organization's global footprint, or the development of cultural competence among employees.

Policy Components: An International Assignment Policy should include several key components, such as eligibility criteria, selection processes, training and development opportunities, compensation and benefits, support services, and repatriation procedures.

Policy Review and Update: Regular review and update of the International Assignment Policy is essential to ensure that it remains relevant and effective. This should include a review of the policy's objectives, components, and procedures, as well as any changes in the organization's business environment or regulatory requirements.

Policy Compliance: Compliance with the International Assignment Policy is essential to ensure the success of international assignments. This requires clear communication of the policy, regular training and updates, and a system for monitoring and enforcing compliance.

Policy Challenges: There are several challenges that organizations may face in developing and implementing an International Assignment Policy, including cultural differences, legal and regulatory requirements, cost management, and talent retention. Addressing these challenges requires a comprehensive and strategic approach to policy development.

In summary, policy development is a critical aspect of Global Mobility in HR, and involves the creation and implementation of policies related to the management of international assignments. An effective International Assignment Policy should include clear objectives, key components, and a process for regular review and update. Compliance with the policy is essential, and addressing the challenges of policy development requires a strategic and comprehensive approach.