

# Long-Term Incentives Survey Outline

---

Below is an outline of the questions covered in the Long-Term Incentives Survey. This outline is not intended to be a substitution for completing the survey through the online tool.

## Company and Contact Information

- Name
- Email
- Company Name and Ticker (if applicable)
- Annual Revenue

## Long-Term Incentives by Salary Grade

We would like to gather information on LTI opportunities and practices for the following salary intervals, based on your best estimates

(Note: if no one falls into these intervals, leave blank)

- > \$700k
- \$600k - \$700k
- \$500k - \$600k
- \$400k - \$500k
- \$300k - \$400k
- \$250k - \$300k
- \$200k - \$250k
- \$150k - \$200k
- \$125k - \$150k
- \$100k - \$125k
- \$75k - \$100k
- \$50k - \$75k
- < \$50k

For the above salary intervals, please enter the following information

- Typical Role
- Typical Reporting Level
- Number of Employees
- LTI Eligibility (as a percent of employees)
- Value of Average LTI Opportunity (as a dollar value per employee)
- Typical LTI Mix

# Long-Term Incentives Survey Outline

---

## Stock Options – Design Features

Please enter the following information for Executives and Non-Executives:

- Grant Frequency
- Vesting Schedule
- Option Term
- Do you grant premium-priced options?
- Do you grant performance options?

## Time-Based RS/RSUs – Design Features

Please enter the following information for Executives and Non-Executives:

- Grant Frequency
- Vesting Schedule
- How do you deliver dividends on RS/RSUs?
- Do you grant premium-priced options?
- Do you grant performance options?

## Performance Shares – Design Features

Please enter the following information for Executives and Non-Executives:

- Grant Frequency
- Performance Share Metrics
  - Weighting
  - Performance Period
  - Do you measure performance on an absolute basis or relative to a peer group or index?
- Performance Period and Vesting Schedule
- Payout Leverage (Threshold and Max)
- How do you deliver dividends on performance shares?

## Performance Cash – Design Features

Please enter the following information for Executives and Non-Executives:

- Grant Frequency
- Performance Cash Metrics
  - Weighting
  - Performance Period
  - Do you measure performance on an absolute basis or relative to a peer group or index?
- Performance Period and Vesting Schedule
- Payout Leverage (Threshold and Max)

# Long-Term Incentives Survey Outline

---

## LTI Granting Practices

- For equity awards, do you target a certain grant value or a certain number of shares?
- If you grant performance shares that use a market-based performance metric (such as TSR), how do you handle the conversion between the grant value and the target number of shares?
- Are the approval date and grant date for your LTI awards the same?

## LTI Granting Authority

- To whom can the Board of Directors delegate the authority to grant LTI awards?
- What are the limits on LTI awards that can be granted to employees annually, per the plan document?

## Stock Ownership Guidelines

- Stock Ownership Guidelines Prevalence
- Guideline by level
  - CEO
  - Other NEOs
  - EVP
  - SVP
  - VP
  - Senior Director
  - Director
  - Senior Manager
  - Manager
  - Individual Contributor