

Employee Share Option Scheme (ESOS) Management



- Definable securities companies, investor type and category code.
- Maximum share allotment table by category of staff for each scheme.
- Staff performance can be taken as part of criteria for computing entitlement for each staff in the group.
- Definable stock code.
- Multiple ESOS schemes.
- By-laws rules for each scheme is user maintainable i.e. Scriptable.
- Multiple offers within a scheme.
- Participating companies within a group for each offer of a particular scheme.
- Registration of individuals within the group that are eligible for scheme, but are not part of the group's HR & Payroll database.
- Full history of category assignment for a staff and accurately generate entitlement based on category assignment as at any given date.
- Full history of staff performance scoring assignment within the system.
- Exercising rules table.

	+2.688
	+5.000
	+1.500
	+1.125
	+1.062

- Configurable ESOS entitlement worksheet to be presented on screen or printout within the system.
- Full history of staff offer, acceptance, rejection, exercise and forfeiture transactions in the system.
- Staff stock balance adjustments.
- User definable instruction for entitlement process such as to take into consideration of all pervious entitlements of a staff, when computing new entitlements, and previous entitlements can be from history of previous subsidiaries and/or associated groups within the entire organization, etc.
- Mass offer, acceptance, rejection and forfeiture generation for group of employees when required.
- Exporting of exercise transactions to MCD.
- Registration of employees for ESOS entitlement into the system.

- Options offer letter.
- Acceptance response form for staff for options offered.
- Exercise options certificate form.
- ESOS balance summary and detailed analysis report.
- ESOS full history transactions report for offer, acceptance, rejection, exercise, forfeiture and adjustments.
- Option to support ESOS Selling Flexi concept where employee can exercise using available shares on the trading market via a proxy account.
- For selling flexi, employee to be able to submit exercise application / sell instructions online via the self service.
- Supports auto fax to appointed remisier / securities company for the sell instructions on real time basis when employee choose to exercise flexi.
- Control of trading hours and processing of successful / unsuccessful selling flexi submission.
- Approved selling flexi to be considered as valid exercise while unsuccessful will be considered as unexercised and therefore to be available for the employee for next exercise (conventional / selling flexi).

