

PROCESS AND PROCEDURE REVIEW

FACT SHEET

Challenge: Improving compliance and administrative efficiency.

Solution: Transcensive's process and procedure review.

A complete "check-up" of your current stock plan administration process to discover inefficient procedures, potential compliance issues and other conditions that have kept you from operating at 100% effectiveness.

Transcensive's 30 years of experience, combined with feedback from thousands of clients, positions us to provide not only the best software in the industry but also a full line of advisory solutions. Our customized approach will help you maximize efficiency and effectiveness, while helping you mitigate the risk associated with your plan process and administration tools.

Equity compensation plans have a multi-disciplinary responsibility: securities laws, corporate and individual tax requirements, accounting regulations and employment and labor practices. As interpretations keep changing, the regulatory atmosphere is chaotic and unpredictable. Companies will second-guess themselves on policies and procedures, but possibly not even know whether negative accounting consequences, tax or securities law is influencing them. With today's environment magnifying focus on controls and compliance, companies are still looking for ways to run efficiently while managing those risks effectively.

MULTI-FACETED CONSULTING ENGAGEMENT

Transcensive has senior-level consultants with years of experience helping clients improve their stock plan administration approach. With our expertise and our comprehensive methodology, we can assist companies in identifying areas of potential concern and make specific recommendations regarding these items as well as identify opportunities for efficiencies.

BENEFITS

- > Multi-disciplined approach assures comprehensive results
- > Opening communication lines between all affected internal departments identifies areas of greatest opportunity
- > Peace of mind knowing that potential issues have been identified and can be addressed easily and effectively
- > Recommendations provide easy-to-follow roadmap to compliance improvements, efficiencies and effective administrative controls
- > Save time and money by pinpointing areas for process improvement and risk reduction

Transcentive will help you identify challenges in the current plan administration environment.

> THE RIGHT SOLUTION

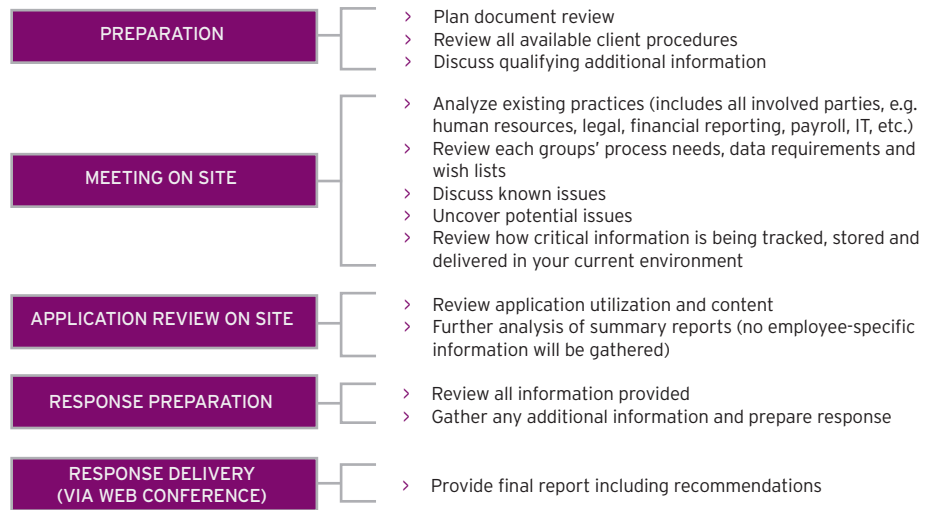
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So tell us your administration challenge and we’ll find a solution that is right for you.

PROCESS

At the beginning of the engagement, a Transcentive consultant will reach out to you to gather information and prepare for the primary meeting at your location.



PROVEN TEMPLATE APPROACH

To assure a successful engagement, Transcentive has a proven template approach for an efficient and comprehensive review. This template is reviewed and updated as laws change and review points are modified.

The review will answer many questions on your overall plan administration health. Some of the questions answered will be:

- > Do I have an effective policy for data access controls?
- > Does my grant procedure have controls that are in line with current industry standards?
- > How can I get more effective reporting from the system?

The current plan administration environment is loaded with challenges surrounding controls, compliance and efficiency. Balancing those requirements is your challenge - identifying them is where we can help.

ABOUT COMPUTERSHARE

Computershare is a global leader in transfer agency, employee equity plans, proxy solicitation and other specialized financial and communications services – serving more than 100 million shareholder accounts on behalf of 14,000 corporations in 17 countries.

ABOUT TRANSCENTIVE

Transcentive is the equity plan solutions provider of choice for over 2,000 companies worldwide. As part of the Computershare group of businesses, Transcentive delivers a comprehensive range of technology and advisory solutions to meet the needs of today’s equity compensation environment. Transcentive’s advisory solutions help companies manage equity plans to their greatest potential, regardless of the technology solution they are utilizing. The business’s technology solutions help drive efficiency and effectiveness in equity plan administration. Transcentive developed, maintains and markets the Express Equity™ suite of products, which includes Express Options, Express Stock Purchase, Express Desktop, and Express Share Tracking. For more information, visit www.transcentive.com.