

Online Employee Incentive Tracking System PlanTrack

PlanTrack - Integrated Web-based System

PlanTrack is an integrated web based system used by the Employee Benefit Team of Ogier Fiduciary Services to track, maintain and communicate the incentive awards within employee benefit plans.

The system is designed for various employee benefit schemes, including:

- Share based plans such as Share Option Plans, Restricted Share Plans and Long Term Incentive Plans
- Employee Benefit trust / deferred compensation plans
- Executive fund selection schemes

Online Access for Plan Participants

Plan participants are provided with secure online access to view and interact with their incentive awards at any time of day and from any location. Details of participants' current awards together with valuations and information about previous transactions are available. Plan documentation and associated literature such as plan rules and operational documentation may be downloaded and participants' personal details can be managed.

Online Access for Employer

Employer representatives can be permitted secure online access to view participants' awards at both an individual participant and consolidated levels. For example, access can be provided on a per country basis only allowing the local employer access to the awards of those participants in their country or at a head office level where all participant information can be accessed.

Reporting tools are also available to employers. These enable bespoke reporting of the entitlements of an individual participant or a broader population to be obtained.

Dedicated Administration System

PlanTrack's administration capabilities allow the Employee Benefit Team to manage share based employee benefit plans and the associated participant awards accurately and professionally from a central platform.

PlanTrack has functionality which facilitates the administration of tax approved and unapproved arrangements. It can also operate with multicurrency and multi-instrument plans. Extensive reporting capabilities allow for bespoke reports and statements to be easily produced and distributed.

Should participants wish to take advantage of our Corporate Nominee facility post vesting and exercise of share awards, these details can also be viewed online through PlanTrack.

Secure Environment

The centralised system makes use of the latest technology and has been developed with high standards of security and audit controls. PlanTrack utilises the latest industry tested technology to provide a secure solution for both the internal administration system and the external participant/employer facing system. PlanTrack has automated back-up facilities and is fully integrated into the Ogier disaster recovery processes.

The external website server is housed securely in an off-site location with a specialist provider and regular replication of the administration database to the participant/employer facing website controls the information displayed to participants.

Future Developments

Ogier is committed to the continued development of the PlanTrack facility and its functionality.

This is an endorsement of Ogier's strategic commitment to the ongoing provision of employee benefit and share plan administration services.

Ongoing upgrades may be client specific or ones which enhance functionality generally, with an overriding focus on client service and ease of use.

About Ogier

Ogier is an award winning offshore legal and fiduciary services provider. The group advises on all aspects of BVI, Cayman, Guernsey and Jersey law and associated fiduciary services through a global network of offices that cover all time zones and key financial markets.

Ogier continues to be recognised as a leading law firm by the principal legal directories, including Legal 500 and Chambers.

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Client briefing

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