

Equity Management System™ (EMS™)—  
scalable, independent, auditable software for  
equity compensation administration.



## • EMS™

EMS™ is the premier solution for equity administration. Designed by industry experts, EMS™ addresses the complete range of equity administration needs. It can be used to administer all forms of awards and supports all the SFAS 123R reporting requirements.

- Worldwide access at any time.
- Internet Explorer is all you need.

EMS™ is available everywhere. All you need is a browser and an Internet connection. Or, EMS™ can run on your company's intranet. You access real time data at any hour anywhere.

### EA and ESPP Companion Modules

The cornerstones of the Equity Management System™ are two companion modules, the EA (Equity Awards module) and the ESPP (Employee Stock Purchase Plan module). You may subscribe to either or both in order to best meet your company's needs. Each module provides the highest standards of record keeping and financial reporting.

### Built From the Ground Up on Finance and Accounting Standards

- EMS™ reporting is based on an accounting model.
- Historical information is accurately stored.

All entries are date stamped and accurately track the impact of financial events, such as stock splits. EMS™ offers live data updates and recalculates on-the-fly.

Your access to real time data provides accurate, up-to-the-minute information tailored to your needs. Efficiency and productivity are improved because transactions can be completed directly.

### Protected Data and Access Security

- Your data is housed at a secure location.
- Access is controlled and tracked for each user.

We meet all industry standard security measures: hardware and software penetration testing, 128-bit data encryption, physical site security, regular backups and redundant offsite hosting.

Each subscriber sets the criteria and parameters for each login and defines which users view or change information, and which conduct specific actions.

#### > EASI's FLEXIBLE ACCESS MODEL

At the center is the EMS™ software. Each of the colored segments highlights a common user category – Internal Departments, Third-Party Providers, and Consultants. Each small circle shows individual users most often found in those categories. Each spoke represents a communication channel connecting those users to the EMS™, where they access single source data and accurate auditable reporting.



### Internal and External Access Roles

The EMS™ has standard Roles most often used by our customers. However, you can create additional Roles and set the criteria for access and authorized activities.

- Stock Option Administrator
- ESPP Administrator
- Broker/Advisor
- Transfer Agent
- Employee
- Reports Generator

Customized views allow tailored access. For example, employees can see options that have been granted and can exercise those that have become vested, while the legal staff can access Rule 701 reports.

In addition you can create external Roles in order to provide restricted access to outside consultants such as legal counsel or outsourced administrative services.

### Reporting

- Our full range of reports include Activity, Capitalization, Accounting, Administrative, and Legal.
- All reports are based on real time information.

All equities and award programs are tracked: ISO, NQSO, Restricted Stock, and SARs; Common Stock, Preferred Stock, Warrants, and Convertible Debt.

Accounting tasks are structured to simplify your processes. Reports can display supporting detail for each calculation and can be downloaded in .csv format.