

# ESOP Tool

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# Introduction

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## Introduction

### ESOP Tool

This facilitates the process of Employee Stock Ownership Plan

### Objective

Allows you to grant , allocate ,view Employee Stocks

### Key Features:

- My Grants
- My Nominees
- Grants
- Allocate
- Exercise
- Reports

### Supported Browser

- IE10 & above
- Google Chrome Latest Version

### Training & Support

- Please contact for HR for any process related queries and training need.
- Any technical issues, contact IT-Apps via Helpdesk

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## Application Link

### ESOP Link

- To access within QuEST Network  
<https://intranet.quest-global.com> > Top Tools > ESOP Tool (needs to be logged in)
- To access from outside the QuEST Network (over the Internet)  
<https://q-secure.quest-global.com/> > Intranet > Top Tools > ESOP (needs to be logged in)

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## Authentication and Authorization

### Authentication and Authorization

- ESOP Tool is access controlled and is accessible only for the authorized employees who have access based on the roles & permissions.



# **Application Setup and Structure**

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## **Application Setup and Structure**

### **Overview**

Application setup and structure outlines the sections and components of the Promotion Nomination Tool. It defines which kinds of content go on which pages; the various page components and their purpose.

This describes the following sections:

- Layout
  - To define the Application design (Layout and Look & Feel).
- Structure
  - To define the structure of the Promotion Nomination Tool i.e., how the content is organized.

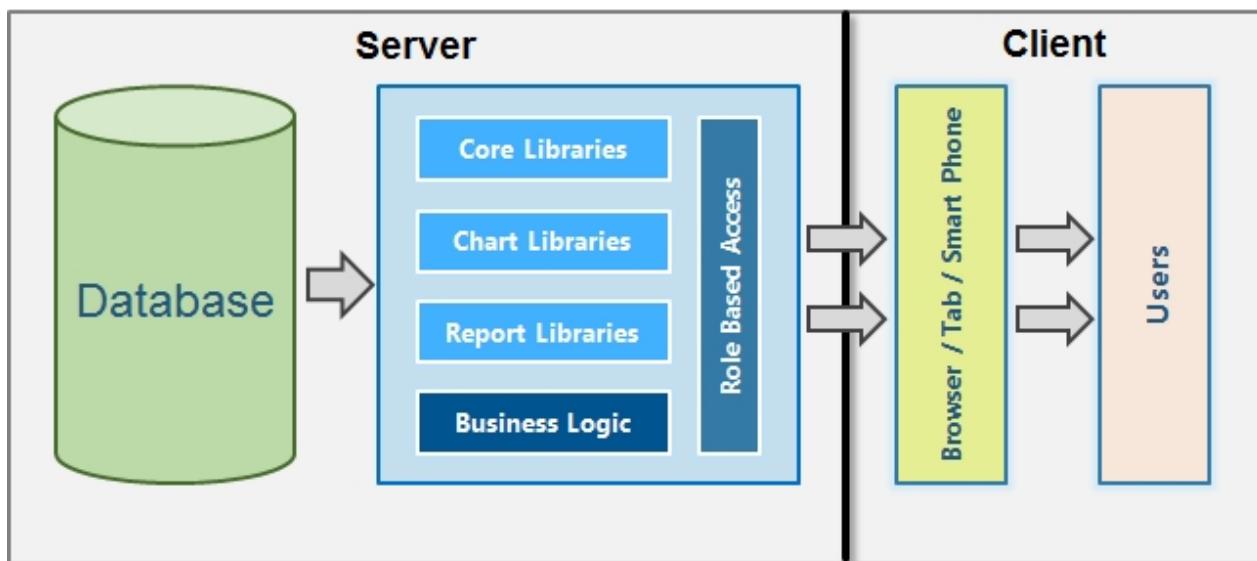
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## **Architecture**

### **Architecture**

ESOP Tool is based on 3 tier architecture. It has Business layer (J2EE), Presentation layer (Angular) and Database layer (Oracle).



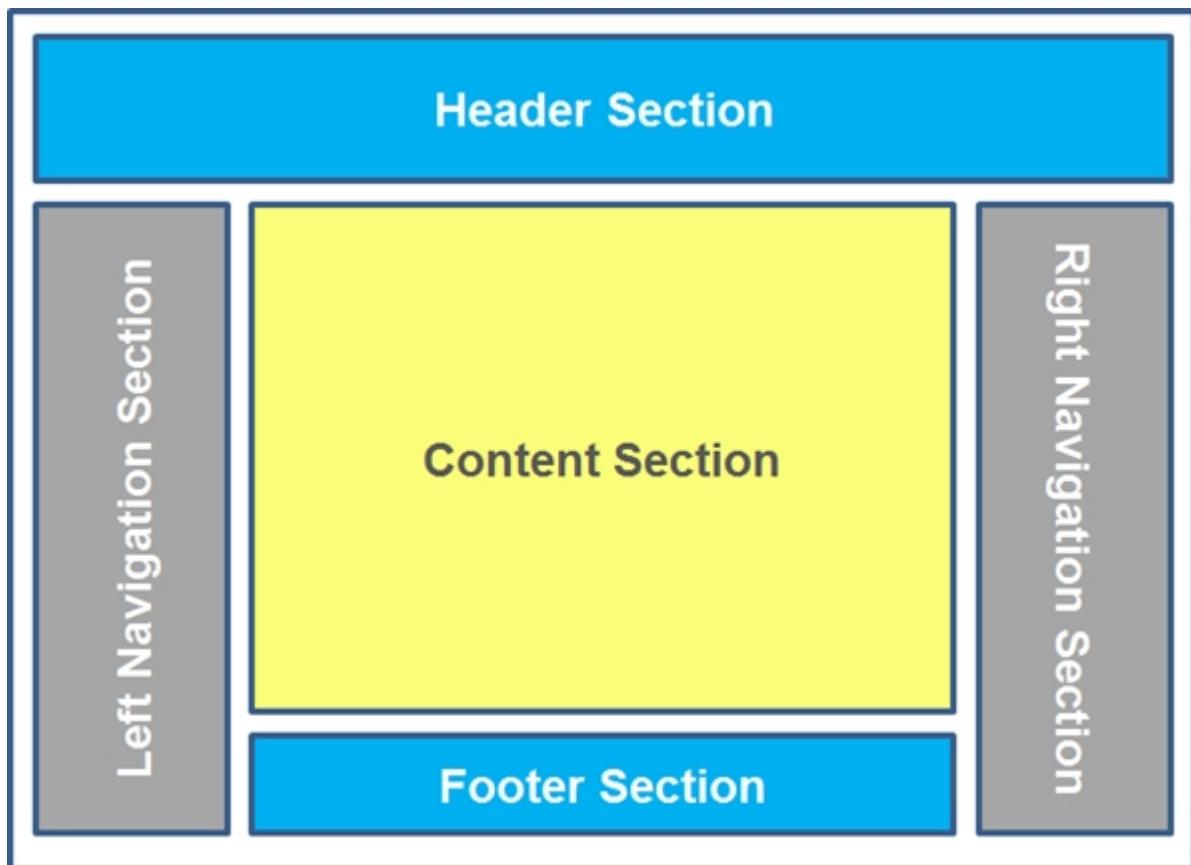
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## **Layout**

### **Layout**

This section defines the layout of the Promotion Nomination Tool. This defines the main component available in each section and their look and feel.



- Header
- Left Navigation Section
- Right Navigation Section
- Content Section
- Footer

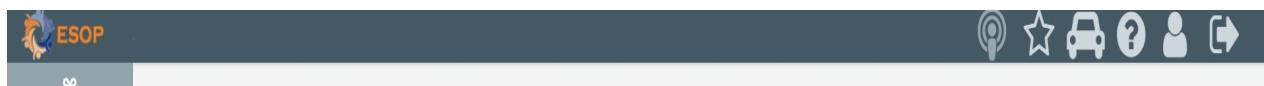
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## Header Section

### Header Section



Header section contains:

**ESOP Logo:**



Click on this to open the Welcome page.

**GDPR Guidelines Link:**

Click to open Feedback form.

### **Feedback Link:**

Click to open Feedback form.

### **Help Menu:**

Click to open the menu for Help manual.

### **User Name:**

Click to open the menu for User Profile

### **Log out:**

Click to log out from application

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## **Left Navigation Section**

### **Left Navigation Section**

Left navigation section contains links for My Grants, Nominees etc.



My Grants



My Nominees



Grants



Allocate



Exercise



Rescind



Reports

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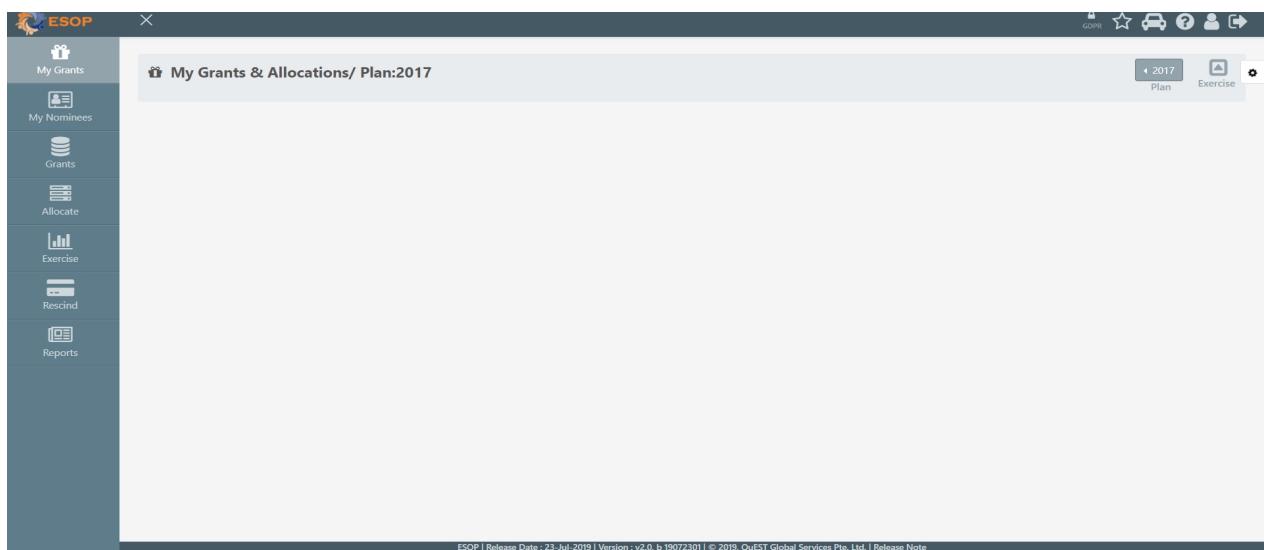
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## Content Section

### Content Section

Content section highlighted below is the display area for My Grants, Nominees, Reports etc.



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## Footer Section

### Footer Section

ESOP | Release Date : 23-Jul-2019 | Version : v2.0, b 19072301 | © 2019, QuEST Global Services Pte. Ltd. | [Release Note](#)

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## Structure

## Structure

ESOP tool is structured as follows:

- Grants by admin
- Allocation by admin
- View My Grants
- Exercise by admin
- Rescind by admin

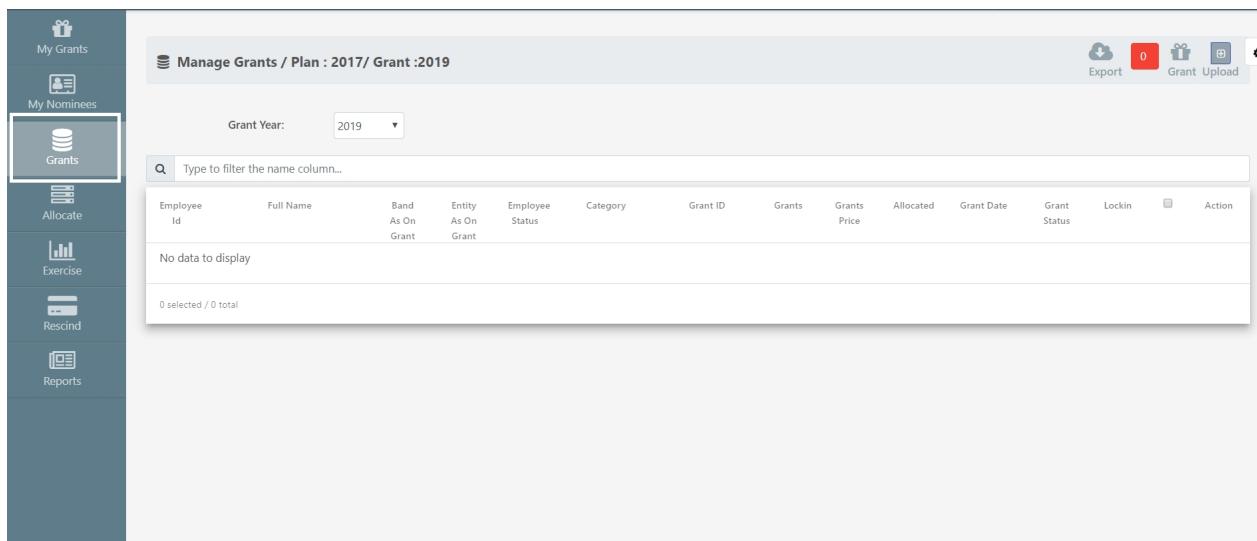
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## Grants By Admin

### Grants By Admin

Click on the highlighted link below as shown to open Admin Grants Dashboard.



The screenshot shows the 'Manage Grants / Plan : 2017/ Grant :2019' dashboard. On the left is a sidebar with icons for My Grants, My Nominees, Grants (highlighted), Allocate, Exercise, Rescind, and Reports. The main area has a search bar and a table with columns: Employee Id, Full Name, Band As On Grant, Entity As On Grant, Employee Status, Category, Grant ID, Grants, Grants Price, Allocated, Grant Date, Grant Status, Lockin, and Action. A message says 'No data to display' and '0 selected / 0 total'. Top right are Export, Grant, and Upload buttons.

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## Allocation By Admin

### Review By PM

Click on the highlighted link below as shown to open admin Allocation Dashboard.

The screenshot shows a table of grants for the year 2019. The columns include Employee Id, Full Name, Band, Employee Status, Grant Id, Lockin, Grant, Allocation Year, Allocated, To Be Allocated, Cancelled, Vested Date, Status, and Action. The table contains 10 rows of data.

Employee Id	Full Name	Band	Employee Status	Grant Id	Lockin	Grant	Allocation Year	Allocated	To Be Allocated	Cancelled	Vested Date	Status	Action
1000005	R, Mr. Palaniappan	3A	Active	G/2017/08/172	1670@ 6.1	2019	334	1336	0	11-Jul-19	ALLOCATED	<a href="#">Edit</a>	
1000005	R, Mr. Palaniappan	3A	Active	G/2018/07/009	250@ 6.1\$	2019	64	186	0	11-Jul-19	ALLOCATED	<a href="#">Edit</a>	
1000007	Satyanarayana Setty, Mr. Shriha	3A	Active	G/2018/07/001	1500@ 6.1	2019	300	1200	0	11-Jul-19	ALLOCATED	<a href="#">Edit</a>	
1000046	Devaraj, Mr. Dennis Francis	3A	Active	G/2017/08/169	1710@ 6.1	2019	342	1368	0	11-Jul-19	ALLOCATED	<a href="#">Edit</a>	
1000046	Devaraj, Mr. Dennis Francis	3A	Active	G/2018/07/235	520@ 6.1\$	2019	130	390	0	11-Jul-19	ALLOCATED	<a href="#">Edit</a>	
1000047	Bhute, Mr. Sanjay Kashinath	3B	Active	G/2018/07/241	180@ 6.1\$	2019	180	0	0	11-Jul-19	ALLOCATED	<a href="#">Edit</a>	
1000050	O.P., Mr. Sethu Ramu	3B	Active	G/2018/07/247	180@ 6.1\$	2019	180	0	0	11-Jul-19	ALLOCATED	<a href="#">Edit</a>	
1000051	Guntur, Mr. BalaKrishna	3B	Active	G/2018/07/019	180@ 6.1\$	2019	180	0	0	11-Jul-19	ALLOCATED	<a href="#">Edit</a>	
1000422	Murugan, Mr. Durai	3B	Active	G/2018/07/011	470@ 6.1\$	2019	470	0	0	11-Jul-19	ALLOCATED	<a href="#">Edit</a>	
1000529	, Mr. Guruprasad	3B	Active	G/2018/07/054	470@ 6.1\$	2019	470	0	0	11-Jul-19	ALLOCATED	<a href="#">Edit</a>	

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## My Grants

### My Grants

Click on the highlighted link below as shown to open User Grants Dashboard.

The dashboard displays two grant periods:

- 29-Jun-18** (Grant Id: G/2018/07/009):
  - Options Granted: 250 @ 6.1\$
  - Allocated : 250
  - Vested : 250.0
  - Rescind: 0.0
  - Exercised : 100.0
  - Sold : 50
- 31-Aug-17** (Grant Id: G/2017/08/172):
  - Options Granted: 1670 @ 6.1\$
  - Allocated : 1670
  - Vested : 1,670.0
  - Rescind: 0.0
  - Exercised :
  - Sold : 0.0

Buttons for View Details and Sign Grant are available for each period.

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## Nominees

Click on the highlighted link below as shown to open User Nominees dashboard.

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## Exercise By Admin

Monetization event by admin

Exercise approve/reject by admin

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## Rescind By Admin

Rescind by admin

**Rescind Summary**

Type to filter the name column...

Employee Number	Employee Name	Employee Status	Plan	Total Grants	Total Allocation	Available Options	Rescind Options	Action
1000005	R, Mr. Palaniappan	Active	2017	1920	1920	696.0	100	
1000007	SatyanaRayaNa Setty, Mr. Shrihari H-	Active	2017	1500	1500	600.0	0	
1000046	Devaraj, Mr. Dennis Francis	Active	2017	2230	2230	944.0	0	
1000047	Bhute, Mr. Sanjay Kashinath	Active	2017	450	450	360.0	0	
1000050	O.P., Mr. Sethu Ramu	Active	2017	370	370	360.0	0	
1000051	Guntur, Mr. BalaKrishna	Active	2017	380	380	360.0	0	
1000422	Murugan, Mr. Durai	Active	2017	650	650	940.0	0	
1000529	, Mr. Guruprasad	Active	2017	660	660	940.0	0	
1000601	Wisse, Mr. Christopher J	Active	2017	3350	3350	1,384.0	0	
1000638	Numbers, Mr. Jared Lee	Active	2017	2910	2910	1,164.0	0	

**Rescind Summary**

Type to filter the name column...

Employee Number	Employee Name	Employee Status	Plan	Entity	Band	Grant Id	Grant Date	Allocation	Vested Options	*Rescind	*Remarks	Rescind Options	Action
1000005	R, Mr. Palaniappan	Active	2017	QGESPL	3A	G/2017/08/172	31-Aug-17	334	668.0	0	company	100	
1000007	Satya	Active	2017	QGESPL	3A	G/2017/08/172	31-Aug-17	334	668.0	0	company	0	
1000046	Deva	Active	2017	QGESPL	3A	G/2017/08/172	31-Aug-17	334	668.0	0	company	0	
1000047	Bhut	Active	2017	QGESPL	3A	G/2018/07/009	29-Jun-18	64	128.0	100	company	0	
1000050	O.P.,	Active	2017	QGESPL	3A	G/2018/07/009	29-Jun-18	64	128.0	0	company	0	
1000051	Gunt	Active	2017	QGESPL	3A	G/2018/07/009	29-Jun-18	64	128.0	0	company	0	
1000422	Murugan, Mr. Durai	Active	2017	QGESPL	3A	G/2018/07/009	29-Jun-18	64	128.0	0	company	0	
1000529	, Mr. Guruprasad	Active	2017	QGESPL	3A	G/2018/07/009	29-Jun-18	64	128.0	0	company	0	
1000601	Wisse, Mr. Christopher J	Active	2017	QGESPL	3A	G/2018/07/009	29-Jun-18	64	128.0	0	company	0	
1000638	Numbers, Mr. Jared Lee	Active	2017	QGESPL	3A	G/2018/07/009	29-Jun-18	64	128.0	0	company	0	

**Rescind Options of R, Mr. Palaniappan (1000005)**

Plan	Entity	Band	Grant Id	Grant Date	Allocation	Vested Options	*Rescind	*Remarks
2017	QGESPL	3A	G/2017/08/172	31-Aug-17	334	668.0	0	company

**Save** **Close**

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# Tutorials

## Tutorials

Contains help for using Promotion Nomination Tool.

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## How to upload Grants?

### How to Upload Grants ?

Click on Grants icon as shown below to upload employee details.

My Grants  
My Nominees  
Grants  
Allocate  
Exercise  
Rescind  
Reports

Manage Grants / Plan : 2017/ Grant :

Plan: 2017 | Grant Year: 2019 | Export | 0 | Grant Upload

Employee Id	Full Name	Band As On Grant	Entity As On Grant	Employee Status	Category	Grant ID	Grants	Grants Price	Allocated	Grant Date	Grant Status	Lockin	Action
No data to display													
0 selected / 0 total													

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## How to grant Grants ?

### How to grant Grants ?

Select Grant year, Grant date, check the check boxes to select employees and click grant button to grant Grants.

**Note:** Select all will select all grants of a particular date .

My Grants  
My Nominees  
Grants  
Allocate  
Exercise  
Rescind  
Reports

Manage Grants / Plan : 2017/ Grant :2019

Grant Year: 2017 | 31-Aug-17 | Export | 0 | Grant Upload

Employee Id	Full Name	Band As On Grant	Entity As On Grant	Employee Status	Category	Grant ID	Grants	Grants Price	Allocated	Grant Date	Grant Status	Lockin	Action
1000005	R, Mr. Palaniappan	3A	QGESPL	Active	stockoptions	G/2017/08/172	1670	6.1 \$	334	31-Aug-17	GRANTED		
1000007	Satyanarayana Setty, Mr. Shrihi	3A	QGESPL	Active	stockoptions	G/2018/07/001	1500	6.1 \$	300	31-Aug-17	GRANTED		
1000046	Devaraj, Mr. Dennis Francis	3A	QGESPL	Active	stockoptions	G/2017/08/169	1710	6.1 \$	342	31-Aug-17	GRANTED		
1000047	Bhute, Mr. Sanjay Kashinath	3B	QGESPL	Active	stockoptions	G/2017/08/262	270	6.1 \$	N/A	31-Aug-17	GRANTED		
1000050	O.P., Mr. Sethu Ramu	3B	QGESPL	Active	stockoptions	G/2017/08/288	190	6.1 \$	N/A	31-Aug-17	GRANTED		
1000051	Guntur, Mr. BalaKrishna	3B	QGESPL	Active	stockoptions	G/2017/08/276	200	6.1 \$	N/A	31-Aug-17	GRANTED		
1000422	Murugen, Mr. Durai	3B	QGEL UK	Active	stockoptions	G/2017/08/538	180	6.1 \$	N/A	31-Aug-17	GRANTED		
1000529	.., Mr. Guruprasad	3B	QGEL UK	Active	stockoptions	G/2017/08/292	190	6.1 \$	N/A	31-Aug-17	GRANTED		
1000601	Wisse, Mr. Christopher J	3A	QUSA	Active	stockoptions	G/2017/08/096	2910	6.1 \$	582	31-Aug-17	GRANTED		
1000638	Numbers, Mr. Jared Lee	3A	QUSA	Active	stockoptions	G/2017/08/091	2910	6.1 \$	582	31-Aug-17	GRANTED		

## How to allocate Grants?

### How to allocate Allocations?

Select the allocation year to allocate Grants.

Employee Id	Full Name	Band	Employee Status	Grant Id	Lockin	Grant	Allocation Year	Allocated	To Be Allocated	Cancelled	Vested Date	Status	Action
1000005	R, Mr. Palaniappan	3A	Active	G/2018/07/009	250@ 6.1\$	2019	250	0	0	0	30-Aug-19	ALLOCATED	
1000007	Satyanaaryana Setty, Mr. Shrihari	3A	Active	G/2018/07/001	1500@ 6.1\$	2019	1500	0	0	0	30-Aug-19	ALLOCATED	
1000046	Devaraj, Mr. Dennis Francis	3A	Active	G/2018/07/235	520@ 6.1\$	2019	520	0	0	0	30-Aug-19	ALLOCATED	
1000047	Bhute, Mr. Sanjay Kashinath	3B	Active	G/2018/07/241	180@ 6.1\$	2019	180	0	0	0	30-Aug-19	ALLOCATED	
1000050	O.P., Mr. Sethu Ramu	3B	Active	G/2018/07/247	180@ 6.1\$	2019	180	0	0	0	30-Aug-19	ALLOCATED	
1000051	Guntur, Mr. BalaKrishna	3B	Active	G/2018/07/019	180@ 6.1\$	2019	180	0	0	0	30-Aug-19	ALLOCATED	
1000422	Murugan, Mr. Durai	3B	Active	G/2018/07/011	470@ 6.1\$	2019	470	0	0	0	30-Aug-19	ALLOCATED	
1000529	.., Mr. Guruprasad	3B	Active	G/2018/07/054	470@ 6.1\$	2019	470	0	0	0	30-Aug-19	ALLOCATED	
1000601	Wisse, Mr. Christopher J	3A	Active	G/2018/07/088	440@ 6.1\$	2019	440	0	0	0	30-Aug-19	ALLOCATED	
1000678	P.B, Mr. Prakasha	2A	Active	G/2018/07/027	180@ 6.1\$	2019	180	0	0	0	30-Aug-19	ALLOCATED	
1001036	Frazzi, Mr. Alessandro	3A	Active	G/2018/07/046	890@ 6.1\$	2019	890	0	0	0	30-Aug-19	ALLOCATED	

Click on action ,to edit grants allocation.

Employee Id	Full Name	Band	Employee Status	Grant Id	Lockin	Grant	Allocation Year	Allocated	To Be Allocated	Cancelled	Vested Date	Status	Action
1000005	R, Mr. Palaniappan	3A	Active	G/2017/08/172	1670@ 6.1	2019	334	1336	0	0	11-Jul-19	ALLOCATED	
1000005	R, Mr. Palaniappan	3A	Active	G/2018/07/009	250@ 6.1\$	2019	64	186	0	0	11-Jul-19	ALLOCATED	
1000007	Satyanaaryana Setty, Mr. Shrihari	3A	Active	G/2018/07/001	1500@ 6.1	2019	300	1200	0	0	11-Jul-19	ALLOCATED	
1000046	Devaraj, Mr. Dennis Francis	3A	Active	G/2017/08/169	1710@ 6.1	2019	342	1368	0	0	11-Jul-19	ALLOCATED	
1000046	Devaraj, Mr. Dennis Francis	3A	Active	G/2018/07/235	520@ 6.1\$	2019	130	390	0	0	11-Jul-19	ALLOCATED	
1000047	Bhute, Mr. Sanjay Kashinath	3B	Active	G/2018/07/241	180@ 6.1\$	2019	180	0	0	0	11-Jul-19	ALLOCATED	
1000050	O.P., Mr. Sethu Ramu	3B	Active	G/2018/07/247	180@ 6.1\$	2019	180	0	0	0	11-Jul-19	ALLOCATED	
1000051	Guntur, Mr. BalaKrishna	3B	Active	G/2018/07/019	180@ 6.1\$	2019	180	0	0	0	11-Jul-19	ALLOCATED	
1000422	Murugan, Mr. Durai	3B	Active	G/2018/07/011	470@ 6.1\$	2019	470	0	0	0	11-Jul-19	ALLOCATED	
1000529	.., Mr. Guruprasad	3B	Active	G/2018/07/054	470@ 6.1\$	2019	470	0	0	0	11-Jul-19	ALLOCATED	

Double click on quantity to edit the grants and press enter ,once allocations edit is complete click save button to save allocations.

Param	Date	Quantity	Status
Allocation 1	31-Aug-18	334	PENDING
Allocation 2	31-Aug-19	334	ALLOCATED
Allocation 3	31-Aug-20	334	PENDING
Allocation 4	31-Aug-21	334	PENDING
Allocation 5	31-Aug-22	334	PENDING

0 selected / 5 total

1670 @ 6.1\$ Granted    334 Allocated    1336 To Be Allocated    0 Cancelled

Check the check boxes to select grants to allocate and click allocate button to allocate.

**Note:**Select all selects all grants for a particular allocation year.

Employee Id	Full Name	Band	Employee Status	Grant Id	Lockin	Grant	Allocation Year	Allocated	To Be Allocated	Cancelled	Vested Date	Status	Action
1000005	R. Mr. Palaniappan	3A	Active	G/2017/08/172	1670@ 6.1	2019	334	1336	0	11-Jul-19	ALLOCATED		
1000005	R. Mr. Palaniappan	3A	Active	G/2018/07/009	250@ 6.1\$	2019	64	186	0	11-Jul-19	ALLOCATED		
1000007	Satyanarayana Setty, Mr. Shriha	3A	Active	G/2018/07/001	1500@ 6.1	2019	300	1200	0	11-Jul-19	ALLOCATED		
1000046	Devaraj, Mr. Dennis Francis	3A	Active	G/2017/08/169	1710@ 6.1	2019	342	1368	0	11-Jul-19	ALLOCATED		
1000046	Devaraj, Mr. Dennis Francis	3A	Active	G/2018/07/235	520@ 6.1\$	2019	130	390	0	11-Jul-19	ALLOCATED		
1000047	Bhute, Mr. Sanjay Kashinath	3B	Active	G/2018/07/241	180@ 6.1\$	2019	180	0	0	11-Jul-19	ALLOCATED		
1000050	O.P., Mr. Sethu Ramu	3B	Active	G/2018/07/247	180@ 6.1\$	2019	180	0	0	11-Jul-19	ALLOCATED		
1000051	Guntur, Mr. BalaKrishna	3B	Active	G/2018/07/019	180@ 6.1\$	2019	180	0	0	11-Jul-19	ALLOCATED		
1000422	Murugan, Mr. Durai	3B	Active	G/2018/07/011	470@ 6.1\$	2019	470	0	0	11-Jul-19	ALLOCATED		
1000529	~, Mr. Guruprasad	3B	Active	G/2018/07/054	470@ 6.1\$	2019	470	0	0	11-Jul-19	ALLOCATED		

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## How to view and accept Grants?

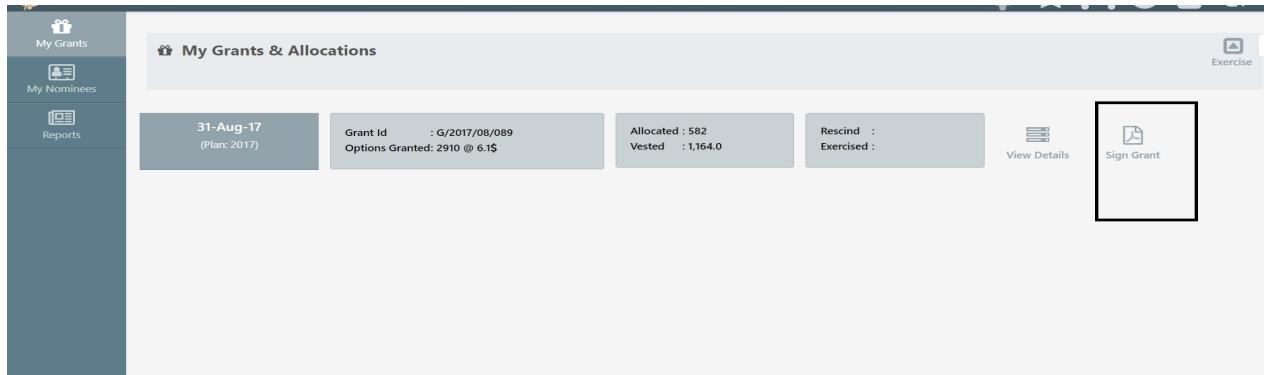
### How to view and accept Grants details ?

click on view details to view grant details.

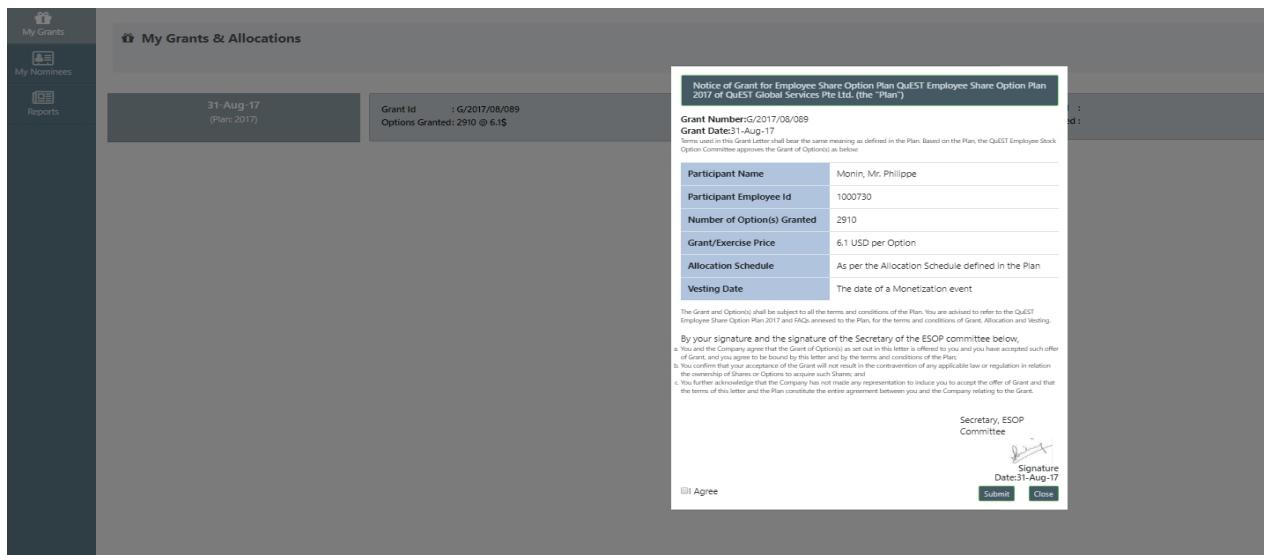
Clicking on view details will show all details of a Grant

Allocation Schedule						
Allocation Year	Allocated Date	Allocations	Status	Vested Options	Vested Date	Expiry Date
2019	11-Jul-19	64	ALLOCATED	128	11-Jul-19	11-Jul-24
2020		62	PENDING			
2021		62	PENDING			

Click on sign grant to view and accept grant



Click on sign grant pop up a grant sign letter ,check check box to accept terms & conditions, click submit button to accept grant



Click on grant letter to view signed grant and download pdf format of grant letter.

**My Grants & Allocations**

29-Jun-18 (Plan 2017)	Grant Id : G/2018/07/009 Options Granted: 250 @ 6.1\$	<a href="#">View Details</a>	<a href="#">Grant Letter</a>
31-Aug-17 (Plans 2017)	Grant Id : G/2017/08/172 Options Granted: 1670 @ 6.1\$	<a href="#">View Details</a>	<a href="#">Grant Letter</a>

**Notice of Grant for Employee Share Option Plan QFST Employee Share Option Plan 2017 of QFST Global Services Pte Ltd. (the "Plan")**

**Grant Number:** G/2018/07/009  
**Grant Date:** 29-Jun-18

Terms used in this Grant Letter shall have the same meaning as defined in the Plan. Based on the Plan, the QFST Employee Stock Option Committee approves the Grant of Options as below:

<b>Participant Name</b>	R. Mr. Palanappan
<b>Participant Employee Id</b>	1000005
<b>Number of Option(s) Granted</b>	250
<b>Grant/Exercise Price</b>	6.1 USD per Option
<b>Allocation Schedule</b>	As per the Allocation Schedule defined in the Plan
<b>Vesting Date</b>	The date of a Monetization event

The Grant and Options shall be subject to all the terms and conditions of the Plan. You are advised to refer to the QFST Employee Share Option Plan 2017 and FAQs annexed to the Plan for the terms and conditions of Grant. Allocation and Vesting.

By your signature and the signature of the Secretary of the ESOP committee below,

a. You and the Company agree that the Grant of Options as set out in this letter is offered to you and you have accepted such offer of Grant, and you agree to be bound by this letter and by the terms and conditions of the Plan.  
b. You acknowledge that the Grant is made in accordance with applicable law or regulation in relation to the ownership of Shares or Options to acquire such Shares, and  
c. You acknowledge that the Company has provided you with a copy of this letter of grant as confirmation to induce you to accept the offer of Grant and that the terms of this letter and the Plan constitute the entire agreement between you and the Company relating to the Grant.

**Participant:**  
R. Mr. Palanappan  
Accepted on 11-Jul-19

**Secretary, ESOP Committee:**  
  
Signature  
Date: 29-Jun-18

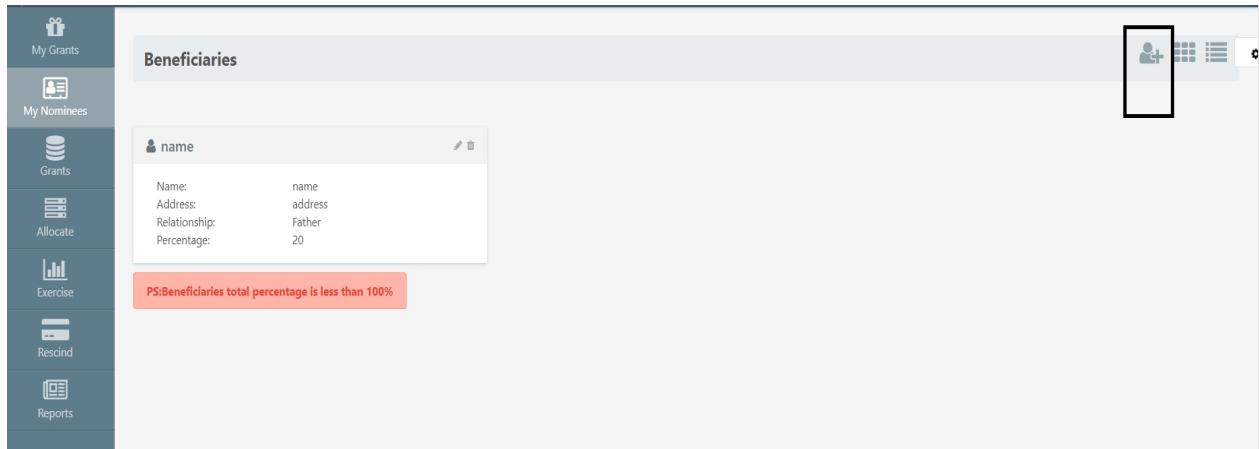
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## How to add and view Nominees ?

### How to add Nominees For User?

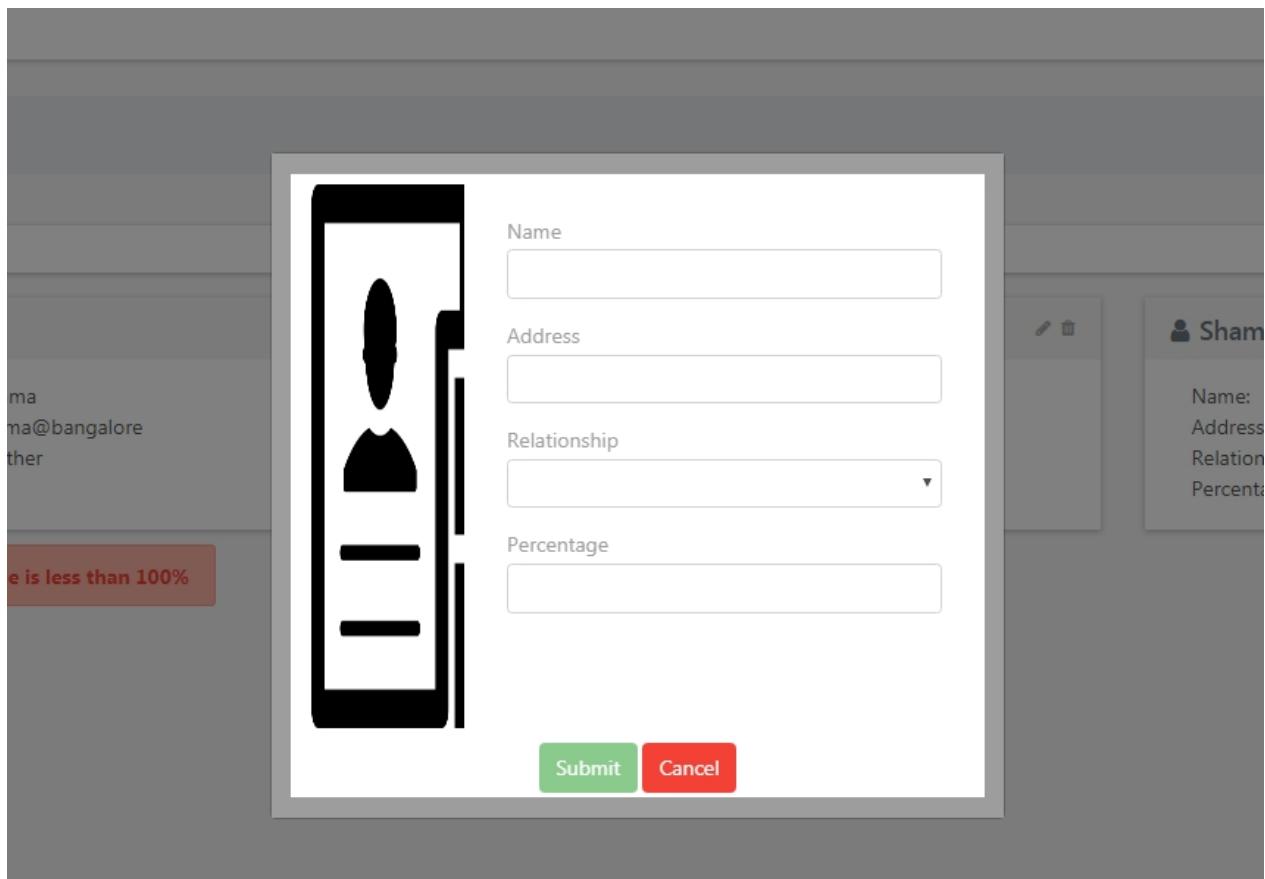
Click on highlighted button to add nominee



Beneficiaries	
	<input type="text"/> name
Name:	name
Address:	address
Relationship:	Father
Percentage:	20

PS: Beneficiaries total percentage is less than 100%

Click on highlighted button ,pop ups a modal to enter details of nominee.

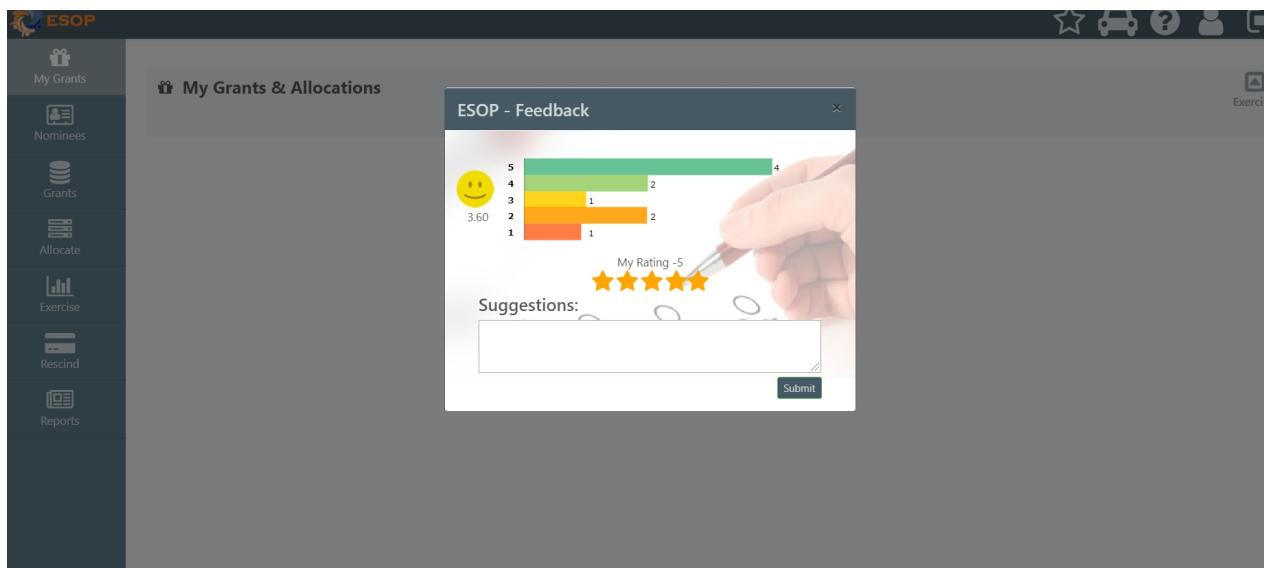


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## How to give feedback ?

### How to give feedback to ESOP?

Click on feedback icon on the header section of the Home page,give the ratings ,suggestions and click on submit



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## How to start Monetization?

### How to start Monetization?

Click on Exercise icon as shown below to start monetization.

Employee Number	Employee Name	Entity	Band	Plan	Grant Id	Lockin	Grant Date	Grants	Allocation	Vested Options	Available Options	Exercised Options	Pending For Approval	Exercised Date	Fare	Market Value
1000005	R. Mr. Pa	Active	QGESPL	3A	2017	G/2018/07/009	29-Jun-1	250@6.1	64	128	100	0	28	11-Jul-15		

click on monetization, enter vesting factor and submit

Monetization / Plan:2017

Vesting Factor: 2

Monetization started on 11-Jul-19

Employee Number	Employee Name	Employee Status	Entity	Band
1000005	R, Mr. Pa	Active	OGESPL	3A

0 selected / 1 total

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## How to rescind by admin?

### How to Rescind Grants ?

Click on Rescind icon as show below.

Rescind Summary

Employee Number	Employee Name	Employee Status	Plan	Total Grants	Total Allocation	Available Options	Rescind Options	Action
1000005	R, Mr. Palaniappan	Active	2017	1920	1920	696.0	100	
1000007	Satyanarayana Setty, Mr. Shrihari H	Active	2017	1500	1500	600.0	0	
1000046	Devaraj, Mr. Dennis Francis	Active	2017	2230	2230	944.0	0	
1000047	Bhute, Mr. Sanjay Kashinath	Active	2017	450	450	360.0	0	
1000050	O.P., Mr. Sethu Ramu	Active	2017	370	370	360.0	0	
1000051	Guntur, Mr. Balakrishna	Active	2017	380	380	360.0	0	
1000422	Murugan, Mr. Durai	Active	2017	650	650	940.0	0	
1000529	~, Mr. Guruprasad	Active	2017	660	660	940.0	0	
1000601	Wisse, Mr. Christopher J	Active	2017	3350	3350	1,384.0	0	
1000638	Numbers, Mr. Jared Lee	Active	2017	2910	2910	1,164.0	0	

0 selected / 161 total

click on action, enter the rescind value and remarks

**Rescind Summary**

Type to filter the name column...

Employee Number	Name	Plan	Entity	Band	Grant Id	Grant Date	Allocation	Vested Options	*Rescind	*Remarks	Options	Rescind Options	Action
1000005	R. M.	2017	QGESPL	3A	G/2017/08/172	31-Aug-17	334	668.0	0		100	0	
1000007	Satya	2017	QGESPL	3A	G/2018/07/009	29-Jun-18	64	128.0	100	company	0	0	
1000046	Deva										0	0	
1000047	Bhut										0	0	
1000050	O.P.										0	0	
1000051	Gunt										0	0	
1000422	Murugan, Mr. Durai	Active				2017	650	650	940.0		0	0	
1000529	, Mr. Guruprasad	Active				2017	660	660	940.0		0	0	
1000601	Wisse, Mr. Christopher J	Active				2017	3350	3350	1,384.0		0	0	
1000638	Numbers, Mr. Jared Lee	Active				2017	2910	2910	1,164.0		0	0	

**Rescind Options of R. Mr. Palaniappan (1000005)**

Plan	Entity	Band	Grant Id	Grant Date	Allocation	Vested Options	*Rescind	*Remarks
2017	QGESPL	3A	G/2017/08/172	31-Aug-17	334	668.0	0	
2017	QGESPL	3A	G/2018/07/009	29-Jun-18	64	128.0	100	company

**Save** **Close**

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# **Feedback and Support**

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## **Feedback**

User feedback is very essential for improving the Promotion Nomination Tool. User feedback shall be collected and the feedback list should be reviewed periodically and prioritize for implementation based on the importance.

Feedback should be provided through feedback link available in ESOP tool.

## **Support**

### **Technical Support:**

[Intranet > Helpdesk – IT-Apps](#)

### **Data Queries & Support:**

[Human Resources](#)

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