Nomination Settings

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QapMap allows you to configure nominee information for the purposes of nominating a person to receive payments in event of employee's death as a trustee of the legal heirs of the deceased employee.

Nomination Configurations
Click **Nominations Configurations** under Nomination Settings to access nominee information.

1. To allow your employees to capture details of their Nominee at the time of accepting ESOP awards, click Display to change it to **Yes** under **Grant Acceptance.**
2. To enable your participants, include the Nominee details at the time they enter an exercise request, please, click Display to change it to **Yes** under **Exercise**.
3. To enable display of Nominee information in fields in your employees' account profiles, , click Display to change it to **Yes** under **Profile**. Doing this will enable name, date of birth, relationship, mobile number, and address fields of the nominee.
4. You can also make Nominee nomination fields compulsory for your employee to complete at any of the above-mentioned stages by clicking **Mandatory**. Otherwise, it can set as Optional step in the relevant process.
5. Click **Update** to complete the process.