

# **TECHNICAL TEAM LEAD COMPENSATION STRUCTURE AND BONUS FRAMEWORK**

**EFFECTIVE DATE: January 1, 2024**

**DOCUMENT VERSION: 1.2**

**ISSUED BY: Summit Digital Solutions, Inc.**

**APPROVED BY: Board of Directors on December 15, 2023**

## **1. PURPOSE AND SCOPE**

1. This document establishes the comprehensive compensation structure and performance-based bonus framework for Technical Team Lead positions within Summit Digital Solutions, Inc. (the "Company").
2. This framework applies to all Technical Team Leads responsible for managing technical delivery teams of 3-12 direct reports working on enterprise digital transformation projects utilizing the Company's Peak Performance Platform.

## **2. BASE COMPENSATION STRUCTURE**

### **1. \*\*Salary Bands\*\***

Technical Team Lead base compensation shall fall within the following bands:

- Level 1 (Associate Team Lead): \$125,000 - \$145,000
- Level 2 (Team Lead): \$145,000 - \$175,000
- Level 3 (Senior Team Lead): \$175,000 - \$210,000

### **2. \*\*Level Determination\*\***

Position level shall be determined based on:

- Years of relevant technical leadership experience
- Scope of team responsibility
- Technical expertise in Company's core technologies
- Project portfolio value under management
- Client relationship management responsibilities

## **3. PERFORMANCE BONUS FRAMEWORK**

#### 1. **\*\*Annual Performance Bonus\*\***

Eligible Technical Team Leads may receive an annual performance bonus of up to 25% of base salary, calculated as follows:

##### a) Team Performance (40% weighting):

- Project delivery metrics
- Client satisfaction scores
- Team utilization rates
- Innovation implementation

##### b) Individual Performance (35% weighting):

- Leadership effectiveness
- Technical contribution
- Process improvement
- Knowledge sharing

##### c) Company Performance (25% weighting):

- Achievement of company revenue targets
- Overall profitability metrics
- Strategic initiative completion

#### 2. **\*\*Project Completion Bonus\*\***

Additional bonus of 2-5% of project value for successful completion of strategic projects, subject to:

- Project value exceeding \$1,000,000
- On-time delivery
- Within approved budget
- Client satisfaction score 4.5/5.0

### **4. EQUITY COMPENSATION**

#### 1. **\*\*Restricted Stock Units (RSUs)\*\***

- Initial grant: 2,500-7,500 RSUs based on level
- Four-year vesting schedule (25% annual vesting)
- Additional performance-based grants available annually

## 2. **\*\*Stock Option Program\*\***

- Eligibility begins after 12 months of employment
- Strike price set at fair market value on grant date
- Four-year vesting with one-year cliff

## **5. ADDITIONAL BENEFITS**

### 1. **\*\*Technical Certification Allowance\*\***

Annual allowance of up to \$10,000 for approved technical certifications and professional development.

### 2. **\*\*Conference Participation\*\***

Annual allowance for two major technical conferences, including:

- Registration fees
- Travel expenses
- Per diem allowance

## **6. REVIEW AND ADJUSTMENT**

1. Compensation reviews shall be conducted annually in Q4.

2. Market adjustments may be made based on:

- Industry compensation surveys
- Regional market conditions
- Company performance
- Individual performance metrics

## **7. ADMINISTRATION**

1. This framework shall be administered by the Human Resources department in consultation with the Chief Technology Officer and Chief Operating Officer.

2. Any exceptions to this framework must be approved in writing by the Chief Executive Officer.

## **8. CONFIDENTIALITY**

1. This compensation framework is confidential and proprietary to Summit Digital Solutions, Inc.

Unauthorized disclosure is prohibited.

## **9. MODIFICATION RIGHTS**

1. The Company reserves the right to modify or terminate this framework at any time, with or without notice, subject to applicable laws and regulations.

## **APPROVAL AND EXECUTION**

APPROVED BY:

—

Dr. Alexandra Reeves  
Chief Executive Officer  
Summit Digital Solutions, Inc.

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Sarah Blackwell  
Chief Operating Officer  
Summit Digital Solutions, Inc.

Date: December 15, 2023