# CONTROLSYNC SOLUTIONS COMPENSATION STRUCTURE POLICY

## **PREAMBLE**

This Compensation Structure Policy ("Policy") is established by ControlSync Solutions, a leading industrial automation software company headquartered in Austin, Texas, to provide a comprehensive, transparent, and competitive compensation framework that supports the organization's strategic objectives and attracts top talent in the industrial technology sector.

## 1.0 PURPOSE AND SCOPE

- 1.1 The purpose of this Policy is to define a comprehensive compensation framework that: Aligns employee compensation with company strategic objectives Ensures competitive and equitable compensation practices Supports talent attraction, retention, and motivation Provides clear guidelines for compensation administration
- 1.2 This Policy applies to all full-time and part-time employees of ControlSync Solutions, encompassing all job levels and departments within the organization.

## 2.0 COMPENSATION COMPONENTS

- 2.1 Total Compensation Structure The compensation package for ControlSync Solutions employees consists of the following primary components: Base Salary Performance-Based Bonuses Equity Compensation Comprehensive Benefits Package
- 2.2 Base Salary Base salary will be determined based on: Job role and responsibilities Individual qualifications and experience Market competitive rates Internal equity considerations
- 2.3 Performance Bonuses Annual performance bonuses will be calculated based on: Individual performance metrics Departmental achievements Company-wide performance indicators

## 3.0 SALARY BANDS AND CLASSIFICATION

- 3.1 Job Level Definitions ControlSync Solutions will maintain a structured job classification system with the following levels: Entry Level Individual Contributor Management Senior Management Executive Leadership
- 3.2 Salary Range Methodology Salary ranges will be: Benchmarked against industry standards Reviewed annually Adjusted based on market conditions and company performance
- 3.3 Annual Review Process An annual compensation review will: Assess individual performance Evaluate market competitiveness Determine potential salary adjustments

#### 4.0 PERFORMANCE INCENTIVE FRAMEWORK

- 4.1 Bonus Calculation Methodology Performance bonuses will be calculated using a structured approach: 50% based on individual performance metrics 30% based on departmental achievements 20% aligned with company-wide strategic objectives
- 4.2 Performance Metrics Key performance indicators will include: Quantitative business outcomes Project completion rates Innovation contributions Customer satisfaction scores

# 5.0 EQUITY AND LONG-TERM INCENTIVES

- 5.1 Stock Option Allocation Equity compensation will be structured as: Tiered stock option grants Performance-based equity awards Retention-focused equity instruments
- 5.2 Vesting Schedules Equity grants will follow standard vesting schedules: 4-year vesting period 1-year cliff vesting Quarterly pro-rata vesting thereafter

## 6.0 BENEFITS AND SUPPLEMENTAL COMPENSATION

6.1 Comprehensive Benefits Package Benefits will include: - Comprehensive health insurance - 401(k) retirement plan with company match - Flexible spending accounts - Professional development opportunities - Wellness program benefits

## 7.0 COMPLIANCE AND GOVERNANCE

7.1 Regulatory Compliance This Policy ensures compliance with: - Federal labor regulations - Equal employment opportunity standards - Fair compensation practices

7.2 Internal Oversight A compensation committee will: - Review policy implementation - Conduct annual policy assessments - Recommend strategic adjustments

## **APPENDIX A: DEFINITIONS**

• Base Salary: Fixed monetary compensation

• Performance Bonus: Variable compensation based on achievements

• Equity Compensation: Stock-based compensation instruments

## **SIGNATURE BLOCK**

Approved By: Elena Rodriguez Chief Human Resources Officer ControlSync Solutions

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