Rules of Engagement

Template:
DO NOT ADD OR DELETE ANY COLUMNS ON THE TEMPLATE
DO NOT CHANGE THE SIZING OR REFORMAT THE COLUMNS

Criteria:
$1mm+
Any significant change (+/-)

Bonus Workbook Quick Guide: – See attached PowerPoint slides

Groupers:
- Special Grouper – free form field to identify & sort specific populations
- City
- Other - free form field to identify & sort specific populations

Column I Rankings 1-4:
Please use the following criteria to rank each employee -

1. Critical Employee: Top performer. Highly likely to succeed one or more levels higher in the organization. Loss would significantly impact Firm and/or division.

2. Strong Employee. Exceeds expectations. Potential for broader scope and responsibility. Loss would leave notable void on desk or business unit.

3. Solid Employee. Meets expectations. Current scope and responsibility is an appropriate challenge. Impact of loss is moderate; can be replaces with comparable talent.

4. Inconsistent Performer. Below average performance in 2007. Actively managing to improve performance and/or assessing future viability. Current impact of loss would be low; expect to be able to replace with better talent.

Pre-Calculated Columns:

L	YOY Production % change
P	2006 Payout %
Q	2007 Payout %

Comp & Production (Sales only): Data should be pulled from the CAO Roster off the bonus online system.   To run the CAO roster please follow the attached instructions.
Data can be sourced:

2007 Projected Paid TC (US$)	Column	O
2006 Paid TC (US$)	Column	K
% Change in TC (EXEC)	Column	S