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## QUICKSCORE 2.0 FACTORS FOR U.S. COMPANIES

## (NEW FACTORS FOR 2014 IN BOLD)

Adapted from *ISS Governance QuickScore 2.0 Overview and Updates*, published January 2014 © 2014 Institutional Shareholder Services Inc. All rights reserved.

- 1. Non-Audit fees represent what percentage of total fees?
- 2. Did the auditor issue an adverse opinion in the past year?
- 3. Has the company restated financials for any period within the past two years?
- 4. Has the company made non-timely financial disclosure filings in the past two years?
- 5. Has a securities regulator taken enforcement action against the company in the past two years?
- 6. Has a securities regulator taken enforcement action against a director or officer of the company in the past two years?
- 7. Is the company, or any of its directors and officers, currently under investigation by a regulatory body?
- 8. Has the company disclosed any material weaknesses in its internal controls in the past two years?
- 9. How many financial experts serve on the audit committee?\*
- 10. How many directors serve on the board?\*
- 11. What is the number/proportion of women on the board?\*
- 12. What is the independent director composition of the board?
- 13. What proportion of directors sit on the board for an excessive length of time?
- 14. What is the classification of the chairman of the board?
- 15. Has the company an identified senior independent director?
- 16. What percentage of the board consists of immediate family members of majority shareholders, executives, and former executives (within the past five years)?\*
- 17. What percentage of the board are former or current employees of the company?\*
- 18. What percentage of nominating committee members are independent based on ISS standards?
- 19. What is the independent status of the compensation committee members?
- 20. What is the independent status of the audit committee members?
- 21. Does the CEO serve on an excessive number of outside boards? / How many boards does the CEO sit on? (U.S. only)?
- 22. How many non-executives serve on an excessive number of outside boards?
- 23. Did any directors attend less than 75% of the aggregate board and committee meetings without a valid excuse?
- 24. How many directors received withhold/ against votes of 50% or greater at the last annual meeting?
- 25. What percentage of directors received shareholder approval rates below the industry-index level?
- 26. Has the board failed to implement a shareholder resolution supported by a majority vote?
- 27. What is the average size of outside directors' compensation as a multiple of the median of company peers?
- 28. What is the aggregate level of stock ownership of the officers and directors, as a percentage of shares outstanding?
- 29. Are directors subject to stock ownership guidelines?
- 30. Do all directors with more than one year of service own stock?
- 31. Did any executive or director pledge company shares?
- 32. Does the company have a robust policy prohibiting hedging of company shares by employees?
- 33. Does the company disclose board/governance guidelines?
- 34. What percent of the directors were involved in material RPTs?
- 35. Do the directors with RPTs sit on key board committees?
- 36. Are there material related-party transactions involving the CEO?
- 37. Does the company have classes of stock with different voting rights?
- 38. Are there any directors on the board who are not up for election by all classes of common shareholders?
- 39. Are all directors elected annually?
- 40. Is the board authorized to issue blank check preferred stock?

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- 41. Does the company have a poison pill (shareholder rights plan) in effect?
- 42. What is the trigger threshold for the poison pill?
- 43. Does the poison pill have a sunset provision?
- 44. Does the poison pill have a TIDE provision?
- 45. Does the poison pill have a qualified offer clause?
- 46. What is the expiration date of the poison pill?
- 47. Is the poison pill designed to preserve tax assets (NOL pill)?
- 48. When was the poison pill implemented or renewed?
- 49. Does the company's poison pill include a modified slow-hand or dead-hand provision?
- 50. If the company has a majority voting standard, is there a plurality carve-out in the case of contested elections?
- 51. Does the company require a super-majority vote to approve amendments to the charter and bylaws?
- 52. Does the company require a super-majority vote to approve mergers/business combinations?
- 53. What is the percentage of share capital needed to convene a special meeting?
- 54. Can shareholders act by written consent?
- 55. Does the company have a majority vote standard in uncontested elections?
- 56. Are there material restrictions as to timing or topics to be discussed, or ownership levels required to call the meeting?
- 57. What is the degree of alignment between the company's cumulative 3-year pay percentile rank, relative to peers, and its 3-year cumulative TSR rank, relative to peers?\*
- 58. What is the degree of alignment between the company's cumulative 1-year pay percentile rank, relative to peers, and its 1-year cumulative TSR rank, relative to peers?\*
- 59. What is the size of the CEO's 1-year cumulative pay, as a multiple of the median pay for company peers?
- 60. What is the degree of alignment between the company's TSR and change in CEO pay over the past five years?
- 61. What is the ratio of the CEO's total compensation to the next highest paid executive?
- 62. What is the degree of alignment between the company's annualized 3-year pay percentile rank, relative to peers, and its 3-year annualized TSR rank, relative to peers?
- 63. Are any of the NEOs eligible for multiyear guaranteed bonuses?
- 64. What is the ratio of the CEO's non-performance-based compensation (All Other Compensation) to Base Salary?
- 65. Do the company's active equity plans prohibit share recycling for options/SARS?
- 66. Do the company's active equity plans prohibit option/ SAR repricing?
- 67. Does the company's active equity plans prohibit option/ SAR cash buyouts?
- 68. Do the company's active equity plans have an evergreen provision?
- 69. Do the company's active equity plans have a liberal CIC definition?
- 70. Has the company repriced options or exchanged them for shares, options or cash without shareholder approval in the last three years?
- 71. Does the company grant equity awards at an excessive rate, according to ISS policy?
- 72. Did the company disclose a claw back or malus provision?
- 73. What are the minimum vesting periods mandated in the plan documents for executives' stock options or SARS in the equity plans adopted/amended in the last 3 years?
- 74. What are the minimum vesting periods mandated in the plan documents, adopted/amended in the last three years, for executives' restricted stock / stock awards?
- 75. What is the holding/retention period for stock options (for executives)?
- 76. What is the holding/retention period for restricted shares / stock awards (for executives)?
- 77. What proportion of the salary is subject to stock ownership requirements/guidelines for the CEO?
- 78. Does the company disclose a performance measure for the short-term incentive plan (for executives)?
- 79. What is the level of disclosure on performance measures for the latest active or proposed long-term incentive plan?
- 80. Did the most recent say-on-pay proposal receive shareholders' support below the industry-index level?
- 81. What's the trigger under the change-in-control agreements?
- 82. Do equity based plans or other long-term plans vest completely upon a change-in-control?
- 83. What is the multiple of the change-in-control/severance payment for the CEO (upon a change-in-control)?
- 84. What is the basis for the change-in-control or severance payment for the CEO?
- 85. Does the company provide excise tax gross-ups for change-in-control payments?
- 86. What is the length of employment agreement with the CEO?\*
- 87. Has ISS' qualitative review identified a pay-for-performance misalignment?
- 88. Has ISS identified a problematic pay practice or policy that raises concerns?

<sup>\*</sup> This factor has a zero-weight impact on the scoring model and is included for informational purposes only.