

# ZGLOBAL BONUS PROGRAM 2021



The ZGlobal bonus program was designed to reward employees who perform above and beyond their daily job duties. The bonus structure table below describes equal percentages for the two bonus categories across ALL Business Units.

Project Score Card	Individual Performance
75%	25%

**DETAILS:** Bonuses are reviewed twice a year as described below. *All bonuses are subject to financial*

- **Bonus 1 of 2:** January – June  
*Bonus payment: On or before July 9<sup>th</sup>*
- **Bonus 2 of 2:** July - December  
*Bonus payment: On or before Dec 24<sup>th</sup>*

## **BONUS CATEGORIES**

**Goal 1 – PROJECT SCORE CARD (75%):** Based on pre-established goals reviewed/updated every six months.

These goals are based on individual performance listed within the Project Score Card.

*Note: If an employee's name is not listed within the PSC, they received the average of all scores.*

**Goal 2 - INDIVIDUAL PERFORMANCE (25%):** This goal is based on the Performance Incentive Plan (PIP) and annual goal setting.

- Based on progress assessment of "Goal Setting Form" (semi-annual - June).
- Based on annual assessment of "Goal Setting Form" (annual - December).

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2021



<p><b>TECHNICALLY CREDIBLE</b> Understands and appropriately applies principles, procedures, requirements, regulations, and policies related to specialized expertise.</p>	<p><b>JOB SKILLS</b> Maintains the overall skill set necessary to successfully perform job duties. Demonstrates the desire to continue to grow professionally (see PIP).</p>	<p><b>WORK ETHIC</b> Treats others with courtesy and respect. Maintains a well-rounded, positive attitude while demonstrating a strong work ethic and level of responsibility.</p>
<ul style="list-style-type: none"> <li>• Proven Capability</li> <li>• Technically Skilled</li> <li>• Specialized Training / Education</li> <li>• Overall Industry Knowledge</li> <li>• Understands Procedures</li> <li>• Ability to Train</li> </ul>	<ul style="list-style-type: none"> <li>• Problem Solver</li> <li>• Strategic Thinker</li> <li>• Good Oral &amp; Written Communications Skills</li> <li>• Organized</li> <li>• Meets Milestones</li> <li>• Attends Training</li> <li>• Meets Deadlines</li> </ul>	<ul style="list-style-type: none"> <li>• Accountable</li> <li>• Reliable</li> <li>• Honest</li> <li>• Team Player</li> <li>• Positive Attitude</li> <li>• Strong Work Ethic</li> <li>• Professional</li> <li>• Follows Procedures</li> </ul>