

# Executive Compensation Checklist



Executive compensation plays a critical role in attracting, retaining, and motivating top leadership talent in SMEs in England and Wales. Boardify's Executive Compensation Checklist provides a comprehensive guide for organisations to develop and implement effective executive compensation programs. By providing these essential resources, Boardify aims to empower organisations to strengthen their financial reporting, shareholder engagement, and executive compensation practices, contributing to their long-term success and growth.

## Policy Development

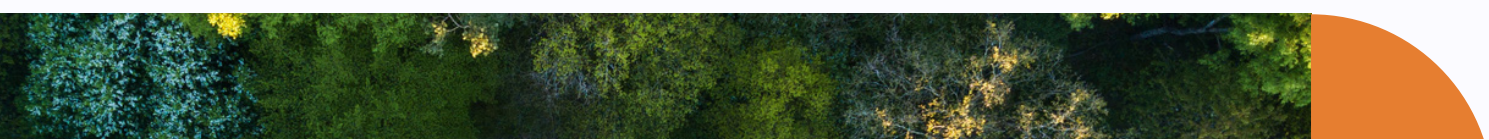
- Develop a comprehensive executive compensation policy
- Ensure compliance with applicable laws, regulations, and best practices
- Regularly review and update policies to reflect changes in market conditions and legislation

## Compensation Benchmarking

- Conduct benchmarking analysis to compare executive compensation with industry peers
- Assess competitiveness and appropriateness of compensation levels

## Compensation Components

- Determine the mix of compensation components, including base salary, short-term incentives, long-term incentives, and benefits
- Establish performance metrics and targets for incentive plans
- Ensure alignment of compensation with company performance and shareholder interests



## Compensation Approval and Disclosure

- Obtain board or compensation committee approval for executive compensation packages
- Disclose executive compensation information in regulatory filings and shareholder communications
- Address any shareholder concerns or feedback on executive compensation

## Continuous Improvement

- Assess the effectiveness of executive compensation programs
- Identify areas for improvement and implement changes
- Foster a culture of transparency and accountability in executive compensation

