



May 9, 2016

Mrs. Christina Zacharuk  
President & CEO of PSEC Secretariat  
2<sup>nd</sup> Floor, 880 Douglas Street  
Victoria, BC V8W 2B7

Re: Executive Compensation Letter of Attestation

Dear Mrs. Christina Zacharuk,

This letter is to attest that all PSEC requirements for Compensation Disclosure for Executives for the British Columbia Innovation Council (BCIC) have been met. The BCIC Board is aware of the executive compensation paid in the prior fiscal year and have verified that compensation provided was within approved compensation plan.

Please find enclosed a Statement of Executive Compensation for the year ended March 31, 2016, which provides an explanation of BCIC's compensation philosophy.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Derek Lew', written over a circular stamp or seal.

Derek Lew

Chair, British Columbia Innovation Council

# **STATEMENT OF EXECUTIVE COMPENSATION FOR THE YEAR ENDED MARCH 31, 2016**

## **Compensation Discussion and Analysis**

### **About BCIC**

The BC Innovation Council (BCIC) encourages the development and application of advanced or innovative technologies to meet the needs of industry in BC. We accelerate technology commercialization by supporting startups and developing entrepreneurs. With our partners, BCIC delivers programs and initiatives that promote company growth - resulting in jobs, increased revenue and economic development in BC.

BCIC is a Crown Agency of the Province of British Columbia.

### **Compensation Philosophy**

BCIC believes in remunerating its staff comparable to what is offered by similar organizations. To remain competitive, and in order to retain and attract the best talent, BCIC has implemented a compensation plan to rationalize the compensation levels of current staff and standardize compensation for future placements.

In order to identify the relevant benchmarks in terms of base salary, incentives, benefits and perquisites appropriate for our compensation plan, BCIC directly surveyed similar crown corporations, technology industry and core government agencies, and data was gathered from organizations that were considered most similar across various factors including size, breadth/type of mandate, subject matter and budget.

Currently, there is no incentive-based compensation linking employee performance to achievement of both corporate and individual goals and deliverables integrated in our compensation plan.

### **Executive Compensation and Benefits**

The Board and Compensation Committee determine the executive compensation within the guidelines provided by PSEC, and they play leadership roles in the development of the total compensation philosophy for the executive team.

- The Board approves the CEO compensation package including base salary and benefits, which is subject to the approval of PSEC.
- Executive compensation is reviewed on a regular basis. Executive compensation is based on the ranges outlined in the compensation plan that has been approved by PSEC.
- BCIC's executives participate in the BC Pension Plan – Public Service, which is administered by BC Pension Corporation.
- Vacation provisions are aligned with BC Public Service for excluded employees.
- All BCIC's executives are offered a competitive range of standard public sector benefits entitlements such as Medical Service Plan (MSP), extended health & dental, group life insurance and short and long term disability insurances.

**Summary Compensation Table for the period April 1, 2015 to March 31, 2016**

Name and Position (a)	Salary (b)	Bonus and or Incentive Plan Compensation Paid (c)	Benefits (d)	Pension (e)	All Other Compensation (f)	2015/16 Total (g)	Previous 2 Years Totals (h)	
							2014/15	2013/14
Greg Caws - CEO (1)	\$ 172,800	\$ -	\$ 4,125	\$ 19,242	\$ 10,634	\$ 206,801	\$ 208,370	\$ 96,321
Shirley Vickers - EIR (2)	\$ 135,154	\$ -	\$ 5,463	\$ 13,968	\$ -	\$ 154,585	\$ 161,584	\$ -

**Summary All Other Compensation Table for the period April 1, 2015 to March 31, 2016**

Name and Position (a)	All Other Compensation (f)	Severance	Vacation payout	Leave payout	Vehicle / Transportation Allowance	Perquisites / other Allowances	Other
Greg Caws - CEO (1)	\$ 10,634	\$ -	\$ 10,634	\$ -	\$ -	\$ -	\$ -
Shirley Vickers - EIR (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

- 1) Greg Caws is the CEO of BCIC effective October 28, 2013. His reported compensation reflects his full year earnings in FY 2015/16, which includes benefits and vacation payout.
- 2) Shirley Vickers is the Entrepreneur-In-Residence (EIR) effective April 1, 2014. Her reported compensation reflects her full year earnings in FY 2015/16, which includes benefits. Her full year compensation base of \$140,000 was reduced by \$4,846 for unpaid leave during the FY2015/16.

**Table Overview:**

1. Column (b): Dollar value of the base salary of the NEO earned during the year.
2. Column (c): Any discretionary cash awards that were not based on pre-determined performance criteria that were communicated to a NEO and/or include the dollar value of all amounts paid for services performed during the covered fiscal year that are related to awards under an incentive plan.
3. Column (d): Include the combined dollar value of employer contributions to statutory and non- statutory benefits for each NEO such as extended health and dental, group life benefits, long-term disability benefits and medical service plan premiums
4. Column (e): Include employers pension contributions made for each NEO.
5. Column (f): Include as separate items any severance, unused vacation or leave payouts, any perquisites, as well as all other compensation not reported in any other column of this table
6. Column (g): Include the dollar value of total compensation for the fiscal year. For each NEO, this is the sum of the amounts reported in columns (b) through (f).
7. Column (h): Include the total value of all compensation for the previous 2 fiscal years. This would be the value reported in column (g) in the previous 2 years.