International Long-Term Lite Assignment Market Practices

Year over year, companies seek to offer support for their mobile population that provides an exceptional employee experience, achieves business objectives, and reflects corporate culture and values. To accomplish this, Graebel partners with these organization to provide strategic guidance in developing and transforming their relocation programs using our "people-first" approach to talent mobility. The following is a summary of typical practices of this market for international long-term assignment (LTA) lite programs.

Program definition and eligibility

Temporary assignment across an international border for a duration between one and three years.

This program applies to both newly hired and current employees.

Accompaniment includes the employee's spouse/domestic partner and eligible household members, as defined by each company.

Immigration

Professional assistance with obtaining required documentation – work permit (assignee only), visa documents, residency permits – for the assignee and accompanying household members to live and work in the destination country.

Medical requirements

Coverage of expenses associated with medical examinations and immunizations required for entry into the host country if the current health / medical plan *excludes* coverage for the assignee and accompanying household members.

Shipment of household goods

Professional carrier services to assist with the pack, load, transport, delivery, and valuation of normal household goods via sea / surface shipment, including customs and duties.

Container sizes are dictated by host country housing and/or accompanying household size.

One – Two People
Air: One 'D'-size container
Sea / Surface: One 20-ft. / six-m. container

Three People or More
Air: One 'LDN'-size container
Sea / Surface: One 40-ft. / 12-m. container

Sustainable solutions such as Discard and Donate and Move for Hunger$_{TM}$ reduce the overall weight, resulting in cost savings and positive assignment experiences.

Final move

Final travel to the new location for the assignee and accompanying household members, with coverage of:

- One-way transportation (airfare and ground transit *or* mileage / kilometrage and tolls)
- En route meal expenses

Temporary living

Interim accommodations and meal expenses (if cooking amenities are not present), limited to 30 cumulative days in either the departure and/or the destination locations.

Employee is placed in corporate-style housing (fully-furnished apartment)

Destination services

Assistance through a Destination Services Provider (DSP) to locate and secure appropriate housing, aid in familiarization of the local area, and/or provide essential settling-in support.

Services are based on accompaniment, capped between one to three days

Miscellaneous expense allowance

One-time allowance offered to help offset incidental expenses associated with the relocation. The funds are disbursed as a net payment, with the amount provided as either a percentage of the employee's base salary (typically one month) or a flat dollar sum.

Regardless of methodology, caps on the allowance range from:
USD 5,000 – USD 10,000.

Repatriation

Repatriation benefits for the assignee and accompanying household members mirror expatriation provisions for the return shipment of household goods, temporary living, and final move expenses.

Tax support

If the assignment generates additional tax obligations due to the country combination (home and host), the following assistance may be provided via the company-designated tax professional:

- Tax consultation prior to departure and/or upon arrival at destination
- Home and/or host country tax return preparation for the years on assignment and any additional year(s) in which there is a multi-filing obligation
- Tax equalization

Repayment terms

Most companies include a two-year agreement requiring repayment if employment is terminated.

- Within Year 1: 100%
- Within Year 2: 50%

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