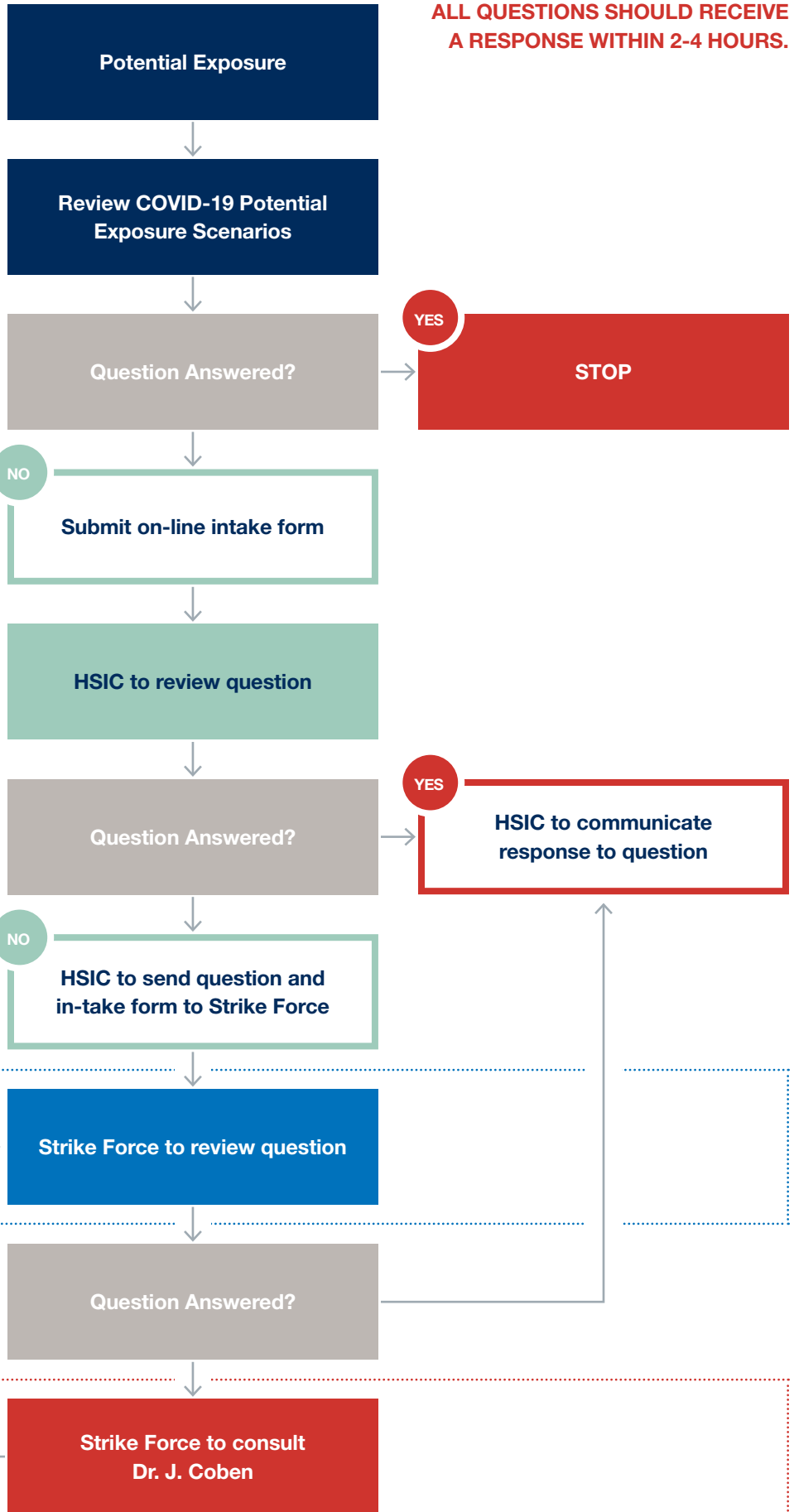


ALL QUESTIONS SHOULD RECEIVE A RESPONSE WITHIN 2-4 HOURS.

Potential exposure questions may be submitted by HR Partners, Managers, Department Chairs, Deans, etc.



LEVEL 1 Escalation – response within 2 hours
See page 2 for process details

LEVEL 2 Escalation – response within 2 hours

