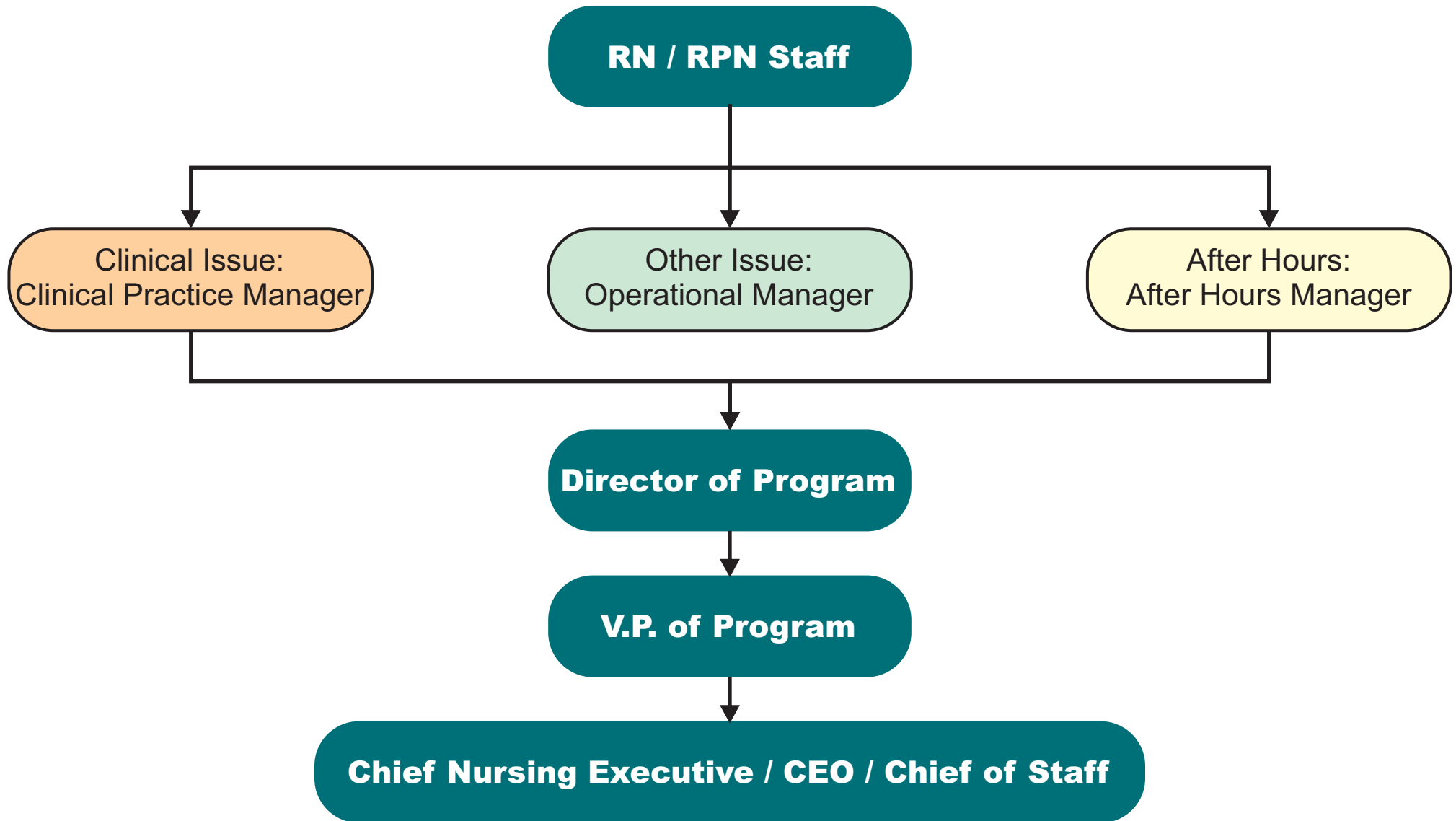


# Escalation Plan Algorithm

STAFF SHOULD ESCALATE ANYTIME THEY FEEL THEY NEED SUPPORT FROM LEADERSHIP



*IF YOU CAN'T REACH SOMEONE,  
CONTACT SWITCHBOARD WHO WILL DIRECT YOU TO SENIOR ADMINISTRATOR ON CALL*