

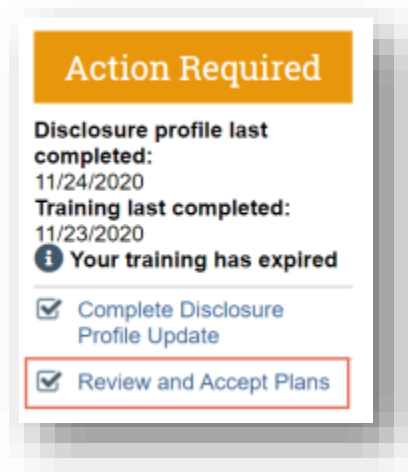


Review and Accept Plans

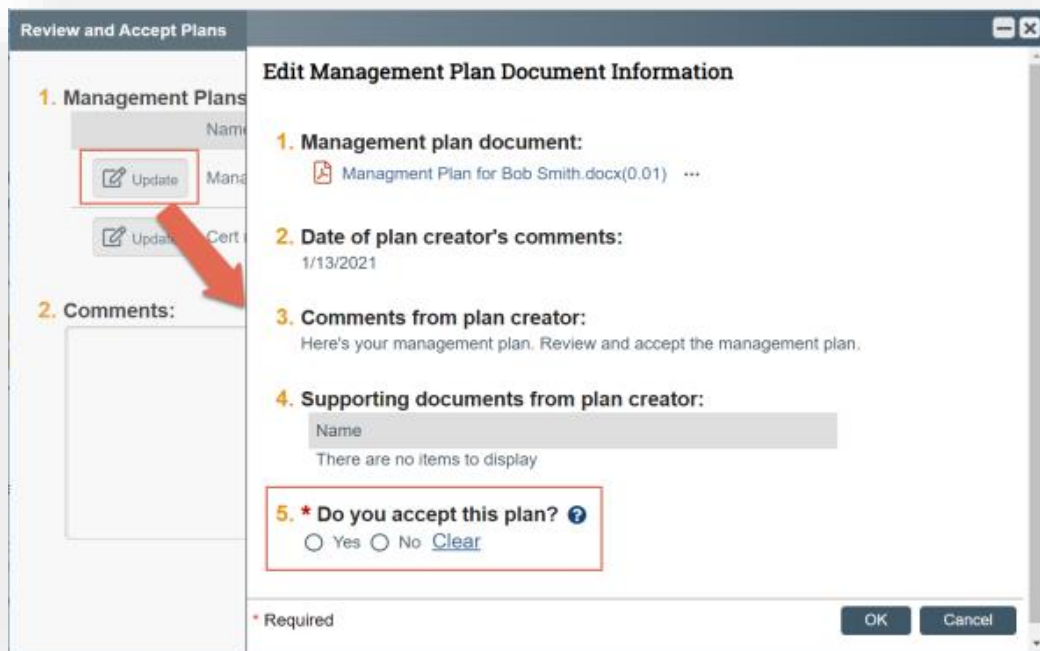
When a management plan is created due to a conflict, it is important that you understand the plan and agree with the steps that have been documented. Users will receive a notification when a management plan has been routed for review. Log on to the system and navigate to your Disclosure Profile to complete the review.

To review and accept the management plan

1. On the disclosure workspace, click **Review and Accept Plans**.



2. Click **Update** next to the management plan that you want to review.
Note: There may be multiple management plans to review.



3. Click the management plan document to review the details of the management plan.
4. Select **Yes** to accept the management plan. Alternatively, select **No** if you need to clarify the details of the management plan or suggest edits to it.
Note: If you select No, then you have to provide a reason for not accepting the management plan. You can also upload documents to indicate the reason.
5. Click **OK**.