Rqrke{ 'P q<'S /3

Uwdlgev<'CCUN'Eqo o wpkv{ "qh'Rtcevkeg<'Qo pkdwu"

Rci g<'3 'qh'3
Ghhgevkxg'F cvg<
Tgxkukqp'F cvg*u<
Tgxkgy 'F cvg*u<
Review Responsibility

Policy Statement: Vj g'CCUN'O go dgt 'Gpi ci go gpv'Eqo o kwgg'y kn'qxgtugg''y j g'guvcdnkuj o gpv. 'cevkxkvkgu. "
cpf "f kudcpf o gpv'qh'CCUN\u'Eqo o wpkvkgu'qh'Rtcevkeg"*EqR+0""

Focus:
Rtko ct{<   O go dgt 'Gpi ci go gpv'Eqo o kwgg.'CCUN'Dqctf "qh'F ktgevqtu

Definitions:
Eqo o wpkv{ "qh'Rtcevkeg<Eqo o wpkvkgu'qh'r tcevkeg'ctg 'i tqwr u'qh'r gqr ng'y j q'uj ctg'c''eqpegtp'qt'c'r cuukqp"
hqt'uqo gyj kpi "y j g{ "f q'cpf 'ngctp'j qy "vq 'f q'kv'dgwgt'cu'y j g{ "kpvgtcev'tgi wnctn{0O qvkxcvkqpu'hqt'eqpxgpkpi "c"
eqo o wpkv{ "qh'r tcevkeg'ctg'o cp{.'dwv'cv'y j g'o quv'hwpf co gpvcn'ngxgn'c''i tqwr 'qh'r gqr ng'eqo g 'vqi gyj gt'"
f tkxgp'd{ "c'uj ctgf "ngctpkpi "pggf 0D{ "gpi ci kpi "cej "qyj gt 'qxgt'vko g'kp'eqngevkxg'ngctpkpi .'yj g{ "f gxgnqr 'c"
dqpf "yj cv'kp'vwtp'hwgnu'yj g'r tqf wevkqp'qh'tguqwtegu'vq 'kphnwgpeg'yj gkt'qy p'r tcevkegu0

Purpose:
Vq 'qwvnkpg 'kphqto cvkqp'r gtvckpkpi "vq 'yj g'guvcdnkuj o gpv. 'o qpkvqtkpi .'cpf 'f kudcpf o gpv'qh'CCUN\u'"
Eqo o wpkvkgu'qh'Rtcevkeg0""

Procedure:
1. Gcej "'EqR'y kn<

   1.1. J cxg'cp'kf gpvkhkgf "kpkvkcvqt'htqo "yj g'O go dgtuj kr 'Gpi ci go gpv'Eqo o kwgg0""

   1.2. J cxg'cp'cppwcn'xktvwcn'o ggvkpi 0

   1.3. Y kn'guvcdnkuj "c'ngcf gtuj kr "uvtwevwtg'cpf "kf gpvkh{ "tqngu'y kyj kp'yj g'r ctvkekr cvkpi "o go dgtu0

       1.3.1.Gzco r ngu'qh'r quukdng'ngcf gtuj kr "tqngu'o c{ "kpenwf g. 'dwv'ctg'pqv'nko kvgf "vq<

          1.3.1.1.   F kuewuukqp'o qpkvqt'ó'r quvkpi "s wguvkqpu'qt'vqr keu'hqt'i tqwr 'vq 'f kuewuu"
                r gtkqf kecnn{0

          1.3.1.2.   O ggvkpi "eqqtf kpcvqt'ó'kh'yj g'EqR'f gekf gu'vq 'j cxg'tgi wnctn{ "uej gf wngf "o ggvkpi u"
                yj ku'r gtuqp'y kn'o cpci g'nqi kuvkeu'cpf "eqo o wpkecvkqpu0

          1.3.1.3.   Ur gekcn'gxgpv'r tqlgev'eqqtf kpcvqt'ó'yj ku'eqwnf "kpenwf g'c''dqqm'enwd. '"
                r tqhguukqpcn'ctvkeng'tgcf .'i wguv'ur gcmgt. 'uguukqp'uwdo kuukqp'vq 'CNC'qt'CCUN"
                eqphgtgpegu. 'gve0

2. Cp'kpkvkcn'qhhgtkpi "qh'EqR'y kn'dg 'guvcdnkuj gf "vq 'kpenwf g<

2.1. Kphqto cvkqp "Nkvgtce{ "Kpuvtwevkqp"õ"vj ku"eqo o wpkv{ "hqewugu"qp"kpuvtwevkqp"vq"j gm "ngctpgtu"gpi ci g"
kp"etgcvkxg"cpf "etkvkecn"vj kpmkpi "cdqwv"tgugctej "cpf "kphqto cvkqp"tguqwtegu."hcekrkvcvkpi "ngctpgtuø"
f gxgmqr o gpv"cu"npqy ngf i g"etgcvqtu."rkfgmqpi "ngctpgtu."cpf "r ctvkekr cpvu"kp"cecf go ke"cpf "uej qmctn{ "
cevkxkv{0

2.2. Vgcej gt"Eqmcdqtcvkqp"õ"vj ku"eqo o wpkv{ "hqewugu"qp"uej qqn"rkdtctkcp"cpf "encuutqqo "gf wecvqt"
eqmcdqtcvkqp"uvtcvgi kgu."r tqlgev"kf gcu."cpf "qwveqo gu0'

2.3. Nkvgtcwtg"Tgcf kpi "Rtqo qvkqp"õ"vj ku"eqo o wpkv{ "hqewugu"qp"dqvj "÷cf xgtvkukpi ø"y kj kp"vj g"uej qqn"
eqo o wpkv{ "cu"y gm"cu"tgcf kpi "r tqo qvkqp"hqt"gxgt{ "ngctpgt"kp"vj g"uej qqn"eqo o wpkv{0

2.4. F ki kvcn"cpf "Vgej pqmi { "Vqqnu"õ"vj ku"eqo o wpkv{ "hqewugf "qp"f ki kvcn"cpf "vgej pqmi { "qqnu"hqt"wug"
kp"vj g"uej qqn"rkdtct{."vq"cf xkug"cpf "kpeqtr qtcvg"kpvq"encuutqqo "kpuvtwevkqp."cpf "hqt"ngctpgt"
cr r rkecvkqp0'

2.5. F kxgtukv{."Gs wkv{."cpf "Kpenwukqp"õ"vj ku"eqo o wpkv{ "hqewugf "qp"f kxgtukv{."gs wkv{."cpf "kpenwukqp"
vj tqwi j "vj g"uej qqn"rkdtct{ "eqxgtkpi "eqmgevkqp"f gxgmqr o gpv"cpf "ngctpgt"kpkvkcvkxgu"cu"y gm"cu"y kj "
vj g"r tqhguukqp0

*Cm'qh'vj gug"kpkvkcn'i tqwr u"cpf "vj gkt"f guetkr vkqpu"ctg"c"uvctvkpi "r qkpv"dcugf "qp"vj g"o go o gtuj kr "uwtxg{ "
eqpf wevgf "d{ "vj g"O go gt"Rtqo qvkqp"Eqo o kwgg"cpf "cr r tqxgf "d{ "vj g"dqctf 0"K/ku"cuuwo gf "vj cv'uqo g"
EqRu"o c{ "pqv'i gv'o go gtu."qvj gtu"ctg"uq"gzr cpukxg"vj g{ "o c{ "ur rkpvgt"kpvq"ugxgtcn"o tg"hqewugf "EqR"cpf "
pgy "qpgu"y km'dg"f kueqxgtgf 0"K/ku'tgeqo o gpf gf "vj cv'34/3: 'o qpvj u'chvgt"vj g"cr r tqxcn'qh'vj ku"r qrke{ "vj ku"
ugevkqp"dg"wr f cvgf "vq"pqv"ur gekh{ "EqR+

3. O go gtuj kr "kp"c"Eqo o wpkv{ "qh'Rtcevkeg"uj cm'dg"qr gp"vq"o go gtu"qh'vj g"CCUN0

4. Eqo o wpkvkgu"qh'Rtcevkeg"o c{ "dg"etgcvgf "qt"f kuuqnxgf "wr qp"tgeqo o gpf cvkqp"d{ "vj g"O go gt"
Gpi ci go gpv"Eqo o kwgg"vq"vj g"CCUN"Dqctf "qh'F ktgevqtu0

5. Cp{ "ewttgpv"CCUN"o go gtu"o c{ "tgs wguv"c"pgy "EqR"dg"guvcdrkuj gf "d{ "uwdo kwgf "vj g"tgs wguv"vq"vj g"
O go gt"Gpi ci go gpv"Eqo o kwgg"hqt"eqpukf gtcvkqp0'