

Guide to Reading Process Flows



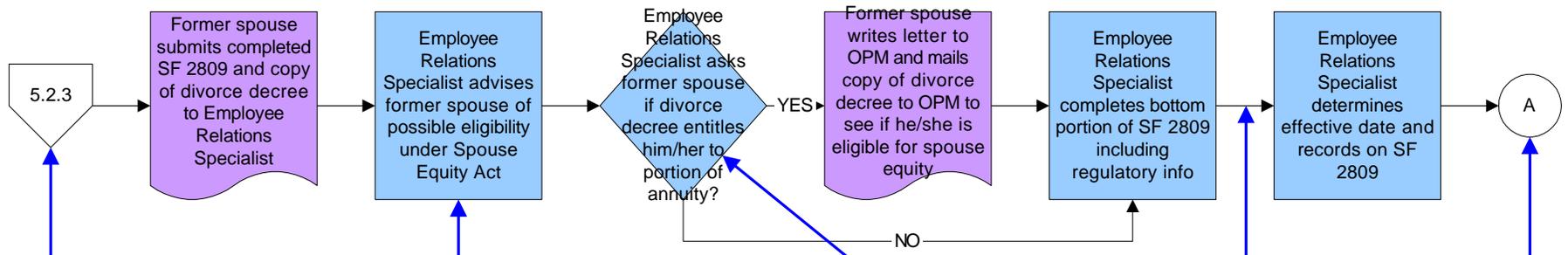
Benefits Admin "As-Is" Process (5.2.4) Detailed -- Life Event Processing

Sub-function

Primary function

This 'Detailed' page corresponds with its respective 'Summary' page. The Summary page includes high-level process steps while the Detailed page breaks out the process into smaller steps.

The 1st number corresponds to the primary function, benefits admin. The 2nd number indicates that this flow is the second flow under the benefits admin primary function. The 3rd number corresponds to the page number of the process flow.



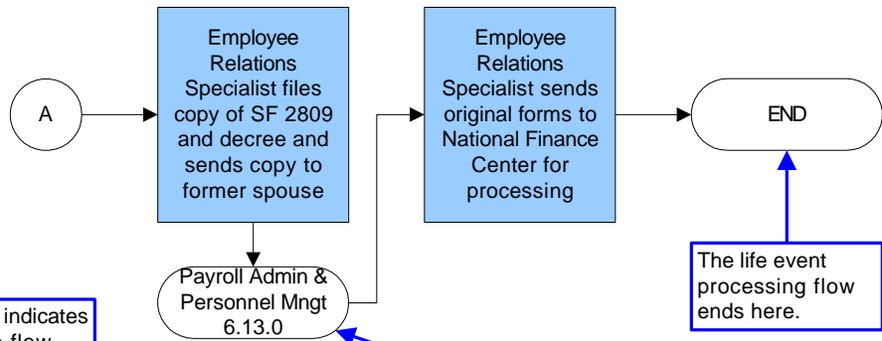
This shape indicates what precedes this page. Page 5.2.3 links to this page and the process continues here.

The color of the box signifies who completes that process step. Every shape in this flow filled with light blue is therefore performed by the Employee Relations Specialist.

The diamond shape indicates a decision point. The yes arrow leads to one scenario and the no arrow leads to an alternative scenario.

These arrows connect process steps.

The process continues wherever the next circle with an 'A' is located on the page.



This date indicates when the flow was printed.

The life event processing flow ends here.

This shape refers the reader to another process flow, in this case flow 6.13.0. At the end of flow 6.13, the reader would return to this point and continue with this process.