

4. **Escalation process:**

- a. If no evidence or no explanation is found in the call note escalate per the following:
  - i. Send email to business managers (Table below) with the following: *"It was detected a significant inflow for an EEA account was executed. I reviewed the cross border call notes and could not find any reverse solicitation explanation. Please follow up with banker where reverse solicitation was documented and revert back"*

**Business Manager Escalation Table:**

Business Manager Name	Business
Armen Brash	US Onshore
Armen Brash/Janet Morales	Latam
Sylvia Junghardt	GAT

- ii. Ensure that reverse solicitation documentation is in dbForce for all large inflows
- b. Document all escalations with comments in the BSO column

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