

## **Employee & Retiree Service Center**

## **Our Commitment**

- We will maintain a customer focus that respects the dignity and the diversity of our employees in all circumstances.
- We will treat each person courteously and respectfully.
- We will be fair and consistent in the application of employment rules and regulations.
- We will be truthful and open in our interactions with our customers.
- We will respect the confidentiality of information given to us.
- We will strive to provide a quality of service that exceeds the expectations of our customers.
- We will respond promptly to requests for service and keep our customers informed about the process and time necessary to provide that service.

