



Per the notification discussion, the following documents are included for your review. If you agree to the terms of your severance agreement, electronically sign where required. You can download a copy for review during the signing process and also immediately upon completion. *Please note that by consenting to using Adobe Sign, it is not necessary to send a copy to the US/PR Mailbox as instructed in the severance agreement.*

Documents include:

- Severance Agreement
- Career Services Documents
- Resources, Employee Assistance Program & Benefits FAQ
- Offboarding Responsibilities
 - My Time: Vacation Pay
 - Manual Expense Reporting Instructions (if applicable)

The Resources After Separation document includes J&J internal departments and external vendor/agency contact information or the online resource, Planning for Your Future website <https://pyf.jnj.com/>

Benefits related questions, please contact the Benefits Service Center at 1-800-565-0122 for U.S. based employees or TeleServicios at 1-800-981-0055 for P.R. based employees.

Severance related questions, please contact Global Services at 1-855-345-9582.

If you choose to revoke your agreement after signing, please submit in writing via email to RA-JJCUS- USPRLocalHR@ITS.JNJ.com (US/PR HR Admin Mailbox) Attn: Carolina Pena, c/o Erica Faulkner, include your Last Name & WWID. Refer to your severance agreement for full details.