

SRUSA Severance Program

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Initial Registration

Notes:

- Before being able to login for the first time, users must complete the Registration steps to establish their Username, Password, Email and Phone Number for Authentication.

Step 1: Access the Website

- <https://www.eepoint.com/SRUSASP>

Step 2: Click the “Register Here” Link

SUMITOMO RUBBER USA, LLC

SRUSA Severance Program

SRUSA Severance Program Website

User Name

Password

LOGIN

Forgot your [User Name](#) or [Password](#)?

No account yet? [Register here](#)


If you have any questions, please [Contact Us](#)

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Step 3: Perform Account Authentication

- User provides required data elements to match their identity to a record in the system. The required data elements are Last 4 digits of SSN, Last Name, and Date of Birth.
- **Important Note:**
 - If the user's last name includes a suffix (e.g., Jr or III), that suffix **is** considered part of the user's last name, and the last name must be input accordingly
 - If the user's last name includes an apostrophe or other special character, that special character must be **included** when the user inputs their last name (e.g., O'Reilly)

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SRUSA Severance Program

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Create Your User Account

To create an account, please provide the following information.

Last 4 digits of SSN *

Last Name *

Date of Birth *

Step 4: Establish Account

- User will choose their username, password and security questions
 - Usernames must be at least 4 characters long and are **not** case sensitive
 - Passwords are case sensitive, and must be at least 8 characters long and contain 3 out of 4 of the following:
 - One uppercase character (A through Z)
 - One lowercase character (a through z)
 - One number (0 through 9)
 - One symbol (~ ! @ \$ % ^ & * _ - + = ' | \ () { } [] : ; " < > , . ? /)
- User must also input their email address and phone number that will be used for Multifactor Authentication (MFA) purposes
 - *Recommendation is for users to use a personal email address and phone number*
- After inputting all required items, user clicks **CONTINUE**

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Create Your User Account

To create an account, please provide the following information.

Tester, Website

User Name *

Confirm User Name *

Password *

Confirm Password *

Security Question 1 *
In what city was your father born?

Security Question 2 *
In what city was your first job located?

Personal Email Address *

Confirm Personal Email Address *

Phone Number *

Confirm Phone Number *

Step 5: Terms of Use

- User must accept the Terms of Use by clicking **ACCEPT TERMS**

The screenshot shows a web interface for the SRUSA Severance Program. On the left, there is a sidebar with the SUMITOMO RUBBER USA, LLC logo and the text 'SRUSA Severance Program'. Below this, there is a 'Privacy Notice' link and the 'wtw' logo. The main content area is titled 'Terms of Use' and contains the following text: 'To use the site you must first accept the Terms of Use. Please click the link below to view them, then click Accept Terms. If you do not agree with the Terms of Use, you can click Cancel and you will be logged out of the Site.' Below this text is a blue link labeled 'View Terms of Use'. At the bottom of the main content area, there are two buttons: a white 'CANCEL' button and a blue 'ACCEPT TERMS' button. A red arrow points to the 'ACCEPT TERMS' button.

Step 6: Verify Email Address

- An email with a six-digit verification code will be sent to the email address provided by the user in Step 4
 - The verification code will expire after **5** minutes for data security reasons
- User inputs the verification code received in email and clicks **Verify**

The screenshot shows a web interface for the SRUSA Severance Program. On the left, there is a sidebar with the SUMITOMO RUBBER USA, LLC logo and the text 'SRUSA Severance Program'. Below this, there is a 'Privacy Notice' link and the 'wtw' logo. The main content area is titled 'Verify Email Address' and contains the following text: 'Before you can access the site we first need to confirm your access to the email address provided by sending a 6-digit verification code. Please enter the code you received below.' Below this text is a text input field labeled 'Security Code'. At the bottom of the main content area, there are two buttons: a blue 'VERIFY' button and a blue 'RESEND' button. Below the 'RESEND' button, there is a note: 'Please note that codes are only valid for a few minutes. If you have not received your code or if the one received is not working, you can click the button below to have a new one sent.'

Step 7: Verify Phone Number

- User chooses either **Phone Call** or **Text Message** to verify the phone number and clicks **Send**
 - “Phone Call” places a voice call to the phone number provided in step 4 to receive a six-digit verification code
 - “Text Message” sends a six-digit verification code to the phone number provided in step 4 via text message

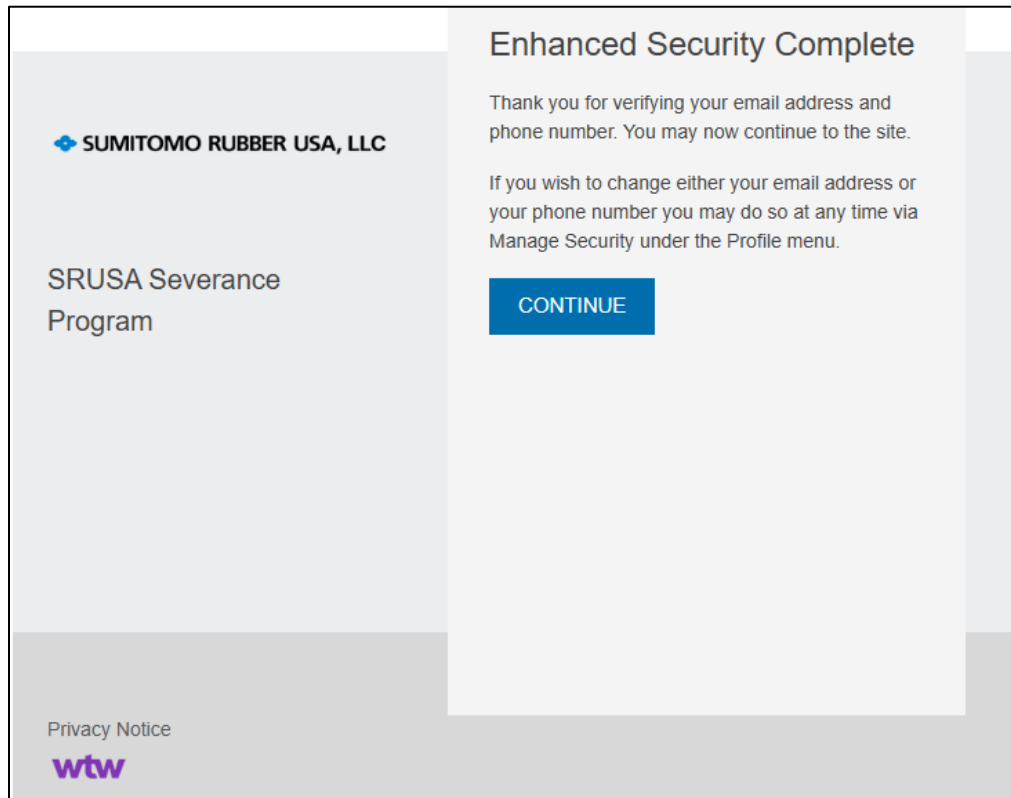
The screenshot shows a web interface for 'Verify Phone Number'. On the left, there is a sidebar with the Sumitomo Rubber USA, LLC logo and the text 'SRUSA Severance Program'. The main content area has the title 'Verify Phone Number' and a paragraph explaining that a 6-digit verification code will be sent to the user's phone. Below this, it lists two options: 'Send a text message to +1-7718' and 'Place a call to +1-7718'. A dropdown menu is currently set to 'Phone Call'. A blue 'SEND' button is positioned to the right of the dropdown. At the bottom, there is a note: 'Please note that standard wireless carrier message and data rates may apply.' The footer includes a 'Privacy Notice' link and the 'wtw' logo.

- User inputs the verification code received via phone call or text message and clicks **Verify**

This screenshot shows the same 'Verify Phone Number' screen, but now with a text input field for the 'Security Code'. The text above the field reads: 'Please enter the code you received below.' A blue 'VERIFY' button is located to the right of the input field. Below the input field, there is a note: 'Please note that codes are only valid for a few minutes. If you have not received your code or if the one received is not working, you can click the button below to have a new one sent.' A blue 'RESEND' button is positioned at the bottom right of the main content area. The sidebar and footer remain the same as in the previous screenshot.

Step 8: Enhanced Security Complete

- User has completed the registration process and can click **Continue** to reach the website home page



Returning Users

Notes:

- When logging back into the website, users must provide two factors to access their account:
 - **Something they know:** Username and Password
 - **Something they previously provided:** Personal email address or phone number to confirm Authentication
- Returning users who have **not** yet completed the enhanced verification (i.e., started the login process, but never completed the Multi Factor Authentication steps) will be asked for and required to provide an email address and phone number in order to complete the process.

Step 1: Login

- User accesses the website: <https://www.eepoint.com/SRUSASP>
- Returning user inputs their Username and Password and clicks **Login**.

SUMITOMO RUBBER USA, LLC

SRUSA Severance Program

SRUSA Severance Program Website

User Name

Password

LOGIN

Forgot your [User Name](#) or [Password](#)?

No account yet? [Register here](#)


If you have any questions, please [Contact Us](#)

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Step 2: Identity Verification

- The phone number and email address the user input during registration will be populated and partially masked; User selects **Email**, **Phone Call** or **Text Message** from the drop-down menu to verify their identity
 - “Email” sends a numeric code via email to the email address used for registration
 - “Phone Call” places a voice call to the phone number used for registration with the numeric code
 - “Text Message” sends a numeric code via text message to the phone number used for registration

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SRUSA Severance Program

Identity Verification

Before you can access the site we first need to confirm your identity by sending a 6-digit verification code to either your confirmed email address or to your confirmed phone.


The following options are available for receiving your verification code:

- Send a text message to +1-7718
- Place a call to +1-7718
- Send an email to a.....n@w....com

Email

SEND

Please note that standard wireless carrier message and data rates may apply.

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Step 3: Verify Code

- User inputs the numeric code received via email, phone call or text message and clicks **Verify**
- If desired, user can select the “Remember this browser” checkbox. This will add a “cookie” to the specific device/browser being used. If that option is selected, then for the next two weeks (14 calendar days) when logging back into the website from that specific device/browser, the user will **not** be required to receive a verification code as part of the login process.
 - If the user logs into the website from a different device/browser, then the user will have to again complete the verification step


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SRUSA Severance Program

Verify Code

Please enter the 6-digit verification code that was sent to you.

Security Code

Remember this browser 

VERIFY

If you did not receive the code you can try sending it again or choosing a different delivery method by clicking the button below.

RESEND

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Forgot Username

If user has previously completed the authentication/registration steps, but has forgotten their User Name, they can recover their Username via the website by using the Forgot User Name tool.

Step 1: Click the “Forgot your User Name” Link

SUMITOMO RUBBER USA, LLC

SRUSA Severance Program

SRUSA Severance Program Website

User Name

Password

LOGIN

Forgot your [User Name](#) or Password?

No account yet? [Register here](#)

If you have any questions, please [Contact Us](#)

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Step 2: Perform Account Authentication

- Input the Last 4 digits of SSN, Last Name, and Date of Birth and click **CONTINUE**

SUMITOMO RUBBER USA, LLC

SRUSA Severance Program

Forgot User Name

Before you can retrieve your user name, we need a little more information about you.

Last 4 digits of SSN

Last Name

Date of Birth

mm/dd/yyyy

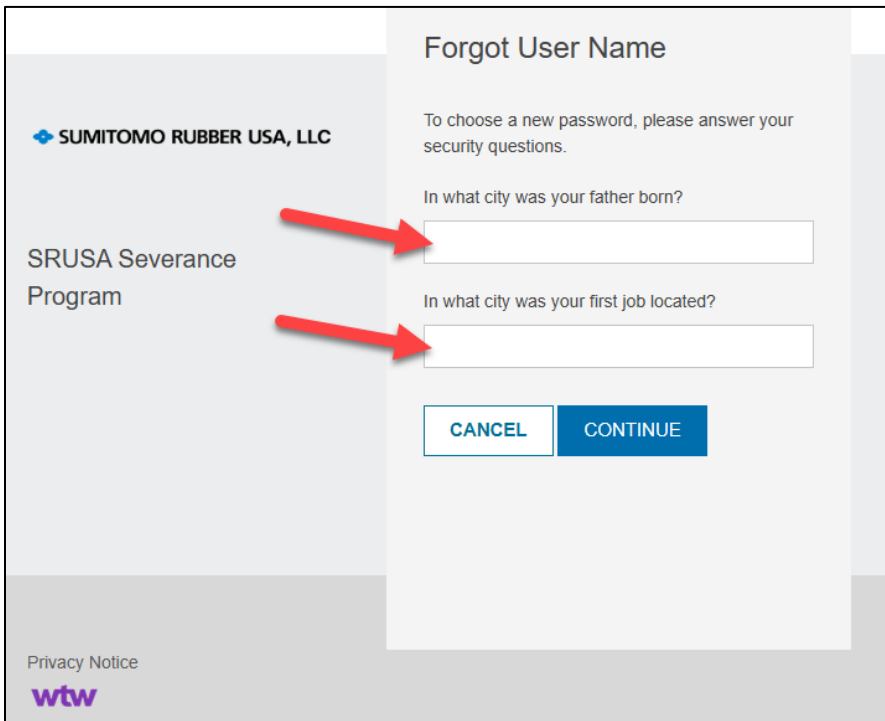
CANCEL CONTINUE

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Step 3: Enter Security Information

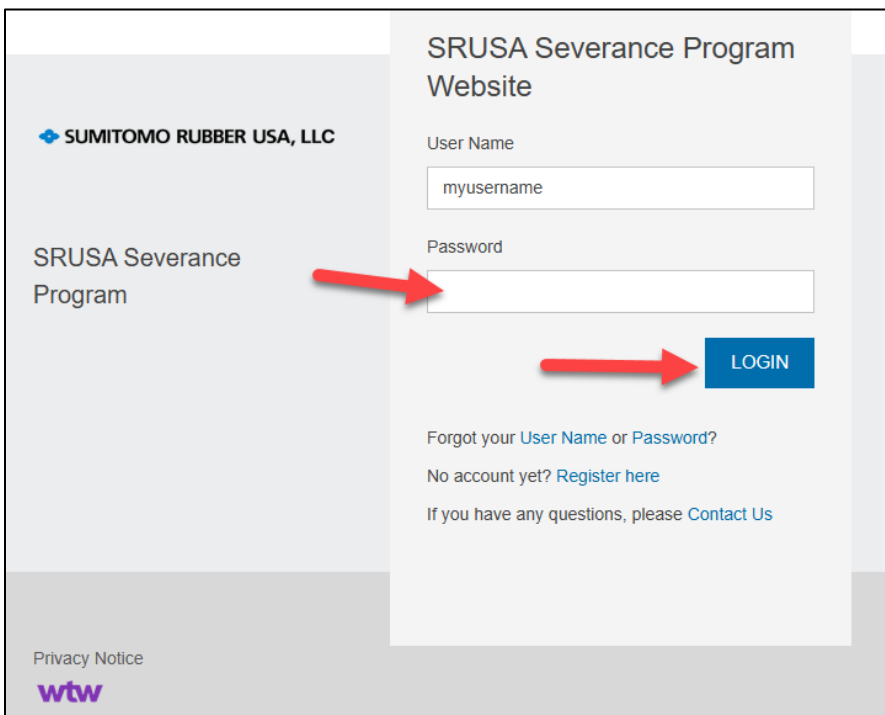
- Enter the answers to the security questions and click **Continue**
 - The security questions displayed will be specifically based on whatever the user selected during the initial account registration process



The screenshot shows a web interface for 'SUMITOMO RUBBER USA, LLC' with the title 'Forgot User Name'. The page includes the company logo and 'SRUSA Severance Program' text. A message states: 'To choose a new password, please answer your security questions.' Two security questions are listed: 'In what city was your father born?' and 'In what city was your first job located?'. Each question has a corresponding text input field. Two red arrows point to these input fields. At the bottom, there are two buttons: 'CANCEL' and 'CONTINUE'. A 'Privacy Notice' link and the 'wtw' logo are visible in the footer.

Step 4: Log In

- The user will be redirected back to the login page where their User Name will now be automatically populated
- Input the Password to complete the login process



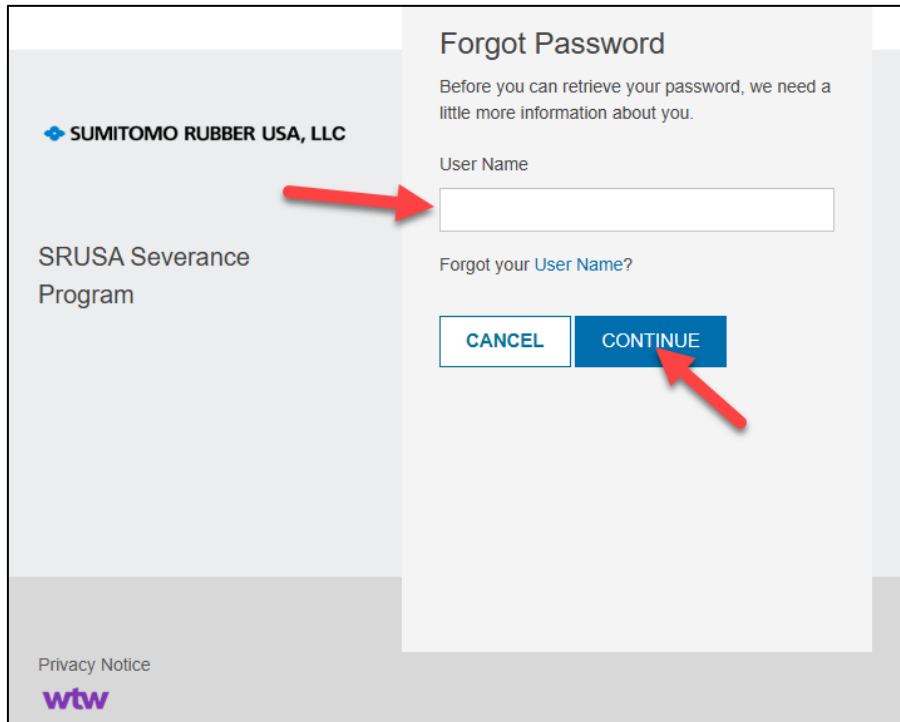
The screenshot shows the 'SRUSA Severance Program Website' login page for 'SUMITOMO RUBBER USA, LLC'. It features the company logo and 'SRUSA Severance Program' text. The login form includes a 'User Name' field with 'myusername' entered and a 'Password' field. A red arrow points to the password field. Below the fields is a blue 'LOGIN' button, with another red arrow pointing to it. At the bottom, there are links for 'Forgot your User Name or Password?', 'No account yet? Register here', and 'If you have any questions, please Contact Us'. A 'Privacy Notice' link and the 'wtw' logo are in the footer.

Forgot Password

Step 1: Click the “Forgot Password” Link

Step 2: Enter User Name

- Enter User Name and click **CONTINUE**



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Forgot Password

Before you can retrieve your password, we need a little more information about you.

User Name

Forgot your [User Name](#)?

CANCEL **CONTINUE**

Step 3: Send Email Link or Answer Security Questions

Send Email option

- User can click the **SEND EMAIL** button which will immediately send a link to the email address the user provided during the initial registration steps.

Sumitomo Rubber USA, LLC

SRUSA Severance Program

Forgot Password

Please click the link below to reset your password via email.

SEND EMAIL

Alternatively, if you know the answers to your security questions, you can provide them below and then choose a new password.

In what city was your father born?

In what city was your first job located?

CANCEL **CONTINUE**

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ESS Password reset request

SS SRUSA Severance Program Website <eepoint.donotreply@willistowerswatson.com>
To [REDACTED]

Website Tester,

Please click on the below link to reset your password.

[Reset your password](#)

- Click the **“Reset your password”** link from the email, which will automatically redirect user to the Change password page

- Input new password (cannot be the same as previous password) in both fields and click **SUBMIT**
 - Passwords must be at least eight characters in length and contain at least one character from the three of the four following categories
 - One uppercase character (A through Z)
 - One lowercase character (a through z)
 - One number (0 through 9)
 - One symbol (~ ! @ \$ % ^ & * _ - + = ' | \ () { } [] : ; " < > , . ? /)
- User will be automatically redirected to the website login page, where they will login by inputting their username and the new password

Answer Security Questions option

- User can input the answers to their security questions and click **CONTINUE**

- User will be automatically taken to the Change password page

The screenshot shows a web interface for changing a password. At the top left, it says 'SUMITOMO RUBBER USA, LLC'. Below that, 'SRUSA Severance Program' is displayed. The main heading is 'Change password' with the instruction 'Please enter and confirm new password.' There are two input fields: 'Password' and 'Confirm Password'. A blue 'SUBMIT' button is located below the second field. Three red arrows point to the 'Password' field, the 'Confirm Password' field, and the 'SUBMIT' button. In the bottom left corner, there is a 'Privacy Notice' link and the 'wtw' logo.

- Input new password (cannot be the same as previous password) in both fields and click **SUBMIT**
 - Passwords must be at least eight characters in length and contain at least one character from the three of the four following categories
 - One uppercase character (A through Z)
 - One lowercase character (a through z)
 - One number (0 through 9)
 - One symbol (~ ! @ \$ % ^ & * _ - + = ' | \ () { } [] : ; " < > , . ? /)
- User will be automatically redirected to the website login page, where they will login by inputting their username and the new password