

About Exception Requests Page

The **Exception Requests** page is a grid consisting of both local and global exceptions in which you are a stakeholder. The operations that you perform in this grid depends on the permissions assigned to your role. You can use the **Exception Requests** page to perform one or more tasks as described below:

- [Create a global exception](#)
- Update the [general](#) information
- [Transition the workflow](#)
- View workflow history
- Enter additional comments in addition to the comments that you enter while transitioning the workflow
- [Manage attachments](#)
- Synchronize the changes made to the workflow of an exception
- Delete an exception

Local exceptions can be created in the Questionnaire window or Control Results tab of Assessment Details page. For more information, refer to *Questionnaire Responder's Guide*.