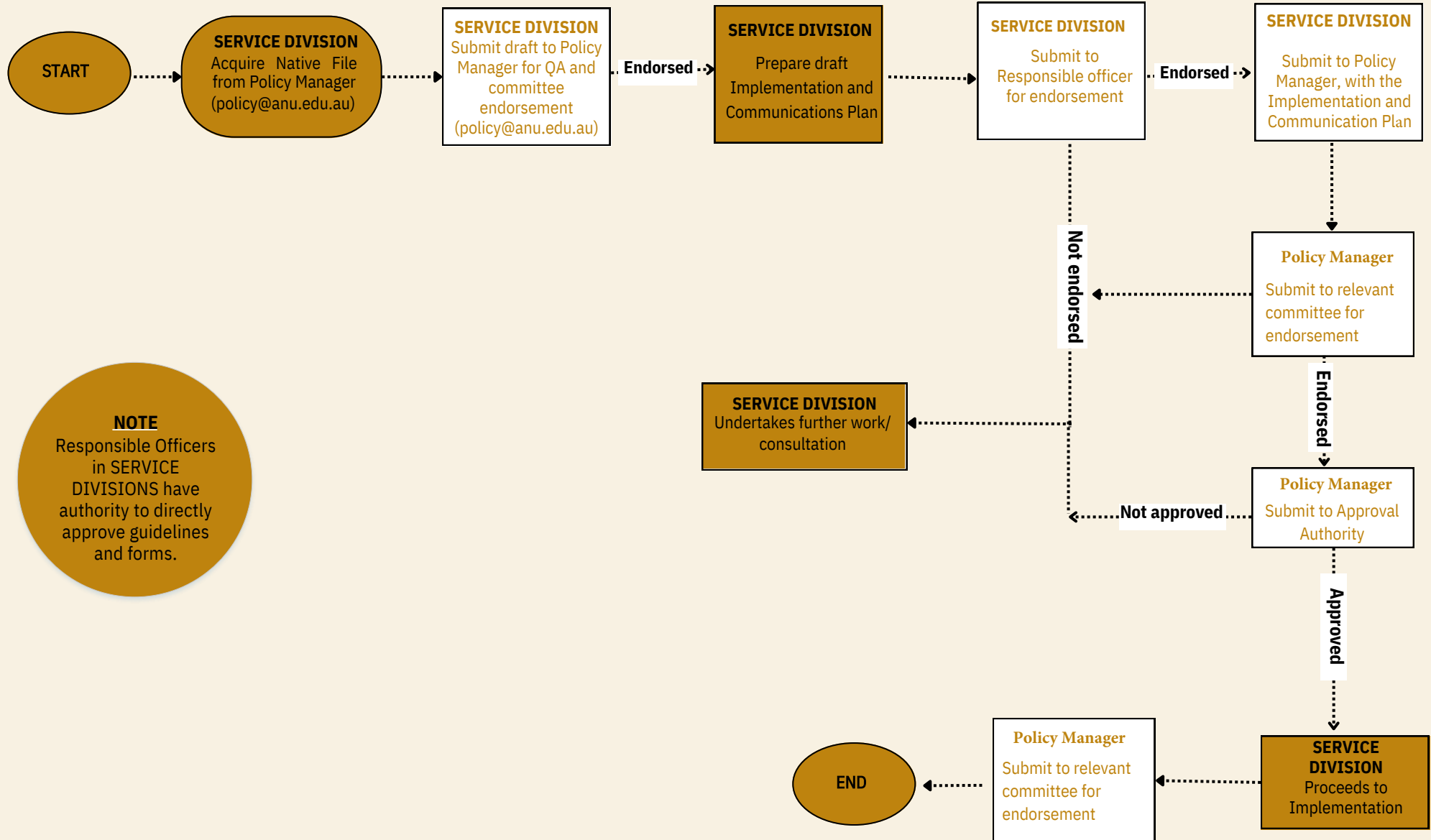


ADMINISTRATIVE Policy & Procedure Approval Process



NOTE
Responsible Officers in SERVICE DIVISIONS have authority to directly approve guidelines and forms.