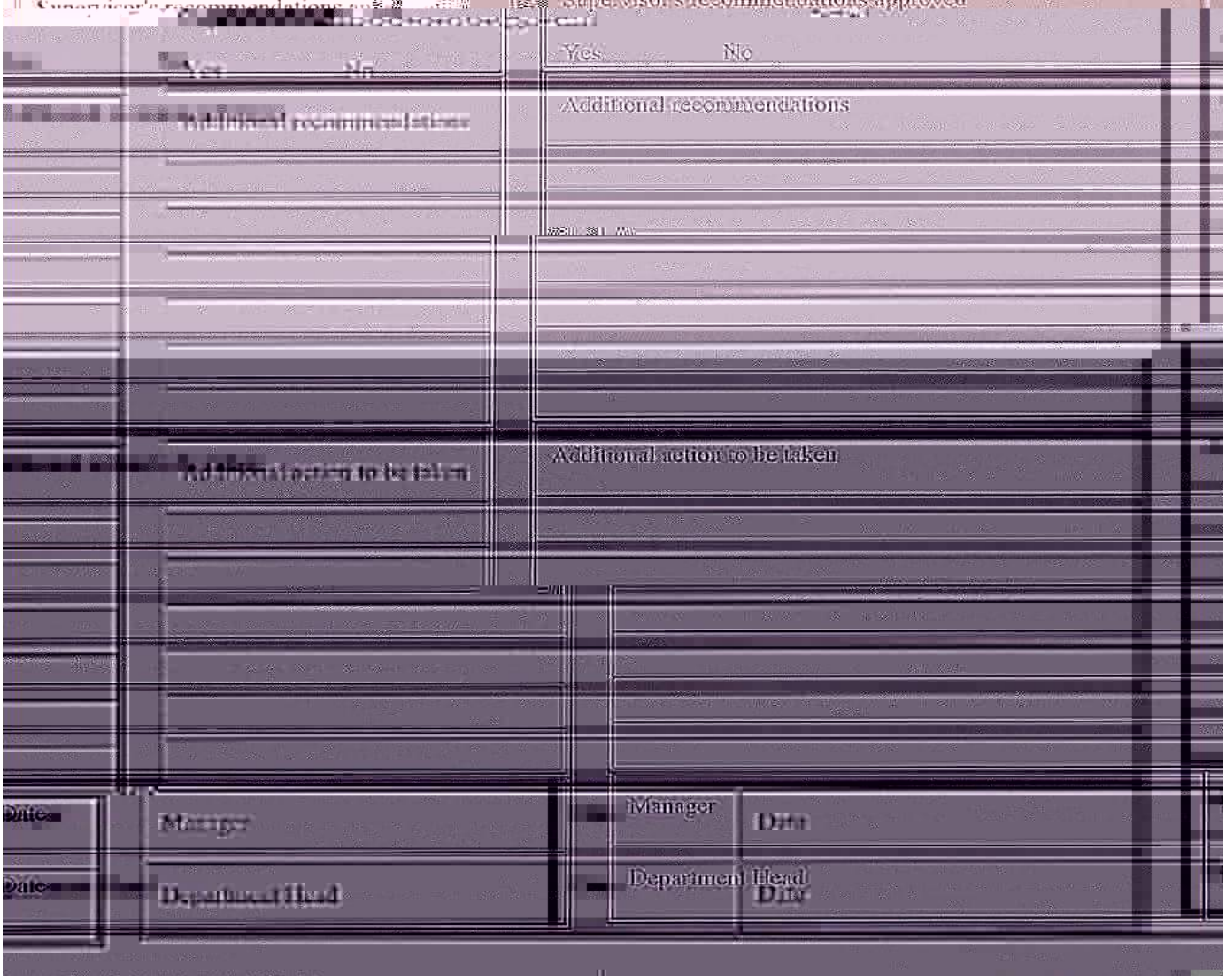
REVIEW BY MANAGER AND DEPARTMENT HEAD

Section III:

Recommendations for additional action