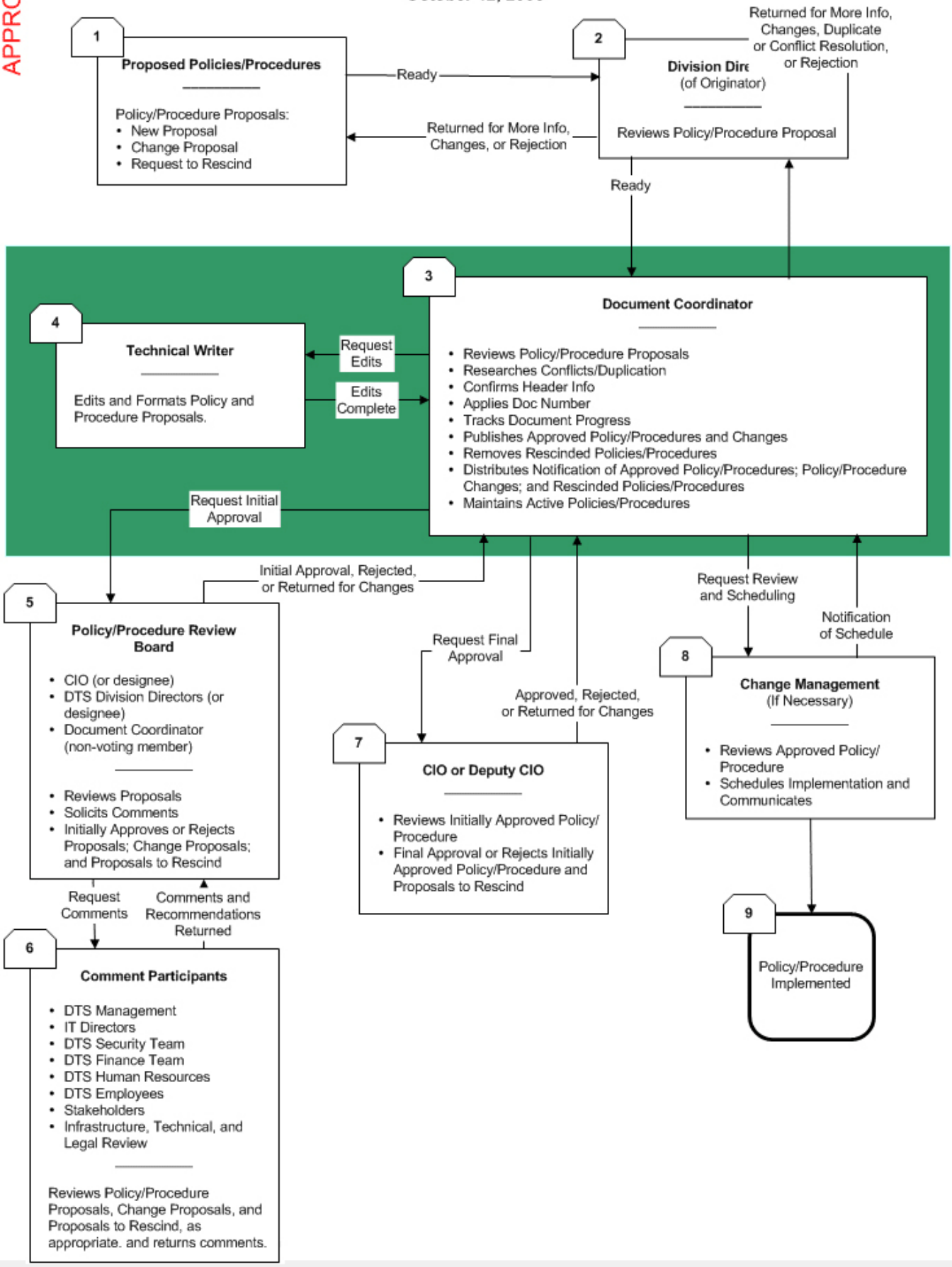
APPROVED

Department of Technology Services
Internal Policy and Procedure Approval Process

October 12, 2005