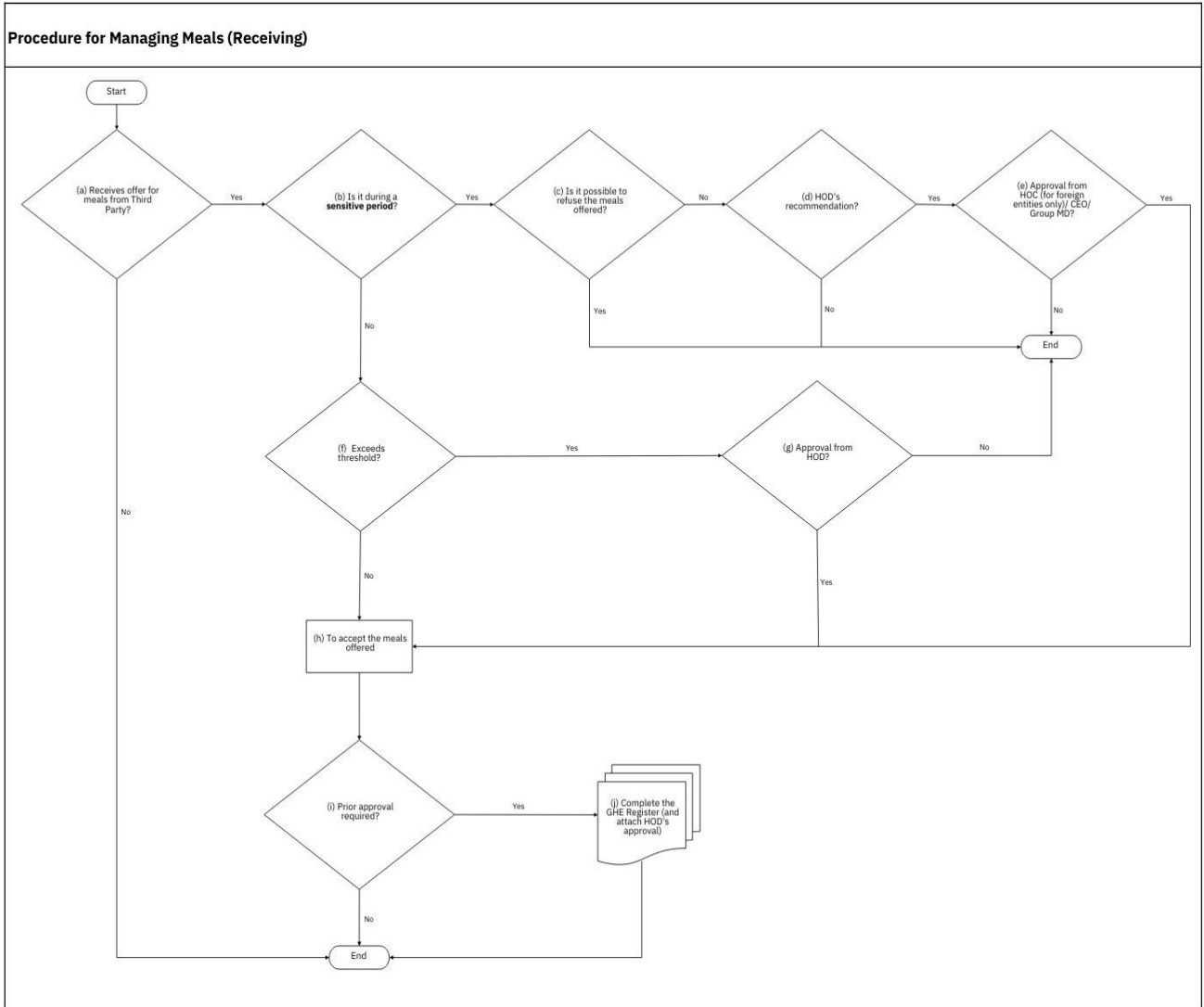
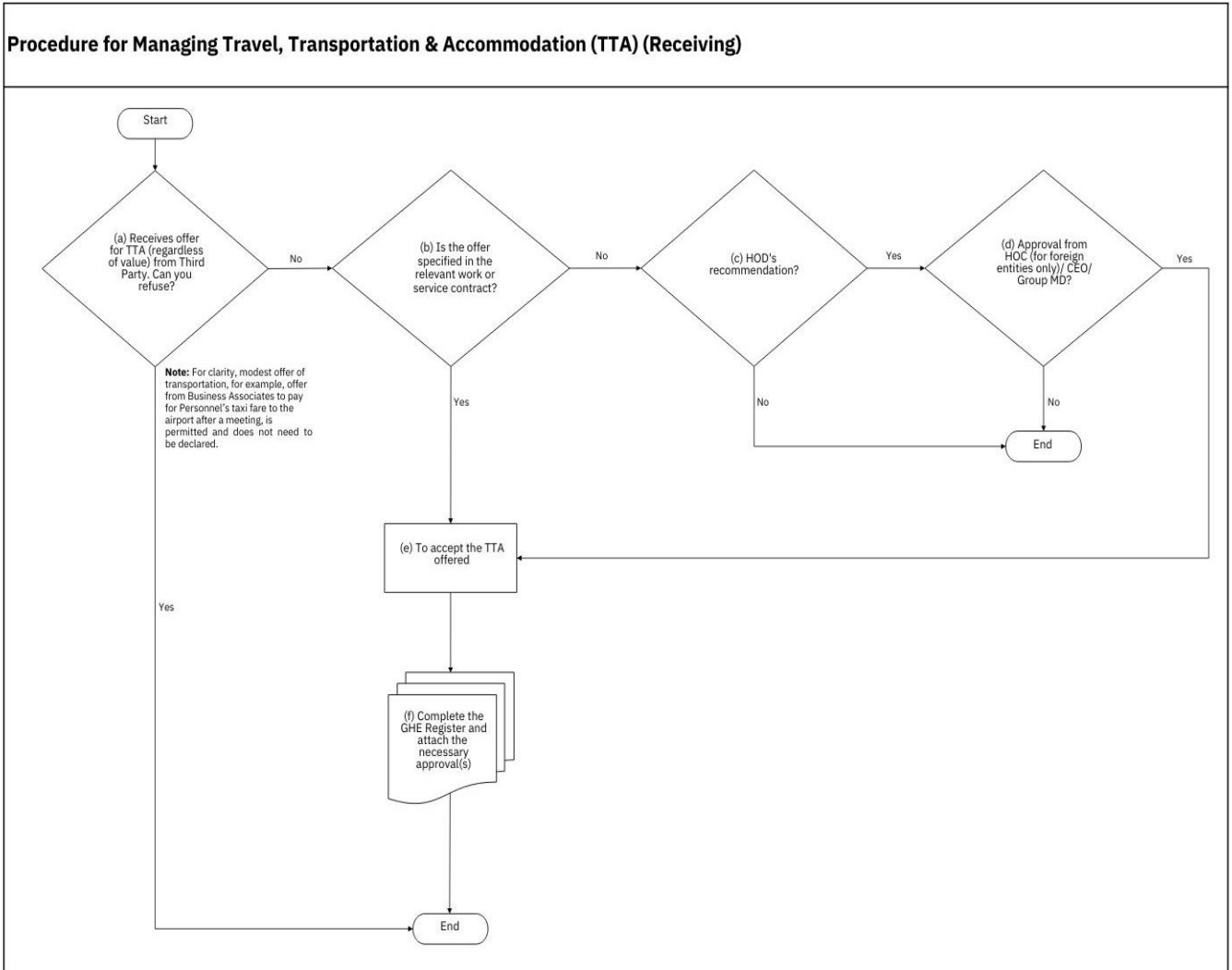


Appendix B: Hospitality and Entertainment Declaration Process (Receiving) Flowchart for Employees

a) Managing Receiving of Meals



b) Managing Receiving of Travel, Transportation & Accommodation



c) Managing Receiving of Entertainment

