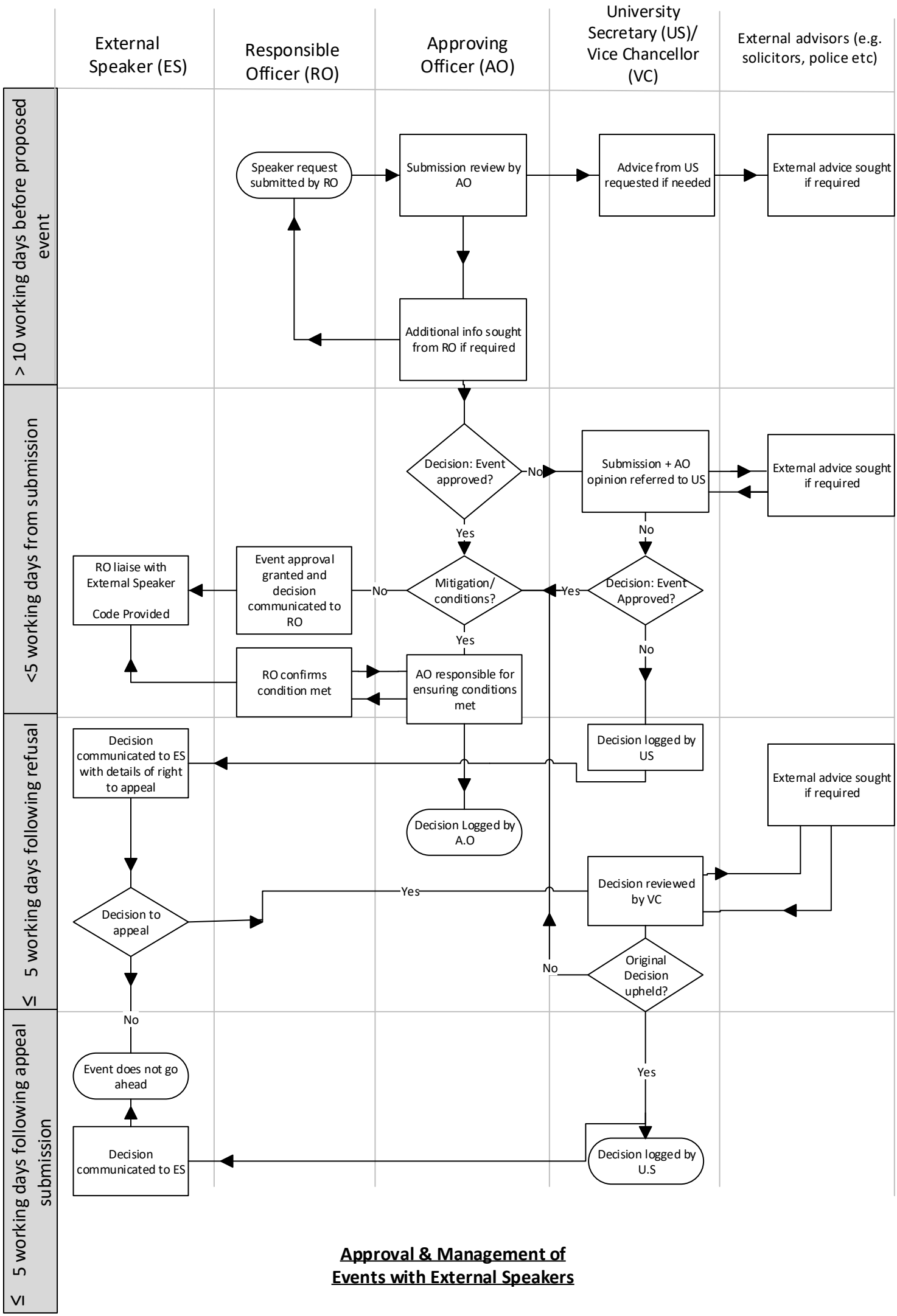
Appendix 2



Approval & Management of Events with External Speakers