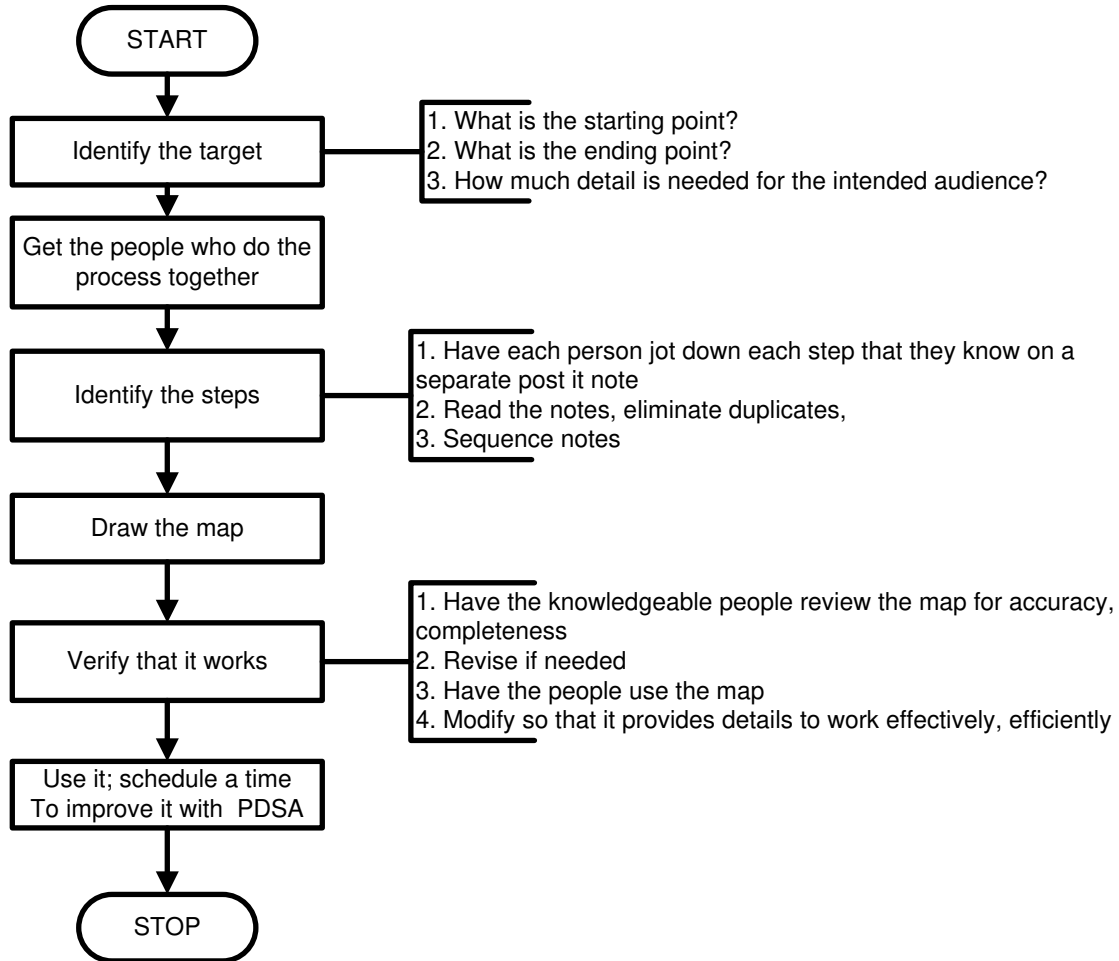


Process Map on How to Map Processes



NOTE: Operating Guidelines for Process Mapping -- Map

1. "Key processes", those critical to organizational success
2. Ineffective processes
3. Inefficient processes that are essential to daily operations