

ID	Task Name	Work	Product ID	Start	Finish	Duration	Pred	Succ	% Complete	RAG
0	EPMA Project Plan - Pilot 1 - Sunderland Memory Protection Service	595.3 days		Mon 27/02/17	Wed 22/11/17	189.07 days			2%	
1	1 Initiation	15.77 days		Mon 27/02/17	Fri 26/05/17	62.4 days			36%	
2	1.1 Review and Update hazard log	1 day		Mon 27/02/17	Tue 28/02/17	2 days			100%	✓
3	1.2 Draft Plan	1 day		Mon 06/03/17	Fri 10/03/17	2.67 days		4	100%	✓
4	1.3 Complete PID	1 day		Thu 16/03/17	Fri 17/03/17	1.67 days	3	5,6	100%	✓
5	1.4 Baseline Plan	0.5 days		Wed 24/05/17	Fri 26/05/17	1.33 days	4		0%	○
6	1.5 Review and Approve PID	0.25 days		Fri 07/04/17	Fri 07/04/17	1 day	4,11,10		0%	●
7	1.6 Review and Approve PID at Project Board	0.75 days		Wed 24/05/17	Wed 24/05/17	0.5 days	6	17	0%	○
8	1.7 Review Comms Plan	0.71 days		Fri 31/03/17	Mon 03/04/17	0.67 days		9	31%	●
9	1.8 Review and Approve Comms plan	0.25 days		Fri 07/04/17	Fri 07/04/17	0.25 days	8	13	50%	●
10	1.9 Arrange service kick off meetings	1 day		Wed 12/04/17	Wed 12/04/17	1 day	6	12	0%	●
11	1.10 Complete Service Audits	5.5 days		Wed 19/04/17	Tue 25/04/17	5 days	6		0%	●
12	1.11 Service kick off meetings	3 days		Thu 13/04/17	Fri 21/04/17	2 days	10		0%	●
13	1.12 Review/ Update Prescription and Letter specification	0.31 days		Fri 07/04/17	Fri 07/04/17	0.07 days	9	17	22%	●
14	1.13 Review Update Benefit Measures - NHS Digital Benefits	0.5 days		Fri 31/03/17	Fri 31/03/17	0.5 days			0%	●
15	1.14 Complete RiO V7 Go-Live	0 days		Mon 20/03/17	Mon 20/03/17	0 days		days,38	100%	✓
16	1.15 Confirm Rio V7.5 Hotfix Release	0 days		Fri 07/04/17	Fri 07/04/17	0 days	+15 days	17	0%	●
17	1.16 Initiation Complete	0 days		Wed 24/05/17	Wed 24/05/17	0 days	16,13,7		0%	○
18	2 Design	146.54 days		Wed 22/03/17	Thu 10/08/17	99.07 days			3%	
19	2.1 Confirm commencement of recruitment for Pharmacy formulary post	0.5 days		Mon 10/04/17	Thu 13/04/17	1.5 days	6	74	0%	●
20	2.2 Impact Assessment	5.13 days		Mon 05/06/17	Thu 29/06/17	18.7 days			0%	
21	2.2.1 Complete Impact Assessment	4 days		Mon 05/06/17	Tue 13/06/17	2.5 days	6	22	0%	○
22	2.2.2 Approve Impact Assessment	1.13 days		Thu 29/06/17	Thu 29/06/17	0.7 days	21		0%	○
23	2.3 IT Audit	5.5 days		Tue 02/05/17	Wed 10/05/17	7 days			0%	
24	2.3.1 IT Requirements	5.5 days		Tue 02/05/17	Wed 10/05/17	7 days			0%	
25	2.3.1.1 Review current IT equipment/Infrastructure for Pilots and identify required kit	2 days		Tue 02/05/17	Tue 02/05/17	1 day		26	0%	●
26	2.3.1.2 Meeting to confirm kit requirements and installation dates	3.5 days		Fri 05/05/17	Wed 10/05/17	2 days	25		0%	●
27	2.4 Disaster Recovery System Design	0 days		Fri 07/04/17	Fri 28/04/17	15.07 days			0%	
28	2.4.1 Confirm and Approve cost/CCN	0 days		Fri 07/04/17	Fri 07/04/17	1 day		29	0%	●
29	2.4.2 Receive Local test DR system	0 days		Wed 12/04/17	Thu 13/04/17	1.38 days	28	30	0%	●
30	2.4.3 Draft DR Configuration	0 days		Fri 14/04/17	Tue 18/04/17	1 day	29	31	0%	●
31	2.4.4 DR Workshop	0 days		Tue 18/04/17	Wed 19/04/17	1.43 days	30	32	0%	●
32	2.4.5 Draft ePDR BCP To Be Process	0 days		Tue 25/04/17	Thu 27/04/17	2.5 days	31	33	0%	●
33	2.4.6 Review/ update/ approve ePDR BCP To Be Process	0 days		Fri 28/04/17	Fri 28/04/17	1 day	32	16,58,59	0%	●
34	2.5 Reports	0 days		Fri 31/03/17	Wed 12/04/17	8.25 days			0%	
35	2.5.1 CCN for servelec additional database	0 days		Fri 31/03/17	Fri 31/03/17	0.63 days		+5 days	0%	●
36	2.5.2 Confirm delivery of reporting solution	0 days		Wed 12/04/17	Wed 12/04/17	0.25 days	35FS+5 days	41	0%	●
37	2.6 RiO Development Build	24.5 days		Wed 22/03/17	Fri 28/04/17	27.07 days			16%	
38	2.6.1 Build ePMA Module	3 days		Wed 22/03/17	Wed 29/03/17	3 days	15	1,40,47	100%	✓
39	2.6.2 Build Prescriptions	7.5 days		Mon 24/04/17	Fri 28/04/17	5 days	38		0%	●
40	2.6.3 Amend Letters	10 days		Mon 24/04/17	Fri 28/04/17	5 days	38		0%	●
41	2.6.4 Develop and build reports	2 days		Mon 24/04/17	Tue 25/04/17	2 days	36,38	42	0%	●

Project: EPMA Project Plan - Pilot 1 - Date: Wed 17/05/17

Task		Project Summary		Inactive Task		Duration-only		Finish-only	
Split		External Tasks		Inactive Milestone		Manual Summary Rollup		Progress	
Milestone		External Milestone		Inactive Summary		Manual Summary		Deadline	
Summary		Inactive Task		Manual Task		Start-only			

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42	2.6.5 EPMA Links	1 day		Wed 26/04/17	Wed 26/04/17	1 day	41	43,44	0%	Red
43	2.6.6 Draft System Configuration Document	1 day		Fri 07/04/17	Fri 07/04/17	1 day	42		0%	Red
44	2.6.7 Test RiO v7.5 Hotfix and Initial Epma build (internal) Dev Environment	0 days		Thu 27/04/17	Fri 28/04/17	1.5 days	42	45	0%	Red
45	2.7 Training documentation	76.57 days		Fri 21/04/17	Thu 15/06/17	37.47 days	44		0%	
46	2.7.1 Draft Training materials	60.66 days		Fri 21/04/17	Fri 02/06/17	29 days			0%	
47	2.7.1.1 Full User Guide	6.94 days		Fri 21/04/17	Tue 02/05/17	6.94 days	38	52,48	0%	Red
48	2.7.1.2 Quickguides	6.8 days		Tue 02/05/17	Tue 09/05/17	3.4 days	47	52,49	0%	Red
49	2.7.1.3 Storyboards - captivates	4.7 days		Mon 08/05/17	Fri 12/05/17	4.69 days	48	50	0%	Red
50	2.7.1.4 Review and update storyboards	3.61 days		Fri 12/05/17	Mon 15/05/17	1.31 days	49	51	0%	Red
51	2.7.1.5 Captivate Package	38.6 days		Tue 16/05/17	Fri 02/06/17	12.53 days	50	52	0%	Yellow
52	2.7.2 Review/ Update/ Approve Training materials	15.92 days		Mon 05/06/17	Thu 15/06/17	7.13 days	47,48,51	51,58,53	0%	White
53	2.8 Trustwide Communications	5.93 days		Thu 15/06/17	Tue 20/06/17	3.47 days	52		0%	
54	2.8.1 Develop contents for Intranet page	2.93 days		Thu 15/06/17	Fri 16/06/17	1.47 days		55	0%	White
55	2.8.2 Build ePMA Intranet Page	3 days		Fri 16/06/17	Tue 20/06/17	2 days	54	57	0%	White
56	2.9 Preparation for Business Change	22.85 days		Tue 20/06/17	Fri 14/07/17	17.49 days			0%	
57	2.9.1 Confirm business change group Attendees and inform of session dates	1 day		Tue 20/06/17	Wed 21/06/17	1 day	55	58	0%	White
58	2.9.2 Review/Update/Approve To Be Processes	2.25 days		Mon 26/06/17	Mon 03/07/17	1.5 days	33,52,57	59	0%	White
59	2.9.3 Prepare To Be Processes Proposal (Captivate)	10.97 days		Tue 04/07/17	Tue 11/07/17	5.49 days	33,58	60,61	0%	White
60	2.9.4 Remind service representatives of workshop dates	1 day		Tue 04/07/17	Tue 04/07/17	1 day	59		0%	White
61	2.9.5 Review/Update/Approve Data Migration Strategy	1.25 days		Tue 11/07/17	Wed 12/07/17	0.75 days	59	62	0%	White
62	2.9.6 Review/Update/Approve Transition and Support Approach	1 day		Wed 12/07/17	Wed 12/07/17	0.5 days	61	63	0%	White
63	2.9.7 Review and Approve Test Plan - UAT Arrangements for Pilot Area	1.8 days		Wed 12/07/17	Thu 13/07/17	0.65 days	62	64	0%	White
64	2.9.8 Review/Update Approve Training Approach	3.58 days		Mon 10/07/17	Fri 14/07/17	1.67 days	63	66,91	0%	White
65	2.10 Business Change Session - Half Day Session	3 days		Fri 14/07/17	Mon 17/07/17	1 day			0%	
66	2.10.1 Agree All Business Change Materials	3 days		Fri 14/07/17	Mon 17/07/17	1 day	64	3,74,75	0%	White
67	2.11 Final Business Change/Engagement Session	2.54 days		Mon 24/07/17	Thu 10/08/17	14 days	66		0%	
68	2.11.1 Remind service representatives of workshop dates	0.01 days		Mon 24/07/17	Mon 24/07/17	1 day			0%	White
69	2.11.2 Validation/Final Updates/Prep for go-live	2.54 days		Wed 09/08/17	Thu 10/08/17	0.91 days		99	0%	White
70	3 BUILD	34.32 days		Mon 17/07/17	Tue 22/08/17	26.58 days	66		0%	
71	3.1 RiO Live Environment	24.6 days		Tue 18/07/17	Thu 17/08/17	22.73 days	66		0%	
72	3.1.1 Configure DR in Live	2 days		Mon 24/07/17	Mon 24/07/17	1 day	66	73	0%	White
73	3.1.2 Build ePMA Module	2 days		Tue 18/07/17	Wed 19/07/17	2 days	72,66	75,74	0%	White
74	3.1.3 Build Formulary - times TBC	20 days		Thu 20/07/17	Wed 16/08/17	20 days	19,73,66	1,76,94	0%	White
75	3.1.4 Copy Prescriptions, letters and reports	0.5 days		Thu 20/07/17	Thu 20/07/17	1 day	73,66	76	0%	White
76	3.1.5 Review and approve System configuration document	0.1 days		Thu 17/08/17	Thu 17/08/17	0.4 days	75,74	81	0%	White
77	3.2 System Admin	7.72 days		Mon 17/07/17	Thu 17/08/17	23.52 days			0%	Red
78	3.2.1 Knowledge base articles	6.37 days		Mon 17/07/17	Tue 25/07/17	6.37 days		79	0%	White
79	3.2.2 Identify and document system admin tasks	0.75 days		Tue 25/07/17	Wed 26/07/17	0.75 days	78	80	0%	White
80	3.2.3 Agree system admin and on going support	0.6 days		Wed 26/07/17	Wed 26/07/17	0.25 days	79	81	0%	White

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Milestone		External Milestone		Inactive Summary		Manual Summary		Deadline	
Summary		Inactive Task		Manual Task		Start-only			

ID	Task Name	Work	Product ID	Start	Finish	Duration	Pred	Succ	% Complete	RAG
81	3.2.4 Build complete	0 days		Thu 17/08/17	Thu 17/08/17	0.2 days	76,80,52		0%	○
82	3.3 IT KIT	2 days		Mon 21/08/17	Tue 22/08/17	2 days			0%	○
83	3.3.1 Build Laptops/Printers	2 days		Mon 21/08/17	Tue 22/08/17	2 days			0%	○
84	4 TESTING	23.25 days		Mon 01/05/17	Tue 05/09/17	89 days			0%	○
85	4.1 ePDR Testing	0 days		Mon 01/05/17	Wed 03/05/17	1.59 days			0%	○
86	4.1.1 Produce ePDR testing documentation	0 days		Tue 02/05/17	Wed 03/05/17	1.5 days	33	87	0%	●
87	4.1.2 Review/Update ePDR testing documentation	0 days		Wed 03/05/17	Wed 03/05/17	0.09 days	86	88	0%	●
88	4.1.3 Test ePDR (internal)	0 days		Mon 01/05/17	Mon 01/05/17	1 day	87	89	0%	●
89	4.1.4 Sign off ePDR testing	0 days		Tue 02/05/17	Tue 02/05/17	1 day	88	96	0%	●
90	4.2 Internal Testing/UAT - MPS - Dev Environment	23.25 days		Fri 14/07/17	Tue 05/09/17	36.58 days			0%	●
91	4.2.1 Internal Testing Epma (UAT scripts/scenarios)	4 days		Fri 14/07/17	Tue 18/07/17	2 days	64	92	0%	○
92	4.2.2 Test infrastructure/ IT equipment	1 day		Tue 18/07/17	Thu 20/07/17	2 days	91	93	0%	○
93	4.2.3 Complete UAT	8 days		Thu 20/07/17	Fri 28/07/17	6 days	92	97	0%	○
94	4.2.4 Complete all testing on LIVE environment	10 days		Thu 17/08/17	Fri 01/09/17	5 days	74	95	0%	○
95	4.2.5 Sign off UAT	0.25 days		Mon 04/09/17	Mon 04/09/17	1 day	94	96	0%	○
96	4.2.6 Testing complete	0 days		Tue 05/09/17	Tue 05/09/17	1 day	89,95		0%	○
97	5 TRAINING	21.83 days		Fri 11/08/17	Mon 04/09/17	16 days	93		0%	○
98	5.1 Publish Training	21.83 days		Fri 11/08/17	Mon 04/09/17	16 days			0%	○
99	5.1.1 Publish Captivates	0.25 days		Fri 11/08/17	Fri 11/08/17	0.25 days	69	100,101	0%	○
100	5.1.2 Service to complete relevant eLearning Training	15 days		Fri 11/08/17	Mon 04/09/17	15 days	99		0%	○
101	5.1.3 Publish Quickguides	0.5 days		Fri 11/08/17	Fri 11/08/17	0.5 days	99		0%	○
102	5.1.4 Training Support/Monitoring Feedback	6.08 days		Fri 11/08/17	Mon 04/09/17	16 days			0%	○
103	6 GO - LIVE	97.72 days		Wed 23/08/17	Fri 03/11/17	51.7 days			0%	○
104	6.1 Complete Go-Live checklist	3 days		Wed 23/08/17	Fri 25/08/17	3 days		105	0%	○
105	6.2 Approve Go Live Checklist	0.5 days		Tue 29/08/17	Tue 29/08/17	0.5 days	104	106	0%	○
106	6.3 Install & test new kit/infrastructure	0.25 days		Tue 29/08/17	Tue 29/08/17	0.17 days	105	107	0%	○
107	6.4 Issue DR Icon to all pilot users desktops	1.25 days		Tue 29/08/17	Wed 30/08/17	1 day	106	108,111	0%	○
108	6.5 Go/ No Go decision	0.92 days		Wed 30/08/17	Wed 30/08/17	0.33 days	107	112,109	0%	○
109	6.6 Updates to Intranet page	1.25 days		Thu 31/08/17	Thu 31/08/17	1 day	108		0%	○
110	6.7 Roker Go Live	4.28 days		Wed 30/08/17	Mon 04/09/17	2.83 days			0%	○
111	6.7.1 Update user accounts	2.33 days		Wed 30/08/17	Fri 01/09/17	1.33 days	107		0%	○
112	6.7.2 Distribute support arrangements to staff	0.7 days		Fri 01/09/17	Fri 01/09/17	0.7 days	108		0%	○
113	6.7.3 Complete Roker Data Migration	1.25 days		Mon 04/09/17	Mon 04/09/17	0.5 days		114	0%	○
114	6.7.4 Roker Go - Live	0 days		Mon 04/09/17	Mon 04/09/17	0 days	113	128SS	0%	○
115	6.8 Mowbray Go Live	4.32 days		Mon 11/09/17	Wed 13/09/17	3 days			0%	○
116	6.8.1 Update User accounts	2 days		Wed 06/09/17	Wed 06/09/17	1 day			0%	○
117	6.8.2 Distribute support arrangements to staff	1.15 days		Thu 07/09/17	Fri 08/09/17	1.15 days			0%	○
118	6.8.3 Complete Mowbray Data Migration	1.17 days		Mon 04/09/17	Tue 12/09/17	1.33 days			0%	○
119	6.8.4 Mowbray Go - Live	0 days		Mon 11/09/17	Mon 11/09/17	0 days		120	0%	○

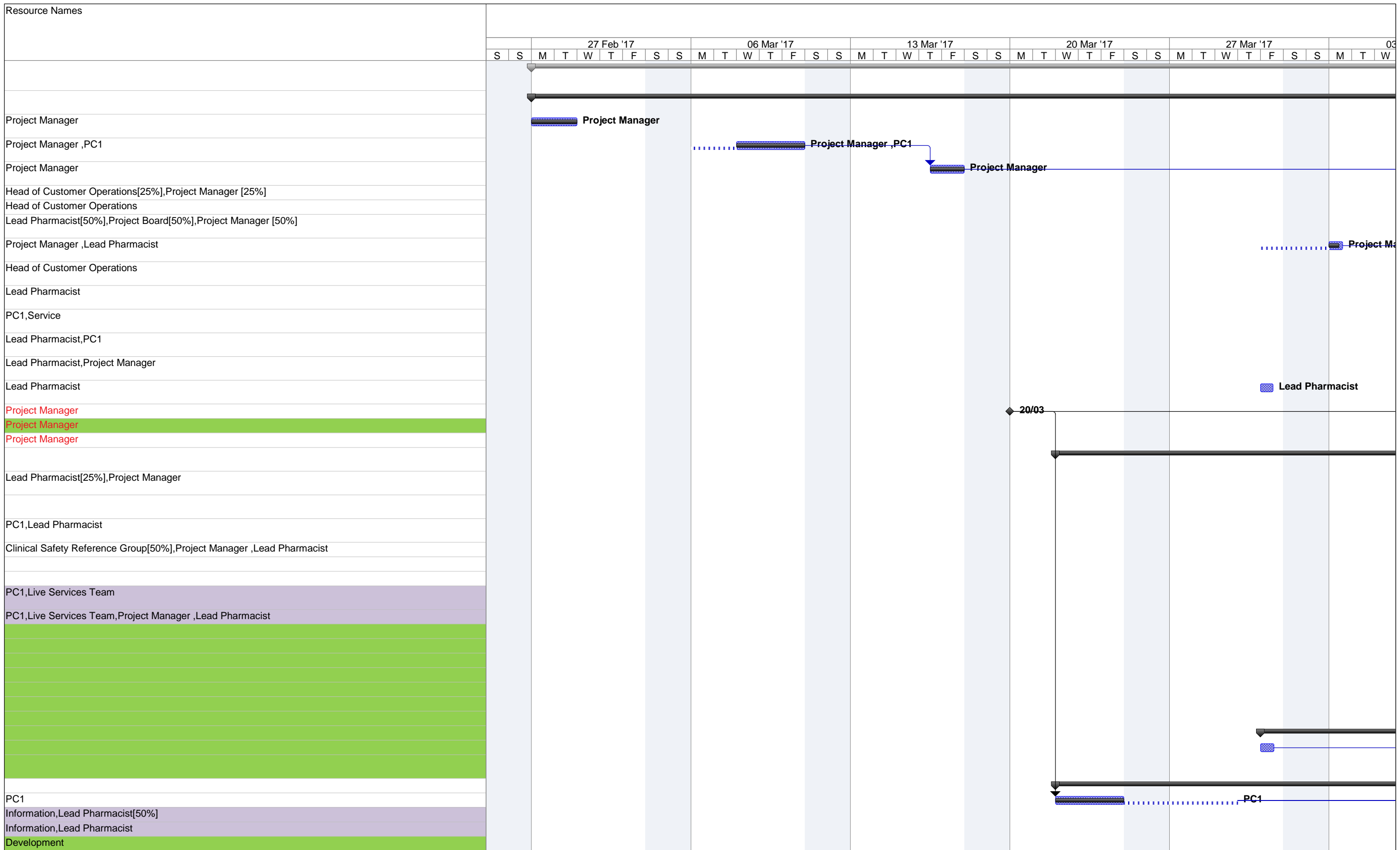
Project: EPMA Project Plan - Pilot 1 - Date: Wed 17/05/17

Task		Project Summary		Inactive Task		Duration-only		Finish-only	
Split		External Tasks		Inactive Milestone		Manual Summary Rollup		Progress	
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Summary		Inactive Task		Manual Task		Start-only			

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120	6.9 Inpatients Evaluation	1.25 days		Wed 20/09/17	Wed 20/09/17	0.25 days	119		0%	
121	6.9.1 Inpatients Evaluation meeting	1.25 days		Wed 20/09/17	Wed 20/09/17	0.25 days		123	0%	
122	6.10 MPS Team Go Live	6.1 days		Wed 20/09/17	Wed 04/10/17	10.75 days			0%	
123	6.10.1 Update user accounts	2 days		Wed 20/09/17	Thu 21/09/17	1 day	121	124	0%	
124	6.10.2 Distribute support arrangements to staff	0.1 days		Fri 29/09/17	Fri 29/09/17	1 day	123	125	0%	
125	6.10.3 Complete MPS Team Data Migration	4 days		Mon 02/10/17	Wed 04/10/17	2 days	124	126	0%	
126	6.10.4 MPS Go - Live	0 days		Wed 04/10/17	Wed 04/10/17	0 days	125		0%	
127	6.11 Support	74.6 days		Mon 04/09/17	Fri 03/11/17	44.2 days			0%	
128	6.11.1 Go-Live Support	74.6 days		Mon 04/09/17	Thu 02/11/17	26.1 days	114SS	129	0%	
129	6.11.2 Go-Live complete	0 days		Thu 02/11/17	Fri 03/11/17	1 day	128	132	0%	
130	7 POST Go - LIVE	22.75 days		Thu 19/10/17	Thu 09/11/17	15.7 days			0%	
131	7.1 Post implementation review	4 days		Fri 03/11/17	Thu 09/11/17	4 days			0%	
132	7.1.1 Arrange PIR	2 days		Fri 03/11/17	Tue 07/11/17	2 days	129	133	0%	
133	7.1.2 Complete PIR	2 days		Tue 07/11/17	Thu 09/11/17	1.67 days	132	135	0%	
134	7.2 Pilot review	18.75 days		Thu 19/10/17	Thu 09/11/17	15.6 days			0%	
135	7.2.1 Pilot Review	8 days		Thu 19/10/17	Wed 25/10/17	4 days	133	136	0%	
136	7.2.2 Document Lessons Learnt	2 days		Thu 26/10/17	Thu 26/10/17	1 day	135	137	0%	
137	7.2.3 Draft End Stage Report	1 day		Fri 27/10/17	Fri 27/10/17	1 day	136	138	0%	
138	7.2.4 Review and approve End Stage Report	1.75 days		Mon 30/10/17	Mon 30/10/17	1 day	137	139	0%	
139	7.2.5 Prepare/review paper to for Trust Groups for approval to progress	1 day		Tue 31/10/17	Fri 03/11/17	1.67 days	138	140	0%	
140	7.2.6 Approval of progressing to next pilot area	2 days		Fri 03/11/17	Mon 06/11/17	1 day	139	141	0%	
141	7.2.7 Consider Policy updates - policies not updated for pilot	0 days		Mon 06/11/17	Tue 07/11/17	1 day	140	142	0%	
142	7.2.8 Complete support handover documentation	1 day		Tue 07/11/17	Wed 08/11/17	1 day	141	143	0%	
143	7.2.9 Support Handover ??	2 days		Wed 08/11/17	Thu 09/11/17	1 day	142		0%	
144	8 Project Controls	233.13 days		Mon 27/02/17	Wed 22/11/17	189.07 days			0%	
145	8.1 Attend Project Board	9 days		Mon 27/02/17	Wed 22/11/17	11 days			0%	
146	8.2 HSCIC Highlight Report	4 days		Mon 27/02/17	Mon 06/11/17	8 days			0%	
147	8.3 Servelec Calls	40.07 days		Mon 27/02/17	Wed 01/11/17	36.5 days			0%	
148	8.4 One to Ones	34.64 days		Mon 27/02/17	Wed 08/11/17	49.53 days			0%	
149	8.5 Team Meeting	112.42 days		Mon 27/02/17	Wed 15/11/17	56 days			0%	
150	8.6 Admin Tasks (status report, project logs, etc)	33 days		Mon 27/02/17	Wed 12/04/17	33 days			0%	

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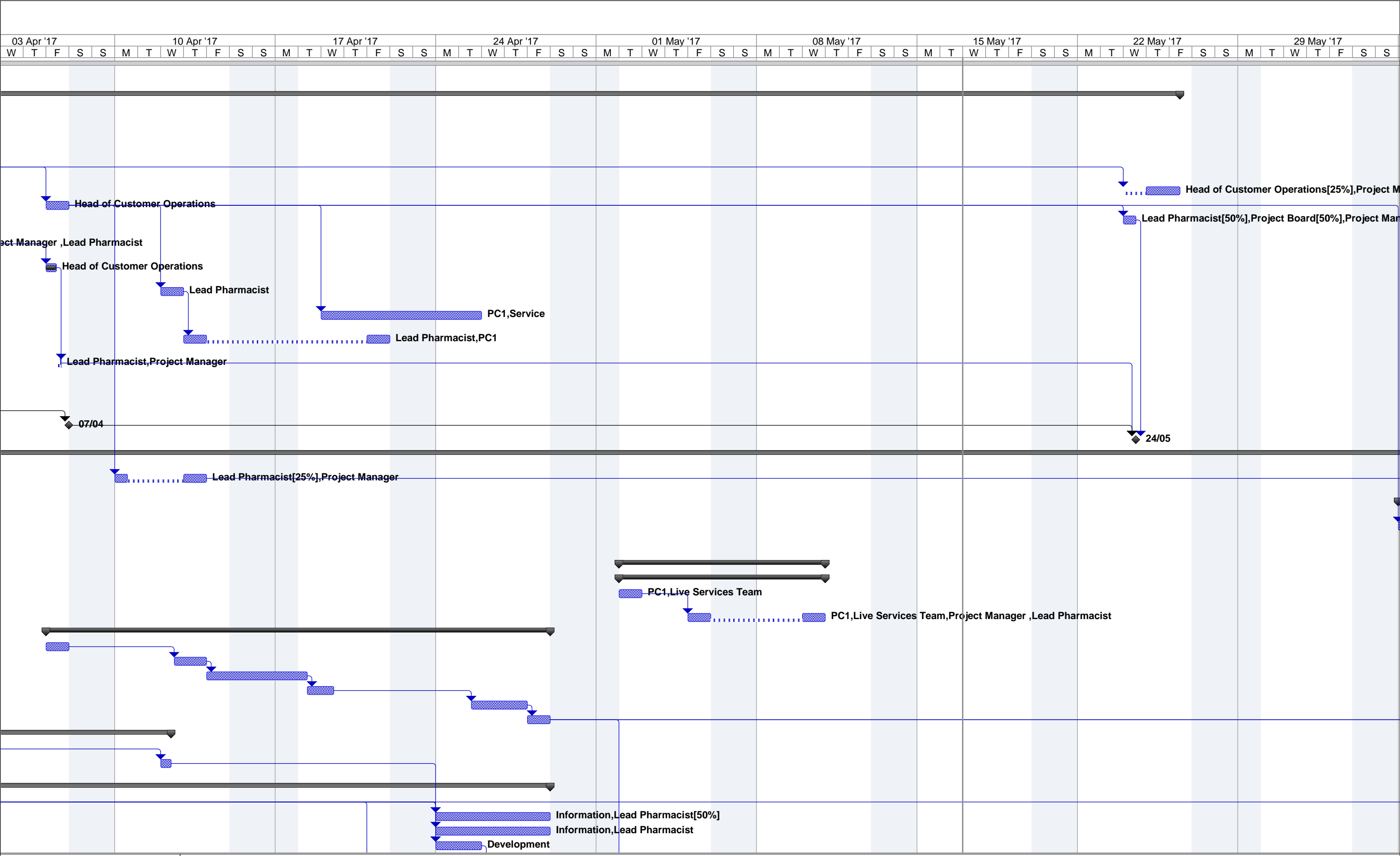
Task		Project Summary		Inactive Task		Duration-only		Finish-only	
Split		External Tasks		Inactive Milestone		Manual Summary Rollup		Progress	
Milestone		External Milestone		Inactive Summary		Manual Summary		Deadline	
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	Milestone		External Milestone		Inactive Summary		Manual Summary				
	Summary		Inactive Task		Manual Task		Start-only				

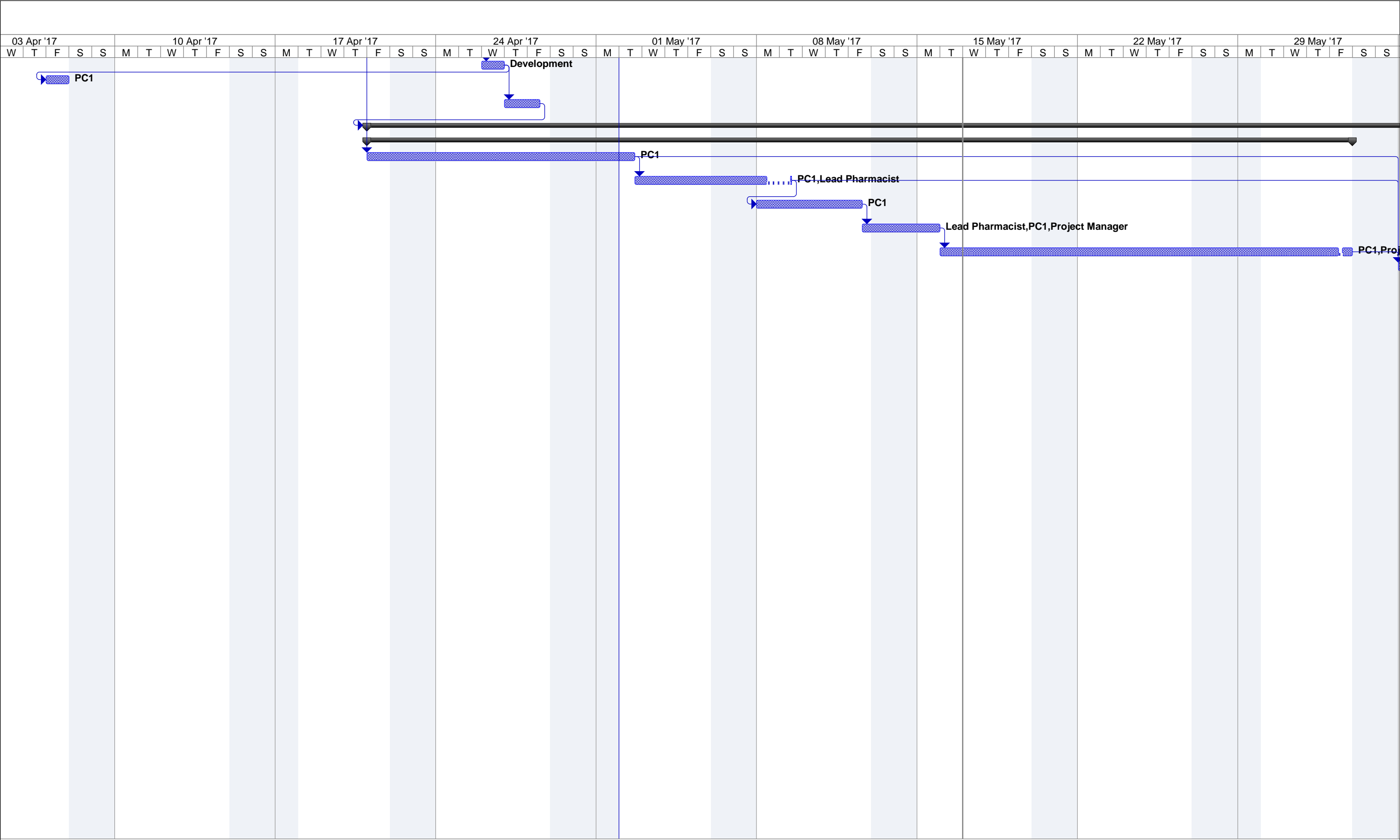
Resource Names			27 Feb '17							06 Mar '17							13 Mar '17							20 Mar '17							27 Mar '17							03		
	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W
Live Services Team																																								
Lead Pharmacist,PC1																																								
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PC1,Lead Pharmacist																																								
Project Manager [25%]																																								
PC1[50%],Infrastructure[50%]																																								
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PC1																																								
PC1[38%]																																								
PC1																																								
Project Manager																																								
Live Services Team[50%]																																								
Infrastructure[50%],PC1[50%]																																								
Project Manager [25%],Lead Pharmacist,Head of Customer Operations																																								
Live Services Team,PC1																																								
PC1,Project Co-ordinator																																								
PC1																																								
PC1[50%],Pharmacy[50%],Service,Lead Pharmacist																																								
PC1,Project Co-ordinator																																								
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Project: EPMA Project Plan - Pilot 1 - Date: Wed 17/05/17	Task		Project Summary		Inactive Task		Duration-only		Finish-only	
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	Summary		Inactive Task		Manual Task		Start-only			



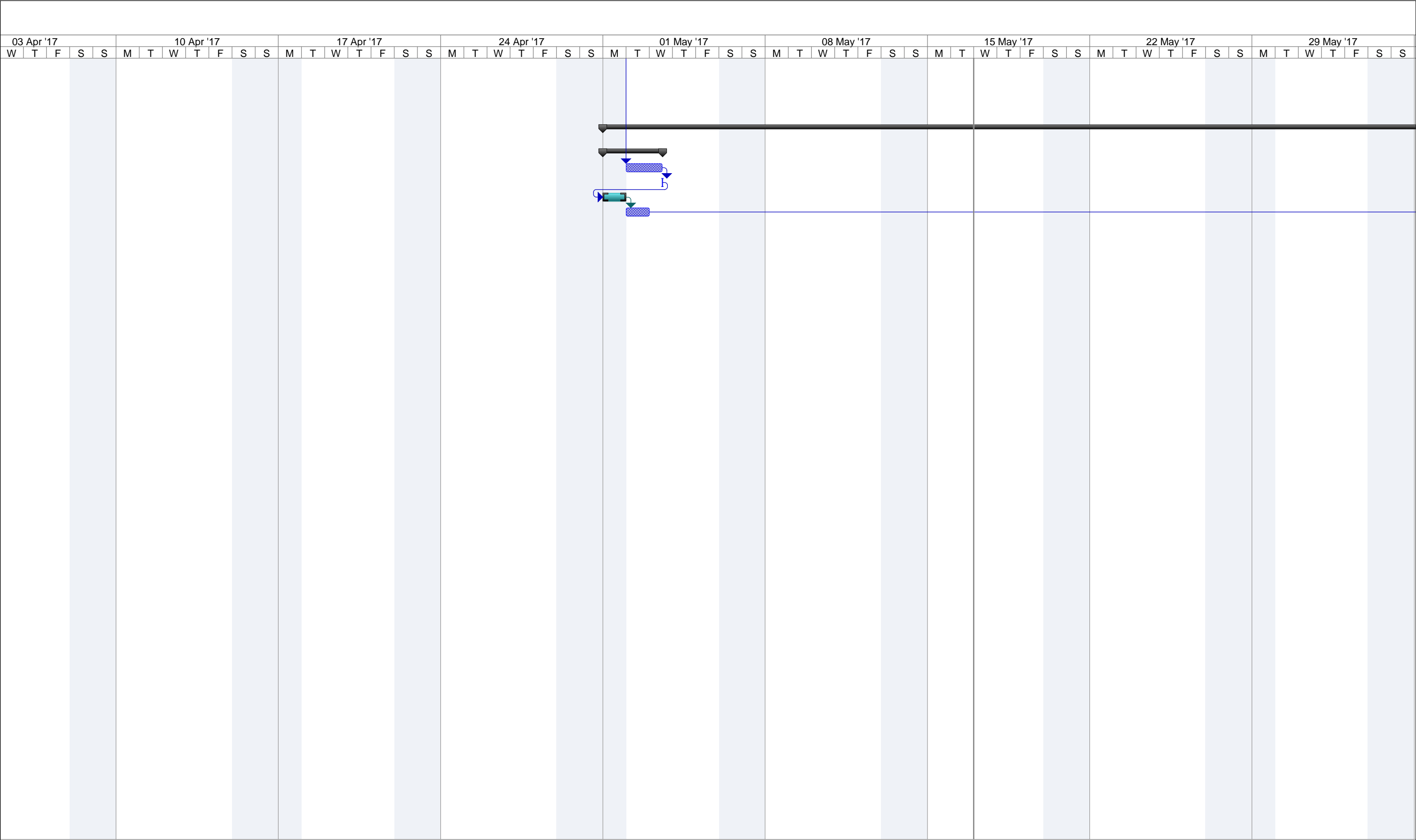
Project: EPMA Project Plan - Pilot 1 -
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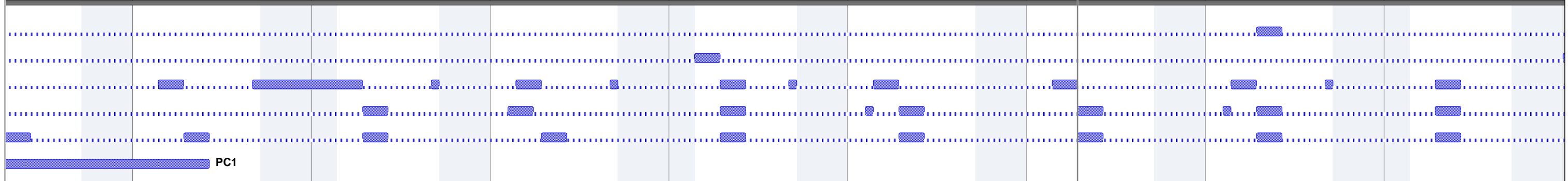
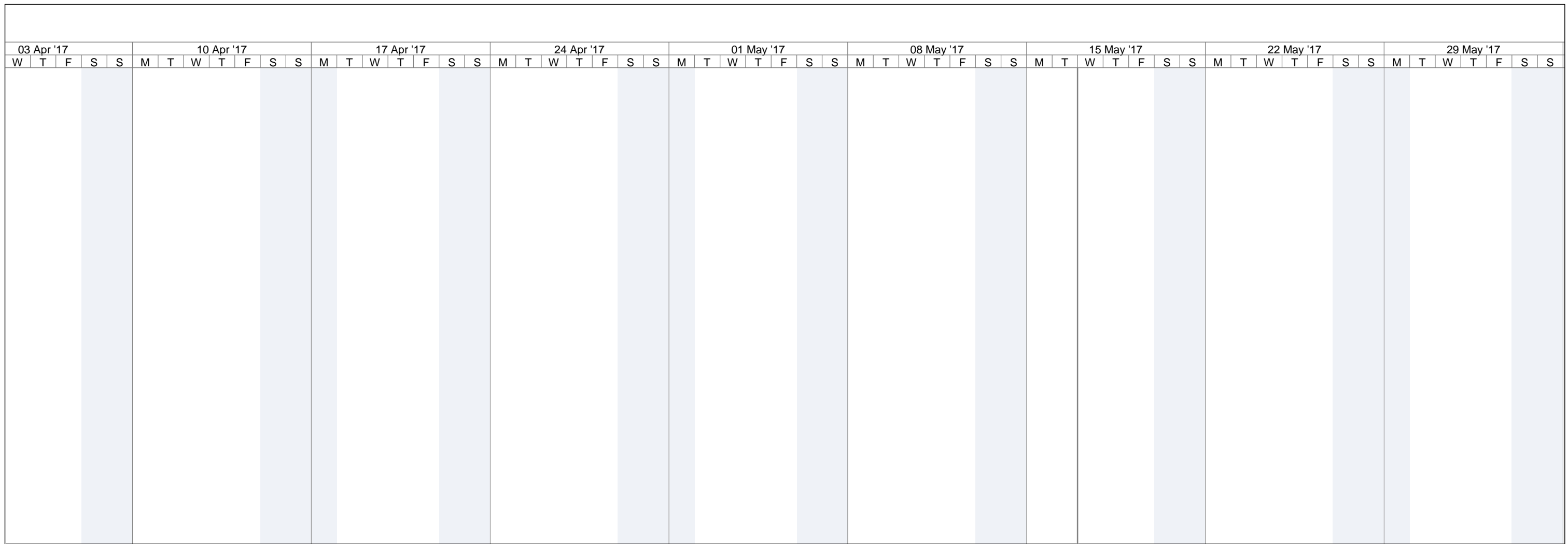
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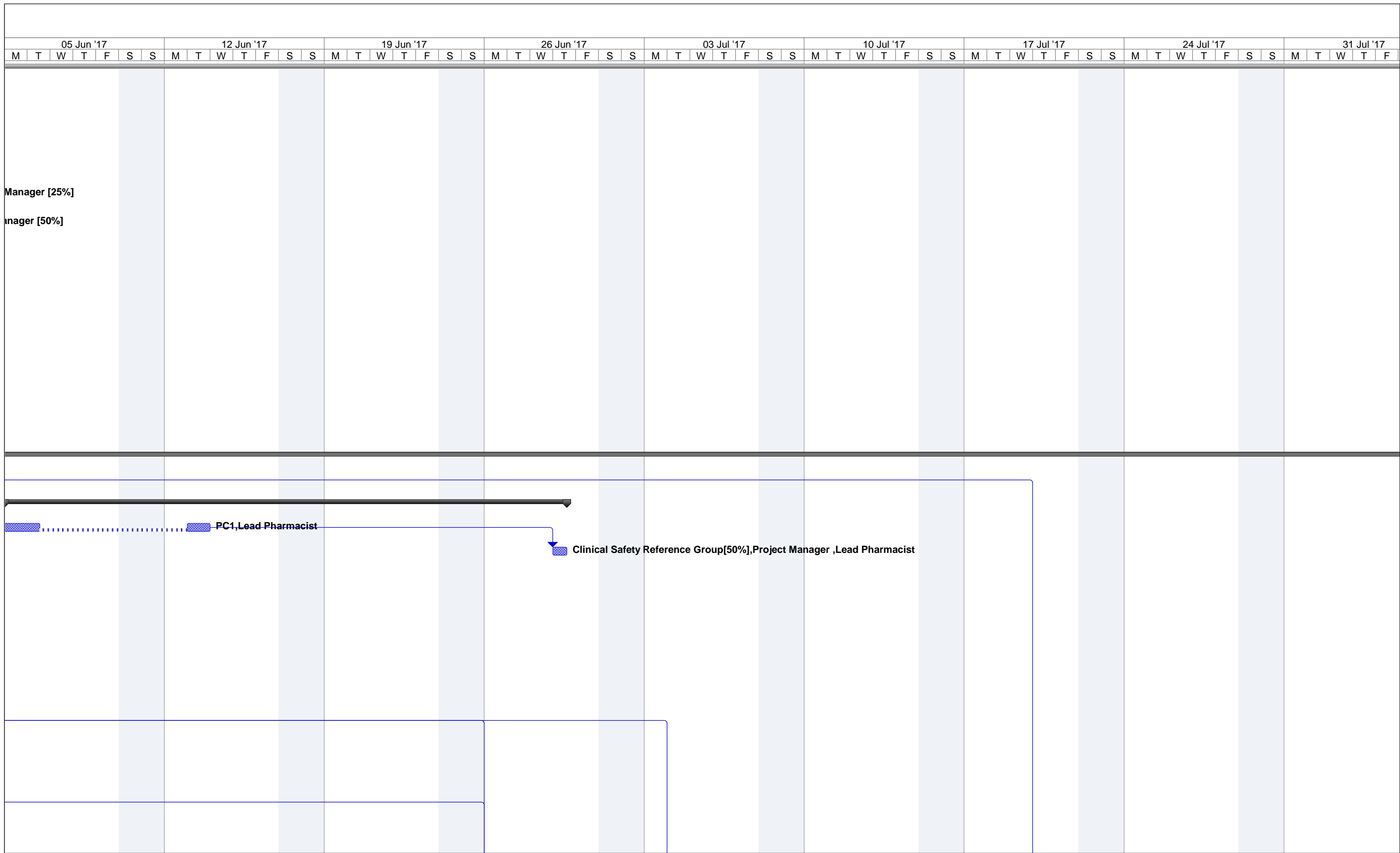
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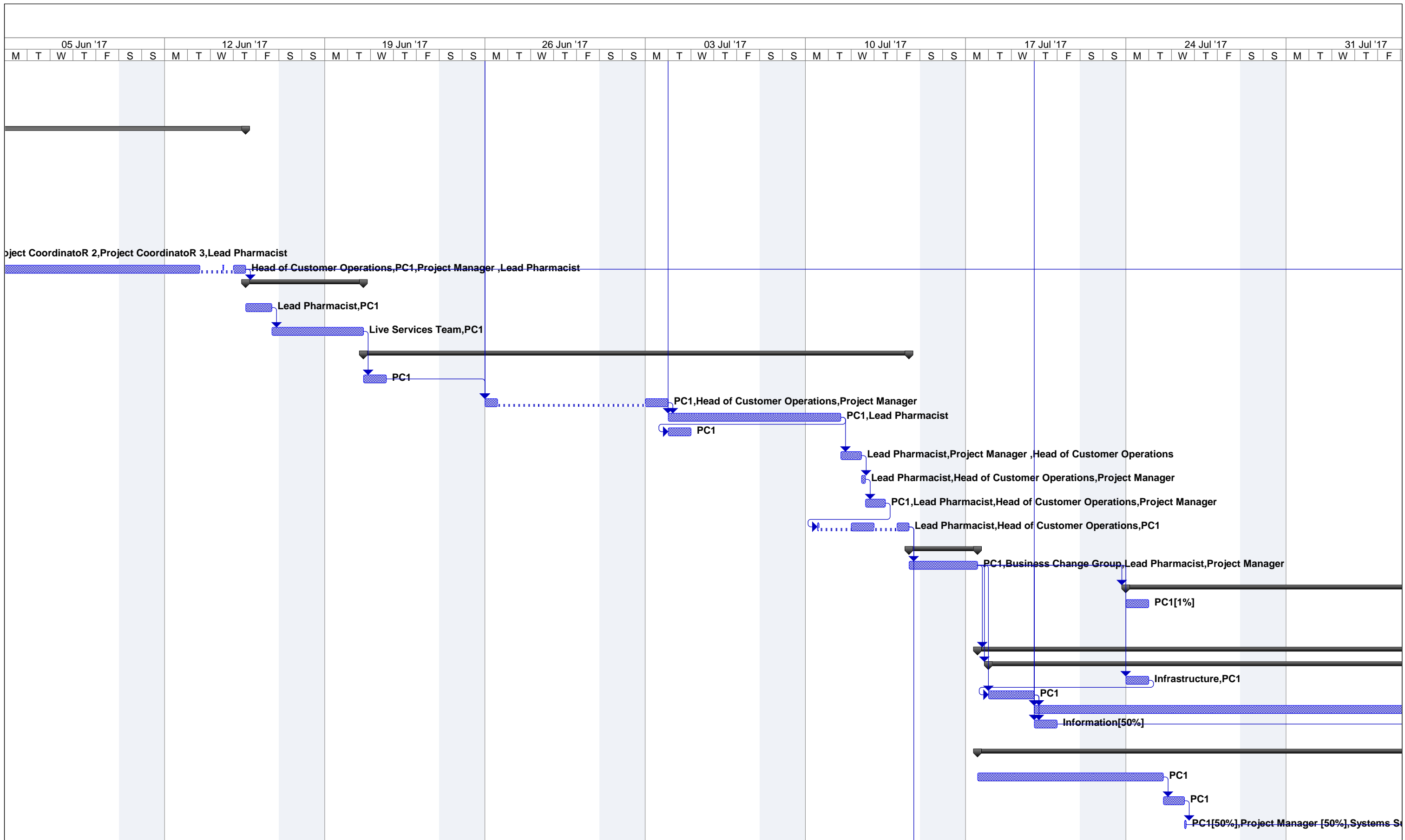
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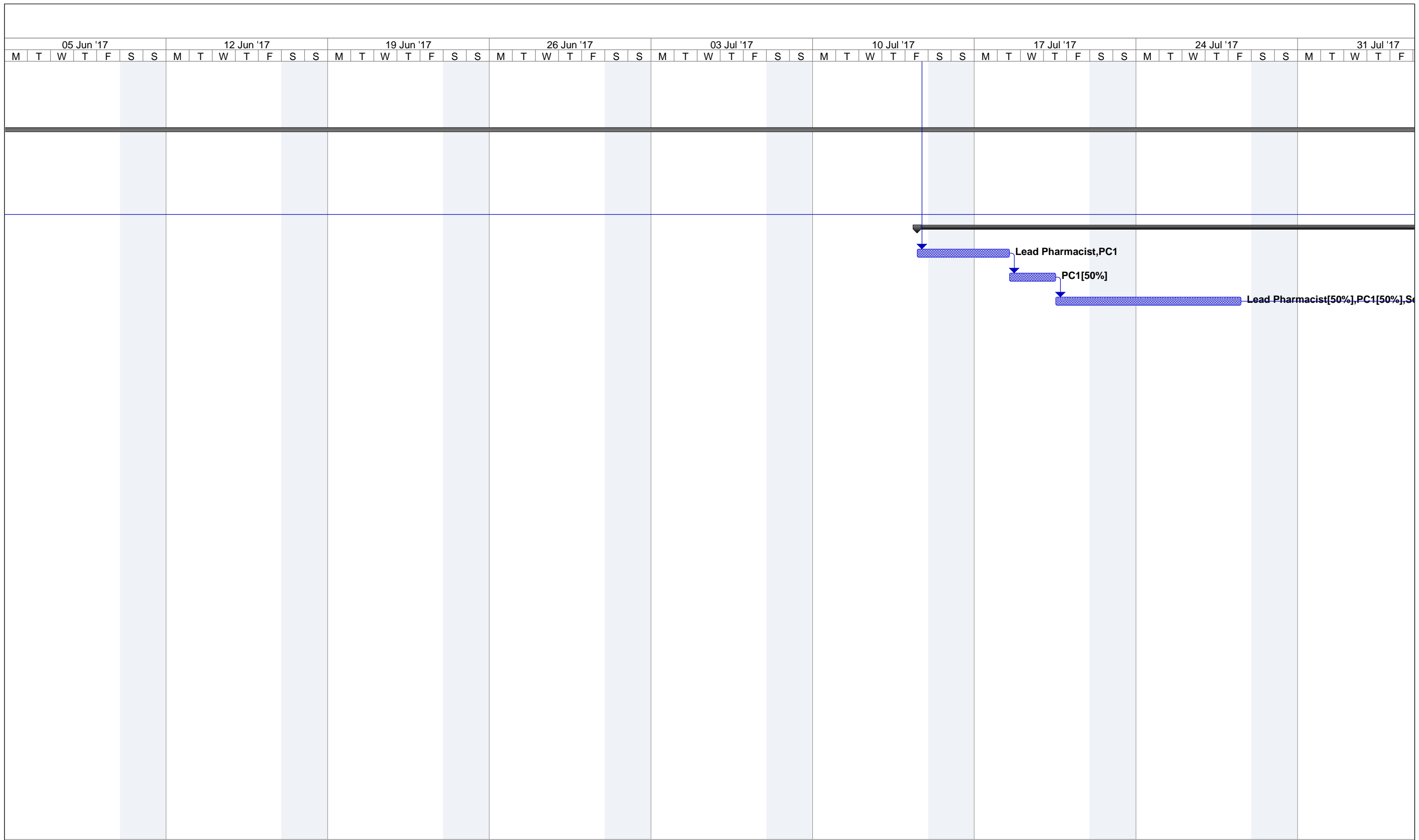
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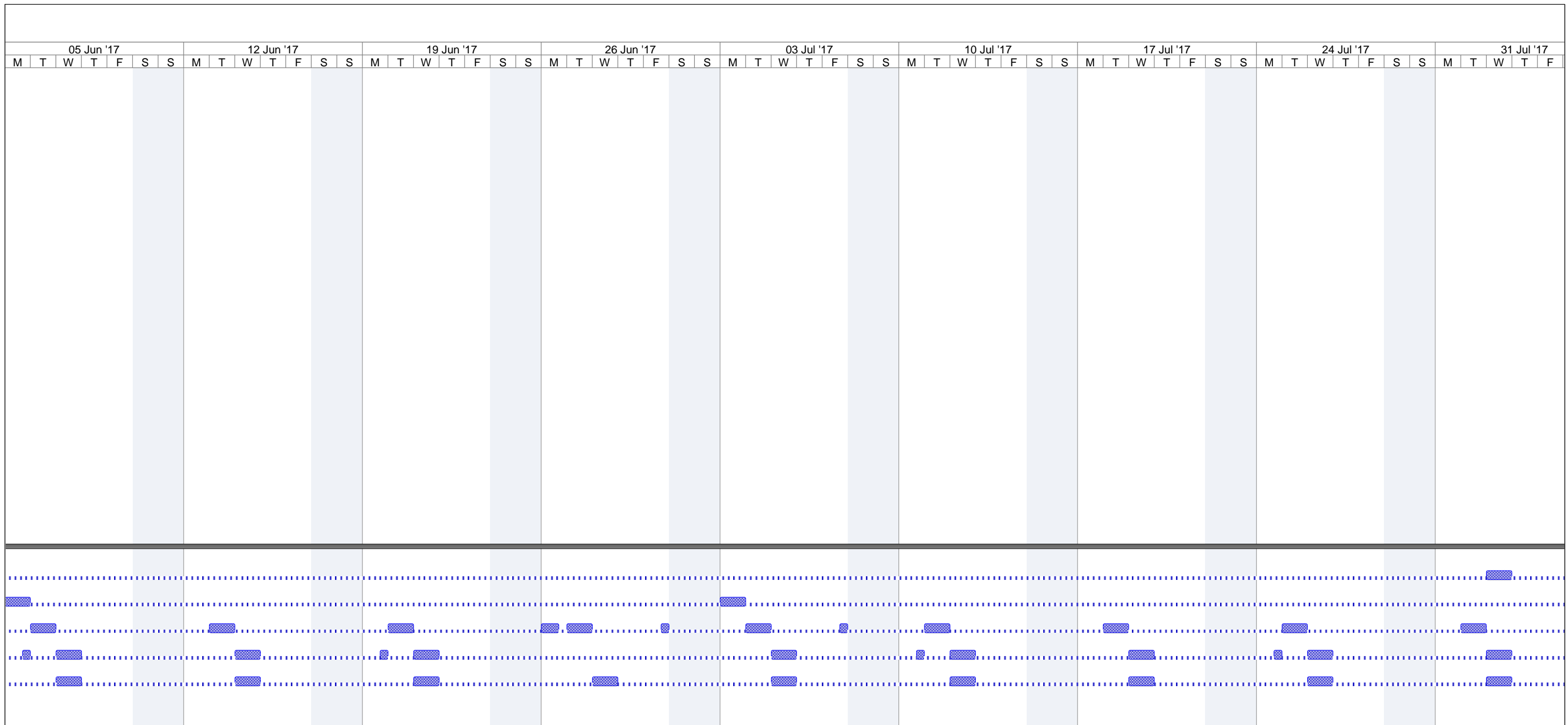
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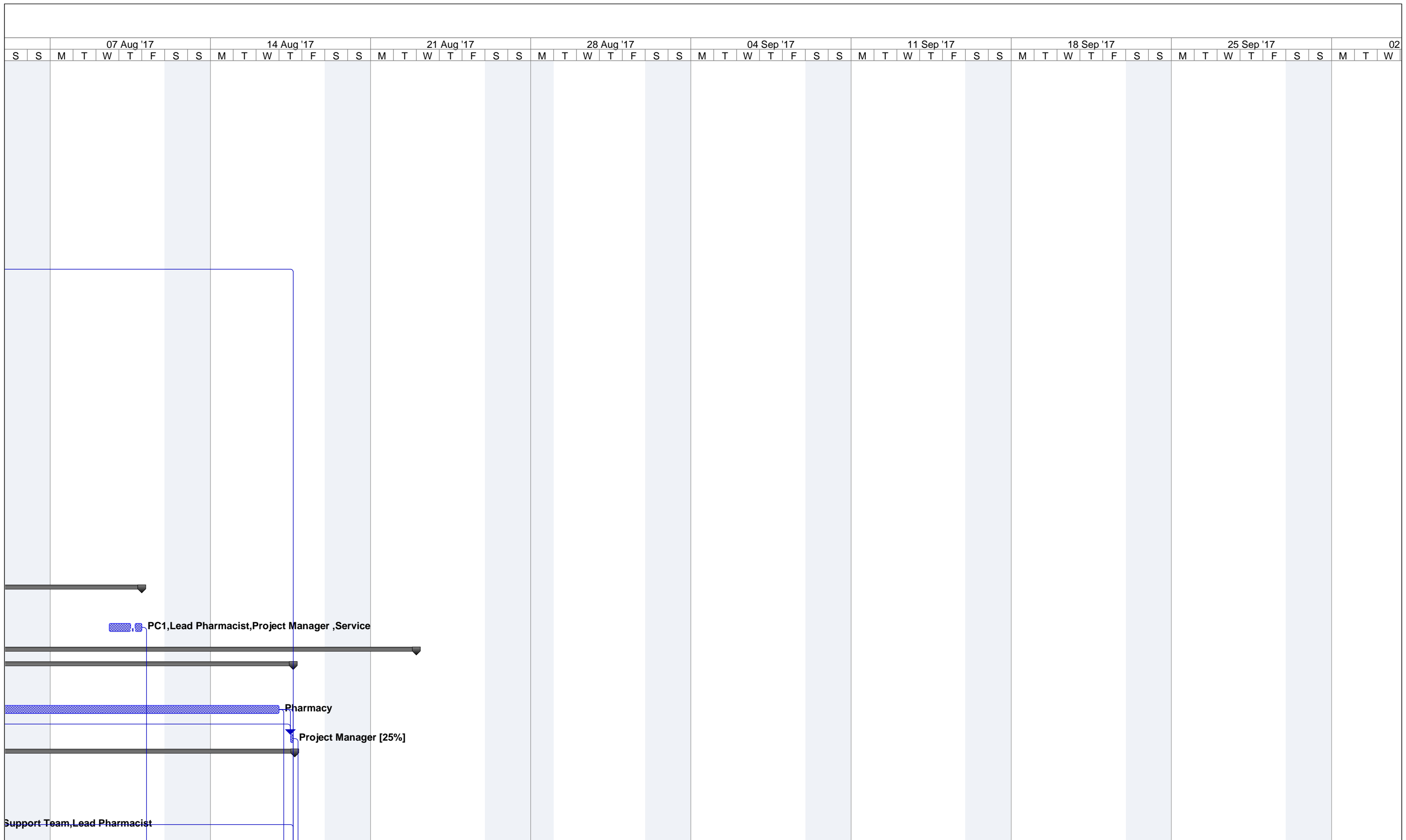
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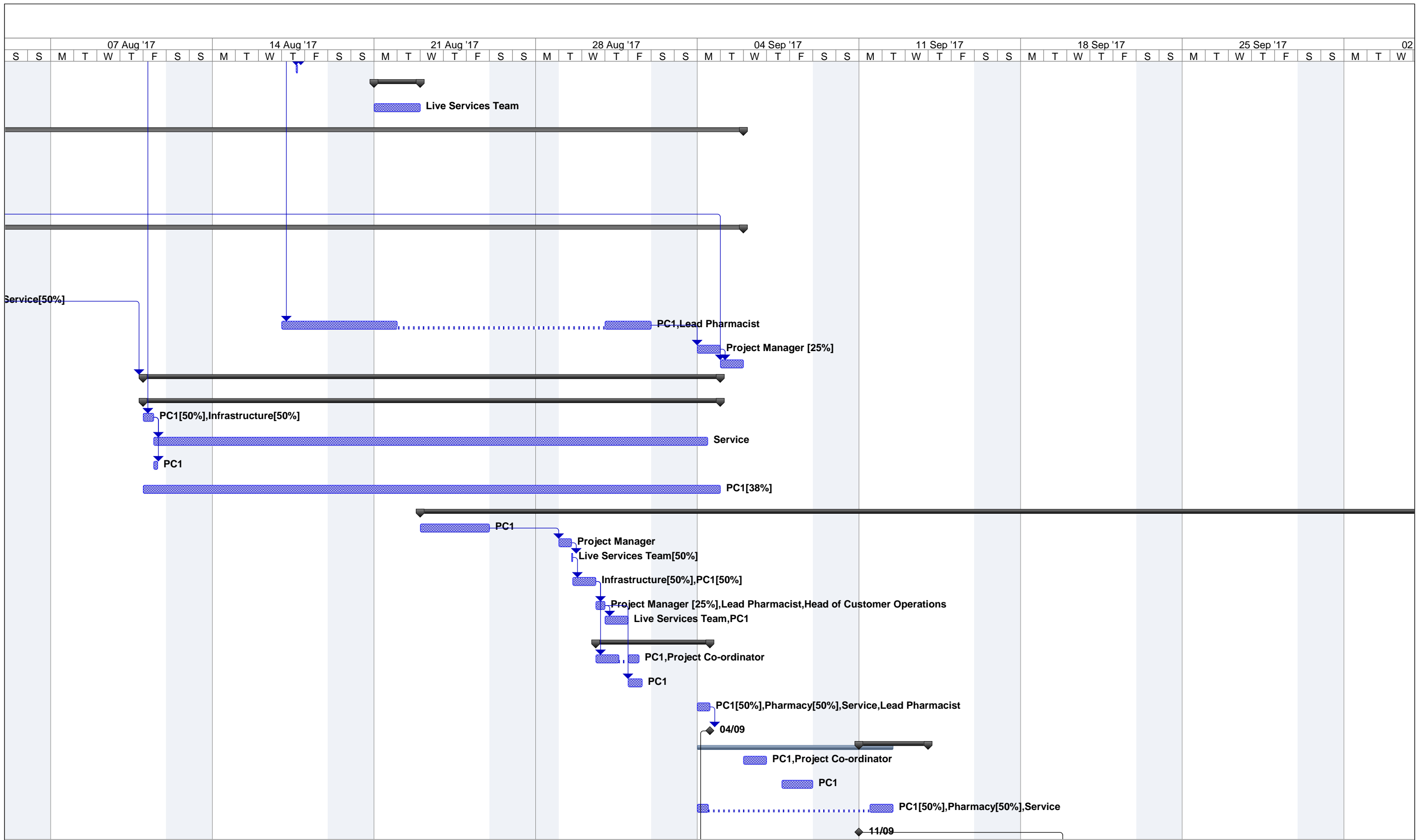
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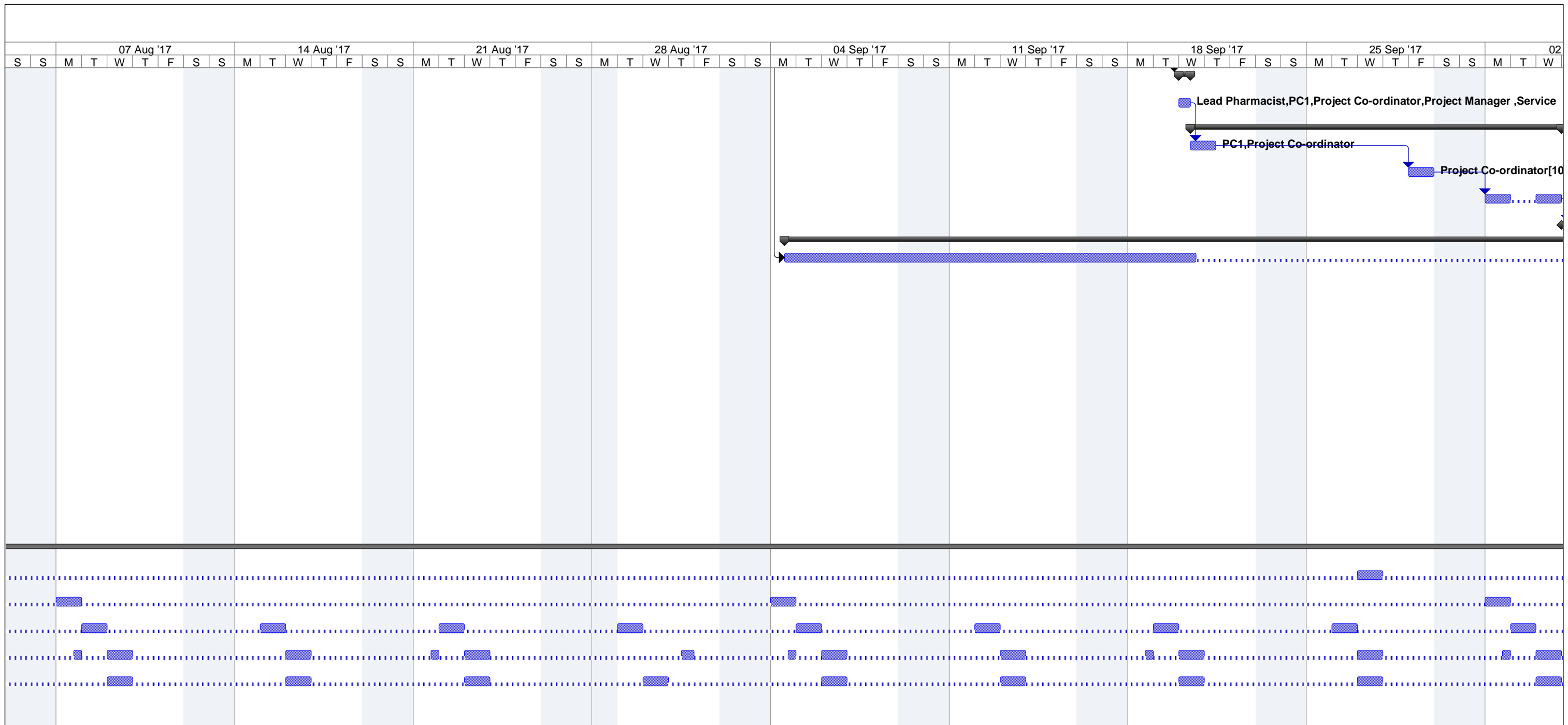
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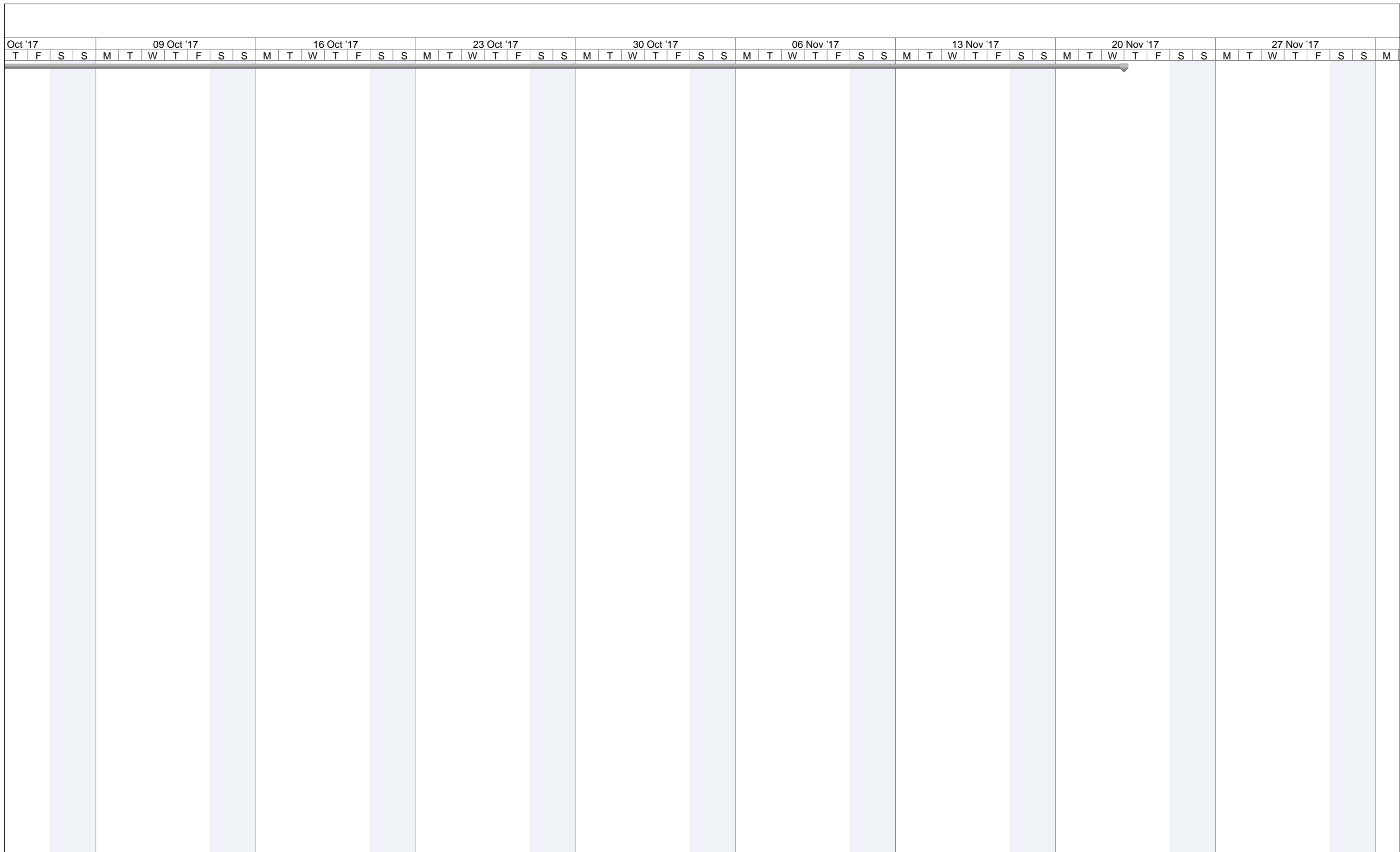
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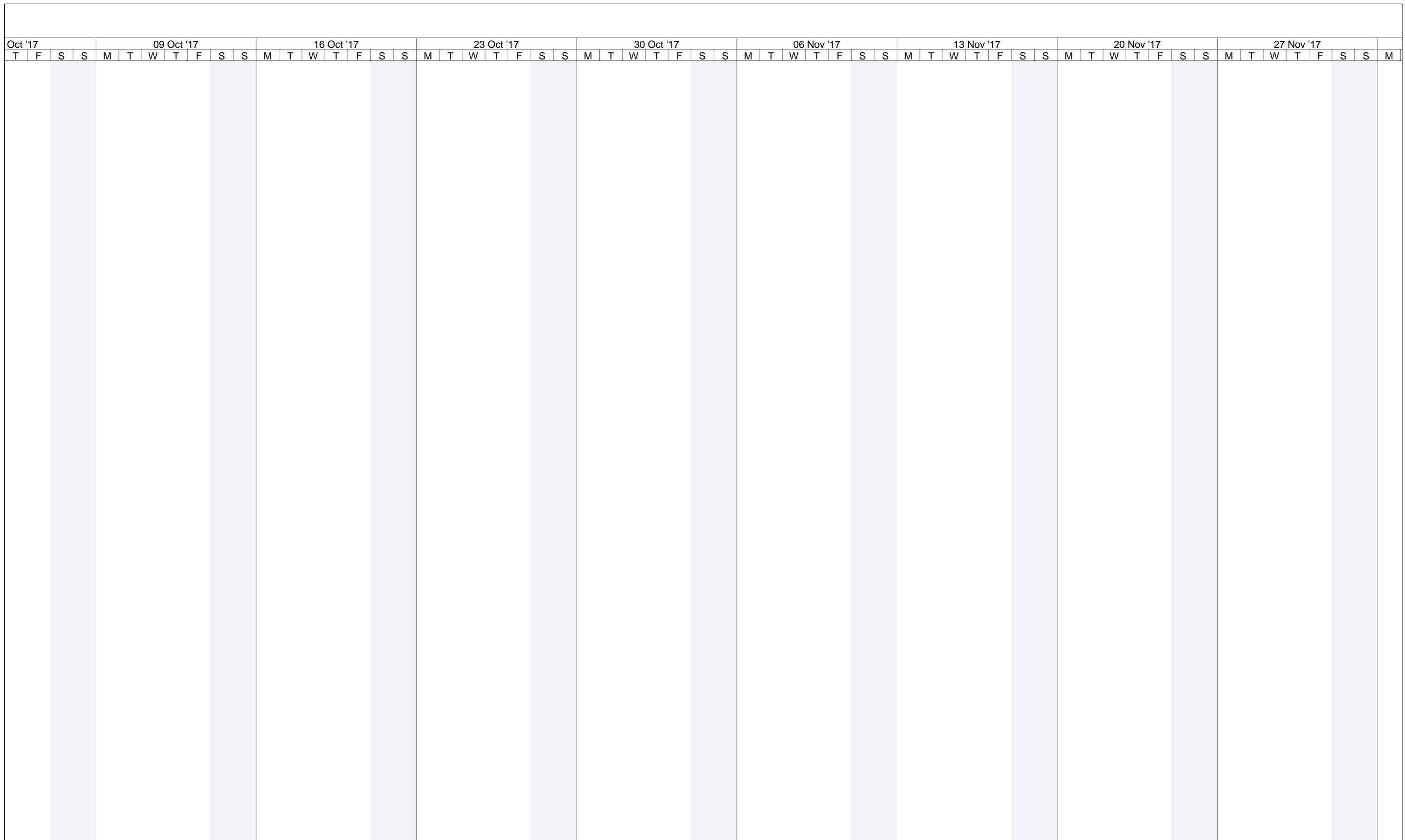
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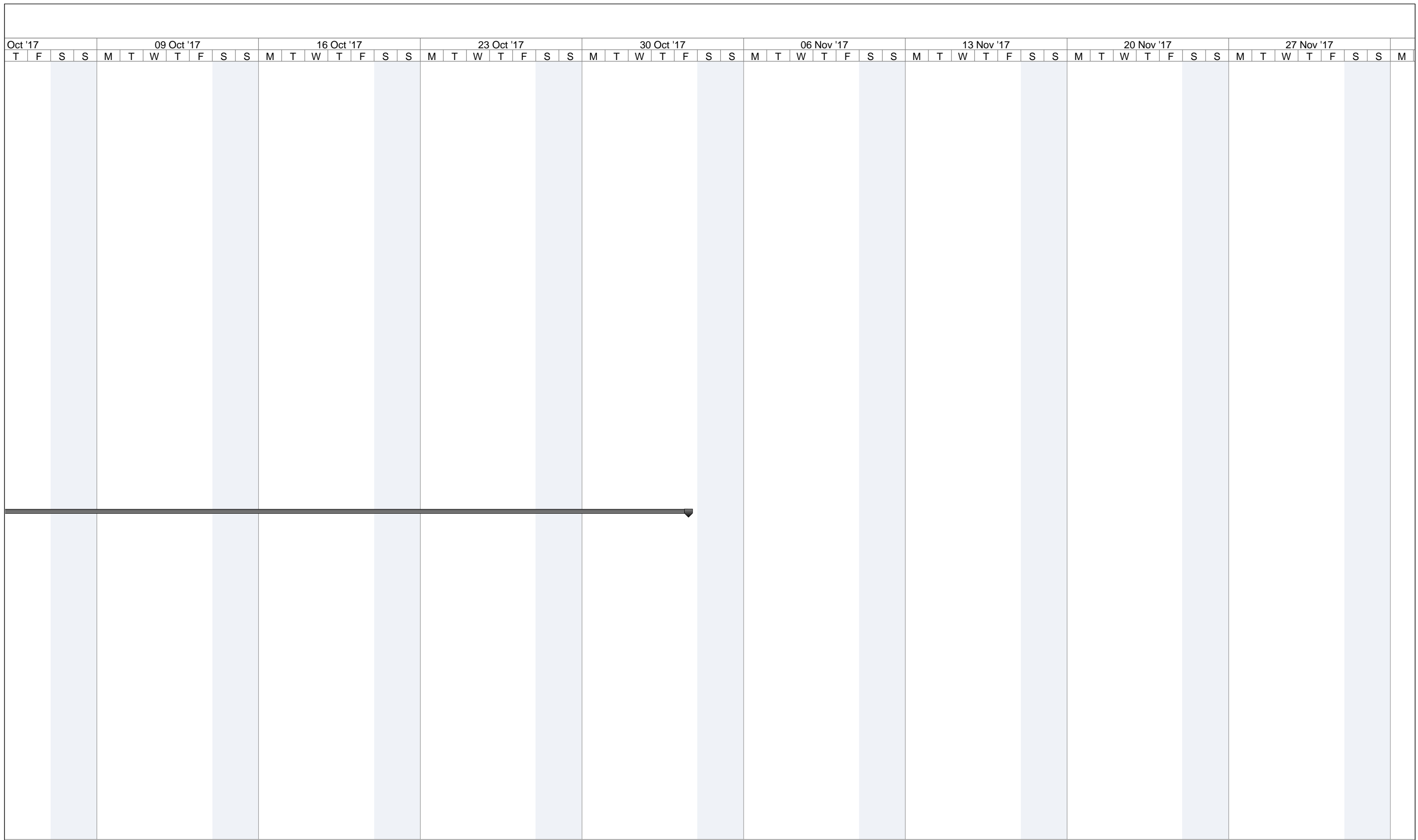
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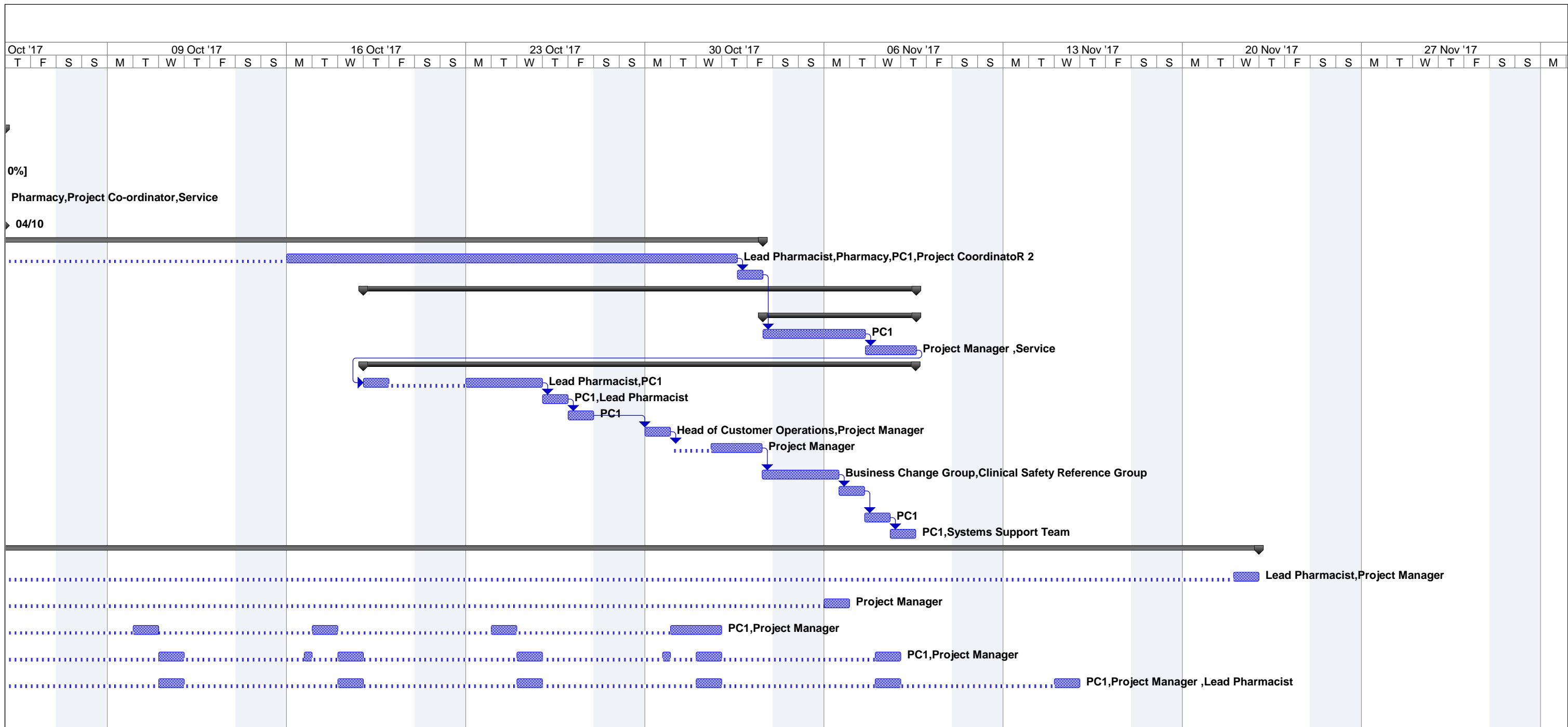


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