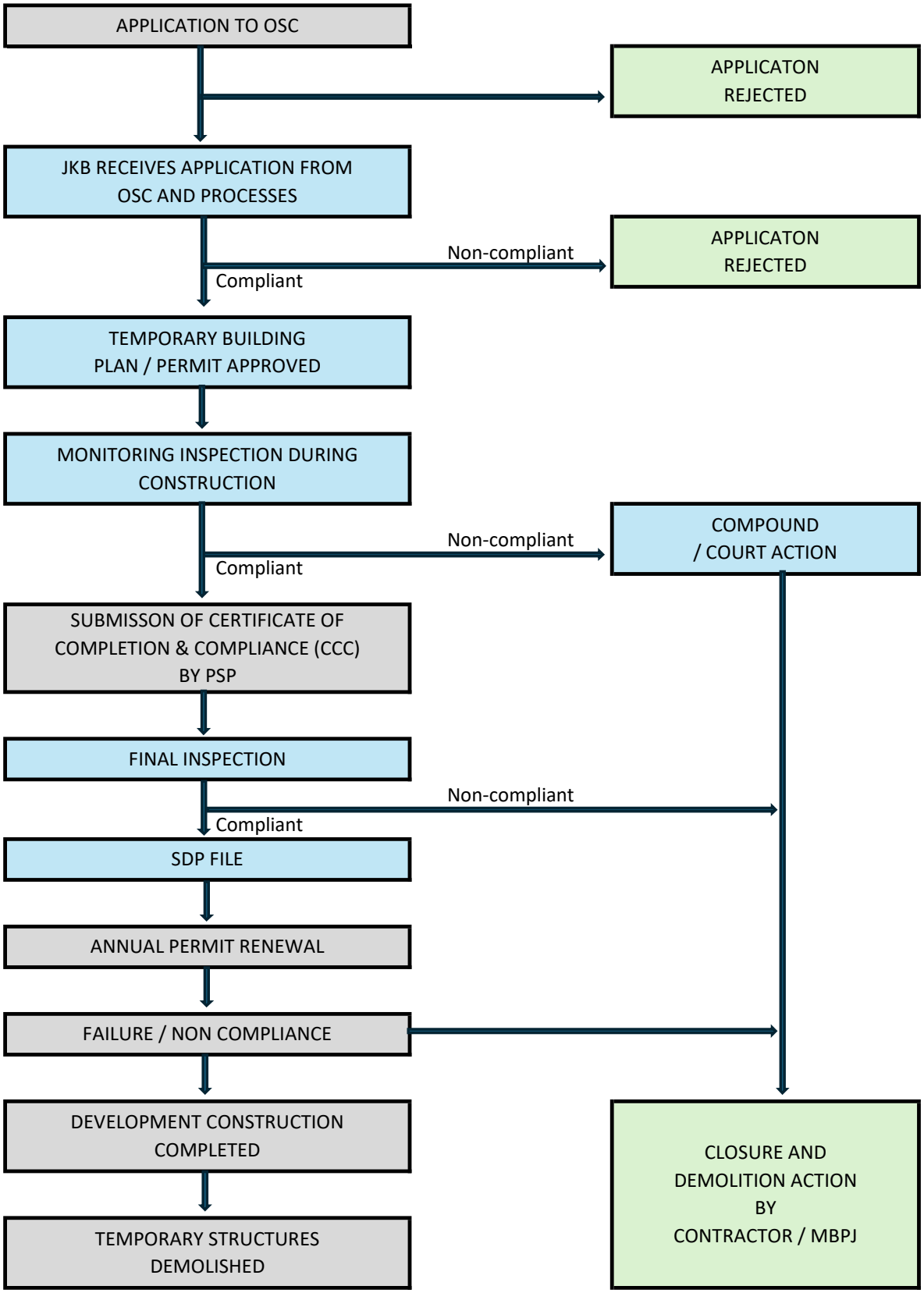TLQ - FLOW CHART OF APPROVAL PROCESS