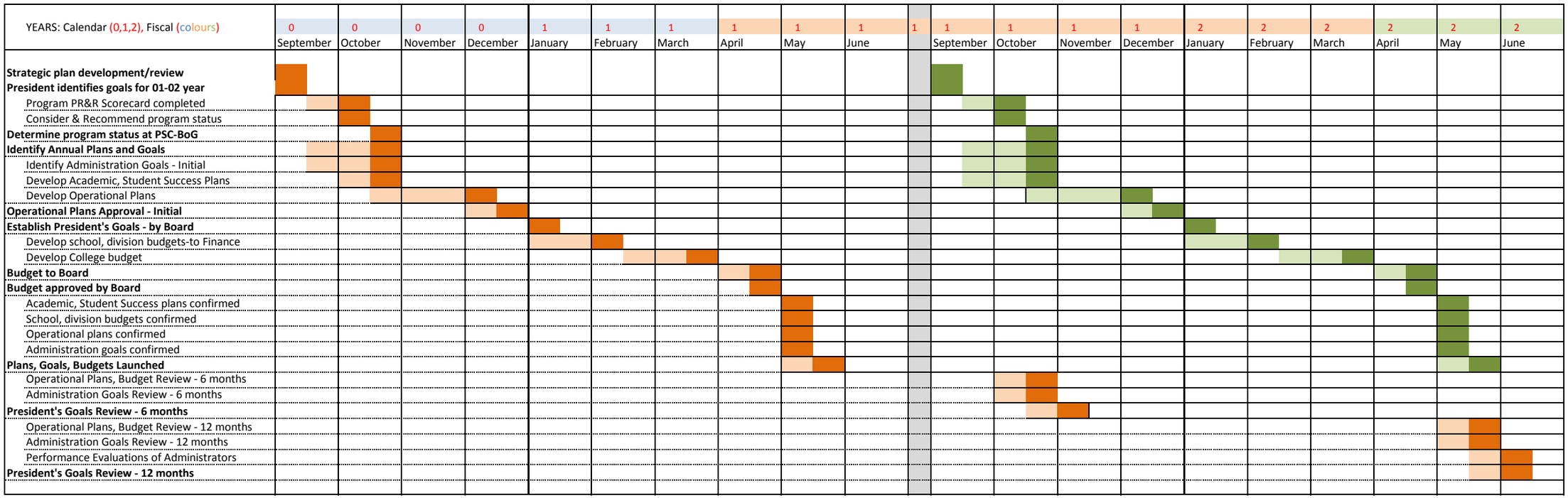APPENDIX - Policy #4000-5-10 - Corporate Planning Timelines