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| **Process/procedure** | **Owner** | **Checked by** | **Comments, compliant?** |
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The Information Security Manager is the owner of this document and is responsible for ensuring that it is maintained by the relationship Owners

This document was issued by the Information Security Manager on 14/11/2020 and is issued on a version-controlled basis and should be returned to him/her when completed.

Signature:

Date: 14/11/2020