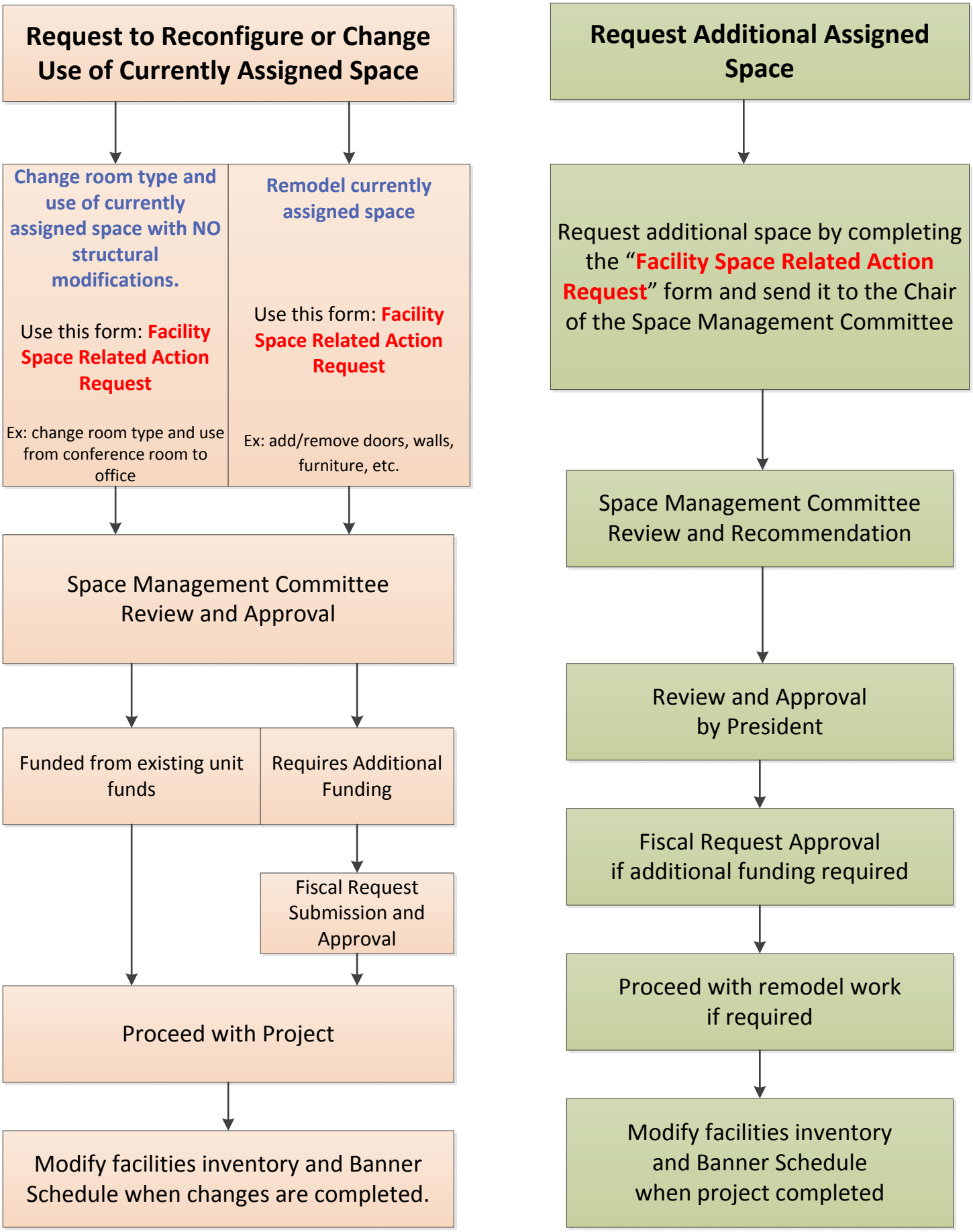Space Management Approval Process