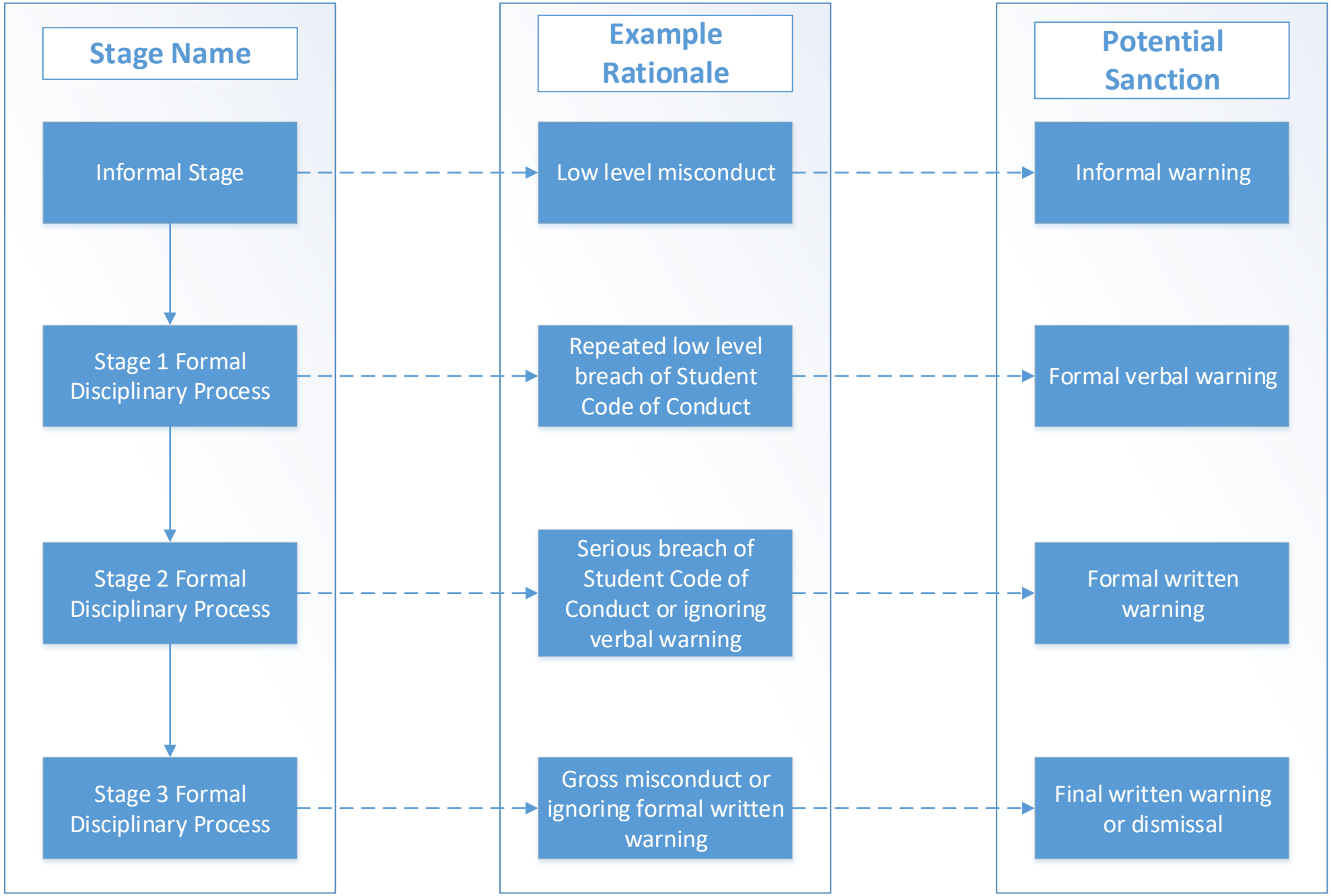Appendix 1 – Disciplinary Procedure Overview