Capture & Create Review & Repeat Prepare & Present Review of All Presented via Talent SOP's Requested **LMS** SOP's every year. (New/Revised) Filed in SOP Request Storage Database Validated By Key SOP's Store Manager Re-Presented Through LMS Added to SOP Reviewed/Finalized Request List for with ALT & Key Review Personnel **CPR** Reviewed &

New/Revised SOP

Drafted

Approved at by

ALT each Week

Capture & Create
Prepare & Present
Review & Repeat