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QUALITY MANUAL for STRUCTURAL STEEL ERECTOR

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Abstract:

This document describes the Company's quality management system for structural steel erector.

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REVISION LOG

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REVISION RECORD

Issue	Item	Reason for Change

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Paragraphs 5.7.1 through 5.7.3 are "value added" content.

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1.0 Purpose

The purpose of the Quality Management System is [REDACTED]

2.0 Scope

The Company's quality management system applies to [REDACTED]
This Quality Management System includes [REDACTED]

2.1 Exclusions

The Company cites no exclusions to the AISC standard. (revise as required)

3.0 References

The latest editions of the following documents and standards are required: (revise as required)

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

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- [REDACTED]
- [REDACTED]
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]

3.1 Seismic Erection

For the erection of structures requiring the use of **ANSI/AISC 341 Seismic Provisions for Structural Steel Buildings**, the Company has [REDACTED] meet the requirements of:

- [REDACTED]
- [REDACTED]

3.2 Metal Deck Installation

When work includes the installation of metal deck, the Company has [REDACTED] Instructions for metal deck installation are provided in the **Erection Plan** and the **Safety Plan**.

- (a) [REDACTED]

3.3 Bridge Erection

For the erection of bridges, the Company [REDACTED] meet the requirements of:

- [REDACTED]
- [REDACTED]

3.4 Safety

Employees and others that perform work for the Company are [REDACTED] which also includes [REDACTED]

4.0 Definitions

See **QMS-16 Definitions, Abbreviations and Symbols Procedure** for more details. Subordinate or external documentation is referenced in **Bold Italics**.

5.0 Management Responsibility

The Company is committed to [REDACTED]
[REDACTED] To ensure this, management [REDACTED]

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5.1 Policy for Quality and Quality Goals

The Company's quality policy defines [REDACTED] and pays particular attention to [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

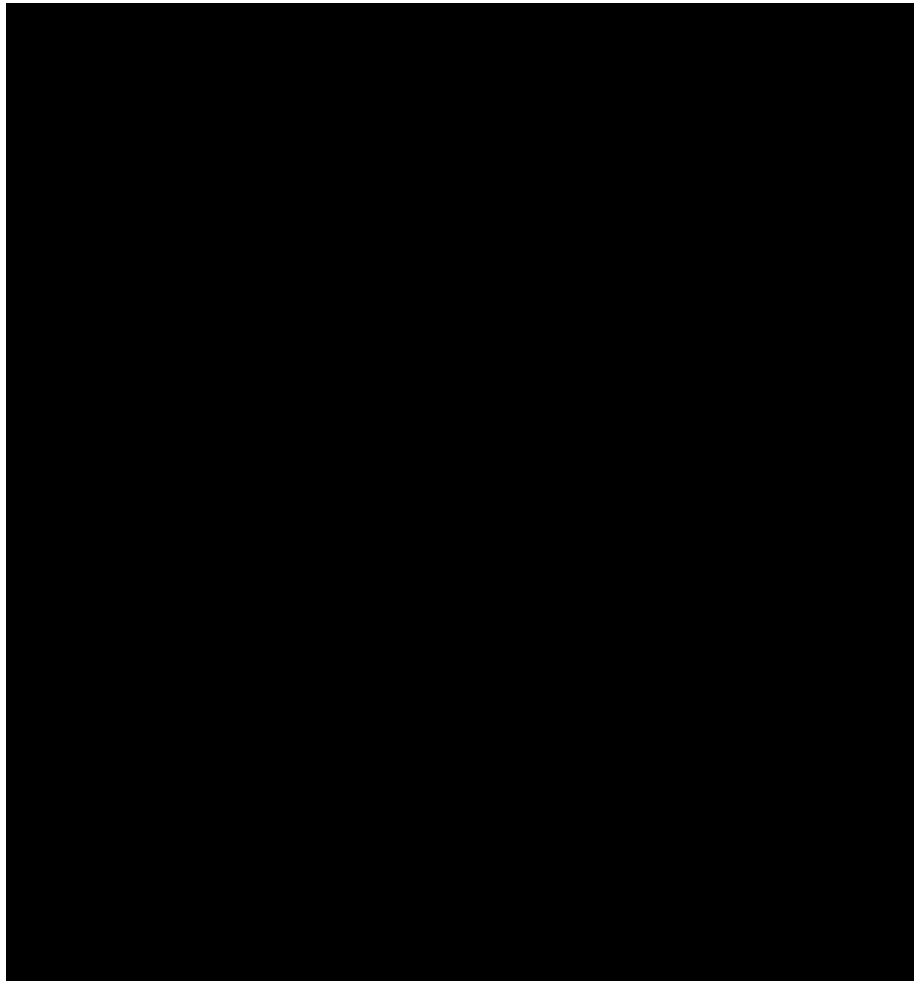
[REDACTED]

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ed worldwide.

5.2 Quality Management System renumbered from paragraph 5.5

The Company's quality management system is designed to [REDACTED]

[REDACTED] The Quality System ensures [REDACTED]

[REDACTED] This assures [REDACTED]

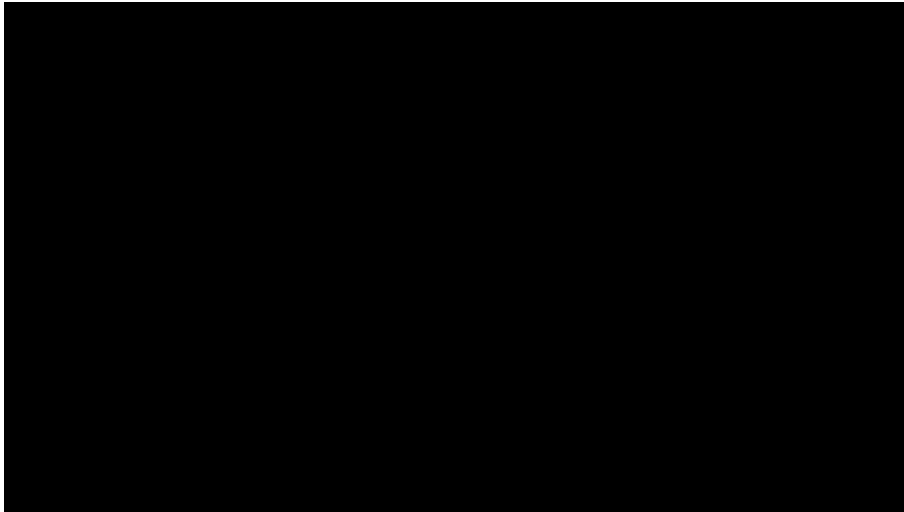
[REDACTED] Necessary records of activities are retained and maintained. The System is [REDACTED]

[REDACTED]

The Company maintains [REDACTED] All Managers are responsible for [REDACTED]

[REDACTED] The quality system documentation is comprised of [REDACTED]

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5.3 Management Review

Management review meetings are [REDACTED].
 [REDACTED] Reviews are reported and records are retained and maintained.
 The controls for management review are defined in the **QMS-04 Management Procedure**, which defines [REDACTED].

Management review meeting reports are [REDACTED].
 [REDACTED] Internal quality audits are conducted according to the **QMS-12 Internal Auditing Procedure** to ensure [REDACTED].
 [REDACTED] Records of management review meetings and internal audits are retained and maintained according to the **QMS-01 Control of Documented Information Procedure**.

Responsible Authorities also perform [REDACTED] which includes:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

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5.4 Responsible Quality Personnel

The individuals designated as Quality (QM) and/or Safety Manager (SM) understand [REDACTED]

[REDACTED] Each Responsible Authority (RA) is [REDACTED]

[REDACTED] The RA's have primary responsibility for [REDACTED]

[REDACTED] The RA ensures [REDACTED]

5.5 Resource Management

The Company has the resources [REDACTED]

The responsibility, authority and the interrelation of personnel [REDACTED]

[REDACTED] that includes [REDACTED]

5.5.1 Personnel

Personnel assigned to key positions and those performing field operations provide [REDACTED]

[REDACTED] according to the **QMS-06 Training Procedure**. Unless otherwise noted, personnel can [REDACTED]

Specifically, individuals responsible for Quality and Safety management do not [REDACTED]

[REDACTED] Qualified personnel are assigned to manage the following functions: (revise as required)

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

5.5.2 Buildings, Workspace, Equipment and Associated Utilities

The facility consists of [REDACTED]

[REDACTED] The areas and buildings are [REDACTED]

Adequate space is provided for [REDACTED]

[REDACTED] are defined in the **QMS-22 Application of Complex Protective Coatings Procedure**.

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Ambient conditions are [REDACTED] The facility also provides [REDACTED]

5.5.3 Erection Tools and Equipment

The Company has under its control [REDACTED]

5.6 Internal Communication

To ensure proper communication between and throughout all levels of employees within the Company, internal communication is [REDACTED] which is documented in the **QMS-04 Management Procedure**.

Management periodically communicates with employees to [REDACTED]

Employees are encouraged to [REDACTED] This system requires management to [REDACTED]

5.7 Quality Manual

The primary purpose of the Quality Manual and QMS Procedures is [REDACTED]

[REDACTED] The Quality Manual has been developed by [REDACTED] The quality manual is approved [REDACTED] The quality manual is [REDACTED] Additional procedures and work instructions [REDACTED]

For instance:

- [REDACTED]
- [REDACTED]

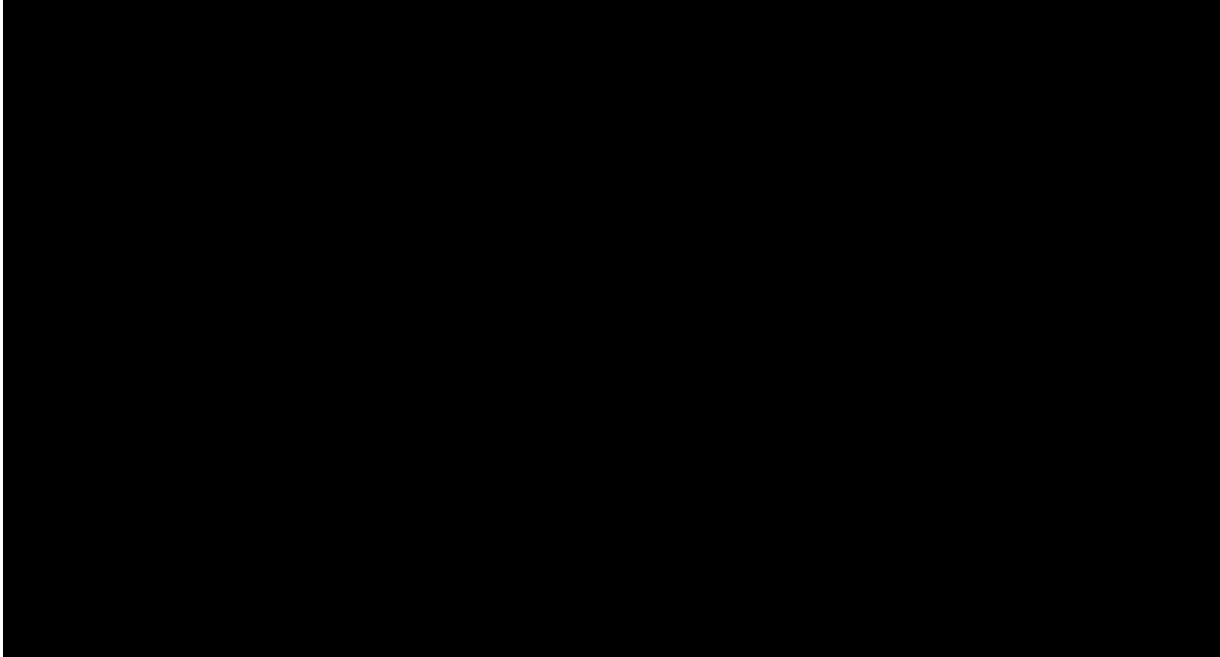
5.7.1 Organization

Review meetings are [REDACTED] Reviews are reported and records are retained and maintained. The controls for management review are defined in the **QMS-04 Management Procedure**.

The organizational chart [REDACTED] which are further defined in the **QMS-05 Responsibilities and Authorities Procedure**.

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The qualifications of key personnel and managers listed in paragraph 5.4.1 are maintained in records and/or job descriptions according to the training program that is defined in the **QMS-06 Training Program**.



5.7.2 Approval

This manual is issued under the authority of [REDACTED]

[REDACTED] Management ensures the QMS is [REDACTED]

5.7.3 Order of Precedence ^{Value-Added}

The order of precedence of order-specific documentation is [REDACTED]

1. [REDACTED]
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. [REDACTED]

5.8 Safety Manual

The Company ensures Employees [REDACTED] according to the **QMS-03 Construction Safety Program, QMS-04 Management Process and QMS-06 Training Program**.

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The highest ranking members of executive management [REDACTED] which contains the following information:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

5.9 Policy for Safety

Executive management is responsible for [REDACTED]. The policy for safety includes:

- [REDACTED]
- [REDACTED]
- [REDACTED]

Executive management [REDACTED] according to the **QMS-04 Management Process Procedure**. Safety goals are [REDACTED].

5.10 Responsible Safety Personnel

Executive management designates [REDACTED]. The designated management representative for safety does [REDACTED].

The designated management representative(s) has the ability, responsibility and authority to [REDACTED].

- [REDACTED]
- [REDACTED]
- [REDACTED]

6.0 Construction Document Review and Communication

The Company performs contract and project specification review according to the **QMS-07 Proposal Development and Contract Review Procedure**. The review [REDACTED] as well as [REDACTED].

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[REDACTED] The review considers [REDACTED]
 The procedure provides [REDACTED]
 to assure [REDACTED]

The Company communicates [REDACTED]
 according to **QMS-21 Approval of Approval Documents Procedure.**

Communications include:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Decisions made in the process of these communications are [REDACTED]

Contract review records may [REDACTED]

Project requirements are distributed to [REDACTED] Contract, production and performance records are retained and maintained according to contract requirements and **QMS-01 Control of Documented Information Procedure.** The controls for contract review are defined in the **QMS-07 Proposal Development and Contract Review Procedure.**

Communications with Authorities Having Jurisdiction (AHJ) are documented by using the **Request for Information (RFI)** form (or your form). The RFI is [REDACTED]

A number is assigned to the RFI and then recorded in the **RFI Log.** The Log documents the following:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

6.1 Customer Requirements

The Company captures [REDACTED]
 as part of the **Proposal Development & Contract Review** process.

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[REDACTED] Documents are controlled to [REDACTED]
 [REDACTED] Documents are [REDACTED]
 [REDACTED] The Company
 determines [REDACTED]
 which is defined in the **QMS-07 Proposal Development & Contract Review Procedure**.

7.0 Reserved - N/A

8.0 Control of Management System Documents and Project Documents

8.1.1 Quality Management System Documents

The Quality System ensures [REDACTED]
 [REDACTED] This assures [REDACTED]
 [REDACTED] Necessary records of
 activities are retained and maintained. Quality improvements [REDACTED]
 [REDACTED] The System is
 structured [REDACTED]
 [REDACTED]

8.1.2 Review and Approval of Quality Management System Documents

Internal documents that affect quality are [REDACTED]
 Revisions to the Quality Manual and other quality management system documents are [REDACTED]
 [REDACTED]
 Revision controls are defined in the **QMS-02 Configuration Management Procedure**.

8.1.3 Revision Control of Quality Management System Documents

Controlled management system documents that are [REDACTED]
 [REDACTED] The Quality Manual has a cover page
 showing the current revision date and the name and location of the Company. The revision is [REDACTED]
 [REDACTED] The Company has established a method to ensure [REDACTED]
 [REDACTED]
 Documents are controlled [REDACTED]
 [REDACTED]

The controls for document control and configuration management are defined in the **QMS-01 Control of Documented Information Procedure** and **QMS-02 Configuration Management Procedure**.

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8.1.4 Access to Quality Management System Documents

Relevant and current Company policies, procedures, safety requirements and project documents are [REDACTED] are defined in the **QMS-10 Steel Work Procedure**.

8.1.5 Communication of Changes and Revisions to Quality Management System Documents

Changes and revisions [REDACTED] are [REDACTED] according to the **QMS-02 Configuration Management Procedure** and applicable **Change Order(s)**.

8.2 Project Documents

A method has been established and maintained [REDACTED]. The controls are defined in the **QMS-01 Control of Documented Information Procedure** and **QMS-02 Configuration Management Procedure**.

8.2.1 Tracking Project Documents

[REDACTED] have been established to [REDACTED] which indicate [REDACTED].

8.2.2 Revision Control of Project Documents

Controlled project documents that are [REDACTED]. The Company has established a method to ensure [REDACTED].

Documented procedures control [REDACTED]. A process has been established to [REDACTED].

The controls for document control and configuration management are defined in the **QMS-01 Control of Documented Information Procedure** and the **QMS-02 Configuration Management Procedure**.

8.2.3 Access to Project Documents

Relevant and current [REDACTED]. The controls are defined in the **QMS-10 Steel Work Procedure**.

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9.0 Maintenance of Quality Records

Records are retained and maintained to [REDACTED]

[REDACTED] All quality records and final inspections are [REDACTED]

All quality records are [REDACTED]

Records that document quality typically include:

[REDACTED]

9.1 Retention of Quality Records

The control of records is defined in the **QMS-01 Control of Documented Information Procedure**.

9.2 Storage of Quality Records

Records are controlled [REDACTED] according to the **QMS-01 Control of Documented Information Procedure**.

9.3 Retrieval of Quality Records

Proprietary records are [REDACTED]

10.0 Purchasing

Purchasing is [REDACTED] according to the **QMS-08 Purchasing Procedure**. The Company [REDACTED]

[REDACTED] The Company does not [REDACTED]

10.1 Purchasing Data

Purchase documents [REDACTED] Purchasing documents for materials [REDACTED] includes [REDACTED]

[REDACTED]

The purchasing process is fully defined in the **QMS-08 Purchasing Procedure**.

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10.2 Selection of Subcontractors and Suppliers

The purchasing process [REDACTED]
 [REDACTED] The supplier evaluation process is fully defined in the
QMS-08 Purchasing Procedure.

10.2.1 Fabrication/Erection Subcontractors

When required by contract, the Company [REDACTED]
 [REDACTED]

10.3 Verification of Purchased Product, Materials and Services

The responsibility for quality of subcontracted products [REDACTED] Documented
 procedures are [REDACTED]
 Purchased products are [REDACTED]
 [REDACTED] The methods used for verification of purchased items are defined in the
QMS-09 Receiving Procedure.

10.3.1 Material Receipt Inspection

Materials received are [REDACTED] The Receiver [REDACTED]
 [REDACTED]

Deliveries are [REDACTED]
 [REDACTED]
 Defective supplies are [REDACTED]
 Nonconforming supplies are [REDACTED]
 Documented procedures are established and maintained for
 Deliverable items [REDACTED]
 When certification test reports are [REDACTED]

[REDACTED] The methods for performing receiving
 inspections are defined in the ***QMS-09 Receiving Procedure.***

10.4 Control of Customer-Furnished Material

A negotiated agreement [REDACTED]
 [REDACTED] The ***QMS-10 Steel Work Procedure*** has been established and
 maintained for [REDACTED]
 Verification includes [REDACTED]

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[REDACTED] The methods for the control of Customer-furnished materials are defined in the **QMS-10 Steel Work Procedure**.

10.5 Purchasing Records

Purchasing documents, [REDACTED] are retained and maintained according to the **QMS-01 Control of Documented Information Procedure**.

10.6 Customer Verification of Product

[REDACTED] the Customer or nominated representative is [REDACTED]. The methods used for the control of Customer verification are defined in the **QMS-08 Purchasing Procedure**.

11.0 Material Identification

A documented procedure has been established and maintained for identifying [REDACTED]. The procedure provides for [REDACTED] Purchasing documents [REDACTED] includes [REDACTED]. The filing and retention [REDACTED]. Records are retained according to the **QMS-01 Control of Documented Information Procedure**. The methods for the control of supplied materials and identification of deliverable items are defined in the **QMS-10 Steel Work Procedure**.

12.0 Erection Process Control

Processes [REDACTED] may include [REDACTED]. Corrective action is [REDACTED]. Procedures and records are [REDACTED] including [REDACTED]. The procedures include [REDACTED].

Effective implementation of the following documented procedures is required as a minimum:
(revise as required)

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

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- [REDACTED]
- [REDACTED]

The methods for the control of the erection process are defined in the **QMS-10 Steel Work Procedure**.

12.1 Welding

The Company's welding procedures [REDACTED] address

[REDACTED] and include:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

The methods used to develop and manage welding operations are defined in the **QMS-10 Steel Work Procedure**.

12.2 Bolt Installation

The Company's bolting procedure **QMS-25 Bolting Procedure** is [REDACTED] and includes:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

The methods used to develop and manage bolt installation are defined in the **QMS-10 Steel Work Procedure**.

12.3 Material Preparation for Application of Coatings

The Company's prepares material for coating application according to the coating manufacturer's recommendations, product data sheets and project specifications.

12.4 Coating Application

The Company applies [REDACTED] according to [REDACTED]

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12.5 Equipment Maintenance

A documented preventive maintenance program **QMS-24 Maintenance Procedure** is otherwise, the

Company [REDACTED]
 Preventive maintenance activities are [REDACTED]
 It is acceptable to [REDACTED]

12.6 Laydown/Assembly

The Company's documented procedure [REDACTED] includes the following:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

13.0 Inspection and Testing

To ensure conformance to requirements of the applicable erection project, [REDACTED] Checks occur [REDACTED]

Inspection consists of [REDACTED]
 The methods for the control of the inspection and testing process are defined in the **QMS-10 Steel Work Procedure**. Nonconforming items are controlled according to the **QMS-14 Control of Nonconformances Procedure**.

13.1 Assignment of QC Inspections and Monitoring

QC inspectors are [REDACTED] according to the **QMS-06 Training Procedure**,
 Construction personnel are [REDACTED] under the following conditions:

- [REDACTED]
- [REDACTED]
- [REDACTED]

13.2 Receipt Inspection

Materials received are [REDACTED]
 The Responsible Authority [REDACTED]

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[REDACTED] The Responsible Authority [REDACTED]
 [REDACTED] The methods for performing receiving inspections are defined in the **QMS-09 Receiving Procedure**.

13.3 In-Process Inspection

The Company retains and maintains in-process inspection plans [REDACTED]
 [REDACTED] All materials used in the work product are [REDACTED]

Applicable inspection instructions indicate [REDACTED]
 [REDACTED] In-process inspections are [REDACTED] In-process inspections are [REDACTED]
 [REDACTED] In-process inspections may [REDACTED]

[REDACTED] Records of in-process inspections are maintained and retained according to the **QMS-01 Control of Documented Information Procedure**.

In-process inspections are [REDACTED]

The following inspections are described in the **QMS-10 Steel Work Procedure**: (revise as required, here and in QMS-10)

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

13.4 Final Inspection

Qualified inspectors [REDACTED] Inspection records identify [REDACTED]
 Records of final inspections are maintained and retained according to the **QMS-01 Control of Documented Information Procedure**.

13.5 Inspection Records

Inspection records provide [REDACTED]
 [REDACTED] Inspection records are retained and maintained according to the **QMS-01 Control of Documented Information Procedure**.

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14.0 Calibration of Inspection, Measuring and Test Equipment

Company owned, rented or borrowed measuring and test equipment instruments and devices

[REDACTED]
[REDACTED] The controls for such equipment and calibration activities are defined in the **QMS-15 Calibration Procedure**.

15.0 Control of Nonconformances

Nonconformances are [REDACTED]
[REDACTED] Documented procedures are established and maintained for [REDACTED]
[REDACTED] The methods used to control nonconformances are defined in the **QMS-14 Control of Nonconformances Procedure**.

15.1 Nonconforming Quality Management System

The Company conducts [REDACTED]
[REDACTED] according to the **QMS-12 Internal Auditing Procedure**. The Company assigns [REDACTED]
[REDACTED] according to the **QMS-04 Management Procedure**.

15.2 Nonconforming Work

When a nonconformance occurs, [REDACTED] the Company [REDACTED]
[REDACTED] according to the **QMS-13 Corrective Action Procedure** and **QMS-14 Control of Nonconformances Procedure**. The Company evaluates [REDACTED]

[REDACTED]
[REDACTED] The Company implements [REDACTED]
[REDACTED] The Company ensures [REDACTED]
[REDACTED]
The Company retains and maintains records [REDACTED]
[REDACTED] according to the **QMS-01 Control of Documented Information Procedure**.

16.0 Corrective Action

The Company has implemented and maintains [REDACTED]
[REDACTED]

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Corrective actions are applied [REDACTED] according to **QMS-04 Management Process Procedure**, [REDACTED]

Corrective action is applied when:

- [REDACTED]
- [REDACTED]

The Company determines [REDACTED] In addition to the preventive measures [REDACTED] The corrective action process is defined in the **QMS-13 Corrective Action Procedure**.

17.0 Handling, Storage and Delivery of Materials, Fabricated Work, and Components

[REDACTED] instructions are detailed [REDACTED] General rules are defined in the **QMS-10 Steel Work Procedure**. Material is [REDACTED] Material is [REDACTED]

The handling and shipping process is defined in the **QMS-11 Shipping Procedure**.

18.0 Training

All Company personnel are [REDACTED]

The Company has implemented a training program that:

- [REDACTED]
- [REDACTED]
- [REDACTED]
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]

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- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

The erection plan is [REDACTED]

All revisions are [REDACTED]

21.0 Safety Plan

The Company prepares a safety plan [REDACTED]

The safety plan may [REDACTED]

A safety plan considers [REDACTED]
The safety plan includes [REDACTED]

The safety plan includes the following information as appropriate for the project:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

The safety plan is [REDACTED] and is [REDACTED]

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All revisions are [REDACTED]

22.0 Other Project-Specific Requirements

Prior to the start of the erection project, the Company retains and maintains documentation (or other evidence) [REDACTED]

[REDACTED]

Important:

[REDACTED]

23.0 Safety Management System

23.1 Documentation Requirements

The *QMS-03 Safety Program* contains the following information:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

23.2 Safety Training

Safety training includes [REDACTED]

Safety training includes [REDACTED]

The safety plan described in 21.0 is [REDACTED]

The Company provides training according to [REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

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[REDACTED]

The Company retains and maintains [REDACTED]

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