

### REPUBLIC OF THE PHILIPPINES

## NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL

National Disaster Risk Reduction and Management Center, Camp Aguinaldo, Quezon City, Philippines

## NATIONAL TASK FORCE CORONAVIRUS DISEASE-2019

SITUATIONAL REPORT NO. 584

Issued on 1200H, 06 November 2021 Report Coverage: 05 November 2021

### **GLOBAL SITUATION**

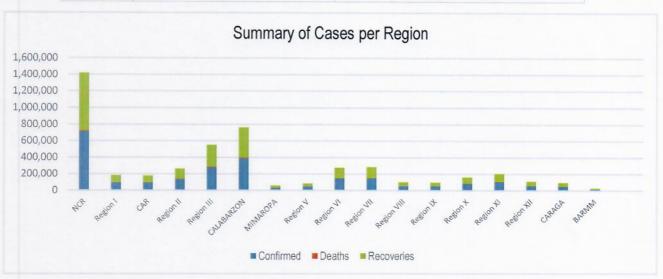




Source: WHO Global Data as of 05 November 2021

### PHILIPPINE SITUATION

	TOTAL	NEW	REMARKS	
TOTAL CASES	2,800,621	+2,656		
ACTIVE CASES	34,866		1.2% Positivity Rate	
DEATHS	44,239	+154	1.58% Case Fatality Rate	
RECOVERIES	2,721,516	+5,130	97.2% Case Recovery Rate	



### P-D-I-T-R STRATEGY

With reference to the National Action Plan (NAP) for COVID-19, the National Task Force is intensifying efforts to PREVENT the spread of the COVID-19, TEST individuals, and communities, ISOLATE those that are identified to be confirmed cases, TREAT and provide with appropriate health care, and REINTEGRATE them back to the community.

### DETECT

DETECT entails active screening of those presenting with signs and symptoms of COVID-19 in the community as well as other disease surveillance activities. For this purpose, contact tracing teams have been organized and provided with appropriate training. Summary is as follows:



The overall results of contact tracing are summarized as follows:



Source: DILG as of 04 November 2021

Also, part of DETECT strategy is the enhancement of the COVID-19 testing capacities of the country. For this purpose, testing laboratories are setup and provided with appropriate licensing. The summary is as follows:

288	26
Licensed RT-PCR and GeneXpert Laboratories	Laboratories with Ongoing Licensing Applications

The overall testing results is summarized as follows:

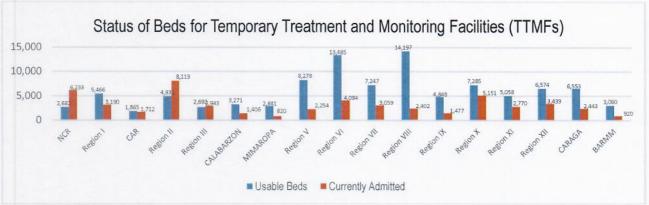
	TOTAL	NEW
TESTS CONDUCTED	23,259,672	+ 50,517
UNIQUE INDIVIDUALS TESTED	21,862,290	+ 47,711
POSITIVITY RATE	13.	55%
BACKLOGS		1

To aid in the testing efforts, Mega Swabbing Sites have been established. The outputs of the Mega Swabbing Sites are as follows:

	TOTAL	NEW
ACT MOBILE TEAM	427,258	1-
MOA ARENA	406,382	1-
NINOY AQUINO STADIUM	439,139	1-
PHILIPPINE SPORTS ARENA	609,331	] -

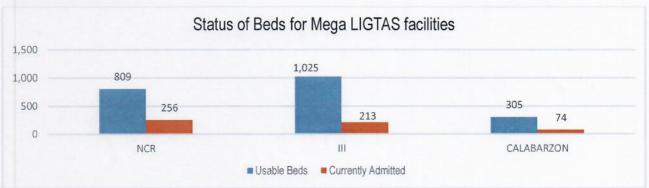
### ISOLATE

Isolate involves implementation of measures to separate those identified as exposed and confirmed cases and provide medical interventions to further prevent the spread of the disease. This strategy involves setting up of Temporary Treatment and Monitoring Facilities (TTMFs). The summary of TTMFs established is as follows:



Source: DOH as of 07 September 2021

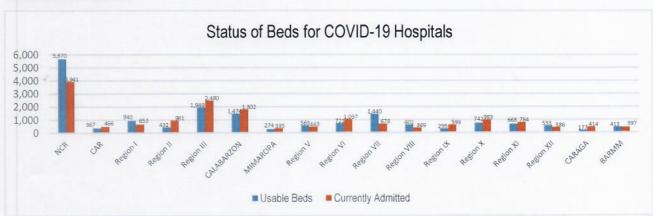
Aside from the TTMFs, Mega LIGTAS facilities have also been established. The summary of occupancies for the Mega LIGTAS facilities is as follows:



Source: DOH as of 15 October 2021

### TREAT

For the TREAT strategy, One Hospital Command has been established to facilitate a centralized referral system. Further, wards, isolation, and intensive care units are in operation to provide treatment services for COVID-19 positives. The occupancy rate for all beds dedicated to COVID-19 (Ward, Isolation, Intensive Care) among reporting hospitals is summarized as follows.



Source: DOH as of 07 September 2021

### DONATIONS MONITORING

In terms of resources, the following is the summary of total domestic and international donations received by the Philippine government, particularly various medical supplies, monitored by OCD in compliance with the Administrative Order No. 27, s. 2020, signed by the President of the Philippines on 31 March 2020.

12,255

627

**Total Domestic Donations** 

**Total International Donations** 

### MANAGEMENT OF RETURNING OVERSEAS FILIPINOS

Returning Overseas Filipinos are provided with assistance by facilitating their arrival from different points of origin abroad until their return to their respective homes, and attend to their medical and social needs, in order to give them comfort, ensure their safety, and prevent the spread of COVID-19. The following is the summary of ROFs

1,655,727

**Total ROFs Arrivals** 

845,820

**Total Hatid Probinsya Services Provided** 

For the Chairperson, NDRRMC:

UNDERSECRETARY RICARDO B JALAD

Executive Director, NDRRMC and Administrator, OCD

**REFERENCES:** Reports from

World Health Organization

Office of Civil Defense

Department of Health

Department of the Interior and Local Government

Department of Foreign Affairs

**ANNEXES:** 

Breakdown of Returning Overseas Filipinos Breakdown of Resource Management and Logistics

NOTE:

Other reports are available upon request



# Republic of the Philippines INTER-AGENCY TASK FORCE FOR THE MANAGEMENT OF EMERGING INFECTIOUS DISEASE NATIONAL TASK FORCE - COVID-19 TASK GROUP RESOURCE MANAGEMENT AND LOGISTICS



### Situation Report As of 05 November 2021

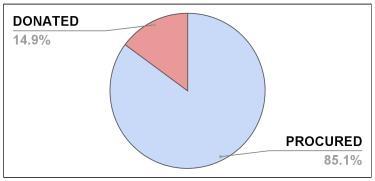
### I. DOH-OCD DISTRIBUTION OF SUPPLIES

PARTICULARS	DISPATCHED (PROCURED)	DISPATCHED (DONATED)	DISPATCHED (TOTAL)
Protective Gown	5,509,879	181,635	5,691,514
Protective Suit (Clothing)	5,969,794	213,305	6,183,099
Masks (Surgical)	23,319,579	8,417,576	31,737,155
Head Cover	5,952,274	35,250	5,987,524
Shoe Cover	6,321,149	82,620	6,403,769
Gloves (Surgical)	14,307,812	1,175,900	15,483,712
Goggles	1,050,811	284,498	1,335,309
Masks (N95)	6,224,329	432,025	6,656,354
Masks (KN95)	2,986,742	793,648	3,780,390
Face Shield	4,797,169	439,507	5,236,676
Non-Invasive Ventilator	0	30	30
Alcohol (500ml)	12,608	46,832	59,440

Most distributed medical supply (Procured)	Surgical Mask (23,319,579) pieces
Most distributed medical supply (Donated)	Surgical Mask (8,417,576) pieces
Average Dispatch Percentage (Combined)	96.58%

### II. SUMMARY OF PROCURED AND DONATED ITEMS

Total Items Dispatched	114,447,531 individual pieces
Total Procured	97,430,314 individual
Items Dispatched	pieces
Total Donated	17,017,217 individual
Items Dispatched	pieces



### III. STATUS OF PROCURED COVID-19 ANTIGEN KITS

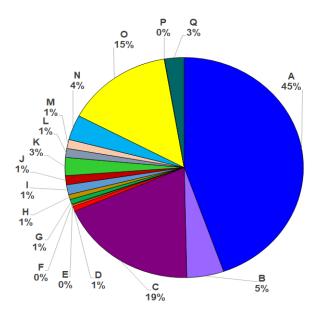
ВАТСН	TOTAL PROCURED	TOTAL DISPATCHED	BALANCE
DATCH 1 (ADDOTT)	E00 000	493,325	6,675
BATCH 1 (ABBOTT)	500,000	98.67%	1.34%
BATCH 2 (SD BIOSENSOR)	E0 000	29,275	20,725
BAICH 2 (3D BIOSENSOR)	50,000	58.55%	41.45%

#### IV. **DONATIONS MONITORING (as of 20 April 2021)**

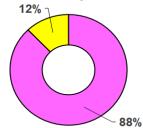
Α. Financial Donations Received by OCD

Α.		ilialiciai Dollatiolis Neceive	a by COD
			P 16,901,934.27
	В	ANONYMOUS	P 1,903,100.00
	С	ВЈМР	P 7,151,337.94
	D	DBM	P 273,170.00
	Е	DENR	P 88,500.00
	F	DILG	P 45,000.00
	G	DOE	P 273,165.10
	Н	DOJ	P 273,165.00
	1	MALACAÑANG	P 546,330.20
	J	MMDA	P 510,000.00
	K	NICA	P 1,000,000.00
	L	NSC	P 500,000.00
	М	OCD	P 499,700.00
	Ν	PHILIPPINE MARINE	P 1,390,350.00
	0	PHILIPPINE NAVY	P 5,506,950.00
	Р	PRIVATE DONATIONS	P 15,000.00
	Q	TRANSGLOBAL CONSOLIDATIONS	P 1,000,000.00
DOME	STI	C CASH DONATIONS RECEIV	/ED BY OCD

РНР 37,877,702.51



B. Summary of Utilization for Cash Donations (as of 20 April 2021)



Total Cash Donations Received by OCD	Php 37,877.702.51
Cash Donations Utilized	Php 33,279,155.13
Funds Available	Php 4,583,547.38

**Donations Summary** 

	DOMESTIC DONATION	INTERNATIONAL DONATION	GRAND TOTAL
MEDICAL SUPPLIES AND EQUIPMENT	8434	556	8990
WATER AND FOOD ITEMS	1960	4	1964
NON-FOOD ITEMS	1356	32	1388
SERVICES	164	6	170
CASH	163	-	163
VARIOUS DONATIONS	131	24	155
OTHERS	37	-	37
VACCINES	7	5	12
RENTALS	3	-	3
Total	12255	627	12882

Prepared by:

Reviewed by

(SGD) GERRY JONES BASILIO

Duty Staff

(SGD) JOSE ANGELO A MANGAOANG Officer-on-duty

Approved by:

(SGD) DIRECTOR BERNARDO RAFAELITO R ALEJANDRO IV, CESO IV, MNSA Head, Task Group Resource Management and Logistics



# Republic of the Philippines INTER-AGENCY TASK FORCE FOR THE MANAGEMENT OF EMERGING INFECTIOUS DISEASE NATIONAL TASK FORCE - COVID 19



### **Task Group on Management of Returning Overseas Filipinos**

### **Summary Report**

5 November 2021



1,655,727

OFWs

1,302,295

LAND-BASED

743,590

SEA-BASED

558,705



**NON-OFWs** 

348,370

**DECEASED OFs** 

5,062

OSS-MROF BALIK PROBINSYA AND UWIAN NA PROGRAM

TOTAL ASSISTED ROFs: 845,820

AIR 418,108

96,092

331,620

OWWA COVID-19 RELATED
ASSISTANCE TO OFWs

RETURNED TO HOME REGIONS: 728,059

**OFW KALINGA: 754,268** 

TOTAL NO. OF RETURNING
FILIPINOS FROM SABAH
(As of 22 May 2021)

3,289

TOTAL of ROFs TESTED on the 7TH DAY SWABBING OPERATIONS (14 May - 23 October 2021)

432,951

### **HEALTH STATUS of ROFs**



QUARANTINE

**FACILITY** 











# Republic of the Philippines INTER-AGENCY TASK FORCE FOR THE MANAGEMENT OF EMERGING INFECTIOUS DISEASE NATIONAL TASK FORCE AGAINST COVID-19



## Task Group on Management of Returning Overseas Filipinos TG-MROF Daily Operational Report as of 05 November 2021

#### **ARRIVALS**

	TOTAL ARRIVAL ON AIRPORT: 1,585,317																												
	NINOY AQUINO INTERNATIONAL AIRPORT									MACTAN-CEBU LAOAG		DAVAO	SUBIC	GRANI	TOTAL														
ROFs	Term	inal 1	Tern	ninal 2	Tern	ninal 3	AIRPORT																AIRPORT		AIRPORT	AIRPORT	AIRPORT	ARRIVAL	OF ROFs
	(23 Apr 4 Novem	il 2020 - ber 2021)		il 2020 - ber 2021)		y 2020 - aber 2021)		ne 2020 - nber 2021)		ne 2020 - nber 2021)	(18 June - 4 Nov. 2021)	(27 June - 4 Nov. 2021)	(18 June - 4 Nov. 2021)																
	Now	Cumulative	Now	Cumulative	Now	Cumulative	Now	Cumulative	Now	Cumulative	Cumulative	Cumulative	Cumulative	Now	Cumulative														
SUBTOTAL	1,318	399,410	815	498,879	819	363,331	440	168,414	737	139,815	266	5,732	9,470	4,132	1,655,727														
OFWs	1,069	337,463	330	343,916	528	277,116	381	153,289	517	110,466	251	5,148	9,298	2,828	1,302,295														
Land-based	873	243,352	74	215,469	234	151,540	248	78,205	283	41,198	241	4,745	8,840	1,712	743,590														
Sea-based	196	94,111	256	128,447	294	125,576	133	75,084	234	69,268	10	403	458	1,116	558,705														
NON-OFWs	249	61,947	485	154,963	291	86,215	59	15,125	220	29,349	15	584	172	1,304	348,370														
Deceased OFs	4	5,062												4	5,062														

	TOTAL ARRIVAL ON SEAPORT: 65,348													
ROFs	MA	NILA	CI	EBU	SU	IBIC	BA	TAAN		-TAWI/ OANGA	DA	VAO	BATAN	IGAS
	Now	Cumulative	Now	Cumulative	Now	Cumulative	Now	Cumulative	Now	Cumulative	Now	Cumulative	Now	Cumulative
SUBTOTAL	0	58,761	0	698	0	1,109	3	1,122	0	3,289	0	52	0	317
OFWs	0	58,761	0	698	0	1,109	3	1,122	0	3,289	0	52	0	317
Sea-based	0	58,761	0	698	0	1,109	3	1,122	0	3,289	0	52	0	317

Sources: 1) OSS Report dated 4 November 2021, 2) BOQ Report No. 534 dated 5 November 2021, 3) BOQ Human Remains Report No. 477 dated 5 November 2021, and 4) OCD BARMM Report dated 22 May 2021.

### TESTING (09 May 2020 - 31 January 2021)

1201114	o (oo ma)	7 2020 - 31	oarraar y	2021)				
ROFs		NAIA		CLARK		MACTAN-CEBU INTERNATIONAL		GRAND TOTAL OF TESTED ROFS
KUFS	Terminal 1	Terminal 2	Terminal 3		INTERNATIONAL AIRPORT		ORT	TEGTED ROTS
	Cumulative	Cumulative	Cumulative	Cumulative		Cumulative		Cumulative
SUBTOTAL	193,297	270,090	186,044	67,0	026	42,925		810,139
RT-PCR (Viral Test)								
Conducted by PCG	170,310	210,044	161,860	67,0	026	42,925		702,922
Arranged by LMA	2,256	2,011	0	0		0		4,267
Arranged by MARIKINA LGU	20	27	44	0		0		91
Arranged by PAMPANGA LGU	907	1,747	592	0		0		3,246
Conducted by PAGSS/PADL	19,804	0	23,548	0		0		43,352
Conducted by PAL/DETOXICARE	0	56,261	0	(	)	0		56,261
				SEAPORT	S			
ROFs	MANILA	CEBU	SUBIC	BATAAN		-TAWI/ OANGA	DAVAO	
	Cumulative	Cumulative	Cumulative	Cumulative	Cum	ulative	Cumulative	
SUBTOTAL	47,509	119	438	697	697 1,986		8	
RT-PCR (Viral Test)								
Conducted by PCG	47,509	119	438	697	1,	986	8	

### 6TH DAY SWABBING OPERATIONS

Agency	GRAND TOTAL OF TESTED ROFs					
	Cumulative					
SUBTOTAL	233,767					
RT-PCR (Viral Test)						
PCG	154,815					
BOQ	25,082					
DETOXICARE	19,795					
PADL	22,727					
PRIMERCARE	11,348					

Source: 1) OSS Report dated 15 May 2021. (Note: Figures from previous reports may differ due to data verification process.)

### 7TH DAY SWABBING OPERATIONS (May 14 - October 23, 2021)

/ IN DATA	SWADDING OFE	KATIONS (Way 12	i - October 23, 2021	)			
		GRAND TOTAL OF					
Agency	NAIA	CLARK	CEBU	LAOAG	DAVAO	SUBIC	TESTED ROFs
	Cumulative	Cumulative	Cumulative	Cumulative	Cumulative	Cumulative	Cumulative
SUBTOTAL	321,248	46,491	52,624	266	3,945	8,377	432,951
RT-PCR (Viral Test)							
PCG/GOV'T LABS	247,206	0	0	0	0	0	247,206
BOQ CLARK		42,376	0	0	0	0	42,376
DETOXICARE	36,528		0	0	0	0	36,528
PADL	37,514	4,115	0	0	0	0	41,629
DOH-RESU 7	0	0	52,624	0	0	0	52,624
M. MARIANO MEM HOSPITAL	0	0	0	266	0	0	266
SOUTHERN PHIL MED CTR	0	0	0	0	3,945	0	3,945
BOQ SUBIC	0	0	0	0	0	8,377	8,377

Source: 1) OSS Report dated 23 October 2021. (Note: Figures from previous reports may differ due to data verification process.)



# Republic of the Philippines INTER-AGENCY TASK FORCE FOR THE MANAGEMENT OF EMERGING INFECTIOUS DISEASE NATIONAL TASK FORCE AGAINST COVID-19



### Task Group on Management of Returning Overseas Filipinos

### TG-MROF Daily Operational Report as of 05 November 2021

### QUARANTINE

	ROFS IN TREATMENT AND MONITORING FACILITIES						ROFs IN ACCOMMODATION ESTABLISHMENTS (AEs)				
ı	No. of QFs	Confirme	ed Positive	Adr	nitted	Reco	overed	Deaths		No. of AEs	Non-OFWs
	16	Now	Cumulative	Now	Cumulative	Now	Cumulative	Now	Cumulative	0	•
	16	5	24,030	0	100	8	23,904	0	26	1	l

Source: 1) BOQ Report No. 534 dated 5 November 2021. (Note: Figures from previous reports may differ due to data verification process.

### OSS-MROF BALIK PROBINSYA & UWIAN NA PROGRAM (May 25, 2020 - November 4, 2021)

	MODI			
ROFs ASSISTED THRU THEIR	Air (NAIA T2)	Land (PITX)	Sea (N. Harbor)	GRAND TOTAL
DESTINATION	Cumulative	Cumulative	Cumulative	
	418,108	331,620	96,092	845,820

Sources: 1) OSS Report as of 4 November 2021, 2) PITX Report (Uwian Na Program) dated 5 November 2021, and \*DOTr (Hatid Tulong Program) Report dated 14 May 202

\*Data starting from June 2 includes LSI and APOR. (Note: Figures from previous reports may differ due to data verification process.)

### OWWA COVID-19 RELATED ASSISTANCE TO OFWs (March 2020 - October 10, 2021)

Returned to Home Regions	728,059
OFW Kalinga	754,268

Source: 1) OWWA Monitoring Report dated 10 October 2021.

### REMAINS OF DECEASED OFs

cou	INTRY OF ORIGIN	CAUSE OF DEATH		
COUNTRY	NOW	CUMULATIVE		CUMULATIVE
TOTAL	4	5,062		5,062
Saudi Arabia	0	798	COVID-19	630
USA	0	287	NON COVID-19	4,432
United Arab Emirates	0	149		
Qatar	0	67		
Kuwait	0	51		
Others	4	3,710		

Source: 1) BOQ Human Remains Report No. 477 dated 5 November 2021. (Note: Figures from previous reports may differ due to data verification process.)

### **RETURNING FILIPINOS FROM SABAH**

	TOTAL NO. OF RETURNING FILIPINOS FROM SABAH:						
First Batch	July 5, 2020	395					
Second Batch	July 29, 2020	394					
Third Batch	August 13, 2020	400					
Fourth Batch	August 28, 2020	379					
Fifth Batch	September 24, 2020	400					
Sixth Batch	November 12, 2020	151					
Seventh Batch	December 13-20, 2020	Failed deportation due to force majeure					
Eighth Batch	March 7, 2021	316					
Ninth Batch	April 17, 2021	358					
Tenth Batch	May 22, 2021	496					
As of June 21, 202	As of June 21, 2021, <b>4,683</b> remaining Filipinos are still in Sabah for transfer.						

Source: 1) OCD BARMM Report dated 22 May 2021. (Note: Figures from previous reports may differ due to data verification process.,

### **COUNTRIES TRAVEL CLASSIFICATION**

	GREEN L	YELLOW LIST	RED LIST		
Algeria	Madagascar	Poland	Tokelau		
American Samoa	Mali	Saba (Special M Kingdom of I		]	
Bhutan	Marshall Islands	Saint Helena	Turkmenistan	7	
Burkina Faso	Federated States of Micronesia	Saint Pierre and Miquelon	Tuvalu	]	
Cameroon	Montserrat	Samoa	Uzbekistan	7	Latvia
Chad	Nauru	Sierra Leone	Vanuatu	All other countries/territories/	
China (Mainland)	New Zealand	Sint Eustatius	Yemen	jurisdictions not	
Comoros	Nicaragua	Solomon Islands		otherwise listed.	
Cook Islands	Niger	Sudan			
Eritrea	Niue	Syria			
Falkland Islands (Malvinas)	North Korea	Taiwan		7	
Hong Kong SAR	Northern Mariana Islands	Tajikistan		]	
Kiribati	Palau	Tanzania			

Sources: 1) IATF Resolution 146-B s. 2021 dated 28 October 2021.

Prepared by: Reviewed by: Approved by:

ARIANNE JEWEL G PEROLA

Duty Staff

(SGD)
MARVIN T MANZANO
Officer, TG MROF Coordination Center

(SGD)
DIR. BERNARDO RAFAELITO R ALEJANDRO IV, CESO IV, MNSA

Head, TG MROF Coordination Center

# Republic of the Philippines Inter-Agency Task Force FOR THE MANAGEMENT OF EMERGENCY INFECTIOUS DISEASE NATIONAL TASK FORCE COVID-19

### Task Group on Management of Returning Overseas Filipinos

## NARRATIVE REPORT 5 November 2021

ACTIONS TAKEN: Management of Returning Overseas Filipinos (MROF)

The Task Group on Management of Returning Overseas Filipinos (TG-MROF) was created by the National Incident Command-National Task Force COVID 19 to solely cater to the medical and social needs of Returning Overseas Filipinos (ROFs). The TG-MROF in coordination with various government agencies, private entities, and other task groups created to response with the prevailing crisis, regional task units, and local government agencies that are task to facilitate the safe return of the ROFs back to their home provinces.

**Members:** DND, DOTr, DOLE, DILG, DFA, DOT, DSWD, DOH, OCD, OWWA, BOQ, CAAP, MARINA, PCG, PNP and AFP

ARRIVALS: As of 4 November 2021, a total of <u>1,655,727</u> Returning Overseas Filipinos (ROFs) arrived at the NAIA Terminals 1, 2, and 3, Clark International Airport, Mactan-Cebu International Airport, Laoag International Airport, South Harbor, Subic, Bataan, Zamboanga, and Batangas Port. Of which, a total of <u>1,302,295</u> are OFWs (<u>743,590</u> are land-based and <u>558,705</u> are sea-based) and <u>348,370</u> are non-OFWs.

A total of <u>5,062</u> deceased ROFs had arrived in the country from 07 July 2020 – 5 November 2021. Of which, 630 died due to COVID-19.

**TESTING**: From May 9, 2020 to 31 January 2021, a total of <u>810,134</u> ROFs were tested thru RT-PCR.

**6<sup>TH</sup> DAY OF SWABBING OPERATIONS:** From 01 February to 13 May 2021, a total of <u>233,767</u> Returning Overseas Filipinos (ROFs) were tested thru RT-PCR, on the 6<sup>th</sup> day of their quarantine period.

**7<sup>TH</sup> DAY OF SWABBING OPERATIONS:** As of 23 October, a total of <u>432,951</u> Returning Overseas Filipinos (ROFs) were tested thru RT-PCR on the 7<sup>th</sup> day of their quarantine period. Of which, <u>247,206</u> were tested by PCG, <u>42,376</u> were tested by BOQ Clark, <u>36,528</u> were tested by Detoxicare, <u>41,629</u> were tested by PADL, <u>52,624</u> were tested by DOH-RESU 7, <u>266</u> were tested by M. Mariano Memorial Hospital, <u>3,945</u> were tested by Southern Philippine Medical Center, and <u>8,377</u> were tested by BOQ Subic.

**QUARANTINE**: As of 5 November 2021, a total of <u>24,030</u> ROFs were confirmed positive with COVID-19. Of which, <u>100</u> are admitted at <u>16</u> quarantine facilities, <u>23,904</u> were able to recover and <u>26</u> died.

**OSS-MROF BALIK PROBINSYA AND UWIAN NA PROGRAM**: As of 4 November 2021, a total of <u>845,820</u> ROFs were assisted back to their home provinces. Of which, <u>331,620</u> were assisted by land, <u>418,108</u> by air, and **96,092** by sea.

**OWWA COVID-19 RELATED ASSISTANCE TO OFWs**: From March 2020 to 10 October, 2021, a total of <u>728,059</u> OFWs were assisted by OWWA on their "Returned to Home Regions" program and <u>754,268</u> OFWs are also assisted through "OFW Kalinga" program.

**RETURNING FILIPINOS (REFs) from SABAH:** As of 22 May 2021, a total of <u>3,289</u> REFs from Sabah had arrived in the country. While as of 21 June 2021, a total of <u>4,683</u> remaining Filipinos are still in Sabah for transfer.

**TRAVEL BANNED COUNTRIES:** As of 28 October 2021, the IATF approved the imposition of travel restriction on Latvia by placing it under the Red List while 45 countries was listed under Green List effective from November 1, 2021 until November 15, 2021.

Prepared by:

Reviewed by:

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