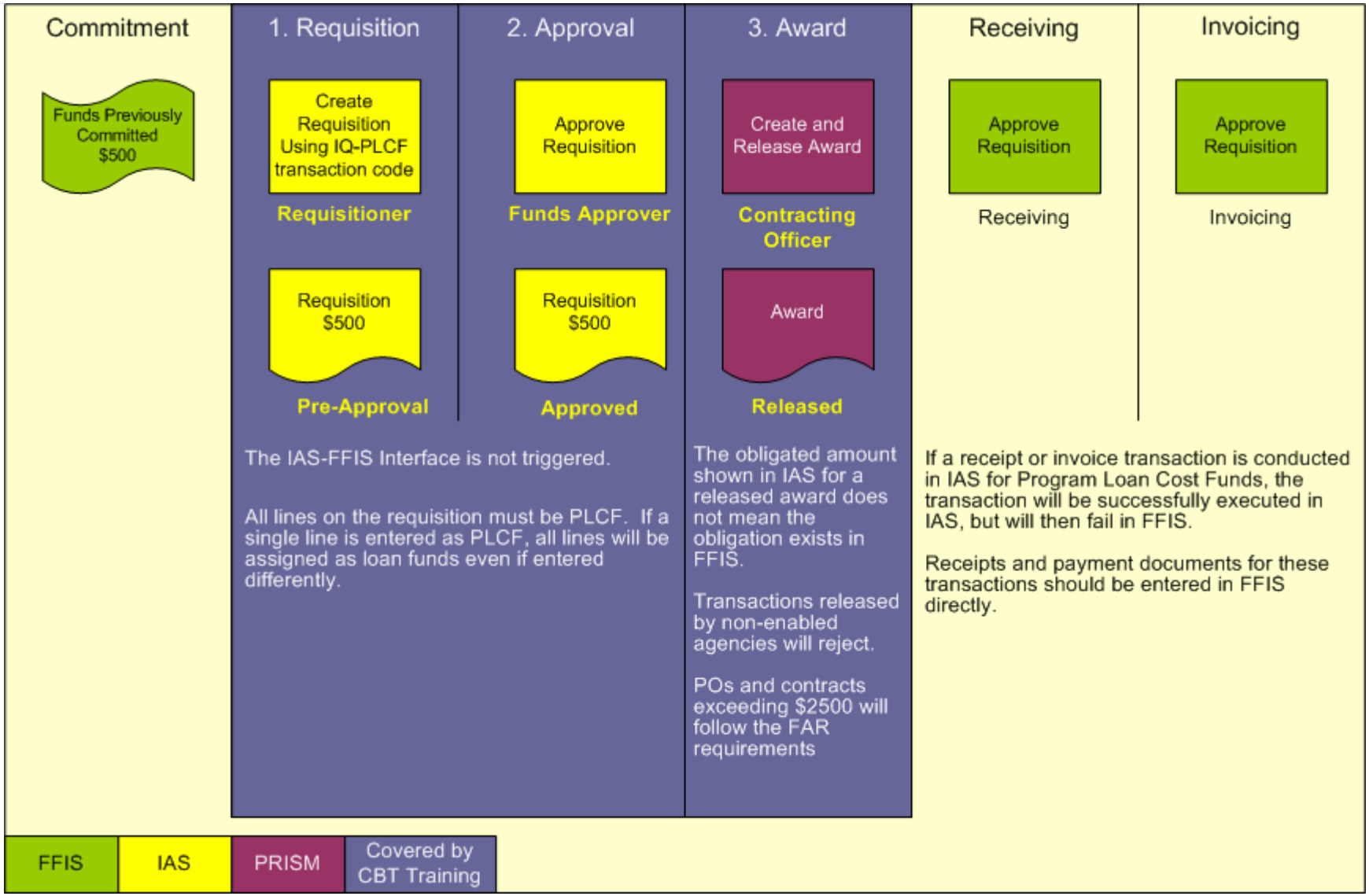IAS PLCF Requisition Process