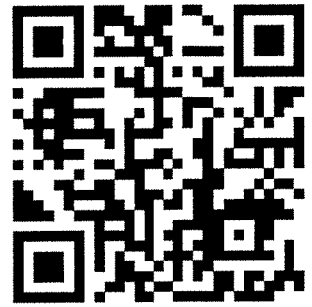


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Title Page

Process Name

Employee Onboarding Procedure -

SOP #

HR-OB-112-

Department

Human Resources

Location

Training Room 3



Conducted on

Feb 3, 2025



Prepared by

Sarah Wong