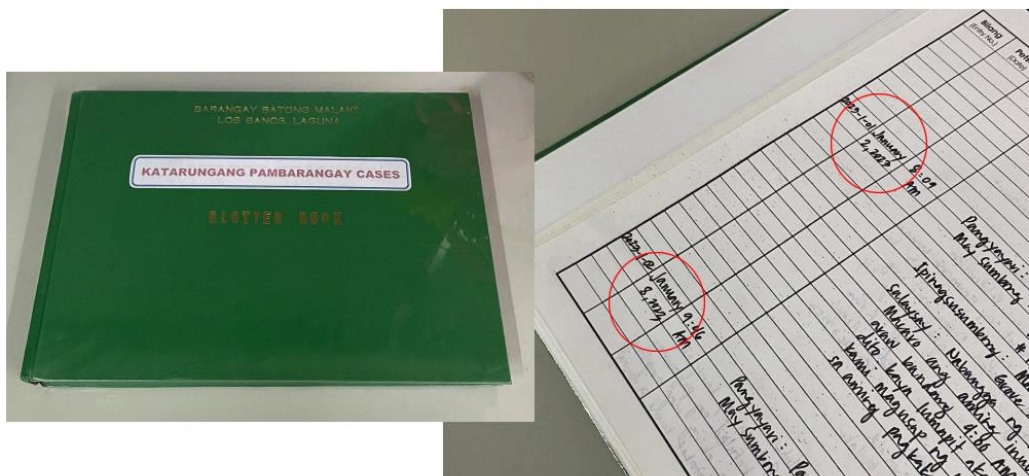


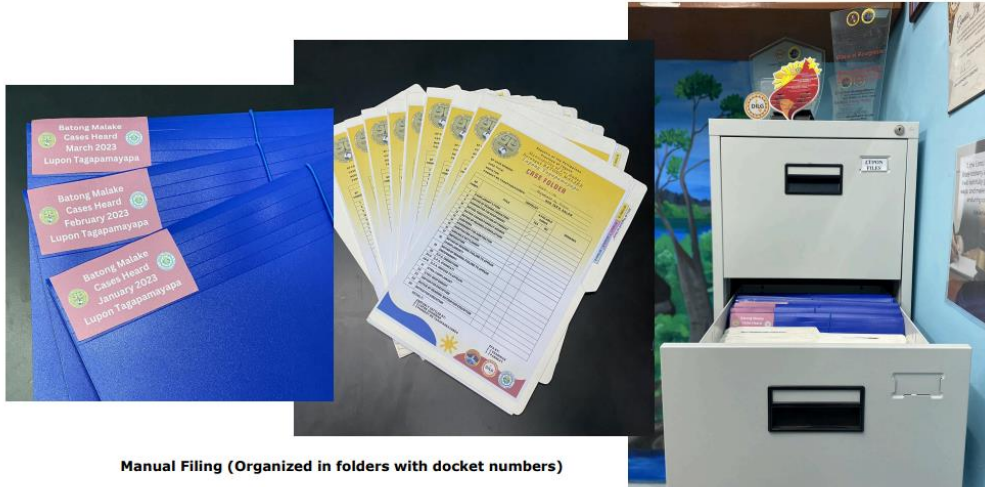
## Systematic Maintenance of Records

### Recod Book in Reference to the Assessment Year



## ANNEX B – 2

### ANNEX B – 2.1



Manual Filing (Organized in folders with docket numbers)