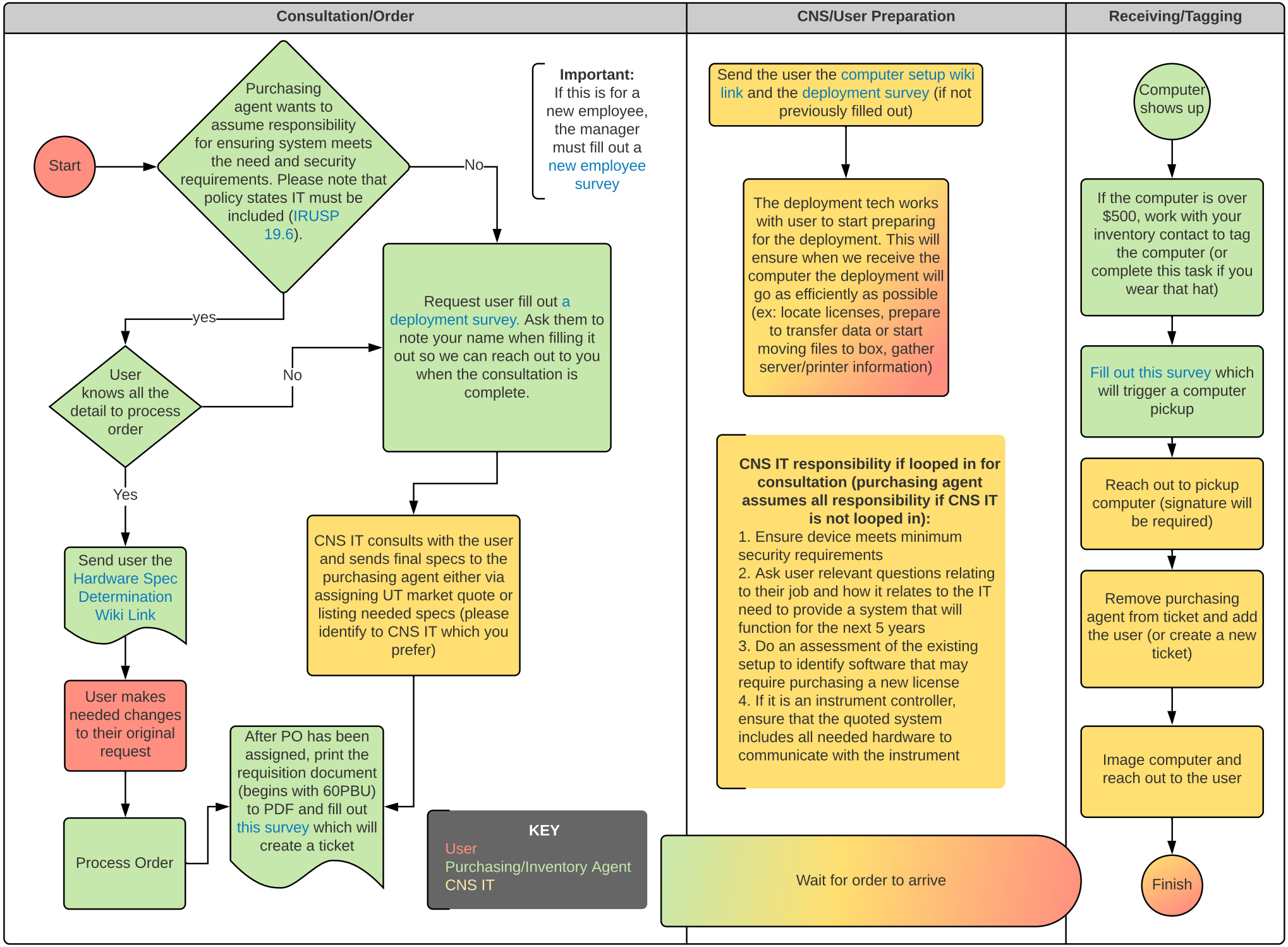CNS IT - Department Purchasing Workflow