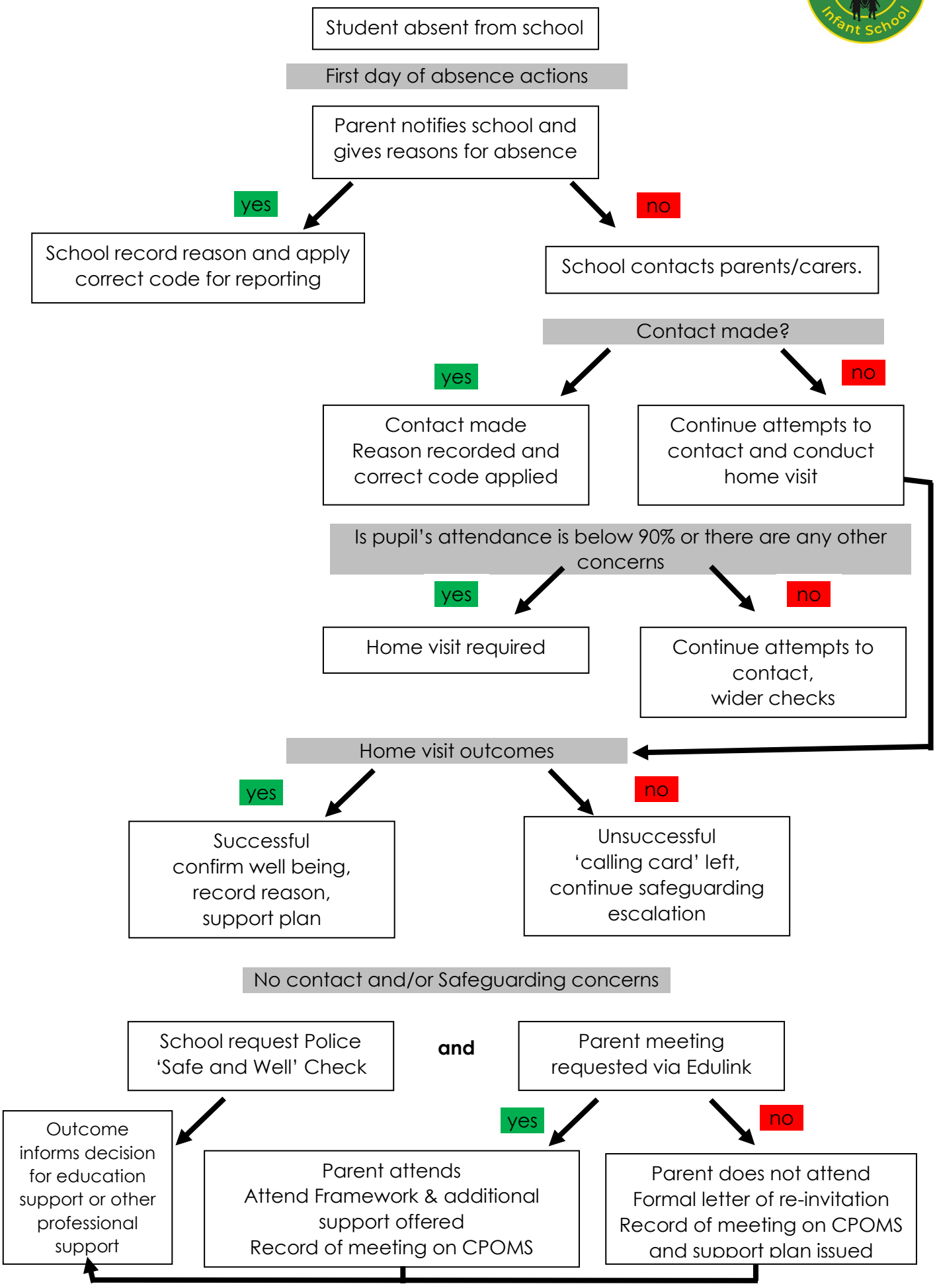Daily Attendance Procedures