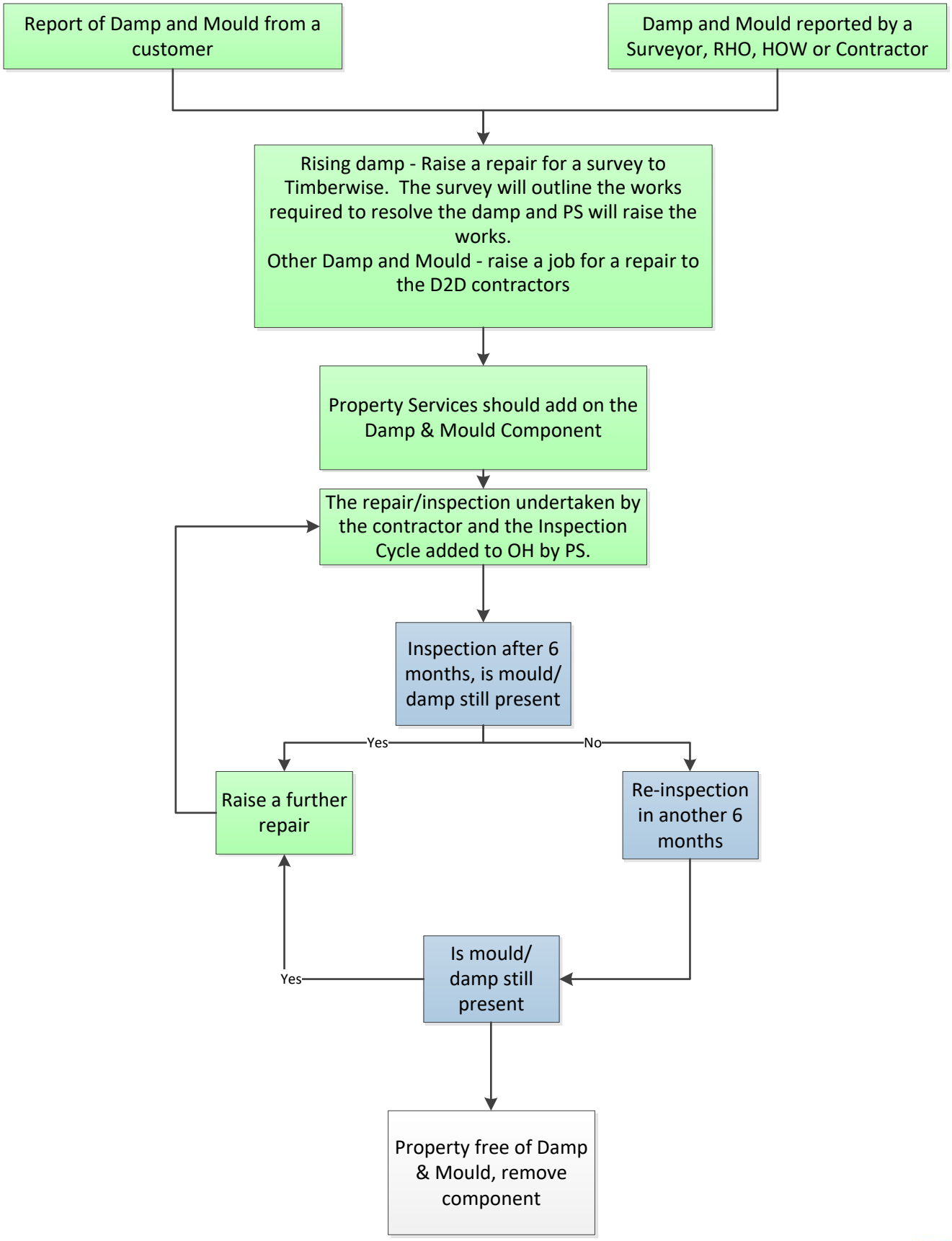Appendix 1 - Damp and Mould Process