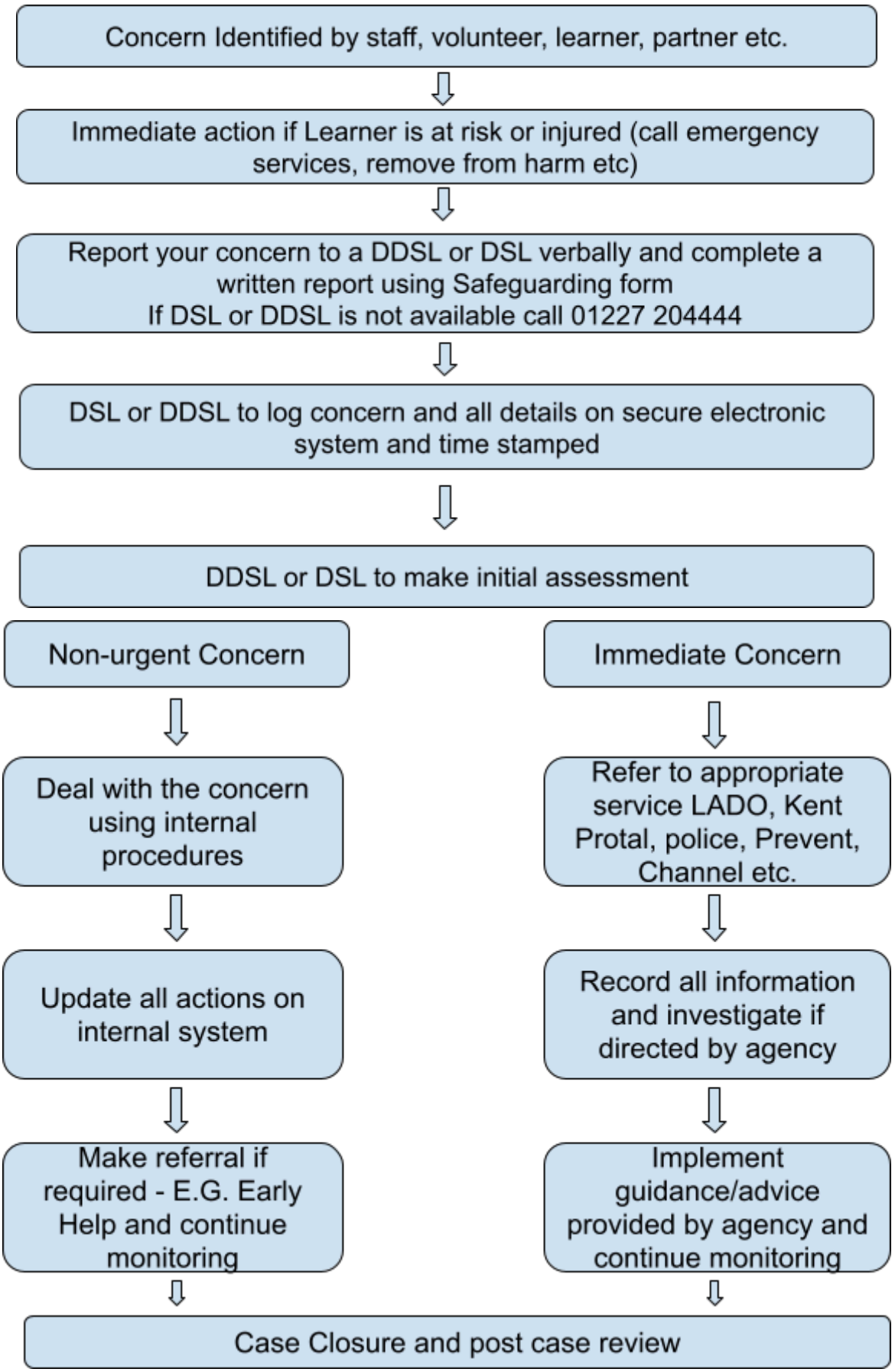STL Safeguarding Reporting Process