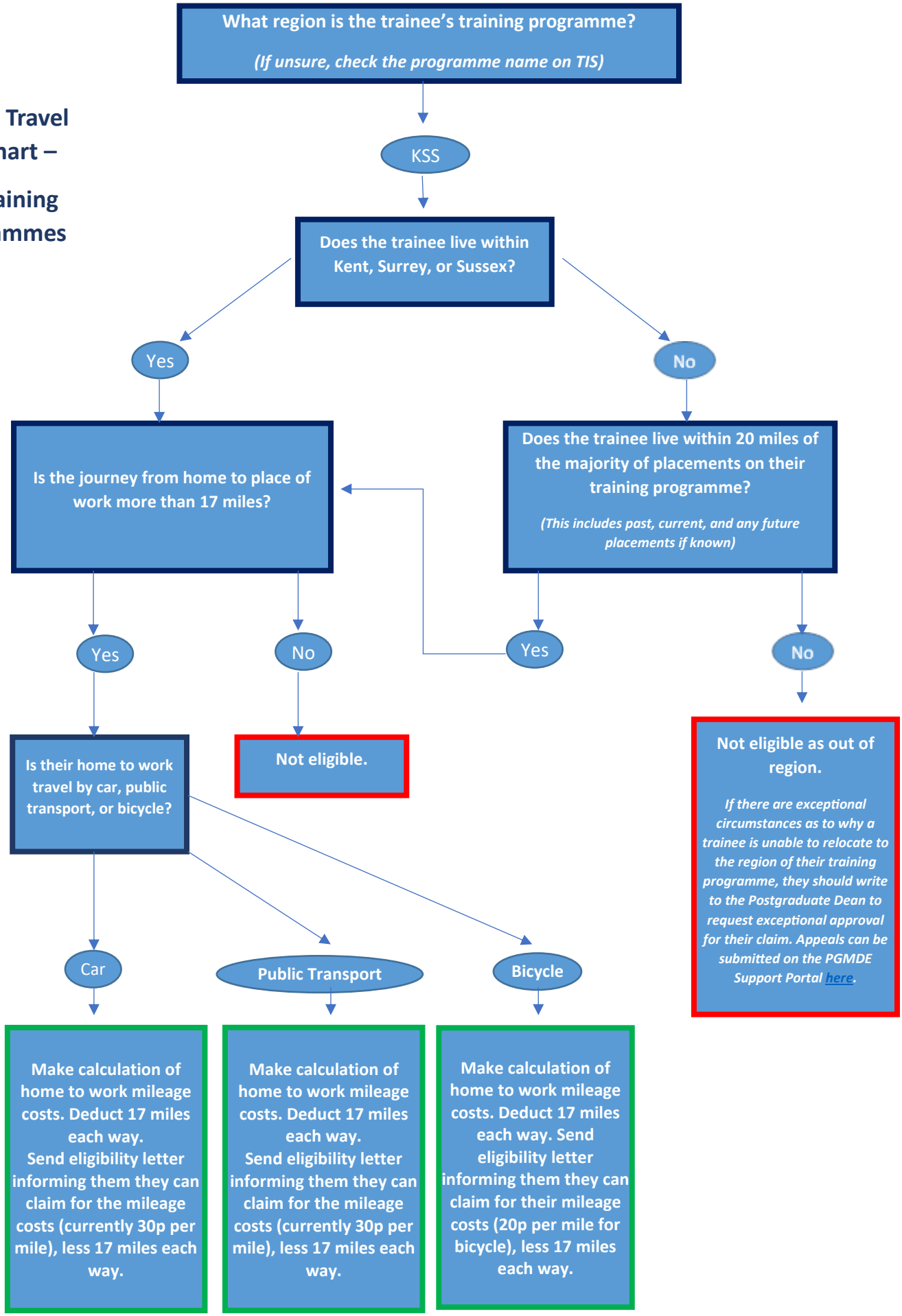Excess Travel Flowchart – KSS training programmes