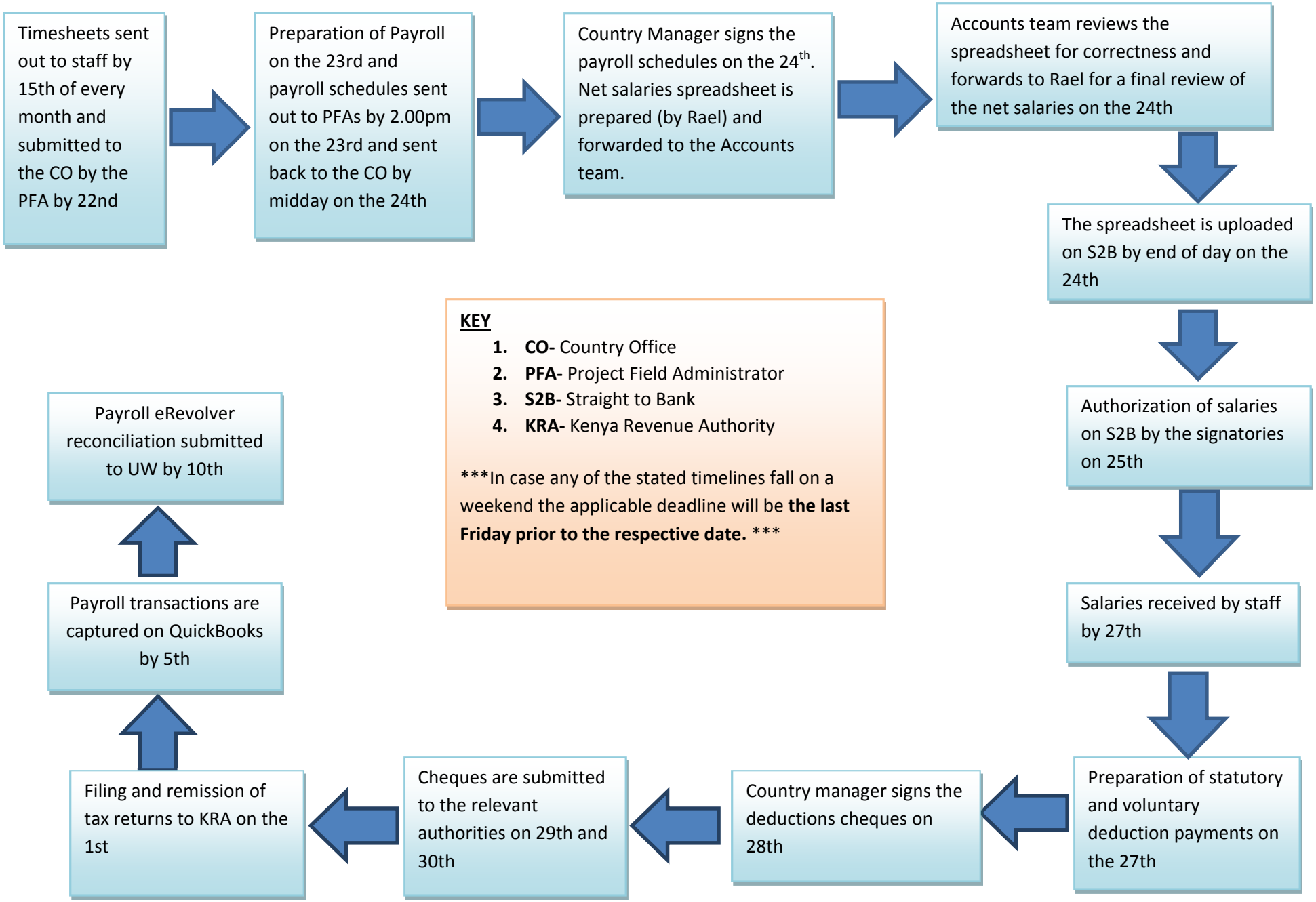UW KENYA PAYROLL PROCESS WORKFLOW