



Title: 2018 Stemming Guidelines

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### **Release Review and Approval**

<u>Role</u>	<u>Actor</u>	<u>Title</u>	<u>Sign-off By</u>	<u>Sign-Off Date &amp; Time(GMT)</u>
DOCUMENT COORDINATOR	Janson B. Norman	Sr Leaf Manager	NORMANJ	02/15/2017 18:18
RJRT-AUTHOR	Stephen T. Matthews	Sr Director Leaf Operations	MATTHES	02/15/2017 18:27
RAIS-RELEASE APPROVER	Paul R. Harp	Director Product Integrity	HARPP	02/15/2017 21:40
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RJRT-RELEASE APPROVER	Michael R Ball	President SFNTC	BALLM1	02/16/2017 0:39
ASC-RELEASE APPROVER	Harold J Doss	Sr Director Manufacturing	DOSSH1	02/21/2017 14:11
SFNTC-RELEASE APPROVER	Fielding K Daniel	Sr Director Leaf Buying	DANIELF	02/21/2017 15:56
RJRT-RELEASE APPROVER	Christopher S Dixon	VP Leaf Operations	DIXONC	02/27/2017 20:28
DOCUMENT COORDINATOR	Janson B. Norman	Sr Leaf Manager	NORMANJ	02/27/2017 20:31

### **Periodic Review**

<u>Role</u>	<u>Actor</u>	<u>Title</u>	<u>Sign-off By</u>	<u>Sign-Off Date &amp; Time(GMT)</u>
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### **Reason for Revision**

Annual Revision



# **2017 Stemming Guidelines**

Thank you for supplying quality leaf to RJ Reynolds.  
Please discard old manuals, and only submit **2017** copies of forms.

























































































