

# Government Manual

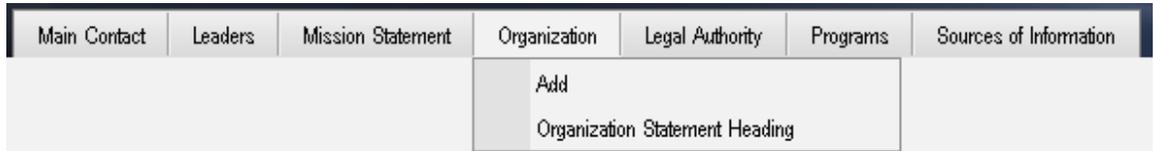
## Add Organization Statement Heading

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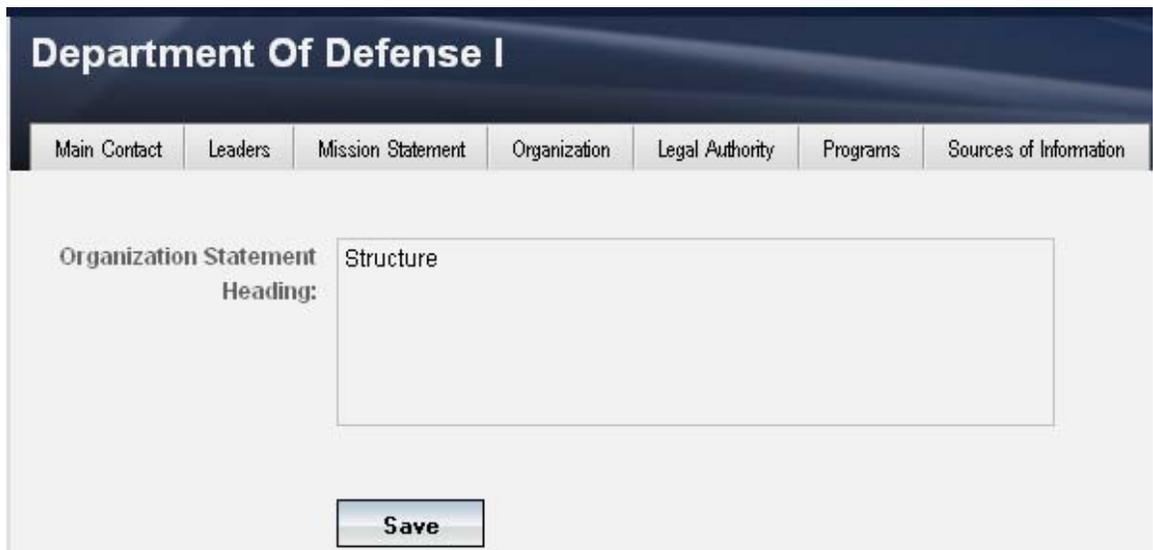
**Step 1.** Select *Organization* from the Menu.

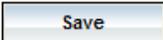


**Step 2.** Select Organization Statement Heading.



**Step 3.** Enter the following information: *Organization Statement Heading*



**Step 4.** Click on the  button.