Promoting Safety and Well-being of Human Resources: Essential in Leading to Up-gradation of Overall Structure of Organizations

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Abstract: In all types of organizations, human resources are regarded as the assets. They are required to make use of their educational qualifications, competencies and abilities in achieving organizational goals and leading to up-gradation of overall structure of the organizations. The individuals in leadership positions are vested with the authority and responsibility of creating an environment, which would be facilitating in promoting safety and well-being of human resources. As a consequence, their mind-sets will be stimulated and they will put in efforts to their best abilities in doing well in their job duties. Furthermore, they will lead to up-gradation of motivation and concentration levels towards putting into operation different tasks and activities. The individuals need to augment information and implement the measures, which would be facilitating in promoting safety and well-being of human resources. In cases of hazardous job duties, one needs to take precautions. On the other hand, the working environmental conditions need to be pleasant and amiable. The members of the organizations need to communicate with each other in an effective manner. Furthermore, they are required to treat each other with respect and courtesy. Therefore, it is well-understood that there are number of factors, which are facilitating in promoting safety and well-being of human resources. The main concepts that are taken into account in this research paper are, understanding the meaning and significance of promoting safety and well-being of human resources, measures to be implemented in promoting safety and well-being of human resources and advantages of promoting safety and well-being of human resources.

Keywords: Goals, Human Resources, Job Duties, Objectives, Organizations, Safety, Up-gradation, Well-being

I. INTRODUCTION

The organizations are of different types, i.e. educational institutions of all levels, training centres, production and manufacturing organizations, services organizations, agencies, non-government organizations and so forth. In all types of organizations, human resources are regarded as the assets. They are required to make use of their educational qualifications, competencies and abilities in an effective manner.

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They need to be committed towards doing well in their job duties, achieving desired goals and objectives and leading to up-gradation of overall structure of the organizations. Furthermore, they need to meet the needs and requirements of individuals in leadership positions (Porcupile, 2015). The individuals in leadership positions are vested with the authority and responsibility of promoting safety and well-being of human resources. Within the working environment, there needs to be implementation of methods and techniques, which would be facilitating in making them feel comfortable. As a consequence, their mind-sets will be stimulated and they will lead to up-gradation of motivation and concentration levels towards tasks and activities. Therefore, promoting safety and well-being of human resources is regarded to be of utmost significance in all types of organizations.

The individuals are required to communicate with each other in an effective manner. As a consequence of putting into operation effective communication processes, one will be able to render an important contribution in promoting safety and well-being (Rivers, 2020). The communication processes takes place in a verbal and written form. The verbal communication takes place face to face or through utilization of technologies, whereas, written communication takes place through exchanging messages and emails. One needs to be well-informed in terms of communication ethics, i.e. making use of polite language and decent words, treating each other with respect and courtesy, making provision of factual information, depicting the traits of helpfulness and co-operation and possessing an approachable nature and an amiable attitude. As a consequence of putting into operation effective communication process, the motivation and concentration levels among individuals get augmented. Furthermore, they will be able to feel enthusiastic in carrying out different types of tasks and activities in a well-ordered manner. Therefore, it is well-understood, implementing effective communication processes is facilitating in promoting safety and well-being of human resources.

A. Understanding the Meaning and Significance of Promoting Safety and Well-being of Human Resources

The human resources, belonging to all job positions in the hierarchy of the organizations need to be well-equipped in terms of different types of job duties and responsibilities. The employers and supervisors need to impart information to them in terms of different types of job duties and responsibilities.

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They need to understand these and put these into operation in a well-ordered and regimented manner. The individuals get enrolled in training and development programs in order to augment information in terms of all the factors of the organizations. Furthermore, they generate information in terms of different types of job duties and responsibilities.

In cases of hazardous jobs, one needs to take precautions in order to carry out all types of job duties and responsibilities in a satisfactory manner. Various types of precautions needs to be taken, when making use of machines, tools, equipment and so forth. Furthermore, it is of utmost significance for individuals to put emphasis on honing confidence levels. In addition, one needs to overcome the feelings of apprehensiveness and vulnerability. This is regarded as the key in not only carrying out different types of job duties and responsibilities in a well-ordered manner, but also in promoting safety and well-being of human resources. Therefore, individuals acquire an efficient understanding of meaning and significance of promoting safety and well-being of human resources, when they are generating information in terms of various types of job duties and responsibilities.

In order to put into operation different types of job duties and responsibilities in an adequate manner, one needs to be well-informed in terms of methodologies and procedures. These are referred to the ways of doing well in one's job duties and generating desired outcomes. Hence, one needs to acquire an efficient understanding of different types of methodologies and procedures. These are complicated and manageable, these are put into operation in more amount of time or can be less time-consuming and these are put into operation on one's own or through obtaining support and assistance from other members. In cases of putting into operation tedious and cumbersome methodologies and procedures, individuals do get overwhelmed by the feelings of apprehensiveness and vulnerability, hence, they need to acquire an efficient understanding of the concepts.

Furthermore, they need to get engaged in regular practice and hone confidence levels. The safety and well-being of individuals will be promoted, when they are well-informed in terms of different types of methodologies and procedures. The individuals are required to be well-informed in terms of various types of methodologies and procedures in order to put into operation their job duties in a successful manner. Furthermore, safety and well-being will be promoted. Therefore, one is able to acquire an understanding of meaning and significance of promoting safety and well-being of human resources, when they are implementing methodologies and procedures in an adequate manner.

The individuals, belonging to all job positions in the hierarchy of the organizations are required to be well-informed in terms of the factor that they need to form cordial and amiable terms and relationships with each other. There are some job duties and responsibilities, which are carried out on an individual basis, whereas, there are others, which are put into operation through working in collaboration and integration with each other. Hence, it is vital to reinforce cordiality and amiability in terms and relationships with each other. For this purpose, it is of utmost significance for all individuals to put into operation effective communication processes. Hence, one needs to be well-informed in terms of communication ethics, i.e. making use of polite language and decent words, treating each other

with respect and courtesy, making provision of factual information, depicting the traits of helpfulness and co-operation and possessing an approachable nature and an amiable attitude.

As a consequence of putting into operation effective communication process, the motivation and concentration levels among individuals get augmented. Furthermore, they will be able to carry out all types of tasks and activities in a satisfactory manner. In addition, they will feel comfortable and hone motivation and concentration levels towards putting into operation different types of job duties and responsibilities. Therefore, an understanding of meaning and significance of promoting safety and well-being of human resources is acquired, when they are forming cordial and amiable terms and relationships with each other.

B. Measures to be implemented in promoting Safety and Well-being of Human Resources

The individuals, belonging to all communities and socio-economic backgrounds have one of the major goals of acquiring employment opportunities. They prepare themselves through augmenting their educational qualifications, competencies and abilities in order to get engaged in jobs. Within all types of employment settings, all the members, belonging to all job positions in the hierarchy aspire to feel safe and comfortable. In this manner, they will be able to render an important contribution in carrying out all types of job duties and responsibilities in a well-ordered manner (Shared Values in an Organization, 2020).

Furthermore, they will be able to meet the expectations of individuals in leadership positions. The individuals in leadership positions work hard in carrying out the job duties of recruitment and selection of personnel. Furthermore, they are required to augment information in terms of different types of measures, which are facilitating in promoting safety and well-being of human resources. All types of measures need to be put into operation in a well-ordered and regimented manner. In other words, positivity needs to be reinforced in all types of measures. As a consequence, desired outcomes will be generated. Therefore, measures to be implemented in promoting safety and well-being of human resources are stated as follows:

C. Implementing Effective Communication Processes

The individuals, belonging to all job positions are required to communicate with each other in an effective manner. As a consequence of putting into operation effective communication processes, one will be able to render an important contribution in promoting safety and well-being. The communication processes takes place in a verbal and written form. The verbal communication takes place face to face or through utilization of technologies, whereas, written communication takes place through exchanging messages and emails. Furthermore, one needs to be well-informed in terms of communication ethics, i.e. making use of polite language and decent words, treating each other with respect and courtesy, making provision of factual information, depicting the traits of helpfulness and co-operation and possessing an approachable nature and an amiable attitude.

As a consequence of putting into operation effective communication process, the motivation and concentration levels among individuals get augmented. Furthermore, they will feel enthusiastic in carrying out different types of tasks and activities in a well-ordered manner. Hence, it is well-understood, implementing effective communication processes is facilitating in promoting safety and well-being of human resources. Therefore, implementing effective communication processes is regarded as one of the indispensable measures to be implemented in promoting safety and well-being of human resources.

D. Imparting Information Regarding Job Duties and Responsibilities

The human resources, belonging to all job positions in the hierarchy of the organizations need to be well-equipped in terms of different types of job duties and responsibilities. The employers and supervisors need to provide information to them in terms of different types of job duties and responsibilities. They need to understand these and put these into operation in a well-ordered and regimented manner. The individuals get enrolled in training and development programs in order to augment information in terms of all the factors of the organizations. Furthermore, they generate information in terms of different types of job duties and responsibilities.

In cases of hazardous jobs, one needs to take precautions in order to carry out all types of job duties and responsibilities in a satisfactory manner. Safety measures are to be taken, when making use of machines, chemicals, materials, tools, equipment and so forth. Furthermore, it is of utmost significance for individuals to put emphasis on honing confidence levels. In addition, one needs to overcome the feelings of apprehensiveness and vulnerability. This is regarded as the key in not only carrying out different types of job duties and responsibilities in a well-ordered manner, but also in promoting safety and well-being of human resources. Therefore, imparting information regarding job duties and responsibilities is one of the significant measures to be implemented in promoting safety and well-being of human resources.

E. Generating Information in Terms of Methodologies and Procedures

In order to put into operation different types of job duties and responsibilities in an adequate manner, one needs to be well-informed in terms of methodologies and procedures. These are referred to the ways to doing well in one's job duties and generating desired outcomes. Hence, one needs to acquire an efficient understanding of different types of methodologies and procedures. These are complicated and manageable, these are put into operation in more amount of time or can be less time-consuming and these are put into operation on one's own or through obtaining support and assistance from other members. In cases of putting into operation tedious and cumbersome methodologies and procedures, individuals do get overwhelmed by the feelings of apprehensiveness and vulnerability, hence, they need to acquire an efficient understanding of the concepts.

Furthermore, they need to get engaged in regular practice and hone confidence levels. The safety and well-being of individuals will be promoted, when they are well-informed

in terms of different types of methodologies and procedures. The individuals are required to be well-informed in terms of various types of methodologies and procedures in order to put into operation their job duties in a successful manner. Furthermore, safety and well-being will be promoted. Therefore, generating information in terms of methodologies and procedures is an eminent measure to be implemented in promoting safety and well-being of human resources.

II. DEVELOPING MUTUAL UNDERSTANDING WITH OTHERS

The individuals, belonging to all job positions in the hierarchy of the organizations are required to be well-informed in terms of the factor that they need to develop mutual understanding with others. There are some job duties and responsibilities, which are carried out on an individual basis, whereas, there are others, which are put into operation through working in collaboration and integration with each other. Hence, it is vital to reinforce cordiality and amiability in terms and relationships with each other. For this purpose, it is of utmost significance for all individuals to put into operation effective communication processes. Hence, one needs to be well-informed in terms of communication ethics, i.e. making use of polite language and decent words, treating each other with respect and courtesy, making provision of factual information, depicting the traits of helpfulness and co-operation and possessing an approachable nature and an amiable attitude.

As a consequence of putting into operation effective communication processes, the motivation and concentration levels among individuals get augmented. Furthermore, they will be able to carry out all types of tasks and activities in a satisfactory manner. In addition, they will feel comfortable and hone motivation and concentration levels towards putting into operation different types of job duties and responsibilities. In this manner, room will be open in order to promote safety and well-being of others. Therefore, developing mutual understanding with others is an expedient measure to be implemented in promoting safety and well-being of human resources.

A. Leading to Up-gradation of Motivation and Concentration Levels

The individuals in leadership positions need to put emphasis on leading to up-gradation of motivation and concentration levels among employees. The mind-sets of the individuals get stimulated and they will lead to up-gradation of these in an appropriate manner. As a consequence, the individuals will be able to augment information in terms of job duties and methodologies to carry these out in a well-organized and satisfactory manner. The individuals in leadership positions put into operation various factors, i.e. rewards, incentives, benefits, paid vacations, increase in pay, promotional opportunities and so forth. It is apparently understood that human resources belonging to all job positions aspire to enhance their career prospects, hence, they work diligently.

Furthermore, they aim to carry out their job duties and responsibilities in accordance to the expectations of individuals in leadership positions. Hence, it is well-understood that as a consequence of leading to up-gradation of motivation and concentration levels towards work, safety and well-being of employees will be promoted. They will contribute efficiently in pleasing individuals in leadership positions. As a consequence, they will render an important contribution in incurring the feelings of pleasure and contentment. Therefore, leading to up-gradation of motivation and concentration levels is a notable measure to be implemented in promoting safety and well-being of human resources.

B. Providing Proper and Safe Training to Employees

When the employees get recruited and selected within the organizations, they need to acquire training. The hiring authorities recruit well-qualified and experienced trainers, who would render an important contribution in imparting training to employees. They utilize suitable and appropriate training methods, which would be appropriate to the employees. The employees need to ensure, they augment their listening skills. These skills are facilitating in acquiring an efficient understanding of the training methods. In factories and industries, the employees are required to make use of tools, machines, chemicals, apparatus, and equipment, hence, they need to take safety measures. These are, putting on proper attire, spectacles, gloves, and so forth.

The main reason being, in order to carry out all types of tasks and activities in a well-ordered manner, one needs to feel safe. As a consequence, one will not only implement job duties in an appropriate manner, but also promote good health and well-being, physically and psychologically. Hence, providing proper and safe training to the employees is regarded as essential in order to carry out all types of job duties and responsibilities in a well-ordered and satisfactory manner. Furthermore, they will feel safe and secure and their well-being will be promoted. Therefore, providing proper and safe training to employees is a noteworthy measure to be implemented in promoting safety and well-being of human resources.

C. Augmenting Skills and Abilities among Employees

All the members, belonging to all job positions need to put emphasis on augmenting skills and abilities. The different types of skills that need to be honed are, communication skills, decision-making skills, analytical skills, critical-thinking skills, problem-solving skills, time-management skills, technical skills, creative skills, personal skills, professional skills, presentation skills, leadership skills, negotiation skills, artistic skills, intellectual skills and public-speaking skills. On the other hand, abilities, which need to be honed are, convincing, persuasion, planning, organizing, directing, leading, controlling, co-ordinating, emotional intelligence, systems thinking, putting in efforts to one's best abilities, possessing the abilities to work under stress, coping with different types of problems and challenging situations and carrying out different types of tasks and activities in a well-ordered manner.

Throughout the implementation of various types of job duties and responsibilities, skills and abilities need to be utilized in a well-ordered and regimented manner (Sasson,

2020). As a consequence, safety and well-being of the employees will be augmented. The reason being, they will carry out job duties and responsibilities in accordance to the expectations of individuals in leadership positions. Hence, the workforce will feel safe as well as contribute efficiently in promoting enhancement of their career prospects. Therefore, augmenting skills and abilities among employees is an essential measure to be implemented in promoting safety and well-being of human resources.

III. REDUCING WORKPLACE STRESS

Within the course of putting into operation various types of job duties and responsibilities, there are occurrences of stressful situations in terms of various factors, i.e. job duties, responsibilities, methodologies, procedures, techniques, approaches, strategies, work pressure, lack of implementation of time-management skills, lack of analytical, critical-thinking and problem-solving skills, unawareness in terms of various factors, scarcity of financial, human, technical, material and information resources, lack of infrastructure, amenities and facilities and so forth. The influence of various types of stressful situations is experienced in a major or minor form. Furthermore, these are regarded as impediments within the course of promoting safety and well-being of the workforce. Hence, it is vital to implement all the factors, which would be facilitating in reducing workplace stress.

As a consequence, safety and well-being of employees will be promoted. The individuals will render an important contribution in leading to up-gradation of motivation and concentration levels towards carrying out all types of tasks and activities in a well-ordered manner. Furthermore, it is apparently understood that reducing workplace stress will make the employees feel comfortable and their safety and well-being will be promoted. Therefore, reducing workplace stress is a prominent measure to be implemented in promoting safety and well-being of human resources.

A. Formulating Laws and Rules

The individuals in leadership positions are vested with the authority and responsibility of formulating laws and rules. The different areas in terms of which these are formulated are, job duties, responsibilities, goals, objectives, mission, purpose, work timings, management of financial, human, technical, material and information resources, infrastructure, amenities, facilities, criminal and violent acts and overall environmental conditions. All the members of the organization, irrespective of their job positions in the hierarchy are required to abide by different types of laws and rules. The laws and rules are formulated with the main objective of promoting discipline within the workplace. Furthermore, all the members will be able to develop mutual understanding and create an amiable environment within workplace. Within the course of time, changes are brought about in laws and rules. Furthermore, it needs to be ensured, changes are facilitating in promoting well-being and goodwill of individuals and overall structure of the organizations.

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As a consequence, they will do well in their job duties, achieve desired goals and meet the expectations of individuals in leadership positions. Furthermore, they will render an important contribution in promoting enhancement of their career prospects. In this manner, room will be open for the individuals towards promoting safety and well-being. Therefore, formulating laws and rules is a favourable measure to be implemented in promoting safety and well-being of human resources.

B. Creating an Amiable and Pleasant Environment within Workplace

Creating an amiable and pleasant environment within workplace is regarded as one of the indispensable goals of individuals, belonging to all job positions in the hierarchy of the organizations. In order to achieve this goal, there are various factors that needs to be taken into account. The individuals are required to make sure, they are putting into operation all the factors in a well-organized and satisfactory manner.

The different types of factors are, implementing effective communication processes; being well-informed regarding job duties and responsibilities; generating information in terms of methodologies and procedures; developing mutual understanding with others; leading to up-gradation of motivation and concentration levels; inculcating the traits of morality and ethics; implementing the traits of diligence, resourcefulness and conscientiousness; depicting the traits of helpfulness and co-operation; possessing an approachable nature and an amiable attitude and utilizing different types of modern, scientific and innovative methods and materials.

As a consequence, individuals will do well in their job duties, achieve desired goals and meet the expectations of individuals in leadership positions. Furthermore, they will contribute in promoting enhancement of their career prospects. In this manner, room will be open for the individuals towards promoting safety and well-being. Therefore, creating an amiable and pleasant environment within workplace is a useful measure to be implemented in promoting safety and well-being of human resources.

C. Advantages of Promoting Safety and Well-being of Human Resources

The individuals, belonging to all job positions in the hierarchy of the organizations need to put emphasis on promoting safety and well-being of human resources. This is regarded to be of utmost significance in doing well in their job duties, achieving desired goals and meeting the expectations of individuals in leadership positions. Furthermore, they will contribute in promoting enhancement of their career prospects (Principles of Management, n.d.). The achievement of organizational goals and leading to up-gradation of overall structure of the organizations is regarded as vital, which needs to be focused on regular basis.

The workforce will put into operation all the factors, which would be facilitating in leading to progression, when their safety and well-being will be promoted. Furthermore, one needs to augment information in terms of advantages of promoting safety and well-being of human resources, i.e. meeting the expectations of individuals in leadership positions; incurring the feeling of job satisfaction; retaining

one's jobs; enhancing organizational culture and leading to up-gradation of overall structure of the organizations. These are stated as follows:

D. Meeting the Expectations of Individuals in Leadership Positions

All the members, belonging to all job positions in the hierarchy need to carry out their job duties and responsibilities in a satisfactory manner. Furthermore, they need to augment their information in terms of ways of doing well in one's job duties and generating desired outcomes. In this manner, one will render an important contribution in promoting goodwill of overall structure of the organizations. Hence, one needs to acquire an efficient understanding of different types of methodologies and procedures.

These are complicated and manageable, these are put into operation in more amount of time or can be less time-consuming and these are put into operation on one's own or through obtaining support and assistance from other members. In cases of putting into operation tedious and cumbersome methodologies and procedures, individuals do get overwhelmed by the feelings of apprehensiveness and vulnerability, hence, they need to acquire an efficient understanding of the concepts. Therefore, meeting the expectations of individuals in leadership positions is regarded as one of the indispensable advantages of promoting safety and well-being of human resources.

E. Incurring the Feeling of Job Satisfaction

The individuals in leadership positions need to put emphasis on leading to up-gradation of motivation and concentration levels among employees. The mind-sets of the individuals get stimulated and they will lead to up-gradation of these in an appropriate manner. As a consequence, the individuals will be able to augment information in terms of job duties and methodologies to carry these out in a well-organized and satisfactory manner.

The individuals, belonging to all job positions put into operation various factors, which would be facilitating in carrying out their job duties and responsibilities in a well-ordered and satisfactory manner. As a consequence, one will render an important contribution in meeting the expectations of individuals in leadership positions. In this manner, one will acquire appreciation and reverence. In this manner, room will be open in incurring the feeling of job satisfaction. Therefore, incurring the feeling of job satisfaction is one of the significant advantages of promoting safety and well-being of human resources.

IV. RETAINING ONE'S JOBS

Retaining one's jobs is regarded as one of the essential goals of all the members, irrespective of their job positions in the hierarchy. The individuals need to augment their information in terms of various factors, which would be facilitating in retaining their jobs.

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The different types of factors are implementing effective communication processes; inculcating the traits of morality and ethics; implementing the traits of diligence, resourcefulness and conscientiousness; making wise and productive decisions in terms of various factors; coping with different types of dilemmas and challenging situations; reinforcing a constructive approach; forming positive viewpoints in terms of various factors and individuals; possessing the abilities to work under stress; putting in efforts to one's best abilities and carrying out tasks and activities in a well-ordered and disciplined manner. As a consequence of promoting well-being and goodwill, one will contribute efficiently in acknowledging and implementing all the factors. Therefore, retaining one's jobs is an eminent advantage of promoting safety and well-being of human resources.

A. Enhancing Organizational Culture

Enhancing organizational culture is regarded as one of the vital goals of individuals, belonging to all job positions in the hierarchy of the organizations. As a consequence of putting into operation all the factors, which are facilitating in promoting safety and well-being, all the members will contribute efficiently in enhancing organizational culture. The enhancement of organizational culture will enable all the members to carry out their job duties and responsibilities in accordance to the norms, values, principles and standards. As a consequence, one will render an important contribution in leading to progression of overall structure of the organizations. The individuals, belonging to all job positions need to be well-equipped in terms of techniques, which would be facilitating in promoting enhancement of organizational culture. Throughout one's jobs, one needs to augment information in terms of different types of techniques and strategies, which would be facilitating in carrying out this task. Therefore, enhancing organizational culture is a vital advantage of promoting safety and well-being of human resources.

B. Leading to Up-gradation of overall Structure of the Organizations

Leading to up-gradation of overall structure of the organizations is regarded as one of the vital goals of individuals, belonging to all job positions in the hierarchy of the organizations. As a consequence of putting into operation all the factors, which are facilitating in promoting safety and well-being, all the members will contribute efficiently in achievement of this goal. All the members are required to carry out their job duties and responsibilities in accordance to the norms, values, principles and standards. As a consequence, one will render an important contribution in leading to progression of overall structure of the organizations. Furthermore, they will please the individuals in leadership positions. Furthermore, the individuals, belonging to all job positions need to be well-equipped in terms of techniques, which would be facilitating in the achievement of this goal. Throughout one's jobs, one needs to augment information in terms of different types of techniques and strategies, which would be facilitating in carrying out this task in a well-ordered and disciplined manner. Therefore, leading to up-gradation of overall structure of the organizations is a crucial advantage of promoting safety and well-being of human resources.

V. CONCLUSION

In all types of organizations, human resources are assets. Measures to be implemented in promoting safety and well-being of human resources are, implementing effective communication processes, imparting information regarding job duties and responsibilities, generating information in terms of methodologies and procedures, developing mutual understanding with others, leading to up-gradation of motivation and concentration levels, providing proper and safe training to employees, augmenting skills and abilities among employees, reducing workplace stress, formulating laws and rules and creating an amiable and pleasant environment within workplace. Advantages of promoting safety and well-being of human resources are, meeting the expectations of individuals in leadership positions; incurring the feeling of job satisfaction; retaining one's jobs; enhancing organizational culture and leading to up-gradation of overall structure of the organizations. Finally, it can be stated, promoting safety and well-being of human resources is facilitating in leading to progression of organizations.

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