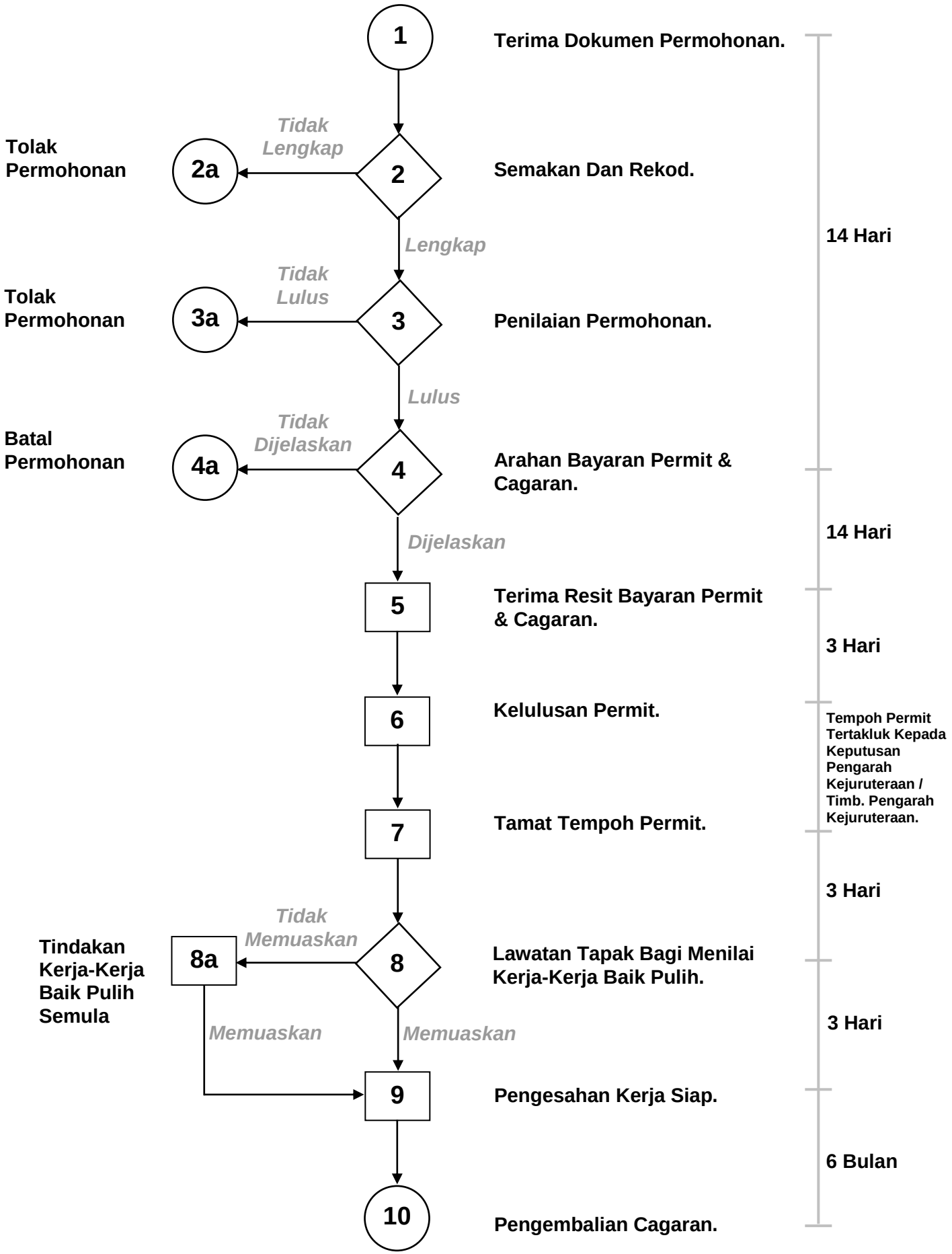CARTA ALIR PROSES KERJA