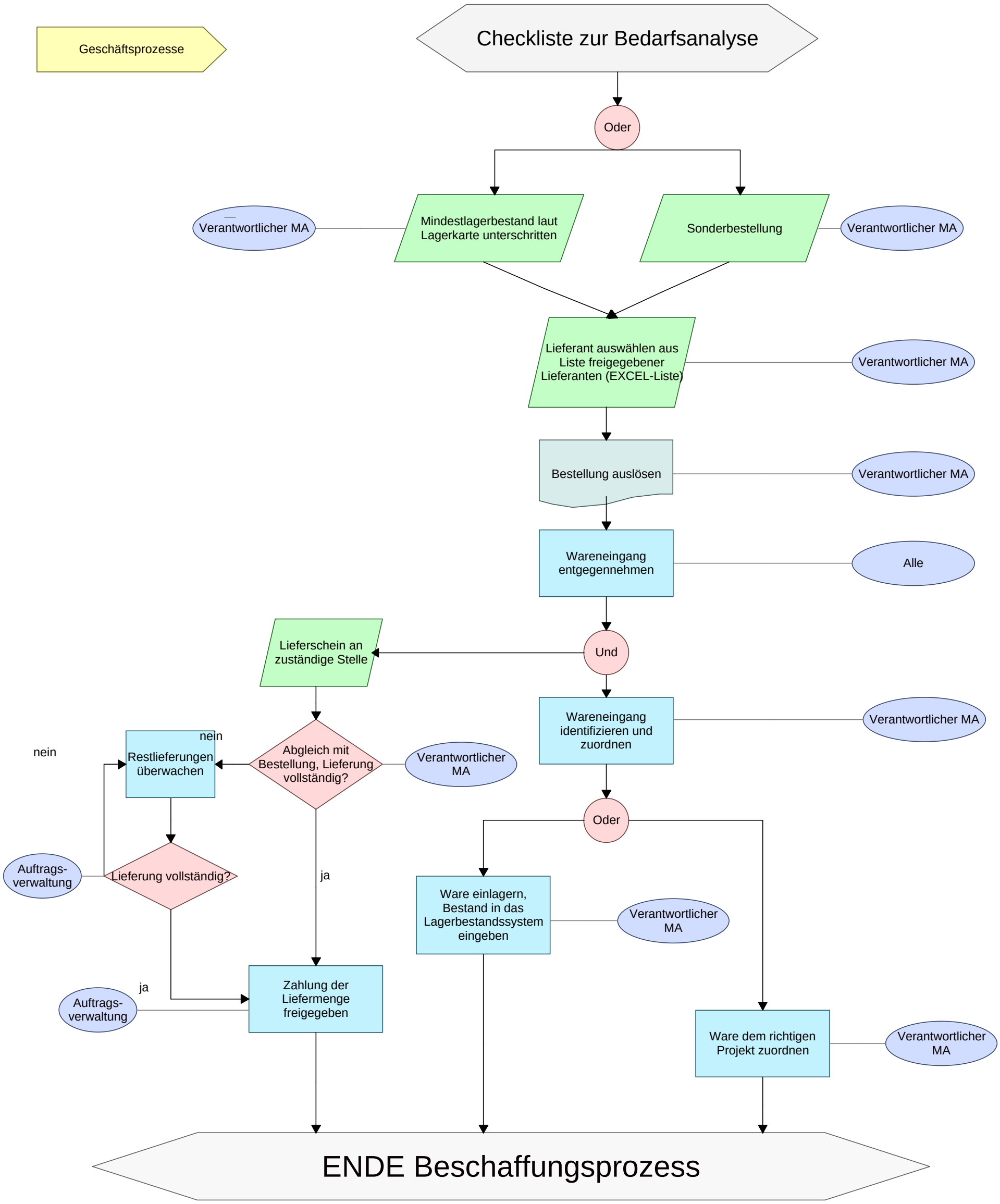Beschaffung