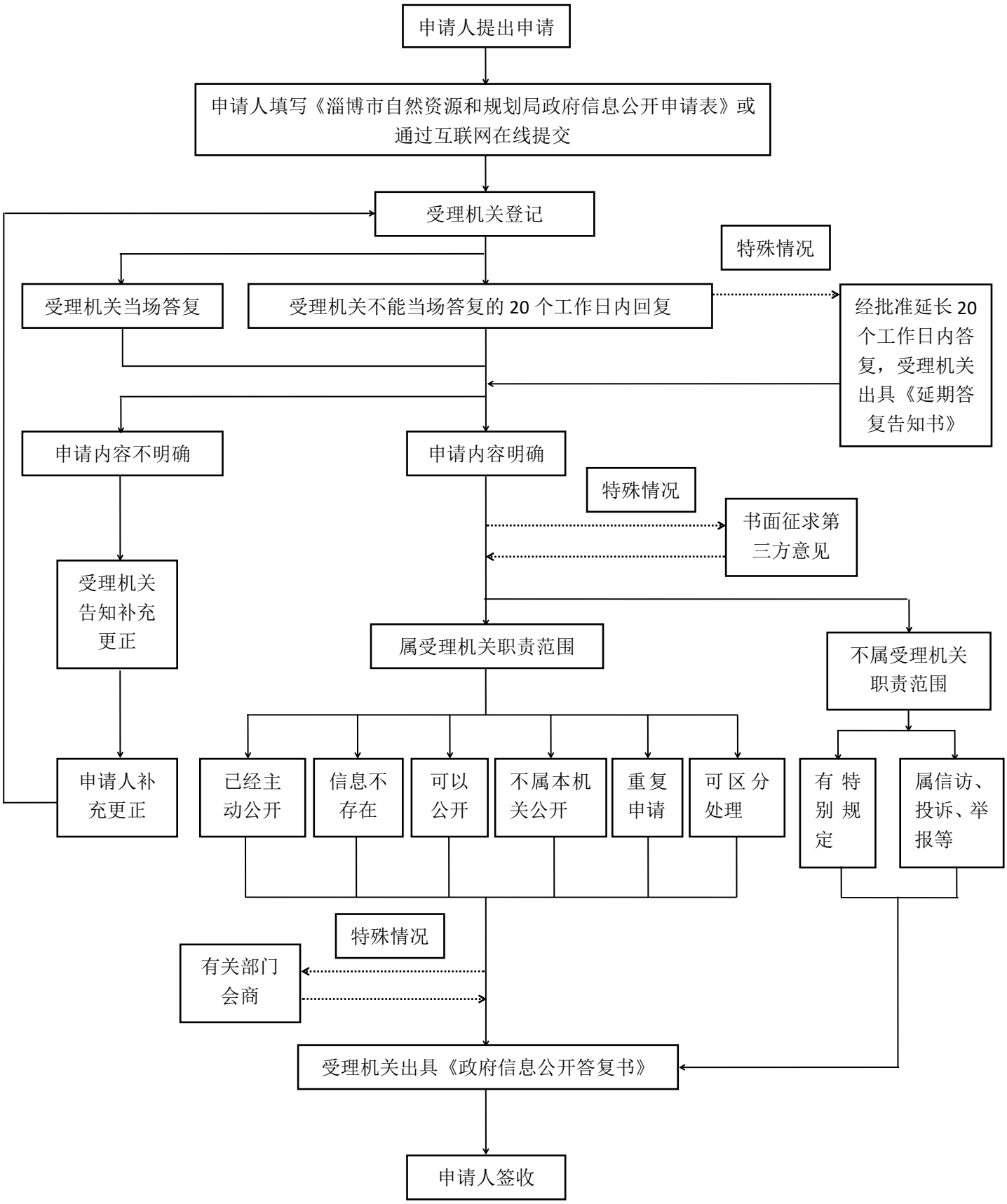依申请政府信息公开事项流程图