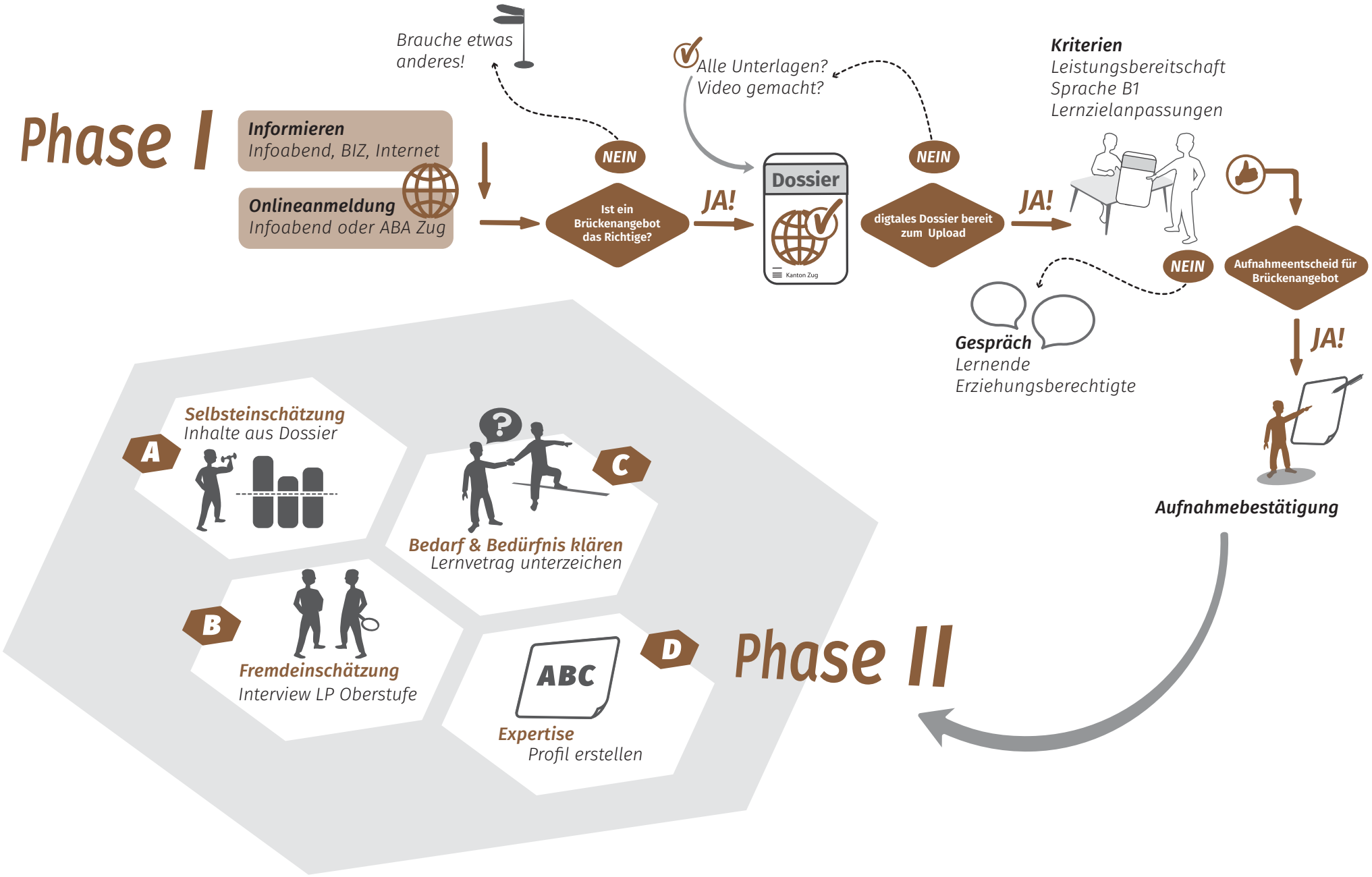AUFNAHMEVERFAHREN