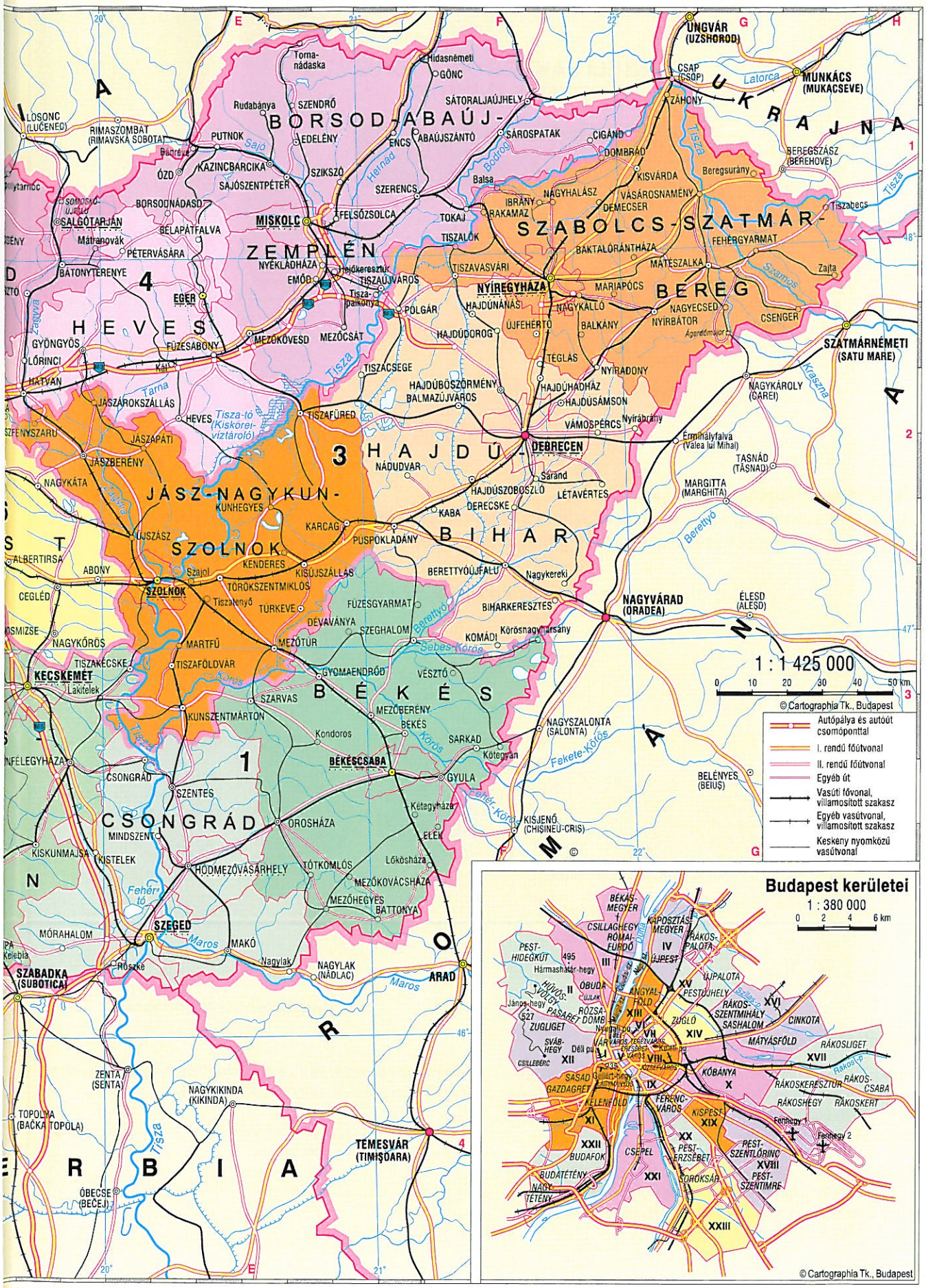közigazgatása