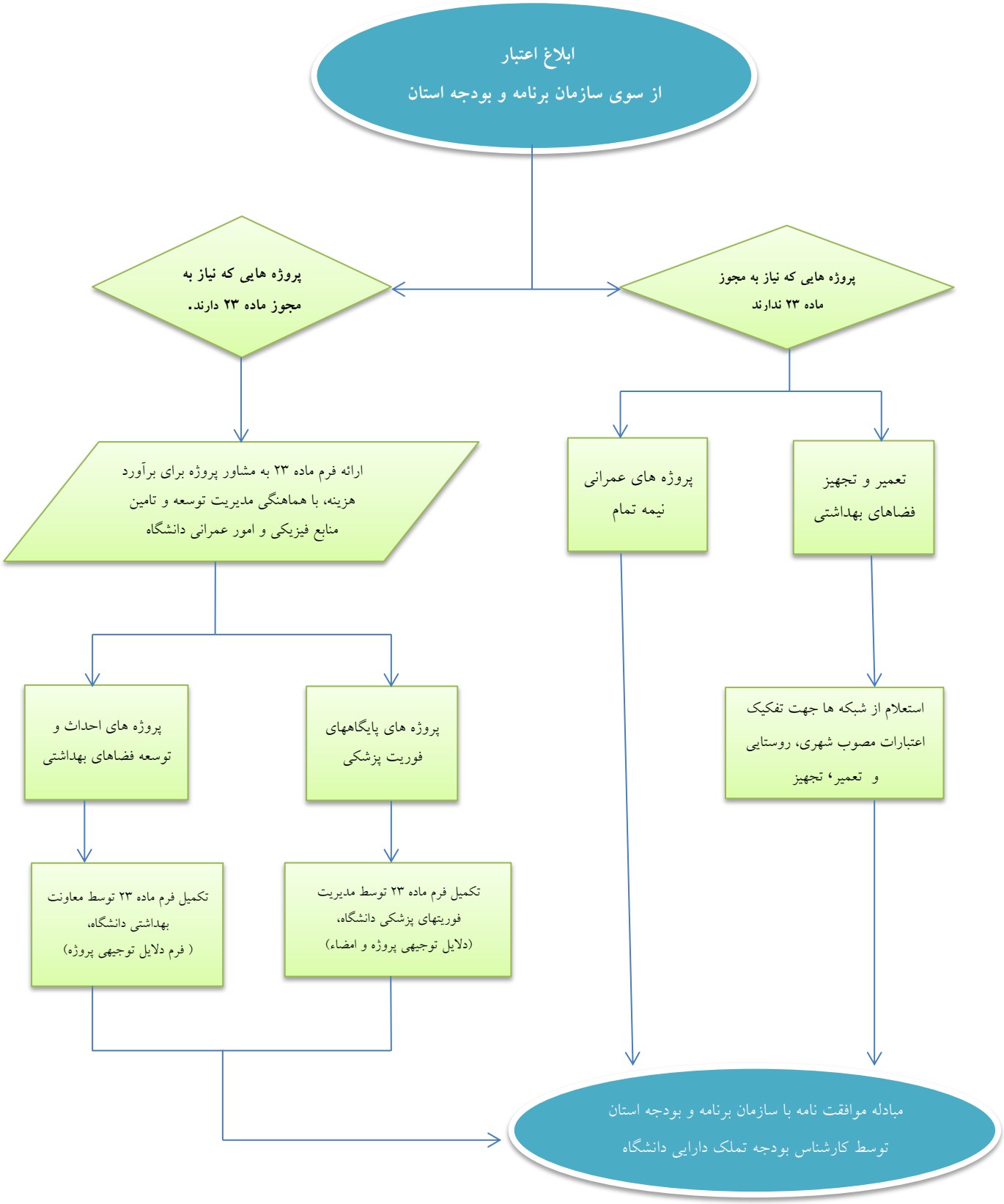فلوچارت فرایند مبادله موافقت نامه