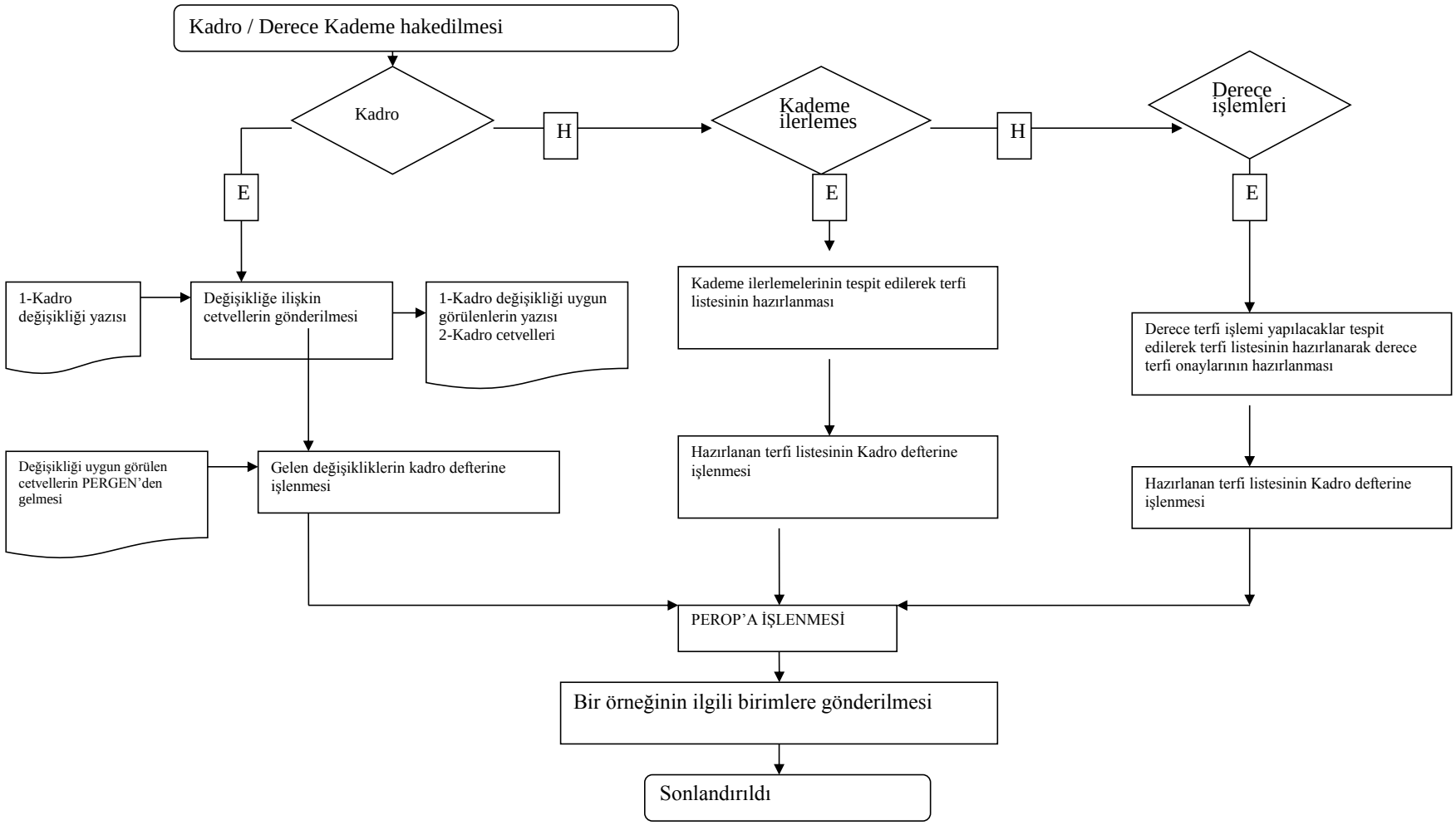Kadro İşlemleri Süreci