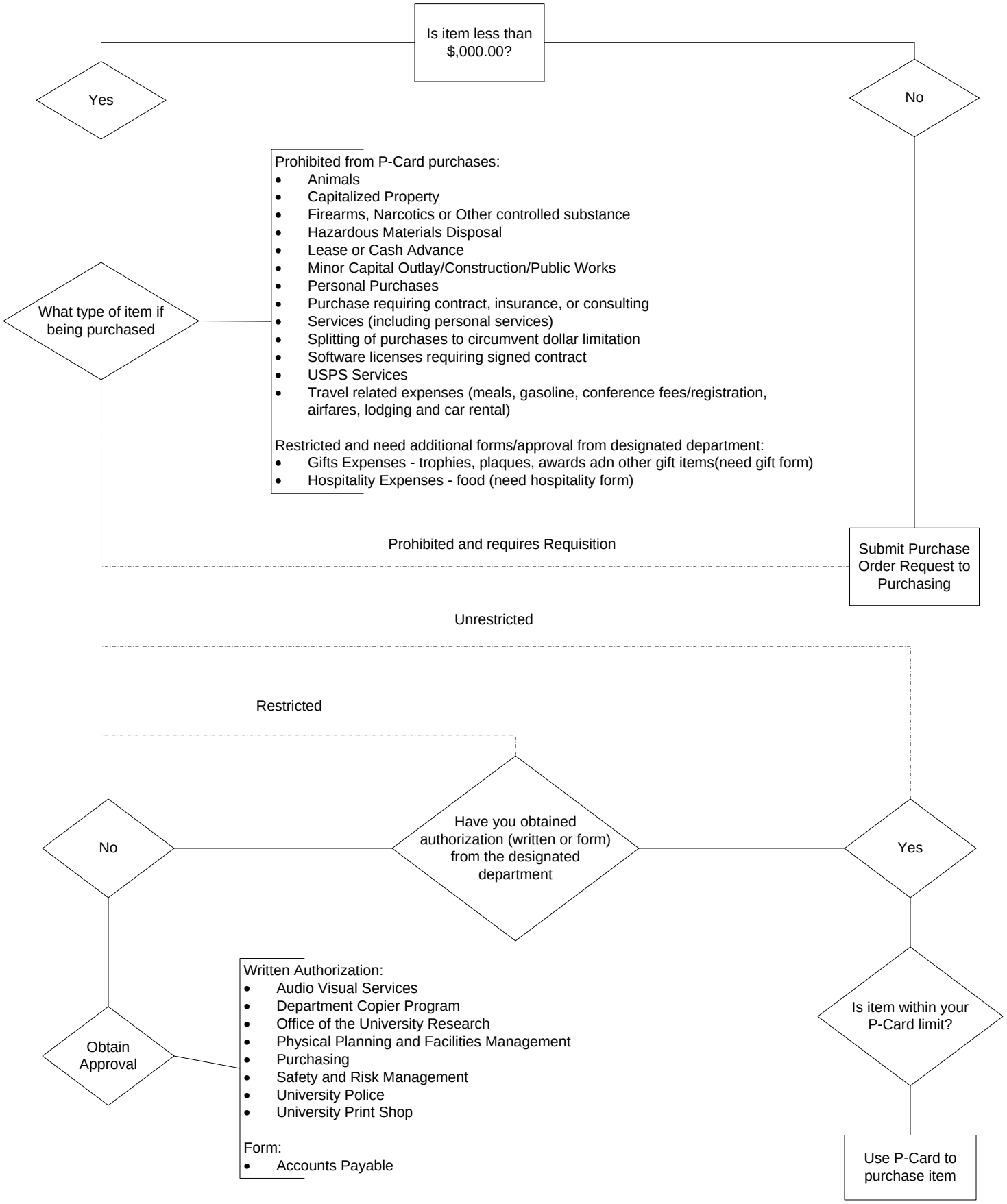P-Card Process Flowchart