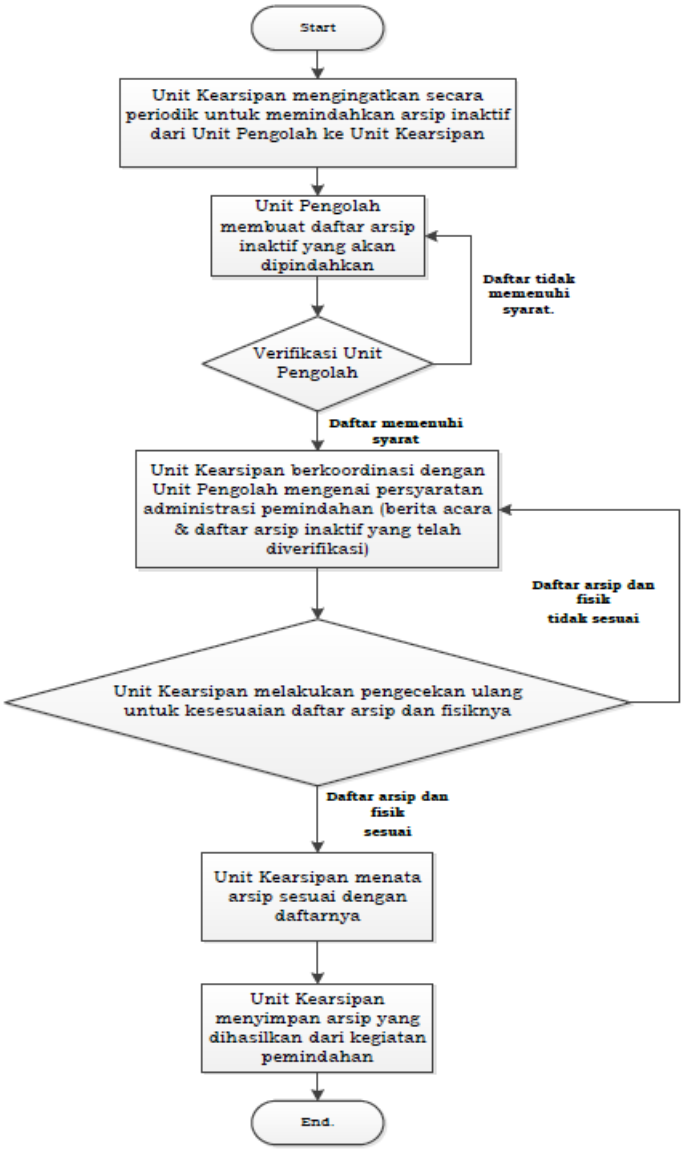FLOWCHART MEKANISME PENGOLAHAN ARSIP INAKTIF