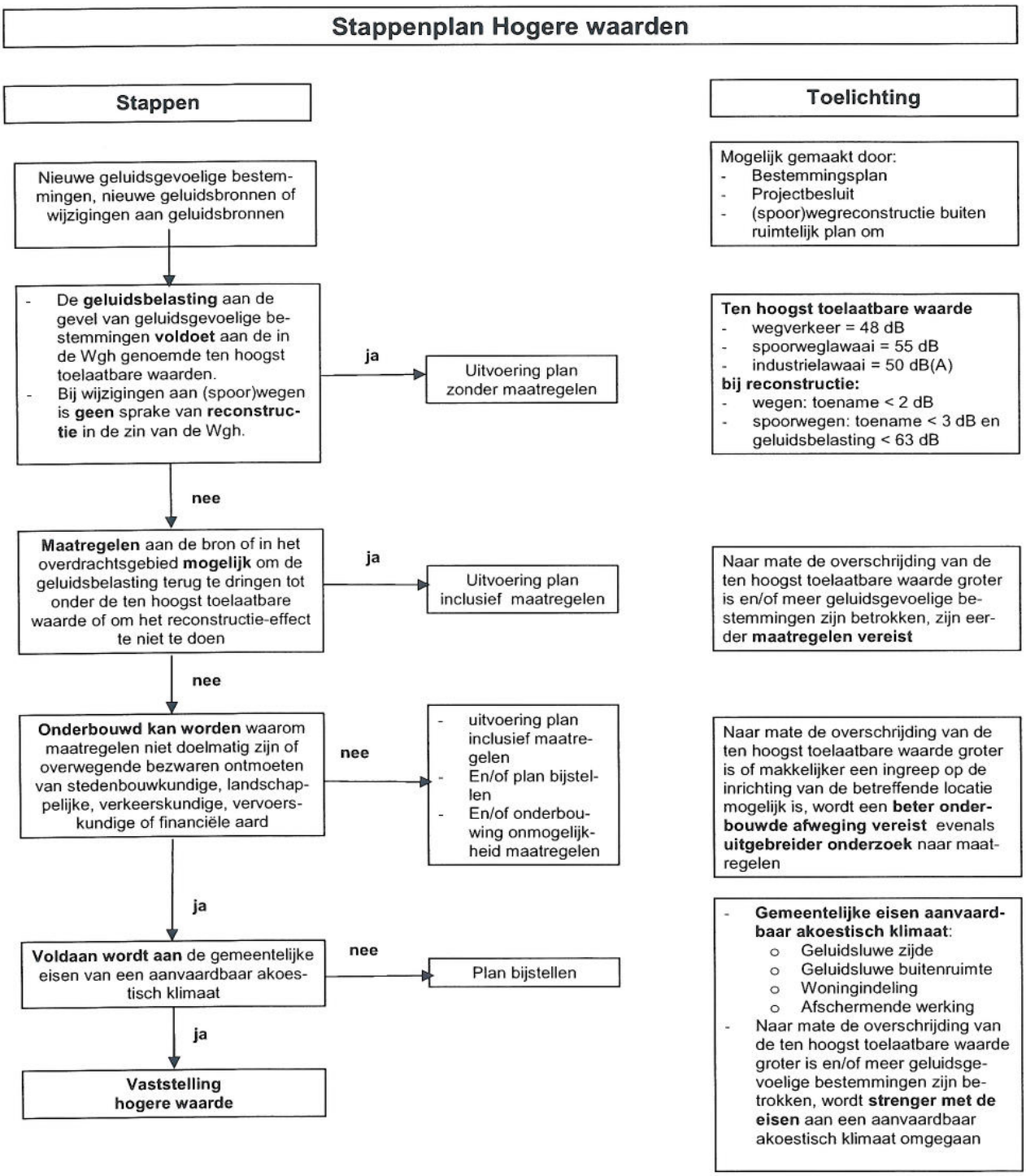Bijlage 1. Stappenplan