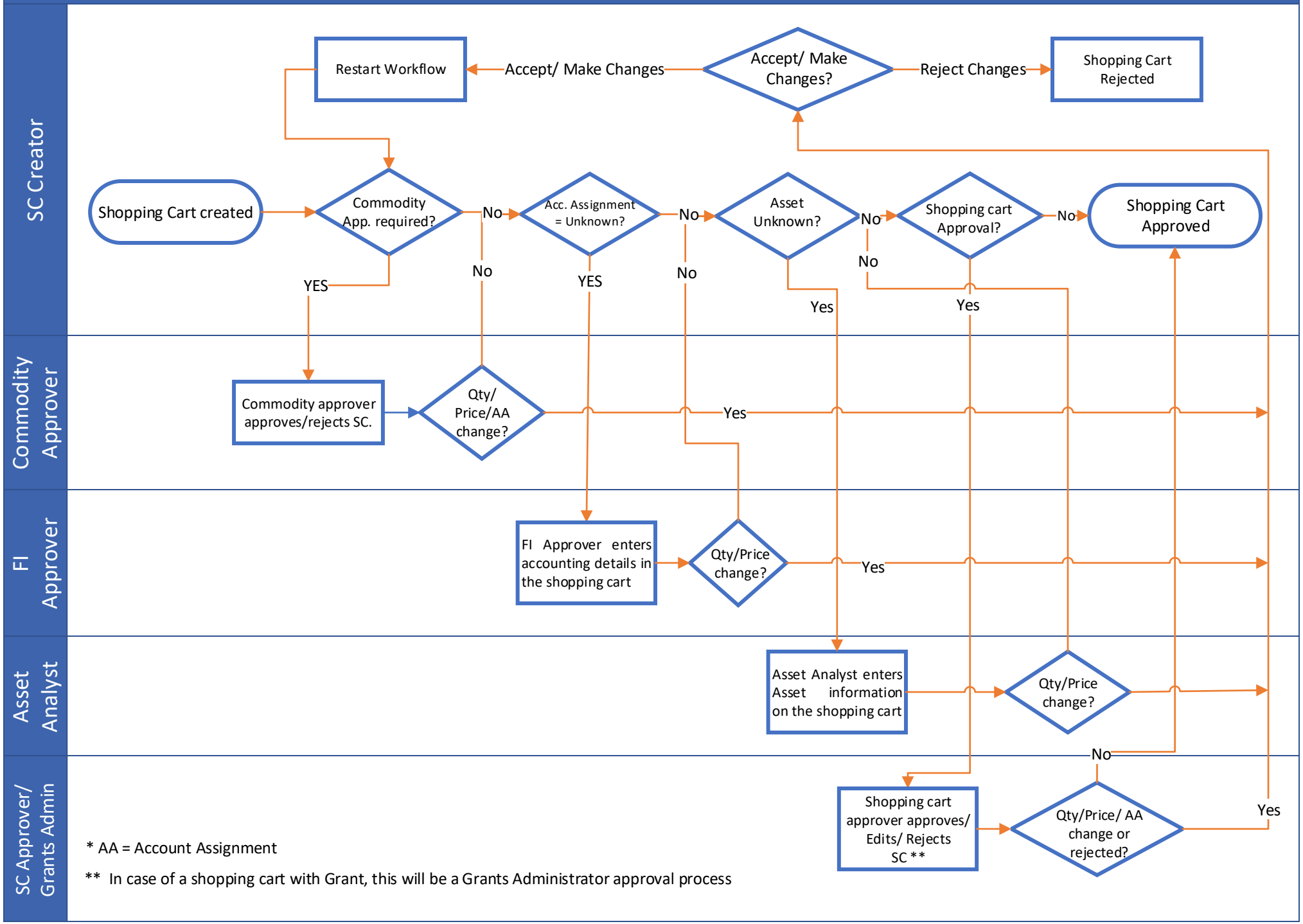SCEIS WorkFlow Process