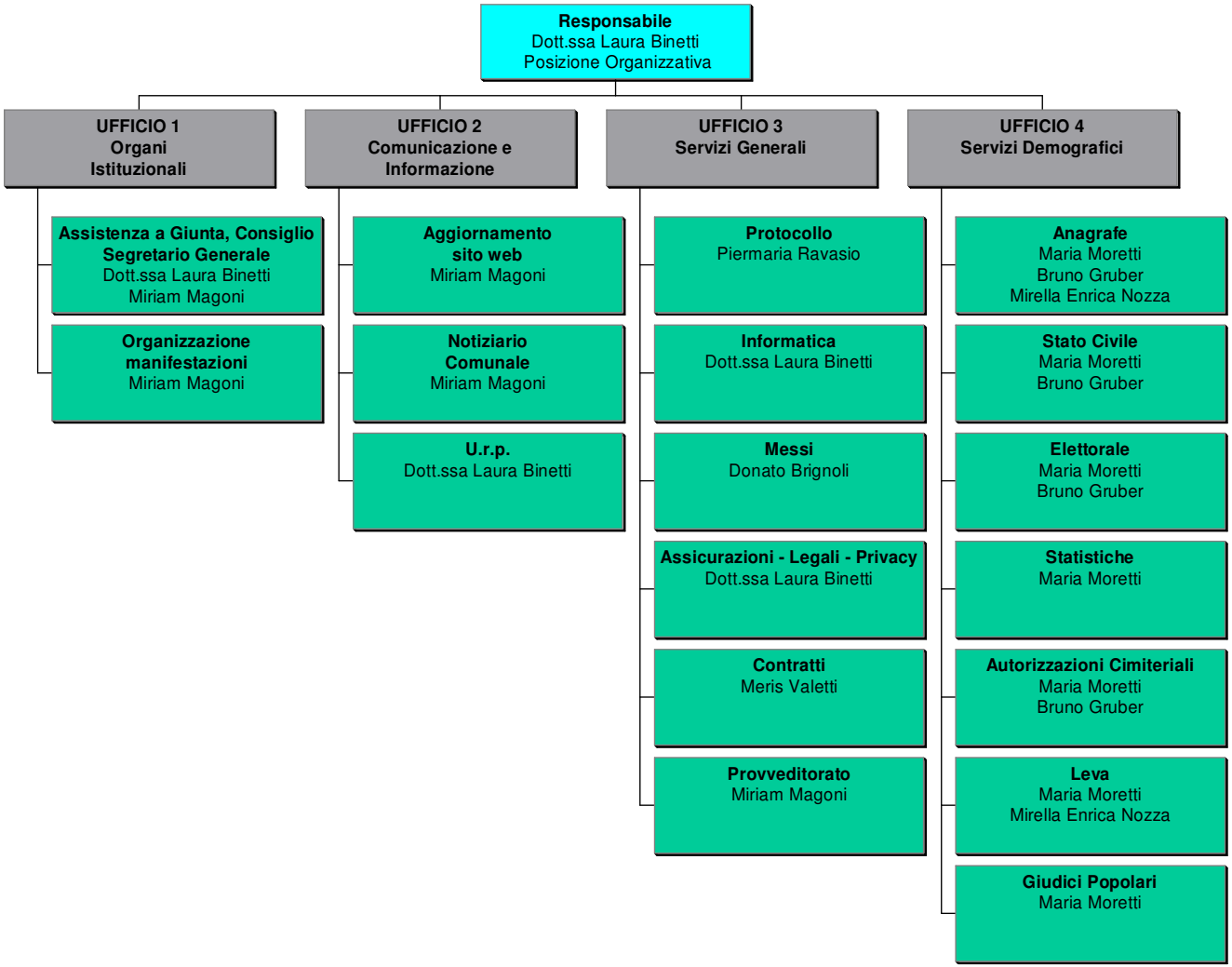SETTORE I AMMINISTRATIVO