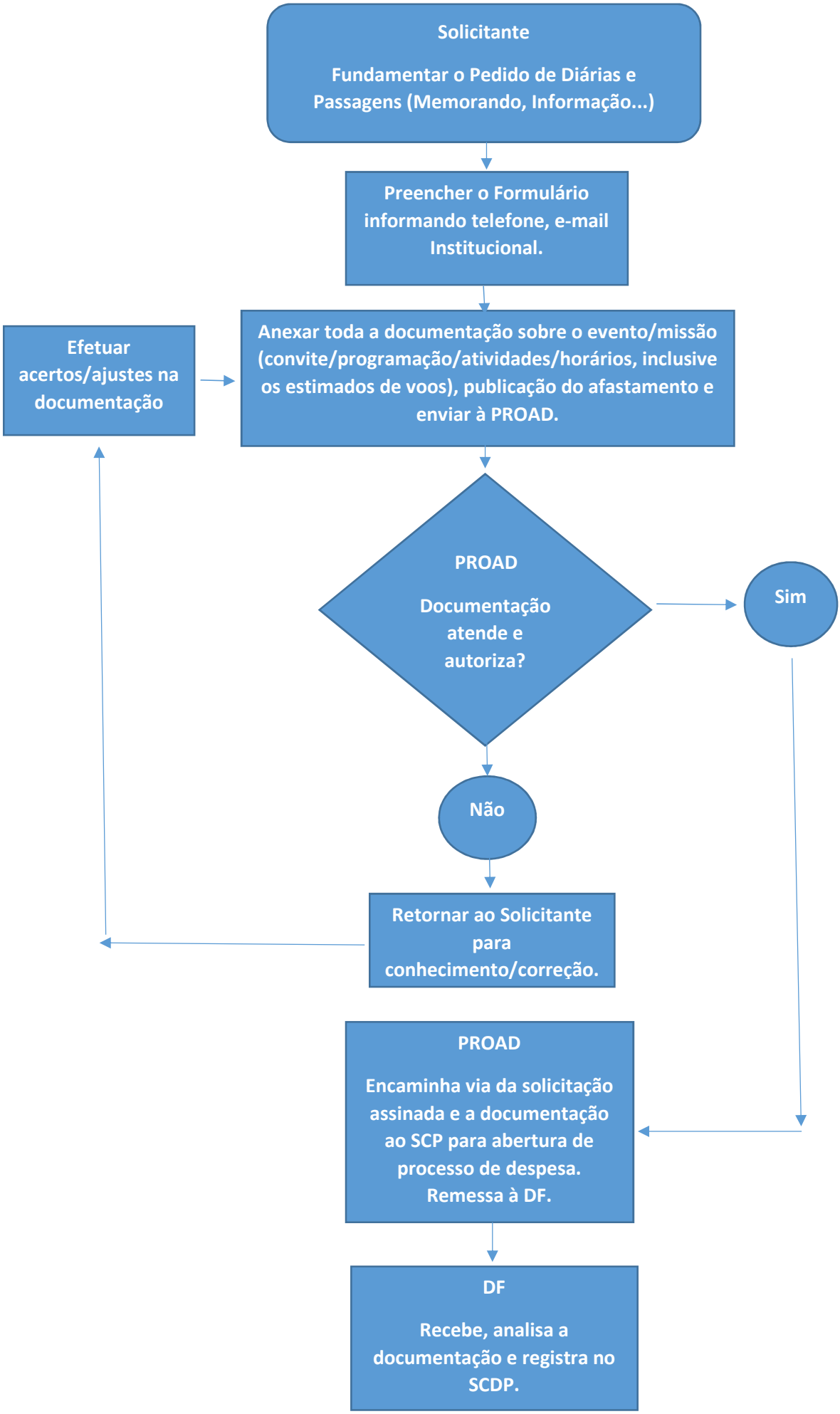FLUXOGRAMA DE SOLICITAÇÃO DE DIÁRIAS E PASSAGENS