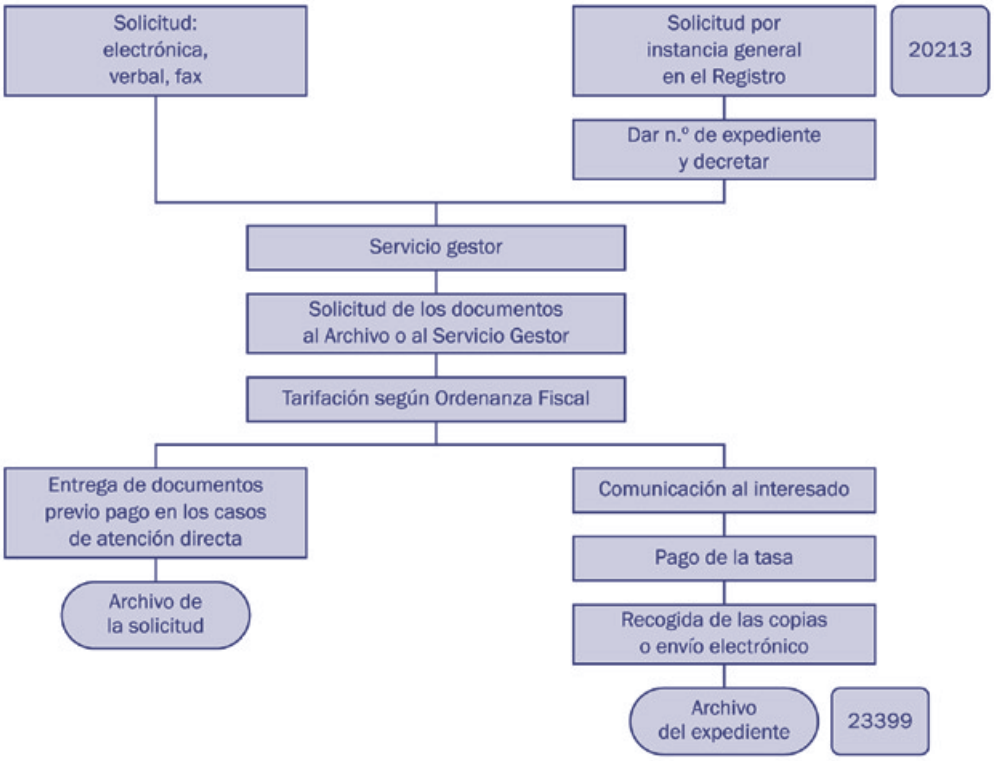COPIAS DE DOCUMENTOS Y PLANOS