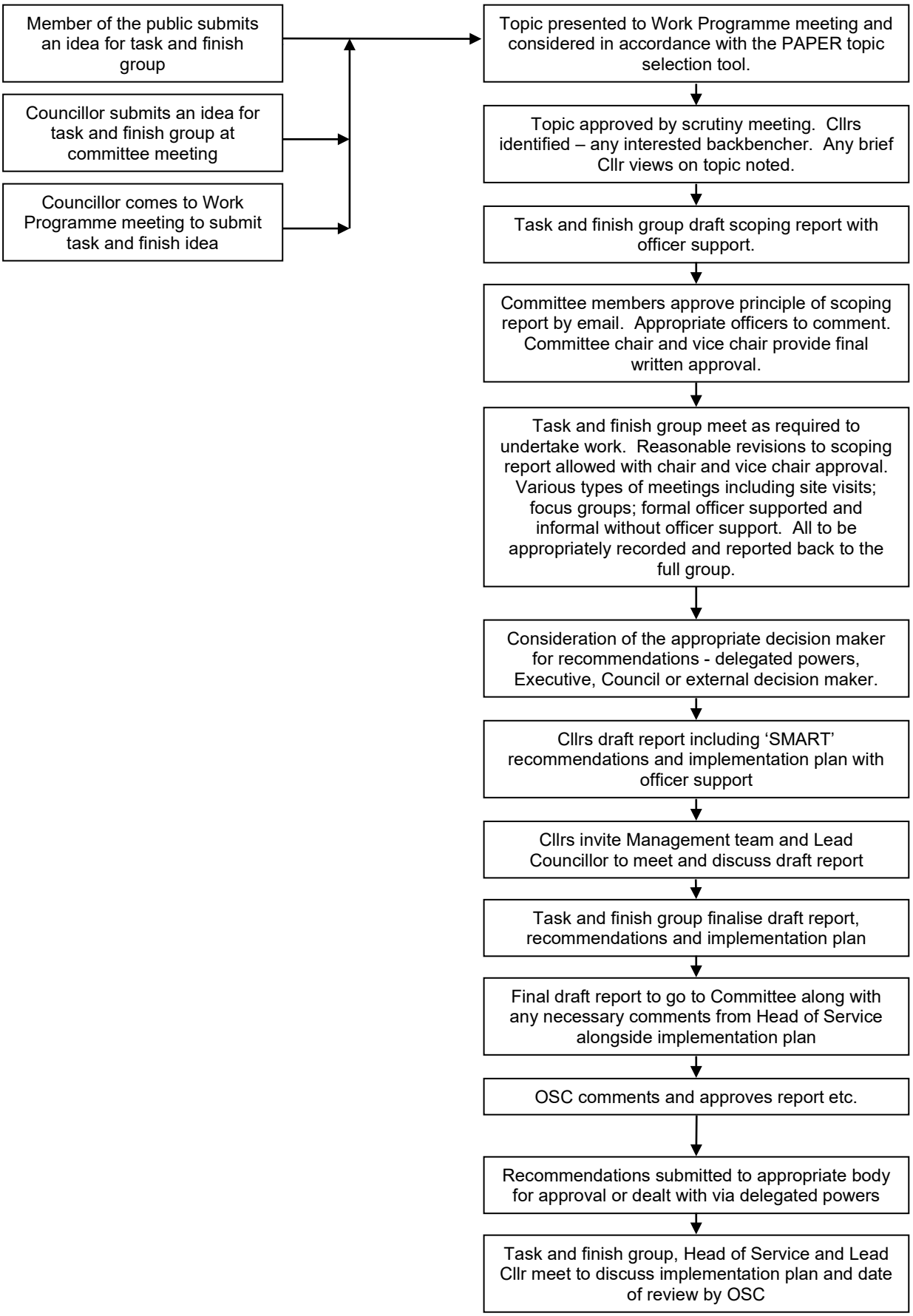TASK AND FINISH GROUP FLOWCHART