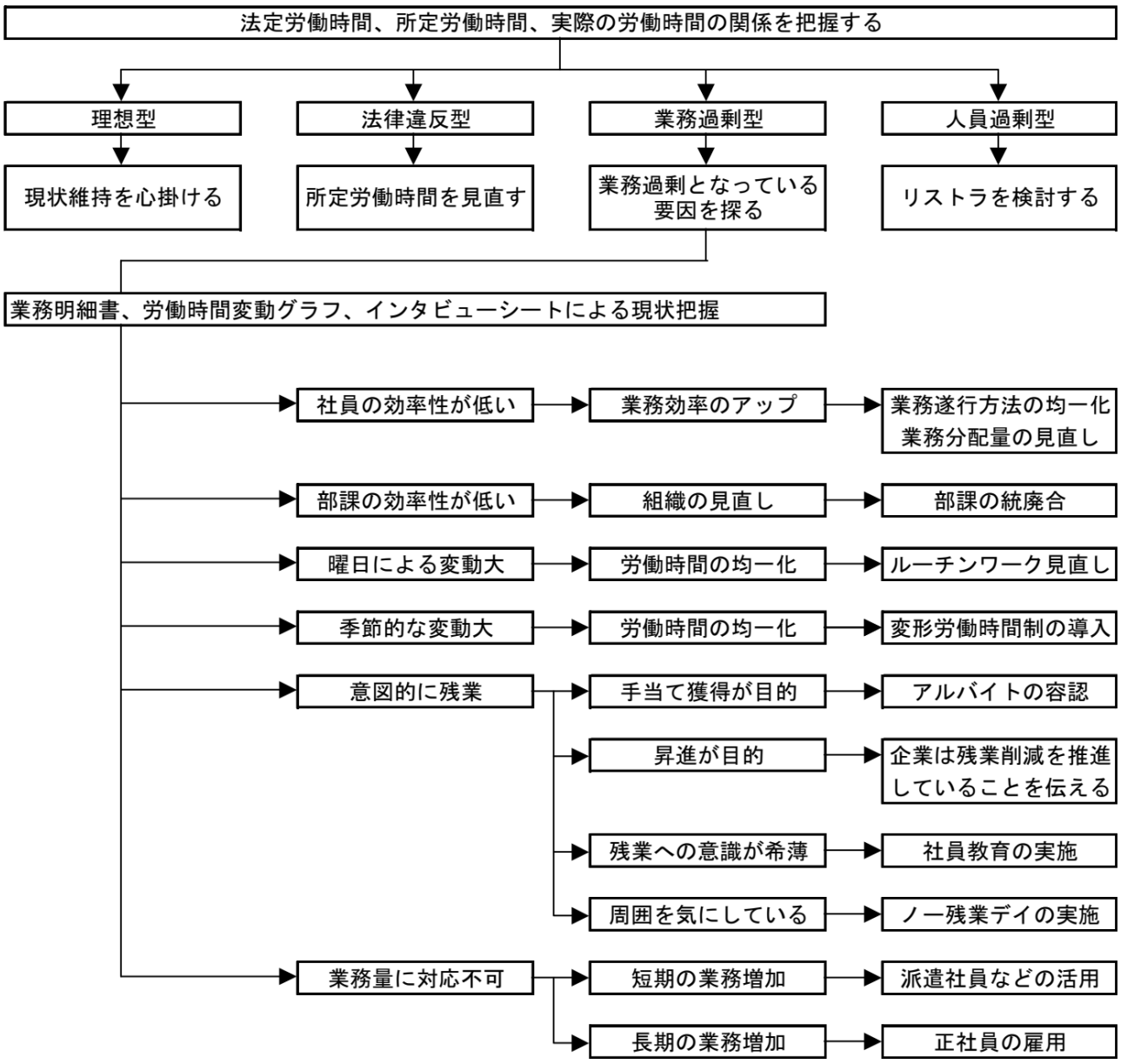現状把握から残業削減策決定までのフロー