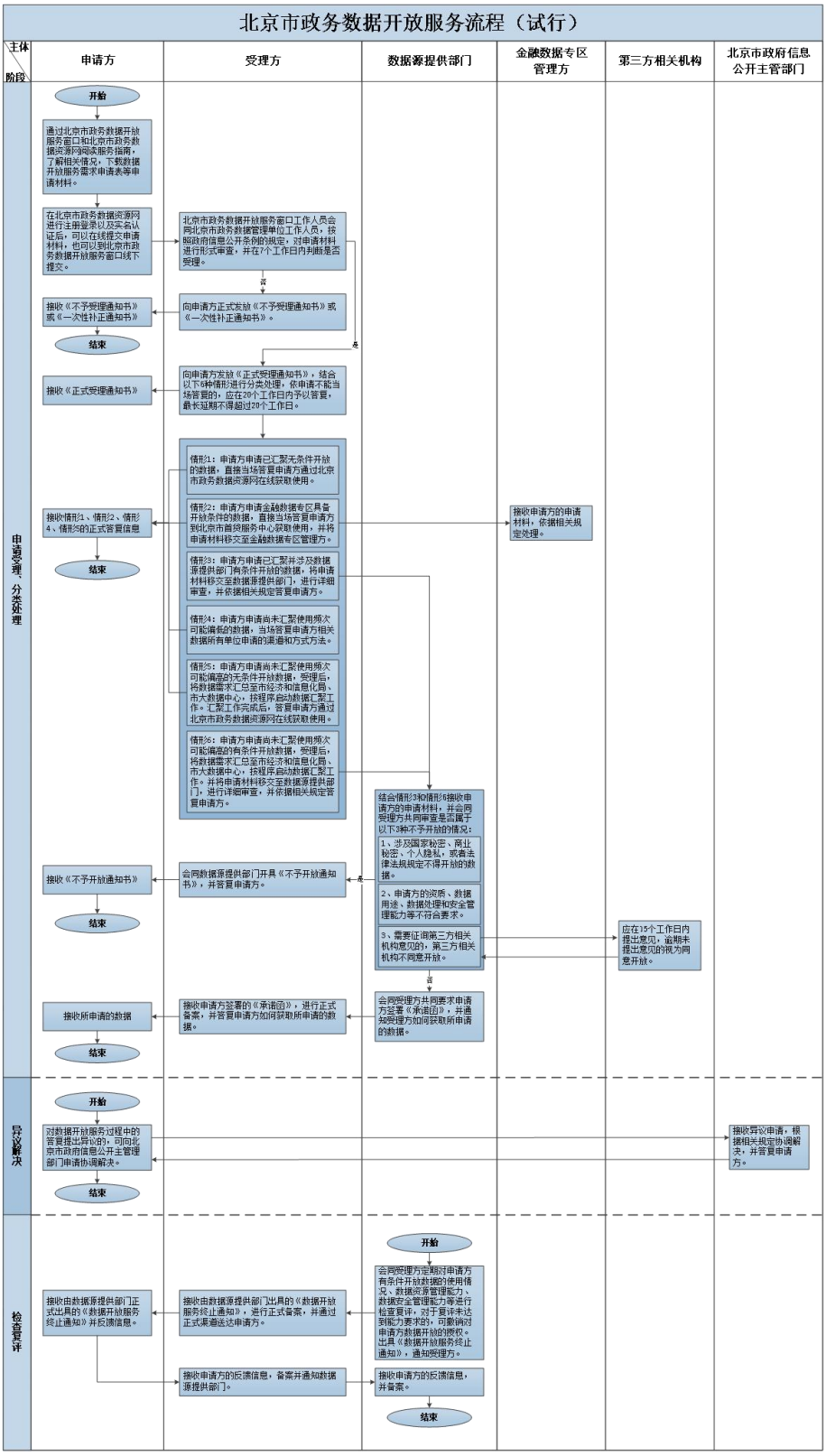附件 4：北京市政务数据开放服务流程（试行）