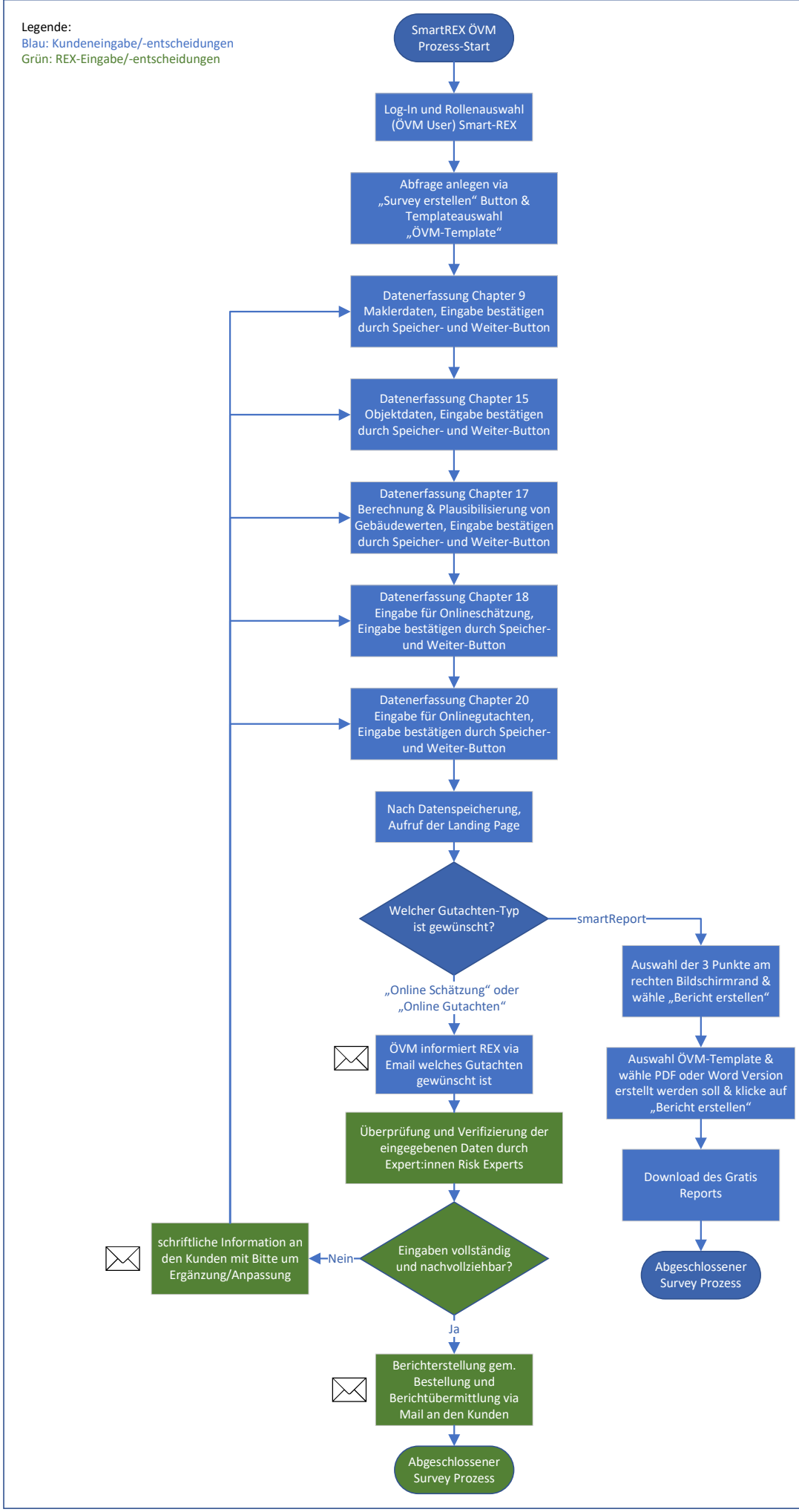smartREX ÖVM-Tool Bearbeitungsschritte