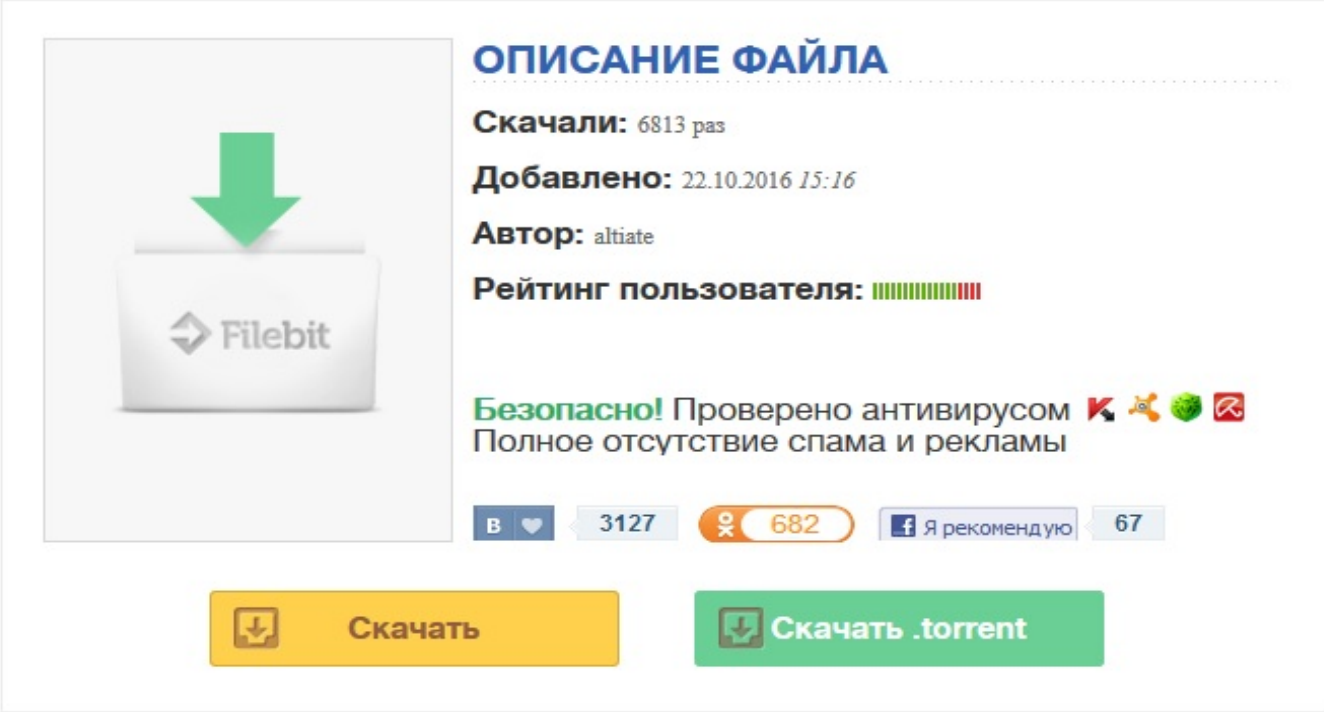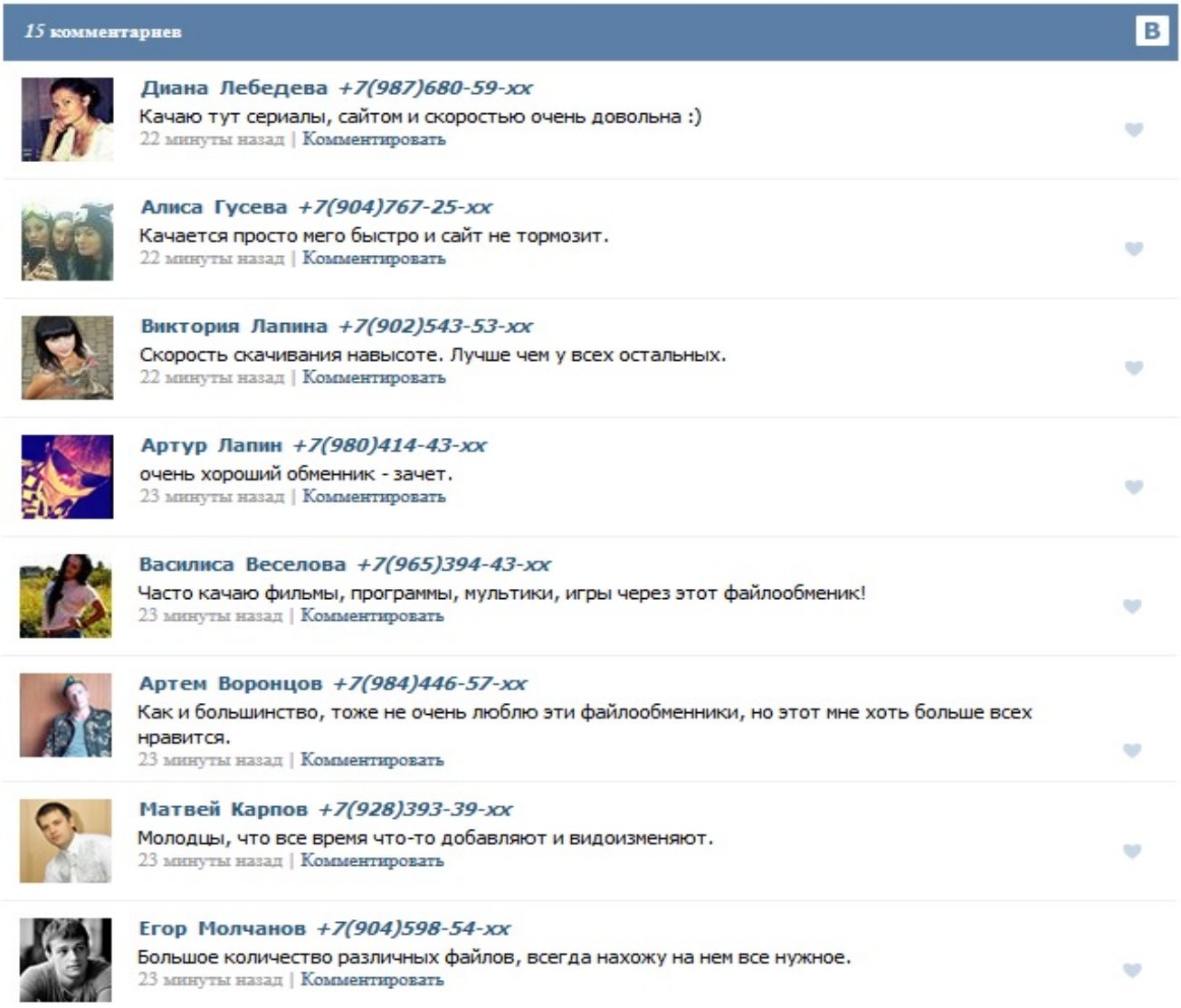бланк приказ об увольнении по собственному желанию образец 2016