Text consolidated by Valsts valodas centrs (State Language Centre) with amending regulations of: 3 September 2013 [shall come into force from 1 January 2014]; 24 March 2015 [shall come into force from 31 March 2015].

If a whole or part of a paragraph has been amended, the date of the amending regulation appears in square brackets at the end of the paragraph. If a whole paragraph or sub-paragraph has been deleted, the date of the deletion appears in square brackets beside the deleted paragraph or sub-paragraph.

Republic of Latvia

Cabinet
Regulation No. 960
Adopted 13 December 2011

Regulations Regarding the Procedures for Purchasing and Selling Ferrous and Non-ferrous Metal Cuttings and Scrap and for Issuing Licences for the Purchase of Metal Cuttings and Scrap in Latvia, and also the Rate of the State Fee for a Licence for the Purchase of Ferrous and Non-ferrous Metal Cuttings and Scrap and the Payment Procedures of the State Fee

Issued pursuant to Section 6, Clauses 2 and 3 of the Waste Management Law and Section 3, Paragraph three of the Law On Radiation Safety and Nuclear Safety

I. General Provisions

- 1. This Regulation prescribes:
- 1.1. the procedures, by which a licence for the purchase of ferrous and non-ferrous metal cuttings and scrap (hereinafter the scrap) in the Republic of Latvia (hereinafter the licence) shall be issued;
- 1.2. the procedures, by which scrap shall be purchased and sold;
- 1.3. the rate of the State fee to be paid in euro for the licence;
- 1.4. the procedures, by which the State fee (hereinafter the fee) shall be paid;
- 1.5. the procedures, by which the basic principles of radiation safety and nuclear safety for the protection against ionising radiation in procuring scrap shall be introduced. [3 September 2013]
- 2. This Regulation shall apply to:
- 2.1. articles of ferrous and non-ferrous metals and their parts, which are not usable for the intended purpose because of breakage, cutting up, wear or other reasons and which in accordance with the laws and regulations regarding waste classification and properties that make waste hazardous, have not been classified as hazardous waste;
- 2.2. scrap produced in conducting economic activity in manufacturing, construction, agriculture or other sectors of national economy, as well as in everyday life;
- 2.3. non-reusable metal constructions of buildings, engineering structures or other infrastructure objects or their parts, which have been classified as construction waste or waste related to demolition of structures and which, in accordance with the laws and regulations

regarding waste classification and properties that make waste hazardous, have not been classified as hazardous waste.

3. A merchant, which has received a licence, shall be permitted to purchase the scrap abovementioned in Paragraph 2 of this Regulation.

II. Issuance of the Licence

- 4. The State Environmental Service shall, within a month after receipt of a submission, issue the licence for an unlimited period of time or for a shorter period of time, if such has been indicated in the submission of the merchant, make the necessary amendments to the licence or cancel the licence.
- 5. In order to receive a licence for purchasing of scrap, the merchant or his authorised person shall lodge a submission regarding issuance of the licence (hereinafter the submission) (Annex 1) to the State Environmental Service in writing, indicating the form in which he or she wishes to receive the licence in printed form or in the form of an electronic document.
- 6. Copies of documents, which certify the property rights, the rights of possession or holding (for example, rental contract, lending contract, storage contract) of the merchant and in which the cadastre number of the immovable property is indicated for warehouses, which are structures or demarcated territories, in which activities related to the purchase of scrap (collection, reloading, storage or processing) will be performed, (hereinafter the warehouse).
- 7. In order to make amendments to the issued licence, the merchant or authorised person thereof shall lodge a submission to the State Environmental Service:
- 7.1. regarding the necessity to indicate a new address of the warehouse in the licence. The class of such scrap, which are intended to be purchased in the relevant warehouse, and the name of waste in accordance with the laws and regulations regarding waste classification and characteristics making waste hazardous, shall be indicated in the submission, and also a copy of the document, which certifies the property rights or possession of the merchant in respect of the warehouse, shall be appended;
- 7.2. regarding making of amendments to the issued licence due to changes in the details of the merchant. The submission shall be lodged within 10 working days after an official of the Commercial Register institution has taken a decision to make changes in the Commercial Register;
 - 7.3. regarding cancellation of the address of the warehouse.
- 8. If the information indicated in the submitted documents, which is necessary for the issuance of the licence or its supplementation, is incomplete, inaccurate or additional information is necessary for taking a decision, the State Environmental Service shall, within five working days after receipt of the submission, inform the merchant thereof in writing and indicate, what information is necessary.
- 9. The State Environmental Service shall take a decision to refuse to issue a licence to the merchant, if:
- 9.1. the merchant or an official of the merchant has been administratively punished for the purchase of scrap in the Republic of Latvia without a relevant licence;
- 9.2. the merchant has been withdrawn the right to be engaged in the purchase of scrap or all kinds of commercial activity;
- 9.3. the relevant licence has been cancelled for the merchant within a year prior to lodging the submission;

- 9.4. false information has been provided in the submission or the documents appended thereto, or the appended documents are falsified;
- 9.5. the merchant does not have warehouses in his ownership, possession or holding, where activities related to the purchase of scrap could be performed;
- 9.6. the merchant does not have a permit for the performance of Category A or B polluting activity or a permit for the collection, reloading, sorting and storage of waste;
- 9.7. upon repeat request of the State Environmental Service all information referred to in this Regulation has not been submitted within 20 working days.
- 10. The following information shall be indicated in the licence:
- 10.1. the firm name of the merchant, the type of the merchant, the given name and surname of the individual merchant;
 - 10.2. the registration number of the merchant;
 - 10.3. the legal address of the merchant;
 - 10.4. e-mail address, telephone number of the merchant;
 - 10.5. the type of licensed commercial activity;
- 10.6. the class of the scrap, which are permitted to be purchased, and the name of waste in accordance with the laws and regulations regarding waste classification and characteristics making waste hazardous;
- 10.7. addresses of warehouses, where activities related to the purchase of scrap will be performed;
 - 10.8. the term of validity of the licence;
 - 10.9. the date of issuance of the licence.
- 11. The State Environmental Service shall register the issued licences, assigning a sequential number thereto in the sequence of issuance, and shall ensure a publicly accessible list of the issued licences on the website thereof, by indicating the information abovementioned in Paragraph 10 of this Regulation.
- 12. The State Environmental Service shall, within one working day after issuance of the licence, making amendments thereto or cancellation of the licence, update information on the website thereof regarding the licences issued and cancelled.
- 13. It shall be permitted to advertise commercial activity with scrap only after receipt of the licence. The merchant shall indicate the number and date of issuance of the received licence in the advertisement.
- 14. The State Environmental Service shall take a decision to refuse to make amendments to a licence, if:
- 14.1. false information has been provided in the documents appended to the submission, or the appended documents are falsified;
- 14.2. upon repeated request of the State Environmental Service all information referred to in this Regulation has not been lodged or all the documents to be appended to the submission have not been lodged.
- 15. The State Environmental Service shall take a decision to express a warning or to cancel the address of such warehouse recorded in the licence, where infringement was committed, taking into account information regarding the nature of the infringement committed by the merchant and the circumstances of committing it, the administrative punishment imposed and information regarding whether the merchant has been administratively punished previously for a similar infringement, if:
 - 15.1. the merchant has not complied with the requirements of this Regulation;

- 15.2. the merchant or an official of the merchant has been administratively punished:
- 15.2.1. regarding infringements in entrepreneurship, trade, in the field of financial and radioactivity level control, if infringements have been committed in purchasing scrap;
- 15.2.2. regarding non-fulfilment of lawful requests of officials of State institutions implementing control, supervision or investigation function in due time, on the basis of the information provided by them.
- 16. The State Environmental Service shall take a decision to cancel a licence, if:
- 16.1. upon repeated request of the State Environmental Service all information referred to in this Regulation has not been submitted within 20 working days;
 - 16.2. the merchant has provided false information to the State Environmental Service;
- 16.3. the merchant has repeatedly failed to comply with the procedures laid down in this Regulation within a year;
- 16.4. the merchant or an official of the merchant, within a year after an administrative punishment was imposed, has been administratively punished in conducting commercial activities related to the purchase of scrap;
- 16.5. the merchant or an official of the merchant has committed a criminal offence in the field of national economy or against jurisdiction;
 - 16.6. all addresses of warehouses recorded in the licence have been cancelled;
 - 16.7. the merchant has been excluded from the Commercial Register;
- 16.8. the merchant has submitted a submission regarding discontinuation of the relevant commercial activities.
- 17. If the merchant has received the licence in printed form and the State Environmental Service has taken a decision to cancel the licence, the merchant must destroy the cancelled licence within one working day. If the State Environmental Service has taken a decision to cancel the address of the warehouse recorded in the licence, however, all addresses of warehouses recorded in the licence are not cancelled, the State Environmental Service shall issue the licence with the amendments made to the merchant within three working days after taking of the decision.
- 18. A decision to refuse to issue the licence or to make amendments thereto or a decision to cancel the licence may be contested in accordance with the procedures laid down in the Administrative Procedure Law.
- 19. Only the merchant, to which the licence was issued, is entitled to use the licence. The abovementioned merchant shall be responsible for the use of the licence according to the purpose indicated therein.
- 20. The State Environmental Service shall issue the licence to the merchant or his authorised person after the State fee for the issuance of the licence, making of amendments thereto or issuance of a duplicate has been paid and the merchant or his authorised person has submitted a document certifying payment in printed form or electronically.

III. Purchasing and Selling of Ferrous and Non-ferrous Metal Cuttings and Scrap

- 21. Only the merchants, which have received a licence for the purchase of scrap, shall be permitted to purchase scrap in the Republic of Latvia.
- 22. The merchant may purchase only scrap that has resulted in everyday life from natural persons who do not conduct economic activities.

- 23. If a natural person who does not conduct economic activities sells scrap that has not resulted in everyday life, the merchant shall inform the State Police thereof without delay.
- 24. Only the merchant, which has a licence for the purchase of scrap and a licence for transmission or distribution of electricity, may purchase the following scrap that has resulted in economic activities from a natural person who conducts economic activities or a merchant, which does not have a licence for the purchase of scrap:
- 24.1. cuttings and scrap of copper (or its alloys) or aluminium (or its alloys) wires (diameter -1.5 mm or more, with or without insulation);
- 24.2. cuttings and scrap of stranded copper (or its alloys) or aluminium (or its alloys) wires (diameter of an individual wire 1 mm or more, with or without insulation);
- 24.3. cuttings and scrap of such cords and cables, which contain the wires abovementioned in Sub-paragraph 24.1 or 24.2 of this Regulation;
- 24.4. cuttings and scrap of ropes, which contain copper (or its alloys) or aluminium (or its alloys) wires (diameter 1.5 mm or more);
- 24.5. cuttings and scrap of copper (or its alloys) or aluminium (or its alloys) cords and cables of any profile, if their nominal cross-sectional area is 85 mm² or more.
- 25. A merchant is prohibited to purchase copper wires with rectangular profile and copper articles of rectangular profile from natural persons.
- 25.1 A merchant is prohibited to purchase gas cylinders, their scrap and cuttings from natural persons.

[24 March 2015]

- 26. A merchant may purchase the scrap abovementioned in Paragraph 24 of this Regulation only from such merchant, which has a licence for the purchase of scrap and a licence for transmission or distribution of electricity.
- 27. A merchant is prohibited to purchase cuttings and scrap of multipair cables of electronic communications networks, which contain copper strands with diameter from 0.3 mm to 1.2 mm
- 28. A merchant may store the scrap purchased from natural and legal persons only at the warehouse indicated in the licence.
- 29. At the site of purchase and storage of scrap a merchant shall ensure the necessary information regarding the licence issued to him for the purchase of scrap in accordance with the conditions abovementioned in Paragraph 10 of this Regulation.
- 30. A merchant shall record information regarding scrap purchased from natural and legal persons and sold to legal persons on the day of purchasing (selling) in the inventory journal of scrap purchased from and sold to legal (natural) persons (hereinafter the inventory journal) (Annex 2). The inventory journal shall be located at the site where scrap is purchased and stored. If the inventory journal is kept electronically, the merchant shall ensure a possibility to print out the information included in the inventory journal upon request of control authorities. The head of the merchant shall be responsible for the accuracy of information provided in the inventory journal.
- 31. It shall be permitted to purchase scrap that has resulted from economic activities from individual merchants and natural persons who have registered as performers of economic

activity with the State Revenue Service only, if the seller presents a personal identification document and a registration certificate of the merchant or a Taxpayer Registration Certificate issued by the State Revenue Service. A deed regarding proof of origin of scrap (Annex 3) shall be drawn up for the purchase of such scrap. The deed, which has been prepared in printed form, shall be drawn up in two copies. The drawn-up deed shall be stored by the seller and the buyer.

- 32. It shall be permitted to purchase scrap that has resulted in everyday life from natural persons who do not conduct economic activities only, if the seller presents a personal identification document. A deed regarding proof of origin of scrap (Annex 4) shall be drawn up for the purchase of such scrap. The deed, which has been prepared in printed form, shall be drawn up in two copies. The drawn-up deed shall be stored by the seller and the buyer.
- 33. If a merchant purchases scrap that has resulted in everyday life from natural persons who do not conduct economic activities at a site, which is not the warehouse indicated in the licence, he or she shall draw up a deed regarding proof of origin of scrap (Annex 5). The deed, which has been prepared in printed form, shall be drawn up in two copies. One copy of the deed shall be issued to the seller, the other shall remain with the buyer of scrap. The drawn-up deed shall be stored by the seller and the buyer.
- 34. Upon purchasing scrap at a site, which is not the warehouse indicated in the licence, a merchant must present an approved copy of the licence upon request of the control authority, if the licence has been issued in printed form.
- 35. A merchant is entitled to perform mutual settlement of accounts with other natural or legal person only in the form of non-cash payments.
- 36. A merchant, which is engaged in purchase of scrap, shall ensure a check of the radioactivity level of scrap:
- 36.1. by using fixed devices for measuring the level of radioactivity and portable radiation detectors, if the total quantity of cuttings and scrap of ferrous and non-ferrous metals to be purchased a year exceeds 100 000 tonnes;
- 36.2. by using portable radiation detectors for each load of cuttings and scrap of ferrous and non-ferrous metals, which has been purchased from another merchant engaged in purchasing of scrap.
- 37. A merchant, which checks the radioactivity level of scrap, shall be responsible for:
- 37.1. conformity with the provisions for operation of devices for measuring the level of radioactivity;
 - 37.2. the quality and accuracy of performed measurements of radioactivity level;
- 37.3. the accuracy of the information indicated in the deed referred to in Paragraph 41 of this Regulation.
- 38. An employee who checks the radioactivity level of scrap must have a document that certifies his or her knowledge in the field of radiation safety, and a skill to perform a check of radioactivity level of cargoes, as well as and also to draw up a relevant deed regarding results of the check.
- 39. A merchant shall not less than once in five years ensure training of his employee who checks the radioactivity level of scrap. Extraordinary training and testing of knowledge shall be performed, if substantial amendments are made to the laws and regulations governing issues of radiation and nuclear safety or new measuring equipment is introduced.

- 40. If a merchant, which checks the radioactivity level of scrap, discovers that scrap is polluted with radioactive substances in an amount that the foreseeable dose of ionising radiation caused thereby (10 microsieverts (μ Sv) per year) may be exceeded, or they contain radioactive waste, the commercial company, which is engaged in purchase of scrap, and the commercial company, which checks the radioactivity level of scrap:
- 40.1. shall notify the relevant supplier of scrap thereof and the competent authority of the relevant foreign state, which is responsible for radiation safety, and also the Radiation Safety Centre of the State Environmental Service:
- 40.2. shall hand over the radioactively polluted scrap or radioactive waste to a radioactive waste disposal or management undertaking.
- 41. A merchant, which is engaged in purchase of scrap, upon preparing cargo for further sale, shall append a deed to the corroborative document, which certifies that the relevant scrap is not polluted with radioactive substances in an amount that the foreseeable dose of ionising radiation caused thereby (10 microsieverts (μ Sv) per year) may be exceeded, and do not contain radioactive waste.
- 42. In order to ensure the supervision and control of radiation safety and nuclear safety in Latvia, the Radiation Safety Centre of the State Environmental Service shall control the fulfilment of the requirements referred to in Paragraphs 36, 37, 38, 39, 40, and 41 of this Regulation.
- 43. The State Revenue Service shall control the fulfilment of the requirements referred to in Paragraphs 29, 30, 31, 32, 33, and 34 of this Regulation.
- 44. The institutions, the competence of which includes the performance of control functions, shall perform the supervision of the procedures for purchasing and selling scrap and shall inform the State Environmental Service regarding the infringements detected.

IV. State Fee for the Issuance of a Licence and Procedures for the Payment of the State Fee

- 45. The amount of the State fee for the issuance of a licence shall be EUR 426.86. [3 September 2013]
- 46. The amount of the State fee for making amendments to the licence shall be EUR 14.23. [3 September 2013]
- 47. The amount of the State fee for the issuance of a duplicate of the licence shall be EUR 28.46.
- [3 September 2013]
- 48. The State fee shall be paid prior to the obtaining of the licence, by using one of the following types of payment:
- 48.1.through a credit institution or other institution, which has the right to provide payment services within the meaning of the Law On Payment Services and Electronic Money; 48.2. with a payment card at the State Environmental Service.
- 49. The State fee shall be paid into the State basic budget.
- 50. If the licence is cancelled, the State fee paid for the licence shall not be reimbursed to the merchant.

V. Closing Provision

51. The licences for the purchase of metal cuttings and scrap, which have been issued until the day of coming into force of this Regulation, shall be valid until expiry of the term of validity thereof.

Informative Reference to Directive of the European Union

This Regulation contains legal norms arising from Council Directive 2003/122/Euratom of 22 December 2003 on the control of high-activity sealed radioactive sources and orphan sources.

Prime Minister	V. Dombrovskis
Minister for Economics	D. Pavluts

Submission Regarding the Issuance of a Licence

Merc	hant				
(fii	rm name, type of the mercha	nt, given name and	surname of the individual merchant)		
	(regist	ration number of th	ne merchant)		
	(le ₂	gal address of the n	nerchant)		
(mark	ats to issue a licence: as appropriate with an X) with no specific term for a specific period of tim		eferable term of validity of the licence)		
No. Name of the waste class* Code of the waste class* Code of the waste class* Quantity of scrap intended to be purchased (indicate for each was class), tonnes per year					
1	2	3	4		
	Note. * To be indicated in ication and characteristics m he licence:		he laws and regulations regarding waste lous.		
	as appropriate with an X) ☐ in printed form ☐ in the form of an ele	ectronic document			
Addre			I scrap will be purchased and stored, and roborated in the Land Register:		
legal	te the preferable for further caddress	communication:			

I hereby declare that the information provided in the submission is complete and true.

contract, storage contract, document certifying ownership or possession) on ... pages.

Annexed: Copies of documents regarding the warehouse (rental contract, lending

Merchant or representative of the me	rchant ¹ :
given name, surname personal identity number position or number and date of issuance of the power of attorney signature ²	
Date ²	
Place for seal ²	
in the Commercial Register. If the resubmitting the report personally, the part the right to represent the relevant personal soft the document of the document	whose right to represent the merchant has been registered epresentation rights have not been registered, then, upon power of attorney document shall be appended attesting to son. Shall not be completed if the electronic document has been we and regulations regarding drawing up of electronic
Minister for Economics	D. Pavļuts

giv Re Le	ven nar egistrat	ne, type of me, surnam ion numbe dress of the ssued	ne of the ir r of the m	ndividual erchant								
	(number, type, date of issuance, term of validity)											
	Inventory Journal of Scrap Purchased from and Sold to Legal (Natural) Persons											
For	For the time period from 20 to 20											
No.	Date of entry Date of the seller (purchaser) (name, registration number of the merchant – for legal persons; given name, surname, personal identity Date of entry Date of the seller (purchaser) (name, registration number of the merchant – for legal persons; given name, surname, personal identity											
		(for natural persons)	number – for natural persons)		received	issued	received	issued	received	issued	received	issued
1	2	3 Pamaindan at tl	4	5	6	7	8	9	10	11	12	13
	ŀ	Remainder at tl	ie beginning o	uie month								
		In total per m										
Remainder at the end of the month												

(continuation of the table)

Weight of scrap (unit of measurement) in division according to the codes of the waste class								Remainder – weight of scrap		
received										(unit of measurement)
14	15	16	17	18	19	20	21	22	23	24

Minister for Economics

D. Pavļuts

Deed of Proof of Origin of Scrap Resulted from Economic Activity and Purchased from Individual Merchants and Natural Persons No._____

Address of the site where so	rap was purchased			
Purchaser (firm name, typ				
given name, surname, le	gal address of the			
individual merchant, registr				
merchant, number and terr	m of validity of the			
licence)				
Given name, surname, pers	onal identity number			
of the seller				
Name and number of the pe	ersonal identification			
document of the seller, ta	xpayer's registration			
number				
Bank details of the seller				
Name and description of	scrap resulted from	Wai alat	Duica	Carre
economic activity, indicating	g the name and code	Weight	Price	Sum
of the waste class		(kg)	(euro/kg)	(euro)
			Sum in total	
			-	
I certify that I have h	anded over such scrap	o, which has i	resulted from e	conomic activity
and the origin of which is lay	vful, and which at the	time of handi	ng over belong	ed to me or were
in my lawful, honest possess	sion. Any objections i	in relation to	the origin and	belonging of the
scrap handed over should be				
which is provided for in the l				
•			•	
Scrap was handed over by				
-	(given name, surnan	ne of	(signature*)	(date)
	the person)		` ` ` ` ` ` ` ` ` ` ` ` ` ` ` ` ` ` ` `	` ,
	-			
Scrap was accepted by				
	position of the (given name,	(signature	*) (date)
	official)	surname)	-	
	•	•		

Note. * The details of the document shall not be completed if the electronic document

has been prepared in accordance with the laws and regulations regarding drawing up of

electronic documents.

Minister for Economics

D. Pavļuts

Annex 4

Cabinet Regulation No. 960 13 December 2011 [3 September 2013]

Certification of Proof of Origin of Scrap Resulted from Everyday Life and Purchased from Natural Persons No. _____

Address of the site where scrap was purchased			
Purchaser (firm name, type of the merchant,			
given name, surname, legal address of the			
individual merchant, registration number of the			
merchant, number and term of validity of the			
licence)			
Given name, surname, personal identity number			
of the seller			
Name and number of the personal identification			
document of the seller			
Bank details of the seller			
Name and description of scrap resulted from		Price	
everyday life, indicating the name and code of the	Weight (kg)	(euro/kg)	Sum (euro)
waste class		(euro/kg)	
	Su	m for payment	
I certify that I have handed over such scrap the time of handing over belonged to me or were in			
I do not conduct activity, which may be classific	ed as economi	c activity Any	v objections in

I certify that I have handed over such scrap, the origin of which is lawful and which at the time of handing over belonged to me or were in my lawful, honest possession. I certify that I do not conduct activity, which may be classified as economic activity. Any objections in relation to the origin and belonging of the scrap handed over should be forwarded to me as the seller of scrap. I take full responsibility, which is provided for in the laws and regulations governing the acquisition and selling of scrap.

Scrap was handed over by				
	(given name, surn person)		(signature*)	(date)
Scrap was accepted by				
,	(position of the official)	(given name, surname)	(signature*)	(date)

Note. * The details of the document shall not be completed if the electronic document has been prepared in accordance with the laws and regulations regarding drawing up of electronic documents.

Minister for Economics

D. Pavluts

Annex 5
Cabinet Regulation No. 960
13 December 2011
[3 September 2013]

Certification of Proof of Origin of Scrap Resulted from Everyday Life and
Purchased from Natural Persons Outside the Warehouse Indicated in the
Licence No.

Address of the site where scrap was purchased		
Purchaser (firm name, type of the merchant,		
given name, surname, legal address of the		
individual merchant, registration number of the		
merchant, number and term of validity of the		
licence)		
Given name, surname, personal identity		
number of the seller		
Name and number of the personal identification		
document of the seller		
Bank details of the seller		
Name and description of scrap resulted from		
everyday life, indicating the name and code of	Number (units)	Sum (euro)
the waste class		
	Sum for payment	
	* * L	

I certify that I have handed over such scrap, the origin of which is lawful and which at the time of handing over belonged to me or were in my lawful, honest possession. I certify that I do not conduct activity, which may be classified as economic activity. Any objections in relation to the origin and belonging of the scrap handed over should be forwarded to me as the seller of scrap. I take full responsibility, which is provided for in the laws and regulations governing the acquisition and selling of scrap.

Scrap was handed over by	<i></i>			
	(given name, sur of the person		(signature*)	(date)
Scrap was accepted by				
	(position of the official)	(given name, surname)	(signature*)	(date)

Note. * The details of the document shall not be completed if the electronic document has been prepared in accordance with the laws and regulations regarding drawing up of electronic documents.

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