



## Application for Licence Amendment

### Part V Division 3 of the *Environmental Protection Act 1986*

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<b>Licence Number</b>	L7921/2003/4
<b>Licence Holder</b>	City of Karratha
<b>File Number</b>	DER2016/000246-1~2
<b>Premises</b>	Wickham Transfer Station Point Sampson – Roebourne Road ROEBOURNE WA 6714  Legal description – Lot 105 on Deposited Plan 213911  As defined by the premises maps attached to the revised licence
<b>Date of Report</b>	20 December 2023
<b>Decision</b>	Revised licence granted

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REGULATORY SERVICES**  
an officer delegated under section 20 of the *Environmental Protection Act 1986* (WA)

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## 1. Decision summary

Licence L7921/2003/4 is held by City of Karratha (licence holder) for the Wickham Transfer Station (the premises), located at Point Sampson – Roebourne Road, Roebourne.

This amendment report documents the assessment of potential risks to the environment and public health from proposed changes to the emissions and discharges during the operation of the premises. As a result of this assessment, revised licence L7921/2003/4 has been granted.

The revised licence issued as a result of this amendment consolidates and supersedes the existing licence previously granted in relation to the premises. The revised licence has been granted in a new format with existing conditions being transferred, but not reassessed, to the new format.

## 2. Scope of assessment

### 2.1 Regulatory framework

In completing the assessment documented in this amendment report, the department has considered and given due regard to its regulatory framework and relevant policy documents which are available at <https://dwer.wa.gov.au/regulatory-documents>.

### 2.2 Application summary

The Wickham Transfer Station is a licensed Category 62 solid waste depot. The premises is located approximately 3.9 kilometres south of the Wickham town centre. No waste is accepted from commercial or industrial premises, or waste containing visible asbestos or asbestos containing material.

Currently, the following waste types are accepted onto the premises under L7921/2003/4:

- Inert Waste Type 1 (limited to light gauge metals);
- Inert Waste Type 2 (limited to tyres);
- Putrescible Waste;
- Clean Fill;
- Green Waste;
- Hazardous Waste (limited to batteries);
- Waste Petroleum Oil (HW J100);
- Comingled Household Recyclables; and
- General Waste (may contain components of Inert Waste Type 1 and Clean Fill).

On 21 June 2023, the licence holder submitted an application to the department to amend licence L7921/2003/4 under section 59 and 59B of the *Environmental Protection Act 1986* (EP Act). The applicant is seeking an amendment to accept and store residential quantities of household hazardous waste (HHW) limited to a maximum container size of 20 kg or 20 L and e-waste. The following waste types are requested to be added to the licence:

- paint tins (water and oil-based paint);
- fire extinguishers;
- aerosol cans;
- gas cylinders; and
- e-waste.

The HHW and e-waste is proposed to be temporarily stored on the premises before it is taken offsite to a suitable waste facility to be processed. During this time the HHW and e-waste will be temporarily stored in open-cut intermediate bulk containers (IBCs) over an asphalt hardstand. The department has notified the licence holder that the open cut IBCs will need to be covered with a weatherproof covering to be compliant with the Australian Standard AS/NZ 5377:2013 – Collection, storage, transport and treatment of end-of-life electrical and electronic equipment. The licence holder has agreed to this requirement.

The licence holder is also seeking to renew the existing licence for 20 years in conjunction with the amendment. The renewal will be done without risk assessing the current operations. As part of this amendment, redundant conditions have been removed and updated to the current licencing format.

This amendment is limited only to changes to Category 62 activities from the existing licence.

Table 1 below outlines the proposed changes to the existing licence.

**Table 1: Proposed design or throughput capacity changes**

Category	Current design capacity	Proposed design capacity	Description of proposed amendment
62	5,000 tonnes per annum	5,000 tonnes per annum	Acceptance of residential quantities of HHW up to 20 kg or 20 L (per package) and e-waste.

## 2.3 Consolidation of licence

As part of this amendment package the department has consolidated the licence by incorporating changes made under the amendment notices as summarised in Table 2.

**Table 2: Licences consolidated in this amendment**

Instrument	Issued	Summary of approval
L7921/2003/4	29/04/2016	Notice of Amendment of Licence Expiry Dates
L7921/2003/4	16/05/2022	Notice of Amendment 1 to remove AER requirements.

The obligations of the licence holder have not changed in consolidating the licence. The department has not undertaken any additional risk assessment of the premises related to previous amendment notices.

In consolidating the licence, the CEO has:

- updated the format and appearance of the licence;
- revised licence condition's numbers, and removed any redundant conditions and realigned condition numbers for numerical consistency; and
- corrected clerical mistakes and unintentional errors.

The full consolidation of licence conditions as they relate to this revised licence are detailed in Section 5.1. Previously issued amendment notices will remain on the department's website for future reference and will act as a record of the department's decision making.

### 3. Risk assessment

The department assesses the risks of emissions from prescribed premises and identifies the potential source, pathway and impact to receptors in accordance with the *Guideline: Risk assessments* (DWER 2020).

To establish a risk event there must be an emission, a receptor which may be exposed to that emission through an identified actual or likely pathway, and a potential adverse effect to the receptor from exposure to that emission.

#### 3.1 Source-pathways and receptors

##### 3.1.1 Emissions and controls

The key emissions and associated actual or likely pathway during premises operation which have been considered in this amendment report are detailed in

Table 3 below.

Table 3 also details the proposed control measures the licence holder has proposed to assist in controlling these emissions, where necessary.

**Table 3: Licence holder controls**

Emission	Sources	Potential pathways	Proposed controls
Odour	Extended storage time of putrescible waste	Air/windborne	No additional controls proposed
Leachate	Acceptance and storage of HHW and e-waste	Infiltration into soil and groundwater Overland runoff into surface water bodies	HHW and e-waste to be placed in open cut IBCs.
Contaminated stormwater	Acceptance and storage of HHW and e-waste	Overland runoff into surface water	HHW and e-waste to be placed in open cut IBCs.
Spills	Acceptance and storage of HHW	Overland runoff into soil or surface water and groundwater water sources	HHW and e-waste to be placed in open cut IBCs.
Fire/smoke	Acceptance and storage of HHW and e-waste	Air/windborne	No additional controls proposed

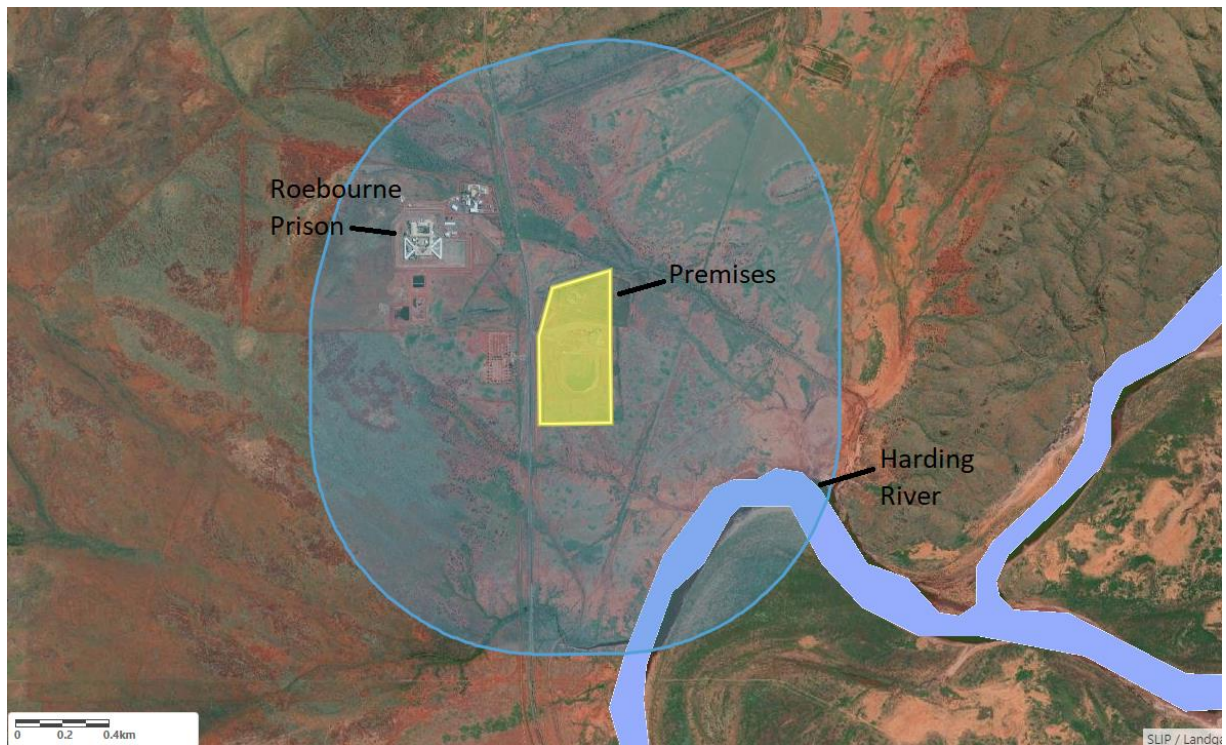
### 3.1.2 Receptors

In accordance with the *Guideline: Risk assessments* (DWER 2020), the delegated officer has excluded employees, visitors and contractors of the licence holder’s from its assessment. Protection of these parties often involves different exposure risks and prevention strategies, and is provided for under other state legislation.

Table 4 below provides a summary of potential human and environmental receptors that may be impacted as a result of activities upon or emission and discharges from the prescribed premises (*Guideline: Environmental siting* (DWER 2020)).

**Table 4: Sensitive human and environmental receptors and distance from prescribed activity**

Human receptors	Distance from prescribed activity
Roebourne Prison	380 m north north-west from the north side the premises.
Environmental receptors	Distance from prescribed activity
Priority 3 Ecological Community (PEC) – Horseflat Land System of the Roebuck Plains	Within and surrounding the premises.
Surface waterbody – Harding River	520 m south-east from the southern side of the premises.
Groundwater – Pilbara Groundwater Area	~54 mbGL at the premises.



**Figure 1: Sensitive receptors within 1 km radius**

## 3.2 Risk ratings

Risk ratings have been assessed in accordance with the *Guideline: Risk Assessments* (DWER 2020) for those emission sources which are proposed to change and takes into account potential source-pathway and receptor linkages as identified in Section 3.1. Where linkages are incomplete they have not been considered further in the risk assessment.

Where the licence holder has proposed mitigation measures/controls (as detailed in Section 3.1), these have been considered when determining the final risk rating. Where the delegated officer considers the licence holder's proposed controls to be critical to maintaining an acceptable level of risk, these will be incorporated into the licence as regulatory controls.

Additional regulatory controls may be imposed where the licence holder's controls are not deemed sufficient. Where this is the case the need for additional controls will be documented and justified in Table 5.

The revised licence L7921/2003/4 that accompanies this amendment report authorises emissions associated with the operation of the premises i.e. waste storage activities.

The conditions in the revised licence have been determined in accordance with *Guidance Statement: Setting Conditions* (DER 2015).



Table 5. Risk assessment of potential emissions and discharges from the premises during operation

Risk Event					Risk rating <sup>1</sup> C = consequence L = likelihood	Licence Holder's controls sufficient?	Conditions <sup>2</sup> of licence	Justification for additional regulatory controls
Source/Activities	Potential emission	Potential pathways and impact	Receptors	Licence Holder's controls				
<b>Operation</b>								
Unloading, loading and storage of waste material Vehicle movements	Dust	Air/windborne pathway causing impacts to health and amenity	PEC Surface water bodies	N/A	C = Minor L = Rare <b>Low Risk</b>	Y	Conditions 12	N/A
Extended storage of putrescible waste up to 4 days on the premises	Odour	Air/windborne pathway causing impacts to health and amenity	Prison	Refer to Section 3.1	C = Minor L = Rare <b>Low Risk</b>	Y	Condition 3 Condition 13	Due to the remoteness of the premises and the small amount of waste received at the premises (1025 tonnes in the 2021-2022 reporting period) the delegated officer considers the risk of allowing putrescible waste to remain on site for up to four days to be low.
Storage of e-waste, paint tins, fire extinguishers, aerosol cans and gas cylinders	Noise	Air/windborne pathway causing impacts to health and amenity	Prison	N/A	C = Minor L = Rare <b>Low Risk</b>	Y	N/A	Noise emissions can be adequately managed by the EP Noise Regulations.
	Contaminated stormwater	Overland runoff potentially causing ecosystem disturbance or impacting surface water quality	Surface water body 525m south-east	Refer to Section 3.1	C = Moderate L = Unlikely <b>Medium Risk</b>	N	Condition 11 <b>Condition 3</b>	Open cut ICBs for temporary storage of HHW and e-waste will be protected with weatherproof covering to prevent contamination with surrounding environment. ICBs



Risk Event					Risk rating <sup>1</sup> C = consequence L = likelihood	Licence Holder's controls sufficient?	Conditions <sup>2</sup> of licence	Justification for additional regulatory controls
Source/Activities	Potential emission	Potential pathways and impact	Receptors	Licence Holder's controls				
								checked for damage and leaks before use. ICBs will be stored over asphalt hardstand.
	Leachate	Seepage into soil causing ecosystem disturbance or impacting groundwater water quality	PEC Groundwater 54 mbGL	Refer to Section 3.1	C = Moderate L = Rare <b>Medium Risk</b>	N	<b><u>Condition 3</u></b>	Open cut ICB for temporary storage of HHW and e-waste will be placed on asphalt hardstand with a weatherproof cover.
	Spills	Runoff into soil causing ecosystem disturbance or impacting groundwater water quality	Groundwater 54 mbGL PEC Waterbodies	N/A	C = Moderate L = Unlikely <b>Medium Risk</b>	Y	Condition 10	N/A
	Fire / smoke	Air/windborne pathway causing impacts to health and amenity	PEC Prison	N/A	C = Severe L = Rare <b>High Risk</b>	N	Condition 8 <b><u>Condition 15</u></b>	Requirement for fires on the premises to be reported to DWER and to record the source/reason for the fire to manage any future fire associated risks.

Note 1: Consequence ratings, likelihood ratings and risk descriptions are detailed in the *Guideline: Risk assessments* (DWER 2020).

Note 2: Proposed Licence Holder's controls are depicted by standard text. **Bold and underline text** depicts additional regulatory controls imposed by department.

## 4. Consultation

Table 6 provides a summary of the consultation undertaken by the department.

**Table 6: Consultation**

Consultation method	Comments received	Department response
Licence holder was provided with draft amendment on 9 November 2023	The licence holder provided an email response on 7 July 2023 providing an updated SOP for Asbestos Management at Wickham Transfer Station and provided no other comments on the draft package.	Updated SOP for Asbestos Management incorporated into Schedule 2 of the revised licence.

## 5. Conclusion

Based on the assessment in this amendment report, the delegated officer has determined that a revised licence will be granted, subject to conditions commensurate with the determined controls and necessary for administration and reporting requirements.

### 5.1 Summary of amendments

Table 7 provides a summary of the proposed amendments and will act as record of implemented changes. All proposed changes have been incorporated into the revised licence as part of the amendment process.

**Table 7: Summary of licence amendments**

Condition no.	Proposed amendments
N/A	Renew licence for an additional 20 years.
Condition 1 Table 1	Specification for acceptance of household hazardous waste updated to include paint tins, fire extinguishers, aerosol cans, gas cylinders and e-waste.
Condition 3 Table 2	Specifications added for household hazardous waste and e-waste to be stored in open cut ICB with waterproof covering on asphalt hardstand.  Putrescible waste storage time extended up to 4 days on premises before removal offsite is required.
Condition 15	Condition added to provide improved records of fire management on the premises.
Schedule 2	Safe Operating Procedures (SOP) Asbestos at Wickham Transfer Station Plan added to Schedule 2.

**Table 8: Consolidation of licence conditions in this amendment**

Existing condition	Condition summary	Revised licence condition	Conversion notes
N/A	Prescribed Premises Category table	N/A	Revised to current licensing format.

Existing condition	Condition summary	Revised licence condition	Conversion notes
1.1.1 1.1.2	Interpretation and definitions	N/A Definitions section and Table 4	Redundant conditions. Revised to current licensing format. Definitions moved to definition table (Table 4).
1.1.3	Australian or other standard	N/A Interpretation section, Definitions and Table 1	Redundant condition. Deleted from licence.
1.1.4	Reference to code of practice	N/A	Redundant condition. Deleted from licence.
1.2.1	Authorised emissions	N/A	Redundant condition. Deleted from licence.
1.2.2	Pollution control and monitoring equipment	N/A	Redundant condition. Deleted from licence.
1.2.3	Storage of environmentally hazardous materials	N/A	Redundant condition. Deleted from licence.
1.2.4	Recovery and removal of spills	Condition 10	New numbering and revised to current licensing format.
1.2.5	Prevent contamination of stormwater run-off	Condition 11	New numbering and revised to current licensing format.
1.3.1 Table 1.3.1	Waste acceptance	Condition 1 Table 1	New numbering and table revised to current licensing format. Inert Waste Type 2 specified to include tyres.
1.3.2	Waste criteria and quarantine	Condition 2	New numbering and revised to current licensing format.
1.3.3 Table 1.3.2	Waste processing and infrastructure	Condition 3 Table 2	New numbering and table revised to current licensing format.
1.3.4	Security	Condition 4	New numbering and revised to current licensing format.
1.3.5	Signage	Condition 5	New numbering and revised to current licensing format.
1.3.6	Pest and vermin control	Condition 6	New numbering and revised to current licensing format.
1.3.7	Windblown waste	Condition 7	New numbering and revised to current licensing format.
1.3.8	Waste burning	Condition 8	New numbering and revised to current licensing format.
1.3.9	Asbestos management	Condition 9 Schedule 2	New numbering and revised to current licensing format.

Existing condition	Condition summary	Revised licence condition	Conversion notes
2.1.1	Record and investigate exceedances of limits or targets	N/A	No specified condition. Deleted from licence.
2.2-2.4	Point source air emissions to air, surface water and groundwater	N/A	No specified condition. Deleted from licence.
2.5	Emissions to land	N/A	No specified condition. Deleted from licence.
2.6.1 2.6.2	Dust emissions	Condition 12	Updated condition added to licence.
2.7.1	Odour emissions	Condition 13	New numbering and revised to current wording format.
2.8	Noise	N/A	No specified condition. Deleted from licence.
3.1	General monitoring	N/A	No specified condition. Deleted from licence.
3.2-3.4	Monitoring of point source emissions to air, surface water and groundwater	N/A	No specified condition. Deleted from licence.
3.5	Monitoring of emissions to land	N/A	No specified condition. Deleted from licence.
3.6.1	Monitoring of inputs and outputs	Condition 14 Table 3	New numbering and table revised to current licensing format.
3.7	Process monitoring	N/A	No specified condition. Deleted from licence.
3.8-3.9	Ambient environmental quality monitoring and meteorological monitoring	N/A	No specified condition. Deleted from licence.
4.1.1 4.1.2 Table 4.1.2	Improvements and improvement program	N/A	Deleted redundant conditions from licence.
5.1.1	Records	Condition 18 Condition 19	New numbering and revised to current licensing format.
5.1.2	Licence access	N/A	No specified condition. Deleted from licence.
5.1.3	Annual Audit Compliance Report	Condition 16	New numbering and revised to current licensing format.

Existing condition	Condition summary	Revised licence condition	Conversion notes
5.1.4	Complaints	Condition 17	New numbering and revised to current licensing format.
5.2.1 Table 5.2.1	Annual Environmental Report	N/A	Deleted redundant conditions from licence.
5.3.1 Table 5.3.1	Notification requirements	N/A	Deleted redundant conditions from licence.
Schedule 1: Maps	Premises map	Schedule 1: Maps	New naming convention, and updated premises map.
Schedule 2 Reporting & notifications	Annual Audit Compliance Report Form N1 Notification	N/A	Redundant attachment. Deleted from Licence Forms accessed at <a href="http://www.dwer.wa.gov.au">www.dwer.wa.gov.au</a>

## References

1. Department of Environment Regulation (DER) 2015, *Guidance Statement: Setting Conditions*, Perth, Western Australia.
2. Department of Water and Environmental Regulation (DWER) 2020, *Guideline: Environmental Siting*, Perth, Western Australia.
3. DWER 2020, *Guideline: Risk Assessments*, Perth, Western Australia.

## Appendix 1: Application validation summary

SECTION 1: APPLICATION SUMMARY							
<b>Application type</b>							
Works approval	<input type="checkbox"/>						
Licence	<input type="checkbox"/>	Relevant works approval number:		None	<input type="checkbox"/>		
		Has the works approval been complied with?		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
		Has time limited operations under the works approval demonstrated acceptable operations?		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
		Environmental Compliance Report / Critical Containment Infrastructure Report submitted?		N/A	<input type="checkbox"/>		
		Date Report received:					
Renewal	<input type="checkbox"/>	Current licence number:					
Amendment to works approval	<input type="checkbox"/>	Current works approval number:					
Amendment to licence	<input checked="" type="checkbox"/>	Current licence number:	L7921/2003/4				
		Relevant works approval number:		N/A	<input type="checkbox"/>		
Registration	<input type="checkbox"/>	Current works approval number:		None	<input type="checkbox"/>		
Date application received		21/06/2023					
<b>Applicant and Premises details</b>							
Applicant name/s (full legal name/s)		City of Karratha					
Premises name		Wickham Transfer Station					
Premises location		Point Sampson- Roebourne Road, ROEBOURNE WA 6714					
Local Government Authority		City of Karratha					
<b>Application documents</b>							
HPCM file reference number:		2016/000246-1~2					
Key application documents (additional to application form):		Supporting information package – <ul style="list-style-type: none"> <li>• Facility description (location, operation, waste types, acceptance policy)</li> <li>• Description of amendment</li> <li>• Emergency management plan</li> <li>• Staff induction and training</li> </ul>					
<b>Scope of application/assessment</b>							



<p>Summary of proposed activities or changes to existing operations.</p>	<p>Licence amendment.</p> <p>Operation of waste transfer facility.</p> <p>Applicant is seeking an amendment to accept and store residential quantities of household hazardous waste (HHW) limited to a maximum container size of 20 kg or 20 L. This HHW will include the following waste types:</p> <ul style="list-style-type: none"> <li>• paint tins (water and oil-based paint);</li> <li>• fire extinguishers;</li> <li>• aerosol cans;</li> <li>• gas cylinders; and</li> <li>• e-waste.</li> </ul> <p>The applicant is also seeking to renew the existing licence in conjunction with the amendment. Renewal will be done without risk assessing the current operations (BSU style).</p>
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**Category number/s (activities that cause the premises to become prescribed premises)**

**Table 1: Prescribed premises categories**

Prescribed premises category and description	Assessed production or design capacity	Proposed changes to the production or design cap (amendments only)
Category 62. Solid waste depot: premises on which waste is stored, or sorted, pending final disposal or re-use.	Up to 5,000 tonnes per annum.	

**Legislative context and other approvals**

Has the applicant referred, or do they intend to refer, their proposal to the EPA under Part IV of the EP Act as a significant proposal?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Referral decision No: Managed under Part V <input type="checkbox"/> Assessed under Part IV <input type="checkbox"/>	
Does the applicant hold any existing Part IV Ministerial Statements relevant to the application?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Ministerial statement No: EPA Report No:	
Has the proposal been referred and/or assessed under the EPBC Act?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Reference No:	
Has the applicant demonstrated occupancy (proof of occupier status)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Certificate of title <input checked="" type="checkbox"/> General lease <input type="checkbox"/> Expiry: Mining lease / tenement <input type="checkbox"/> Expiry: Other evidence <input type="checkbox"/> Expiry:	
Has the applicant obtained all relevant planning approvals?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	Approval: Expiry date: If N/A explain why? No additional approvals required.	

Has the applicant applied for, or have an existing EP Act clearing permit in relation to this proposal?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	CPS No: N/A No clearing is proposed.	
Has the applicant applied for, or have an existing CAWS Act clearing licence in relation to this proposal?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Application reference No: N/A Licence/permit No: N/A No clearing is proposed.	
Has the applicant applied for, or have an existing RIWI Act licence or permit in relation to this proposal?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Licence/permit No: Licence / permit not required.	
Does the proposal involve a discharge of waste into a designated area (as defined in section 57 of the EP Act)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Name: Pilbara Groundwater Area & Pilbara Surface Water Area Type: Groundwater Area & Surface Water Area Has Regulatory Services (Water) been consulted? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Regional office: North West	
Is the Premises situated in a Public Drinking Water Source Area (PDWSA)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Name: N/A Priority: N/A Are the proposed activities/ landuse compatible with the PDWSA (refer to <u>WQPN 25</u> )? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Is the Premises subject to any other Acts or subsidiary regulations (e.g. <i>Dangerous Goods Safety Act 2004, Environmental Protection (Controlled Waste) Regulations 2004, State Agreement Act xxxx</i> )	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Is the Premises within an Environmental Protection Policy (EPP) Area?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Is the Premises subject to any EPP requirements?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

<p>Is the Premises a known or suspected contaminated site under the <i>Contaminated Sites Act 2003</i>?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>Classification: N/A / possibly contaminated Date of classification: N/A</p>	
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