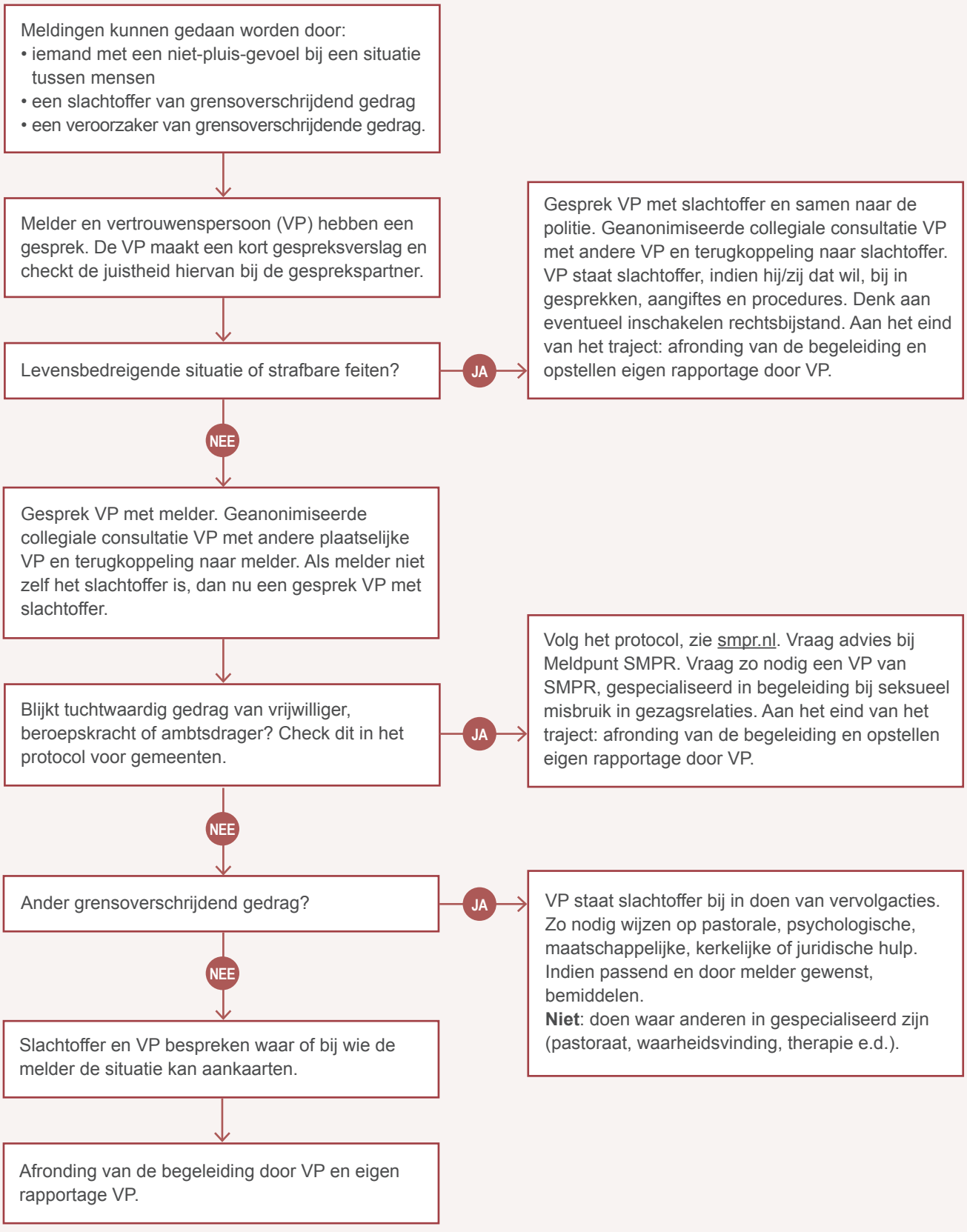Plaatselijk meldprotocol