

Compliance with Part 4 of the Regulations ACTIVITY APPLICATION ASSESSMENT CHECKLIST

Operator: _____

Licence: _____

Activity: _____

Proposed Start Date: _____

Regulation Reference	Regulation Requirement	Criteria	Evidence Provided	Further Action Required	Addressed
Authorisations and Agreements					
s 76	Security Lodgement Insurance Native Title Act	Securities generally specified in licence conditions or be part of general regulatory policy Copy of insurance certificate to be provided. Check if all liabilities covered as per licence conditions and check level of excess vs security lodged. Need to ensure Native Title Agreement in place if required.			
s20 SSL; s59 AFL; Santos v Minister decision	If survey activity is proposed outside the licence area (excluding activities pursuant to production licence) then they must be authorised by separate authority from the primary licence (eg SSL or AFL).	Is there an appropriate licence in place for activities outside the licence area?			
s 96	Is the proposal covered by an existing SEO?	Proponent to Check that the proposed activity is within the activity scope of the claimed SEO and is within the area/terrain covered by the claimed SEO.			
Provision of the Following Information					
Reg 20(1)(a)	The licence number and the name of the licensee	Are details correct?			
(b)	A description of the relevant activity	Is nature of activity clearly explained and comprehensive? For example, well depth, drilling targets, facility layout and description of equipments, length and size of pipelines, construction and operation methods deployed, area of seismic survey, 2D or 3D, energy source etc.			

(c)	Information on the proposed location of the relevant activity, using co-ordinates in the GDA 94 datum and including a map of the relevant area showing the proposed location of the relevant activity and significant topographical, environmental and cultural features	Is there clear identification of location of activity and a description of environment, land, other land uses etc, including map(s) clearly showing all environmental, social and man made features? (May be in digital format for activities covering large areas eg pipelines or seismic surveys).			
(d)	The full name and business address of any contractor who will be involved to a significant degree in carrying out the activity	Are details of main contractor and subcontractors included?			
(e)	The proposed commencement date and the estimated duration of the activity	Are details included?			
(f)	The name and address of the owner of the relevant land, a declaration concerning compliance with Part 10 of the Act and a copy of any notice provided under that Part, and (if relevant) information on any scheme or process that will be put in place for giving or providing notices or information to owners of the land as the activity progresses	Must ensure that copies of notices given to land owners/occupiers are provided. (May provide generic letter and mailing list). Where relevant, should include: <ul style="list-style-type: none"> • Pastoral lessee • Freehold owner • National parks • Petroleum lessee • Native title claimant • ALRM 			
(g)	An assessment as to whether the relevant activity is covered by an existing statement of environmental objectives under Part 12 of the Act	Should include reference to the relevant SEO and describe against each objective how the proposed activity is being managed and operated to achieve the objective. Should include some assessment against the scope of the existing SEO, and demonstrate that the activity is within this scope			
(i) (i)	the type of well to be drilled;	Exploration/Development/Appraisal/geothermal			
(i) (ii)	the proposed well name				
(i) (iii)	the expected depth of well				
(i) (iv)	a geological prognosis;				
(i) (v)	maps showing significant structural horizons				
(i) (vi)	information on primary and secondary targets, and an estimate of the hydrocarbon potential of each target;				
(i) (vii)	information on any relevant evaluation program, including a program for acquiring cuttings samples according to the expected geological formations				
(i) (viii)	a target weight for each cutting's sample to be provided to the department under these regulations				
(2)	The notice must include the full name, business address and telephone number of a person who can be contacted about the matters contained in the notice.				

Reg 19 (2) (a)	Must include, or be accompanied by, detailed information on the licensee's proposals in respect of the operator assessment factors	Are operator assessment factors (also known as Capability Factors) included, as detailed in Reg 16(2)?			
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Assessment of Application

Regulation Reference	Regulation Requirement	Criteria	Evidence Provided	Further Action Required/conditions for approval letter	Addressed
	Is the application covered by an existing SEO?	Verify proponent's claim that the proposed activity is within the activity scope of the claimed SEO and is within the area/terrain covered by the claimed SEO.			
Reg 22; s61	Are landholder notices compliant?	Assessment of the following requirements:			
(a)	State the full name and business address of the licensee	Details included?			
(b)	Provide the name and telephone number of a person who can be contacted about the notice	Details included?			
(c)	Provide a reasonable description of the types of activities proposed to be carried out on the land	Appropriate description of activities?			
(d)	Identify the place or places where the activities are to be carried out and indicate the proposed duration of the activities	Has reasonable location information been provided? The notice is to be issued 21 days prior to any activity occurring on the ground, including Aboriginal heritage/ Native Title scouting/ clearance			
(e)	Insofar as is relevant to the particular land –provide reasonable information on the anticipated events and consequences associated with the activities, and on the action that is proposed to be taken to manage and address those events and consequences, in order to enable the occupier to make an informed decision	Reasonable description of potential impacts.			
(f)	State whether the occupier may object to the proposed entry under the Act and, if so, the fact that a notice of objection must be given to the licensee within 14 days after service of the notice of entry	Where the proposal is within a park or regional reserve, DEH is to be treated as a landowner in terms of consultation and right of objection. Pastoral lessees may not object			
(g)	Provide reasonable information on the rights of an owner of land to claim compensation under the Act to cover deprivation or impairment of the use and enjoyment of the land; damage to the land; damage to, or disturbance of, any business or other activity lawfully conducted on the land; and consequential loss				

(h)	State that compensation under the Act is not to be related to the value or possible value of resources contained in the land and that dissatisfaction with any compensation is not a ground for objecting to any entry on to land				
(i)	State that any dispute over access or compensation may ultimately be resolved by application to the relevant court				
(j)	Inform the person that the activities to which the notice relates are conducted under the Act and that any concerns or issues associated with the conduct of the activities may be raised with the Department				
(k)	Be accompanied by a copy of Part 10 of the Act.				
	Have all relevant landholders been provided with a compliant notice?	Must ensure that copies of compliant notices given to all land owners/occupiers are provided. (May provide generic letter and mailing list). Where relevant, should include: Pastoral lessee, freehold owner, National parks, Petroleum lessee, Native title claimant, ALRM etc. Where the proposal is within a park or regional reserve, initial contact by companies should be with the district ranger for the relevant park/reserve to discuss logistical matters in detail. Formal written contact should be with the Regional Manager. A copy of the notice should be sent to DEH (Senior Environmental Office – Mining).			
	Are there unresolved landholder issues?	PIRSA needs to be aware of any unresolved issue relating to landholders, particularly any objection raised. This would normally involve contact with some or all landholders, particularly DEH where there is a park/reserve involved.			
	Is survey or well naming convention acceptable?	A check of well/survey name against other names for wells/surveys in Australia must be carried out. PEPS can be consulted for South Australia names, while AGSO's PEDIN database is likely to provide the best coverage of existing names for the rest of Australia. Deviated wells must be named in accordance with GA convention			
	Are permanent markers required?	In frontier areas or areas where there is sparse on ground survey control, it may be most prudent to have permanent markers for future exploration or other activities.			

27	A licensee who drills a well must evaluate the geology through which the well passes, and the likelihood of occurrences of petroleum or some other regulated resource for which the licence is held	<ul style="list-style-type: none"> • Electric Logging program (GR/Resistivity /Porosity over all prospective zones, GR to surface) • Cuttings intervals (<= 3m over prospective zones) • Cuttings weight (200+gm development /Appraisal wells, 400+gm Exploration wells) Specify in approval letter any required changes			
16	Assessment of Operator Assessment Factors (Capability)	Use separate assessment process Is sufficient evidence provided to believe that operator is likely to comply with Act?			
Notification/Approval					
	Activity Specific Conditions	Any specific conditions necessary to address shortfalls in Operator Capabilities to be developed. These conditions to be included at conditions in the approval for the activity.			
	Approval of high supervision operator activities	Ministerial approval of high supervision activities is a mandatory requirement.			
	Surveillance Plan	A draft plan of monitoring and compliance assessment commensurate to the compliance risk associated with the activity should be prepared prior to approval. Are there any conditions of approval arising from surveillance plan? (eg requirements to notify PIRSA 48 hrs before commencing particular activities)			
	Is proposal in a DEH reserve/park?	Provide advice of activity approval to DEH as per internal protocol.			