



Notes to accompany the Exploration Permit Annual Assessment Report Template

Petroleum and Geothermal Energy Resources (Resource Management and Administration) Regulations 2015

Petroleum (Submerged Lands) (Resource Management and Administration) Regulations 2015

Required Information

Regulation 37(2) – For the purposes of subregulation (1), the required information for a permittee is listed in Schedule 2 Division 1.

Additional Information

Regulation 37(3) – An annual assessment report may include any other information that the title holder believes is relevant to the title.

Template

The Department of Mines, Industry Regulation and Safety (DMIRS) [provides this template](#) to assist title holders in completing an annual assessment report (AAR). This template provides guidance on the types of information that may be provided by petroleum permittees to prepare, submit and comply with their obligation to submit an AAR.

The usage of this template is **optional**, and petroleum titles holders may instead opt to prepare AARs in an alternative form, provided that the content of these reports meet the requirements of an AAR as prescribed in the Petroleum and Geothermal Energy Resources (Resource Management and Administration) Regulations 2015 and/or the Petroleum (Submerged Lands) (Resource Management and Administration) Regulations 2015.

Permittees are required to be aware of their rights and obligations under the *Petroleum and Geothermal Energy Resources Act 1967* (PGERA67), the *Petroleum (Submerged Lands) Act 1982* (PSLA82), and Part 5 and Schedule 1 of the RMAR 2015.

Subject to regulation 37, a permittee must give the Minister an AAR providing the required information for each year of a term of the permit, due within 30 days after each anniversary of the day in which the permit came into force, regardless if the permit has been suspended or extended.

An AAR is excluded information under regulation 82 of the RMAR 2015 and therefore permanently confidential under regulation 83. All AARs submitted to DMIRS should be marked as **Permanently Confidential**.

A permittee may be required to provide an AAR for part of a year pursuant to regulation 39, which applies where a permit ceases to be in force (i.e. has expired, was surrendered, cancelled, revoked or terminated), or if the term of the permit was not a whole number of years (for example, where a permit is deemed to continue in force per section 42(8) of PGERA67 or section 32(8) of PSLA82).

Notes on specific items under Schedule 2, Division 1

Item 1:

This information is as per the title instrument.

Item 2(a):

This information is used to identify and track compliance with the conditions to which a permit is subject, such as those relating to the work program. Permittees are advised that only work undertaken within a permit area will meet a work program commitment condition.

Actual expenditure should reflect the total actual expenditure incurred in undertaking exploration activities during the reporting period and not be an estimate. Amounts should be reported in Australian dollars.

Item 2(b):

This section should summarise all evaluation and study efforts (geological and/or geophysical), including surveys and drilling, that have furthered the understanding of the petroleum system. Please buttress any changes to the exploration rationale as a result of the updated knowledge, new data, techniques, etc.

Actual work undertaken (whether per a work program commitment, or considered in addition to commitments) should be described in relation to an activity, for example:

- For geotechnical studies – seismic planning, seismic interpretation, rock property studies, geological studies, petrophysical interpretation, etc.
- For exclusive survey acquisition – the name of the survey, type (2D, 3D, AEM, gravity, etc.), size of survey (line km/km²) within the permit area
- For non-exclusive surveys (purchase/licensing) – the name of the dataset, the name of the survey, total area, size of survey (line km/km²) within the permit area
- For seismic processing or reprocessing – the name of the survey, processed or reprocessed, type of processing, amount of data (line km/km²) processed within the permit area
- For well activities – the name of the well

Specific information should relate to:

- any drilling activity during the reporting period
- studies (geological, geophysical, geotechnical, engineering, etc.)
- new data and surveys
- updated knowledge of the petroleum system

Where a hydrocarbon discovery has been made within the permit, this summary should identify how the work undertaken has contributed to the understanding and evaluation of the pool and any revision to previous resource estimates. Reporting of any resources should follow SPE PRMS guidelines.

Regarding provision of details of prospects and leads, the regulations do not specify the manner or detail in which this information should be provided, therefore the department has included tables in this template that reflect the standard descriptive methodology used by industry to convey this information. Comments may be expanded upon for all leads and prospects, including those identified during the reporting period, in relation to the summary of progress in characterisation or understanding of lead/prospect; for example, new seismic, revised mapping, charge modelling, change to resource estimate, plans for drilling, and maturation efforts.

Item 3:

Reports to be included: Annual Assessment Reports, reports / data associated with a work program activity or technical study, etc. (e.g. final well activity reports, survey acquisition reports, interpretative reports, etc.)

Do not include: reports submitted under regulations **other than** RMAR 2015 (e.g. environmental reports under Environment Regulations; safety reports under Management of Safety Regulations or Occupational Health and Safety Regulations) or applications (e.g. FMP, WMP, suspension/extension, etc.)

Item 4:

This information is used to identify and track compliance with the conditions to which a permit is subject, such as those relating to the work program.

Details are only required for the permit year(s) covered by the next reporting period.

Planned or scheduled work (whether to meet a work program commitment, or considered in addition to commitments) should be described in relation to an activity, for example:

- For geotechnical studies – seismic planning, seismic interpretation, rock property studies, geological studies, petrophysical interpretation etc.
- For exclusive survey acquisition – the name of the survey, type (2D, 3D, AEM, gravity, etc.), size of survey (line km/km²) within the permit area.
- For non-exclusive surveys (purchase/licensing) – the name of the dataset, the name of the survey, total area, size of survey (line km/km²) within the permit area.
- For seismic processing or reprocessing – the name of the survey, processed or reprocessed, type of processing, amount of data (line km/km²) processed within the permit area.
- For well activities – the name of the well.

Measures taken to prepare for the planned or scheduled work may include land access negotiations, approvals sought/received, contracts for rig or survey, etc.

Item 5:

This item relates to conditions of permit in accordance with s.43 of PGERA67 and s.33 of PSLA82. This information is used to identify and track compliance with the conditions to which a permit is subject.

Regulation 37(3):

This regulation allows for the permittee to include any discretionary information in the AAR. This may include an overview, which outlines the main aspects of the permit, for example:

- relevant permit history
- applications and relevant dealings having an effect on the permit lodged or approved within the reporting period
- anything else the permittee wishes to include

This may be included under "Additional Information" or under the appropriate section within the report.

Government of Western Australia

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8.30am – 4.30pm

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