**PERMANENTLY CONFIDENTIAL WHEN COMPLETED**

**Annual Assessment Report**

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

Petroleum (Submerged Lands) (Resource management and administration) regulations 2015

**PRODUCTION LICENCE**

**TEMPLATE**

The Department of Mines, Industry Regulation and Safety (DMIRS) provides this template in the interests of creating efficiency and streamlining the manner in which annual assessment reports (AARs) are prepared and assessed. This template provides a base model and guidance on the types of information that may be provided by petroleum title holders to prepare, submit and comply with their obligation to submit an AAR.

The Department advises that the usage of this template is optional, and that 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.

**All NOTES in yellow boxes are for instructional and guidance purposes only.**

**NOTES:**

Title holders 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 2 of the RMAR 2015.

Subject to regulation 37, a title holder must give the Minister an AAR providing the required information for each year of a term of the title, due within 30 days after the day on which the year of the term ends.

An AAR is a permanently confidential document under the RMAR 2015. All AARs submitted to DMIRS should be marked as Confidential.

The AAR covers a 12-month period for each year a title is in force starting on the date of grant or renewal of a title, or the anniversary of that date.

A title holder may be required to provide an AAR for part of a year pursuant to regulation 39, which applies where a title ceases to be in force (i.e. has expired, was surrendered, cancelled, revoked or terminated), or if the term of the title was not a whole number of years (for example, where a licence is deemed to continue in force per section 65(11) of PGERA67 or section 55(11) of PSLA82).

**Identification of Licence and Reporting Period**

|  |  |
| --- | --- |
| **Licence(s)\*** |  |
| **Reporting period** | \_\_\_ / \_\_\_ / \_\_\_\_ to \_\_\_ / \_\_\_ / \_\_\_\_ |

**NOTES:**

\* If the AAR relates to more than one licence, please provide details of the date approval was given for the combination of the reports under regulation 38 of the RMAR 2015.

**Licensee (Title Holder(s))**

|  |  |
| --- | --- |
| Company Name | ACN / ABN |
|  |  |
|  |  |
|  |  |

**Additional Information**

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

Please enter any information to be provided for the purpose of **regulation 37(3)** below:

**NOTES:**

This may include an overview outlining the main aspects of the licence and a summary of work and activities undertaken during the   
12-month reporting period, for example:

* location map of the licence area
* status of field/s production history, e.g. commencement of production, years of production, shutdowns and downtime, field depletion, end-of-field life, decommissioning, etc.
* any major factors likely to affect current or future production
* any updates on facilities
* other relevant licence history
* summary of production operations e.g. production rate, any well shutdown and/or workovers, decommissioning, etc.
* details and results on any development drilling
* summary of any appraisal or production activities undertaken that result in new information about a pool/s
* applications and relevant dealings having an effect on the licence lodged or approved within the reporting period

**Required Information**

**Regulation 37(2)** – For the purposes of subregulation (1), the required information is –

(c) in the case of a licensee – the information listed in Schedule 2 Division 3

**Schedule 2 – Annual Assessment Report, Division 3 – Required information: licensee**

**Item 13.** Details of any activities the licensee plans to undertake in the licence area in compliance with a condition of the licence.

Please enter information to be provided for the purpose of **Item 13 of Schedule 2 Division 3** below:

**NOTES:**

This section should detail the work activities expected to be undertaken over the next 12 months, including:

* any planned activities as outlined by condition of the licence
* upcoming development activities, including wells, workovers, facilities, etc.
* any further evaluation of the pool or exploration potential of the licence

**Item 14.** A list of the reports submitted to the Minister in accordance with these regulations during the year.

**Item 14 of Schedule 2 Division 3** may be satisfied by identifying in the table below all reports submitted to the Minister under the RMAR 2015 for the 12-month period relating to this AAR.

|  |  |  |
| --- | --- | --- |
| **Date Submitted** | **Document Name / Version** | **Related work program activity  (include activity name)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Item 15.** Details of the licensee’s plans for further evaluation of the licence area, including work that is to be carried out in the licence area and is not covered by item 13.

Please enter information to be provided for the purpose of **Item 15 of Schedule 2 Division 3** below:

**NOTES:**

This section should detail the work activities expected to be undertaken over the next 12 months, including:

* any further evaluation of the pool or exploration potential of the licence, including drilling, update to field models, seismic surveys or reprocessing and geotechnical studies
* details of any work that is to be carried out in the licence area that is not covered by Item 13

**Item 16.** A production forecast for each producing or potential development project.

**Item 16 of Schedule 2 Division 3** may be satisfied by completing the table below (a separate table should be completed for each individual pool):

|  |  |  |  |
| --- | --- | --- | --- |
| **Production Forecast** | | | |
| **Project Name:** |  | **Field Name:** |  |
| **Pool Name:**  **Reference Date:**  **Reference Point:** |  | **Reservoir Name (if different to pool name):** |  |
| **Production Forecast\* in SI Units** | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** |  |  |  |  |  |  |  |  |  |  |  |
| **Natural Gas (109 m3)** |  |  |  |  |  |  |  |  |  |  |  |
| **Condensate (GL)** |  |  |  |  |  |  |  |  |  |  |  |
| **Oil (GL)** |  |  |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **Production Forecast in Field Units** |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** |  |  |  |  |  |  |  |  |  |  |  |
| **Natural Gas (Bcf)** |  |  |  |  |  |  |  |  |  |  |  |
| **Condensate (MMbbl)** |  |  |  |  |  |  |  |  |  |  |  |
| **Oil (MMbbl)** |  |  |  |  |  |  |  |  |  |  |  |

Please enter any additional information\*\* to be provided for the purpose of **Item 16 of Schedule 2 Division 3** below:

**NOTES:**

\* The production forecast should cover the expected life of the field.

Volumes reported at Standard Conditions, 15.56 °C (60 °F) and 101.325 kPa (1 atm); 1 cf = 0.02831685 m3; 1 MMbbl = 0.1589873 GL

\*\* The Department recommends including a graph that supports the information supplied in the above table. This graph should identify the contribution from each individual pool to the production profile.

**Item 17.** A description of any leads and prospects in the licence area.

For the purpose of **Item 17 of Schedule 2 Division 3**, please provide summary details of any leads and prospects identified in the licence in the tables below:

**Prospects and leads**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of Prospect / Lead** | **Target Hydrocarbon**  **(Oil / Gas)** | **Petroleum System**  **(Target Reservoir / Source Rock)** | **Trapping Mechanism** | **New (identified during the period) or Existing** | **Progressed During the Period (Y/N)** | **Summary of progress in characterisation or understanding of lead/prospect\*** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**Resources associated with key prospects**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of Prospect** | **Probability**  **of Success** | **Reference Date** | **Prospective Oil/Condensate Resources in GL (MMbbl in brackets)** | | | **Prospective Gas Resources in 109 m3 (Bcf in brackets)** | | |
| **Low** | **Mid** | **High** | **Low** | **Mid** | **High** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

Please enter any additional information\*\* to be provided for the purpose of **Item 17 of Schedule 2 Division 3** regarding prospects and leads below:

**NOTES:**

\* For example, new seismic, revised mapping, charge modelling, change to resource estimate, plans for drilling.

\*\* In respect of each lead and prospect identified or further evaluated during the reporting period, the Department recommends including the following information:

* A clear and concise map with legible contours that shows the location and outline of all leads and prospects within the licence area currently considered valid
* A description of all leads and prospects, providing details on the trap type and mechanism, reservoir, source rock and seal for each individual prospect/lead
* Maturation efforts for all leads and prospects, including those identified during the reporting period
* Any previous prospects of leads that have been downgraded due to further work carried out and the technical justification to support this

Volumes reported at Standard Conditions: 15.56 °C (60 °F) and 101.325 kPa (1 atm); 1 cf = 0.02831685 m3; 1 MMbbl = 0.1589873 GL

**Item 18.** For a year after the first year of the licence\*, the following information about each petroleum pool or geothermal resources area situated in the licence area –

1. a description of the pool or geothermal resources area;
2. any new information relating to the evaluation of the pool or geothermal resources area;
3. an estimate of the quantity of petroleum in the pool, or geothermal energy resources in the geothermal resources area, at the end of the previous year;
4. an estimate of the quantity of recoverable petroleum in the pool, or recoverable geothermal energy in the geothermal resources area, at the end of the previous year;
5. any new or revised data upon which the estimates in paragraphs (c) and (d) are based, including a report of any study carried out that has resulted in a revised estimate;
6. a table summarising the quantities mentioned in paragraphs (c) and (d) by reference to resources and reserves.

Please enter information\*\* to be provided for the purpose of **Item 18(a) of Schedule 2 Division 3** below:

Please enter information to be provided for the purpose of **Item 18(b) of Schedule 2 Division 3** below:

Please enter information\*\*\* to be provided for the purpose of **Item 18(c) of Schedule 2 Division 3** below:

Please enter information\*\*\* to be provided for the purpose of **Item 18(d) of Schedule 2 Division 3** below:

Please enter information to be provided for the purpose of **Item 18(e) of Schedule 2 Division 3** below:

**NOTES:**

\* Means in every year after Permit Year 1

\*\* The description should include a depth structure map, cross section (strike and dip or inline and crossline), stratigraphic column and well log, as well as a description of the petroleum system (trap, reservoir, seal and source rock)

\*\*\* ‘The end of the previous year’ means the end of the previous calendar year (1 January to 31 December)

**Item 18(f) of Schedule 2 Division 3** may be satisfied by completing the required information in the table below:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Pool Resource Table** | | | | | | | | | | | | | | | | | | | |
| **Field Name:** | | | | | | | **Number of Pools:** | | | | | | | | | | | | |
| **Reference Date:** | | | | | | | **Reservoir Name (if different to pool name):** | | | | | | | | | | | | |
| **Reference Point:** | | | | | | | **Project or notional project associated with resource estimate:** | | | | | | | | | | | | |
| **Brief summary of notional or actual development associated with resource estimate:** | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | |
| **Resource for all pools in field** | **Petroleum Initially in Place** | | | | | | | **Reserves** | | | | | | **Contingent Resources** | | | | | |
|  | **1P /1C** | | **2P/2C** | | **3P/3C** | | | **1P** | | **2P** | | **3P** | | **1C** | | **2C** | | **3C** | |
| **SI Units** | | | | | | | | | | | | | | | | | | | |
| **Natural Gas (109 m3)** | |  | |  | |  | | |  | |  | |  | |  | |  | |  |
| **Condensate (GL)** | |  | |  | |  | | |  | |  | |  | |  | |  | |  |
| **Oil (GL)** | |  | |  | |  | | |  | |  | |  | |  | |  | |  |
| **Field Units** | | | | | | | | | | | | | | | | | | | |
| **Natural Gas (Bcf)** | |  | |  | |  | | |  | |  | |  | |  | |  | |  |
| **Condensate (MMbbl)** | |  | |  | |  | | |  | |  | |  | |  | |  | |  |
| **Oil (MMbbl)** | |  | |  | |  | | |  | |  | |  | |  | |  | |  |

If there is more than one pool, use the table below for each pool in the licence:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource Table for Pools in a Field** | | | | | | | | | | | | | | | |
| **Pool Name:** | **Petroleum Initially in Place** | | | | | **Reserves** | | | | | | **Contingent Resources** | | |
| **Reservoir name (if different):** | **1P/1C** | **2P/2C** | **3P/3C** | | **1P** | | | **2P** | | **3P** | | **1C** | **2C** | **3C** | |
| **SI Units** | | | | | | | | | | | | | | | |
| **Natural Gas (109 m3)** |  |  |  | |  | | |  | |  | |  |  |  | |
| **Condensate (GL)** |  |  |  | |  | | |  | |  | |  |  |  | |
| **Oil (GL)** |  |  |  | |  | | |  | |  | |  |  |  | |
| **Field Units** | | | | | | | | | | | | | | | |
| **Natural Gas (Bcf)** |  |  | |  | | |  | |  | |  |  |  |  |
| **Condensate (MMbbl)** |  |  | |  | | |  | |  | |  |  |  |  |
| **Oil (MMbbl)** |  |  | |  | | |  | |  | |  |  |  |  |

**NOTES:**

Probabilistic (P90, P50 and P10) or deterministic (low, best and high) values for 1P, 2P or 3P and 1C, 2C and 3C estimates are acceptable under the SPE- PRMS (Petroleum Resources Management System) 2018.

Volumes reported at Standard Conditions, 15.56 °C (60 °F) and 101.325 kPa (1 atm); 1 cf = 0.02831685 m3; 1 MMbbl = 0.1589873 GL

‘The end of the previous year’ means the end of the previous calendar year (1 January to 31 December)

**Item 19.** The total amount of petroleum produced or geothermal energy recovered during the year\*.

**Item 20.** The amount of each substance injected into an underground formation during the year\*.

**Item 21.** The amount of each substance flared or vented during the year\*.

**Items 19, 20 and 21 of Schedule 2 Division 3** may be satisfied by completing the table below in respect to production figures (a separate table should be completed for each individual pool):

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Pool Annual Production Table** | | | | | | |
| **Reference Date:** |  | | **Field Name:** | |  | |
| **Reference Point:**  **Project Name:**  **Brief description of development associated with production:** |  | | **Pool Name:**  **Reservoir Name (if different to pool name):** | |  | |
|  | **Produced** | | **Injected** | | **Flared or Vented** | |
|  | **Annual** | **Cumulative** | **Annual** | **Cumulative** | **Annual** | **Cumulative** |
| **SI Units** | | | | | | |
| **Natural Gas (109 m3)** |  |  |  |  |  |  |
| **Condensate (GL)** |  |  |  |  |  |  |
| **Oil (GL)** |  |  |  |  |  |  |
| **Other (GL, e.g. water)** |  |  |  |  |  |  |
| **Field Units** | | | | | | |
| **Natural Gas (Bcf)** |  |  |  |  |  |  |
| **Condensate (MMbbl)** |  |  |  |  |  |  |
| **Oil (MMbbl)** |  |  |  |  |  |  |
| **Other (MMbbl, e.g. water)** |  |  |  |  |  |  |

**NOTES:**

Volumes reported at Standard Conditions, 15.56 °C (60 °F) and 101.325 kPa (1 atm); 1 cf = 0.02831685 m3; 1 MMbbl = 0.1589873 GL

\* ‘During the year’ means the end of the previous calendar year (1 January to 31 December)

Please enter any additional information\* to be provided for the purpose of **Items 19, 20 and 21 of Schedule 2 Division 3** below:

**NOTES:**

\* The Department recommends including a graph that supports the information supplied in the above table. This graph should show production history since commencement of production from the pool/s to the end of the reporting period (mapped to years and months).

The graph should also identify how each individual pool contributes to the overall production history.

**Item 22.** Any other information that is required to be included in accordance with a condition of the licence.

Please enter information to be provided for the purpose of **Item 22 of Schedule 2 Division 3** below:

**NOTES:**

This information may be used to identify and track compliance with the conditions to which a licence is subject.

Licensees should include a submission on their compliance with legislation and the conditions of title for the reporting period here.