**Mining Proposal Checklist**

This checklist is intended to provide additional guidance to assist with the preparation of a mining proposal.

| **Q No** | **Mining Proposal (MP) Checklist** | **Y/N/NA** | **Comments** | **Changes from previous Version (Y/N)** | **Page No.** | **Summary** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | Has the checklist been endorsed by a tenement holder(s) or a senior representative authorised by the tenement holder(s), such as a Registered Manager or Company Director? |  |  |  |  |  |
| 2 | Are you the tenement holder of all tenements associated with the Mining Proposal /group site?  **Mining Proposals which have not been submitted by the tenement holder must include an authorisation from the tenement holder or an explanation of the company linkage to the tenement holder (e.g. for subsidiary companies).** |  |  |  |  |  |
| 3 | For tenements with multiple tenement holders, have all of the other holders consented to this proposal being submitted?  **Mining Proposals which have not been submitted by the tenement holder must include an authorisation from the tenement holder or an explanation of the company linkage to the tenement holder (e.g. for subsidiary companies).** |  |  |  |  |  |
| 4 | Have contact details for questions on the Mining Proposal been provided? |  |  |  |  |  |
| 5 | Are all mining operations within granted tenement boundaries or does this Mining Proposal support a lease application? |  |  |  |  |  |
| 6 | Is this the first Mining Proposal submitted for these tenements?  If **No**, the version number of the revised Mining Proposal must be stated on the cover and a summary of changes included |  |  |  |  |  |

| **Q No** | **Mining Proposal (MP) Checklist** | **Y/N/NA** | **Comments** | **Changes from previous Version (Y/N)** | **Page No.** | **Summary** |
| --- | --- | --- | --- | --- | --- | --- |
| 7 | Have all tenement conditions been reviewed to ensure activities proposed in the Mining Proposal are in compliance? |  |  |  |  |  |
| 8 | Has a Mine Closure Plan been provided?  **It is a requirement that every mining proposal include a mine closure plan.** |  |  |  |  |  |
| **PUBLIC AVAILABILITY** | | | | | | |
| 9 | Are you aware that this Mining Proposal is publicly available? |  |  |  |  |  |
| 10 | Is there any information in this Mining Proposal that should not be publicly available?  If **Yes**, refer to Appendix B, section 7 of the guidelines for more information.  Note: A non-confidential version of all mining proposals will be made available to the public |  |  |  |  |  |
| 11 | If ‘Yes’ to Q10, has confidential information been submitted in a separate document? |  |  |  |  |  |
| **MINING PROPOSAL DETAILS** | | | | | | |
| 12 | Does the Mining Proposal cover page include:   * Environmental Group Site name * Environmental Group Site code * company name (including telephone numbers and email addresses) * contact details * version number * date of submission. |  |  |  |  |  |
| 13 | Has information regarding the Environmental Group Site (EGS) been provided in accordance with the requirements of Appendix G of the guidelines? |  |  |  |  |  |

| **Q No** | **Mining Proposal (MP) Checklist** | **Y/N/NA** | **Comments** | **Changes from previous Version (Y/N)** | **Page No.** | **Summary** |
| --- | --- | --- | --- | --- | --- | --- |
| 14 | Has a disturbance table been provided in accordance with the requirements of Appendix G of the guidelines? |  |  |  |  |  |
| 15 | Has spatial data for all Mine Activity Types been provided in accordance with the specified properties and allowances (see section 3.5.3)? |  |  |  |  |  |
| 16 | Has a site plan, consistent with all spatial data and activity details, been provided?  The site plan must show existing and proposed activities and other relevant information including tenement boundaries and other land tenure (e.g. Reserves and pastoral lease boundaries). |  |  |  |  |  |
| 17 | Do you have and maintain an Environmental Management System? |  |  |  |  |  |
| **ENVIRONMENTAL LEGISLATIVE FRAMEWORK** | | | | | | |
| 18 | Does the Mining Proposal include a list of all relevant environmental approvals that have been sought or are required before the proposal may be implemented? |  |  |  |  |  |
| 19 | Does the Mining Proposal trigger any criteria for referral to the EPA within the DMP/EPA Memorandum of Understanding? |  |  |  |  |  |
| 20 | Has the Mining Proposal been referred to the EPA?  If **Yes**, indicate date of referral in comments |  |  |  |  |  |
| 21 | Has the proposal been deemed to not warrant formal assessment under Part IV of the EP Act, is currently under assessment by the EPA, or has been approved via a Ministerial Statement?  If **Yes**, ensure details of Ministerial Statement, assessment level and/or assessment number are provided within the Mining Proposal |  |  |  |  |  |
| 22 | Is a clearing permit required? If ‘No’ then explain why in space below |  |  |  |  |  |

| **Q No** | **Mining Proposal (MP) Checklist** | **Y/N/NA** | **Comments** | **Changes from previous Version (Y/N)** | **Page No.** | **Summary** |
| --- | --- | --- | --- | --- | --- | --- |
| 23 | If ‘Yes’ at Q22 then has a clearing permit been applied for? |  |  |  |  |  |
| 24 | Is the Mining Proposal located on reserve land? If “Yes” state reserve types |  |  |  |  |  |
| 25 | Is the Mining Proposal wholly or partially within Department of Parks and Wildlife (DPaW) managed areas? |  |  |  |  |  |
| 26 | If ‘Yes’ at Q25 has DPaW been consulted? |  |  |  |  |  |
| 27 | Will any threatened or protected flora and/or fauna be impacted by this proposal? |  |  |  |  |  |
| 28 | Has an enquiry/search of the Department of Planning, Lands and Heritage (DPLH) Aboriginal Cultural Heritage Inquiry System for the area subject to this proposal been undertaken? |  |  |  |  |  |
| 29 | If any Aboriginal heritage sites will be impacted, has appropriate approval been sought under the *Aboriginal Heritage Act 1972*? |  |  |  |  |  |
| 30 | Does the Mining Proposal include a tailings storage facility?  Mining Proposals that include tailings storage facilities must include the relevant design reports outlined in the *Guide to the preparation of a design report for tailings storage facilities (TSFs), August 2015.* |  |  |  |  |  |
| 31 | Does the Mining Proposal include the backfilling of mine voids?  If Yes, the Mining Proposal must include a Sterilisation Report. |  |  |  |  |  |
| 32 | Is the mining proposal located on pre-1899 Crown Grant lands? (not subject to the Mining Act) |  |  |  |  |  |
| 33 | Has the construction of an airstrip been proposed? If Yes, indicate the date when Civil Aviation Safety Authority, Airservices Australia and the Local Government Authority were advised (in writing) of the proposal to construct an airstrip. |  |  |  |  |  |