



Operations Reports — Expenditure on Mining Tenement (Form 5)

Requirements to Lodge a Form 5 Report

Regulations 16, 22, 23E and 32 of the Mining Regulations 1981 provide that:

- Form 5 Operation Reports **shall** be filed at the Department in Perth within 60 days after each anniversary date of the commencement of term of the tenement; unless
- the Minister or an officer of the Department so authorised may extend the period for such lodgement **provided** such application for extension is made **and** approved **within the 60 day period**.

Any application for extension of time must be lodged and approved, prior to the date due for filing of the report (i.e. within 60 days of anniversary).

If Form 5's are **not lodged** within the required period or are not correctly completed in accordance with the Regulation:

- the Form 5 will **not be entered** into the Tenement Register; and
- **notice of intention to forfeit** proceedings will be initiated on the basis of non-compliance with the expenditure conditions.

All Form 5's must be completed in accordance with the "Instructions for the Completion of Form 5's" attached to the Form 5 document.

Also make sure you complete the appropriate Attachment:

- Attachment 1 is to be completed only if exploration or mining activities have taken place on the tenement during the relevant period.
- Attachment 2 is to be completed only if prospecting or small scale mining has taken place on the tenement during the relevant period.

Incomplete or incorrect Form 5's lodged will not be processed or entered in the tenement register until the form complies with requirements.

Information required on a Form 5

When completing a Form 5 Report, the following details are required to be included:

- whether the report is an annual report, final report or surrender report (this also includes partial surrenders) for the tenement;
- the period covered by the report (i.e. from the anniversary commencement date to anniversary conclusion date or surrender date);
- the type of tenement (i.e. mining lease, prospecting licence, exploration licence, retention licence) and the tenement number;

- brief details of any operations carried out during the period of the report (various suggested headings are on the front page of the Form 5);
- the expenditure amount claimed for each type of operation together with the total amount expended on the tenement;
- the cost and detailed description for each activity claimed under Part A “Mineral Exploration Activities” or Part B “Mining Activities (Development and production) in Attachment 1;
- details of any related annual mineral exploration report; and
- mineral commodity details.

Incomplete or incorrect Form 5's will not be processed or entered in the tenement register until the form complies with requirements.

Requirement to attach Mineral Exploration Reports

Detailed technical reports (mineral-exploration reports) are also required to be lodged in accordance with Section 115A mining tenements when certain geoscientific activities are undertaken in the search for minerals, these being:

- programs involving one or more of the geological sciences (includes geological review, interpretation and target generation);
- drilling programs; or
- activities involving the collection and assay of soil, rock, groundwater and mineral samples.

As a rule, a report is required where ‘Mineral-Exploration Activities’ have been claimed on the Form 5.

Any such reports shall include the following:

- methods of exploration;
- a completed record of all geological, geophysical, geochemical and other technical investigations carried out by or on behalf of the tenement holder;
- a complete record of all drill holes and excavations;
- details of the nature of material tested and all assay results;
- a summary of reserves in a form as recommended by the AUSIMM, AIG and AMIC;
- statement of expenditure;
- details of any amount claimed in lieu of wages; and
- a report title, name of joint holder responsible for operations on the tenement where applicable, tenement information, date and complete table of contents.

Note: All maps and sections shall be related to the Australian Map Grid (MGA) or to known surveyed points.

Further details of the requirements, and standards, and group reporting details required for mineral exploration reports can be found of the pamphlet “Guidelines for Mineral Exploration Reports on Mining Tenements”.

If a mineral exploration report is required, it is to be attached to the Form 5 Report and should be listed on the second page of the form (see Section 115A and the instructions attached to the Form 5.)

A combined mineral-exploration report may be submitted separately from the Form 5 where the due date (as agreed to by the Director of Geological Survey of WA) differs from the anniversary date. In this case, the Form 5 should make reference to the mineral-exploration report containing details of the activities claimed.

When the minimum required annual expenditure will not be met for a particular year, an application for exemption (Form 18) must be completed by the tenement holder or an authorised agent. (See relevant Guidelines)

How to complete an Expenditure Report for Prospecting and/or Small Scale Mining Activities (Page 1)

ATTACHMENT 2

SUMMARY OF PROSPECTING AND/OR SMALL SCALE MINING ACTIVITIES

(Complete in accordance with instructions)

Insert tenement type & number

Tenement No: / /

Reporting Period: From: / /

To: / /

A. General Prospecting Activities

Metal Detecting:
 No. of days worked at \$ \$

Loaming, panning, sampling, dollying, dry-blowing:
 No. of days worked at \$ \$

Costeaming/trenching:
 No. excavated No. of days \$

Other activities (specify):

	No. of days worked	at \$	<input type="text"/>	\$	<input type="text"/>
	No. of days worked	at \$	<input type="text"/>	\$	<input type="text"/>
	No. of days worked	at \$	<input type="text"/>	\$	<input type="text"/>

Plant and equipment hire: \$

Fuel, oils, etc.: \$

Field supplies (food consumables, etc.): \$

SUBTOTAL (A) \$

AND/OR

B. Small Scale Mining Activities

Construction:
 No. of days worked at \$ \$

Development:
 No. of days worked at \$ \$

Construction materials: \$

Plant and equipment hire: \$

Fuel, oils, etc.: \$

Field supplies (food consumables, etc.): \$

Tonnes of ore/rock/dirt mined or treated:

SUBTOTAL (B) \$

Aboriginal Heritage Surveys: **SUBTOTAL (C)** \$

(a copy must be lodged with the Registrar of Aboriginal Sites)

Annual Tenement Rent and Rates: **SUBTOTAL (D)** \$

Administration/Overheads/Native Title: **SUBTOTAL (E)** \$

(not to exceed 20% of the minimum expenditure commitment or total expenditure on the activities shown at subheadings (A) & (B), whichever is greater)

TOTAL EXPENDITURE (add SUBTOTALS A to E) \$

A copy of this page can be obtained by any person on the payment of the prescribed fee in accordance with regulation 96(3).

Make sure you clearly identify the beginning & end of the period covered by the report

This section is to be completed if prospecting activity was undertaken on the tenement during the relevant period & the amounts expended on each type of activity. Be sure to enter the subtotal after completion.

This section is to be completed if Small Scale Mining activity was undertaken on the tenement during the relevant period & the amounts expended on each type of activity. Be sure to enter the subtotal after completion.

This section is to be completed if you are claiming any expenditure against these headings. Be sure to enter the subtotal after completion.

Add up subtotals & make sure this total is copied to the 'TOTAL EXPENDITURE' box on the front page of the form 5

How to complete an Expenditure Report for Prospecting and/or Small Scale Mining Activities (Page 2)

COMPLETE ATTACHMENT 2 BEFORE YOU COMPLETE THE FORM 5

Form 5

WESTERN AUSTRALIA

Mining Act 1978
(Secs. 51, 68, 70H, 82 and 115A)
(Regs. 16, 22, 23E, 32, 96B and 96C)

It is important to note if it is a final report or an annual report

OPERATIONS REPORT – EXPENDITURE ON MINING TENEMENT

(To be completed in accordance with instructions)

Annual:

Final:

Tenement Type:

Number:

/

Reporting Period: From:

/

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To:

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Insert tenement type & number

Make sure you clearly identify the beginning & end of the period covered by the report

MINERAL-EXPLORATION AND/OR MINING ACTIVITIES

Itemize activities and expenditure on Attachment 1

A. MINERAL-EXPLORATION ACTIVITIES: \$

B. MINING ACTIVITIES: \$

C. ABORIGINAL HISTORY:

Evidence of lodgment to be provided

Copy to be lodged with a

This section is not required to be completed for 'Prospecting and/or Small Scale Mining Activities'

D. ANNUAL TENEMENTS:

E. ADMINISTRATION/OVERHEADS: \$

F. (OTHER) LAND ACCESS/NATIVE TITLE COSTS: \$ \$

Jointly not to exceed 20% of the minimum commitment or expenditure on the activities shown above, whichever is the greater (see instructions).

TOTAL EXPENDITURE: \$

N.B. Full details and results of mineral-exploration activities must be submitted in the annual mineral-exploration report in accordance with section 115A of the Act and the guidelines published under regulation 96B.

OR

Itemize activities and expenditure on Attachment 2

PROSPECTING AND/OR SMALL SCALE MINING ACTIVITIES

TOTAL EXPENDITURE: \$

(A to E ON ATTACHMENT 2)

Make sure this total is copied from the 'TOTAL EXPENDITURE' box on the ATTACHMENT 2

A copy of this page of the Operations Report and Attachment 1 titled "Summary of Mineral-Exploration and/or Mining Activities" or Attachment 2 titled "Summary of Prospecting and/or Small Scale Mining Activities" may be obtained by any person on the payment of the prescribed fee in accordance with regulation 96(3).

How to complete an Expenditure Report for Prospecting and/or Small Scale Mining Activities (Page 3)

Full name and address of holder/s.

NAME: _____

ADDRESS: _____

Insert the full name & address of the tenement holder(s)

Full name and address of operator/ manager (if mining tenement under option or joint venture).

NAME: _____

ADDRESS: _____

This only needs to be completed if the operator(s) of the tenement is different from the holder(s)

List here details of the related annual mineral-exploration report.

Mineral-exploration report (for single tenement)

Title: _____

Combined mineral-exploration report (for group of two or more tenements)

Title: _____

Combined reporting number for tenement group: C /

Combined reporting date for group: / /

This only needs to be completed if you are required to attach detailed Mineral exploration Reports as required by Section 115A of the Mining Act 1978 OR if the tenement is part of a combined reporting project

I certify that the information on pages 1 and 2 and in Attachment 1 "Summary of Mineral-Exploration and/or Mining Activities" or Attachment 2 "Summary of Prospecting and/or Small Scale Mining Activities" constitutes a true statement of the operations carried out and monies expended on this mining tenement during the reporting period specified.

Signature of holder or agent: _____ Date: / /

Please ensure that you sign & date the report before lodgement

(Tick appropriate box and show expenditure. If more than one commodity sought, tick appropriate boxes and allocate expenditure for each one).

MINERAL COMMODITY SOUGHT ON TENEMENT			
<input type="checkbox"/> Gold	\$	<input type="checkbox"/> Diamond	\$
<input type="checkbox"/> Iron ore	\$	<input type="checkbox"/> Mineral Sands	\$
<input type="checkbox"/> Nickel/Cobalt	\$	<input type="checkbox"/> Other (specify)	\$
<input type="checkbox"/> Copper/Lead/ Zinc/Silver	\$		

Indicate what mineral you are exploring for/mining & the amount you have spent exploring for/mining each mineral

This page is not to be copied in conjunction with regulation 96(3).

Note:

<p>ATTACHMENT 1 — SUMMARY OF MINERAL-EXPLORATION AND/OR MINING ACTIVITIES</p> <p>(A) The attachments to the Form 5 are to provide a summary of the activities carried out and the cost of each activity. For Attachment 1 you may either use the pro-forma sheet or a separate sheet with the suggested headings as shown under 4(A) and (B) in the instructions. For Attachment 2 the pro-forma sheet available from the Department must be used.</p> <p>(B) A copy of Attachment 1 or 2 will be provided together with a copy of the front page of the Form 5 to any person on payment of the prescribed fee.</p>	<p>ATTACHMENT 2 — SUMMARY OF PROSPECTING AND/OR SMALL SCALE MINING ACTIVITIES</p>
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How to complete an Expenditure Report for Mineral Exploration and/or Mining Activity (Page 1)

ATTACHMENT 1

SUMMARY OF MINERAL EXPLORATION AND/OR MINING ACTIVITIES

(Complete in accordance with instructions)

Tenement Type:

Number:

Reporting Period: From:

To:

A. Mineral-Exploration Activities

B. Mining Activities (Development and Production)

C. Aboriginal Heritage Surveys

D. Annual Tenement Rent and Rates

E. Administration and Overheads

F. Land Access/Native Title

TOTAL EXPENDITURE \$

A copy of this page can be obtained by any person on the payment of the prescribed fee in accordance with regulation 96(3).

Insert tenement type & number

Make sure you clearly identify the beginning & end of the period covered by the report

Once you have completed this form & indicated your amounts of expenditure under each relevant heading, transfer these amounts to the corresponding areas on the front page of the report (i.e. the amount shown under A. to A. on the front page of the Form 5 Report.

Make sure this total is the same as that shown in "TOTAL EXPENDITURE" on the front page of the Form 5 Report

Insert as appropriate.
Use a separate sheet if necessary.

How to complete an Expenditure Report for Mineral Exploration and/or Mining Activity (Page 2)

Form 5

WESTERN AUSTRALIA

Mining Act 1978
(Secs. 51, 68, 70H, 82 and 115A)
(Regs. 16, 22, 23E, 32, 96B and 96C)

OPERATIONS REPORT – EXPENDITURE ON MINING TENEMENT

(To be completed in accordance with instructions)

Annual:	<input type="text"/>	Final:	<input type="text"/>
Tenement Type:	<input type="text"/>	Number:	<input type="text"/> / <input type="text"/>
Reporting Period:	From:	<input type="text"/> / <input type="text"/> / <input type="text"/>	To:
		<input type="text"/> / <input type="text"/> / <input type="text"/>	

It is important to note if it is a final report or an annual report

Insert tenement type & number

Make sure you clearly identify the beginning & end of the period covered by the report

MINERAL-EXPLORATION AND/OR MINING ACTIVITIES	
A. MINERAL-EXPLORATION ACTIVITIES:	\$ <input type="text"/>
B. MINING ACTIVITIES:	\$ <input type="text"/>
C. ABORIGINAL HERITAGE SURVEYS: <small>Copy to be lodged with the Registrar of Aboriginal Sites.</small>	\$ <input type="text"/>
D. ANNUAL TENEMENT RENT AND RATES:	\$ <input type="text"/>
E. ADMINISTRATION/OVERHEADS:	\$ <input type="text"/>
F. (OTHER) LAND ACCESS/NATIVE TITLE COSTS: <small>Jointly not to exceed 20% of the minimum commitment or expenditure on the activities shown above, whichever is the greater (see instructions).</small>	\$ <input type="text"/> \$ <input type="text"/>
TOTAL EXPENDITURE:	\$ <input type="text"/>

Itemize activities and expenditure on Attachment 1

Evidence of lodgement to be provided

Make sure these total are the same as the corresponding totals on Attachment 1

N.B. Full details and results of mineral-exploration activities must be submitted in the annual mineral-exploration report in accordance with section 115A of the Act and the guidelines published under regulation 96B.

OR

<p style="font-weight: bold; font-size: 1.2em;">PROSPECTING AND/OR SMALL SCALE MINING ACTIVITIES</p> <div style="border: 2px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p style="text-align: center;"><i>This section is not required to be completed for 'Mineral Exploration and/or Mining Activity'</i></p> </div>	<p style="border: 1px solid black; padding: 5px; font-size: small;">Make sure this total is the same as that shown in "TOTAL EXPENDITURE" on the front page of the Form 5 Report</p>
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Itemize activities and expenditure on Attachment 2

A copy of this page of the Operations Report and Attachment 1 titled "Summary of Mineral-Exploration and/or Mining Activities" or Attachment 2 titled "Summary of Prospecting and/or Small Scale Mining Activities" may be obtained by any person on the payment of the prescribed fee in accordance with regulation 96(3).

How to complete an Expenditure Report for Mineral Exploration and/or Mining Activity (Page 3)

Full name and address of holder(s).

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ADDRESS: _____

Insert the full name & address of the tenement holder(s)

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Combined reporting number for tenement group: C /

Combined reporting date for group: / /

This only needs to be completed if you are required to attach detailed Mineral exploration Reports as required by Section 115A of the Mining Act 1978) OR if the tenement is part of a combined reporting project

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Signature of holder or agent

Date:

/ /

(Tick appropriate box and show expenditure, if more than one commodity sought, tick appropriate boxes and allocate expenditure for each one).

MINERAL COMMODITY SOUGHT ON TENEMENT			
<input type="checkbox"/> Gold	\$	<input type="checkbox"/> Diamond	\$
<input type="checkbox"/> Iron ore	\$	<input type="checkbox"/> Mineral Sands	\$
<input type="checkbox"/> Nickel/Cobalt	\$	<input type="checkbox"/> Other (specify)	\$
<input type="checkbox"/> Copper/Lead/ Zinc/Silver	\$

Please ensure that you sign & date the report before lodgement and Indicate what mineral you are exploring for/mining & the amount you have spent exploring for/mining each mineral

This page is not to be copied in conjunction with regulation 96(3).

Note:
ATTACHMENT 1 — SUMMARY OF MINERAL-EXPLORATION AND/OR MINING ACTIVITIES OR **ATTACHMENT 2 — SUMMARY OF PROSPECTING AND/OR SMALL SCALE MINING ACTIVITIES**

(A) The attachments to the Form 5 are to provide a summary of the activities carried out and the cost of each activity. For Attachment 1 you may either use the pro-forma sheet or a separate sheet with the suggested headings as shown under 4(A) and (B) in the instructions. For Attachment 2 the pro-forma sheet available from the Department must be used.

(B) A copy of Attachment 1 or 2 will be provided together with a copy of the front page of the Form 5 to any person on payment of the prescribed fee.

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Processing an Expenditure Reports (Form 5) and Applications for Exemption

