**Quarterly Report (NMB) Action Definition**

This action definition describes the process for submitting a Quarterly Report in NMB.

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| Editable Content |  |

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| **Action Trigger** |
| **Asset Type** | Tenement |
| **Action Name[[1]](#footnote-1)** | Quarterly Report |
| **Precondition** | {status} = Live |
| **Interval** | Every 3 months |
| **Critical Date**  | Anniversary[[2]](#footnote-2)  | = {lastQuarterEndDate} + {Interval} |
| **Deadline** | Deadline[[3]](#footnote-3) | = {Critical Date}+1 month |

*Note: The Action Trigger defines the logic of the Action. The Deadline is the latest date by which the Action can be completed.*

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| **Applies To** |
| **Jurisdiction** | **Sub Type** | **Version** |
| NMB | Exclusive Prospecting Licence |  |
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| **Task List** |
| **Description** | **Days Needed Before Deadline** |
| Submit Quarterly Report | 0d |
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*Note: Task List items define the Action Status and will have their own trigger dates based on the Days Needed Before the Deadline. Task List items negate the need for separate follow up Actions. You may add in as many Task List items as you wish. If a Task List item has no Days Needed Before Deadline entered then it will default to the previous Task List item Days Needed Before Deadline.*

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| **Change History** |
| **Date** | **Version** | **Changes** |
| 10/10/2024 | 1.1.0 | Removed test examples and wiki links. |
| 29/10/2020 | 1.0.0 | New action definition |
|  |  |  |

1. Define the action name [↑](#footnote-ref-1)
2. This is the label that will appear on the form & can be customised [↑](#footnote-ref-2)
3. This is the label that will appear on the form & can be customised [↑](#footnote-ref-3)