**Expenditure Report (Form 17) Action Definition (NT)**

This action definition describes the process for submitting an Expenditure Report for NT tenements that are not part of a combined reporting group

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| Editable Content |  |

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| **Action Trigger** |
| **Asset Type** | Tenement |
| **Action Name[[1]](#footnote-1)** | Expenditure Report |
| **Precondition** | {status} = Live[[2]](#footnote-2){groupNumber} = Blank |
| **Is Member Of** | Managed |
| **Interval** | Annually |
| **Critical Date**  | Anniversary[[3]](#footnote-3)  | = {commencementDate} + {Interval} |
| **Deadline** | Deadline[[4]](#footnote-4) | = {Critical Date} + 29 days |

*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** |
| NT | Mineral Exploration Licence |  |
| NT | Mineral Exploration Licence in Retention |  |
| NT | Mineral Lease |  |
| NT | Mineral Lease Central |  |
| NT | Mineral Lease Northern |  |
| NT | Mineral Lease Southern |  |

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| **Task List** |
| **Description** | **Days Needed Before Deadline** |
| Meet with Exploration Manager | 60d |
| Notify Accounts | 59d |
| Gather Allowable Expenditure data | 59d  |
| Check to see if there is drill data from Database Geologist | 59d |
| Generate Expenditure Report | 30d |
| Lodge Expenditure Report | 15d |
| Lodge Variation of Covenant (if required) | 14d |
| Variation of Covenant Fee required from accounts | 14d  |
| Verify Form 17 Lodged on DPIR | 7d |

*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 | 1.3.0 | Removed wiki links |
| 04/12/2019 | 1.2.0 | Excluded tenements that are members of a Combined Reporting Group |
| 27/08/2019 | 1.1.0 | Removed Custom Fields as no longer required |
| 09/12/2016 | 1.0.0 | New action definition |

1. Define the action name [↑](#footnote-ref-1)
2. Some NT tenements have Status **?Issued?**. This Action Definition would need to be modified if actions are required for this status [↑](#footnote-ref-2)
3. This is the label that will appear on the form & can be customised [↑](#footnote-ref-3)
4. This is the label that will appear on the form & can be customised [↑](#footnote-ref-4)