**Annual Technical Report Action Definition (PNG)**

This action definition describes what needs to be done to lodge an Annual Technical Report in PNG.

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| Editable Content |  |

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| **Action Trigger** |
| **Asset Type** | Tenement |
| **Action Name[[1]](#footnote-1)** | Annual Technical Report |
| **Precondition** | {status} = Live |
| **Is Member Of** | Managed |
| **Interval** | Annually |
| **Critical Date**  | Anniversary[[2]](#footnote-2)  | = {commencementDate} + {Interval} |
| **Deadline** | Deadline[[3]](#footnote-3) | = {Critical Date} + 90 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** |
| PNG | Exploration Licence |  |
| PNG | Mining Lease |  |
| PNG | Special Mining Lease |  |
| PNG | Alluvial Mining Lease |  |

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| **Task List** |
| **Description** | **Days Needed Before Deadline** |
| Notify Project Geologist to create Annual Technical Report | 90d |
| Follow up Project Geologist | 14d |
| Review Annual Technical Report | 7d |
| Lodge Annual Technical Report (online and email) | 5d |
| Confirm receipt of Annual Technical Report | 0d |

*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 wiki links |
| 21/10/2019 | 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)