**Combined Annual Report (WA) Action Definition**

This action definition describes what needs to be done to lodge an annual mineral exploration report in WA.

|  |  |
| --- | --- |
| Editable Content |  |

|  |  |  |
| --- | --- | --- |
| **Action Trigger** | | |
| **Asset Type** | Group | |
| **Action Name[[1]](#footnote-1)** | Combined Annual Report | |
| **Is Member Of** | Managed | |
| **Interval** | Annually | |
| **Critical Date** | Reporting Date | = {commencementDate} + {Interval} |
| **Deadline** | Deadline | = {Reporting Date} |

*Note: The Action Trigger defines the logic of the Action. The Deadline is the latest date by which the Action can be completed. Action is applied only to assets that are in the ‘members of’ group(s)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Applies To** | | | |
| **Jurisdiction** | **Sub Type** | **Version** | **Module** |
| WA | Combined Reporting Group |  | Tenement |
|  |  |  |  |

|  |  |
| --- | --- |
| **Task List** | |
| **Description** | **Days Needed Before Deadline** |
| Meet with Exploration Manager | 60d |
| Generate Annual Mineral Exploration Report | 50d |
| Lodge Annual Mineral Exploration Report | 5d |
|  |  |

*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.*

**How to Lodge:**

An annual report is required annually for each tenement 60 days after the anniversary of a tenement, **unless** the tenement is part of a group report, then the exploration report is due at a date stipulated by the DMP. To obtain group reporting for a group of tenements they must be contiguous or nearly contiguous and the total area of the tenements must not exceed an area stipulated by the Director of the Geological Survey. For Online Reporting, refer to [WAMEX](https://wamex.dmp.wa.gov.au/WAMEX/OnlineFormLodgement)

|  |  |  |
| --- | --- | --- |
| **Change History** | | |
| **Date** | **Version** | **Changes** |
| 10/10/2024 | 1.3.0 | Removed wiki links |
| 30/05/2016 | 1.1.0 |  |
| 1/12/2022 | 1.2.0 | Add Module field |
|  |  |  |

1. Define the action name [↑](#footnote-ref-1)