

# Tips and tricks for mineral exploration reporting

The future is in your hands


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We acknowledge and respect Victorian Traditional Owners as the original custodians of Victoria's land and waters, their unique ability to care for Country and deep spiritual connection to it.

We honour Elders past and present whose knowledge and wisdom has ensured the continuation of culture and traditional practices.

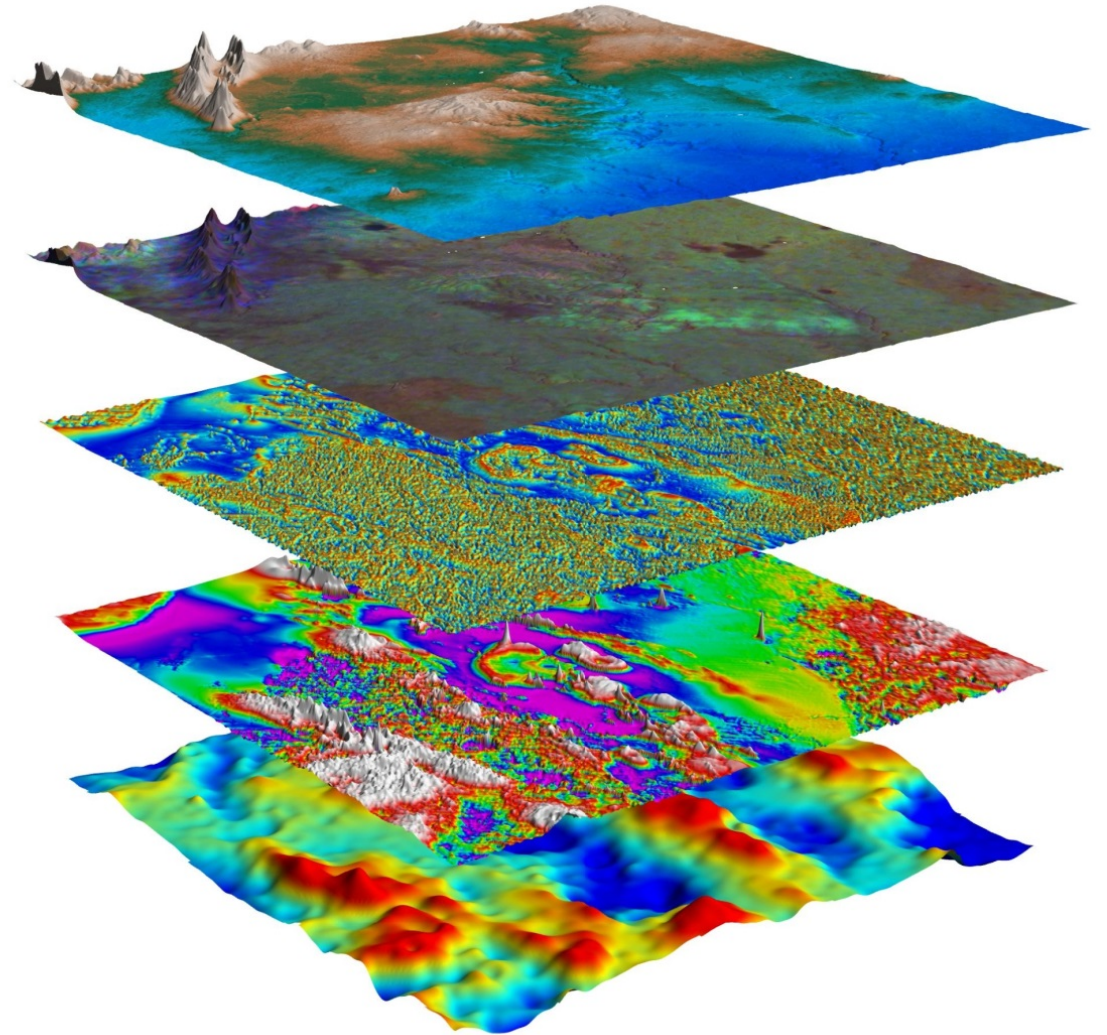
Resources Victoria is committed to genuinely partnering with Victorian Traditional Owners and Victoria's Aboriginal community to progress their aspirations.

# Why exploration reporting matters

Current exploration programs are built on the information available from past explorers

- *Quality target generation*
- *Prevents duplication*
- *Environment*
- *Community*

We're here to make sure your information is complete and compliant



# Meet the team



Melanie Phillips – Team Leader,  
Exploration Geoscience Information



Claire Hirschmann – Senior Geoscientist,  
Tenements

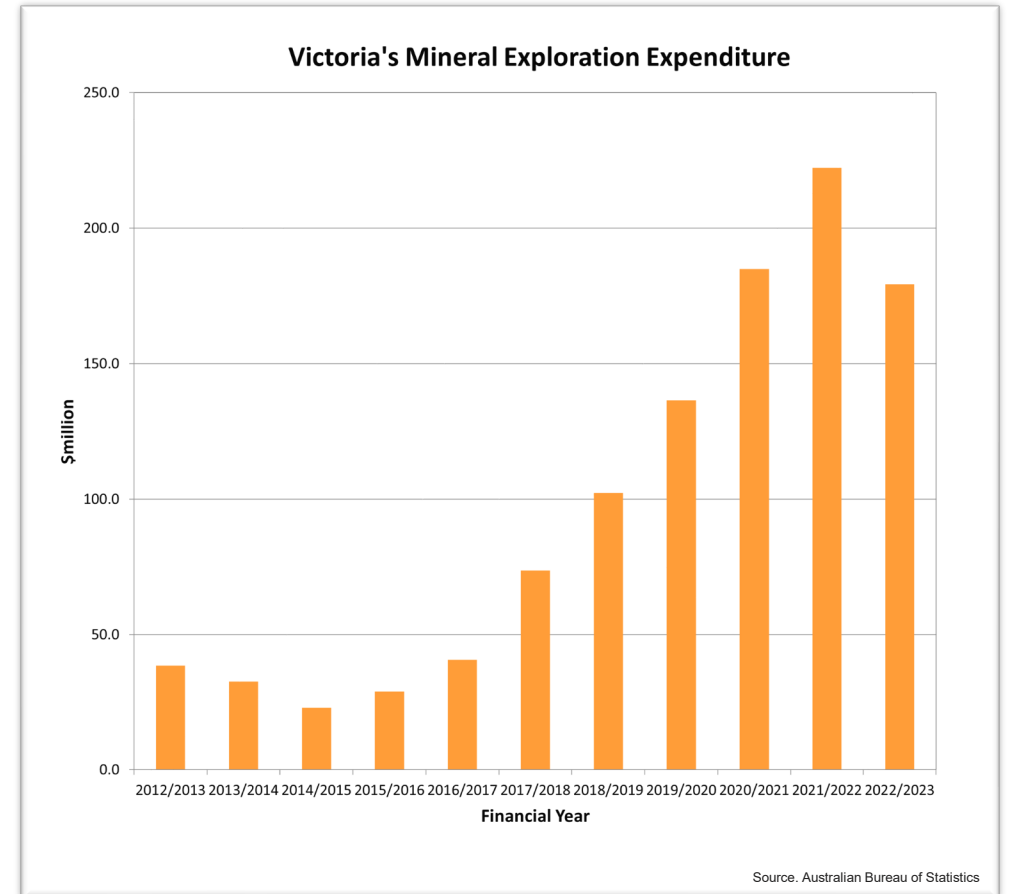


Jody Munckton – Geoscientist, Minerals  
Tenements



Josh Bicknell – Geoscientist, Data  
Quality

- Assess exploration reporting compliance in accordance with legislation
- Facilitate the release of legislative reports to open file
- Provide advice on geoscientific and licensing matters



# Legislation and submission

## Technical reports

- All exploration and retention licences
- All mining licences >5Ha with exploration activities
- No technical reports are required for mining licences <5Ha or prospecting licences
- No work letters are an option when no exploration is claimed
- Joint technical reports accepted for adjoining licences with the same reporting date and licensee

## Expenditure and activity returns

- Required for each exploration, retention, mining and prospecting licence

## RRAM submission

- Ensure the technical report is attached before submitting
- Contact us for submission of files >25MB

**Authorised Version No. 126**  
**Mineral Resources (Sustainable  
Development) Act 1990**

**No. 92 of 1990**

Authorised Version incorporating amendments as at  
1 July 2021

**Authorised Version No. 002**

**Mineral Resources (Sustainable  
Development) (Mineral Industries)  
Regulations 2019**

**S.R. No. 48/2019**

Authorised Version incorporating amendments as at  
1 January 2020

The screenshot displays the 'Resource Rights Allocation and Management' (RRAM) system interface. The top navigation bar includes links for Home, Contacts, Accounts, Tenement Applications, Tenements, Plans, Legislative Reports, and Variations. The 'Legislative Reports' tab is active. The main content area is titled 'New Legislative Report' and prompts the user to 'Select Legislative Report Record Type'. Below this, there is a 'Basic Information' section with dropdown menus for 'Tenement Category' (Mineral Resources (Sustainable Development) Act 1990), 'Tenement Type' (Exploration Licence), and 'Record Type of new record' (Expenditure & Activity - Exploration). At the bottom, there is a table titled 'Available Legislative Report Record Types' with columns for 'Record Type Name' and 'Description'.

Record Type Name	Description
Annual / Technical Report - Minerals	Annual Technical Report on Exploration Activity - Minerals
Expenditure & Activity - Exploration	Annual Return of Expenditure and Activities - Exploration Licence
Native Title Work Summary - Exploration	Work Summary - Dispute Warrung Land Use Activity Agreement

# Guidance material

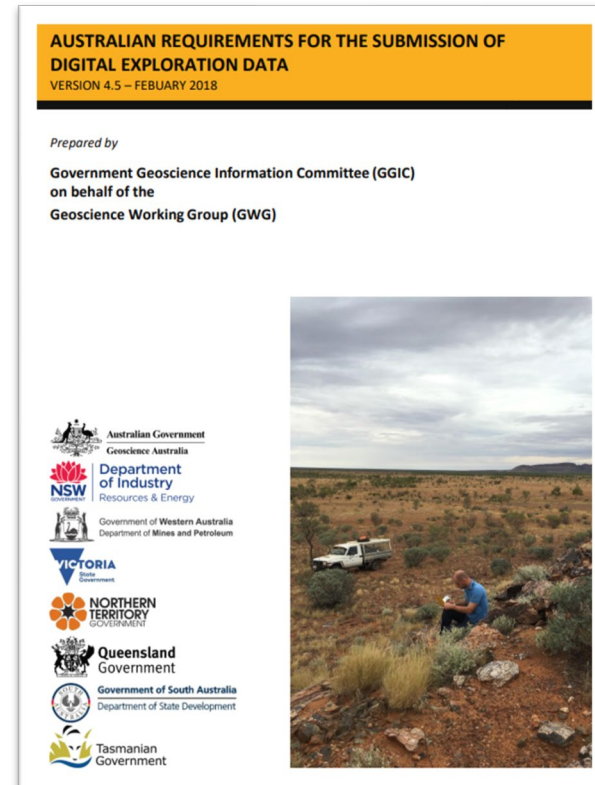
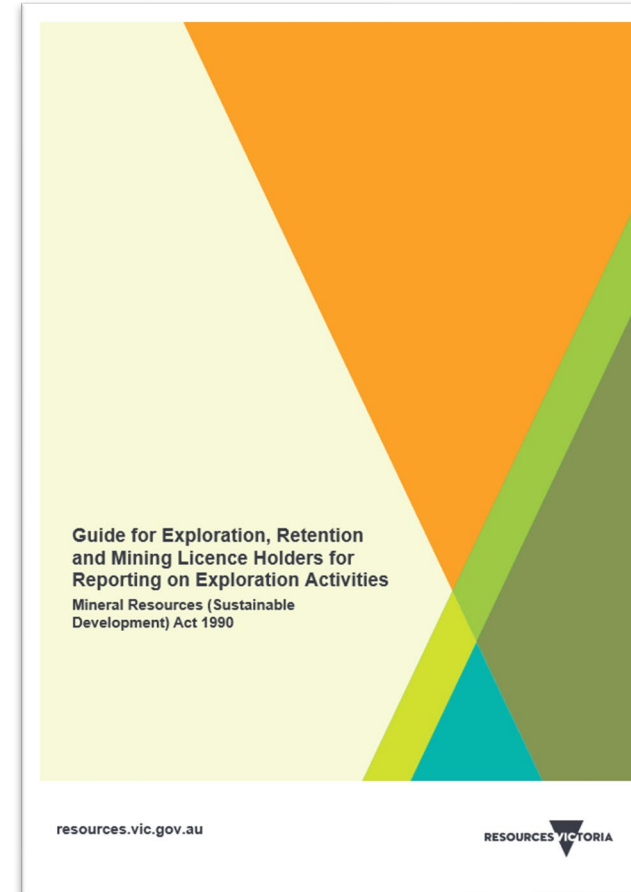
## Victorian Exploration Reporting Guidelines

- Details exploration reporting requirements for Exploration, Retention and Mining Licence Holders



## Australian Requirements For The Submission Of Digital Exploration Data

- Further technical report file submission guidance



*National guideline updates are commencing soon - Victorian guidance material will be updated to reflect changes*



# New guidance material available

## Technical Report Template

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Mineralogy, petrology and other studies .....	6
Other subsurface evaluation .....	6
Environment / Rehabilitation .....	6
Other technical and economic studies (Retention Licences) .....	6
Previously unsubmitted data .....	7
Conclusions and recommendations .....	7
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## Mineral Exploration Reporting Templates

H0002	Version	4	Mandatory	Version as exported by the current MRT software
H0003	Date_generated	DD-MM-YYYY	Mandatory	Date when header and digital data is uploaded into the template
H0004	Reporting_period_end_date	DD-MM-YYYY	Mandatory	Final date of reporting period
H0005	State	VIC	Mandatory	
				Tenement ID (note. All tenements 006000 and above must include the "00" before the number, e.g., EL007003, RL006000, MIN006000). For joint reports list "Multiple" if data over multiple tenements <b>and</b> include a column in H1000 "Tenement_ID", all data rows must include the tenement_ID
H0100	Tenement_no/Combind_report_no		Mandatory	
H0101	Tenement_holder		Mandatory	Licence holder as registered in RRAM
H0102	Project_name		Optional	
H0106	Tenement_operator		Mandatory	This may differ from the licence holder in RRAM if agreements are in place such as joint ventures
H0150	250K_map_sheet_number		Mandatory	Include only the sheet(s) relevant to data. Where multiple, list across the page using a separate column for each. Add a H1000 column for map sheet where multiple
H0151	100K_map_sheet_number		Mandatory	Include only the sheet(s) relevant to data. Where multiple, list across the page using a separate column for each. Add a H1000 column for map sheet where multiple
H0152	50K_map_sheet_number		Not required	Retain row H0152 but no data entry is required
H0153	25K_map_sheet_number		Not required	Retain row H0153 but no data entry is required
H0200	Start_date_of_data_acquisition	DD-MM-YYYY	Mandatory	Date the first data entry in this file was acquired
H0201	End_date_of_data_acquisition	DD-MM-YYYY	Mandatory	Date the last data entry in this file was acquired
H0202	Data_format	SL4	Mandatory	
H0203	Number_of_data_records		Mandatory	Must match the number of data (D) rows
H0204	Date_of_metadata_update	DD-MM-YYYY	Mandatory	Date of most recent metadata update, usually same as H0003. If an update has been made, include this date
H0300	Related_data_file		Not required	Retain row H0300 but no data entry is required
H0301	Location_data_file		Mandatory	Refers to the name of this file and must match the name of the file supplied

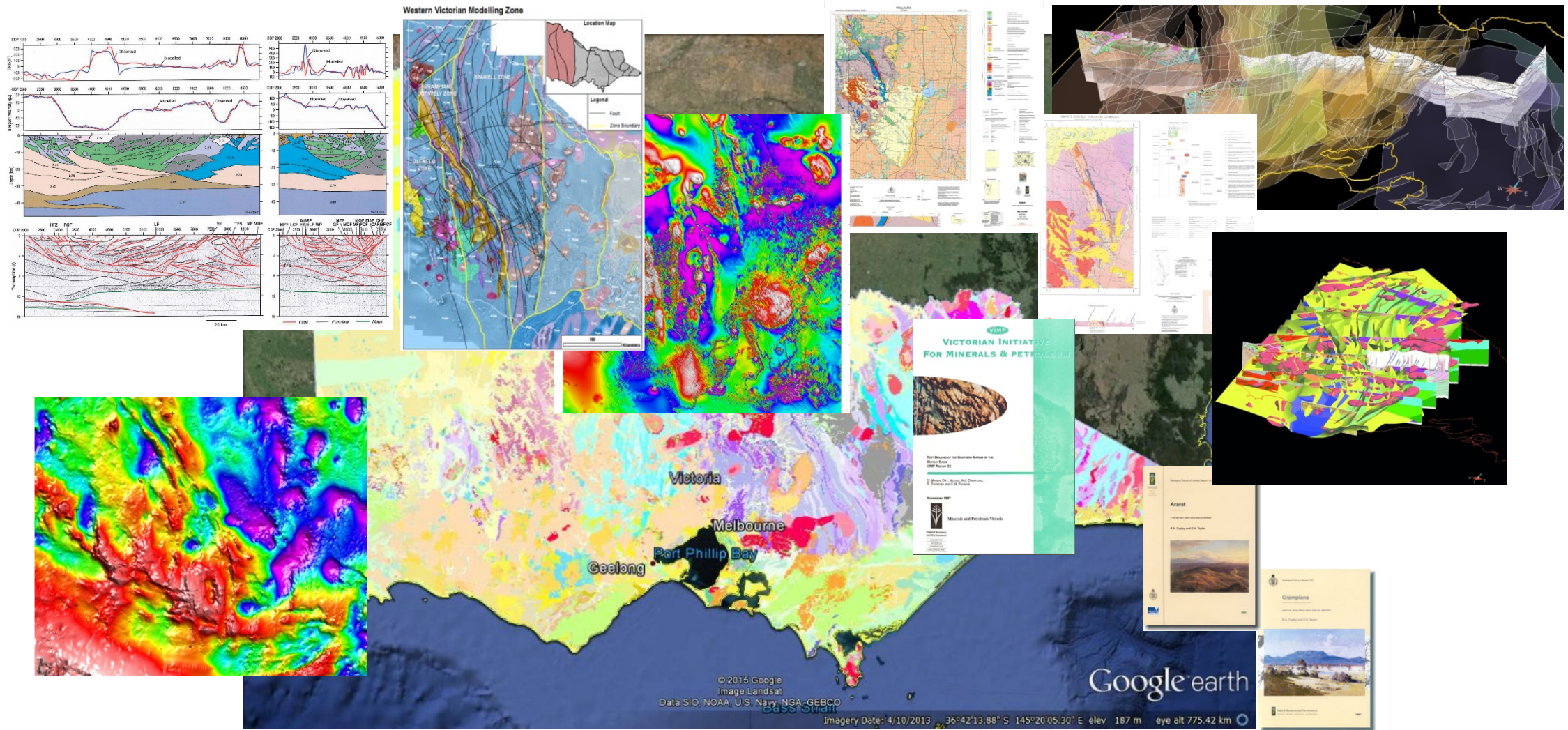
*efficient reporting = more time exploring*





# Top Tip

The technical report must substantiate all exploration work claimed in the expenditure and activity return

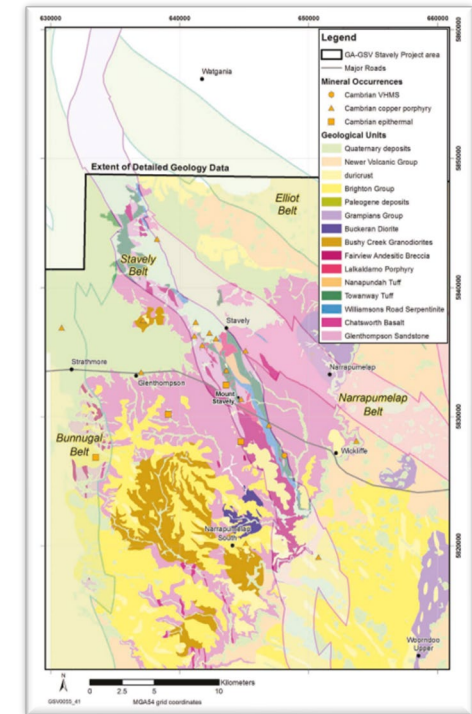
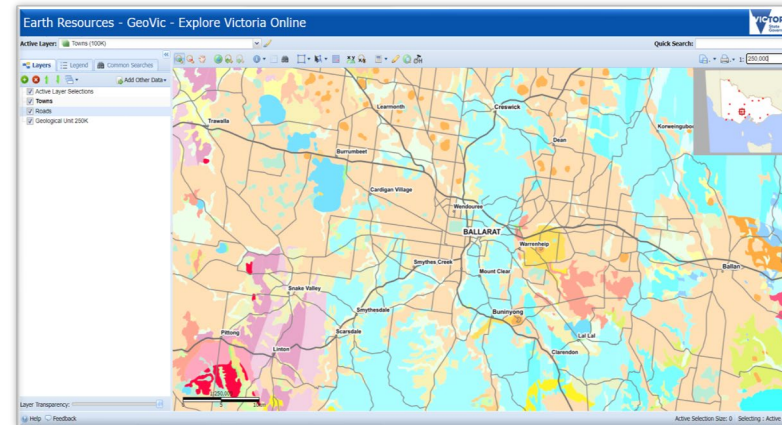




# Technical report content

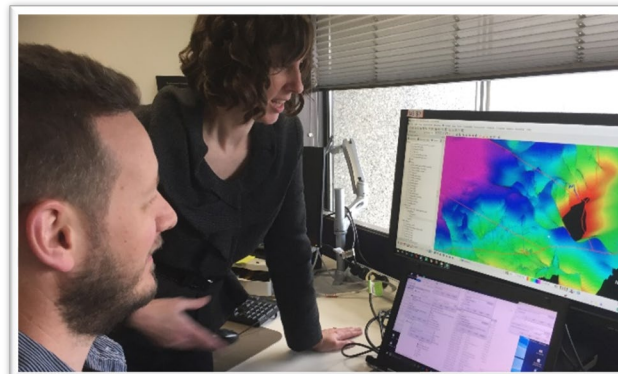
## Maps and plans

- Provide high quality maps and plans
- GeoVic may assist

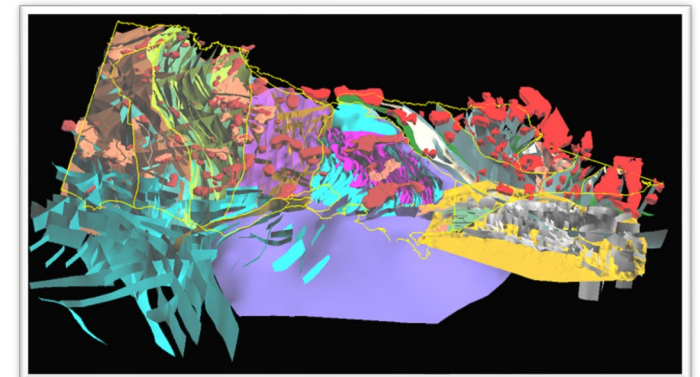


## Office-based activities

- Include sub-sections for each activity claimed
- Supply all associated documents and data



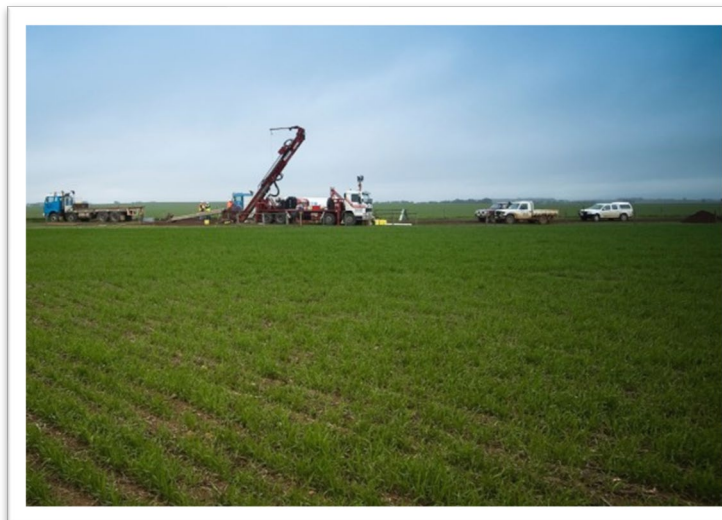
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# Technical report content

## Drilling, surface geochemical sampling and mapping data

- Describe all activities and include interpretations
- Submit all data in current templates
- Provide code translation files for all data
- Provide original laboratory and standard reference material certificates
- Report pXRF and laboratory data in separate files

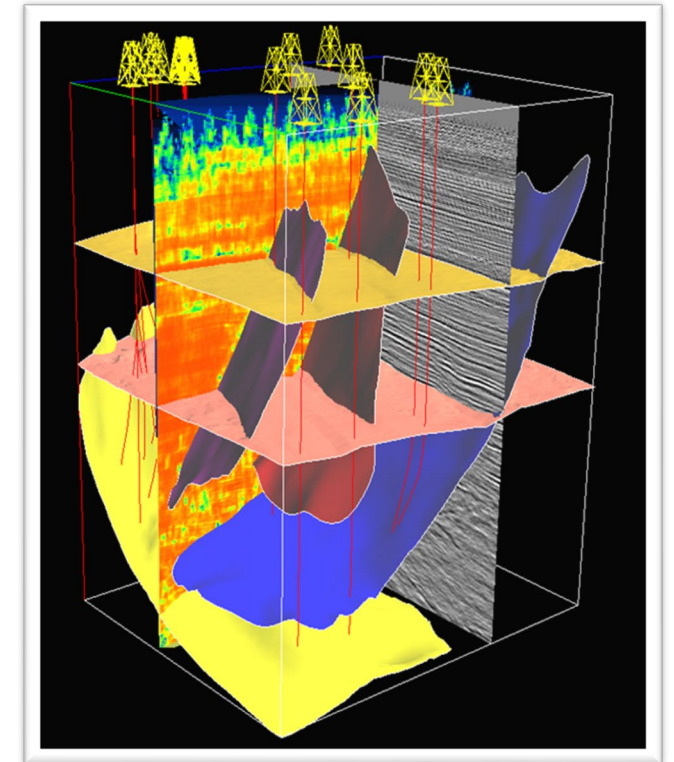
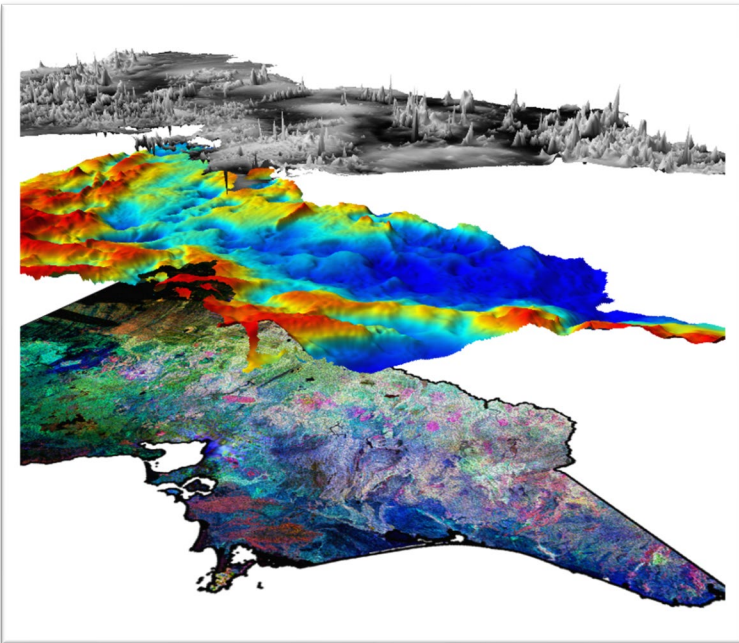




# Technical report content

## Geophysics and remote sensing

- Provide all contractor data files and reports (raw and processed data)
- Ensure file formats comply with reporting requirements
- Include derivative datasets, interpretations and recommendations



# Quality information – the key to success



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Come visit us at the Resources Victoria booth for more information

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# Questions?

Geological Survey of Victoria Tenement Geoscientists

[gsv.mineraltenements@deeca.vic.gov.au](mailto:gsv.mineraltenements@deeca.vic.gov.au)

Resources Victoria Website

<https://earthresources.vic.gov.au/legislation-and-regulations/compliance-enforcement/reporting-expenditure/exploration-reporting-guidelines>