# Community Engagement Guidelines for Mining and Mineral Exploration

## Appendix 5: Submission checklist for CE Plan

### Mining licences

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| **Requirements** | **Yes** | **No** |
| Have you provided a summary of previous community engagement activities? |  |  |
| Have you identified the impacts and interests of the community?  |  |  |
| Have you identified and described your community? |  |  |
| Have you identified community attitudes? |  |  |
| Have you identified community expectations? |  |  |
| Have you identified at what stages of the project the community will be engaged? |  |  |
| Have you listed the methods and techniques of engagement that will be used? |  |  |
| Have you described how and when the communication of information will be delivered to the community? |  |  |
| Have you described how the community is able to provide feedback to the licensee? |  |  |
| Have you demonstrated how community concerns and input will contribute to decision making?  |  |  |
| Have you detailed how complaints and communications will be handled? |  |  |
| Have you detailed how your community engagement practices will be evaluated? |  |  |

### Prospecting licences

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| --- | --- | --- |
| **Requirements** | **Yes** | **No** |
| Have you provided a summary of previous community engagement activities?  |  |  |
| Have you identified and described your community?  |  |  |
| Have you described how and when the communication of information will be delivered to the community? |  |  |
| Have you described how the community is able to provide feedback to the licensee? |  |  |
| Have you detailed how complaints and communications will be handled? |  |  |