Application to Undertake Well Activities Cover Sheet   
(Victorian Coastal Waters)

Form

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Part 1 – Submission details** (principal document only) | | | | | | | | | |
| Titleholder | | Insert name of sole or nominated Titleholder – reference Victorian OPGGS Act 2010, Section 790 | | | | | ACN | | |
| Title number(s) | |  | | Well Name(s) | | |  | | |
| Titleholder address | |  | | | | | | | |
| Document title (submitted) | |  | | | | | | | |
| Document No.(submitted) | |  | Revision No. | |  | Revision Date | |  | |
| Reason for submission | |  | | | | | | | |
| WOMP title (in force) | |  | | | | | | | |
| WOMP no. (in force) | |  | Revision No. | |  | Revision Date | |  | |
| **Submission type** (check all that apply) | | | | | | | | | |
| Approval to undertake specific well activities in accordance with Reg 247W(1) of Victorian OPGGS Regulations 2021: | | |  | | | | | | |
| Type: | Well drilling (a) | | | | | | |  | and or; |
|  | Testing (b) | | | | | | |  | and or; |
|  | Well completion (c) | | | | | | |  | and or; |
|  | Abandonment or suspension of a well (d) | | | | | | |  | and or; |
|  | Well intervention (e) | | | | | | |  |  |

| **Part 2 – Planned schedule** | | | |
| --- | --- | --- | --- |
| Scheduled commencement date |  | Estimated duration |  |

| **Part 3 – Details of individual making submission** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Individual |  | | Signature |  | | |
| Position |  | | Submission Date | |  | |
| Employer |  | | | | | |
| Australian address | |  | | | Phone |  |
| Email | |  | | | Fax |  |

| **Part 4 – Items for completeness** | | **Yes ✓** |
| --- | --- | --- |
| 1 | The submission is being made by the sole Titleholder, or nominated Titleholder where there is more than one registered holder of the title – reference Victorian OPGGS Act (2010), Section 790 |  |
| 2 | There is a cover letter (or this form) seeking approval by NOPSEMA under the Victorian OPGGS Act 2010 and Regulations 2021 (Note 1) |  |
| 3 | The application includes a description of the proposed well activity and proposed timetable in accordance with Regulation 247W(2) of the Victorian OPGGS Regulations 2021. |  |
| 4 | 1 electronic copy submitted (Notes 4,5) |  |

| **Part 5 – Issue resolution** | | | | | | | | |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Issues with item(s) | List item No(s) | | were discussed with | | Enter NOPSEMA contact | | on | Click for date | |
|  |  | |  | |  | |  |  | |
|  | |  | |  | |  | | | |
| Issues with item(s) | List item No(s) | | were discussed with | | Enter NOPSEMA contact | | on | Click for date | |
|  |  | |  | |  | |  |  | |
|  | |  | |  | |  | | | |
| Issues with item(s) | List item No(s) | | were discussed with | | Enter NOPSEMA contact | | on | Click for date | |
|  |  | |  | |  | |  |  | |

Notes

* 1. This form is for use by a titleholder as a cover sheet for submissions to NOPSEMA for applications for approval to undertake well activities (AAUWAs) in Victorian coastal waters, in accordance with the Victorian OPGGS Act (2010) and Regulations (2021).
  2. The titleholder should complete Parts 1, 2 and 3 and 4 for submissions.
  3. For any item in Part 4 that the titleholder is unable to answer in the affirmative, the titleholder should contact NOPSEMA and complete Part 5.
  4. Electronic version of submission should be in Adobe Acrobat file format, fully searchable and unprotected.
  5. Submission of electronic copies (preferred) should be made via secure file transfer at <https://securefile.nopsema.gov.au/filedrop/submissions>. No hard copies are required.
  6. The proposed well activity may not commence until NOPSEMA has given its approval in accordance with Regulation 247Y of the Victorian OPGGS Regulations 2021.
  7. The Titleholder may also require separate approvals for the activity as per relevant State legislation.

Privacy notice

NOPSEMA collects your personal information so that it can administer the OPGGSA and associated regulations. If you do not provide your personal information, NOPSEMA will not be able to contact you in relation to your submission.

NOPSEMA will notuse or disclose your personal information for any other purpose without your consent, unless it is required or authorised by law, or relates to NOPSEMA’s enforcement activities. Your personal information may be disclosed to the following organisations, entities or individuals:

* individuals who make a request under the *Freedom of Information Act 1982*
* the Australian National Audit Office and other privately-appointed auditors
* other law enforcement bodies (for example, the police or the Coroner)
* NOPSEMA’s legal advisors.

NOPSEMA my occasionally be required to disclose information to overseas recipients in order to discharge its regulatory functions or exercise its regulatory powers.

Information about how you can access, or seek correction to, your personal information is contained in NOPSEMA’s APP Privacy Policy at [www.nopsema.gov.au/privacy](http://www.nopsema.gov.au/privacy). If you have an enquiry or a complaint about your privacy, please contact NOPSEMA’s Privacy Contact Officer on 08 6188 8700 or by email at [privacy@nopsema.gov.au](mailto:privacy@nopsema.gov.au).