



1. Purpose

To provide advice to members of the public for consideration in preparing and submitting comments on Offshore Project Proposals (OPP).

2. Background

OPPs are required for all new petroleum development projects in Commonwealth waters. OPPs are subject to a mandatory period of public comment as part of the assessment process, providing transparency and an opportunity for interested members of public to comment on the project.

In accordance with the Offshore Petroleum and Greenhouse Gas Storage (Environment) Regulations 2009 (Environment Regulations), NOPSEMA must determine whether an OPP is suitable for publication and, if deemed suitable for publication, subsequently provide an opportunity for members of the public to provide comment on the OPP for a minimum of four weeks. NOPSEMA requires proponents of OPPs to consider public comments received by NOPSEMA, make modifications to the OPP if required and submit a final copy of the OPP to NOPSEMA for assessment.

Specifically, the proponent prepares a summary report that must be submitted to NOPSEMA along with a copy of the proposal of all comments received that:

- assesses the merits of each objection or claim about the project or any activity that is part of the project
- provides a statement of response or proposed response to each objection or claim, including a demonstration of the changes, if any, that have been made to the OPP as a result of an objection or claim.

3. Invitations for comment

Once NOPSEMA has decided that an OPP is suitable for publication in accordance with the Environment Regulations, NOPSEMA will publish on its website:

- a copy of the OPP
- an explanation of how to provide comments (this document)
- the closing date for the comment period.

Invitations to comment on OPPs can be found on the NOPSEMA website at:

<http://www.nopsema.gov.au/environmental-management/assessment-process/offshore-project-proposals/>

The proponent undertaking the activity is required to also publish a notice inviting comment on the OPP on its website and in national, state and regional newspaper.

NOPSEMA will accept public comments received prior to the closing date published on NOPSEMA's website in order to be considered by the proponent. Comments should be provided at the following



link, which is also available on NOPSEMA's webpage.

<https://securefile.nopsema.gov.au/filedrop/comment>

Submissions may also be posted to the following addresses:

Courier to:	Submissions NOPSEMA Level 8 58 Mounts Bay Road PERTH 6000 Western Australia	Post to:	Submissions NOPSEMA GPO Box 2568 PERTH 6001 Western Australia
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Or

Email: submissions@nopsema.gov.au

Comments sent by post need to be stamped with the closing date to be considered.

4. Ensuring your comments are effective

It is important that submissions of public comments on OPPs are in written form and are relevant to the project or any activity that is part of the project. Prior to making a written submission, the advice below should be considered.

Submissions should:

- reference the OPP title and proponent
- clearly state any objections or claims including the reasons for the objections or claims about the project or any part of the project
- be clear, succinct and refer to relevant sections of the OPP
- provide references to any source(s) of information that support the objection or claim, including references to any factual data such as scientific reports
- clearly label any photographs, maps or sketches if they are used
- state the reasons why you believe the information is incorrect or incomplete, referring to information that supports your claims
- provide clear contact details in the event the proponent needs to seek clarification on the submission, or if you wish to be considered for ongoing consultation
- provide comments by the due date.

If you wish to know more about the process of providing public comment on OPPs, or to access environmental advice documents please visit the NOPSEMA website or email NOPSEMA (environment@nopsema.gov.au).



For further information on which activities require an OPP and/or the OPP assessment process, please refer to NOPSEMA's OPP Assessment Policy (N-04790-PL1650) and OPP Content Requirements Guidance Note (N-04790-GN1663) which are available from NOPSEMA's website: www.nopsema.gov.au

5. Privacy notice

The Offshore Petroleum and Greenhouse Gas Storage (Environment) Regulations 2009 (the Environment Regulations) require NOPSEMA to publish an accepted copy of a proponent's OPP including the summary report of public comments on its website.

If you provide comments on an OPP, your information may be contained in the summary of consultation that is provided to NOPSEMA by the proponent as required by the Environment Regulations. If you do not want your personal information to be published in an OPP or wish to provide your comments anonymously, you should make this known to NOPSEMA when you provide your comments.

If you do provide your personal information to NOPSEMA and they are included in an OPP, NOPSEMA will not use or disclose your personal information for any other purpose without your consent. NOPSEMA may use or disclose your personal information if it is required or authorised by law or it is reasonably necessary for an enforcement activity. For example, your personal information may be disclosed to:

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

NOPSEMA may occasionally be required to disclose information to overseas recipients in order to discharge its functions or exercise its powers, or to perform its necessary business activities.

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. 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.