Well operations management plan submission cover sheet

(Victorian Regulations)

Form

Document No: N-04650-FM1968

Date: 19/10/2022

| **Part 1 – Submission Details** (principal document only) | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Titleholder | Insert name of sole or nominated Titleholder per  Section 790 of the Victorian OPGGS Act (2010) | | ACN |  | | | |
| Title Number(s) |  | Well Name(s) |  | | | | |
| Titleholder Address |  | | | | | | |
| Document Title |  | | | | | | |
| Document No. |  | Revision No. |  | Revision Date | |  | |
| Reason for submission |  | | | | | | |
| **Submission Type (check all that apply)** | | | | | | | |
| Application for acceptance of WOMP, Regulation 247F. | | | | |  | | ☐ |
| Application for acceptance of Variation of WOMP, Regulation 247K. | | | | |  | | ☐ |
| Application for acceptance of Variation of WOMP as required by NOPSEMA, Regulation 247N. | | | | |  | | ☐ |



| **Part 2 – Details of Individual Making Submission** | | | | | |
| --- | --- | --- | --- | --- | --- |
| Individual |  | | | Signature | |
| Position |  | | | | |
| Employer |  | | | | |
| Australian Address | | |  | | |
| Email | |  | | Phone |  |

| **Part 3 – 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 and Regulations (Note 1). |  |
| 3 | The submission is prepared in accordance with the ‘criteria for acceptance of well operations management plan’ as set out at Section 247H(1) of the Victorian OPGGS Regulations. |  |
| 4 | The submission contains the required ‘contents of well operations management plan’ as set out at Section 247I(1) of the Victorian OPGGS Regulations. |  |
| 5 | 1 electronic copy submitted (Notes 4,5). |  |

| **Part 4 – 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 | |
|  |  |  |  |  |  | |

**Instructions for use**

1. This form is for use by a titleholder as a cover sheet for submissions to NOPSEMA of new and revised well operations management plans (WOMPs) in Victorian coastal waters, in accordance with the Victorian OPGGS Act (2010) and Regulations (2011).
2. The titleholder should complete Parts 1, 2 and 3 for submissions.
3. For any item in Part 3 that the titleholder is unable to answer in the affirmative, the titleholder should contact NOPSEMA and complete Part 4.
4. Electronic version of submission should be in Adobe Acrobat file format, fully searchable and unprotected. Submission of electronic copy should be made via secure file transfer at <https://securefile.nopsema.gov.au/filedrop/submissions> or via email to [submissions@nopsema.gov.au](mailto:submissions@nopsema.gov.au).
5. Certain well activities (e.g., drilling, testing, completion, abandonment, suspension, intervention) require further submission and approval from NOPSEMA, in accordance with Victorian OPGGS Regulations 247V - 247Y.
6. 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 not use 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 may 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).