Well operations management plan submission cover sheet

Form

Document No:

Date: 05/10/2022

| **Part 1 – Submission Details** (principal document only) | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Titleholder | Insert name of sole, or nominated Titleholder - reference OPGGSA 2006, Section 775B | | 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 5.06 | | | | | |  |
| Revision based on circumstances, Regulation 5.10 | | | | | |  |
| Revision required by NOPSEMA, Regulation 5.11 | | | | | |  |
| Revision at end of 5 year period, Regulation 5.13 | | | | | |  |
| Revision in part of the WOMP, Regulation 5.14 (see Note 1)  Are there changes to the WOMP other than the revised part? Yes  No | | | | | |  |
|  |

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

| **Part 3 – Items for Completeness** | | **Yes ✓** |
| --- | --- | --- |
| 1 | Submission is being made by the sole Titleholder, or nominated Titleholder where there is more than one registered holder of the title – reference OPGGS Act 2006, Section 775B |  |
| 2 | There is a cover sheet (this form) seeking acceptance by NOPSEMA under the applicable regulations (Note 2) |  |
| 3 | 1 electronic copy submitted (instructions for use step 3) |  |

| **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).
2. The Titleholder should complete Parts 1, 2 and 3 for submissions.
3. 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).
4. 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.

**Note 1:**

Prior agreement from NOPSEMA must be obtained before submitting a revised part of the WOMP. If a revised part of the WOMP is agreed the submission must include the entire WOMP with the revised part clearly identified.

**Note 2:**

Regulations quoted in Part 1 – Submission Details, are extracts from Part 5 of the *Offshore Petroleum and Greenhouse Gas Storage (Resource Management and Administration) Regulations 2011.*

**Privacy notice**

NOPSEMA collects your personal information so that it can administer the OPGGS Act 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).