DATAMINE

PRACTICAL TENEMENT MANAGEMENT IN WA

This practical two-day course will equip you with the essential knowledge and tools to successfully and confidently manage your company's tenements and allow the directors to have confidence that their assets are secure.

COURSE CONTENT

ORGANISING PROCEDURES

- Procedures to minimise mistakes and secure tenure
- Tenement Management record keeping with relation to Corporations Law, Acts Interpretation Act, Mining Act and Mining Regulations
- Succession planning and business continuity
- Using Microsoft Excel and Word to improve efficiency

TENEMENT MANAGEMENT BASICS

- Basics of WA tenure
- Describing land areas under the Mining Act, Land Administration Act and the Parks and Reserves Act
- Outline of available tools and locations for obtaining data

EXCEL FOR TENEMENT MANAGEMENT

- Advanced Excel Training targeting specific tenement management requirements

TENEMENT APPLICATIONS

- Monitor tenure for acquisition opportunities
- Understanding the basic grid system
- Marking out and applying for tenure
- Application compliance requirements
- Compulsory notifications to Government bodies and other parties
- Objection reasons and processes

LANDTRACK

— Implications of Native Title, freehold and reserve land

COMMITMENT COMPLIANCE & EXPENDITURE REPORTING

— Accounting to comply with the Mining Act
— Expenditure allocation
— Allowable expenditure
— Drafting expenditure exemption applications
— Application for forfeiture - implications and how to avoid them
— Group reporting

SUCCESS STRATEGIES FOR TENEMENT COMPLIANCE

— Renewal requirements
— Success in Expenditure reporting and Exemptions
— Partial surrender of Exploration Licences
— Converting exploration tenure to Mining Leases
— Technical reporting
— Extension of Term

NAVIGATING NATIVE TITLE AND HERITAGE ACT

— Basic outline of Native Title and DMIRS policy and
— procedure
— The influences of Native Title in WA
— Overview of Aboriginal Heritage Act 1982

ENVIRONMENTAL COMPLIANCE

— Overview of environmental legislation
— Compliance with DMIRS environmental policy
— Procedure to monitor environmental obligations
— Project management for environmental consideration

WHO SHOULD ATTEND?

This course is designed for new Tenement Managers, anyone who is moving into a Tenement Manager role or Geologists who want a holistic understanding of Tenement Management. Participants should be familiar with the basics of Microsoft Excel and Word. In addition to the detailed course material and access to some of the sharpest minds in tenement management training, your price includes:

- A free 6-month Tenement Safety Net subscription (with conditions)
- Refreshments and lunch both days

WHAT TO BRING

- You will need to bring a laptop that can be connected to the wireless internet.
- Please pre-register for MTO and Tengraph prior to attendance and bring your user name and password

LOCATION

Level 19 140 St Georges Terrace, Perth WA

COURSE DATES AND BOOKINGS

To see available dates and to book, please see http://www.dataminesoftware.com

TESTIMONIALS FOR LANDTRACK SYSTEMS TRAINING

"I recently did the Practical Tenement Management in WA course run by LandTrack. The course was comprehensive, practical and run by people with a wealth of knowledge and experience. Highly recommended!"
- Molly, Fortescue Metals Group

"Before attending the Practical Tenement Management course, I had very little exposure to the world of tenement management. I now feel at the end of the 2 days that I have a greater understanding of the tenement regulations, and what my compliance obligations are and how to manage them all efficiently and accurately. The team at LandTrack are extremely enthusiastic to share their wealth of knowledge and have created a course that is practical as well as fun and interesting."
– Stephanie, Red 5

The following terms and conditions apply to all LandTrack System's Training including face to face classroom training, seminars, online seminars or online training.

BOOKING PAYMENT AND CONFIRMATION

Course prices are subject to change without notice and will be confirmed at the time of scheduling the course.
Quoted prices exclude GST.
Booking is confirmed to the training course once full payment has been received by LandTrack Systems.

TRAINING PRE-REQUISITES

It is essential that all training prerequisites are fulfilled in advance, as the session will not allocate time to review assumed knowledge.

BOOKING CANCELLATIONS, TRANSFERS AND REFUNDS

Bookings may be cancelled at any time however refunds are subject to the following terms:

- Cancellation 14 days or more prior to training commencement: full refund
- Cancellation 3 to 13 days prior to training commencement: 50% refund
- Cancellation less than 3 days prior to training commencement: no refund
- Student withdrawal during the course: no refund

Transfer of an individual's training booking may be requested at any time prior to training commencement. Please inform LandTrack Systems in writing of such a change.

TRAINING CANCELLATION BY LANDTRACK SYSTEMS

LandTrack Systems reserves the right to cancel training at its sole discretion. Alternate dates or refunds will be offered to confirmed and fully paid attendees.

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COURSE CONTENT

Unless otherwise specified, the course content is not certified by industry body.

SPECIAL OFFERS

LandTrack Systems may offer access to one or more of our software products to attendees ('Special Offers'). These Special Offers are subject to the usual terms and conditions of those products. Special Offers are not available to prior or existing licence holders of those products. Additional restrictions to the access and use of these products may apply; these will be outlined in all confirmation emails.