



ATAR—Annual title assessment reports—Petroleum titles

Part 3 of the *Offshore Petroleum and Greenhouse Gas Storage (Resource Management and Administration) Regulations 2011* (the RMA Regulations) sets out the requirements for titleholders to submit an annual title assessment report ('ATAR').

Which titles require the submission of an annual title assessment report?

The collective registered holders of any of the following titles are responsible to submit an annual title assessment report:

What must I include in an annual title assessment report?

To assist titleholders NOPTA has developed ATAR model templates. These are available for each title type:

- [Exploration Permit](#)
- [Retention Lease](#)
- [Production Licence](#)

or alternatively are available at <http://www.nopta.gov.au/forms/templates.html>.

The ATAR templates reflect the information required by regulations 3.06, 3.07 and 3.08 of the RMA Regulations to be included in the ATAR.

Other information, while not explicitly required to be included in an ATAR, may be included to assist explaining the geological understanding of the title area (e.g. seismic reprocessing).

When must I submit an annual title assessment report?

An ATAR must be submitted **30 days** after the anniversary date of the title.

NOPTA may approve another period (an Agreed Date) in which to submit an ATAR upon a written request by a titleholder.

If a notice is issued requiring the submission of an ATAR for a period of less than 12 months, the timeframe to submit the ATAR will be specified in the notice.

What is the anniversary date for your title?

The anniversary date for a title, is the date on which the title was originally granted.

The anniversary date for a renewed title is the date the renewal is granted (new anniversary date).

Please note: The grant date for a renewal application approved prior to the original expiry date is the day after the original expiry date (same anniversary date as the original title). The grant date for a renewal application approved after the original expiry date is the day the renewal was granted (new anniversary date for the title).

What period must be covered in an annual title assessment report?

The first ATAR must cover the first 12 month period of the term of the title, commencing on the date the title was granted. All subsequent ATARs must also cover a 12 month period beginning on each anniversary date.

An ATAR is required to be submitted for each 12 month period, while the title remains in force. This includes the period after a renewal application has been submitted but not yet decided.



What is the effect of a suspension or a suspension and extension on the timeframe and submission of an annual title assessment report?

There is **no** effect on either the period to be covered in the ATAR, nor when the ATAR must be submitted.

The ATAR must still cover a period of 12 months and be submitted within 30 days after the anniversary date.

This may mean that the period covered by the ATAR does not align with the timeframe of the work program years and may need to be lodged in the middle of a work program year.

I have applied to surrender a title, is the ATAR still required to be submitted?

Where relevant or convenient, surrender applicants may choose to submit their ATAR in support of the surrender application. If the ATAR is not submitted with the surrender application, the final ATAR is still required to be submitted within 30 days after the anniversary date while the title is still in force.

When will an ATAR cover a period which is less than 12 months?

NOPTA may issue a notice requiring the submission of an ATAR to cover the period that was less than 12 months. The decision to issue a notice is on a case by case basis.

I have more than one title so what can I do to simplify reporting obligations?

If you hold more than one title (of the same type) and the registered holders of each title are the same (subsidiaries of the same parent company are considered the same) in each title, you may seek permission from NOPTA to combine the ATARs for those titles, even if they are in different offshore areas, into a single document.

Should permission be granted, NOPTA will specify the following details for the combined ATAR:

- Which titles may be in the combined ATAR
- Due date of the combined ATAR
- Any other relevant information for the combined ATAR

The submission of the combined ATAR will only be valid for the term of the titles. Any ownership changes will require a new application for permission to combine the titles.

If permission has been granted for a combined ATAR, the minimum information as per each type of title specified in the templates must still be provided in the combined ATAR.

What happens if I cannot submit an annual title assessment report on time?

In certain circumstances, an extension may be given. If you find that you will be unable to submit your ATAR on time. If an extension is needed an extension request may be submitted to reporting@nopta.gov.au prior to the due date.

How and where do I submit annual title assessment reports?

ATARs can be submitted electronically to reporting@nopta.gov.au or in hard copy to NOPTA's Perth office.

More information

If you have any questions regarding your ATAR, please contact reporting@nopta.gov.au

Please note: This document is intended as a guide only and should not be relied on as legal advice or regarded as a substitute for legal advice in individual cases.

Version History

Version	Date	Comment
2.0	11/05/2017	Update to include model template and clarify 'anniversary date'.
1.0	14/10/2012	Initial factsheet to assist titleholders with RMA Regulation requirements.