



# Annual compliance program

## 1. Purpose

The purpose of this document is to provide an overview of the nature and scope of the National Offshore Petroleum Titles Administrator's (NOPTA) external annual compliance activities.

### 1.1 Relevant legislation

- [Offshore Petroleum and Greenhouse Gas Storage Act 2006 \(OPGGSA\)](#)
- [Offshore Petroleum Greenhouse Gas Storage \(Resources Management and Administration\) Regulations 2011 \(RMA Regulations\)](#)

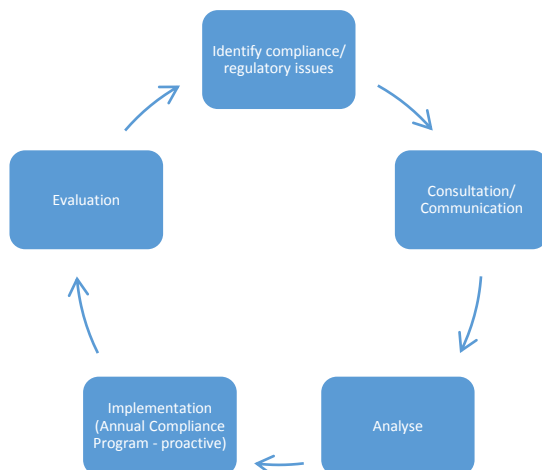
## 2. Annual compliance program

A key component of NOPTA's compliance and enforcement strategy is the annual compliance program which monitors and assists titleholders to comply with the legislative requirements. The program uses the graduated, risk based approach as provided for by the NOPTA 'Compliance and enforcement policy'.

The NOPTA annual compliance program includes two main aspects; proactive and reactive compliance activities.

### 2.1 Proactive compliance activities

The cycle of NOPTA's proactive compliance activities is depicted below.



NOPTA conducts themed compliance activities i.e. targeting a specific title type, compliance issue or subject matter. Where it is identified that these activities may impact titleholders the target area will be communicated to titleholders. NOPTA will select titles, taking into account the titleholders (size, experience, compliance history and stance), age and maturity of titles and the need to review titles across different offshore areas.

NOPTA's proactive compliance activities involve activities such as reviewing titleholder's progress and records against the legislative requirements and approved title conditions. For example reviews of (not exclusive):

- conditions of title (including work programs)
- field development plans
- rates of recovery
- statutory directions, and/or
- submission of data.

A continuing focus of NOPTA is to conduct reviews on the information provided by titleholders as part of their data submission requirements. This includes making sure titleholders comply with the submission timeframes and information requirements specified in the legislation. The majority of reviews consider reports which are received by NOPTA and if further information is needed this is discussed with the titleholder.

In conjunction with conducting compliance checks on data and reports submitted under the legislation this process also assists NOPTA to identify additional target areas for inspection. The identification of target areas evolves as NOPTA gathers information about compliance issues and risk areas.

### 2.2 Reactive compliance activities

In some circumstances NOPTA is required to conduct investigations. Investigations are reactive, resulting from identified instances or allegations of non-compliance. These may arise from scheduled compliance activities, or other means such as information provided by internal or external stakeholders. All reactive compliance activities are conducted in accordance with the [NOPTA Compliance and Enforcement Policy](#).

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### 3. NOPTA compliance and enforcement policy

Compliance and enforcement activities undertaken as part of NOPTA's Annual Compliance Program will be consistent with NOPTA's Compliance and Enforcement Policy. This policy is published on [NOPTA's website](#).

### 4. Statutory powers of the Titles Administrator and Inspectors

While the annual compliance program focuses on NOPTA's policy to encourage voluntary compliance and to help titleholders to comply, the Titles Administrator may use its statutory powers to request information from titleholders. For example, those available under Part 7.1, Division 3 of the OPGGSA, specifically section 699, to request information and documents from titleholders.

Also, in certain circumstances, NOPTA may utilise inspectors appointed under the OPGGSA to assist with activities under the compliance program.

### 5. Communications with titleholders

NOPTA publishes documentation on its website, and undertakes industry consultation, to make sure that titleholders are aware of their obligations under the legislation. This communication is aimed at educating titleholders with regard to the Joint Authority's and NOPTA's expectations.

During any proactive compliance activity or investigation, NOPTA will communicate with the titleholder to make sure they understand how the activity or investigation is progressing. In order to do this, in its initial communication, NOPTA will ask the titleholder to nominate a contact point for all requests from NOPTA. NOPTA will also nominate a case officer who the titleholder can direct their queries to.

#### 5.1 Outcomes

Once the process has been finalised, the titleholder will be notified, in writing, of the outcome. This notification will provide details of what was found and highlight any issues addressed. If any enforcement action is needed, this will be addressed in accordance with the [NOPTA Compliance and Enforcement Policy](#).

### 6. Timeframe

The timeframe of each type of compliance activity, proactive and reactive, varies case by case as it is dependent on the subject being reviewed/ investigated.

### 7. Further information

For further information please contact:

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### Document Control

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