

# PIPELINE LICENCE APPROVAL PROCESS OVERVIEW

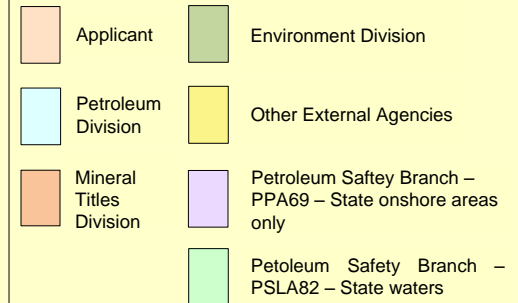
This process is Quality Management System Certified to ISO 9001:2008 standard

Dated: 27 May 2014

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**Definitions**

DMP – Department of Mines and Petroleum  
 DPaW – Department of Parks and Wildlife  
 EPA – Environment Protection Authority  
 PEB – Petroleum Environment Branch  
 PSB - Petroleum Safety Branch  
 PPA69 – Petroleum Pipelines Act 1969  
 PSLA82 – Petroleum (Submerged Lands) Act 1982  
 RDL – Department of Regional Development and Lands



**APPLICANT**

**PETROLEUM DIVISION**

**OTHERS**

**Screening Stage (10 days)**

- Submit online (via PGR):
  - Application for Pipeline Licence
  - Application fee
  - Status of EPA approval and any other Government approval
  - Provide one (1) paper copy and three (3) CD copies of the application and attachments
  - Provide coordinates of proposed pipeline route and Licence area in ArcGIS shape file format
  - Maps depicting the proposed pipeline route and Licence area

**Petroleum Tenure and Land Access Branch**

- Receives and stamps application
- Conduct preliminary check for completeness of application details
- Determine whether the applicant is producer or not. If not, first right of refusal to producer action needs to be taken. Should producer exercise that right then this application is refused. If right not exercised, this application continues (PSLA82 only)

- Applicant**
- Negotiate with Producer
  - Submit new application

**Petroleum Tenure and Land Access Branch**

- If application is refused, based on whether the applicant is the producer, advise applicant of the decision

**Petroleum Tenure and Land Access Branch**

- If application is accepted, proceed to the Assessment Stage

Refused

**Assessment Stage (70 days)**

- Provide additional information and support documentation as required

**Strategic Business Development Branch**

- Create a map of the proposed pipeline route for advertising

**Petroleum Tenure and Land Access Branch**

- Publishes gazette notice advertising receipt of application

- Liaise as required

**Strategic Business Development Branch**

- Easements and any other forms of land tenure identified
- Prepare schedule of Land Tenure status affected by proposed route
- Notifies route of Pipeline application to Mineral Titles Division/Tengraph on File Notation Annotation layer

**Petroleum Tenure and Land Access Branch**

- Assess the design and construction information for the proposed pipeline
- Review work and expenditure details and construction timeline
- Assess the technical qualifications of the applicant, employees and proposed contractors for verification of suitability
- Request addition information if required
- Define components to be incorporated into the Basis of Design in Annexure C of the licence instrument

**Mineral Titles Division/Tengraph**

- Note the proposed route of pipeline

- Prepare and submit further information as requested

**Petroleum Tenure and Land Access Branch**

- Prepare Native Title notifications (Specifically for PSLA82)

**Petroleum Tenure and Land Access Branch**

- Refer application to Petroleum Environment Branch and Petroleum Safety Branch

**Petroleum Safety Branch**

- Review and evaluate technical information
- Liaise with Applicant
- Provide response and advise if a pipeline safety case has been submitted for the construction phase

**Petroleum Safety Branch**

- Evaluate technical information
- Liaise with applicant
- Provide response and advise if a pipeline Safety Management Plan has been submitted for the construction phase

**Petroleum Environment Branch**

- Assesses Environmental Management Plan and/or Environment Plan and/or Environment Impact Statement
- Prepare feedback as required
- Prepare environmental clearance and licence conditions
- Liaise with applicant

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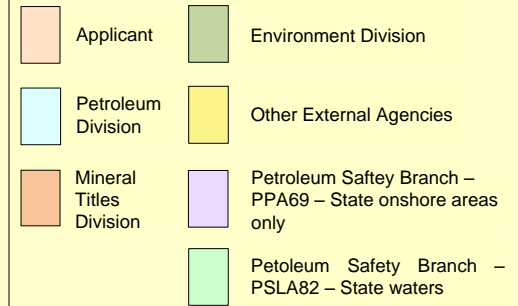
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**APPLICANT**

**PETROLEUM DIVISION**

**OTHERS**

• Prepare and submit qualifying/further information as requested

**Petroleum Tenure and Land Access Branch**

- Finalise details of Annexure C of the proposed Licence following receipt of any additional information

**Determination Stage (10 days)**

**Petroleum Tenure and Land Access Branch**

- Receive comments from all agencies and divisions
- Seek clarification for any technical inclusions in the licence document and any titles conditions to be imposed on the licence
- Prepare draft documents:- minute, instrument, advice for PPA69 and minute, offer instrument and advice for PSLA82

• Review and comment on any Environment Plan and/or Environment Impact Statement submissions

• Negotiate with the applicant

**Refuse**  
**Withdraw**

**Petroleum Tenure and Land Access Branch**

- Review draft documents

• Applicant withdraws application

**Petroleum Tenure and Land Access Branch**

- Finalise any outstanding clearances and licence condition recommendations obtained

• Receive offer/draft document  
 • Response required within 3 months (PSLA82)  
 • Response required within 30 days (PPA69)

**Draft Document/Offer**

**Petroleum Tenure and Land Access Branch**

- Send documents for signoff
- Post, email or arrange collection and acknowledgement of receipt
- Pend 30 days (PPA69) or 3 months (PSLA82) for acceptance of offer/confirmation of draft instrument

**State Minister/Executive Director Petroleum Division**

- Approve and sign offer/draft document

**Offer Accepted**

**Petroleum Tenure and Land Access Branch**

- Check request to grant agrees with offer/draft document and is within timeframes stipulated
- Prepare all grant documentation

**No Response**

**Petroleum Tenure and Land Access Branch**

- No response to offer under PSLA82 and application lapses
- Applicant advised
- No response to draft instrument under PPA69 and proceed with grant
- Advise applicant

• Receives advice of lapsed application

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<ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #f4a460; border: 1px solid black; margin-right: 5px;"></span> Applicant</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #add8e6; border: 1px solid black; margin-right: 5px;"></span> Petroleum Division</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #e9967a; border: 1px solid black; margin-right: 5px;"></span> Mineral Titles Division</li> </ul>	<ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #90ee90; border: 1px solid black; margin-right: 5px;"></span> Environment Division</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #ffff00; border: 1px solid black; margin-right: 5px;"></span> Other External Agencies</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #ccccff; border: 1px solid black; margin-right: 5px;"></span> Petroleum Safety Branch – PPA69 – State onshore areas only</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: #90ee90; border: 1px solid black; margin-right: 5px;"></span> Petroleum Safety Branch – PSLA82 – State waters</li> </ul>
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**APPLICANT**

**PETROLEUM DIVISION**

**OTHERS**

