



Regional
NSW

Annual Report Redaction Guide

Guide to requesting redaction of personal,
commercially sensitive, or proprietary information

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Contacts

Mining, Exploration and Geoscience

Department of Regional NSW

516 High St Maitland NSW 2320

PO Box 344 HRMC NSW 2310

Table 1: Website links for further information.

Subject	Website links
Key contacts	redaction@geoscience.nsw.gov.au
Exploration reporting	www.regional.nsw.gov.au/meg/exploring-and-mining/compliance-and-reporting

Overview

This guide provides information about what is considered to be proprietary or sensitive information for the purposes of the redaction provisions of the Annual Report Release Policy.

More information on the release of annual reports and affected authorities can be found in the Mining, Exploration and Geoscience (MEG) [Annual Report Release Policy](#), which should be read in conjunction with this guide.

Authority holder - steps to redaction

Table 2 outlines the steps authority holders should follow where they wish to redact a report. Information eligible for redaction is outlined in Appendix 1 and Appendix 2.

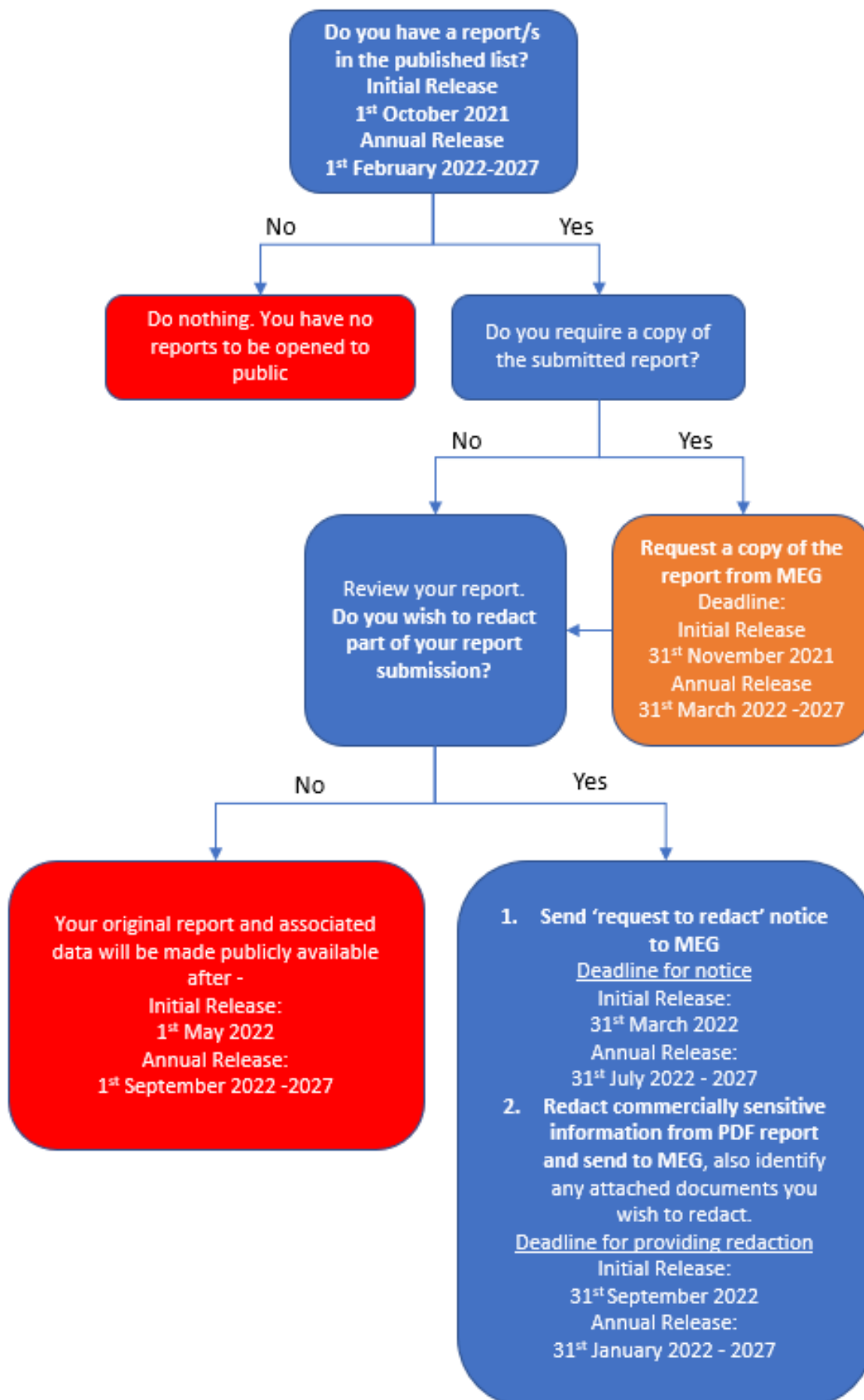
Table 2 Steps to supply a redacted report.

Step	Activity	Additional Instruction	Decision: Action
1	<p>Review the list of reports, published annually, eligible to be released and determine if you have report/s due for release.</p> <p>Note: A list of annual reports due for release will be published on the MEG website.</p>		<p>Yes: I have report/s listed – move to Step 2.</p> <p>No: I have no reports listed – do nothing until the next annual release date.</p>
2	Do I have a copy of the annual report with associated data?	See 'How to request a copy of the report' on the MEG website .	<p>Yes: I have a copy of the report and data – move to Step 3.</p> <p>No: I do not have a copy of the report or data. Request a copy of the report/data from MEG before the deadline specified in Figure 1.</p>
3	Do you wish to redact any part of the report?	See 'How to request to redact a report' on the MEG website .	<p>Yes: send a 'request to redact notice' to MEG, then move to Step 4</p> <p>No: you do not need to do anything further. Your report will be made publicly available.</p>

Step	Activity	Additional Instruction	Decision: Action
4	Redact the report and re-submit the redacted report to MEG.	<p>See Table 3: Details of report text and data that may be redacted.</p> <p>See Appendix 2 Annual Report Release – data</p> <p>See ‘How to re-submit a redacted report’ on the MEG website.</p>	Redact the report (the report will be in a PDF format) and attach the redacted report to your correspondence to MEG. Also identify if there are any attachments in the report that should be redacted.

Authority holders may use the decision tree in Figure 1 to guide them.

Figure 1 Authority holder decision tree.



Frequently asked questions

Do I have to redact annual reports that I have previously lodged?

No. It is your choice whether to redact any parts of an annual report that you have previously lodged.

Can information that was attached to an annual report be redacted?

Yes. Details of which attachments should be redacted must be provided to MEG. You can request redaction of attachments even if you have not requested redaction of the report itself.

What will occur if I have not supplied my redacted report within 12 months of publication of the reports list?

If no redacted report has been provided to MEG within 12 months of the publication of the report list, the annual report (as is, without redaction) will be released. Where a proposed redaction request is rejected and a revised redacted report is not submitted in the required timeframe, the original report will be released.

What will occur if I have not notified MEG that I want to redact information from a report within 6 months of publication of the reports list?

Where no notification of intention to redact is received by MEG within six months of the publication of the reports list, the original report will be released as is and without redaction.

Further questions?

Any questions can be addressed to:

redaction@geoscience.nsw.gov.au

Appendix 1 Exploration Reporting Guidelines – items eligible for redaction

Table 3 outlines information included in reports that is eligible for redaction. The table refers to previous exploration reporting guidelines to enable authority holders to cross-reference to the relevant guideline required and section of the report; for example, if your report was submitted in 2013, the 2012 guideline should be used.

Interim reports (six monthly) will not be released under the Annual Report Release Policy.

Digital data submitted before the introduction of exploration reporting templates

Where redaction is sought, in addition to a redacted pdf of an annual report, any exploration data (drillhole and surface geochemistry) that has not previously been submitted in the Exploration Reporting Templates, must be provided in the current templates. The current exploration reporting templates are at:

www.regional.nsw.gov.au/__data/assets/excel_doc/0005/1355936/ExplorationReportingTemplatesV4.5.xls

Table 3: Details of report text and data that may be redacted.

<u>Exploration Reporting Guide Year</u>	<u>Annual report section</u>	<u>Text that may be redacted</u> <u>Note: where this information appears in a different section of the report, this information may still be redacted.</u>
2016	Background	Personal information or contact details.
	Exploration completed in reporting period	Any text describing in-house developed methodologies or interpretations of results of exploration activities.
		Any text describing in-house developed methodologies or interpretations of results of external studies.
	Current and proposed exploration activity and expenditure table	Tables.
	Results and discussion	Any text describing interpretations of results.
		Plans and sections generated to illustrate interpretation of exploration results, significance of results, geological models.
	Additional requirements assessment leases	Details of metallurgical/washery/processing studies.
		Details of economic modelling or feasibility studies.
		Details of marketing studies.
		Any other assessment activities.
	Additional requirements for mining authorities (if applicable)	Production statistics for the reporting period including the amount of material mined and the amount of ore shipped.
		Description of current mining operations.
		Description of any assessment activities carried out in the reporting period.

<u>Exploration Reporting Guide Year</u>	<u>Annual report section</u>	<u>Text that may be redacted</u> <u>Note: where this information appears in a different section of the report, this information may still be redacted.</u>
		Summary of geological findings including the main results of activities conducted in the mine, such as geological, structural mapping and petrological and mineralogical studies. Information on stratigraphy, distribution and controls of mineralisation, alteration features, etc.
2012	Background	Personal information or contact details. .
	Exploration Completed in reporting period	Results/Discussion section which should include plans, section and data generated to illustrate the exploration results, any interpretation of results and significance of results, geological models. Conclusions reached and recommendations.
	Current and proposed exploration activity and expenditure table	Tables.
	Additional requirements assessment leases	Details of metallurgical/washery/processing studies.
		Details of economic modelling or feasibility studies.
		Details of marketing studies.
		Any other assessment activities.
Additional information for Mining Authorities	Production statistics for the reporting period including the amount of material mined and amount of ore shipped.	
	Description of current mining operations.	
	Description of assessment activities.	

<u>Exploration Reporting Guide Year</u>	<u>Annual report section</u>	<u>Text that may be redacted</u> <u>Note: where this information appears in a different section of the report, this information may still be redacted.</u>
		Summary of geological findings including the main results of activities conducted in the mine such as geological and structural mapping and petrological and mineralogical studies. Information on stratigraphy, distribution and controls of mineralisation, alteration features etc.
		External studies.
2012	Geophysical Survey Result Reports Background	Personal information or contact details.
	Exploration Completed - Results	Plans and profiles generated to illustrate the geophysical results, interpretation and conclusion. Interpretive results describing the outcomes and exploration impact of a geophysical survey.
2001	Main Body Text	Interpretation and conclusions of results.
		Sections.
	Current and proposed exploration activity and expenditure table	Tables.
1994	Summary or abstract	Exploration Methods used.
		Results and conclusion.

Appendix 2 Annual Report Release – data confidentiality period

Data eligible for redaction is outlined in Table 4. The table sets out examples of data types and associated confidentiality periods.

Where redaction is sought, in addition to a redacted pdf of an annual report any exploration data (drillhole and surface geochemistry) that has not previously been submitted in the current Exploration Reporting Templates, should also be provided. The current exploration reporting templates are at:

www.regional.nsw.gov.au/__data/assets/excel_doc/0005/1355936/ExplorationReportingTemplatesV4.5.xls

Table 4 Data guide – confidentiality period

Data Category	Data Item	Details	Able to be released after 5 years	Confidential for life of authority
Review and compilation activities	Geological interpretation, target generation and prioritisation	Initial geological model and exploration rationale used as basis of exploration	✓	
		New interpreted geological modelling based on exploration results used for ongoing exploration targeting		✓
	Modelling – 2D and 3D	Interpreted geological units, plans and sections including for lithology, structure, mineralisation, alteration, raw and clean quality etc. This includes all details of interpreted depths and thicknesses, modelling parameters, interpolation methods etc.		✓
Work on historical datasets	Digitisation of historical datasets	Raw compiled mapping, surface sampling and drilling data including site information, sample type and purpose, assay results, geological unit etc digitised from historical maps and other files	✓	

Data Category	Data Item	Details	Able to be released after 5 years	Confidential for life of authority
		Interpreted geological units, other point, linear and polygonal features, anomalies etc interpreted from digitised historical datasets		✓
	Resurveying of historical collars, re-assaying and relogging of historical drill core and sample pulps	<p>Raw compiled drilling data collected from resurveying historical collars including borehole name, coordinates, RL, total depth, datums, projections, dip and azimuth.</p> <p>Raw compiled sample details including sample name, borehole name, sample type and description, sample purpose and method, depth from and to, sample date, duplicate details etc and sampling results including laboratory details, sample preparation, analytical methods, detection limits, original laboratory certificates, details of laboratory and field duplicates, standards and blanks from resampled drill core or sample pulps (from drill core or surface samples).</p> <p>Observed compiled colour, rock type, weathering, bedding, alteration, weathering, mineralisation, veining, dictionary etc. from relogging of historical drill core or surface samples</p>	✓	
		Interpreted geological units, other point, linear and polygonal features, anomalies etc interpreted from resurveying and re-assaying of historical drill core and sample pulps		✓
Mapping	Field, geophysical and photogeological mapping	Observed field site information including coordinates, geology, structure, stratigraphy, alteration, mineralisation, mineralogy, weathering geophysical characteristics etc at observation points, and along line and polygon traverses. This includes strike and dip measurements.	✓	
		Interpreted geological units, other point, linear and polygonal features		✓

Data Category	Data Item	Details	Able to be released after 5 years	Confidential for life of authority
Surface samples - Field samples including rock chips, soil samples, stream sediment samples, etc.	Sample details	Observed sample site name, sample date, sample type and description, sample purpose, field duplicate details, coordinates, RL, datums, projections	✓	
	Sample geochemistry	Raw sampling results including laboratory details, sample preparation, analytical methods, detection limits, original laboratory certificates, details of laboratory and field duplicates, standards and blanks. This includes XRF details and all other portable analysis techniques.	✓	
	Geological logging	Observed colour, rock type, weathering, bedding, alteration, weathering, mineralisation, veining, structures, geological dictionaries etc.	✓	
	Rock properties	Raw rock properties such as magnetic susceptibility, density etc.	✓	
Drilling	Borehole locations	Borehole name, coordinates, RL, total depth, datums, projections, dip and azimuth	✓	
	Rehabilitation status	Details on rehab of borehole including but not limited to cementing, backfilling, capping, type/length of casing left in borehole, any objects left in borehole etc.	✓	
	Borehole metadata	Location accuracy, drilling company name, start / finish dates	✓	
	Downhole surveys	Inclination, azimuth, survey type, surveying company name, survey unique identifier, survey instrument, maximum deviation from vertical, survey computation method, distance and direction of deviation data etc.	✓	

Data Category	Data Item	Details	Able to be released after 5 years	Confidential for life of authority
	Geological logging	Observed colour, rock type, weathering, bedding, alteration, weathering, mineralisation, veining, structures, geological dictionaries etc.	✓	
	Geophysical and wireline logging	Raw downhole geophysical data such as magnetic susceptibility, density, resistivity, sonic logging, Acoustic Televiewer or Optical Televiewer data etc.	✓	
		Interpreted geological units, other point, linear and polygonal features and interpretation reports from downhole geophysical surveys		✓
	Geotechnical logging and sampling	Observed defects, strengths, surfaces, UCS, point load, slaking etc.	✓	
	Hyperspectral logging	Raw reflectance data and mineralogical data, along with metadata including data acquisition tool, NVCL reference etc	✓	
	Formation depths	Observed Formation names, depths	✓	
	Seam/ore details	Observed depths, thicknesses	✓	
	Sample details	Observed sample name, borehole name, sample type and description, sample purpose and method, depth from and to, sample date, duplicate details etc	✓	

Data Category	Data Item	Details	Able to be released after 5 years	Confidential for life of authority
	Sample geochemistry	Raw sampling results including laboratory details, sample preparation, analytical methods, detection limits, analysis dates, original laboratory certificates, details of laboratory and field duplicates, standards and blanks. This includes XRF details and all other portable analysis techniques.	✓	
	Core and chip photos	Raw photos of drill core and drill chips	✓	
	Water observations	Observed water level and flow data, including borehole name, location, depth, observation date	✓	
	Other sampling such as hydrogeochemistry etc	Raw sampling results including laboratory details, sample preparation, analytical methods, detection limits, analysis dates, original laboratory certificates, details of laboratory and field duplicates, standards and blanks	✓	
Geophysical surveys (non-seismic)	Includes all airborne and ground surveys for magnetics, gravity, hyperspectral etc.	Raw data and metadata from surveys, including grids, images, survey outlines, acquisition report and final line data provided by geophysical contractor	✓	
		Processed survey data and processing reports and imagery created from basic processing	✓	
		Interpreted geological units, other point, linear and polygonal features		✓

Data Category	Data Item	Details	Able to be released after 5 years	Confidential for life of authority
Remote sensing	Includes satellite, LiDAR, multispectral, hyperspectral etc.	Raw data and metadata from surveys, including grids, images, survey outlines, acquisition reports and final line data provided by geophysical contractor	✓	
		Processed survey data and processing reports and imagery created from basic processing	✓	
		Outcomes of interpretations including interpreted geological units, soils, vegetation etc and other point, linear and polygonal features		✓
Seismic surveys	2D and 3D seismic	Raw data and metadata from surveys, lines, bin grids survey outlines, acquisition report and final data provided by contractor etc.	✓	
		Processed survey data and processing report and imagery created from basic processing	✓	
		Interpreted geological units, other point, linear and polygonal features		✓

Data Category	Data Item	Details	Able to be released after 5 years	Confidential for life of authority
Resource and reserve estimates	Resource and reserve statement	Resource and/or reserves estimate to include a resource and reserve summary of the following factors: <ul style="list-style-type: none"> geology and geological interpretation sampling and sub-sampling techniques drilling techniques criteria used for classification, including drill and data spacing and distribution sample analysis method estimation methodology cut-off grade/s including basis for cut-off grade/s mining and metallurgical methods and parameters and other material modifying factors considered. 	✓	
	Resource and reserve modelling	Interpreted wireframes, cross sections, grids etc used to determine resource and/or reserve estimate		✓
	Resource and Reserve report	Full resource and reserve reports		✓
Metallurgical/washer y/processing studies	All studies related to mineral and other processing	All raw data and reports from processing studies including from ore characterisation, beneficiation, bulk sampling, washability studies etc.		✓
Economic modelling/feasibility studies	All studies related to economic modelling/feasibility	All raw data and reports from economic modelling and feasibility studies, this includes concept studies, pre-feasibility studies, bankability studies etc		✓
	Current mining operations	Summary of mining operations		✓

Data Category	Data Item	Details	Able to be released after 5 years	Confidential for life of authority
Mining operations and production statistics	Production statistics	Raw annual production statistics including amount of material mined and amount of ore shipped, concentrate and washed product shipped		✓
Geology findings in the mine	Geological mapping of faces and other areas throughout the mine area	Observed field site information including coordinates, geology, structure, stratigraphy, alteration, mineralisation, mineralogy, weathering geophysical characteristics etc at observation points, and along line and polygon traverses. This includes strike and dip measurements.	✓	
		Interpreted geological units, other point, linear and polygonal features		✓
Other activities	Rock property studies	All data and reports	✓	
	Petrographic studies	All data and reports	✓	
	Petrophysical studies	All data and reports	✓	
	Geotechnical surveys	All data and reports		✓
	Gas testing	All data and reports	✓	

Data Category	Data Item	Details	Able to be released after 5 years	Confidential for life of authority
Maps	Main report maps	Location maps, geological maps, surface sample location maps, drilling location maps, geophysical survey maps etc required in main report sections. Maps to include significant results and imagery from basic processing where relevant.	✓	
	Proposed exploration map	Map of proposed exploration activities and/or mining activities for the next reporting period.		✓

Appendix 3 Glossary

Table 5: Glossary of key terms in this guide.

Abbreviation	Description
AL	assessment lease
assessment lease	assessment lease (AL), assessment (mineral owner) lease (A(MO)L)
Commercially sensitive	Commercially sensitive and/or proprietary information that is not already publicly available through other means.
Confidentiality condition	Some old authorities have confidentiality period written into their licence conditions. On renewal these conditions are removed. Where an authority has a remaining confidentiality condition, this condition will take precedence over the Mining Regulations 2016.
Personal information	Personal information means information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion (<i>Privacy and Personal Information Protection Act, 1998</i>).
DiGS	A publicly accessible online collection of reports, publications, and data
MEG	Mining, Exploration and Geoscience
EROL	Exploration and Environmental Online Lodgement
exploration licence	Authorisation (Auth), Exploration Licence (EL), Exploration (Prospecting) Licence (EPL), Exploration (Mineral Owner) Licences (E(MO)L)
Flow on authority	For the purposes of this policy, a flow on is where an application for a new authority has been lodged or granted over the same ground (or part thereof), of a current authority and the ownership is retained for that subsequent new authority, even though the authority type may change e.g. MLA/ML lodged/granted over a previous EL or AL, an ALA/AL lodged/granted over previous EL, or a consolidated EL granted over previously separate ELs.
mining leases	Mining lease means a mining lease granted under Part 5 and includes a consolidated mining lease.
Published list of reports	The list of reports that have been lodged for more than five years. This list will be published on the MEG website in accordance with the dates in this document.
annual report	Annual exploration report including associated data submitted together with the report.