SOUTH AUSTRALIA

Government of South Australia
Department for Energy and Mining

Mineral exploration code of conduct

Engaging with landowners

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Acknowledgement of Country

As guests here on Kaurna land, the Department for Energy and Mining (DEM) acknowledges everything this department does impacts on Aboriginal country, the sea, the sky, its people, and the spiritual and cultural connections which have existed since the first sunrise. Our responsibility is to share our collective knowledge, recognise a difficult history, respect the relationships made over time, and create a stronger future. We are ready to walk, learn and work together.

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Introduction

This code of conduct outlines good practice for companies or individuals exploring for minerals on agricultural land. It is a tool to help them conduct activities in a way that creates respectful local relationships.

South Australia's lands are used for agriculture, tourism, mining and other industries. It's important that these multiple land uses are balanced.[1] Exploration should always be done with respect shown by all parties – exploration companies, communities and landowners alike. [2]

This code highlights key principles and activities that demonstrate good practice site management and relations. It complements existing legal regulatory requirements for exploration in South Australia; it does not replace them, and the code has no reporting requirement to the Department for Energy and Mining (DEM).

The purpose of this code is to:

- outline good practices that support cooperative multiple land use across the state where it includes the exploration sector
- suggest practical tasks to support good practice in early and advanced exploration
- facilitate cooperative, commercially oriented discussions between an exploration company and landowner.[3]

1 Land use in South Australia is varied and includes recreation, conservation, agriculture, fisheries, aquaculture, forestry, biodiversity, minerals and energy exploration, renewable energy production, housing, defence, tourism, manufacturing and infrastructure, and other uses. Agricultural land refers to the science or practice of farming, including cultivation of the soil for the growing of crops and the rearing of animals to provide food, wool, and other products.

2 The advice in this document applies principally to engagement with landowners within the agricultural sector. Specific advice on engaging with Aboriginal people in their capacity as native holders and claimants can be found separately. See: https://www.energymining.sa.gov.au/industry/minerals-and-mining/communities-and-land-access/native-title-and-aboriginal-land and MG25 Guidelines for explorers on Aboriginal engagement, good faith negotiation and agreement making.

3 This code will use the term landowner, acknowledging land holders are often involved as well. The code's aim is to support positive interactions between exploration companies, company contractors, and whomever is the current and legitimate land user, known as the landholder. This often involves a great diversity of arrangements between the landowner and the landholder, and it varies depending on the local arrangements. For this code, the term landowner refers to the landowner or landholder who has an arrangement with the landowner and is responsible for conducting activities on that land.

This document is made up of four sections:

- **Part A: Code of Conduct** – Principles that demonstrate good practice.
- **Part B: Following the code** – Actions and documents that will demonstrate you've followed the code.
- **Part C: Useful templates** – Templates that can help you document your performance.
- **Part D: Auditing tool** – For self or third-party assessment.

Why good practice?

The term 'good practice' refers to a business approach that is often recommended as a practical framework to drive improvement.

Mineral resources are owned by the state for the benefit of all South Australians. Because of this, the South Australian government expects all on-ground exploration companies to make stakeholder engagement an integral part of their activity, develop and maintain an ongoing process of engagement, and provide appropriate feedback to landowners.

Open communication from early in the exploration process helps relevant parties understand each other's interests and objectives. Both the exploration company and the landowner have obligations to support good local outcomes. This code, actions, templates and auditing tool encourage respectful relationships, reduce the potential for misunderstandings, and maximise opportunities for more efficient exploration on-ground.

This aligns with the government's multiple land use framework. It values collaboration and shared commitment as key to sustaining and diversifying rural and regional economies.[4]

Respecting other land uses as part of minerals exploration and development is good for the company, the community and the state.

4 For more on the multiple land use framework see: https://www.energymining.sa.gov.au/industry/minerals-and-mining/communities-and-land-access/mineral-exploration-and-land-access/multiple-land-use-policy-framework

Part A: Code of Conduct

The code of conduct is based on four key principles for good practice engagement with landowners. To demonstrate their adherence to these principles, explorers can carry out the actions in Part B.

All site personnel (staff and contractors) coming onto the land must be made aware of company exploration standards and follow the code of conduct principles.

Personnel should be given an induction briefing that includes information about biosecurity, the landowner's business, site-specific safe driving, respecting and adhering to access points, reporting property damage and all other appropriate matters.

Recommended induction training topics are outlined Part B: Following the code.

Key principles

1 Respectful relationships

Early and regular communication with the landowner that is informative, easy to understand, and transparent.

Good relationships between landowners and mineral explorers are important for creating cooperative multiple land uses in the state. Key to this is early and ongoing engagement with landowners. This helps create a predictable and respectful landowner relationship that is conducive to efficient on-ground exploration.

2 Good faith negotiation and agreement-making

Negotiation and agreement-making is done in good faith and information is shared appropriately.

Appropriate and early engagement sets a foundation for a professional relationship between landowners and explorers in securing land access for mineral exploration. For the state, this is key to future resource development if exploration discovers a viable mineral resource that could be developed either now or in the future.

3 Observe biosecurity requirements

Respect for the landowner's agricultural biosecurity.

It is critical that the exploration and mining sector ensure appropriate biosecurity requirements are maintained when working on other people's land. The companies must always follow the conditions of good biosecurity practices stipulated in their licence conditions, operating approvals and any land access conditions. See South Australia's Biosecurity Policy 2020-2023 and DEM's Biosecurity protocols for exploration and mining.

4 Minimise disturbance to the land and landowner

Minimise, or avoid where possible, the impact of exploration activities by listening and working with the landowner on reasonable concerns. Undertake final rehabilitation of the land in consultation with the landowner.

It is important to respect existing landowner rights and minimise potential negative impacts to the land and/or landowners.

Part B: Following the Code

1. Respectful relationships
2. Good faith negotiation and agreement-making
3. Observe biosecurity requirements
4. Minimise disturbance to the land and landowner

This section outlines a series of recommended actions to demonstrate you have adhered to the code. Part C: Useful templates offers optional templates that could be used to document your actions.

1 Respectful relationships

1.1 Early and regular communication with the landowner that is informative, easy to understand and transparent.		
Action	Supporting documentation	✓
1.1.A – Keep a record of all meetings and interactions with the landowner, dates, what was discussed, and any specific biosecurity requirements. Share the record with the landowner.	▪ Template 1 – Landowner Communication Record (Known from here as Template 1, this document will act as a central place to store all details on all interactions throughout the project) ▪ A specific meeting log for biosecurity discussions	☐ ☐
1.1.B – Give the landowner an overview of the program for environmental protection and rehabilitation (PEPR) and basic project map of the proposed exploration activities, including features listed in Template 3. Send via recorded mail or in person. Follow up with an email or phone call to confirm receipt of information.	▪ Template 2 – Approved PEPR overview ▪ Template 3 – Limiting on-site impacts ▪ Template 4 – Project map ▪ Record of registered mail, email or meeting	☐ ☐ ☐ ☐
1.1.C – Record notes of any inputs or concerns the landowner may have had in the meeting, including how these will be addressed and managed.	▪ Outline concerns and how they've been addressed in Template 1	☐

1. Respectful relationships (continued)

1.2 Provide the landowner with all required documents including the exploration licence, conditions and PEPR document.		
Action	Supporting documentation	✓
1.2.A – Provide the landowner with the exploration licence and conditions. 1.2.B – Provide the generic exploration PEPR or PEPR approved by the department to the landowner. 1.2.C – When providing the Notice of Entry (NOE) to a landowner, provide a copy of the department's MG4 Land rights, access and engagement and all required information sheets: [5] ▪ M68 Notice of entry: your rights ▪ M69 Agreement-making and compensation: your rights ▪ M70 Exempt land: your rights ▪ M71 Exempt land: court-imposed conditions and compensation ▪ M72 Exempt land: supporting landowners with legal fees ▪ M73 Applying to the small business commissioner: your rights 1.2.D – Provide the landowner with contact details of support services including the Landowner Information Service and the Small Business Commissioner's dispute resolution service. [6] 1.2.E – Send via recorded post and follow up with an email or phone call.	▪ Continue using Template 1	☐

5 DEM will provide the specific guidelines to these depending on the specific project if requested; they are at: https://energymining.sa.gov.au/minerals/mining/legislation_and_guidance/regulatory_guidelines.

6 The Landowner Information Service is a free, factual and impartial information service for landowners, farmers and community members who have queries on resources exploration, mining and quarrying. See: https://www.ruralbusinesssupport.org.au/what-we-do/lis/ and https://www.sasbc.sa.gov.au/disputes-and-mediation.

1. Respectful relationships (continued)

1.3 Explorer appoints a specific employee to be directly responsible for:

- **developing and maintaining landowner relationships**
- **providing the required statutory forms (notice of entry and waivers of exemption)**
- **ensuring the landowner is informed and can provide informed input into the exploration plan.**

Action	Supporting documentation	✓
1.3.A – Nominate an appropriately authorised staff member who is responsible for landowner engagement. Ensure their contact details are available to the landowner.	▪ Contact details of relevant person and record of communication with landowner ▪ Continue using Template 1 to document interactions	☐ ☐

1.4 Provide relevant, accurate information to the landowner about the planned exploration activities.

Action	Supporting documentation	✓
1.4.A – In addition to the required documents, provide an overview of the exploration areas, the minerals being explored for and the proposed work program in easy to understand language. 1.4.B – Describe the activities proposed in particular areas, when they will happen and what they will involve. If significant project change is planned, update the landowner.	▪ Template 2 – Approved PEPR overview ▪ Template 4 – Project map ▪ Template 1	☐ ☐ ☐

1. Respectful relationships (continued)

1.5 Work with the landowner to create a simple map, hand-drawn or otherwise, that reflects the landowner's land activities.

Action	Supporting documentation	✓
1.5.A – In consultation with the landowner, develop a simple map showing the location, timing and extent of the exploration program, and any related activities – eg proposed drill hole locations, lay down areas, camp location, access points, travel routes. 1.5.B – Provide a copy of the map to the owner.	▪ Template 4 – Project map	☐

1.6 Develop a brief overview and understanding of the landowner's business and land. Consider how exploration activities may impact it and measures to minimise impact. Brief all site personnel.

Action	Supporting documentation	✓
1.6.A – Develop an outline of 250-500 words or bullet points detailing the landowner's business and land, how exploration activities could both negatively and positively impact it and measures that must be taken to minimise negative impact. 1.6.B – Hold site inductions to provide all site personnel with an overview of the workplan. Provide the good practice workplan to all personnel working on the land as part of their induction. They must acknowledge they've been inducted and follow the workplan requirements on site. 1.6.C – Responsible person to do periodic site inspections to ensure appropriate actions are being followed.	▪ Template 3 – Other onsite considerations ▪ Use Template 5 – Good practice workplan ▪ Continue using Template 1 and include signed personnel induction attendance records and site inspection records	☐ ☐ ☐

2 Good faith negotiation and agreement-making

2.1 Make sure decision-making is transparent and all applicable information is shared with the landowner.		
Action	**Supporting documentation**	✓
2.1.A – Set and record a simple approach for negotiations with the landowner. See MG31 Engagement, negotiation and agreement making for advice on this. 2.1.B – Share relevant information on the exploration project with the landowner regularly.	▪ Template 1	☐ ☐

2.2 Discuss whether a compensation agreement is required.		
Action	**Supporting documentation**	✓
2.2.A – Refer to DEM information sheet M69 Agreement-making and Compensation: Your Rights and provide to the landowner before negotiating.	▪ Continue using Template 1	☐

2.3 Develop an agreed approach to dispute resolution with the affected landowner.		
Action	**Supporting documentation**	✓
2.3.A – Share a one-page flow chart of a dispute resolution process with the landowner.	▪ Template 7 – Dispute resolution flowchart	☐
2.3.B. – Establish and maintain a simple complaints register. Keep detailed records of all complaints and feedback received, and any actions taken to resolve it.	▪ Template 1	☐

3 Observe biosecurity requirements

3.1 Discuss Primary Industries and Regions South Australia (PIRSA) biosecurity control measures and requirements with the landowner before exploration begins. [7]		
Action	Supporting documentation	✓
3.1.A – Contact the relevant Landscapes Board SA before exploration starts to understand any relevant regional biosecurity risks.[7] As the project develops, ensure records are kept demonstrating how relevant biosecurity risks are being managed by the project. 3.1.B – If applicable, use the information from 3.1.A to develop a biosecurity management plan for the project. 3.1.C – Maintain meeting notes on specific landowner biosecurity issues. 3.1.D – Complete Template 5 – Good practice workplan biosecurity section	▪ Continue using Template 1 ▪ Template 6 – Biosecurity measures ▪ Template 5 – Good practice workplan	☐ ☐ ☐

7 See: https://www.environment.sa.gov.au/about-us/boards-and-committees/landscape-boards.

3. Observe biosecurity requirements (continued)

3.2 Ensure all project personnel coming on site adhere to applicable biosecurity requirements at all times.[8]		
Action	**Supporting documentation**	✓
3.2.A – Ensure that all site personnel who enter the property have a biosecurity awareness induction. This could form part of their general site induction. Distribute the good practice workplan to all site personnel. 3.2.B – Maintain a record of site personnel biosecurity induction meetings, and records demonstrating all staff and contractors have complied with on-ground biosecurity measures. 3.2C – Maintain meeting notes on the specific landowner biosecurity issues relating to the points above. 3.2.D – Responsible person periodically inspects site to check and note that appropriate actions are being followed, including all project staff and consultants keeping to designated tracks and access points.	▪ Template 1 ▪ Signed notes from personnel to say they've received that information and will adhere to the good practice workplan	☐ ☐

8 See the DEM biosecurity fact sheet on these requirements at: https://sarigbasis.pir.sa.gov.au/WebtopEw/ws/samref/sarig1/image/DDD/ISM65.pdf.

4 Minimise disturbance to the land and landowner

4.1. In consultation with the landowners, discuss how to minimise impact to the land and landowner activity affected by exploration.		
Action	**Supporting documentation**	✓
4.1.A – Document any discussions relating to any disturbances on-ground with landowners. Share with landowner. 4.1.B – Document measures to minimise impact.	▪ Continue using Template 1 ▪ Add to Template 5 – Good practice workplan	☐ ☐
4.2 Be aware of agricultural cycles. Respect the activities and timelines of the landowner's business, and where possible, incorporate them into your schedule.		
Action	**Supporting documentation**	✓
4.2.A – Maintain documentation (meeting notes, diagrams, agreements) that demonstrates your basic understanding of landowners' business and how it relates to your project. 4.2.B – If applicable, document any changes to the project as a result of the information received in 4.2.A and keep a record.	▪ Continue using Template 1 ▪ Add to Template 5 – Good practice workplan	☐ ☐
4.3 Avoid interference with livestock and other economic activities on the property.		
Action	**Supporting documentation**	✓
4.3.A – Meet with the landowner before starting exploration to understand livestock and other economic activities to limit impact on them. Ensure this meets the agreed outcomes of the PEPR. Share notes of the meeting with landowner.	▪ Continue using Template 1 ▪ Add to Template 5 – Good practice workplan	☐ ☐

4. Minimise disturbance to the land and landowner (continued)

4.4 Reduce vehicle speeds when travelling along property tracks, particularly near homesteads, watering points and grazing stock, to reduce dust, damage and disturbance. Use only designated tracks if outlined in the landowner agreement.

Action	Supporting documentation	✓
4.4.A – Ensure all site personnel have had relevant driver training within a two-year timeframe of the project. Maintain records of training.	▪ Records of training	☐

4.5 Provide an induction to the explorer's employees and contractors who will access the site including all relevant contractual, regulatory and landowner obligations.

Action	Supporting documentation	✓
4.5.A – Ensure all project staff, contractors and subcontractors are briefed on company-landowner obligations, tenement conditions, on-ground driving requirements and any other relevant agreements made with the landowner. 4.5.B – Provide all site personnel with Template 5 and a clear and simple explanation of behaviour required when onsite.	▪ Meeting notes using Template 1 including induction dates and signed notes that site personnel have received the induction and will adhere to project requirements ▪ Continue using Template 1 to record all activities	☐ ☐

4.6 Advise the landowner ahead of time when planning to use any low-flying aircraft including helicopters and drones.

Action	Supporting documentation	✓
4.6.A – Where the flying activity may disturb landowner activities, record how landowners have been advised beforehand on the extent and timing of flights.	▪ Template 1	☐

4. Minimise disturbance to the land and landowner (continued)

4.7 Avoid damaging any property other than that directly affected by exploration activity and rectify any damage to the property.		
Action	Supporting documentation	✓
4.7.A – If there is any damage outside of the PEPR scope, provide a copy of the incident report to the landowner as soon as possible. Discuss the timing of repairs with the landowner, demonstrate how you will prevent any recurrence, and ensure landowners sign off on the repairs taken where possible.	▪ Continue using Template 1	☐
4.8 When exploration activities finish, invite the landowner to inspect the work area. Carry out any reasonable requests for reinstatement of the land, consistent with tenement conditions and PEPR requirements.		
Action	Supporting documentation	✓
4.8.A – Hold a close-out meeting with the landowner, including final inspection of all roads, gates, fence lines, campsites, drill sites, trenches etc. Ensure all areas are left in a condition that meets lease and PEPR rehabilitation requirements.	▪ Continue using Template 1	☐

Part C: Useful templates

Use the following templates or your own alternatives as long as they achieve similar outcomes.

- Template 1 - Landowner communication record
- Template 2 - Approved PEPR overview
- Template 3 - Other on-site considerations
- Template 4 - Project map
- Template 5 - Good practice workplan
- Template 6 - Biosecurity measures
- Template 7 - Resolving complaints flowchart

Template 1 - Landowner communication record

You are likely to communicate with the landowner in a variety of ways, including face-to-face, telephone calls, emails and letters. The landowner may also want to provide feedback, or ask questions about the project.

It is good practice to log every communication in a central place. This will also make assessment/auditing easier.

This template can also function as a complaints register for recording any issues and their resolution.

Use the template to log all interactions.

The table below provides an example of how it could be used:

Date started	Responsible team member	Stakeholder	Description of interaction	Follow up actions and results	Date resolved
Example 17/12/2023	Site supervisor	Paul Brown, land manager	Drilling delayed and continued past 6pm timeframe agreed with landowner.	Knocked on landowner's door and made a verbal agreement to permit work past 6pm on this occasion.	17/12/23

Template 2 - Approved PEPR overview

As part of developing your PEPR, you will have considered risks and how the project interacts with existing land uses. Your PEPR includes measures to minimise and mitigate disturbances, and actions you will perform to leave the land in the same condition as you found it (known as environmental outcomes and measurement criteria). Summarise these in the columns below.

Company details	Area of project/project overview
Tenement owner/ Supervisor details	**Disturbance & mitigation approach**
Company details	**Closure & rehabilitation approach**

Template 3 - Other on-site considerations

Now that you have summarised your PEPR, consider whether you can do anything else during your exploration activities that may help the landowner. Discuss this with the landowner.

Use the table below to list the features (1) of the site and think about potential impacts (2). You can then begin to consider if there are helpful actions (3) you could consider to support the landowner.

1. Site feature	2. Potential impact	3. Helpful action
Example Fencing required around drill site as part of licence	Fencing equipment will be on-site as part of early on-ground operations	Minor repairs could be provided to one small section of existing landowner fencing after discussion with landowner at minimal effort from company

Template 4 - Project map

It is important that you speak to the landowner when deciding on your site layout. It is good practice to develop a simple project map in collaboration with the landowner, who will have information about existing land uses and structures that should be taken into consideration when proposing project features such as camps and laydown areas.

The map should build a broad picture of existing land uses by showing land features, and indicate agreed-on locations for project features.

You can use digital mapping such as Google Maps to create your map, as long as the resolution is high enough for all features to be identifiable. In some cases, a hand-drawn map will suffice.

The following features are recommended:

Feature	YES	NO
Map resolution	◯	◯
Drill hole locations	◯	◯
Laydown areas	◯	◯
Proposed camp locations	◯	◯
Access points	◯	◯
Access in and out (including tracks)	◯	◯
Dams	◯	◯
Roads	◯	◯
Areas highlighted by the landowner	◯	◯
Infrastructure	◯	◯
Active agriculture	◯	◯
Active grazing	◯	◯
House	◯	◯

Template 5 - Good practice workplan

This workplan should contain a list of good practice measures that must be followed by all site personnel while they are on the land and should be provided to them at their induction. Use the suggested headings and simple bullet points for clarity. Most information can come from your approved PEPR overview and other on-site considerations documents.

This document should be provided to all personnel during inductions and to landowners.

Existing uses	Biosecurity
Overview of current business operations	**Biosecurity threats/landowner biosecurity requirements**
Overview of house and surrounds	**Standard company/state/PIRSA biosecurity protocols**
Describe control measures to limit impacts to existing uses	**Describe control measures to limit biosecurity breaches**
Other on-site considerations	

Template 6 - Biosecurity measures

Exploration can pose biosecurity risks to the land. Explorers must take all necessary precautions to prevent the introduction or spread of biosecurity hazards like weeds, pests and pathogens onto properties.

This includes engaging with landowners about biosecurity before working on land, observing their biosecurity protocols, ensuring all biosecurity requirements are maintained and introducing controls to eliminate or minimise biosecurity risk. Use this template to identify existing and potential biosecurity concerns.

Template 7 - Resolving complaints flowchart

Open and respectful discussions with the landowner and effective communication will help ensure an exploration project runs smoothly. This step-by-step approach will promote respectful on-ground engagement.

1. Both parties read the Mineral Exploration Information Sheet Notice of Entry: Your rights to better understand the law and the explorer's obligations.
2. Exploration company and landowner have open and respectful discussions. Company shares contact details of supervisor or person responsible for engagement with landowner.
3. The landowner can contact the Landowner Information Service for information on rights and responsibilities.
4. Either the company or the landowner can contact the Department for Energy and Mining to discuss issues of concern.
5. If necessary, either party can apply for alternative dispute resolution under the Mining and Resources Industry Land Access Dispute Resolution Code with the Office of the Small Business Commissioner.
6. If necessary, the landowner can object to entry on land by lodging a Notice of Objection in the relevant court. In SA this means the Wardens Court, Environment, Resources and Development Court, or the Supreme Court.

Part D: Auditing Tool

This section provides a tool for evaluating performance against the code.

The tool grades your actions and supporting documentation against the code. There are three levels of performance:

Level 1: Minimal adherence (minimal alignment with the code)

Level 2: Partial adherence (alignment with some aspects)

Level 3: Full adherence (achieving all aspects)

The levels are based on how thoroughly you've completed the actions and documentation. Start with level one and tick each statement if the description matches your actions and documentation. Continue until a statement is not completed.

To achieve each level, all statements in that level must be ticked.

This assessment could be used annually or two-yearly depending on the project scope.

Level Statements	Documentation to demonstrate adherence to the code					
	Landowner Communication (Template 1)	**Approved PEPR Overview (Template 2)**	**Other On-site Considerations (Template 3)**	**Good Practice Workplan (Template 5)**	**Biosecurity Measures (Template 5 and 6)**	**Managing Issues and Complaints (Based on Template 7 and listed in Template 1)**
Level 1	☐ Basic record of landowner interactions	☐ Exploration company details provided to the landowner	☐ Basic infrastructure such as main house, farm buildings and access roads identified	☐ Basic good practice workplan developed and shared with landowner and on-site personnel	☐ Exploration company has recorded that on site supervisor has read South Australia's Biosecurity Policy 2020-23	☐ Basic records of complaints kept
	☐ Exploration company has met with the landowner at least once	☐ Exploration company details and supervisor contact details provided to landowner				
	☐ Notice of Entry and accompanying documents have been posted					

Level Statements	Documentation to demonstrate adherence to the code					
	Landowner Communication (Template 1)	**Approved PEPR Overview (Template 2)**	**Other On-site Considerations (Template 3)**	**Good Practice Workplan (Template 5)**	**Biosecurity Measures (Template 5 and 6)**	**Managing Issues and Complaints (Based on Template 7 and listed in Template 1)**
Level 2	☐ Record of landowner interactions using recommended headings	☐ Project area and activities summary provided	☐ Applicable natural and built infrastructure identified	☐ Good practice workplan developed, including summary of landowner activities and control measures to limit impact	☐ Potential biosecurity risks have been identified	☐ Complaints logged in Landowner communication record (or similar)
	☐ Basic details on follow up actions and results	☐ PEPR summary and approved PEPR provided	☐ Some natural features identified	☐ Records of all basic briefings provided to on-site personnel	☐ Exploration company has met with landowner to discuss biosecurity	☐ Exploration company acknowledging complaints within 7 days
	☐ Exploration company has met more than once with the landowner	☐ Summary of disturbance and mitigation approach provided	☐ Livestock and agricultural cycles observed		☐ Protocols have been put in place to limit biosecurity risks	☐ Complaint resolution process developed that follows template 7 and is shared with landowner
	☐ One staff member has been appointed and is coordinating engagement	☐ Summary of closure and rehabilitation approach provided			☐ Written records and evidence of protocols put in place to limit any biosecurity risks	☐ Exploration company demonstrating acting on complaints logged

*Fulfilment of the Code does not negate the exploration company achieving PEPR requirements outlined in the tenement licence.

Level 3	☐ All interaction records are logged	☐ Both the summary of the PEPR and the approved PEPR provided	☐ Comprehensive site survey identifying all relevant features and livestock and agricultural cycles observed and planned for	☐ Comprehensive good practice workplan and site induction developed, provided and recorded for all on-site personnel including contractors for all on-site personnel	☐ Biosecurity site induction developed, implemented, and recorded for all on site personnel including any contractors for whole of project duration	☐ Exploration company acknowledging complaints from the landowner within 3 days
	☐ Notice of entry and accompanying documents have been discussed in person and landowner options outlined as per template 7	☐ Disturbance and mitigation approach discussed with landowner	☐ Potential impacts of exploration activities and mitigation measures outlined with landowner	☐ Compliance with good practice workplan is monitored by company	☐ Detailed control measures in place to manage biodiversity threats	☐ Complaint resolution process in place and being followed
	☐ Exploration company records responding to landowner questions within 5 days	☐ Closure and rehabilitation approach discussed with landowner	☐ Any other onsite considerations and helpful actions discussed with landowner	☐ Simple sign attached on a fence at practical road access point so that local community can contact supervisor if seeking information		☐ Exploration company has left the site with all landowner complaints closed out
	☐ Exploration company has demonstrated efforts to develop a respectful and mutually beneficial relationship with landowner					

References and resources

Title	Link
Arrive Clean, Leave Clean	Australian Department of Agriculture, Water and the Environment pests, diseases and weeds
Weed Control Handbook for Declared Plants in South Australia (inc. Weed Control app)	https://www.pir.sa.gov.au/__data/assets/pdf_file/0020/232382/WEB_8867_PIRSA_Weed_Control_Handbook_2018.pdf https://pir.sa.gov.au/biosecurity/weeds_and_pest_animals/weeds_in_sa/weed_control_app
List of declared plants and animals PIRSA, August 2021	https://www.pir.sa.gov.au/biosecurity
Exploration and Mining Regulation in SA (MP01)	https://sarigbasis.pir.sa.gov.au/WebtopEw/ws/samref/sarig1/image/DDD/MPOL001.pdf
Land rights, access and engagement (MG4)	https://sarigbasis.pir.sa.gov.au/WebtopEw/ws/samref/sarig1/image/DDD/MRGMG4.pdf
Guidelines for explorers on Aboriginal engagement, good faith, negotiation and agreement making (MG25)	https://sarigbasis.pir.sa.gov.au/WebtopEw/ws/samref/sarig1/image/DDD/MRGMG25.pdf
Community guide to early and advanced exploration activities in South Australia (MG27)	https://sarigbasis.pir.sa.gov.au/WebtopEw/ws/samref/sarig1/image/DDD/MRGMG27.pdf
Engagement, negotiating and agreement making (MG31)	https://sarigbasis.pir.sa.gov.au/WebtopEw/ws/samref/sarig1/image/DDD/MRGMG31.pdf
Preparing a community engagement plan (MG34)	https://sarigbasis.pir.sa.gov.au/WebtopEw/ws/samref/sarig1/image/DDD/MRGMG34.pdf
Multiple Land Use Framework (MLUF)	https://yoursay.sa.gov.au/south-australia-s-multiple-land-use-framework
Landowner Information Service (information service for landowners on exploration, mining and quarrying)	https://www.ruralbusinesssupport.org.au/what-we-do/lis/
Small Business Commissioner (can assist with businesses in commercial dealings in the marketplace)	https://www.sasbc.sa.gov.au/

Glossary

Biosecurity is the management of risks posed by animal and plant pests and diseases, food borne illnesses, and misuse of rural chemicals.

Community People who live in the immediate and surrounding areas who are affected by project-related activities.

Consultation is the way communication occurs between the licensee and the relevant community stakeholders.

Engagement A negotiated process of interaction between people. It takes many forms and is context-specific to the community and involved stakeholders.

Environment is defined in the *Mining Act 1971* as land, air, water (including both surface and underground water and sea water), organisms, ecosystems, native fauna and other features or elements of the natural environment; and buildings, structures and other forms of infrastructure, and cultural artefacts; and existing or permissible land use; and public health, safety or amenity; and the geological heritage values of an area; and the aesthetic or cultural values of an area.

Exploration is defined in the *Mining Act 1971* as prospecting for minerals: or exploring for minerals; or establishing the extent of a mineral deposit; or collecting a bulk sample to evaluate its properties; or undertaking geotechnical test work.

Good practice activities give due consideration to all the environmental, social and economic aspects of a project.

Landowners Encompasses landowners, as defined under the *Mining Act 1971* defines landowners as freehold landowners; perpetual lease holders; pastoral lease holders; native title claimants; native title holders; a person who is in lawful occupation of the land, which can include a sub-lessee. For the purposes of this document, it can an also include any persons who might reasonably be understood as demonstrating ownership of the land. Please see the footnote on landowner and landholder in the introduction to this document.

Tenement a claim, lease or licence with respect to mineral resources. There are different types of tenements available. For example, an exploration licence is a tenement which allows the holder to undertake prescribed exploration activities only.

Further information

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