

# PETROLEUM CORE AND CUTTINGS SUBMISSION FORM

## Drill Core Storage Facility

**EMAIL or POST this form to:**

Manager – Drill Core Storage Facility

Post:  
GPO Box 320,  
Adelaide, SA 5001

Street Address:  
5 Tonsley Boulevard  
TONSLEY, SA 5042

Phone: + 61 8 8379 9574  
Email: [DEM.corelibrary@sa.gov.au](mailto:DEM.corelibrary@sa.gov.au)  
Website: [www.energymining.sa.gov.au](http://www.energymining.sa.gov.au)  
Business hours: 7.30 am to 4.00 pm

**SAMPLE STATUS: Confidential?****YES / NO***(Circle as applicable)***Project Information:**

Tenement Number: ..... Well Name: .....

Received From: ..... Company / Operator: .....

Department / Section: .....

Phone: ..... Fax: ..... Email: .....

Company Ref / Report Ref: .....

**Licensee representative completing this form:**

Print Name: ..... Signature: .....

Depth Start (m)	Depth Finish (m)	Sample Interval (m)	Type (core / cuttings)	Number of Cartons/Trays

**If core has been submitted:** Is all core acquired at well site included **YES / NO**If **NO**, please list all missing intervals: .....Has core been split? **YES / NO** Has approval for retention of core been obtained? **YES / NO**If **NO**, please state reason for incomplete core: .....Are there any variations from approved well evaluation program? **YES / NO**

Number of Cuttings Samples: .....

If **YES**, please state details .....**NOTE: Cores and Cuttings samples must be submitted in approved containers for long term storage  
– see attached diagrams for more details**

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### Drill Core Storage Facility Use Only to: Alan Sansome: Energy Resources Division (ERD)

Core Storage Location: .....

Date Received: / / Average Cuttings Weight: ..... grams / bag

Suitable Container: **YES / NO** Samples Clearly Marked: **YES / NO**Has Core Been Split: **YES / NO** If yes: 1/2 or 1/3 (circle)**Core Library Validation - Print****Name:** ..... **Signature:** .....Email a copy of this form to: ERD Alan Sansome: [alan.sansome@sa.gov.au](mailto:alan.sansome@sa.gov.au)

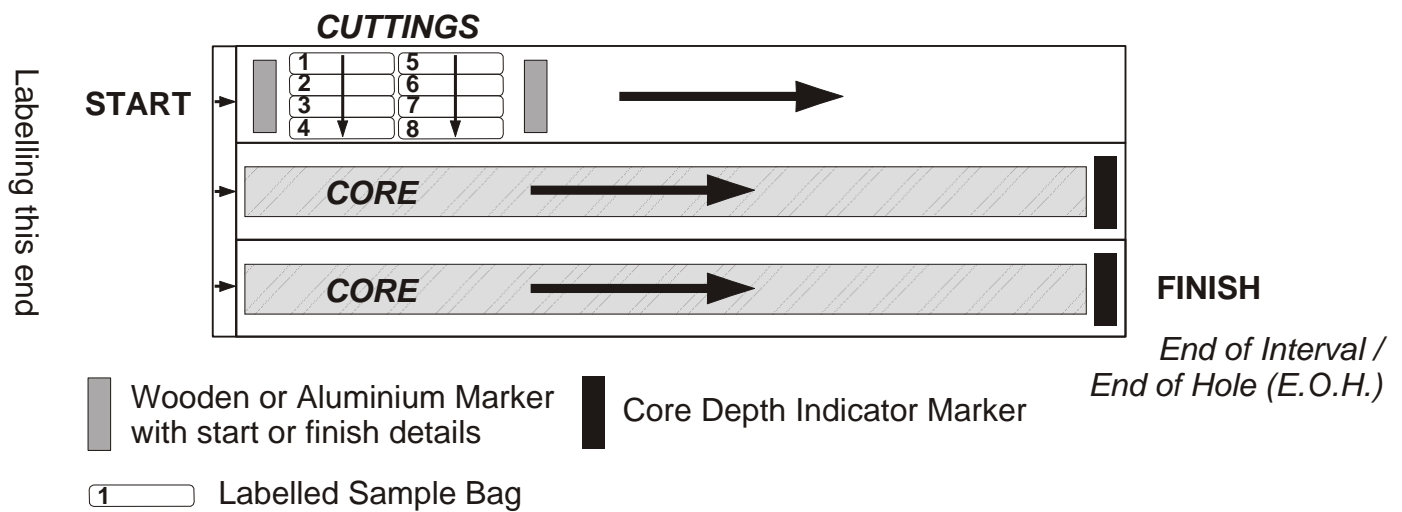
## Specifications for containers for long term storage of cores and cutting under Regulation 48 (2)

Cuttings must be in heavy duty clear end seal plastic bags, of 210mm x 150mm size, and at least 150 µm thickness (Zip-Lock bags are not acceptable). Cuttings bags must be marked with well name and number and the sample interval both in permanent marker on the bag, and in addition, on an aluminium tag (75mm x 25mm) stapled to the top of the bag. Contact the Drill Core Storage Facility Manager if you require the names and addresses of local companies who can supply these bags and tags.

Cores and cuttings must be supplied in approved trays. All sample bags trays can provided by the Drill Core Storage Facility, on request, at nominal cost. Alternatively, you may manufacture these to the specifications available from the Manager, Drill Core Storage Facility.

Cores and Cuttings must be packed in the trays in accordance with the following:

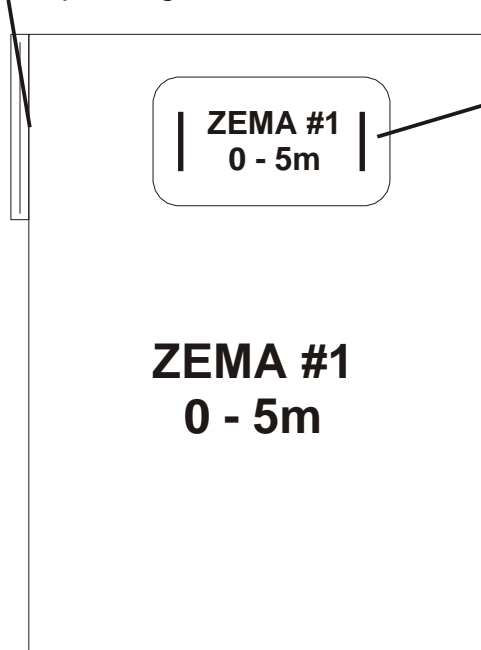
**Fig. A - Labelling of Core and Sample Bags**



### Bags

Fold top of bag

Staples to attach aluminium tag and secure bag end

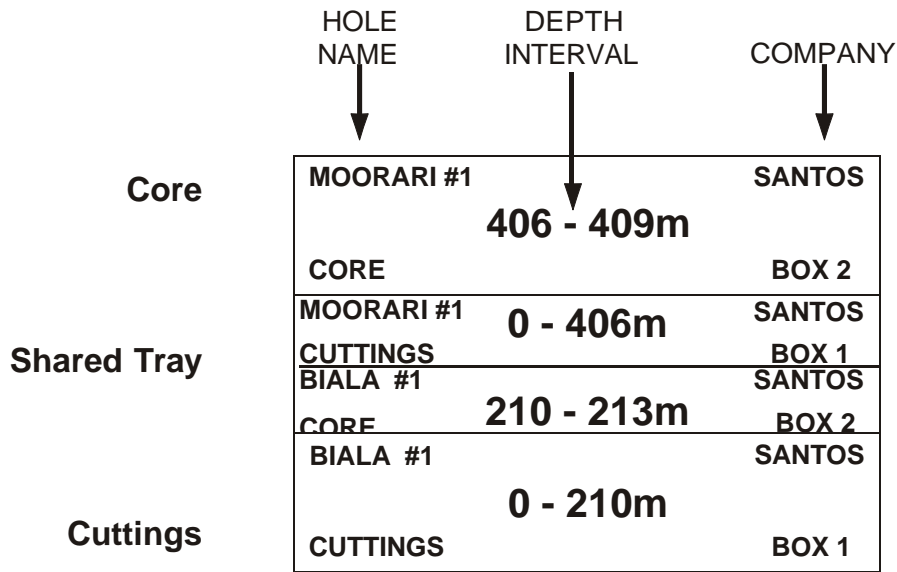


#### IMPORTANT

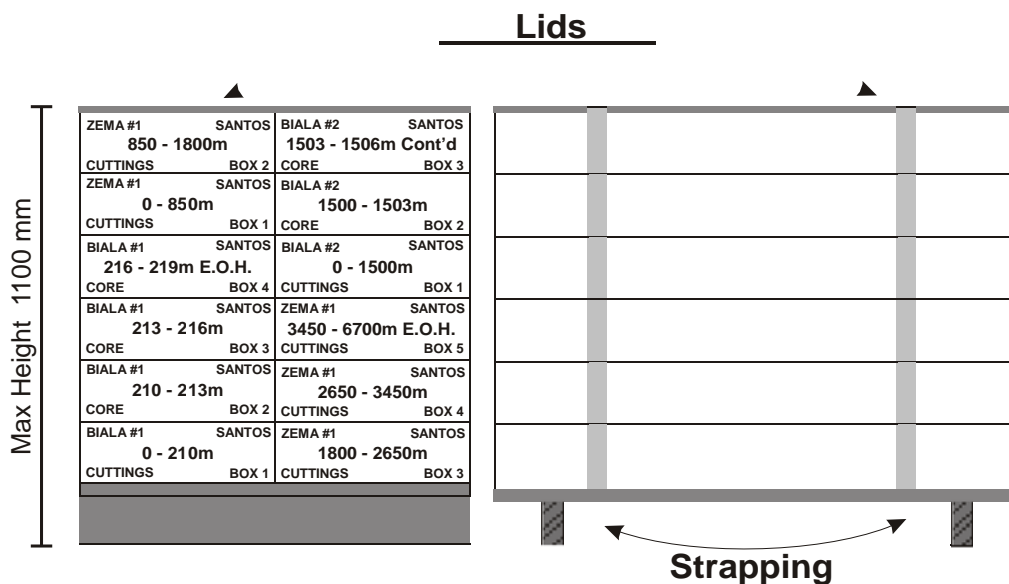
- All bags must be heavy duty, clear end seal plastic bags 210mm x 150mm and at least 150 µm in thickness (Zip-Lock bags are not acceptable)
- All bags should have an aluminium tag displaying the hole number and depth
- Aluminium tags should be stapled securely to the folded-down top of the bag
- Black waterproof markers should be used on the bags and aluminium labels should be scribed with a pen tip
- ALL information on the bag and aluminium tag must be IDENTICAL

### Fig. B - Correct Labelling of Trays

To conserve space, cores and cuttings can be placed together as



### Fig. C - Pallet Layout / Strapping



- Trays should be placed in sequential order
- More than one hole can be placed on a pallet
- Lids should be placed on top of trays to prevent loss or damage of samples during transport
- Pallets should be double strapped to secure the load
- For effective storage and handling, loaded pallets should not exceed 1100 mm in height
- Total weight should not exceed 1 tonne

**Fig. D - Stacking “Chep” pallets or those similar in size (generally 1200 x 1200 mm) prior to delivery/transport to SA Drill Core Storage Facility**

**PALLET LAYOUT**

Box 1	Box 2	Box 3
Box 4	Box 5	Box 6
Box 7	Box 8	Box 9
Box 10	Box 11	Box 12
Box 13	Box 14	Box 15
Box 16	Box 17	Box 18
Box 19	Box 20	Box 21

- Correct labelling of trays **must** be accurate.
- Trays are stacked in **reverse** sequential order (see Figure at left), deepest tray first (Box 21) up to shallowest tray on top (Box 1).  
**Note:** This allows re-palletising onto PIRSA pallets for permanent storage in a safe manner with minimal manual handling (OHS&W).
- More than one hole can be placed on a pallet.
- Lids should be placed on top of trays to prevent loss or damage of samples during transport.
- Pallets should **not exceed** 1 tonne in weight (approximately 10 – 15 trays high depending on core type and size) (e.g. HQ trays less than NQ).

**PALLET STRAPPING (FOR TRANSPORTING)**

