

## 2.01 COMPANY BACKGROUND

### 2.01.1 Introduction

**TAS** was established in 1980 and has since grown into the industry leader in the field of tenement management and administration. The company's offices in **Brisbane, Melbourne, Perth** and **Maitland** are responsible for managing land and tenements throughout **Australia, Asia** and **Africa**.

**TAS** specialises in both the day-to-day and complex administration of mining tenements on a contract basis throughout Australia, and, via its associates, throughout the world. **TAS** is a registered contractor with the United Nations, World Bank, Asian Development Bank and AusAID.

In 1997 TAS received Quality Assurance accreditation under **ISO 9002:2001** which is believed to be the only organisation of its type in the world to achieve this qualification. *The Company is currently in the process of upgrading its ISO 9002 certification to ISO 9001:2008.*

With combined professional careers well in excess of 100 years, including experience in all Australian Mines Departments, the principals, consultants and employees of **TAS** possess unique expertise in the mining industry and the government administration of the mining, mineral processing and oil and gas industries.

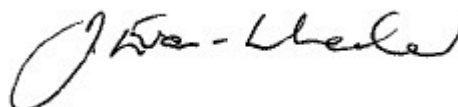
**TAS'** teams of professionals are trained to know and understand the relevant government mining and ancillary Acts and Regulations relating to project approvals and permitting. Appropriate land management and approval documents are prepared to ensure secure access to land and fast efficient project approvals.

### 2.01.2 TAS Services

Services provided by TAS in performing tenement management for clients include, but are not limited to, the following:

- Monitoring and surveillance of ground available for acquisition.

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# QUALITY MANUAL

AS/NZS ISO 9001:2008



- Marking out, preparation and lodgement of applications for all types of mining and exploration tenements in Australia, including:
  - Application forms
  - Requisite maps
  - Pro forma exploration programmes
  - Advertising
  - Notification of landowners, landholders, councils and aboriginal bodies
  - Coordination of aboriginal requirements through to grant of the tenement
  - Identification of background land tenure, including tenements, land descriptions, property owners and archival research, and
  - Comprehensive notifications to client management of matters arising and completed during the month, or a shorter agreed period, including identification of issues or problems requiring resolution or decision

Compilation and provision of accurate:

- Tenement lists
- Bond lists, and
- Historical expenditure and exemption reports for individual tenements or whole projects for clients on a regular basis or as required for informed management decision making

Preparation and timely lodgement of:

- The (recently enacted) Land Access Code provisions – (QLD), including:
  - Notice of Entry requirements
  - Notice of Intention to Negotiate
- Routine statutory returns, renewals and relinquishment documents.
- Payment of rent
- Annual technical and/or environmental reporting
- Local government rates
- Applications for Variation/Exemption from expenditure or compulsory partial surrender provisions, with minimal client disruption

Compilation and management of routine and complex requirements.

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**SECTION 2.01**

- Rent
- Form 5/Expenditure Reports
- Applications for Exemption
- Annual technical and/or environmental reporting
- Local government rates
- Application for relief from compulsory partial surrender
- Facilitating compilation and management of Applications for Exemption from Expenditure submission with minimal client disruption.
- Compilation and lodgement of routine and statutory returns, renewals and relinquishment documents.
- Research and preparation of documentation to assist in defence of Warden's Court plaints
- Appearance at Warden's Court Mentions and administrative hearings
- JV and farm-in/farm-out agreement monitoring and management
- Preparation and lodgement of caveat, transfers, bonds, securities and all other dealings as required.
- Tenement due diligence, title verification and analysis
- VALMIN tenement reports for prospectuses, capital raising and takeovers
- Legislation and policy advice
- Forensic research
- Landowner negotiation

### 2.01.3 **Company Credo**

Our Company focus is on Client service

All our clients are equally important to us – the smallest query is treated as a priority.

Convenience and availability of our services are a priority – Clients' business hours are our business hours, we are at their service!

We handle out clients' requests with cost in mind, and all tasks are completed in the most time and cost-efficient manner possible.

We strive to continually improve the service we offer.

# QUALITY MANUAL

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We are committed to maximising the effectiveness of our clients by providing the best possible integrated mining and exploration tenure management service in Australia.

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