



Procedure

Q-LNG01-15-AP-0208

Land Access Protocol

Land Access Strategy

Land Access Protocol

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1 Background

Origin Energy (Origin) is a leading developer of coal seam gas (CSG) in Australia with over 15 years experience working with local communities, landowners and their families to gain access to CSG resources.

Together with its domestic operations, Origin is working with ConocoPhillips and Sinopec in the Australia Pacific LNG (APLNG) incorporated joint venture to develop one of Australia's largest LNG export projects. Under the incorporated joint venture arrangement Origin holds a 37.5% interest in the project and is responsible for the construction and operation of the gas fields and pipeline components. Located in the Surat and Bowen Basins the Project will significantly increase Origins presence in the region and involve engagement with approximately 600 landowners in the gas fields and along the pipeline route.

A positive, productive, ongoing relationship with landholders is critical to future development success and Origin is committed to continuing to build and maintain trusting and enduring relationships with the owners and residents of the land on which we conduct our activities.

Origins approach to land access is based on:

- Engaging with each landowner within the project area prior to any project activity on their land
- Working towards outcomes that, wherever possible, benefit both parties
- Assigning a dedicated relationship adviser to each landowner in the project area
- Locating and scheduling project activities to reduce the impacts on landowner activities

Queensland's new land access laws came into effect on 29 October 2010. Origin worked closely with the Land Access Working Group to inform the development of the Land Access Code (November 2010).

This protocol primarily outlines mandatory requirements articulated within the Land Access Code that must be adhered to when undertaking activities on private land.

2 Purpose and scope

This protocol has been established to guide all project personnel in the required procedures for undertaking fieldwork, and in particular, provide guidance on appropriate landholder interaction.

This protocol reflects both Origin's voluntary commitments and the standards required by law. It is critical that all employees, visitors, contractors, subcontractors and other agents of Origin comply with this protocol.

The objectives of this protocol are:

- To ensure landholders are aware of the proposed activities on their property
- To minimise nuisance and other impacts to landholders that may result from surveys and site inspection activities
- To ensure all APLNG and Origin land access activities are consistent, known and coordinated where possible
- To provide guidance and promote awareness on occupational health, safety and environmental requirements for field travel

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3 General Principles

Origin has adopted the following general principles, from the Queensland Governments Land Access Code, that will be followed when undertaking discussions with landowners about land access and compensation:

- Liaise closely with the landowner in good faith
- Advise the landowner of Origin's intentions well in advance
- Advise landowner of any significant changes to operations or timing
- Minimising damage to improvements, vegetation and the land
- Respect the rights, privacy, property and activities of Landowner
- Rectify as soon as possible any damage
- Promptly pay any agreed compensation
- Abide by the Land Access Code
- Be responsible for all actions of employees and contractors
- Keep information about landowner's operations confidential

4 Communication

4.1 Landowner Relationship

Prior to construction and for the life of development activities, a dedicated Landowner Relations Advisor (LRA) is provided to each landowner as a single point of contact for all project activities. The designated LRA is the primary contact point for all landowner communication and access requests. The role of the LRA is to ensure:

- The landowner is notified before entry or any activity commences
- Activities are conducted in a way that minimises disturbance to the landowner's day-to-day activities, livestock and cropping practices
- The landowner has a direct line of contact to promptly raise any issues and concerns
- The project operates to the agreed conditions and that the land impacted is rehabilitated as agreed

Origin will strive to ensure LRA's live and work locally and that many of them will be landowners themselves, so they can understand the farmers' perspectives. They should also be members and associates within local farming and community groups such as AgForce, Queensland Farmers' Federation and Landcare.

Other areas coordinated by LRA's include:

- Monitoring compliance with land access protocol
- Where possible, provide the landowner with a firm and known project outline. This will include a one year development plan on their property and where practicable, a five year outline
- Reducing or stopping activity during wet weather
- Ensuring any damage caused to land or infrastructure is promptly rectified
- Providing contractor support.
- For all activities within the gas fields, the provision of introduction, commencement and closeout handovers and assistance in issues escalation during any related activities

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- Life of project relationship management

The LRA is responsible for recording all contact and dealings with landowners in the dedicated Land Access database 'Flowline', to ensure ongoing awareness of existing and potential landowner issues.

4.2 Land Access Process Overview

Origin understands how important each property is to the landowners, and recognises that the Project's activities will have some impact. Origin believes in working and consulting with the landowners from the first day of a project to ensure that farming enterprises and grazing activities can co-exist with energy projects. This process consists of:

1. **Listening** – Initial landowner discussions are focused on collecting information about the property, business, current operations and future plans. This step involves developing a detailed farm and business plan which includes the historical relationship with the land and mapping current infrastructure. This information is used to influence and guide project decisions.
2. **Design** – if specific areas on a farm are critical to the farm's operations, Origin will look to develop a gas infrastructure footprint that either supports or causes the least possible impact to such areas.
3. **Design testing** – the landowner and scouting team work together to confirm which design will work best on the ground.
4. **Negotiation and agreement** – once the individual design is agreed, a formal Conduct and Compensation Agreement is prepared. This includes allowances for:
 - Land area occupied by infrastructure during and after the Project's development providing a high level of detail for the first year of development and indicative development for years two to five
 - Projected disturbance during construction and operation
 - Associated business costs, for example, legal and commercial costs
 - Specific impacts unique to the individual landowner and property, including loss of farm income
5. **Development and operations** – Ongoing engagement with the landowner for the life of Project, coordinated through the dedicated LRA.

5 Access to Land

Origin intends to limit any disruptions to landowners' ability to use their land for farming and other purposes. The Land Access Team will work with landowners to develop and agree operational practices that will achieve this outcome. This will include:

- Following and aiming to meet or exceed the requirements set by the 2010 Queensland Mining, Petroleum and Gas, Geothermal and Greenhouse Gas Storage Land Access Code
- Notifying landowners before entry or any activity commences on their property
- Minimising disturbance to livestock and crops
- Promptly rectifying any damage caused to land or infrastructure
- Installing gates and grids to minimise stock disturbance
- With prior notice, carrying out routine visits to complete operational, environmental and safety audits after work on their property is finished

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- Designing new infrastructure to blend with the landscape and reduce visual impact as much as possible
- Rehabilitating the land progressively throughout the operations and at the completion of activities, which may include the respreading of topsoil and restoring vegetation
- Minimising the loss of good quality agricultural land
- Undertaking ongoing assessments and update good quality agricultural land mapping so potential impacts can be mitigated
- Developing and implementing a bio-security management plan
- Establishing property access points, lease access roads and associated infrastructure
- Agreeing on where access roads will be located to avoid farming activities and steep slopes where possible
- Implementing property access protocols regarding the limitation of vehicle and machinery movements
- Agreeing on speeds and movements, the opening and closure of gates and the use of water
- Agreeing on fencing of areas containing Australia Pacific LNG facilities to prevent unwanted access by stock and limit the access of unauthorised persons based on an appropriate risk assessment approach
- Formulating special management measures with landholders to assist them to maintain current practices where specialised or certified production practices are being undertaken.

5.1 Approvals Process

Origin has a comprehensive approvals process (the Disturbance Approvals Process - OEUP-1000-PRO-ENV-001) that ensures:

1. All statutory requirements are met and landowner's conditions of access have been obtained and made available for staff and contractors who will be authorised to enter the land
2. Appropriate agreements have been made for land subject to Native Title
3. Environmental surveys and scouting has been conducted and conditions have been documented and made available for staff and contractors
4. Cultural Heritage surveys and scouting has been conducted and appropriate actions taken to avoid or minimise disturbance to areas of cultural significance

Access to land is subject depends on all disturbance approvals being granted.

5.2 Summary of Mandatory Conditions under the Land Access Code

Table 1 summarises the mandatory conduct conditions of the Land Access Code that companies must comply with when undertaking authorised activities on private land. These cannot be diminished or contracted out and will take precedence over any conflicting provisions of a Conduct and Compensation Agreement. Further detail on how Origin complies with each Condition is provided in the following sections.

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Table 1 Summary of Mandatory Conditions under the Land Access Code

Condition	Details
1. Induction training	Provide induction training about access laws and the Land Access Code and provide certification showing induction has been completed.
2. Access points, roads and tracks	Use, if practicable, existing tracks or otherwise locate in a way that minimises impact. Keep tracks in good repair and operate vehicles at speeds appropriate to the land and to minimise noise, dust and disturbance. Operate vehicles in wet conditions so as to minimise damage. Notify any damage as soon as practicable
3. Livestock and property	Minimise disturbance to people, livestock and property. Notify of potential adverse impact on livestock or property immediately. Notify any damage to property (and rectify damage) and notify any injury to or death of livestock.
4. Declared pests	Take all reasonable steps to ensure that reproductive material of declared pest not spread including entering or leaving land. Vehicle wash-down before entry to property (if required) and keeping of records about wash-down.
5. Camps	Must be in location agreed by landowner if possible and there must be a management plan. Otherwise, must be located to minimise impact.
6. Items brought onto land	Do not leave rubbish or waste on property. Do not bring firearms, domestic animals or alcohol onto property without the landowner's consent.
7. Gates, grids and fences	Return gate to original position after use. Notify any damage to a grid and rectify as soon as practicable. Obtain consent before erecting new gate and ensure gate is 'stock proof'. Do not cut a fence without consent and where consent is granted, ensure that immediately after carrying out activity, the fence is repaired or a stock-proof gate is installed.

5.3 Induction requirements

- Employees and contractors must complete an induction before accessing an Origin work site on private property. The induction will include an introduction to the Land Access Code and obligations under the legislation.
- As part of the induction, regular updates and toolbox meetings, employees and contractors will also receive briefings in relation to the specific Landowner conditions of access that apply to a particular property and any applicable environmental requirements.

5.4 Authorisations to enter land and dealings with landowners

Trusted relations are gained by being courteous and respectful and as visitors on a property, it is important these relations are maintained. A guide to this success will be how Origin integrates with the existing activities and farming operations each property. Whilst going about our duties there may be the opportunity for the landowner, tenant or farm employee to provide input or offer advice on certain issues. Key principles include:

- All dealings with landowners and members of the community must be courteous and polite.
- The land is more than a worksite, it is someone's home/backyard
- Before entering an Origin work site on private property, contact must be made with the relevant Landowner Relations Adviser to obtain the appropriate approval to enter the private property. This must be provided least 10 business days before the first proposed entry onto land and at least 3 business days for entry after that for all other activities.

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- Entry is not permitted to an Origin work site on private property without appropriate authorisation - that is, approval to access the property from the landowner; and internal Origin approval to start work.
- Should the landowner seek information from staff on site, staff should acknowledge the query and advise that the query will be escalated and an appropriate response provided. At a safe and convenient time, staff will escalate the request through the appropriate Landowner Relations Adviser and via an emailed file note to flowline@originenergy.com.au or the 1800 526 369 number. This will then be investigated and a response provided via the appropriate channels.
- Remember, like the Origin safety guideline, if appropriate, stop work, assess and report.

5.5 Safety

- All authorised personnel are required to follow safe work practices at all times.
- When visiting an Origin work site, the following Personal Protective Equipment must be worn as a minimum:
 - hard hat
 - steel-toed safety shoes
 - safety glasses
 - Origin approved high visibility clothing with sleeves rolled down at all times

5.6 Use of vehicles

- Vehicles must always be operated with safety in mind and with respect for the landowner.
- Seatbelts must be worn at all times.
- Only designated access roads may be used when operating vehicles on private property
- When using roads on private property or driving within the area of well sites, vehicles must be operated at appropriate speeds that minimise noise, dust and disturbance to the property. Speed limits must be observed at all times and any applicable Origin Land Transport Directives. If there are no posted speed limits, authorised personnel must drive at an appropriate speed for conditions at that time and never in excess of 40kph on access roads (unless it is an emergency).
- During extremely dry conditions, authorised personnel should drive on dirt roads at speeds less than 30kph and approach residences ensuring that dust impact is minimal (ideally from an upwind position).
- Authorised personnel with permission to operate vehicles in wet conditions will drive at speeds of less than 30kph and ensure that the operation of vehicles minimises damage to access points, roads and tracks.
- Any poor or unsafe road conditions or specific wear and tear such as exposed pipelines, are to be immediately notified to the relevant site supervisor.

5.7 Livestock and property

- When carrying out activities or accessing private property, disturbance to livestock must be minimised.
- Any death of or injury to livestock must be immediately reported to the relevant site supervisor or the LRA.
- Property disturbance must be minimised.
- Authorised personnel are to be aware of the boundaries of the Origin work site and stay within those boundaries at all times. Entry to Origin work sites is only permitted for work related activities. Permission to enter land does not imply access the entire property - the right of access is limited to the Origin work sites only.
- Any property damage must be immediately reported to the relevant site supervisor or the LRA.

5.8 Weed management

- Comply with all weed management and vehicle hygiene requirements.
- Diligently carry out any washdown procedures or vehicle inspections that are required.
- Ensure all declarations are accurately completed.

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- Produce the weed washdown certificate for the landowner's review, when requested.

5.9 Restricted items and activities

- The following items are prohibited on any Origin work site or private property on which Origin operates:
 - alcohol or illegal drugs
 - firearms
 - archery equipment
 - wildlife calls
 - spotting, optical or night vision equipment (other than as required for oil and gas operations)
 - dogs or other animals
 - footwear that has been worn overseas in the last 3 months
- Authorised personnel must not:
 - have picnics or barbeques on private property
 - gather or transport firewood
 - cut down or remove any trees (including Christmas trees), unless part of the permitted activities
 - hunt or intentionally injure wildlife or feral animals
 - remove flora, fauna or artefacts from private property for any reason
 - leave rubbish or waste on private property
- Authorised personnel must only use the sanitary facilities provided by Origin and ensure that rubbish and waste is collected and removed from the property.

5.10 Gates, grids and fences

- When accessing the property, all gates must be left in the position that they were originally in. Authorised personnel must not damage gates, grids or fences, leave gates unattended, leave gates open (if they were closed), dummy lock gates, leave gates unlocked (if they were locked) at any time (including during equipment moves and day-to-day operations). If damage occurs to a gate, grid or fence, the relevant site supervisor or LRA must be immediately notified. Unless approved by the LRA, altering or cutting any fence, or erecting any new fences, is not permitted.
- If assigned keys are provided to enable access to private property, authorised personnel may only use these to gain entry for carrying out Origin activities. Assigned keys are not to be used to access private property for any other purposes.
- Unless authorised, Origin assigned keys may not be duplicated or copied.

5.11 Carrying out activities on Origin work sites or on private property

- Do not start work if activities are within 600m of a house or a school. The relevant site supervisor or the Landowner Relations Adviser should be contacted immediately to confirm that the necessary authorisation exists.
- Do not create excessive noise from equipment usage and engine braking.
- Ensure that specific approval has been obtained for operating rigs or carrying out construction activities.
- There may also be specific operational requirements imposed by Origin. A copy of the approved Applications for Permit to Drill and the Conditions of Approval shall be available to the rig, project, and operations supervisor on location of approval for the job or well site.

5.12 Dealing with members of the community

- Project personnel are ambassadors for the Project at all times while undertaking fieldwork, and as such are required to behave in a courteous and professional manner at all times (e.g. landholder, properties, motels, restaurants, hotels, shops, etc.).
- All community enquiries should be directed to the relevant local Community Relations Team.

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5.13 Environmental requirements

- All personnel must comply with all applicable environmental laws and regulations.

5.14 Cultural Heritage

- Cultural heritage clearance survey may be required for some areas and/or prior to some work.
- Land access may need to allow more notice period to enable this.

It should be noted that in emergency situations, immediate and proactive response may be required to protect the community, personnel, the environment and property. During an emergency situation, it may not be reasonable to abide by several of the requirements listed above. Exceptions are permitted in emergency situations. Otherwise, all of these guidelines must be observed at all times.

Please direct all questions to the project supervisor.

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