

**Guidelines for the  
Form of Reports and Illustrations**

**as**

**Prescribed by the Minister**

**as per Section 55(2) of**

**The Consolidated Newfoundland and Labrador  
Regulation 1143/96**

**(Revised - December, 2005)**

**Guidelines established as per Section 46 of the Consolidated Newfoundland and  
Labrador Regulation 1143/96**

## Assessment Reports Format

### **per Section 55(2) of The Consolidated Newfoundland and Labrador Regulation 1143/96** (revised December, 2005)

1. Subject to Section 55 of the Consolidated Newfoundland and Labrador Regulation 1143/96 every report submitted for assessment work pertaining to a mineral licence and describing any one or combination of the activities listed in Section 48 shall be suitable for reproduction and shall be:
  - a) submitted as digital files in PDF format
    - i) when made from scanning hard copy, scan at 300 dpi for black and white, greyscale and colour; colour documents scanned and saved at a minimum of 24-bit RGB; provide PDF Searchable Image Exact files.
    - ii) original image size must be maintained
    - iii) when converting a vector file to a bit map (e.g. tif, jpeg, eps, etc.) for conversions to a PDF file ensure the image is the original size (100%) @ 300 dpi - 24 bit RGB, or of comparable quality as the original vector file
    - iv) table of contents, etc. linked to relevant sections in the report. Linking should only be at the first level of hierarchy as given in the table of contents and is required for reports with greater than 20 pages.
    - v) accompanying digital files (e.g. geophysics) must be converted to pdf; the files with the original digital data must be submitted as outlined in Section 10.
    - vi) sequentially numbered on every page
  - b) including
    - i) table of contents listing the main sections of the report
    - ii) a table of illustrations listing the plans, sections, diagrams, photographs, logs, etc.
  - c) and accompanied by
    - i) original hardcopy or photocopy of same
    - ii) on letter size or legal size paper
    - iii) notwithstanding item (ii), such preprinted record forms not of letter or legal size as are necessary
2. Illustrations and maps submitted to accompany or be included in a hard copy report shall:
  - a) whether bound into the report or not
    - i) be uncoloured if in transparent form, and
    - ii) have a legend referenced by numbers, letters, graphic patterns and/or symbols; and
  - b) if not bound into the report
    - i) be constructed using standard paper roll widths,
    - ii) where appropriate be unfolded, rolled and contained in protective mailing tube
3. The following information where appropriate shall appear on the front cover of all reports:
  - a) the nature of the report, i.e. geological, geophysical, geochemical, engineering, etc.;

- b) the mineral licence number(s) to which the report pertains and the year of assessment or, if appropriate, the year of supplement for each licence;
- c) the National Topographic Series reference(s) and geographic location for the area covered by the report;
- d) the name of the author(s) of the report;
- e) the name of the holder of each mineral licence and, if different, the name of the person or company for whom the work was done;
- f) the dates between which the work was done;
- g) the total expenditures claimed;
- h) the total number of claims or, for Impost Lands, the total number of hectares to which the report pertains; and
- i) the date of completion of the report

4. The text of any report where appropriate shall include, in addition to the information described in subsection (3):

- a) the name and signature of the author and, if not the same, the name and signature of the person under whose supervision the work was conducted;
- b) the date of the preparation of the report;
- c) the names and addresses of the persons who conducted the work;
- d) the number of days that each person referred to in subsection c was employed in the conduct of the work; and
- e) as may be appropriate to the nature of the report, the following:
  - i) description and locations of outcrops and float examined, structures, textural, metamorphic and any other geological features noted;
  - ii) assay results and the name and address of the assay laboratory;
  - iii) location of surveys, survey grid lines and surface or underground workings with reference to specific mineral licences and georeferenced with the datum specified as either NAD 27 or NAD 83.
  - iv) method and procedure of survey, type of instruments used, components measured, sensitivity, precision and scale, constant of instruments, aircraft type, speed, ground clearance and average flight line separation;
  - v) units measured, how corrected and adjusted;
  - vi) description of control surveys over known mineralization and known barren ground;
  - vii) description of topography, overburden and vegetation coverage, drainage and ground water;
  - viii) results of prior work and other surveys or observations;
  - ix) nature of media observed and sampled in geochemical surveys including species and parts of plants sampled, period, depth, interval or density of sampling, preparation of samples, detection limits, method of analysis, name of laboratory and name of analyst;
  - x) the total line kilometres of each type of survey conducted, together with the interval along the lines at which observations were recorded or samples taken;
  - xi) the current conditions of surface or underground openings and whether fenced, barricaded or left open;
  - xii) complete drill logs with name of contractor, collar location georeferenced with the datum specified as either NAD 27 or NAD 83, results of all assays, or if no assays are provided, the reason for their absence and, specifically in addition to the conventional information, the disposition of the casing, the nature and results of any down-the-hole surveys conducted, the manner in which the horizontal

location and elevation of the hole collar have been determined and the current location of the drill core or stored cuttings.

- f) an interpretation of the results obtained;
- g) conclusion and recommendations;
- h) reference to information sources other than the report material derived from field work conducted by the licensee;
- i) List of expenditures per mineral licence, if more than one mineral licence is included within the assessment report, then a breakdown of the expenditures shall be provided on a per mineral licence basis; the nature of these expenditures can be as follows:

5. The cost incurred in completing the following activities are acceptable as expenditures towards assessment of mineral licences:

- a) prospecting;
- b) trenching, pitting and stripping;
- c) line cutting and flagging;
- d) surface and underground geological surveys;
- e) airborne, surface and underground geochemical surveys;
- f) airborne, surface, underground and borehole geophysical surveys;
- g) photo-geological and remote imagery interpretations;
- h). drilling and core transportation to storage facilities of the Department of Natural Resources;
- i) land surveys;
- j) topographic surveys;
- k) shaft sinking and other underground development work and engineering evaluation reports;
- l) beneficiation studies, analyses, assays and microscopic studies; and
- m) labour and field supervision of mineral exploration;
- n) supplies, consumables and maintenance, used directly in carrying out exploration surveys;
- o) all reasonable costs incurred while conducting assessment work on a licence;
- p) access road construction where necessary and reasonable;
- q) cost of producing assessment reports in PDF format;
- r) head office supervision and expenditures providing they do not exceed 15% of the submitted expenditures.
- s) others that may be approved by the Minister.
- t) Credit will be given for the above work where it is proven that new geoscientific information has been obtained as a result of the assessment.

6) The following expenditures will **not** be accepted as expenditures towards assessment of mineral licences:

- a) Harmonized Sales Tax (HST) on the total value of assessment;
- b) costs incurred in the staking of mineral licences (e.g., recording fees, security deposits, government permitting fees, etc.);
- c) transportation costs (personnel and equipment) incurred outside the province;
- d) purchase of assets (vehicles, ATVs, boats, GPS units, chainsaws, tents, etc.);
- e) vehicle and heavy equipment repairs;
- f) costs incurred for diamond drill core storage within the facilities of the Department of Natural Resources;
- g) legal surveys to bring mineral licences to mining lease status;
- h) option payments, property acquisition costs and legal expenses associated with

- acquisition of properties;
  - i) promotion of mineral properties, preparation and distribution of promotional materials;
  - j) consultation and site visits by government geologists;
  - k) more than one compilation report for the life of the mineral licence;
  - l) other expenditures which do not directly affect the assessment of a mineral licence.
7. Plans, profiles, sections, or diagrams, included in or accompanying any report shall bear, as may be appropriate to the nature of each illustration, the following:
- a) a sketch location map, either comprising a separate illustration or incorporated in at least one of the illustrations, showing the location of the work relative to mineral licence boundaries and local topography;
  - b) including the sketch map referred to in paragraph (a) above
    - i) a bar scale in metric units;
    - ii) an astronomic north arrow;
    - iii) the mineral licence numbers to which the illustration refers;
    - iv) The National Topographic Series Map reference(s) and UTM grid coordinates for all mineral licences with the datum specified as either NAD 27 or NAD 83;
    - v) the date of preparation;
  - c) excluding the sketch map referred to in paragraph (a)
    - i) the nature of work depicted;
    - ii) a complete legend and list of symbols;
    - iii) the source of the base map, if such was employed;
  - d) the boundaries and identification of all mineral licences,
  - e) the location and extent of
    - i) the principal local topographic features;
    - ii) all grid lines, flagged lines, flight lines or traverses, indicating whether cut or flagged;
    - iii) all trenches, pits, stripped areas and underground workings;
    - iv) samples taken or observations recorded; and
    - v) all outcrops, mapped float and other features that may be displayed graphically.
  - f) the appropriate vertical or horizontal projection with indicated orientation of underground workings and diamond drill holes;
  - g) the location of geodesic and base station, reference, control, and tie-in points;
  - h) the attitudes of various rock types exposed and of geological structures observed;
    - i) the numerical values, corrected and adjusted as necessary, or any basic data obtained, observations made and samples analyzed; and
    - ii) the interpretation of data as profiles, contours, zones of variation, anomalies, etc.
8. With regard to the illustrations referred to in paragraph 7 the following may not be accepted on a metric scale smaller than in the case of
- a) index maps -- 1:250,000;

- b) plans of
  - i) airborne surveys -- 1:50,000;
  - ii) ground surveys -- 1:50,000;
  - iii) trenching, pitting or stripping -- 1:5000;
  - iv) diamond drilling --1:10,000;
  - v) underground workings -- 1:5000.
- c) sections and profiles of
  - i) ground surveys -- 1:50,000;
  - ii) diamond drilling -- 1:2000;
  - iii) underground workings -- 1:5000.

9. The scale employed upon any illustrations must be expressed in metric units.
10. For all geoscientific and engineering evaluation data submitted for assessment work and where such data were collected in computer readable form or have been transferred to computer readable files, copies of these computer files are to be submitted with the digital PDF files and the original hard copy or photocopy of same:
- a) on 3 ½ inch diskette, readable on IBM-PC and compatible systems, or on compact disk (CD-ROM), or on DVD;
  - b) be accompanied by a documentation file which is to include a list of all data files, their type (whether geochemical, geophysical, geochemical, engineering), their format (text, tables of data, vector files, raster files, profile data), lists of variables for each file with variable labels and units and value labels as appropriate, the coordinate system and datum to be specified for all spatial coordinates;
  - c) text files, including the documentation file, are to be in ASCII, WordPerfect or Word formats;
  - d) tables of data are to be as dBase (.dbf), or as MS-Access (.mdb), or compatible formats.
  - e) maps in vector format are to be in AutoCAD (.dxf) (digital exchange format), or as ArcView Shape File (.shp), or as MapInfo (.tab), or as Geosoft plot (.plt) formats; Large geological, geophysical, geochemical etc. maps must also be submitted as PDF.
  - f) raster or grid files are to be in ASCII (.gxf) (grid exchange format), or in Geosoft (.grd), or compatible formats;
  - g) profile data are to be in ASCII format with heading direction as appropriate; and
  - h) all spatially related data are to be geographically referenced by either latitude and longitude or UTM coordinates to a degree of precision appropriate to the scale of the survey. As well, the datum must be specified as either NAD 27 or NAD 83.