Gas Bulletin Board Change of Field Owner

This form is to be completed by:

* The outgoing **BB reporting entity** where there has been a change of identity of the **BB reporting entity** for a BB field interest (Table 1).
* The **Responsible Field Owner** where there is a change to the identity of the members of the **Field Owner Group** for a BB field (Table 2).

Depending on the change that has occurred, one or both tables must be completed (as described below). The field information must be completed for all changes.

* The **BB reporting entity** is the field owner that is responsible for complying with the reporting obligations in Division 5 Part 18 of the NGR in relation to the field interest.
* A **Single Field Owner** is when one entity is the field owner for a field and will be the **BB reporting entity** for that field interest.
* A **Field Owner Group** is when there is more than one field owner for a field. Each field owner is taken to be a member of the group and must appoint one of the members as the **Responsible Field Owner.**
* The **Responsible Field Owner** is the **BB reporting entity** for the field interest of the **Field Owner Group**, and these two terms can be used interchangeably in relation to a **Field Owner Group**.

# How to Fill Out This Form

Where the field interest is being transferred from one *field owner*/*field owner group* to another *field owner*/*field owner group*.

| Change | Outgoing Field Owner | Incoming Field Owner | Information to be completed |
| --- | --- | --- | --- |
| Transfer of Field Interest  | Single Field Owner | Single Field Owner | * Table 1 Change of BB Reporting Entity
* This document signed by the outgoing and incoming BB reporting entity.
 |
| Transfer of Field Interest | Single Field Owner | Field Owner Group | * Table 1 Change of BB Reporting Entity
* Table 2 Change to Field Owner Group
* This document signed by the outgoing and incoming BB reporting entity.
 |
| Transfer of Field Interest | Field Owner Group | Single Field Owner | * Table 1 Change of BB Reporting Entity
* Table 2 Change to Field Owner Group
* This document signed by the outgoing and incoming BB reporting entity.
 |
| Transfer of Field Interest | Field Owner Group | Field Owner Group | * Table 1 Change of BB Reporting Entity
* Table 2 Change to Field Owner Group
* This document signed by the outgoing and incoming BB reporting entity.
 |

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## Change of Members of a Field Owner Group

Where one or more members of a **Field Owner Group** is leaving the group and/or a new member is joining the group, but the **Responsible Field Owner** for the group remains the same.

If a current member is leaving the group and that member is the **Responsible Field Owner** for the group, please complete table 1 for that change, and table 2 for any other changes to the members of the group.

## Change of Responsible Field Owner (BB Reporting Entity)

If the **Responsible Field Owner** for a **Field Owner Group** changes.

|  |  |  |  |
| --- | --- | --- | --- |
| Change | Outgoing Field Owner | Incoming Field Owner | Information to be completed |
| New Responsible Field Owner (BB reporting entity) within existing Field Owner Group  | The Outgoing Field Owner will continue to be a part of the Field Owner Group.  | The Incoming Field Owner already exists in the Field Owner Group.  | * Table 1 Change of BB Reporting Entity
* This document signed by the outgoing and incoming BB reporting entity.
 |
| New Responsible Field Owner (BB reporting entity) not currently included in Field Owner Group | The Outgoing Field Owner may or may not continue to be a part of the Field Owner Group. | The new Field Owner must be registered as a BB participant prior to the change being implemented. | * Table 1 Change of BB Reporting Entity
* Table 2 Change to Facility Operator Group
* This document signed by the outgoing and incoming BB reporting entity.
 |

# Information to be completed.

*Field Information (complete one form for each field).*

|  |
| --- |
| Field Information |
| Field Name |  |

Table 1 Change of BB Reporting Entity

|  |
| --- |
| Change of BB Reporting Entity |
| Outgoing BB Reporting Entity |  |
| Incoming BB Reporting Entity\* |  |
| Proposed transfer date\*\* |  |

\* If the incoming BB reporting entity is the Responsible Field Owner for a Field Owner Group, confirmation of the appointment of the Responsible Field Owner by each field owner member of the group must be attached.

\*\* The outgoing BB reporting entity remains responsible for the provision of information until the incoming field owner is registered as the BB reporting entity for the field interest. The incoming BB reporting entity is responsible for the provision of information including information relating to the period prior to its registration as the BB reporting entity for the field interest.

Table 2 Change to Field Owner Group

|  |
| --- |
| Change to Members of Field Owner Group |
| **Current Members (including the member that is the Responsible Field Owner)** |
| Owner(s) |  |
| **Proposed Members (including the member that is the Responsible Field Owner and, if applicable, any Current Members that will remain members)** |
| Owner(s) |  |
| Proposed Effective Date |  |

**Please attach a short summary of the changes for each change in the Field Owner Group.**

|  |
| --- |
| Attached document name |
|  |

# Declaration

To be signed by authorised persons.

## Outgoing BB Reporting Entity Declaration

On behalf of (company) I declare that the information contained in and in connection with this Application for Gas Bulletin Board Change of Field Owner is accurate.

**Signed: Date:**

|  |
| --- |
| Contact Details |
| Given Name |  |
| Surname |  |
| Position |  |
| Phone Number |  |
| Email Address |  |

## Incoming BB Reporting Entity Declaration

On behalf of (company) I declare that the information contained in and in connection with this Application for Gas Bulletin Board Change of Field Owner is accurate and (company) agrees to be registered as the BB reporting entity for the field interest (if applicable).

**Signed: Date:**

|  |
| --- |
| Contact Details |
| Given Name |  |
| Surname |  |
| Position |  |
| Phone Number |  |
| Email Address |  |

## AEMO Contact Information

If you need any help to complete this form, please contact AEMO by phone on 1300 236 600, or by email to supporthub@aemo.com.au

This form and any supporting documents are to be submitted to AEMO by email to bbo@aemo.com.au