

# Land Management – Risk, Audit, Governance & Reporting

SPATIAL DIMENSION USER CONFERENCE

April 13-14, 2015



 **GOLDCORP**

# GOLDCORP Land Management Global Projects





**RISK**

**AUDIT DEFINITION &  
EXAMPLES**

**GOVERNANCE**

**REPORTING**



RISK



# RISK

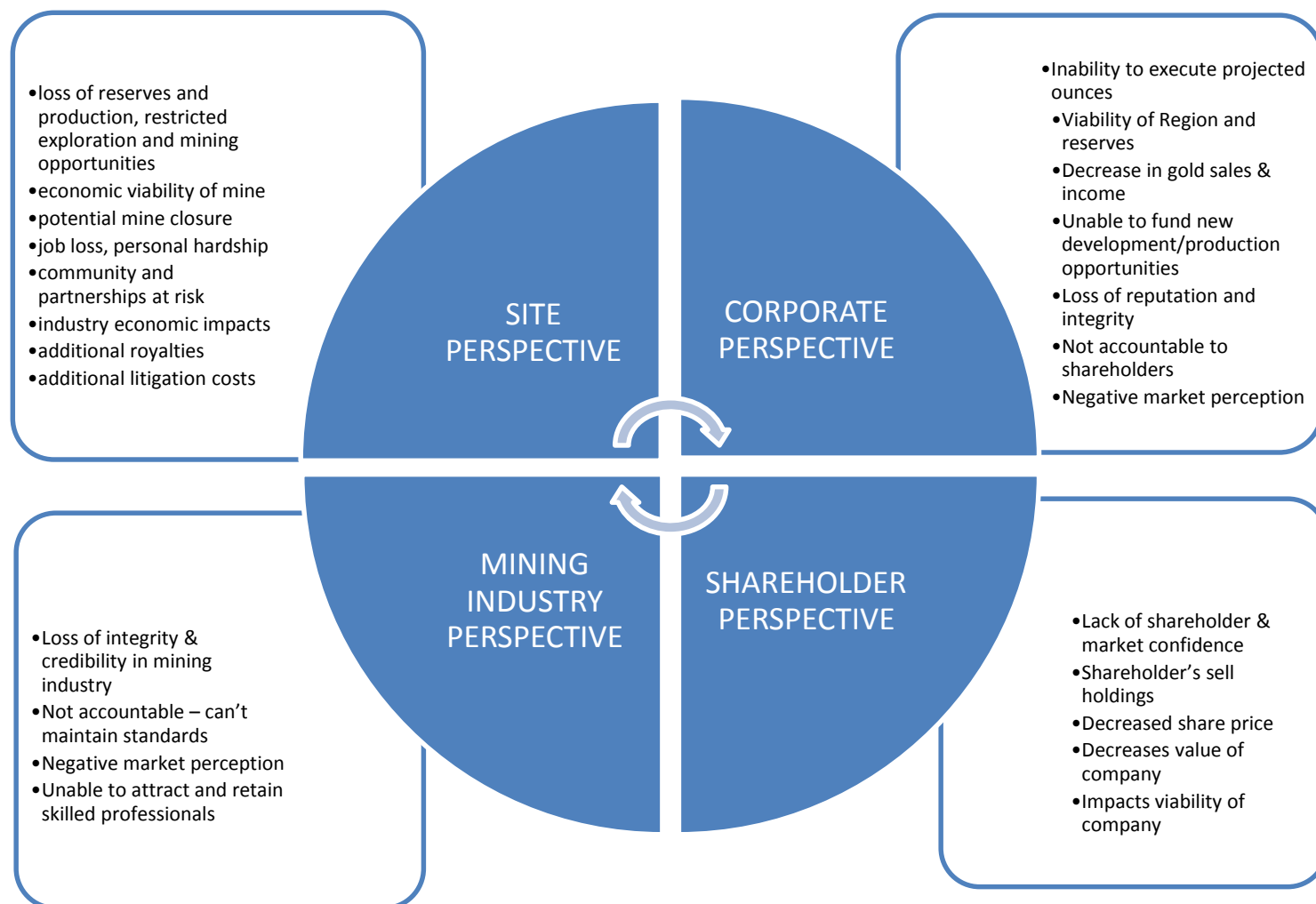
✓ RISK DEFINED:

## Full Definition of *RISK*

1. possibility of loss or injury : [peril](#)
2. someone or something that creates or suggests a hazard
3. the chance of loss or the peril

**The primary role of the land manager is to preserve and protect land assets for current and future exploration and mining opportunities.**

# Risk and Effect of loss of land assets





**AUDIT DEFINITIONS &  
EXAMPLES**



# AUDIT

- ✓ AUDIT DEFINED:
  1. An audience; a hearing
  2. An examination in general; a judicial examination
  - 3. The result of such an examination, or an account as adjusted by auditors; final account.**
  
- ✓ AUDIT PROGRAMME:
  - ✓ a listing of audit procedures to be performed in completing an audit



# Components of Audit

COMMUNICATION AND COOPERATION ARE ESSENTIAL COMPONENTS TO MITIGATE RISK



# AUDIT

## PURPOSE

- To assess the design and operation of controls in place to manage a defined risk
- Test to ensure risks are being managed for example to ensure compliance with local laws
- Communicate any exceptions or concerns noted
- Provide improvement recommendations to controls and processes

## IMPORTANCE

- Audit provides review of the process, controls and governance implemented
- Substantiates directives
- Ensures compliance to internal and external requirements
- Transparency and accuracy

# TYPES OF AUDIT & OBJECTIVES

## 1. Internal Audit

- **ICFR Audit (annual)** – To support the CEO and CFO's report on the effectiveness of Internal Controls over Financial Reporting in the Company's Annual Report.
- **Regional Land Manager's monthly audit**
- Risk based Audits (ad hoc) – To provide senior management and the Audit Committee assurance that the risks of the company are being effectively managed. This could include, for example, a 'Land Management regulatory and legal compliance' audit.
- Management Request Audits (ad hoc) – To perform specified procedures at the request of management.



## INTERNAL ICFR AUDIT PROCESS

### What happens during an internal audit?

- Auditors test and verify what land managers do to ensure we meet legislative requirements
- Ensure we have an audit process that has enough rigor
- Require evidence of oversight of processes being followed.
  - **Are we monitoring the land FUNCTION properly?**
  - **Evidence of payments**
  - **Evidence of completed actions**
  - **Evidence of compliance to jurisdictional rules**
  - **Evidence of maintenance of the land assets**
  - **Who is watching the watcher?**
- Use EXCEPTION REPORTING to outline deficiencies
- Request date by which compliance to exceptions will be complete
- Formally close the exception and sign off.



## EXCEPTION REPORTING-2013

- **CONTROL GAPS – CLOSED – TESTING PENDING**
- **Control ID: Exception Description:** TOR-PPE-C1-C4: Monitor and maintain mining titles
- **Interim Review of the monthly claims reports is not documented on a timely basis**
- Out of 26 monthly reports reviewed (3 BC, 6 Ontario, 15 Quebec, and 2 USA), 7 were not evidenced as reviewed in a timely manner by the Site Supervisor. IA noted the following:
  1. BC - For claims due within 90 days from June 1: June report was signed off on October 4, 2013
  2. Quebec - For claims due within 90 days from Sept 1: September report was signed off on October 8, 2013 (Eleonore) and October 16, 2013 (Covert, ELE South, Olga, Wabamisk)
  3. MSW - For claims due within 90 days from Sept 1: September report was signed off on October 16, 2013

## T ICFR Audit (annual) - Narrative

### BC Land Titles

- The administration of the BC Land Titles is performed by a Land Manager working out of the Toronto office. On a monthly basis the Land Manager prepares a 90 day report which shows the required upcoming filings within the next 90 days (includes unpatented claims and leases). The monthly claims report is reviewed by the Site Supervisor for completeness of the claim. The Land Manager administers filing and payment for all claims (unpatented claims and leases). On a monthly basis the Regional Land Manager reviews the monthly report and performs a comparison between the upcoming due dates provided by the land manager and the upcoming due dates according to the Mineral titles on line under the Ministry of Natural Resources to ensure that all land title due dates are being addressed by the land manager. (TOR-PPE-C2)



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## Equity Month End Report - Licenses

Pending events from period: 01/Nov/2014 for 30, 60, 90 days

### Actions due in next 30 days

### Actions due in next 60 days

#### Payment: Renewal Fee

Project: Not Specified

Type	Code	\$Due	\$Work Performed	Due Date	Assigned To	Comments
BC Claim	244616	250		12/30/2014	Paula Valerio	
BC Claim	244617	250		12/30/2014	Paula Valerio	
BC Claim	244620	250		12/30/2014	Paula Valerio	
BC Claim	244622	250		12/30/2014	Paula Valerio	

### Actions due in next 90 days

#### Payment: Annual Rent

Project: Not Specified

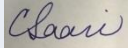
Type	Code	\$Due	\$Work Performed	Due Date	Assigned To	Comments
BC Mining Lease	243447	6034.4		1/19/2015	Paula Valerio	Annual Rental Payment
BC Mining Lease	243449	2775.4		1/19/2015	Paula Valerio	Annual Rental Payment

Next Notice will be on

Please sign a copy of this correspondence

3-Nov-14

# MONTHLY VERIFICATION

DOWNLOADED DECEMBER 1, 2014 for MONTHLY VERIFICATION								
BC EQUITY								
Tenure Number	Claim Name	Owner	Tenure Type	Tenure Sub Type	Map Number	Issue Date	Good To Date	Status
243447		139700 (100%)	Mineral	Lease	093L019	1977/jan/19	2016/jan/19	GOOD
243449		139700 (100%)	Mineral	Lease	093L019	1979/feb/07	2016/feb/07	GOOD
244616	T 90	139700 (100%)	Mineral	Claim	093L029	1968/dec/30	2015/dec/30	GOOD
244617	T 91	139700 (100%)	Mineral	Claim	093L029	1968/dec/30	2015/dec/30	GOOD
244620	T 114	139700 (100%)	Mineral	Claim	093L029	1968/dec/30	2015/dec/30	GOOD
244622	T 116	139700 (100%)	Mineral	Claim	093L029	1968/dec/30	2015/dec/30	GOOD
NO CHANGE								
				DECEMBER 1, 1014				
CHRISTINE SAARI			DATE					

# TYPES OF AUDIT & OBJECTIVES

## 2. External Audit (Deloitte)

- ICFR Audit (annual) – To support their independent opinion on the effectiveness of Internal Controls over Financial Reporting in the Company's Annual Report.



## EXTERNAL AUDIT PROCESS

- Deloitte is Goldcorp's external audit firm.
- Frequency is annually in line with our financial reporting cycle.

### QUESTION I'M MOST ASKED:

- How do monitor/provide oversight over all the land in your region?
- What are risks around maintaining the right to explore and/or mine land in your region?
- What are the processes, controls and systems implemented to manage those risks?
- What evidence do you retain to demonstrate the controls and monitoring are in place? Or how do you prove it?
- **CAN YOU CONFIRM THAT YOU ARE AWARE OF ALL GOLDCORP'S LAND?**  
**RESPONSE - TODAY YES, TOMORROW I DON'T KNOW**



# GLAM IT Audit Functionality

- FlexiCadastre has extensive audit capabilities which allow Goldcorp to satisfy audit requests

## Users

- Shows roles and authorizations
- Shows record of use in the system
- Shows added and deleted records
- Has entry by entry documented
- Can create reports on user activity

# EXAMPLE USER ROLES

Full Name	User Name	Domain Name	Role Abbreviations	Account Active	Authentication
Christine Saari	christine.saari	Goldcorp_CA	LM, RLM, SA	TRUE	Domain
Debbie Woito	Debbie.Woito	Goldcorp_Ca	LM	TRUE	Domain
Judy Kacan	judy.kacan	rlgm	LM, SA	TRUE	Domain
Julie Stone	Julie.Stone	Goldcorp_ca	LM	TRUE	Domain
Marty Miller	Marty.Miller	Goldcorp_ca	LM	TRUE	Domain
Paula Valerio	paula.valerio	GOLDCORP_CA	LM, RLM, SA	TRUE	Domain

# Example User Authorizations

The screenshot shows the FlexiCadastré web application interface. The browser address bar displays the URL: <http://glam.goldcorp.com/FlexiCadastréGoldcorp/FlexiCadastré.htm>. The page title is "Admin Tools > Users > Authorisation". The user "Christine Saari" is selected in a dropdown menu. A navigation menu includes "Approval", "Agreement", "License", "Companies", "People", "Groups", "Documents", "Map Services", "Map Print Templates", "Administration", and "Audit".

The main content area displays a table with the following structure:

Action		View Summary	View Details	Add	Edit	Delete
<input type="checkbox"/>	ALL ACTIONS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

The left sidebar contains a search bar and a list of navigation items: Home, Licenses, Agreements, Property, Claim Group, Tax Group, Work Filing Extension, Municipal Tax, Project, Credit Distribution, Work Assessment, Cash in Lieu - Ontario, Affidavit Group - Others, Affidavit Group - Placer, Actions, Approvals, Maps, Reports, Documents, Companies, People, Competitor Monitoring, My Settings, Admin Tools, and Help.

The Windows taskbar at the bottom shows the system clock as 2:06 PM on 4/12/2015.

# GLAM IT Audit Functionality

- Audit Search extracted to Excel of the changes that Christine Saari made to agreements last year

	A	B	C	D	E	F	G	H	I	J
1	Object Type	Object Description	Description	Old Value	New Value	Audit Type	Date	User	Context Type	Context Description
2	Agreement	Montreal River International Silver Mines Limited(MA-Porcupine Joint Venture-02Jan1940-76)	End Date changed from no value to 31/Dec/2039		31-Dec-39	Changed	27/02/2014 11:42	Christine Saari	User Interface	Agreement Editor
3	Agreement	Schumacher Lease Indenture - Porcupine - 3074 (R-Porcupine Joint Venture-31May1985-87)	Action Decision: Retain Lease/Concession or Claims On Agreement Schumacher Lease Indenture - Porcupine - 3074 (R-Porcupine Joint Venture-31May1985-87) Due 03 Jun 2024 was Added			Changed	27/02/2014 11:39	Christine Saari	User Interface	Action Editor
4	Agreement	Schumacher Lease Indenture - Porcupine - 3074 (R-Porcupine Joint Venture-31May1985-87)	Action Generic: Reminder On Agreement Schumacher Lease Indenture - Porcupine - 3074 (R-Porcupine Joint Venture-31May1985-87) Due 01 Jan 2025 was Added			Changed	27/02/2014 11:36	Christine Saari	User Interface	Action Editor
5	Agreement	Schumacher Lease Indenture - Porcupine - 3074(R-Porcupine Joint Venture-31May1985-87)	Renewal Date changed from no value to 31/May/2025		31-May-25	Changed	27/02/2014 11:31	Christine Saari	User Interface	Agreement Editor
6	Agreement	Schumacher Lease Indenture - Porcupine - 3074(R-Porcupine Joint Venture-31May1985-87)	End Date changed from no value to 31/May/2025		31-May-25	Changed	27/02/2014 11:31	Christine Saari	User Interface	Agreement Editor

# GLAM IT Audit Functionality

- Audit Search of everything that the user Paula Valerio added in the last month

**Admin Tools > Audit > Search** New Search

Object Type:  Audit Type:  User:

Object Description:  Old Value:  Context Type:

Property:  New Value:  Context Description:

Description:

Absolute Dates  Relative Dates

Audit Date:

Audit logging started on **29/Jan/2009**

Search returned **17** results.

All	Object Type	Object Description	Description	Audit Type	Date	User	Context Type	Context Description
<input type="checkbox"/>	Action	Expiry on ASB 5560 (5560)	Action Created	Added	27/Mar/2015 10:54:15	Paula Valerio	Business Rule	Rule: Expiry (Quebec Non Exclusive Lease Application and Maintenance) Schedule 'Expiry' once off at License Expiry Date
<input type="checkbox"/>	Action	Payment: Annual Rent on ASB 5560 (5560)	Action Created	Added	27/Mar/2015 10:54:14	Paula Valerio	Business Rule	Rule: Payment: Annual Rent (Quebec Non Exclusive Lease Application and Maintenance) Schedule 'Payment: Annual Rent' once off at License Expiry Date, , Calculate amount using line items: (Description: Annual Rent, Amount: Parameter Value Quebec Fees (Inputs: Fee Type (Type: Text) from ), Display 2 decimal places, Round Value to nearest 2 decimal places), No Tax, Currency: Canadian Dollar, Direction: Outgoing, Accounting Code:
<input type="checkbox"/>	Action	Expiry on ASB 5560 (5560)	Action Created	Added	27/Mar/2015 10:53:24	Paula Valerio	Business Rule	Rule: Expiry (Quebec Non Exclusive Lease Application and Maintenance) Schedule 'Expiry' once off at License Expiry Date
<input type="checkbox"/>	Action	Payment: Annual Rent on ASB 5560 (5560)	Action Created	Added	27/Mar/2015 10:53:24	Paula Valerio	Business Rule	Rule: Payment: Annual Rent (Quebec Non Exclusive Lease Application and Maintenance) Schedule 'Payment: Annual Rent' once off at License Expiry Date, , Calculate amount using line items: (Description: Annual Rent, Amount: Parameter Value Quebec Fees (Inputs: Fee Type (Type: Text) from ), Display 2 decimal places, Round Value to nearest 2 decimal places), No Tax, Currency: Canadian Dollar, Direction: Outgoing, Accounting Code:
<input type="checkbox"/>	Action	Payment: Annual Rent on ASB 5560 (5560)	Action Created	Added	27/Mar/2015 10:52:44	Paula Valerio	Business Rule	Rule: Payment: Annual Rent (Quebec Non Exclusive Lease Application and Maintenance) Schedule 'Payment: Annual Rent' once off at License Expiry Date, , Calculate amount using line items: (Description: Annual Rent, Amount: Parameter Value Quebec Fees (Inputs: Fee Type (Type: Text) from ), Display 2 decimal places, Round Value to nearest 2 decimal places), No Tax, Currency: Canadian Dollar, Direction: Outgoing, Accounting Code:
<input type="checkbox"/>	User	Russell.Ball	User created.	Added	25/Mar/2015 09:15:42	Paula Valerio	User Interface	User Editor
<input type="checkbox"/>	User	Tina.Wang	User created.	Added	25/Mar/2015 09:15:11	Paula Valerio	User Interface	User Editor
<input type="checkbox"/>	User	David.Stephens	User created.	Added	25/Mar/2015 09:14:42	Paula Valerio	User Interface	User Editor



# GLAM – IT Audit

## GLAM

- **Manage Change**

- How changes are identified and provided to FlexiCadastre
  - Upgrades, server changes
- Use of Spatial Dimension to build custom reports
  - Provide Flexi backend reporting for proof of what went on during the upgrade
- End user testing performed by Goldcorp
  - Users responsible for in-depth testing on Goldcorp specific functionality
- Approval to deploy to production
  - Regional Land Manager sign off required
- Access to the production environment
  - Coordinate with Bell Data Centre, Spatial Dimension, Sierra Systems and Goldcorp's internal IT department

# GLAM – IT Audit

## GLAM

- **Access Management**
  - Administrative Access
    - How is administrative access restricted
      - User Authorizations, roles, identify what each person can and cannot access.
    - What can be done with administrative access
      - Database access
      - **Adding and removing user access (example)**
      - Password requirements and authentication
      - Segregation of Duties

# GLAM – IT Audit

## GLAM

- **Operations**

- Backup

- Server backups are done nightly

- Incident Management

- If there are system errors or issues

- Email sent to Paula and I
- Paula investigates if it is a user issue, or system
- If it is a user issue System Administrator works to solve the issue
- If it as system issue System Administrator involves Spatial Dimension, and Goldcorp IT if required to resolve issues

- **User Management**

- Toronto Land Team receives request from site to add or remove a user in GLAM
- Regional Land Manager approves or denies access
- If approved, System Administrator adds or de-activates a user
- System Administrator advises Regional Land Manager and Site that user is updated
  - For additions, the System Administrator request user to test access and authorizations for accuracy
  - For de-activations, System Administrator and Regional Land Manager test to ensure no access
- Everything is documented via emails.
- Auditor requests proof of all approvals, and email chains where required.

# GLAM User Management

GLAM Information Request (External Audit Team)		
Number	Information Request	Status
Change Management		
1	A list of changes to the Canada/US, Mexico and CSA GLAM environments for the period of January 1 to September 30, 2014 (If any)	Pending
Access		
2	A list of all staff added to the Canada/US, Mexico and CSA GLAM environments for the period of January 1 to September 30, 2014	Pending
3	A list of all staff removed from the Canada/US, Mexico and CSA GLAM environments for the period of January 1 to September 30, 2014	Pending
4	Screen shots of who has administrative access for each instance of GLAM: a. Canada/US b. Mexico c. CSA	Pending
5	<b>A list of all users and their access rights for the Canada/US, Mexico and CSA GLAM environments</b>	Pending
Computer Operations		
6	Contact information for the Sierra staff who are responsible for providing access to Spatial Dimensions as required	Pending

## GLAM – IT Audit for Users



**User Added This Year by Paula Valerio**

**Audit Report**

12/Apr/2015

Author: Felipe Allegretti

GLAM PRODUCTION Site



# GLAM – IT Audit for Users



## User Added This Year by Paula Valerio

Object Type	Object Description	Description	Attribute	Audit Type	Date/Time	User
User	Russell.Ball	User created.		Added	25/Mar/2015 09:15	Paula Valerio
<b>Context Description</b>						
User Interface: User Editor						
User	Tina.Wang	User created.		Added	25/Mar/2015 09:15	Paula Valerio
<b>Context Description</b>						
User Interface: User Editor						
User	David.Stephens	User created.		Added	25/Mar/2015 09:14	Paula Valerio
<b>Context Description</b>						
User Interface: User Editor						
User	Adrian.Rothwell	User created.		Added	25/Mar/2015 09:13	Paula Valerio
<b>Context Description</b>						
User Interface: User Editor						
						<b>Count: 4</b>

# User Detail report



**All Users Details**

**User Details Report**

27/Oct/2014

Author: Mariana Godoy



GLAM Chile & Argentina Produccion Site

# User Report cont'd

Andrea Mendez								Active
Jefe Propiedad Minera								
General								
User Name:	andrea.mendez			Language:	Español			
Authentication:	Domain			Email:	andrea.mendez@goldcorp.com			
Mobile Number:	+56966170442			Regions:	El Morro, Exploracion Chile			
Authorisation								
	Search	Summary	Details	Add	Edit	Delete	Edit Configurations On Shape Validation	Edit Shapes On Shape Validation
License	Chile - Todos Derechos	✓	✓	✓	✓	✓		
Action	Chile - Todas Acciones	✓	✓	✓	✓	✓	×	×
Agreement	Chile - Todos Contratos	✓	✓	✓	✓	✓		
Company	ALL COMPANIES	✓	✓	✓	✓	✓		
Document	ALL DOCUMENTS	✓	✓	✓	✓	✓		
Person	ALL PEOPLE	✓	✓	✓	✓	✓		
Group	Chile - Todas Areas	✓	✓	✓	✓	✓		
Group	Chile - Todos Proyectos	✓	✓	✓	✓	✓		
Approval	ALL APPROVALS	✓	×	×	×	×		
Basic Authorisations				Yes/No				
Admin Functions : Actions : Add New Approvals				✓				
Admin Functions : Actions : Close Any Action				✓				
Admin Functions : Actions : Delete Approvals				✓				
Admin Functions : Actions : Edit Closed Actions				✓				
Admin Functions : Actions : Override Approvals				✓				
Admin Functions : Actions : Show Scheduling Rule Information				✓				
Admin Functions : Companies/People : Enable Convert To				✓				
Admin Functions : Companies/People : Enable Merging				✓				
Admin Functions : Documents : Enable Push To Repository				✓				
Admin Functions : Home Page : Allow Editing Default Layout				✓				
Admin Functions : Home Page : Display Diagnostic Errors				✓				
Admin Functions : Reports : Add/Edit/Delete System Reports				✓				
Admin Functions : Reports : View Non Published Reports				✓				
Admin Functions : Searches : Add/Edit/Delete System Searches				✓				
Admin Functions : Searches : View Non-Published System Searches				✓				
Admin Functions : Shapes : Show System Searches On Dynamic Shape Options				✓				

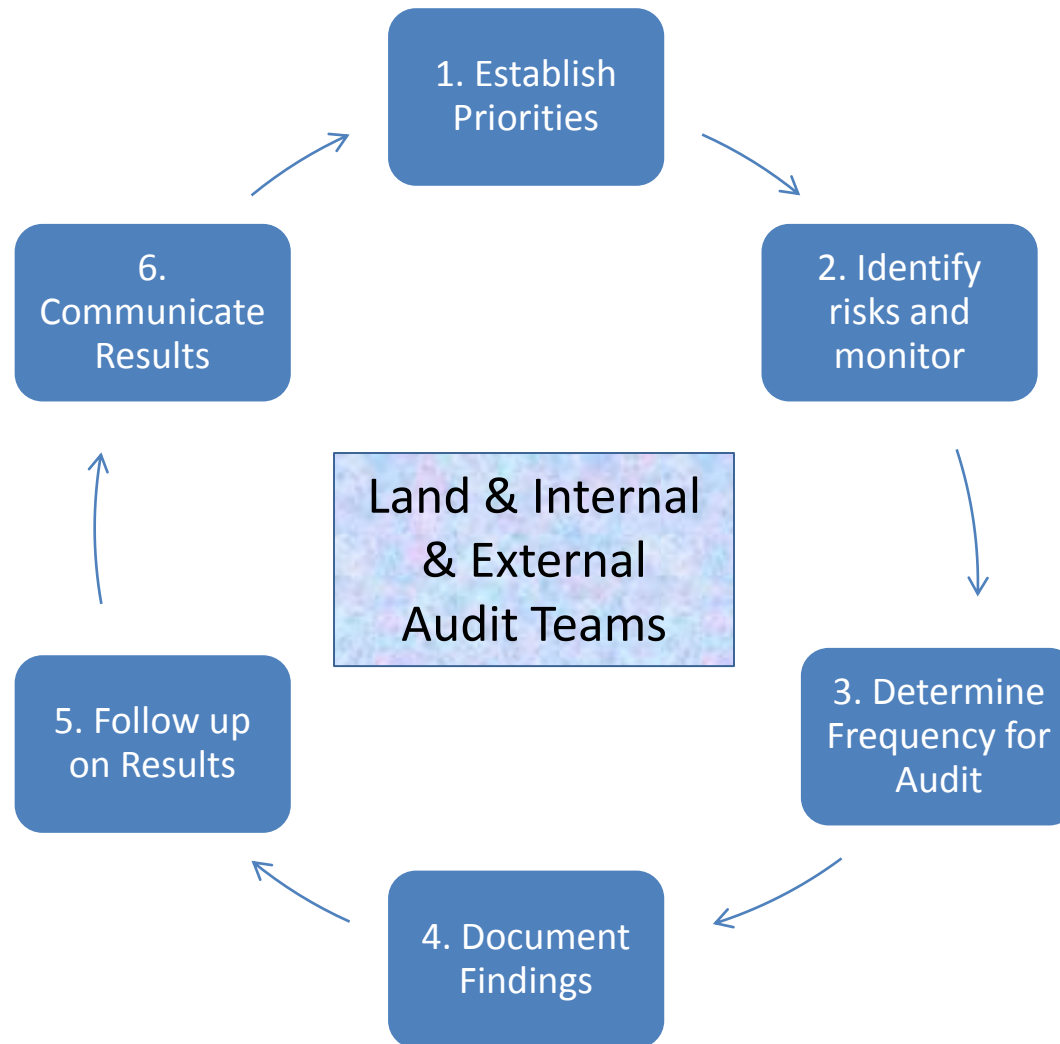
# User Report cont'd

Basic Authorisations	Yes/No
Admin Functions : System : Allow User To Apply Service Pack	✓
Admin Tools : Application : Configure Brief Controls	✓
Admin Tools : Application : Configure Field Validations	✓
Admin Tools : Application : Configure Indirect Documents	✓
Admin Tools : Application : Edit General Settings	✓
Admin Tools : Application : Edit Selectable Fields	✓
Admin Tools : Application : Notifications	✓
Admin Tools : Application : Party Notification Templates	✓
Admin Tools : Application : Tasks	✓
Admin Tools : Application : User Notification Templates	✓
Admin Tools : Audit : Search Audit	✓
Admin Tools : Audit : Search Authentication Log	✓
Admin Tools : Audit : Search Email Log	✓
Admin Tools : Lookup Tables : Edit Lookup Tables	✓
Admin Tools : Parameter Values : View/Add/Edit/Delete Parameter Values	✓
Admin Tools : Plugins : Configure Plugins	✓
Admin Tools : Reports : Edit General Settings	✓
Admin Tools : Reports : Edit/Add/Delete Tags	✓
Admin Tools : Reports : Upload Template Schema	✓
Admin Tools : Reports : View Report Schema	✓
Admin Tools : Reports : View Template Schema	✓
Admin Tools : Spatial : Edit General Settings	✓
Admin Tools : Spatial : Edit/Add/Delete Coordinate Systems	✓
Admin Tools : Spatial : Edit/Add/Delete Feature Classes	✓
Admin Tools : Spatial : Edit/Add/Delete Geodatabases	✓
Admin Tools : Spatial : Edit/Add/Delete Geo-Transformations	✓
Admin Tools : Spatial : Edit/Add/Delete Layout Documents	✓
Admin Tools : Spatial : Edit/Add/Delete Map Services	✓
Admin Tools : Spatial : Edit/Add/Delete Print Templates	✓
Admin Tools : System : Edit Authentication Settings	✓
Admin Tools : System : Edit Database Connection	✓
Admin Tools : System : Edit Document Settings	✓
Admin Tools : System : Edit General Settings	✓
Admin Tools : System Types : Edit General Settings	✓

# User Report cont'd

Basic Authorisations	Yes/No
Admin Tools : System Types : Edit/Add/Delete Action Types	✓
Admin Tools : System Types : Edit/Add/Delete Agreement Types	✓
Admin Tools : System Types : Edit/Add/Delete Group Types	✓
Admin Tools : System Types : Edit/Add/Delete Jurisdictions	✓
Admin Tools : System Types : Edit/Add/Delete License Types	✓
Admin Tools : System Types : Edit/Add/Delete Regions	✓
Admin Tools : System Types : Edit/Add/Delete Relationship Constraints	✓
Admin Tools : Templates : Edit/Add/Delete Agreement Templates	✓
Admin Tools : Templates : Edit/Add/Delete License Templates	✓
Admin Tools : Tools : Access Back End Process Requests	✓
Admin Tools : Tools : Access Debug Tools	✓
Admin Tools : Tools : Import Data	✓
Admin Tools : Tools : Run Batch Processes	✓
Admin Tools : Tools : View Diagnostic Report	✓
Admin Tools : Users : Allow log in as another user	✓
Admin Tools : Users : Edit Admin Authorisation	✓
Admin Tools : Users : Edit General Settings	✓
Admin Tools : Users : Edit Non-Admin Authorisation	✓
Admin Tools : Users : Edit/Add/Delete Users	✓
Admin Tools : Work Flows : Edit General Settings	✓
Admin Tools : Work Flows : Edit/Add/Delete Workflows And Rules	✓
Admin Tools : Work Flows : View Workflows And Rules	✓
Admin Tools Templates Edit Group Templates	✗
<b>Map Services</b>	<b>View</b>
GLAM_SAM_Derechos_WGS84	✓
LARUC_MAPAS	✓
<b>Map Print Template</b>	<b>View</b>
Template - Derechos Mineros Chile - A4	✓
<b>User Groups</b>	

# Continuous Audit Process





# Audit...What's next?

- Agreement review and audit
  - Assess how well the sites are closing actions and meeting terms of agreements
  - If sites are not adhering to the obligations of agreements then why?
    - The agreement may be a nightmare to administer, (archaic, hard to understand terms).
    - Agreement parties may have agreed via email to combine terms or do something differently.
    - If so, then an amendment to the agreement may be in order.
  - Provide legal with feedback and suggestions to improve on contract preparation so that they are reasonable to administer.

AUDIT OF CONTRACTS IS NECESSARY TO ENSURE COMPLIANCE TO THE TERMS, AND REDUCE RISK OF BREACH OF CONTRACT

GOVERNANCE



# WHAT IS GOVERNANCE?

## GOVERNANCE

1. The person(s), or committee who make up the body for the purpose of administering something

## GOVERN –

1. Bring into conformity with rules or principles or usage; impose regulations;
2. Direct or strongly influence the behaviour
3. Exercise authority over;  
Synonyms: rule

# GOVERNANCE

## PURPOSE

- Adhere to Jurisdictional legislation , regulatory compliance, and internal processes and policies

## IMPORTANCE

- Sets the guidelines of how we do business
- Clarifies & substantiates directives
- Ensures compliance to internal and external requirements
- Transparency and accuracy

## **HOW IS LAND MANAGEMENT GOVERNED?**

- 1. WRITTEN POLICY AND PROCEDURE**
- 2. JURISDICTONAL LEGISLATION PERTAINING TO LAND MANAGEMENT FOLLOWED**

## HOW IS LAND MANAGEMENT GOVERNED?

### 2. JURISDICTIONAL COMPLIANCE AND LEGISLATION

- Ensure land personnel fully understand the law pertaining to land management in their jurisdiction
- Keep up to date with any law changes and educate
- Follow the rules to comply with legislative needs
- Get a legal opinion if you are not sure of the impacts of the law
- Maintain an auditable book of record (glam) for all land related items



REPORTING



## REPORTING

- **PURPOSE**

- Provide documentation of events coming due and priorities to be actioned
- Book of record leveraged for standard reporting
- Notification to appropriate personnel

- **IMPORTANCE**

- The reports created give clear indication of events coming due
- Reports document actions to be taken and direction given by appropriate managers
- Internal document of record for land management
- **Signed off** monthly and uploaded into glam
- Proof of processes followed and regulations met
- Verification of the book of record for land assets
- Provides various departments with accurate land information
- Consistency reducing risk of loss of land assets

# Thank you

- Questions?