

STATUTORY INSTRUMENT NO. 58 OF 2011

**The Petroleum (Exploration and Production)
Act, 2008**
(Act No. 10 of 2008)

**The Petroleum (Exploration and Production)
(General) Regulations, 2011**

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IN EXERCISE of the powers contained in section *one hundred and five* of the Petroleum (Exploration and Production) Act, 2008, the following Regulations are hereby made:

PART I

PRELIMINARY

1. These Regulations may be cited as the Petroleum (Exploration and Production) (General) Regulations, 2011. Title
2. In these Regulations, unless the context otherwise requires— Interpretation
 - “Committee” means the Petroleum Committee constituted under the Act;
 - “danger area” means an airspace of defined dimensions within which activities dangerous to the flight of aircraft may exist at specified times;
 - “licence” has the meaning assigned to it in the Act; and
 - “Technical Committee” has the meaning assigned to it in the Act.

PART II

BLOCKS

3. (1) For the purposes of establishing the blocks referred to in section *eight* of the Act, the surface area of the Republic shall be deemed to be divided into graticular sections by reference to meridians of longitude which are five minutes apart, measured from the meridian of Greenwich, and by reference to parallels of latitude which are five minutes apart, measured from the equator. Graticulation and constitution of blocks
- (2) Each graticular section shall be bounded by part of two meridians of longitude which are five minutes apart and by part of two parallels of latitude which are five minutes apart.
- (3) Where a portion of a graticular section includes land in the Republic and land outside the Republic, only that portion of the land in the Republic shall constitute a graticular section for the purposes of these Regulations.
- (4) A block awarded to a licensee shall be defined by reference to graticular sections.

PART III

BIDS

4. A bid submitted pursuant to subsection (3) of section *nine* of the Act shall be in Form I set out in the Second Schedule. Submission of bid

- Criterion for selection of bidders
5. The Minister shall consider the following matters in the evaluation of bids and selection of bidders:
- (a) the technical competence and experience of the bidder with respect to petroleum operations;
 - (b) the financial resources available to the bidder to fulfil the petroleum exploration, development and production obligations under a licence;
 - (c) the extent to which the bidder will provide advanced technology and skills to the Zambian petroleum industry; and
 - (d) the specific contents of the bid received.
- Evaluation of bids
6. (1) The Minister shall cause the evaluation of bids by the Technical Committee within thirty days of receiving the bids.
- (2) The Technical committee shall, where it receives bids for evaluation, recommend to the Committee to grant or refuse to grant a licence to the bidder.
- (3) The Minister shall, where the Committee refuses to grant a licence to a bidder, inform the bidder of the rejection in Form II set out in the Second Schedule within seven days of the decision.
- (4) No rights of any kind shall be created in favour of any bidder by virtue of the submission of a bid.

PART IV

PETROLEUM OPERATIONS

- Exploration period
7. The exploration period shall comprise—
- (a) an initial period not exceeding four years in duration; and
 - (b) upon renewal of a licence, two further periods not exceeding three years each in duration.
- Application for petroleum exploration licence
8. An application for a petroleum exploration licence shall be in Form III set out in the Second Schedule.
- Application for petroleum development and production licence
9. (1) An application for a petroleum development and production licence shall be in Form III set out in the Second Schedule.
- (2) A request for further information in respect of an application under sub-regulation (1) shall be in Form IV set out in the Second Schedule.
- Issuance of licence
10. (1) The Minister shall, where the Committee approves an application made under regulation 8 or sub-regulation (1) of regulation 9, issue the applicant with a licence within seven days of the Minister's decision.

(2) A petroleum exploration licence shall be in Form V set out in the Second Schedule.

(3) A petroleum development and production licence shall be in Form VI set out in the Second Schedule.

11. The Minister shall, where the Minister intends to reject an application made under sub-regulation (1) of regulation 9, notify the applicant of such intention in Form VII set out in the Second Schedule.

Notice of intention to reject application

12. The Minister shall, where the Committee rejects an application for a licence, notify the applicant of the rejection in Form VIII set out in the Second Schedule, within seven days of the Minister's decision.

Rejection of application

13. (1) An application for the renewal of a licence shall be in Form IX set out in the Second Schedule.

Application for renewal of licence

(2) The Minister shall—

(a) where the Minister approves an application under sub-regulation (1), endorse the renewal on the licence; and

(b) where the Minister intends to reject an application under sub-regulation (1), notify the applicant of such intention in Form VII set out in the Second Schedule.

(3) The Minister shall, where the Minister rejects an application under sub-regulation (1), notify the applicant of such rejection in Form VIII set out in the Second Schedule and shall endorse the rejection on the licence.

14. A licensee shall, where the licensee discovers petroleum in a licence area, which the licensee considers may be exploited commercially, prior to the commencement of development operations, submit to the Minister the information set out in Form X of the Second Schedule.

Development and production operations

15. (1) An application to amend a programme of exploration operations shall be in Form XI set out in the Second Schedule.

Application to amend programme of exploration operations

(2) The Minister shall—

(a) where the Minister approves an application under sub-regulation (1), endorse the amendment on the licence; and

(b) where the Minister rejects an application under sub-regulation (1), notify the applicant of the rejection in Form VIII set out in the Second Schedule and shall endorse the rejection on the licence.

Application to relinquish area or part of area covered by licence

16. (1) A notice of intention to relinquish all or any of the blocks subject to a licence shall be in Form XII set out in the Second Schedule.

(2) An application under sub-regulation (1) shall be in Form XIII set out in the Second Schedule.

(3) A certificate of relinquishment shall be in Form XIV set out in the Second Schedule.

Notice of intention to suspend or cancel licence

17. (1) A notice of intention to suspend or cancel a licence shall be in Form XV set out in the Second Schedule.

(2) The Minister shall, where the Minister suspends or cancels a licence, notify the licensee of the suspension or cancellation in Form XVI set out in the Second Schedule and endorse the suspension or cancellation on the licence.

PART V

TRANSFERS AND ASSIGNMENTS

Application for approval to transfer or assign licence, etc

18. (1) An application for approval to transfer or assign a licence or an instrument by which a legal or equitable interest in, or affecting, a licence is created, assigned or dealt with, shall be in Form XVII set out in the Second Schedule.

(2) The Minister shall—

(a) where the Minister approves an application under sub-regulation (1), endorse the approval on the licence; and

(b) where the Minister rejects an application under sub-regulation (1), inform the applicant of the rejection in Form VIII set out in the Second Schedule and endorse the rejection on the licence.

Application for consent to register transfer of shares in company, etc

19. (1) An application for consent to register the transfer, to any person, of any share or shares in a company that holds a licence or to enter into an agreement with any particular person, if the effect of doing so would be to give that person control of the company shall be in Form XVII set out in the Second Schedule.

(2) A request for further information in respect of an application under subregulation (1) shall be in Form IV set out in the Second Schedule.

(3) The Minister shall—

(a) where the Minister approves an application under subregulation (1), endorse the approval on the licence; and

(b) where the Minister rejects an application under subregulation (1) inform the applicant of the rejection in Form VIII set out in the Second Schedule and endorse the rejection on the licence.

(4) Consent to an application made under sub-regulation (1) shall be in Form XVIII set out in the Second Schedule.

20. A certificate of evidence issued by the Minister pursuant to section *fifty-three* and subsection (2) of section *sixty-nine* of the Act shall be in Form XIX set out in the Second Schedule.

Certificate of evidence

PART VI

WORK PRACTICES

21. (1) An application for consent to flare natural gas shall be in Form XX set out in the Second Schedule.

Application for consent to flare natural gas

(2) Consent to flare natural gas shall be in Form XXI set out in the Second Schedule.

22. (1) An application for consent to drill a well less than one thousand metres from a boundary of the licence area shall be in Form XXII set out in the Second Schedule.

Application for consent to drill well within, or across, certain limits of licence area boundary

(2) A licensee shall not drill a well from within the licence area through any vertical boundary of the licence area into another licence area without the prior written consent of the other licensee and of the Minister.

(3) Consent to an application made under sub-regulation (1) shall be in Form XXIII set out in the Second Schedule.

(4) The Minister shall, where the Minister rejects an application under sub-regulation (1) inform the applicant of the rejection in Form VIII set out in the Second Schedule.

(5) For the purposes of these Regulations, a directional well drilled under a licence area from a surface location on nearby land not within the licence area shall, for all purposes of the Act, be considered to be drilled from a surface location within the licence area and, in such circumstances, the production of petroleum from the licence area through the directional well, or drilling or re-working of the directional well, shall be considered production, drilling or re-working operations, as the case may be, in the licence area.

(6) Nothing contained in sub regulation (5) shall be construed to grant to a licensee any leasehold interest, licence, easement, rightofway or other right which such licensee is required to acquire under the Act or any other written law.

Drilling
practices

23. (1) A licensee shall ensure that the well design and conduct of drilling operations, including the casing, cementing and plugging operations, are in accordance with these Regulations and with generally accepted practices in the international petroleum industry.

(2) A licensee shall identify a well by name, number and geographic coordinates which shall be shown on maps, plans and similar records which the licensee is required to keep.

(3) A licensee shall notify the Minister as soon as is practicable of any change of the name or identification number of a well in Form XXIV set out in the Second Schedule.

(4) A licensee shall, where any work on, or drilling of, a well is discontinued for a period exceeding thirty days but less than six months, notify the Minister in Form XXV set out in the Second Schedule.

(5) A licensee shall, prior to commencing any work on, or drilling, a well, or commencing work on a well on which work was discontinued for more than six months, notify the Minister in Form XXVI set out in the Second Schedule.

Notice of
directions in
respect of
illegally
drilled well

24. A notice of directions in respect of a well drilled in contravention of the Act shall be in Form XXVII set out in the Second Schedule.

Order for
removal of
property

25. An order for the removal, by a licensee, of property from land that ceases to be subject to the licence shall be in Form XXVIII set out in the Second Schedule.

Notice to
survey well,
etc

26. (1) A notice to a licensee to—

- (a) demarcate, and keep demarcated, the production area;
- (b) carry out a survey of the position of any well or of any structure or equipment; or
- (c) furnish a written report of the survey carried out pursuant to paragraph (b);

shall be in Form XXIX set out in the Second Schedule.

(2) A request for further information in respect of a report furnished pursuant to a notice given under sub-regulation (1) shall be in Form IV set out in the Second Schedule.

Notice of
direction to
comply with
conditions of
licence

27. A notice directing a licensee to comply with the conditions of a licence shall be in Form XXX set out in the Second Schedule.

28. (1) An application for consent to abandon, close or plug a well shall be made in Form XXXI set out in the Second Schedule. Abandonment of well

(2) Consent to abandon, close or plug a well shall be in Form XXXII set out in the Second Schedule.

(3) A licensee shall, upon receipt of the consent under sub-regulation (2), commence the abandonment operations in relation to a well:

Provided that in all cases—

(a) the licensee shall undertake to securely plug the well to prevent pollution and possible damage to the deposit, and shall, except as the Minister may otherwise direct, or the licence may otherwise provide, remove all equipment, materials and facilities relating thereto;

(b) cemented strings or other forms of casing shall not be withdrawn without the prior written approval of the Minister; and

(c) the licensee shall permit a representative of the Ministry responsible for Mines to observe the operations under this regulation.

(4) The Minister shall, where the Minister rejects an application under sub-regulation (1), inform the applicant of the rejection in Form VIII set out in the Second Schedule.

29. The design and construction of pipelines, pumping storage facilities and any other related facilities for the conveyance or storage of petroleum from a licence area shall be in accordance with the Act, the Energy Regulation Act and the Environmental Protection and Pollution Control Act. Construction of pipelines and related facilities
Cap. 436
Cap. 204

30. (1) A licensee shall, in accordance with the Weights and Measures Act, supply, operate and maintain equipment for measuring the volume and quality of any petroleum produced and saved pursuant to the licence, including gravity, density, temperature and pressure measuring devices and any other device for measuring the volume and quality of petroleum that may be required. Measurement
Cap. 403

(2) A licensee shall measure the volume and quality of the petroleum produced and saved pursuant to the licence, consistent with generally accepted practices in the international petroleum industry and in accordance with the frequency and procedures approved by the Minister.

(3) A licensee shall give notice to the Minister, in writing, of the licensee's intention to conduct measuring operations and the Minister may, upon receipt of the notice, be present at and supervise, either directly or through authorised persons, such operations.

Notice to
cease
wasteful
production
practices,
etc.

31. An order to cease wasteful production practices shall be in Form XXXIII set out in the Second Schedule.

PART VII

RETURNS, ACCOUNTS AND OTHER RECORDS

Quarterly
and annual
reports

32. (1) A licensee shall submit to the Director—

(a) on or before the thirtieth day of January, the thirtieth day of April, the thirty-first day of July and the thirty-first day of October, a report in respect of the preceding quarter in Form XXXIV set out in the Second Schedule; and

(b) on or before the thirty-first day of December of each year an annual report in Form XXXIV set out in the Second Schedule.

Annual work
programme

33. A licensee shall submit to the Director, on or before the thirtieth day of September of each year, a complete programme of work to be carried out during the following year, together with a detailed budget of the expenditures to be incurred for the purpose of, and incidental to, carrying out the programme of work.

Daily drilling
reports

34. (1) A licensee shall, during the conduct of drilling operations, maintain daily drilling reports and make the reports available for inspection, at any reasonable time, by an authorised officer.

(2) A licensee shall, within one hundred and twenty days of the completion of any survey, test or drilling operation, or, in the case of data that cannot reasonably be obtained or compiled in that period, as soon as possible thereafter, submit to the Director the following data:

(a) geological data including—

(i) surface or photo-geological and sub-surface maps of the area explored;

(ii) stratigraphic data, including measured stratigraphic surface sections, lithological groups, information relating to the porosity and the permeability of petroleum bearing zones;

- (iii) lithologic and paleontologic samples; and
 - (iv) summary reports of the geological data including references to the survey and processing techniques utilised;
- (b) geophysical data including—
- (i) seismic data, including—
 - (A) shotpoint and elevation maps;
 - (B) interpretive contour maps on critical or out standing mapping horizons;
 - (C) seismic record sections;
 - (D) location and elevation survey notes; and
 - (E) summary reports of the seismic data, including references to the survey and processing techniques utilised;
 - (ii) gravimetric data, including —
 - (A) gravity station location and elevation maps;
 - (B) observed gravity value contour maps and any derivative maps;
 - (C) gravimetric survey notes; and
 - (D) summary reports of the gravimetric data, including references to the survey and processing techniques utilised;
 - (iii) magnetic data, including—
 - (A) station or flight line base maps;
 - (B) total intensity value maps and any derivative maps; and
 - (C) summary reports of the magnetic data including references to the survey and processing techniques utilised;
- (c) well completion reports including—
- (i) engineering data;
 - (ii) geological data;
 - (iii) drill stem or production test results;
 - (iv) all wireline logs, at recommended scales of 1:1000, 1:500 and 1:200;
 - (v) samples and sample descriptions; and
 - (vi) core samples, core descriptions and laboratory analyses of the same; and
- (d) any other information that the Minister may require.

(3) A request for further information under sub-regulation (2) shall be in Form IV set out in the Second Schedule.

Records,
accounts,
etc. to be
maintained

35. (1) A licensee shall keep at the licensee's registered office accurate records containing full particulars of the following:

- (a) the drilling, operation, deepening, plugging or abandonment of wells;
- (b) the strata and sub-soil through which wells are drilled;
- (c) the casing inserted in wells and any alteration to such casing;
- (d) any petroleum, water and other economic minerals encountered;
- (e) the areas in which any geological or geophysical work has been carried out;
- (f) accurate geological maps and plans, geophysical records, representative geological samples and test results; and
- (g) any other information as may be provided in the licence or as the Director may require.

(2) A licensee shall keep at the licensee's registered office accurate accounts containing full particulars of the following:

- (a) the gross quantity of any crude oil and natural gas produced and saved from the licence area;
- (b) the grades and gravity of any crude oil produced and the composition of any natural gas produced;
- (c) any quantities of crude oil, natural gas and sulphur, in any form, or any other minerals, gases, liquids or solids disposed of by way of sale or otherwise, the consideration received, the quantity disposed of and the name of the person to whom any such quantity was disposed;
- (d) the quantity of crude oil, natural gas and other liquids or gases injected into a formation;
- (e) the quantity of crude oil and natural gas consumed for drilling and other development and production operations, other than quantities reported under paragraph (d), and consumed in pumping to field storage, refineries in the Republic or the point of export;
- (f) the quantity of crude oil refined by, or for, the licensee in the Republic;
- (g) the quantity of natural gas treated in the Republic, by the licensee or on the licensee's behalf, for the removal of liquids and liquefied petroleum gases and the quantity of butane, propane and any other liquids, gases or any solids obtained;

- (h) the quantity of natural gas flared; and
 (i) any other information as may be required by the licence or as the Minister may require.

36. A licensee shall, prior to the termination of a licence, or upon the relinquishment of any part of the licence area, submit to the Minister, in relation to the licence area or part thereof, copies of—

Final reports

- (a) all records which the licensee maintained pursuant to this Part;
 (b) all plans or maps of such area which were prepared by, or on behalf of, the licensee;
 (c) all tapes, diagrams, profiles and charts which were prepared under paragraph (b); and
 (d) any other documents or materials as the Minister may require.

37. (1) The Director shall keep, or cause to be kept, in the Register any returns, reports, plans, data and any other information submitted to the Minister or Director under these Regulations.

Access to petroleum exploration and development information

(2) The Director may, on such terms and conditions as the Minister may determine, grant any person who desires to access any document referred to in subregulation (1), access to that document.

38. Subject to the Act, where an inspector has reasonable grounds to believe that a person is contravening any provisions of these Regulations or a condition of a licence, the inspector shall serve an enforcement notice on that person, in Form XXXV set out in the Second Schedule.

Enforcement notice

PART VIII

GENERAL PROVISIONS

39. A person who contravenes any provision of these Regulations commits an offence and is liable, upon conviction, to a fine not exceeding three hundred thousand penalty units or to imprisonment for a period not exceeding three years, or to both.

Penalty

40. The fees and surface rentals set out in Part I of the First Schedule shall be payable in respect of the matters specified therein.

Fees and surface rentals

41. (1) A royalty or production fee shall be payable at the rates prescribed in Part II of the First Schedule in respect of the annual gross production of—

Royalty and production fee

- (a) crude oil produced from a well in a licence area; and
- (b) natural gas produced from a well in a licence area.

(2) The royalty or production fee referred to under subsection (1) shall be paid within thirty days of the end of each quarter.

Terms and
conditions of
licences

42. The terms and conditions on which a licence may be granted under the Act are as set out in the Third Schedule.

FIRST SCHEDULE
(Regulations 40 and 41)

PRESCRIBED FEES

PART I
FEES AND SURFACE RENTALS

	<i>Fee Units</i>
1. Fees for inspection of the Register	
—for general search and examination of the Register	3000
—for the supply of a copy of, and entry on, the Register	5,278
2. Application fee for petroleum exploration licence and its renewal	26,389
3. Application fee for a development and production licence	52,778
4. Annual licence fee (exploration)	300,000
5. Annual licence fee (production)	1,019,444
6. Surface rentals	
—Initial exploration period per square kilometer or kwacha equivalent	53
—first renewal period per square kilometer or kwacha equivalent	106
—second renewal period per square kilometer or kwacha equivalent	158
—annual surface rentals for a licence area during the production period (per square kilometer or part thereof)	26,389

PART II
ROYALTY OR PRODUCTION PAYMENT

1. Crude oil —
at a rate of not less than twelve and a half percent (12.5%) of the wellhead value.
2. Natural gas—
at a rate of not less than five percent (5%) of the wellhead value.

NOTE:

Foreign nationals and foreign companies, or persons and entities under effective foreign control, shall pay the prescribed fees and surface rentals in United States dollars.

SECOND SCHEDULE

(Regulations 4, 6(3), 8, 9(2), 10(2), 10(3), 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22(1), 22(3), 22(4), 23(3), 23(4), 23(5), 24, 25, 26, 27, 28(1), 28(2), 28(4), 31, 32, 34(3) and 38)

PRESCRIBED FORMS



Form I
(Regulation 4)
(To be completed in triplicate)

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations, 2011

BID FOR ISSUE OF PETROLEUM EXPLORATION LICENCE							
		Shaded fields for official use only		Licence Code			
				Date/Time		✓	
Information Required		Information Provided					
1.	Prospecting licence for Block No.						
2.	(a) Name(s) of applicant(s) (b) Type of applicant (c) Company Registration No. (d) TPIN No.	Individual	Partnership	Company	Partnership	NGO	
3.	Business Address						
4.	Licences or rights held, in Zambia, if any, by applicant, issued under the Petroleum (Exploration and Production) Act, 2008 (give details)						
5.	Current licences held, in Zambia, if any, by subsidiary companies issued under the Petroleum (Exploration and Production) Act, 2008						
6.	Have you ever applied for a licence in Zambia under the Petroleum (Exploration and Production) Act, 2008? If yes, please give details below:						
	Licence applied for	Location (Including co-ordinates)	Date of application	Status of application (Granted, rejected or pending)*			
	*If any application was rejected, give reasons for rejection.....						
						
7.	Have you been convicted of an offence involving dishonesty or of any other offence under the Petroleum (Exploration and Production) Act, 2008, or any other law within or outside Zambia?						
8.	If yes, specify details:.....						
	Nature of offence:.....						
	Date of conviction:.....						
	Sentence:.....						
9.	Area applied for (all coordinates in exact multiples of 5 minutes, latitude/longitude format, Degree-Minute-Second format, Arc 1950)						

(a) Location		Province				District							
		Locality											
(b) Initial area size (in sq.km)													
(c) Proposed area for application (in sq.km)													
(d) Coordinators		Latitude (S)						Longitudes (E)					
		D	D	M	M	S	S	D	D	M	M	S	S
Comer	1												
Comer	2												
Comer	3												
Comer	4												
Comer	5												
Comer	6												
Comer	7												
Comer	8												
Comer	9												
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Comer	13												
Comer	14												
Comer	15												
Comer	16												
Comer	17												
Comer	18												
Comer	19												
Appendices													
Appendix No. 1	Particulars of technical qualifications and industrial experience of bidder and key employees												
Appendix No. 2	Photocopy of national registration card, where applicant is an individual												
Appendix No. 3	Report on execution of past operations programme, training and employment of Zambians, execution of local business development program, where applicable												
Appendix No. 4	Statement of relinquishment on renewal, where applicable												
Appendix No. 5	The particulars of the financial resources available to the bidder including capital credit facilities and guarantees available as evidence of the bidder's ability to finance the proposed work												
Appendix No. 6	Audited financial statements and annual reports for the last three years, where applicable												
Appendix No. 7	Proposed programme of exploration operations and the estimated cost of the proposed exploration operation												
Appendix No. 8	Environmental Commitment Plan												
Appendix No. 9	Evidence showing the Power of Attorney with ability to sign on behalf of the bidder company												
Bid fee receipt number													
Name:													
Signature of bidder (individual or authorised company representative)													
To be signed by authorised officer													
Name:													
Signature													

NOTE:

In the case that the bidder is a company established under foreign laws, the evidence required under the above items must also be accompanied by a verification issued by the office in Zambia of the embassy, high commission, legation or consular office of the country of its establishment, or issued by notary public or, if there is no notary public in the country established issued by a person having same powers and duties as the notary public.

Form II
(Regulation 6(3))



REPUBLIC OF ZAMBIA
The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations,
2011

NOTICE OF REJECTION OF BID

To (1)

.....
.....

(1) Here insert the full names and address of applicant

IN THE MATTER OF (2)..... you are hereby notified that your bid for (3)..... has been rejected on the following grounds:

(2) Here insert reference No. of application

(a).....

(b).....

(3) Here insert type of application

(c).....

(d).....

Dated thisday of 20

.....
Minister



Form III
(Regulations 8(1) and 9(1))
(To be completed in triplicate)

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations, 2011

APPLICATION FOR PETROLEUM EXPLORATION LICENCE/PETROLEUM DEVELOPMENT AND PRODUCTION LICENCE						
		Shaded fields for official use only		Licence Code		
				Date/Time		
Information Required		Information Provided				✓
1.	Prospecting licence for Block No.					
2.	(a) Name(s) of applicant(s) (b) Type of applicant (c) Company Registration No. (d) TPIN No.	Individual	Partnership	Company	Partnership	NGO
3.	Business Address					
4.	Licence or rights held, in Zambia, if any, by applicant, issued under the Petroleum (Exploration and Production) Act, 2008 (give details)					
5.	Current licences held, in Zambia, if any, by subsidiary companies issued under the Petroleum (Exploration and Production) Act, 2008					
6.	Have you ever applied for a licence in Zambia under the Petroleum (Exploration and Production) Act, 2008? If yes, please give details					
7.	Have you been convicted of an offence involving dishonesty or of any other offence under the Petroleum (Exploration and Production) Act, 2008, or any other law within or outside Zambia? If yes, specify details:..... Nature of offence..... Date of conviction:..... Sentence:.....					
8.	Area applied for (all coordinates in exact multiples of 5 minutes, latitude/longitude format, Degree-Minute-Second format, Arc 1950)					
(a) Location		Province		District		
		Locality				
(b) Initial area size (in sq. km.)						
(c) Proposed area for application (in sq. km)						

(d) Coordinates	Latitudes (S)						Longitudes (E)						
	D	D	M	M	S	S	D	D	M	M	S	S	
Corner 1													
Corner 2													
Corner 3													
Corner 4													
Corner 5													
Corner 6													
Corner 7													
Corner 8													
Corner 9													
Corner 10													
Corner 11													
Corner 12													
Corner 13													
Corner 14													
Corner 15													
Corner 16													
Corner 17													
Corner 18													
Corner 19													
9. Appendices													
(a) Petroleum Exploration Licence													
Appendix No. 1	Photocopy of national registration card in the case of an individual												
Appendix No. 2	Report on execution of past operations programme, training and employment of Zambians, execution of local business development programme, where applicable												
Appendix No. 3	Statement of relinquishment on renewal, where applicable												
Appendix No. 4	Particulars of technical qualifications and industrial experience of bidders and key employees												
Appendix No. 5	Particulars of the financial resources available to the bidder including capital credit facilities and guarantees available as evidence of the bidder's ability to finance the proposed work												
Appendix No. 6	Audited financial statements and annual reports for the last 3 years, where applicable												
Appendix No. 7	Proposed programme of exploration operations and the estimated cost of the proposed exploration operation												
Appendix No. 8	Environmental Commitment Plan												
Appendix No. 9	Evidence showing the Power of Attorney with ability to sign on behalf of the bidder company												
(b) Petroleum Development and Production													
Appendix No. 1	Full information as to the applicant's financial status, technical competence and experience												
Appendix No. 2	The number of the applicant's exploration licence, if applicable												
Appendix No. 3	The form of petroleum which it is intended to produce												
Appendix No. 4	A comprehensive report of the petroleum deposit, which report shall include a description of the petroleum reservoir or deposit, the form of the petroleum and an estimate of the petroleum reserves												
Appendix No. 5	Details, illustrated by an approved plan, of the area in respect of which the application is made												

Appendix No. 6	A technological report on production and processing operations should include the date by which the applicant intends to work for profit; the capacity of production and scale of operations; the estimated overall recovery of petroleum and by products; the nature of the petroleum and by products; the marketing arrangements made for the sale of the petroleum and by-products; and a detailed programme for the progressive reclamation and rehabilitation of lands disturbed by petroleum extraction and for the minimisation of the effect of such extraction on adjoining land or water area.	
Appendix No. 7	A detailed forecast of capital investment, operating costs and sales revenues and the anticipated type and source of financing	
Appendix No. 8	Proposals with respect to the employment and training of Zambian citizens	
Appendix No. 9	A report of the goods and services required for the production and processing operations which can be obtained within Zambia and the applicant's intention in relation thereto	
Appendix No. 10	Details of expected infrastructure requirements	
Appendix No. 11	A resettlement plan	
Application fee receipt number		
Name of applicant (individual or authorised company representative): _____		
Signature: _____		Date: _____
FOR OFFICIAL USE ONLY		
Received by: _____		Date: _____
(Name)		
Signature: _____		STAMP



Form IV
(Regulations 9(2)
and 34(3))

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

**The Petroleum (Exploration and Production) (General)
Regulations, 2011**

REQUEST FOR FURTHER INFORMATION

To:.....

Address:.....

.....

Reference No:

You are hereby requested to furnish the following information or documents in respect of your application for.....

(a).....

(b).....

(c).....

(d).....

within days of this notice. If you fail to furnish the requested information within the stipulated period, your application will be treated as invalid and shall be rejected.

Dated thisday of 20.....

.....
Minister

Form V
(Regulation 10(2))



REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General)
Regulations, 2011

LICENCE No.

PETROLEUM EXPLORATION LICENCE

(Section 13 of the Petroleum (Exploration and Production) Act, No. 10 of 2008)

Holder's name
Address.....

The petroleum exploration block area shall be the area described in the Schedule
and annexed hereto and bordered.....
on the Plan.

The licence relates to hydrocarbons.

The licence is granted for a period of commencing on the
day ofin respect of Block No. (s)

The conditions of grant of the licence are as shown in the Annexures attached
hereto.

Issued atthis day of 20.....

.....
Minister

ENDORSEMENT OF REGISTRATION

This Petroleum Exploration Licence has this day of
..... been entered in the Register.

Renewals, Rejections, Transfers or Amendments

Date of renewal, rejection, transfer or amendment	Details of renewal rejection, transfer or	Date of registration and registration No	Signature of Minister

Form VI
(Regulation 10(3))



REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations,
2011

LICENCE NO.....

PETROLEUM DEVELOPMENT AND PRODUCTION LICENCE

(Section 34 of the Petroleum (Exploration and Production) Act, No. 10 of 2008)

Holder's name
Address.....

The Petroleum Development and Production area shall be the area described in the Schedule and annexed hereto and bordered on the Plan.

The licence is granted for a period of commencing on the day of in respect of Block No.(s).....

The conditions of grant of the licence are as shown in the Annexures attached hereto.

Issued at this day of

.....
Minister

ENDORSEMENT OF REGISTRATION

This Petroleum Development and Production Licence has this day of been entered in the Register.

Form VII

(Regulations 11 and 13 (2))



REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008

(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General)

Regulations, 2011

NOTICE OF INTENTION TO REJECT APPLICATION

To (1).....
IN THE MATTER OF (2)..... you are hereby
notified that I intend to reject your application for(3).....
.....on the following grounds:

(1) Here
insert the full
names and
address of
applicant

(a).....

(2) Here
insert the
reference No.
of the
application

(b).....

(3) Here
insert the
type of
application

(c).....

(d).....

Accordingly, you are requested to *appear before me on the day
of.....at the Ministry of Mines and
Minerals Development, Government Complex, Lusaka, to show cause why
your application should not be rejected/take remedial measures to address the
concerns raised above* before the.....day
of.....

If you fail to appear or take remedial measures before the stipulated date, your
application will be treated as invalid and rejected.

Dated thisday of 20.....

Minister

*Delete as appropriate

Form VIII
(Regulations 12, 13 (3),
15(2), 18(2), 19(3)) and 22(4)



REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

**The Petroleum (Exploration and Production) (General) Regulations,
2011**

NOTICE OF REJECTION OF APPLICATION

To:.....

Address:

Reference No:

you are hereby notified that your application for.....
.....has been rejected on the following grounds:

(a).....

(b).....

(c).....

(d).....

Dated this day of 20.....

.....

Minister

6.	Appendices		
	(a) Report on execution of past operations programme, training and employment of Zambians, execution of local business development programme, where applicable		
	(b) Statement of relinquishment on renewal, where applicable		
Application fee receipt number			
Name:			
Signature of Applicant (individual or authorised company representative)			
To be signed by Applicant and Geological Survey Department officer Name			
Signature of officer		STAMP	

4. Appendices			
Appendix No. 1	A detailed report accompanied by supporting data and all analyses and interpretations thereof, which demonstrates that the area described in paragraph 3 (a) contains, alone or in conjunction with other areas, as the case may be, a commercial discovery		
Appendix No. 2	Report on execution of past operations programme, training and employment of Zambians and execution of local business development programme, where applicable		
Appendix No. 2	The nature of the subsoil in which the petroleum occurs and the depth of the discovery		
Appendix No. 4	The quantity of petroleum in the petroleum reservoir to which the discovery relates, or if part only of that petroleum reservoir is within the exploration area, in that part of the reservoir which is within the exploration area		
Appendix No. 5	Full information as to the licensee's current financial status, technical competence and experience		
Appendix No. 6	Detailed proposals for the construction, establishment and operation of all facilities and services for and incidental to the development, extraction, production, storage, transportation, sale and other disposal of petroleum; and a proposed timetable for the commencement of petroleum production		
Appendix No. 7	A detailed forecast of capital investment requirements, operating costs and sales revenues and the anticipated type and source of financing		
Application fee receipt number			
Name:			
Signature of Applicant (individual or authorised company representative):			
FOR OFFICIAL USE ONLY			
Geological Survey Department officer			
Name:			
Signature of officer:		STAMP	

Form XI
(Regulation 15 (1))

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations, 2011

APPLICATION TO AMEND PROGRAMME OF EXPLORATION OPERATIONS

Licence No.....		Shaded fields for official use only		Licence code				
				Date and Time				
Information required		Information provided						✓
1.	Holder of licence							
2.	Expiry date							
3.	(a) Name(s) of applicant(s)							
	(b) Type of applicant	Individual	Partnership	Company	Partnership	NGO		
	(c) Business Address							
4.	Proposed amendments	(a)						
		(b)						
		(c)						
		(d)						
		(e)						
5.	Appendices							
	Appendix No. 1	Justifications for proposed amendments						
	Appendix No. 2	Record of company board meeting and resolutions						
	Appendix No. 3	Commitment plan to review the Environmental Commitment Plan						
Receipt number								
Name								
Signature of applicant (individual or authorised company representative)								
To be signed by authorised officer								
Name:								
Signature of officer				STAMP				



Form XII
(Regulation 16(1))

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations,
2011

NOTICE OF INTENTION TO RELINQUISH AREA

To the Minister

(1)

(1) Here insert the full names and address of licensee
(2) Here insert the licence No. of the licence which covers area to be relinquished

IN THE MATTER OF (2).....do hereby notify your office that I intend to relinquish the following areas:

- (a).....
- (b).....
- (c).....
- (d).....

On the grounds set out in my application and attached to this notice.

Dated thisday of 20.....

(3).....
Licensee

FOR OFFICIAL USE ONLY

Received by: _____ Date Received: _____
Name

Signature:

STAMP

(e) Reasons for relinquishment		
5 Appendices		
Appendix No. 1	Full particulars of the petroleum operations carried out in the area to be relinquished	
Appendix No. 2	An undertaking by the licensee that, prior to the effective date of such relinquishment, the licensee shall carry out all clean-up operations and render the area safe and in a condition which is in accordance with accepted practices in the international petroleum industry	
Application fee receipt number		
Name:		
Signature of Applicant (individual or authorised company representative): _____ Date: _____		
FOR OFFICIAL USE ONLY		
Geological Survey Department officer		
Received by: _____		
(Name)		
Signature of officer:		STAMP

DECLARATION

I/we declare that prior to the effective date of the relinquishment, I/we shall carryout all the clean-up operations and render the area safe and in a condition which is in accordance with accepted practices in the International Petroleum Industry.

Declared at this day of 20 by the following persons who are duly authorised to sign for and on behalf of the applicant under the authority of the Power of Attorney or Board Resolution which is hereby attached.

Form XIV
(Regulation 16(3))



REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008

(Act No. 10 of 2008)

**The Petroleum (Exploration and Production) (General) Regulations,
2011**

CERTIFICATE OF RELINQUISHMENT OF AREA

*(Section twenty of the Petroleum (Exploration and Production) Act,
No. 10 of 2008)*

I hereby certify that (1).....

Address.....

*Petroleum Exploration Licence/Petroleum Development and
Production Licence No.

(2)has relinquished the following areas which are
subject to the stated Licence:

(a)

(b).....

(c).....

(d).....

Licence No..... is amended accordingly.

Issued atthisday of.....

.....
Minister

*Delete as appropriate

(1) Here insert the full names and address of licensee(2) Here insert the licence No. of the licence which covers area to be relinquished

Form XV
(Regulation 17 (1))



REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations,
2011

NOTICE OF INTENTION TO SUSPEND OR CANCEL LICENCE

To (1).....
.....
.....

(1) Here insert the full names and address of licensee

IN THE MATTER OF (2)..... you are hereby notified that I intend to *suspend/cancel your*petroleum exploration licence/petroleum development and production licence on the following grounds:

(2) Here insert the licence No.

- (a).....
- (b).....
- (c).....
- (d).....

(3) Here insert the number of days stipulated (should not be less than thirty days)

(4) Signature of Minister

Accordingly, you are requested to take action to remedy the breaches set out in paragraphs.....(above) within (3).....days of receiving this notice. Failure to remedy the said breaches shall result in the *suspension /cancellation of your licence.

Dated thisday of 20.....

(4).....
Minister

*Delete as appropriate

Form XVI
(Regulation 17 (2))

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

**The Petroleum (Exploration and Production) (General) Regulations,
2011**

NOTICE OF SUSPENSION OR CANCELLATION OF LICENCE

(1) Here
insert the
full names
and address
of licensee

To(1).....
.....
.....

(2) Here
insert the
licence No.

IN THE MATTER OF (2)..... you are
hereby notified that your petroleum exploration licence/petroleum devel-
opment and production licence has been *suspended/cancelled on the
following grounds:

(3) Signature
of Minister

- (a).....
- (b).....
- (c).....
- (d).....

Dated this day of 20.....

(3).....
Minister

*Delete as appropriate



Form XVII
(Regulations 18 (1) and 19(1))

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations, 2011

APPLICATION FOR CONSENT TO * TRANSFER OR ASSIGN LICENCE/TRANSFER SHARES IN COMPANY/ENTER INTO AGREEMENT TO TRANSFER CONTROL OF COMPANY

		Shaded fields for official use only	Licence Code	
			Date/Time	
Information Required		Information Provided		
1.	Petroleum Exploration Licence/ Petroleum Development and Production Licence No.			
2.	Current holder			
3.	(a) Name(s) of assignee(s)			
	(b) Type of assignee	Individual Company Co-operative Partnership NGO		
4.	Assignee's Address			
	Tel:			
	Fax:			
	E-mail:			
Appendices				
	Appendix No. 1	Minutes of relevant meeting		
	Appendix No. 2	Resolution of relevant meeting		
	Appendix No. 3	Reasons for transferring or assigning shares/entering into agreement		
	Appendix No. 4	Copy of Agreement		
Name of Applicant (individual or authorised company representative): _____				
Date: _____				
Signature: _____				
FOR OFFICIAL USE ONLY				
Received by: _____		Officer	RECEIPT NO. _____	
Amount Received: _____			STAMP	
Serial No. of application: _____				

Form XVIII
(Regulation 19 (4))



REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations,
2011

CONSENT TO TRANSFER SHARES IN COMPANY/ENTER
AGREEMENT TO TRANSFER CONTROL OF COMPANY

(1) Here insert the full names and address of licensee

To (1).....
.....
.....

(2) Here insert the application reference No

IN THE MATTER OF (2)..... you are hereby notified that your application for consent to *transfer shares in (3).....

(3) Here insert the name of company(4) Here insert title of agreement

to enter into an agreement entitled (4).....to transfer control in (5).....(a copy of which is annexed to this consent) has been approved. The conditions of the grant of the consent are shown in the Annexures attached hereto.

Dated this day of 20.....

(5) Here insert the name of the company

(6).....
Minister

(6) Signature of Minister

*Delete as appropriate



Form XIX
(Regulation 20)

REPUBLIC OF ZAMBIA

**The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)**

The Petroleum (Exploration and Production) (General) Regulations, 2011

CERTIFICATE OF EVIDENCE

(Section 53 of the Petroleum (Exploration and Production) Act, No. 10 of 2008)

I hereby certify that—

- (a) Licence No. being a Petroleum Exploration Licence/a Petroleum Development and Production Licence No. was granted, transferred, suspended or cancelled on or with effect from the date specified in the Certificate;
- (b) *Block No. in respect of which Licence No. being a *Petroleum Exploration Licence/a Petroleum Development and Production Licence which was issued on the day of was, on the day of, subject to the said Licence;
- (c) *Certificate of surrender No. in respect of block No. was issued on the date specified in the Certificate;
- (d) * was on the day of the registered holder of Licence No. being a *Petroleum Exploration Licence/Petroleum Development and Production Licence;
- (e) *On the day of a direction to (1) was given to (2); and
- (f) *On the day of a condition to/that *was part of licence No. being a *Petroleum Exploration Licence/a Petroleum Development and Production Licence issued to (3) *is a condition on which a certificate of surrender/or in which the consent or approval to was issued or granted.

Dated this day of 20.....

.....
Minister

*Delete as appropriate

- (1) Insert nature of direction
(2) Insert name and address of person to whom the direction was given
(3) Insert name and address of licensee



Form XX
(Regulation 21(1))

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations, 2011

APPLICATION FOR CONSENT TO FLARE NATURAL GAS							
	Shaded fields for official use only		Licence Code				
			Date/Time				
Information Required		Information Provided					✓
1.	Petroleum Exploration Licence /Petroleum Development and Production Licence No.						
2.	(a) Name(s) of applicant (s) (b) Type of applicant		Individual	Company	Co-operative	Partnership	NGO
3.	Applicant's address Tel: Fax: E-mail:						
4.	Name of gas to be flared						
5.	Area in which gas is to be flared						
6.	Reasons for flaring gas						
7.	Period in which gas is to be flared						
8.	Application fee receipt number						
Name:							
Signature of Applicant (individual or authorised company representative): Date:							
FOR OFFICIAL USE ONLY							
Geological Survey Department officer							
Received by: _____ (Name)							
Signature of officer:						STAMP	

		(d) Geographical coordinates of proposed well	
		(e) reasons for drilling well near boundary cited	
6.	Appendices		
	Appendix No. 1	Design of well	
	Appendix No. 2	Sketch map showing proposed location of well. If the well is to be drilled into another licence area, the written consent of the other licensee should be attached.	
Receipt number			
Name			
Signature of applicant (individual or authorised company representative):			Date:
FOR OFFICIAL USE ONLY			
Geological Survey Department officer			
Received by: _____ (Name)			
Signature of officer:			STAMP



(R.....)

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulation

CONSENT TO DRILL WELL LESS THAN ONE THOUSAN
METRES FROM LICENCE AREA BOUNDARY

(Section 57 of the Petroleum (Exploration and Production) Act, No.10 of 2008)

*Petroleum Exploration/*Petroleum Development and Production Licence No. .

Holder's name

Address.....

This consent permits the holder to drill a well named.....

Within one thousand metres of the following boundary.....

(coordinates)

Situate inof the.....district of the

(Town)

.....Province.

The conditions of grant of the consent are as shown in the Annexures attach.....

Issued at this day of

.....
Minister



REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations, 2011

NOTIFICATION TO CHANGE NAME/IDENTIFICATION NO. OF WELL															
Licence No.	Shaded fields for official use only					Licence Code									
						Date and Time									
Information Required		Information Provided											✓		
1. Holder of licence															
2. Expiry date															
3. (a) Name(s) of applicant(s)															
(b) Type of applicant		Individual	Company	Co-operative	Partnership	NGO									
4. Applicant's Address															
Tel:															
Fax:															
E-mail:															
5. (a) Current name of well							Proposed name								
(b) Location of well		Locality					Town								
		District					Province								
(c) Current identification No. of well							Proposed Number								
(d) Coordinates of well															
			D	D	M	M	S	S	D	D	M	M	S	S	
Corner 1		1													
Corner 2		2													
Corner 3		3													
Corner 4		4													
6. Appendices															
Appendix No. 1		Justifications for proposed change													
Appendix No. 2		Record of company board meeting and resolutions (if any) at which decision to change the name/identification No. was made													
Receipt number															
Name:															
Signature of applicant (individual or authorised company representative):															
To be signed by authorised officer															
Name:															
Signature of officer															



Form XXV
(Regulation 23 (4))

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations,
2011

NOTICE TO DISCONTINUE WORK ON A WELL FOR A PERIOD
EXCEEDING THIRTY DAYS BUT LESS THAN SIX MONTHS

To the Minister

(1) Here insert the full names and address of licensee

I (1).....

IN THE MATTER OF (2)..... hereby notify your office that on the..... day of..... I intend to discontinue work in respect of the following well(s):

(2) Here insert the licence No. appearing on the licence issued in respect of the area in which the well is located

Name of well	Identification No.	Location	Coordinates
(a).....
(b).....
(c).....
(d).....

more particularly delineated and described in the map (s) attached to this notice on the following grounds:

- (a).....
- (b).....
- (c).....
- (d).....

(3) Signature of licensee

Dated this day of 20.....

(3)
Licensee

FOR OFFICIAL USE ONLY

Received by: _____ Date Received _____

Received: _____
Name

Signature: _____ STAMP

6.	Elevation above sea level		
7.	(a) Date of discontinuance		
	(b) reasons for discontinuance (in brief)		
8.	Appendices (To be provided only where work was discontinued for more than six months)		
	Appendix No. 1	A detailed report on the drilling technique to be employed (should include an estimate of the time to be taken to complete the drilling; the depth objective; the material to be used and the safety measures to be employed in drilling the well)	
	Appendix No. 2	A summary of the geological and geophysical data, any interpretations thereof, on which the licensee made the decision to drill the well in the particular location	
Receipt number:			
Name: _____		Date: _____	
Signature of applicant (individual or authorised company representative): _____			
FOR OFFICIAL USE ONLY			
Received by (Name): _____			
Name:			
Signature of officer:		STAMP	



Form XXVII
(Regulation 24)

REPUBLIC OF ZAMBIA

**The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)**

**The Petroleum (Exploration and Production) (General) Regulations,
2011**

**NOTICE OF DIRECTIONS IN RESPECT OF WELL DRILLED IN
CONTRAVENTION OF SECTION 57 (1) OF THE PETROLEUM
(EXPLORATION AND PRODUCTION) ACT, NO. 10 OF 2008**

To (1).....

(1) Here insert the full names and address of licensee

IN THE MATTER OF (2)..... You are hereby notified that you drilled a well in contravention of section 57(1) of the Petroleum (Exploration and Production) Act, No. 10 of 2008. Consequently, you are hereby directed to take the following action(s) before theday of.....

(2) Here insert the licence No. appearing on the licence issued in respect of the area in which the well is located

*(a) plug the well;

*(b) close the well; or

*(c) comply with the following conditions in respect of the drilling or maintenance of the well:

- (i).....
- (ii).....
- (iii).....
- (iv).....

(3) Signature of licensee

A failure, by yourself, to comply with the directions specified constitutes an offence in terms of section 57(3) of the Act, for which you may be prosecuted.

Dated thisday of 20.....

(3).....

Minister

Form XXVIII
(Regulation 25)



REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations,
2011 ORDER FOR REMOVAL OF PROPERTY

(Section 58 of the Petroleum (Exploration and Production) Act, No. 10 of 2008)

(1) Here insert the full names and address of licensee

To (1).....
.....

(2) Here insert the licence No. appearing on the licence issued in respect of the area in which the well is located

IN THE MATTER OF (2).....whereas Block(s).....in respect of which licence No.....was issued have ceased/ceased on theday of.....to be subject to the said licence, YOU ARE HEREBY ORDERED to take the following action by the.....day of.....:

- *(a) cause to be removed from the land any plant brought onto, or erected upon, the land in the course of *exploration/development and production, operations carried out under the licence;
- *(b) plug or close off, all wells in that area; and
- *(c) make provision for the conservation and protection of the natural resources in that area.

(3) Signature of Minister

Any failure, by yourself, to comply with the directions specified constitutes an offence in terms of section 58(1) of the Act, for which you may be prosecuted.

Dated thisday of 20.....

(3).....
Minister



Form XXIX
(Regulation 26(1))

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations,
2011

NOTICE OF DIRECTIONS UNDER SECTION 60 OF THE
PETROLEUM (EXPLORATION AND PRODUCTION) ACT,
NO. 10 OF 2008

To(1).....
.....
IN THE MATTER OF (2).....you are
hereby directed to take the following action(s) before
the.....day of.....:

(1) Here insert the full names and address of licensee
(2) Here insert the licence No. appearing on the licence issued in respect of the area in which the well is located

*(a) demarcate and keep demarcated the production area and before the date set out above to submit, to my office, a diagram of the production area. (The manner in which the area is to be demarcated and kept demarcated is set out in the annexure hereto);

*(b) carry out a survey of the position of the well named.....bearing identification No...../*carry out a survey of the position of the following structure or equipment:

- (i).....
- (ii).....
- (iii).....
- (iv).....

(3) Signature of Minister

*(c) furnish my office with a report of the survey conducted pursuant this notice.

Any failure, by yourself, to comply with the directions specified constitutes an offence in terms of section 58(1) of the Act, for which you may be prosecuted.

Dated thisday of 20.....

(3).....
Minister



Form XXX
(Regulation 27)

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations, 2011

NOTICE TO COMPLY WITH CONDITIONS OF LICENCE
(Section 68 of the Petroleum (Exploration and Production) Act, No. 10 of 2008)

- (1) Here insert the full names and address of licensee
- (2) Here insert the Licence No. appearing on the licence in respect of which the notice is being issued
- (3) Signature of Minister

To (1).....

IN THE MATTER OF (2).....you are hereby directed to take the following action(s) before the.....day of.....in order to give effect to licence No.....*attaching to Licence No.....for the protection of the environment in accordance with the Environmental Protection and Pollution Control Act, CP. 204

*(a)

*(b)

*(c).....

(d).....

A failure, by yourself, to comply with this notice constitutes an offence in terms of section 68(2) of the Act, for which you may be prosecuted.

Dated thisday of20.....

(3).....
Minister

7.	Reasons for abandonment/plugging/closure	
8.	Proposed date of abandonment/plugging/closure	
Receipt number		
Name of applicant: _____		Date: _____
Signature: _____		
FOR OFFICIAL USE ONLY		
Received by (Name): _____		Date: _____
Signature of officer: _____		STAMP



REPUBLIC OF ZAMBIA

**The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)**

The Petroleum (Exploration and Production) (General) Regulations, 2011

CONSENT TO ABANDON/CLOSE/PLUG WELL

(Section 54 of the Petroleum (Exploration and Production) Act, No.10 of 2008)

Petroleum Exploration/Petroleum Development and Production Licence No.....

Holder's name

Address.....

The well to be abandoned/closed/plugged is more particularly delineated and described in the Schedule and annexed hereto and cited.....on the plan.

This consent takes effect commencing on the.....day of.....

The conditions of grant of the consent are as shown in the Annexures attached hereto.

Issued at this day of

.....
Minister

Form XXXIII
(Regulation 31)



REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)
The Petroleum (Exploration and Production) (General) Regulations,
2011

ORDER TO CEASE WASTEFUL PRODUCTION PRACTICES
(Section 55(1) of the Petroleum (Exploration and Production) Act,
No. 10 of 2008)

- (1) Name of well
- (2) State time
- (3) State the wasteful practices
- (4) Signature of Minister

Holder's name.....

Production Licence:.....

You are hereby ordered to stop wasteful production practices at your well (1)..... Within (2).....

The wasteful practices are (3) —

(a)

(b)

(c)

(d)

(4).....

Minister



Form XXXIV
(Regulation 32)
(To be filled in triplicate)

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations, 2011

QUARTERLY/ANNUAL RETURN						
Licence No.		Shaded fields for official use only		Licence Code		
				Date/Time		
Information Required		Information Provided				✓
1.	Prospecting licence for Block No.					
2.	(a) Name(s) of applicant(s) (b) Type of applicant	Individual	Partnership	Company	Partnership	NGO
3.	Appendices					
	Appendix No. 1	A description of the results of all petroleum operations carried out by the licensee				
	Appendix No. 2	In the case of exploration operations, a summary of all geological and geographical work carried out by the licensee, including a summary of all drilling activities				
	Appendix No. 3	A list of maps, reports and other geological and geophysical work carried out by the licensee in respect of the period concerned				
	Appendix No. 4	In the case of development and production operations, the gross volume and quality of all petroleum produced, saved, sold or otherwise disposed of from the licence area, the consideration accrued or received, the quantity disposed of and identity of the person to whom such quantity was disposed, and the balance of stocks on hand at the end of the period concerned				
	Appendix No. 5	The average number of persons employed in the Republic, in terms of Zambian and expatriate personnel, in connection with the petroleum operations carried out				
	Appendix No. 6	The amount disbursed in the Republic in respect of wages, overtime, allowances or other emoluments or benefits				
	Appendix No. 7	The amounts disbursed in the Republic and externally, for the purchase of fuels, stores, foodstuffs or other materials, equipment or services				
	Appendix No. 8	The total operating and capital expenditures incurred, both in the Republic and externally, in respect of the petroleum operations carried out, determined in accordance with the licence				
	Appendix No. 9	Environmental management programmes and safety of equipment and staff				
Name		Date _____				
Signature of licensee (individual or authorised company representative):						
FOR OFFICIAL USE ONLY						
Received by(Name): _____		Date _____				
Name						
Signature		STAMP				



Form XXXV
(Regulation 39)
(To be filled in triplicate)

REPUBLIC OF ZAMBIA

The Petroleum (Exploration and Production) Act, 2008
(Act No. 10 of 2008)

The Petroleum (Exploration and Production) (General) Regulations, 2011

ENFORCEMENT NOTICE

Holder's name:.....

Licence No:.....

This enforcement notice is served on you for the following reasons:

(a).....

(b).....

(c).....

(d).....

(e).....

Accordingly, you are hereby ordered to:

(a).....

(b).....

(c).....

FOR OFFICIAL USE ONLY

Name of inspector: _____ Date Received _____

Signature:

STAMP

THIRD SCHEDULE

(Regulation 42)

LICENCE TERMS AND CONDITIONS

1.0 PETROLEUM EXPLORATION LICENCE

1.1 GENERAL CONDITIONS

1.1.1 The licensee shall—

- (a) carry out the petroleum exploration in accordance with the Petroleum (Development and Production) Act, 2008;
- (b) commence exploration operations within ninety days of grant of the licence;
- (c) expend on, and carry out, the exploration operations as indicated in the programme of operation;
- (d) obtain appropriate insurance for all phases of the exploration activities; and
- (e) submit quarterly reports to the Director, Hydrocarbon Unit as may be prescribed.

1.1.2 The licensee shall not engage in any activities that compromise or may compromise the proper implementation of the licensed activity or may impede the licensed activities of other licensees.

1.1.3 The licensee shall inform the Minister of any change of—

- (a) the name; and
- (b) the postal and physical address; of the licensee

1.2 *Safety, Health and Environmental Conditions*

1.2.1 The licensee shall comply with the provisions of the Environmental Protection and Pollution Control Act and the guidelines on the preliminary environmental assessment of petroleum in Zambia.

1.2.2 The licensee shall comply with any other relevant laws relating to safety, health and the environment.

1.2.3 The licensee shall develop and submit to the Environmental Council for approval an emergency preparedness plan for fires, oil spills and other accidents in accordance with the Environmental Protection and Pollution Control Act.

1.3 *Reporting*

1.3.1 The licensee shall keep and maintain at the licensee's registered office accounting records and prepare financial records and statements for the licensed activity separately from those of any other business or activity.

1.3.2 The annual financial statements of the licensee shall be independently audited in accordance with the applicable laws and standards of the Republic and the licensee shall submit a copy of the annual audited financial statements within three months of the end of each financial year.

1.3.3 The licensee shall maintain at the licensee's registered office complete and accurate technical and financial records of the exploration operations, and shall—

- (a) submit statutory reports and any other information concerning the development and production; and

(b) provide current information on drilling operations, development and production costs and sales.

1.3.4 Prior to making any adjustment in the rates, tariffs and other charges imposed in respect of petroleum exploration or any service provided in the course of the licensed activity, the licensee shall notify the Ministry of Finance and National Planning and shall submit to that Ministry the method used for calculating the rates, tariffs, fees and charges.

1.4. *Confidentiality and Non-disclosure*

1.4.1 The licensee shall not disclose to any person any proprietary information received as a direct result of conducting the licensed activity, except to persons who are authorised to receive the proprietary information, and shall not use the proprietary information to gain a competitive or commercial advantage or for conducting any other activities other than the licensed activity.

1.5. *Enforcement and Compliance*

1.5.1 The licensee shall render necessary assistance in the course of inspection of the licensed activities.

1.5.2 The licensee shall be liable for any harm or damage caused by the exploration activities.

1.6. *Corporate Social Responsibility*

The licensee shall, in consultation with the local communities and authorities, implement the corporate social responsibilities as provided in the Act, including—

- (a) the local business development programme;
- (b) employing and training Zambians in accordance with the approved programme; and
- (c) giving preference to Zambian products and services.

2.0 PETROLEUM DEVELOPMENT AND PRODUCTION LICENCE

2.1 *General Conditions*

2.1.1 The licensee shall—

- (a) carry out the petroleum development and production in accordance with the Petroleum (Development and Production) Act, 2008;
- (b) reserve free carry at least 35% share holding to partner with the National Petroleum Company (NPC);
- (c) commence development and production operations within ninety days of the grant of the licence;
- (d) expend on the development and production operations as indicated in the programme of operation;
- (e) obtain appropriate insurance for all phases of the development and production activities;
- (f) submit a detailed development and production program indicating techniques, timeframes and expenditures to the Director, Hydrocarbon Unit;
- (g) submit quarterly reports to the Director, Hydrocarbon Unit;
- (h) not engage in any activities that compromise or are likely to compromise the proper implementation of the licensed activity or may impede any licensed activity of other licensees; and
- (i) inform the Minister of any change of—

- (i) the name; and
- (ii) the postal and physical address:

of the licensee.

2.2 *Safety, Health and Environmental Conditions*

2.2.1 The licensee shall comply with the Environmental Protection and Pollution Control Act before commencement of any petroleum development and production within the Republic.

2.2.2 The licensee shall comply with the guidelines on the preliminary strategic environmental assessment of petroleum in Zambia and any other relevant safety, health and environmental regulations.

2.3 *Reporting*

2.3.1 The licensee shall keep and maintain at the licensee's registered office accounting records and financial records and statements for the licensed activity separately from those of any other business or activity.

2.3.2 Prior to making any adjustment in the rate, tariffs and charges imposed in respect of petroleum development and production or any service provided in the course of the licensed activity, the licensee shall notify the Ministry of Finance and National Planning and shall submit to that Ministry the method used for calculating the rates, tariffs, fees and charges.

2.4 *Confidentiality and Non-disclosure*

The licensee shall not disclose to any person any proprietary information received as a direct result of conducting the licensed activity, except to persons who are authorised to receive the proprietary information, and shall not use the proprietary information to gain a competitive or commercial advantage or for conducting any other activities other than the licensed activity.

2.5 *Corporate Social Responsibility*

A licensee shall, in consultation with the local communities and authorities, implement the corporate social responsibilities as provided in the Act, including—

- (a) the local business development programme;
- (b) employing and training Zambians in accordance with the approved programme; and
- (c) giving preference to Zambian products and services.

3.0 FLARING GAS

3.1 GENERAL CONDITIONS

3.1.1 The volume of gas flared or vented shall not exceed the amount necessary for its intended purpose.

3.1.2 Flaring or venting at a facility that was closed due to weather conditions or an act of God shall not exceed forty-eight cumulative hours.

3.2 *Requirements for flaring or venting gas containing H₂S*

3.2.1 The licensee shall not vent gas containing H₂S, except for minor releases during the maintenance and repair of equipment that do not result in a fifteen minute time-weighted average atmosphere concentration of H₂S of 20ppm or higher anywhere on the facility.

3.2.2 The licensee may flare gas containing H₂S if the licensee meets the requirements of the Environmental Protection and Pollution Control Act.

3.2.3 The Director of the Environmental Council may, for safety or air pollution prevention purposes, further restrict the flaring of gas containing H₂S.

3.2.4 The Director of the Environmental Council may, if the Director determines that flaring at a facility or group of facilities may significantly affect the air quality of an onshore area, require the licensee to conduct an air quality modelling analysis to determine the potential effect of facility emissions.

3.2.5 The Director, Hydrocarbon Unit and the Director of the Environmental Council may require monitoring and reporting or may restrict or prohibit flaring.

3.2.6 The Director of the Environmental Council may require the licensee to submit monthly reports of gas containing H₂S flared or vented on a daily basis, including the following information:

- (a) the volume and duration of each flaring and venting occurrence;
- (b) H₂S concentration in the flared or vented gas; and
- (c) the calculated amount of SO₂ emitted.

4.0 CONSENT TO DRILL A WELL LESS THAN 1000 METRES FROM LICENCE AREA BOUNDARY

4.1 *Tolerances for Vertical Drilling*

4.1.1 Deviation from the vertical for short distances is permitted in the drilling of a well without special approval to straighten the hole, sidetrack junk or correct other mechanical difficulties.

4.1.2 All wells shall be drilled such that the surface location of the well and all points along the intended well bore shall be within allowed tolerances.

4.2 *Directional Drilling*

4.2.1 Except for the tolerances allowed by the Minister, a well shall not be intentionally deviated.

4.2.2 A complete angular deviation and directional survey of the well obtained by an approved well survey company shall be submitted to the Minister within thirty days of the completion of a directionally drilled well.

5.0 WITHDRAWAL OF CEMENTED STRINGS OR OTHER CASING FROM WELLS

5.1 *General Conditions*

5.1.1 A complete angular deviation and directional survey of the well obtained by an approved well survey company shall be submitted to the Hydrocarbon Unit within thirty days of the completion of a directionally drilled well.

5.2 *Protection of Upper Productive Strata*

5.2.1 Where a well appears to have defective, poorly cemented, or corroded casing which may create underground waste or contaminate underground or surface fresh water, the operator shall use the appropriate method and means to eliminate hazard.

5.2.2 If the hazard cannot be eliminated, the well shall be properly plugged and abandoned.

5.3 *Hydrogen Sulfide H₂S Areas and Formations*

5.3.1 The casing of a well shall not be withdrawn if the formations that were penetrated contain or are likely contain H₂S in excess of 20ppm.

5.3.2 Any proposed withdrawal of casing from a site location shall be carried out in a manner that ensures maximum safety benefits consistent with international best practice

5.3.3 At least two cleared areas shall be designated as crew briefing or safety areas and shall be located not less than sixty metres from the well, with at least one area located generally upwind from the well.

5.3.4 The licensee or operator shall provide protective equipment for operating personnel including the following:

- (a) positive pressure type self-contained breathing apparatus;
- (b) chalk boards or note pads to be used for communication whilst wearing protective breathing apparatus;
- (c) first aid supplies;
- (d) at least one resuscitator complete with medical oxygen;
- (e) at least one bin or stretcher;
- (f) harnesses and lifelines; and
- (g) a telephone, radio, mobile phone, or other communication device that provides emergency two-way communication from a safe area near the well location.

5.3.5 A well site shall have an H₂S detection and monitoring system that—

- (a) activates audible and visible alarms when the concentration of H₂S reaches the threshold limit of 20ppm in the air; and
- (b) has a rapid response time and is capable of sensing a minimum of 10ppm H₂S in the air, with at least three sensing points located at the shale shaker, on the derrick floor, in the cellar and any other critical area where H₂S may accumulate.

5.3.6 Portable H₂S detection equipment capable of sensing an H₂S concentration of 20ppm shall be available for all working personnel and shall be equipped with an audible warning signal.

5.3.7 The signage shall warn of the presence of H₂S and shall prohibit approach to the well site when red flags are displayed.

5.3.8 Red flags shall be displayed when H₂S is present in concentrations greater than 20ppm in air as measured on the equipment.

5.3.9 Unless adequate natural ventilation is present, portable fans or ventilation equipment shall be located in work areas to disperse H₂S when it is encountered.

5.3.10 A flare system shall be utilised to safely gather and burn H₂S hearing gas.

5.3.11 A flare line shall be located as far from the operating site as feasible and shall be located in a manner to compensate for wind changes.

5.3.12 An outlet for a flare line shall be located at least forty-five metres from the well head unless otherwise approved by the Hydrocarbon Unit.

5.3.13 Sufficient quantities of additives shall be maintained on location to add to the mud system to scavenge or neutralise H₂S.

5.3.14 Equipment to indicate wind direction shall, at the times, be installed at prominent well locations.

5.3.15 At least two wind socks or streamers shall be located at separate elevations at the well location which are visible from all areas of the location and in illuminated areas for night operations.

5.4 *Fire Hazards on the Surface*

5.4.1 Any rubbish or debris that constitute a fire hazard shall be removed to a distance of at least thirty metres from the well site, tanks, separator or any other structure.

5.4.2 All waste oil or gas shall be burned or disposed of in a manner to avert creation of a fire hazard.

5.4.3 Any gas other than poisonous gas escaping from the well during withdrawal of casing operations shall be, so far as practicable, conducted to a safe distance from the well site and burned in a suitable flare.

5.5 *Pollution and Surface Damage Control*

5.5.1 The operator shall take all reasonable precautions to avoid polluting land, streams, reservoirs, natural drainage ways and underground water.

5.5.2 The licensee holder or operator shall—

- (a) take reasonable steps to prevent, and shall remove, accumulations of oil or other materials which are fire hazards from the vicinity of well locations, lease tanks and pits;
- (b) remove from the well site or store in an orderly manner, all scrap or other materials which not in use;
- (c) provide secure storage for chemical containers, barrels, solvents, hydraulic fluid and other non-exempt materials;
- (d) maintain tanks in a manner that will prevent leakages;
- (e) construct berms of a height and width that is able to support the quantity of the largest tank at the storage facility;
- (f) not use crude or produced water storage tanks which do not have tops except during well testing operations;
- (g) without delay, catch leaks and drips and contain, and cleanup, any spills;
- (h) employ waste reduction measures and recycling to reduce disposal volumes;
- (i) dispose of produced water, tank bottoms and other waste in the prescribed manner; and
- (j) employ good housekeeping practice.

5.6 *Reserve Pits and Other On-site Pits*

5.6.1 Small onsite oil field pits including reserve pits, emergency pits, workover and completion pits, storage pits, pipeline drip pits and sumps shall be constructed according to the Hydrocarbon Unit guidelines for onsite pits.

5.6.2 Pit contents shall meet the Hydrocarbon Unit's Cleanup levels or background levels prior to their burial.

5.6.3 Contents may require treatment to reduce mobility or toxicity in order to meet cleanup levels. The alternative to meeting cleanup levels would or may be transported to an appropriate disposal facility.

LUSAKA
1st June, 2011

M. MWALE,
*Minister of Mines and
Minerals Development*