

## Proforma for Approval of Reports, Publications, Theses and Presentations

Please read the Explanatory Notes on the following page before completing this form. All entries except the approval and acknowledgement entries and reference number (i.e. bottom two rows) are to be completed by the Contact Author.

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<b>MinEx CRC Document/Publication Reference Number (this is assigned when approved, please include in final acknowledgements as indicated in notes below):</b> MinEx CRC Document 20**/** or MinEx CRC Presentation 20**/**	

## Explanatory Notes

The following is a synopsis of key information from the MinEx CRC document ‘Guidelines for MinEx CRC Reports, Publications, Theses and Presentations: Approvals and Formats’. Approval should be sought 30 days before required for reports and publications and 7 days before required for external presentations. It is not critical that presentations be in their final format, but it is vital that any IP or data being presented be clear so that approvers can ensure that no potentially commercially valuable IP or confidential data are inappropriately divulged in a public forum.

The above form should be submitted to the relevant approver and copied to MinEx CRC Head Office ([anna.porter@minexcrc.com.au](mailto:anna.porter@minexcrc.com.au)) along with a copy of the publication/presentation as a read-only Acrobat document. Any dispute over the decision on approval to publish will be referred to the Commercialisation Committee.

TYPE OF DOCUMENT	CIRCULATION ONCE APPROVED	APPROVER
Quarterly Project Report	Internal (CRC only)	Project Leader submits
Interim Technical Report	Internal (CRC only)	Project Leader, Program Leader or CEO
Final Project Report	Internal (CRC only)	Project Leader, Program Leader or CEO
MinEx CRC Annual Report	Public (but notably DIISR)	CEO
PhD Thesis	Emargoed then Public	Project Leader, Program Leader or CEO
Internal Presentation	Internal (CRC only)	None
External Presentation	Public	Program Leader or CEO

An author may not approve their own document/presentation.

### **Form of Acknowledgement of MinEx CRC in Reports, Publications, Theses**

Documents should include MinEx CRC and institutional affiliations in the address block of authors and acknowledge MinEx CRC and the CRC Program in the acknowledgements as follows. If such are unacceptable to the Journal, please contact the CEO to approve a variation.

#### *Address Block*

Preferably: “Mineral Exploration Cooperative Research Centre, School of Earth & Environmental Sciences, University of Adelaide”  
 “Mineral Exploration Cooperative Research Centre, CSIRO, Queensland Centre for Advanced Technologies, Australia”  
 Or: “Mineral Exploration Cooperative Research Centre, Department of Petroleum Engineering, Curtin University, Australia”

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*MinEx CRC Document/Presentation Reference*

A Document/Presentation reference number will be assigned upon approval.

**Form of Acknowledgement of MinEx CRC in Presentations**

As above

**PhD Theses**

A PhD thesis may be submitted for examination in accordance with the normal procedures of the University at which the student is enrolled, provided that the:

- form for 'Approval of Reports, Publications, Theses and Presentations' has been completed;
- examiners are subject to written obligations of confidentiality;
- the thesis is embargoed for the maximum period stipulated in the University's rules unless specifically exempted from such, and;
- CEO is provided with a copy of the thesis.

It is good practice for the student researcher to inform the CEO, Program Leader and Project Leader of the impending submission, to enable the University and CRC sufficient time to implement these confidentiality requirements.