

Technical & Physical Report Submission

www.MineralTitles.gov.bc.ca
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1-866-616-4999

The title holder has **one year** from when the work was completed on the claims to register that work in MTO

From the date when the SOW is registered in MTO, an assessment report in support of that work must be submitted within:

- Technical Work: **90 days**
- Physical Work: **30 days**

Event Registration

Statement of Work (SOW)

On or before the expiry date of a claim, the title holder, or their agent, must register a summary of the work done on a claim in Mineral Titles Online (MTO). This will keep the claim in good standing for one or more years (up to 10 years from the current anniversary year). Registered work can be technical, physical, or a combination of both.

Report Submission

Include a copy of the SOW registration with your report. If more than one SOW has been registered for the same work program, **include copies of all these related events** with your report.

If you register an additional SOW after a report has already been submitted (within one year of the completion date of the work) for which you have previously submitted a report, you **must inform the Mineral Titles office by phone or email**. We will need the original SOW event number to process your report and link it to the original report.

Submit **only one copy** of your technical assessment or physical work report by one of the following methods:

Preferred	Upload to MTO PDF format	http://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/mineral-exploration-mining/documents/mineral-titles/mto/mto-help-guide/main/mineral-placer-claim/sowu.pdf
	Email PDF format	Mineral.Titles@gov.bc.ca
	In Person/By Mail Paper copy or on disc (PDF format)	Mineral Titles, Ministry of Energy and Mines 300 – 865 Hornby St. Vancouver, BC V6Z 2G3



Ministry of
Energy and Mines

Technical Report Requirements

Guidelines for Reporting Exploration and Development Work

Mineral Tenure Act.

- Sections 29, 31 and 33

Mineral Tenure Act Regulation:

- Sections 7 and 8: *information on exploration and development work on a claim*
- Section 9: *Portable Assessment Credits*
- Section 16: *Reports of Technical Exploration and Development*
- Schedule A: *Guidelines for Reporting Exploration and Development Work*

Assessment Report Title Page & Summary

Please complete and include a copy of the **Assessment Report Title Page & Summary** sheet with your report.

<http://www.empr.gov.bc.ca/Mining/Geoscience/ARIS/Summary/Documents/AssessmentReport2.pdf>

Legislation

Mineral Tenure Act &

Mineral Tenure Act Regulation

<http://www2.gov.bc.ca/gov/content/industry/mineral-exploration-mining/mineral-titles/mineral-placer-titles/legislation>

Information Update 14

Submitting Exploration and Development Work Reports

Information Update 20

Claim Maintenance - Portable Assessment Credit (PAC)

<http://www2.gov.bc.ca/gov/content/industry/mineral-exploration-mining/mineral-titles/news-notices-announcements/information-updates>

Physical Report Requirements

Physical Work Report Form

Submit the form on the following webpage with your report, or use it as a template to determine the information we require:

<http://www2.gov.bc.ca/gov/content/industry/mineral-exploration-mining/mineral-titles/mineral-placer-titles/forms-maps-publications/forms-mineral-placer-titles#Physical>

Physical Reports must include:

- 1. Dimensions of work**
For example, trenches or pits (in metric units)
- 2. Amount of material removed**
In metric units
- 3. Actual dates work was performed on claim(s)**
- 4. Qualifications/experience of operators**
- 5. Map at the scale of 1:10 000 or better, showing where work was performed**
Online mapping applications to assist you in creating a map of your tenure(s)
MTO IMF2 Map Viewer www.MTOnline.gov.bc.ca
iMapBC <http://www2.gov.bc.ca/gov/content/governments/about-the-bc-government/databc/geographic-data-and-services/imapbc>

Legislation

Mineral Tenure Act

Sections 29 & 33

Mineral Tenure Act Regulation

Section 15

<http://www2.gov.bc.ca/gov/content/industry/mineral-exploration-mining/mineral-titles/mineral-placer-titles/legislation>

Information Update 8

Evaluation of Physical Work for Assessment Purposes

Information Update 14

Submitting Exploration and Development Work Reports

Information Update 25

Exploration and Development Work
<http://www2.gov.bc.ca/gov/content/industry/mineral-exploration-mining/mineral-titles/news-notices-announcements/information-updates>

These applications have markup tools that allow you to customize your map

The image shows a screenshot of the MTO IMF2 Map Viewer interface. A dashed box highlights the top navigation area. Below it, five callout boxes describe key features: 'Print: Print a copy of your map for your work report', 'Zoom: Maps must be at a scale of 1:10000', 'Add markups: Add markups such as point and shapes to highlight areas and label with coordinate', 'Search Mining: Search for specific mining features such as tenures on your map', and 'Identify and Query: Find data about the layers displayed on your map'. Below these callouts is a screenshot of the software's toolbar, which includes buttons for 'Basic Tools', 'Print and Export', 'Drawing', 'Measure', 'Search Mining', 'Search Cadastre', 'Search Other', and 'Query'. A callout box points to the 'Measure' button, stating 'Measure: Measure distances and areas on your map'. The toolbar also shows icons for Home, My Layers, Pan, Zoom In, Zoom Out, Back, Forward, Bookmarks, Albers, Lat / Long, UTM, and Go to Coordinates.

*The above snapshot was taken from a **MTO IMF2 Map Viewer**. iMapBC has the same functions available displayed slightly differently.

If the physical work report is incomplete, the report will be returned to the owner of the claims. The owner must re-submit a completed report **within 14 days** of receiving the report back.