

Directive 5 - Work Reporting

Please refer to the Assessment Work Regulation O. Reg. 65/18, the Technical Standards for reporting assessment work for obligations and requirements. Directive 5 has been divided into the sub-sections listed on the left menu (Image 3).

5.5 Revise Pending Distribution

Important Changes (effective April 10, 2018)



15 days to revise a Pending Distribution: you have 15 days to revise a pending distribution from the day you received a confirmation of Approval with changes for the parent assessment work report. You will not be able to add or remove mining lands from the original submission in this 15 day period. This 15 day period cannot be extended. If you do not revisit and accept your pending distribution within the 15 day period, the pending distribution will be rejected and the approved assessment Work credits will be kept in their respective reserves.

Before starting the Revision of a Pending Distribution

- You need to know the Assessment Work Report Number the pending distribution is associated to. This number can be found:
 - on the letter of Approval with Changes sent by email, or
 - on the confirmation email for the submission of the parent work report, or
 - on the event detail section of the abstract of one of the mining lands reported in the submission of the parent work report.

Event Number	Event Start Date	Recorder	Event Description	Abstract Wording	Abstract Date
70422	2018-04-10	System MLAS	Record Migrated from Claims 3.2	Converted from legacy claim(s) 4280681, 4280682	2018-04-10
301508	2018-03-26	John Smith	Submit Report of Work Assessment	Work Report Filed	2018-03-26
301377	2018-03-24	System MLAS	Assessment Work Report		
301376	2018-03-24	John Smith	Submit Report of Work Assessment	Work Report Filed	2018-03-24
301239	2018-03-23	System MLAS	Assessment Work Report		
301238	2018-03-23	John Smith	Submit Report of Work Assessment	Work Report Filed	2018-03-23

Image 1: Event details section of a mining land abstract in MLAS.

Event ID: 301508
Transaction ID: 11331
Assessment Work Report Number: 43
User Information
External User: John Smith (40000478) Submitted For: GREAT EXPLORATION LTD. (413551)

Image 2: Event details popup obtained when clicking the hotlink for an assessment work report submission event in MLAS.

- Click on the event blue hotlink for the submission (number 1 on Image 1).
- An event details page will pop-up, and the Report Number can be found at the top of it (number 2 on Image 2).
- If an Assessment Work Manager is revising a pending distribution for several clients, ensure that all privileges have been granted by all clients on the unpatented mining claims receiving the credits, and on all mining lands required to establish contiguity for purposes of s. 17 of the Regulation.

To start Revising a Pending Distribution



Image 3: The 'Revise Pending Distribution' component of the 'Work Reporting' menu is used to revise a pending distribution in MLAS.

Select 'Work Reporting' and 'Revise Pending Distribution' from left menu to revise a pending distribution (see Image 3).

1. Select Pending Distribution

Revise Pending Distribution

1 Select Pending Distribution 2 Revise Pending Distribution 3 Summary 4 Confirmation

User Information

External User: John Smith (40000478)

Data Entry Date: 2018-04-06

Submitted For: ? (Required) 413551

Related Report of Work

Report of Work ID: (Required) 77

Image 4: Pending Distribution selection to revise it in MLAS.

- Enter User Information
 - Identify who the pending distribution is being submitted for, using the client's number, or the client's name (number 1 on Image 4). If you are an Assessment Work Manager (AWM), enter the client you are submitting the distribution for.
Note: only one client number can be entered, but if you are an AWM, you will still be able to add the mining lands for several clients, provided that all necessary permissions have been granted.
- Enter Related report of Work
 - Enter the Assessment Work Report Number in the "Report or Work ID" text box (number 2 on Image 4).

Draft ID	Submitter	Created Date	Last Saved Date	Saved By	Reference Identifier	Delete
53	GREAT EXPLORATION LTD. (413551)	2018-04-10	2018-04-10	John Smith (9195)		Delete

Image 5: Saved draft selection for revising a pending distribution in MLAS.

- Open Saved Drafts
 - If you have saved a draft, and wish to proceed with your submission, click on the Draft ID (number 1 on Image 5).
 - Click on 'Delete' if you want to remove a draft permanently (number 2 on Image 5).
Reminder: you have 15 days to revise a pending distribution from the time you have been notified.

Back 1 Next 2

Image 6: Navigation buttons in MLAS.

- Click 'Back' (number 1 on Image 6) if you wish to cancel this revision.
- Click 'Next' (number 2 on Image 6) to proceed to the 'Revise Pending Distribution' step.

2. Revise Pending Distribution

- Reserve Distribution

Reserves Distribution					
Report of Work ID:	77	1	Distribute Through Claim Numbers:	219753	2
Report Approved Exploration Reserve:	162,500.00	3	Report Approved Consultation Reserve:	0.00	4

Image 7: Summary of the information entered in the "Input Distribution Claims" step for the original Pending Distribution submission in MLAS.

Receiver Tenure ID	Additional Claim	Current Anniversary Date	Years Applied	Work Required	2	Current Partial Applied	3	Reserve Provider
131552	Yes	2019-10-14	1	2	800.00	0.00	No reserve providers.	

Image 8: Left side of the Reserves Distribution table for a Pending Distribution revision in MLAS.

- The top of this section summarizes the information you entered when you submitted the pending distribution: the Work Report Number (number 1 on Image 7), the Distribute Through Tenure Numbers (number 2 on Image 7); it also lets you know the total amount of credits in the Exploration Reserves (number 3 on Image 7), and in the Consultation Reserves (number 4 on Image 7) of the provider mining lands.
- The Distribution table lists all the receiver unpatented mining claims entered in the original pending distribution submission, as well as all the unpatented mining claims reported in the associated work report submission, in the 'Receiver Tenure ID' column (see Image 8).
- Use the drop-down list in the 'Years Applied' column (number 1 on Image 8), if you wish to change the number of years' worth of assessment credits you wish to distribute.

Note: you will not be able to apply or distribute credits beyond the current + 5 years anniversary date. If your claim has already reached that limit, this field will only display '0' as a choice.

Remember: the amount of credits that can be distributed from a provider unpatented mining claim depends on its size, and is limited to the following amounts every assessment year:

Claim Size	Maximum Distribution per assessment year
Boundary claim	\$50,000
1 to 2 cells	\$50,000
3 to 5 cells	\$100,000
6 to 25 cells	\$150,000

Remember: the amount of credits that can be allocated from mining lands other than mining claims depends on their area, and is limited to the following amounts every calendar year:

Area (ha)	Maximum Distribution per calendar year
≤ 25 ha	\$50,000
>25 to ≤100	\$100,000
>100	\$150,000

- The 'Work Required' column (number 2 on Image 8) calculates how many credits are required depending on the number of years (units of assessment work) you selected previously, and depending of the yearly requirement for that unpatented mining claim.
- The 'Current Partial Applied' column (number 3 on Image 8) displays any partial unit of assessment work already distributed on the receiver unpatented mining claims.


Current Partial Applied	Reserve Provider	Reserve Type	Reserve Amount	Deficiency	New Partial Applied
0.00	No reserve providers added. Use this  button to add reserve providers.			800.00	0.00

Image 9: Reserve provider entry in the Pending Distribution table in MLAS.








Years Applied	Work Required	Current Partial Applied	Reserve Provider	Reserve Type	Reserve Amount	Deficiency	New Partial Applied
2	800.00 	0.00	139298	Exploration Reserve	400 	0.00	0.00
			338864	Consultation Reserve	400 		
			Total Provided Reserve Amount:		800.00		
0	0.00	0.00	Not Applicable	Not Applicable	Not Applicable	0.00	0.00
3	1,200.00 	0.00	338864	Consultation Reserve	1200 	0.00	0.00
			Total Provided Reserve Amount:		1,200.00		
1	200.00 	0.00	139298	Exploration Reserve	50 	150.00	50.00
			Total Provided Reserve Amount:		50.00		

Image 10: Reserve provider, reserve type and reserve amount entry in the Pending Distribution table in MLAS.

- Click on the blue Plus sign “+” to add a reserve provider (number 1 on Image 9).
 - Select the lands from which the credits are to be distributed in the ‘Reserve Provider’ column, using the drop-down list (number 1 on Image 10).
 - Select the type of reserve to distribute the assessment work credits from, in the ‘Reserve Type’ column (number 2 on Image 10), using the drop-down list.
 - Enter the new amount you wish to distribute to the unpatented mining claim in the ‘Reserve Amount’ column (number 3 on Image 10).
 - If you wish to remove a reserve provider for the an unpatented mining claim, click on the red Minus Sign “-” button (number 4 on Image 10).

- If you wish to distribute additional credits to an unpatented mining claim from a different mining land, click on the blue Plus sign “+” button (number 5 on Image 10).
- The next column ‘Deficiency’ (number 6 on Image 10), calculates how many credits are required to fulfil the number of unit of assessment work you entered in the ‘Years Applied’ column, while taking into account any partial amount already distributed on that unpatented mining claim (‘Deficiency’ = ‘Work Required’ – ‘Current Partial Applied’).

Provider Tenure ID	Tenure Type	Approved Exploration Reserve	Approved Consultation Reserve	Distributed Exploration Reserve	Distributed Consultation Reserve
219753	Single Cell Mining Claim	80,000.00	0.00	0.00	0.00
293160	Single Cell Mining Claim	82,500.00	0.00	800.00	0.00

Image 11: Table showing the details of the exploration and consultation reserves of provider mining lands for a Pending Distribution in MLAS.

- The next table (see Image 11) summarizes the pending exploration and consultation reserves for each provider mining land that was entered in the original work report submission.

Note: the ‘Distributed Exploration Reserve’ and the ‘Distributed Consultation Reserve’ columns are updated as the distribution is amended.

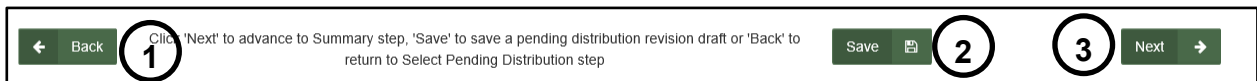


Image 12: Navigation and Save buttons in MLAS.

- Click ‘Back’ (number 1 on Image 12) if you wish to go back to the ‘Select Pending Distribution’ step. Any information entered in the current step will be deleted.
- Click on ‘Save’ (number 2 on Image 12) to save any completed work. Once you have saved, you may close and the submission draft will be saved when you reopen ‘Revise Pending Distribution’ from left menu.
 - Once the draft is saved successfully a pop-up message will be displayed at the bottom right of you screen, as seen in Image 13.

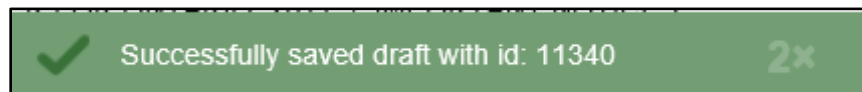


Image 13: Popup confirmation that a draft of the Pending Distribution submission has been saved in MLAS.

- Click ‘Next’ (number 3 on Image 12) to move to the ‘Summary’ step.

3. Summary

- Review the Summary Page.



Image 14: Navigation buttons in MLAS.

- Click ‘Back’ (number 1 on Image 14) if you wish to change any details captured at the ‘Revise Pending Distribution’ step.

- Click 'Next' (number 2 on Image 14) to submit your revisions, and move to the 'Confirmation' step.

4. Confirmation

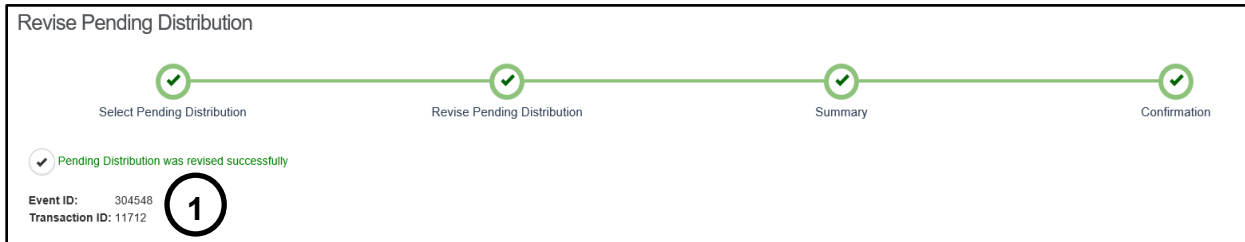


Image 15: Confirmation of submission of a Pending Distribution revision in MLAS.

- Your Pending Distribution was revised successfully.
- The revision has been assigned an Event ID, and a transaction ID (number 1 on Image 15).



Image 16: Navigation button in MLAS to go back to the Dashboard.

- Click on 'Dashboard' at the bottom left of the screen (see Image 16) to go back to your dashboard where a confirmation notice has been posted.