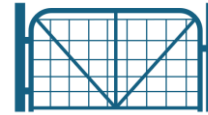


Property Access Request (PAR) Portal

User Guide



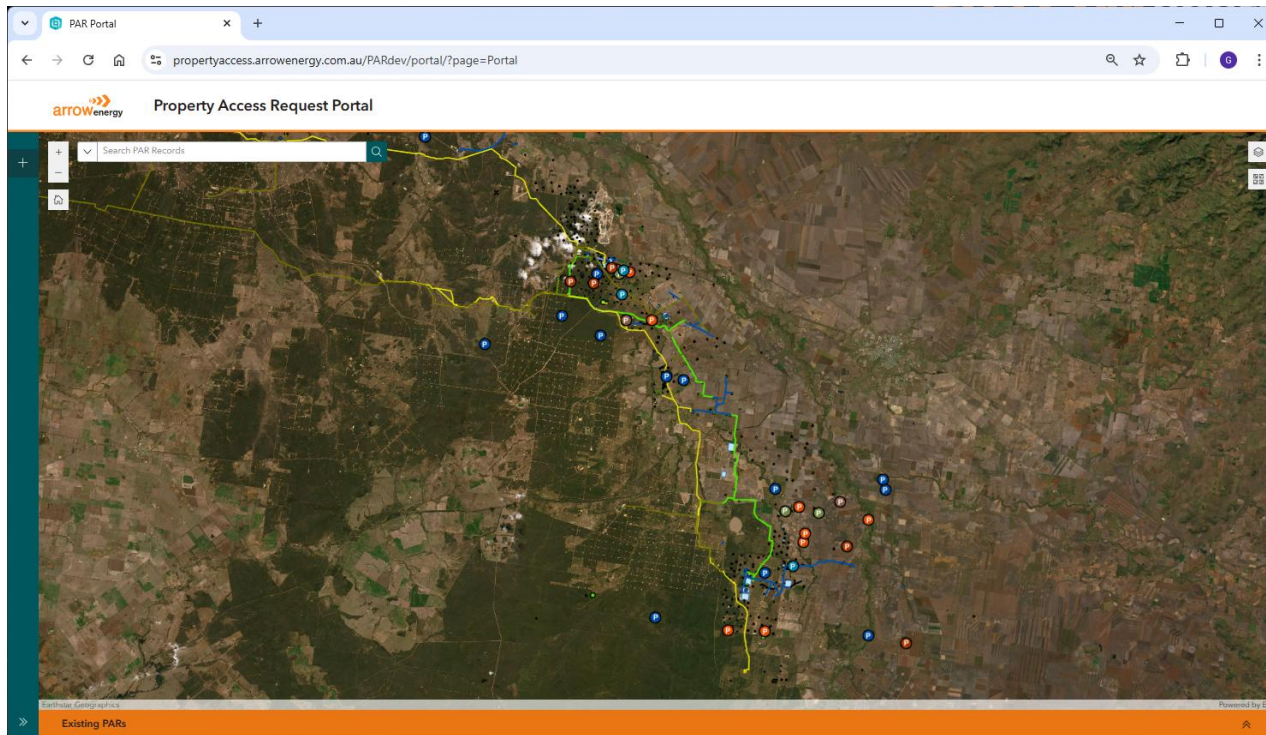
Property Access
Request

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ID-0 – PAR Portal Home Page

Visit – <https://propertyaccess.arrowenergy.com.au/PAR/portal/>



ID-1 – Create Property Access Request – Asset ID

Step 1: Open the PAR portal and select the (+) sign on the left hand bar

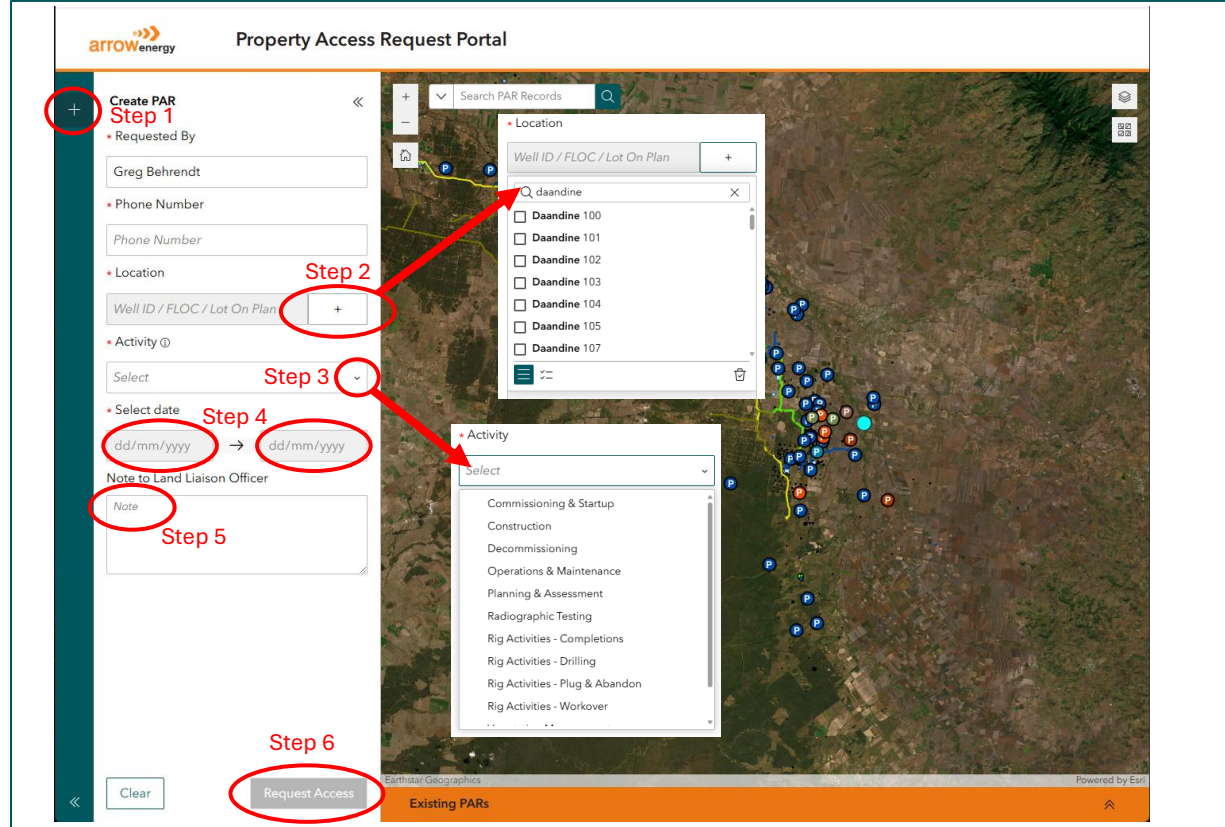
Step 2: Press the (+) in the 'Location' bar and search via Asset name ie. Daandine 100. You can add multiple assets.

Step 3: Press the (↓) in the 'Activity' bar and select one activity.

Step 4: Select a start date and finish date. *see duration & request periods

Step 5: Optional – add a note to the Land Liaison Officer

Step 6: Press 'Request Access', a link will appear with your request details



The screenshot displays the 'Property Access Request Portal' interface. On the left is a form titled 'Create PAR Step 1' with fields for 'Requested By' (Greg Behrendt), 'Phone Number', 'Location' (Well ID / FLOC / Lot On Plan), 'Activity' (a dropdown menu), and 'Select date' (two date pickers). Below these is a 'Note to Land Liaison Officer' text area. At the bottom of the form are 'Clear' and 'Request Access' buttons. On the right is a map showing a geographical area with various points of interest. A search bar at the top of the map area contains the text 'daandine'. A dropdown menu is open below the search bar, listing assets from 'Daandine 100' to 'Daandine 107'. A red arrow points from the 'Location' field to this dropdown. Another red arrow points from the 'Activity' dropdown menu to the 'Request Access' button. Red circles and arrows highlight the following elements: the '+' icon in the top left sidebar (Step 1), the '+' icon in the 'Location' field (Step 2), the dropdown arrow in the 'Activity' field (Step 3), the date pickers (Step 4), the 'Note' text area (Step 5), and the 'Request Access' button (Step 6). The bottom of the screen shows 'Existing PARs' and 'Powered by Earth'.

ID-2 – Create Property Access Request – Lot on Plan

Step 1: Open the PAR portal and select the (+) sign on the left hand bar

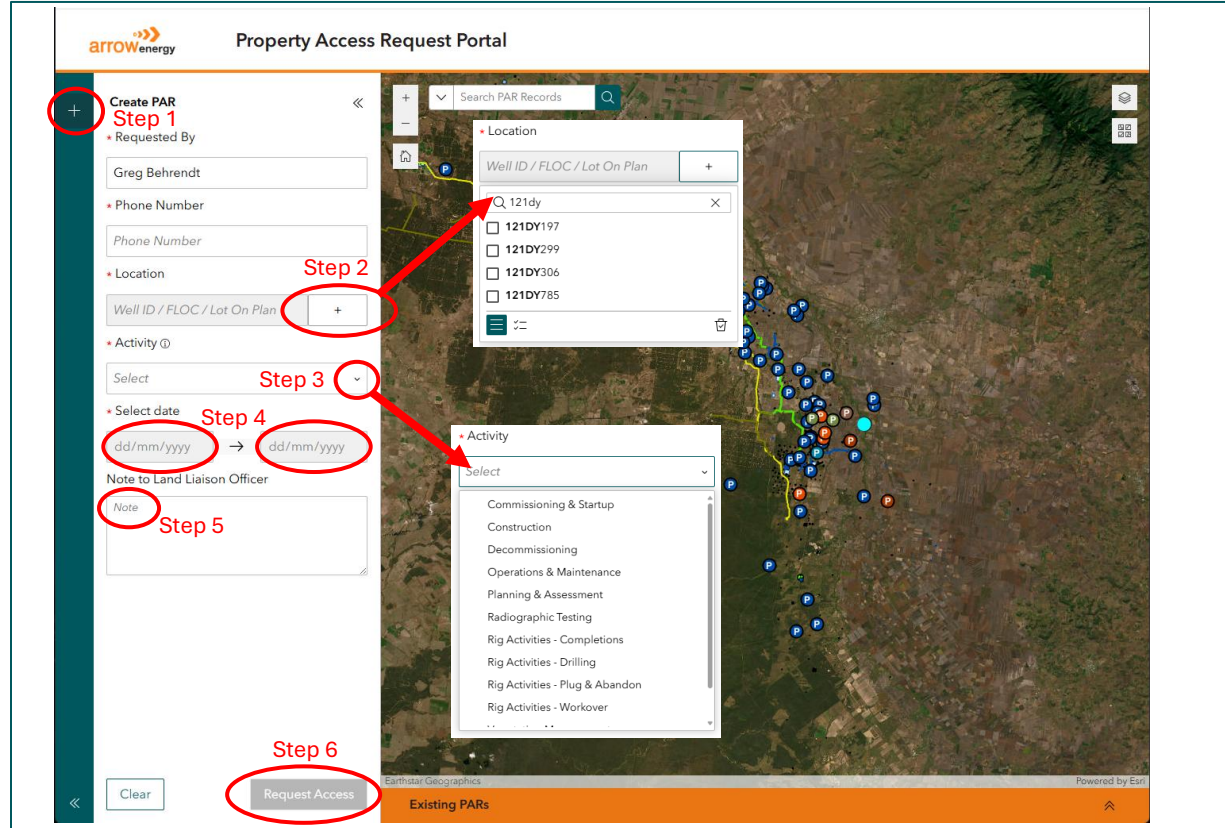
Step 2: Press the (+) in the 'Location' bar and search via Lot on Plan ie. 121DY306. You can add multiple lot on plans.

Step 3: Press the (↓) in the 'Activity' bar and select one activity.

Step 4: Select a start date and finish date. *see duration & request periods

Step 5: Optional – add a note to the Land Liaison Officer

Step 6: Press 'Request Access', a link will appear with your request details



The screenshot displays the 'Property Access Request Portal' interface. The left sidebar contains a vertical menu with a '+' icon at the top, circled in red and labeled 'Step 1'. The main content area is divided into several sections:

- Create PAR Step 1**: A section for entering request details. It includes fields for 'Requested By' (Greg Behrendt), 'Phone Number', 'Location' (Well ID / FLOC / Lot On Plan), and 'Activity' (a dropdown menu). The 'Location' field has a '+' icon next to it, circled in red and labeled 'Step 2'. The 'Activity' dropdown is also circled in red and labeled 'Step 3'.
- Select date**: A section for selecting a start and finish date. The date format is 'dd/mm/yyyy', and the start and end date fields are circled in red and labeled 'Step 4'.
- Note to Land Liaison Officer**: A text area for adding a note, circled in red and labeled 'Step 5'.
- Request Access**: A button at the bottom right, circled in red and labeled 'Step 6'.

The right side of the portal shows a map with various location markers. A search bar at the top right is labeled 'Search PAR Records'. A dropdown menu for 'Location' is open, showing a list of Well IDs: 121DY197, 121DY299, 121DY306, and 121DY785. The 'Activity' dropdown menu is also open, showing a list of activities: Commissioning & Startup, Construction, Decommissioning, Operations & Maintenance, Planning & Assessment, Radiographic Testing, Rig Activities - Completions, Rig Activities - Drilling, Rig Activities - Plug & Abandon, and Rig Activities - Workover.

ID-3 – Create Property Access Request – FLOC

Step 1: Open the PAR portal and select the (+) sign on the left hand bar

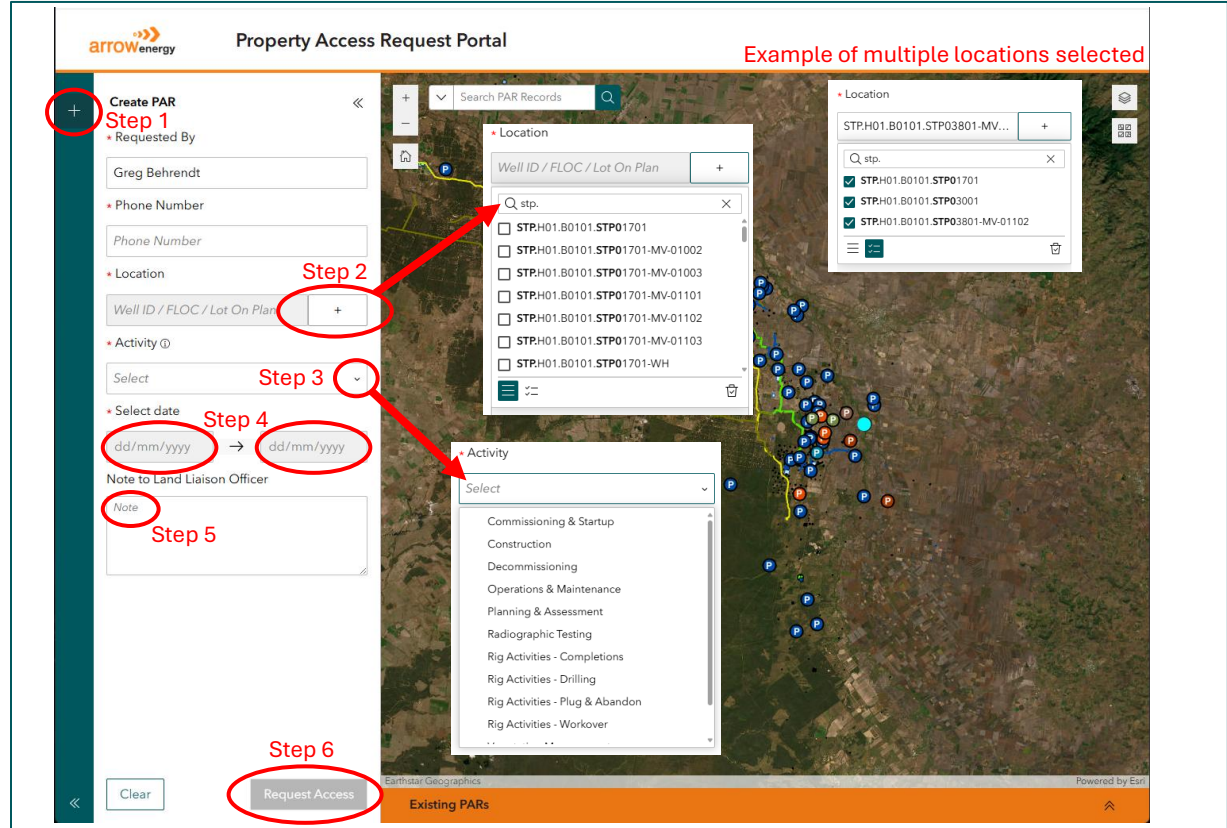
Step 2: Press the (+) in the 'Location' bar and search via Functional Location ie. STP.H01. etc . You can add multiple FLOCs

Step 3: Press the (↓) in the 'Activity' bar and select one activity.

Step 4: Select a start date and finish date. *see duration & request periods

Step 5: Optional – add a note to the Land Liaison Officer

Step 6: Press 'Request Access', a link will appear with your request details



The screenshot displays the 'Property Access Request Portal' interface. The left sidebar contains a vertical menu with a '+' icon at the top, circled in red and labeled 'Step 1'. The main content area is divided into several sections:

- Create PAR Step 1:** A form with fields for 'Requested By' (Greg Behrendt), 'Phone Number', 'Location' (Well ID / FLOC / Lot On Plan), 'Activity' (Select), and 'Select date' (dd/mm/yyyy). A red arrow points to the '+' icon in the 'Location' field, labeled 'Step 2'. Another red arrow points to the dropdown arrow in the 'Activity' field, labeled 'Step 3'. A red arrow points to the date input fields, labeled 'Step 4'. A red arrow points to the 'Note to Land Liaison Officer' field, labeled 'Step 5'.
- Location Selection:** A modal window titled 'Location' shows a search bar and a list of locations. A red arrow points to the search bar, labeled 'Step 2'. The list includes several STP locations, with the first one selected. A red arrow points to the 'Request Access' button at the bottom of the page, labeled 'Step 6'.
- Activity Selection:** A modal window titled 'Activity' shows a list of activities, including 'Commissioning & Startup', 'Construction', 'Decommissioning', 'Operations & Maintenance', 'Planning & Assessment', 'Radiographic Testing', 'Rig Activities - Completions', 'Rig Activities - Drilling', 'Rig Activities - Plug & Abandon', and 'Rig Activities - Workover'.
- Map:** A map showing the location of the selected FLOCs, with a red arrow pointing to the map area, labeled 'Step 2'.
- Example of multiple locations selected:** A red text label points to a list of selected locations: STP:H01.B0101.STP01701, STP:H01.B0101.STP03001, and STP:H01.B0101.STP03801-MV-01102.

The bottom of the page features a 'Request Access' button, circled in red and labeled 'Step 6', and a 'Clear' button.

ID-4 – Create Property Access Request – Map

Step 1: Open the PAR portal and find the target property/asset on the map

Step 2: Click on the property/asset and a grey box will show up. Click the link to create a PAR

Step 3: A new window will open with the Location information populated

Step 4: Press the (↓) in the 'Activity' bar and select one activity.

Step 5: Select a start date and finish date. *see duration & request periods

Step 6: Press 'Request Access', a link will appear with your request details

Property Access Request Portal

Step 1

Create PAR

Requested By: Greg Behrendt

Phone Number: [Field]

Location: Well ID / FLOC / Lot On Plan [Field]

Activity: [Select]

Select date: dd/mm/yyyy → dd/mm/yyyy

Note to Land Liaison Officer: [Field]

Clear Request Access

Step 2

Daandine Homestead - Property Access Conditions

To create a PAR for this Property Click Here

Landholder Name: D. CORNER, Thomas and Michelle

Property Name: Daandine Homestead

Primary LLO: Lella Duggan

Primary LLO Mobile Number: +6174795694

Secondary LLO: Tobias Burwood

Secondary LLO Mobile Number: +61 474 572 555

CBM 12 hour operations (AMM): Yes

CBM 24 hour operations: No

Step 3

Property Access Request Portal

Create PAR

Requested By: Greg Behrendt

Phone Number: [Field]

Location: 1225P20468

Activity: [Select]

Select date: dd/mm/yyyy

Note to Land Liaison Officer: [Field]

Clear Request Access

Step 4

Activities Information

These are the standard time periods, properties can have custom time periods that apply. LLOs can override time frames and apply new dates when they approve requests.

Activity	Descriptions	Duration	Request Period
Planning & Assessment	Area Wide Planning, Site Scouting, Survey, Seismic, Geotech, Water/Soil Sampling, Flare & Flame Monitoring	60 Days	16 Days
Construction	Survey Pegging, Site Preparation, Roads & Access, Civil Works, Gathering, Initial Rehabilitation/Stabilisation, Pressure Testing	90 Days	14 Days
Commissioning & Startup	Handover Activities, Introduction of Hydrocarbons, Nitrogen Purge, Walk Down	90 Days	10 Days
Operations & Maintenance	Asset maintenance, Inspections, Wellfield Operations, Weed Spray, Maintenance remediation work including excavations, grading, dig ups	15 Days	0 Days
Vegetation Management	Staking, Spraying, Vegetation Removal	30 Days	0 Days
Decommissioning	Final Rehabilitation Works, Rehabilitation Monitoring, Cut & Cap	30 Days	10 Days
Water	Delegations, Site Visits	30 Days	2 Days
Radiographic Testing	Radiographic Testing	7 Days	0 Days

Step 5

Activity: [Select]

Select date: dd/mm/yyyy

Note to Land Liaison Officer: [Field]

Clear Request Access

Step 6

Request Access

ID-5 – Search for existing PAR

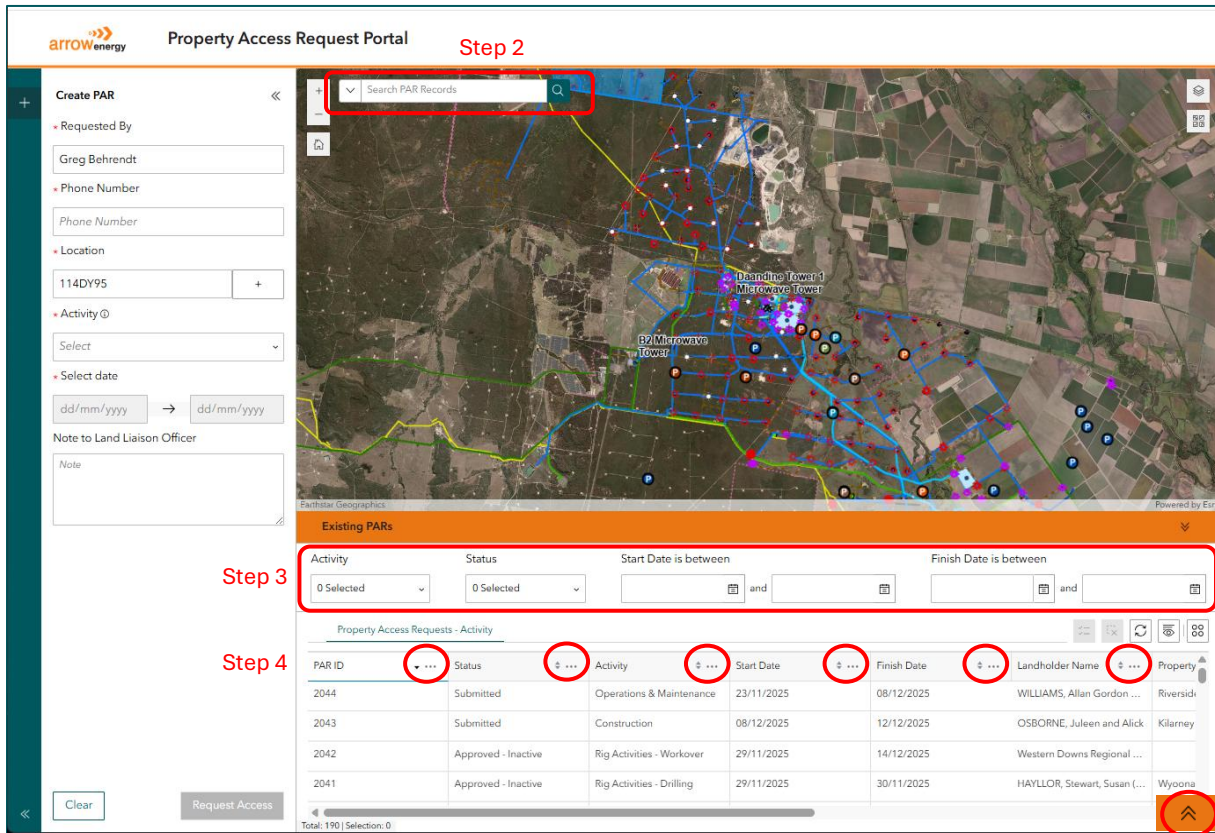
Step 1: Open the PAR portal and select the up arrow on the orange bar 

Step 2: Search the list of PARs using any word or number under any of the heading and press enter. The results will return in the table below.

IE. 1254 (PAR ID), Little (Landholder Name), Construction (Activity), 59DY595 (Lot on Plan)

Step 3: Shape results using the provided filters.

Step 4: Sort the results using the Column toggles.



The screenshot displays the 'Property Access Request Portal' interface. On the left, the 'Create PAR' form is visible with fields for 'Requested By' (Greg Behrendt), 'Phone Number', 'Location' (114DY95), and 'Activity' (Select). A search bar at the top right is labeled 'Search PAR Records'. The main area shows a map with various colored lines and points, including labels for 'Dandenong Tower' and 'P2 Microwave Tower'. Below the map, the 'Existing PARs' section is highlighted with a red box, showing filters for 'Activity', 'Status', 'Start Date', and 'Finish Date'. The 'Activity' filter is set to '0 Selected'. Below this, a table of 'Property Access Requests - Activity' is shown, with columns for PAR ID, Status, Activity, Start Date, Finish Date, Landholder Name, and Property. The table contains four rows of data. The 'Status' column has a dropdown arrow, and the 'Activity' column has a dropdown arrow. The 'Start Date' and 'Finish Date' columns have date pickers. The 'Landholder Name' column has a dropdown arrow. The 'Property' column has a dropdown arrow. The table is sorted by 'Status' (Submitted, Approved - Inactive, Approved - Inactive). The 'Total: 190 | Selection: 0' is shown at the bottom.

Step 2

Step 3

Step 4

Step 1

ID-6: Sign-On to PAR

Step 1: Complete ID-5: Search for an existing PAR

Step 2: Ensure the PAR is in the Approved state

Step 3: Click on the Sign On button

Step 4: If you have not provided your phone number to ICT for open display in the Outlook address book, you will be prompted to now

Outcome: You are now signed on to the PAR (Sign On Success). Your name is now listed in the Work Party sign on sheet. You can view Property Conditions, send a copy of the Property Conditions to yourself or other people, and you can also send yourself a Property Access Pass

[Back to portal](#)

Property Access Request Details

Step 2

Step 3

Sign On

Send Property Access Conditions

Send Property Access Pass

PAR ID	Activity	Status	Start Date	Finish Date	Primary LIO	Contact	Secondary LIO	Contact
1252	Operations & Maintenance	Approved Active	28/08/2025	04/09/2025	Leila Duggan	+61474965694	Sarah Scarffe	+61 499 473 776

Property Conditions

Landholder Name	Property Name	Lot On Plan/s	Property Type	Property Specific Conditions	Specific Access Days/Times	Extra Vehicle Hygiene Conditions	Property Condition Link	Last Updated
BAKER, Scott	Wongalea	121DY306	Primary	✓	✓	✓	View PAC-00063	09/08/2025
O'CONNOR, Thomas and Michelle	Daandine Homestead	1225P204689, 147 DY579, 148DY910, 157DY910, 158DY910	Transit	✓		✓	View PAC-00060	11/08/2025

Asset List

Property	Asset ID	SAP Asset D
121DY306	VV-0119	High Point V
	DV-0092	Low Point Dr
	DV-0094	Low Point Dr
	SDA_PAD_WF072	Well Pad

Property Access Request Details

Outcome

Sign On Success

Sign On

Send Property Access Conditions

Send Property Access Pass

PAR ID	Activity	Status	Start Date	Finish Date	Primary LIO	Contact	Secondary LIO	Contact
1252	Operations & Maintenance	Approved Active	28/08/2025	04/09/2025	Leila Duggan	+61474965694	Sarah Scarffe	+61 499 473 776

Property Conditions

Landholder Name	Property Name	Lot On Plan/s	Property Type	Property Specific Conditions	Specific Access Days/Times	Extra Vehicle Hygiene Conditions	Property Condition Link	Last Updated
BAKER, Scott	Wongalea	121DY306	Primary	✓	✓	✓	View PAC-00063	09/08/2025
O'CONNOR, Thomas and Michelle	Daandine Homestead	1225P204689, 147 DY579, 148DY910, 157DY910, 158DY910	Transit	✓		✓	View PAC-00060	11/08/2025

Asset List

Property	Asset ID	SAP Asset Description
121DY306	VV-0119	High Point Vent
	DV-0092	Low Point Drain
	DV-0094	Low Point Drain
	SDA_PAD_WF072	Well Pad

Work Party Sign-On

Is your Land Access Induction up to date?

Name	Email	Company Name
Shalitha De Silva	shalitha@arrowenergy.com.au	ESR AUSTRALIA PTY LTD
Greg Beltrandi	mya.gregbeltrandi@arrowenergy.com.au	MY P3 PTY LTD
Sir Venkata Kumar	shankar@arrowenergy.com.au	ESR AUSTRALIA PTY LTD

ID-7 – Send Property Access Pass

Step 1: Open the PAR Details page
(link from email, search in orange bar)

Step 2: Sign on to PAR (if not already
signed on) – see ID-6 instructions

Step 3: Press the Send Property
Access Pass. This will send an email
and an SMS with your access details.

Step 4: Check your phone messages
for the Property Access Pass.

Note: this function only works when
the PAR is in an Approved state.

[← Back to portal](#)

Property Access Request Details Step 1

PAR ID	Activity	Status	Start Date
1206	Vegetation Management	Approved - Active	14/08/2025

Property Conditions

Landholder Name	Property Name	Lot O	Sign On Step 2	Send Property Access Conditions	Send Property Access Pass Step 3
COMMENS, Russell George	Bottom Block	3D18			
Contact	Secondary LLO	Contact			
+61 438 665 085	Rohan Aitken	+61 429 015 877			

Text Message - 9888
Wednesday 5:10pm

PROPERTY ACCESS PASS
PAR ID: 1277
APPROVED

This access pass confirms that:
Greg Behrendt

Has been approved for access to
Glenidol
2RP78474

To conduct Operations &
Maintenance activities:
From 09/09/2025 To 16/09/2025

Approved by Gavin Gunther
Arrow Land Liaison Officer

View Property Access Conditions -
https://propertyaccess.arrowenergy.com.au/PARDetails/portal/?page=PARDetails&par_id=1277

Step 4

ID-8 – Send Property Access Conditions

Step 1: Open the PAR Details page
(link from email, search in orange bar)

Step 2: Press 'Send Property Access Conditions'

Step 3: A pop-up box will appear,
select the desired option.

Step 4: Press 'Send Property Access Conditions'

Note: Property Access Conditions can
be sent when the PAR is in any status

[← Back to portal](#)

Property Access Request Details

Step 1

Sign On

Send Property Access Conditions

Step 2

Send Property Access Pass

PAR ID	Activity	Status	Contact	Secondary LLO	Contact
1206	Vegetation Management	A	+61 438 665 085	Rohan Aitken	+61 429 015 877

Extra Vehicle Hygiene Conditions	Property Condition Link	Last Updated
	View Property Conditions	10/08/2025

Step 3

Send Property Access Conditions

☒ Send to self

☐ Send to all sign-on work party

☐ Enter email address

[Back](#)

[Send Property Access Conditions](#)

Step 4

ID-9 – View Property Access Conditions

Step 1: Step 1: Open the PAR Details page
(link from email, search in orange bar)

Step 2: In the Property Conditions table,
select 'View Property Conditions'

Step 3: This will open a screen with the
Property Access Conditions and map

[Back to portal](#)

Property Access Request Details

Step 1

PAR ID	Activity	Status
1206	Vegetation Management	Approved - Active

Sign On

Send Property Access Conditions

Send Property Access Pass

Contact	Secondary LLO	Contact
+61 438 665 085	Rohan Aitken	+61 429 015 877

Property Conditions

Landholder Name	Property Name	Lot On Plan/s
COMMENS, Russell George	Bottom Block	3DY849

Extra Vehicle Hygiene Conditions	Property Condition Link	Last Updated
	View Property Conditions	10/08/2025

Step 2



Property Access Request Portal

[Back to PAR Detail](#)

Property Access Conditions

Step 3

PAR ID 1206 Approved - Active PRIMARY

Start Date	14/08/2025	Finish Date
Activity	Vegetation Management	
Property Name	Bottom Block	
Landholder Name	COMMENS, Russell George	
Lot On Plan	3DY849	

Before You Go

Arrow Weed & Machinery Hygiene Declaration

ID-10 – Print Property Access Conditions

Step 1: Complete ID-9 to view Property Access Conditions

Step 2: Select the print icon 

Step 3: This will create a PDF file of the Property Access Conditions and will appear in your browser 'Downloads' folder. Open this file.



Property Access Request Portal

[< Back to PAR Detail](#)

PAR ID 1206

Approved - Active

PRIMARY 

Property Access Conditions

Start Date	14/08/2025	Finish Date
Activity	Vegetation Management	
Property Name	Bottom Block	
Landholder Name	COMMENS, Russell George	
Lot On Plan	3DY849	

Before You Go

Arrow Weed & Machinery Hygiene Declaration

Step 3

 Landholder_Condition_1206_10092025092107.pdf 1,273 KB • Done

ID-11 – View Property Conditions (no request)

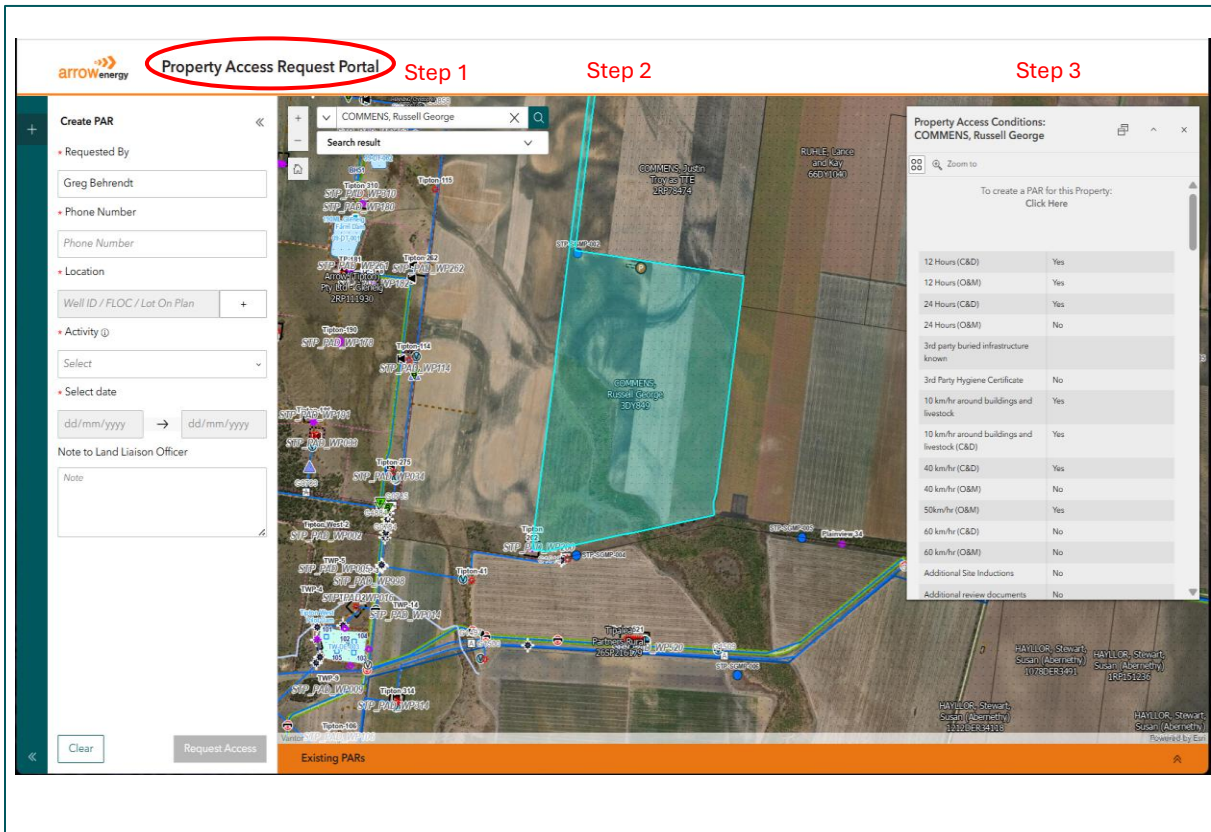
Step 1: Open the PAR portal and find the target property/asset on the map

Step 2: Select the property/asset on the map – it will become highlighted

Step 3: A grey box will show up with a list of conditions.

Note: Conditions with the abbreviation
O&M = Operations and Maintenance, and
C&D = Construction and Drilling.

These conditions can be used for planning
or general purposes and are not related to a
Property Access Request.



The screenshot displays the Arrow Energy Property Access Request Portal. The interface is divided into three main sections: Step 1, Step 2, and Step 3.

Step 1: Property Access Request Portal

The left sidebar contains a 'Create PAR' form with the following fields:

- Requested By: Greg Behrendt
- Phone Number: (empty)
- Location: Well ID / FLOC / Lot On Plan (empty)
- Activity: Select (dropdown menu)
- Select date: dd/mm/yyyy → dd/mm/yyyy
- Note to Land Liaison Officer: (empty text area)

The main map area shows a satellite view of a rural landscape. A property labeled 'COMMENTS, Russell George' is highlighted in green. The map also shows various other properties and infrastructure, including roads and pipelines.

Step 2: Property Access Conditions: COMMENTS, Russell George

The right sidebar displays a table of conditions for the selected property. The table has two columns: the condition name and a 'Yes/No' status.

Property Access Conditions:	COMMENTS, Russell George
12 Hours (C&D)	Yes
12 Hours (O&M)	Yes
24 Hours (C&D)	Yes
24 Hours (O&M)	No
3rd party buried infrastructure known	No
3rd Party Hygiene Certificate	No
10 km/hr around buildings and livestock	Yes
10 km/hr around buildings and livestock (C&D)	Yes
40 km/hr (C&D)	Yes
40 km/hr (O&M)	No
50km/hr (O&M)	Yes
60 km/hr (C&D)	No
60 km/hr (O&M)	No
Additional Site Inductions	No
Additional review documents	No

At the bottom of the map area, there is a 'Request Access' button and a 'Clear' button.

ID-12 – Change map layer views

Step 1: Open the PAR portal

Step 2: In the top right-hand corner of the map select paper icon

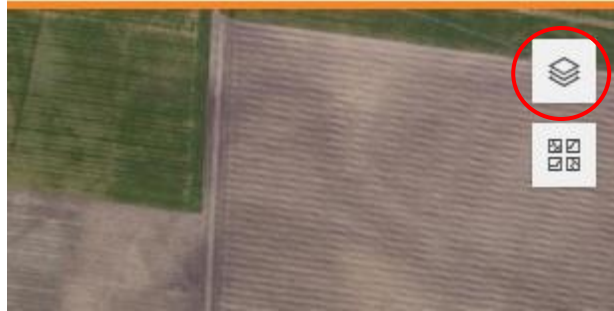


Step 3: A grey box will appear with all available map layers

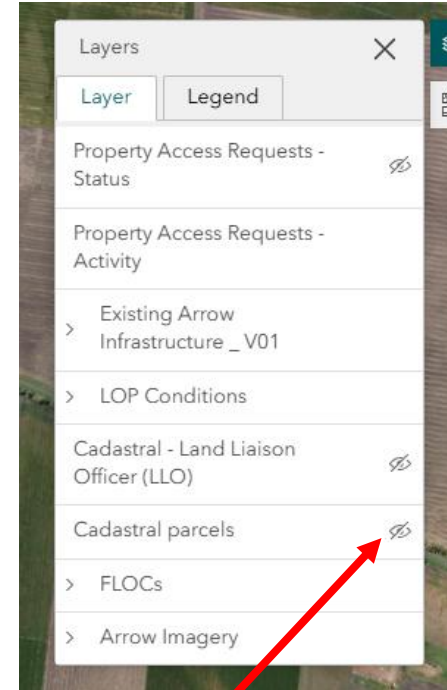
Step 4: Press the 'eye symbol' to turn a layer on or off. An eye will appear as you hover over the right-hand side of the box

Note: A crossed eye symbol means the layers are turned off 

Step 2



Step 3



Step 4

ID-13 – Mobile – Create PAR

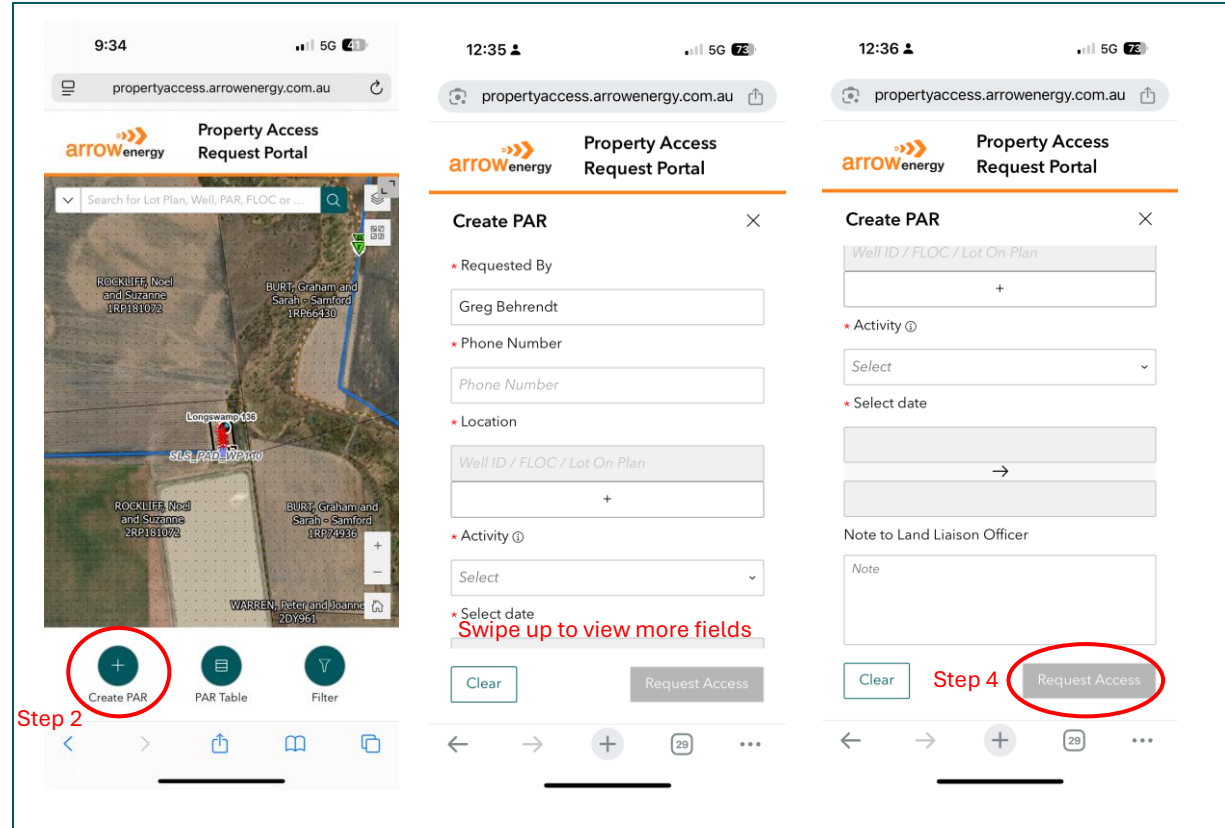
Step 1: Open the PAR Portal on your Mobile device

Step 2: Press 'Create PAR'

Step 3: Fill out the details from top to bottom

Step 4: Press 'Apply'

Step 5: The link will appear on the bottom on the screen (you may need to scroll down)



The screenshots illustrate the mobile application interface for creating a Property Access Request (PAR). The first screenshot shows the main map view with a red pin on a property and a red circle around the 'Create PAR' button at the bottom. The second screenshot shows the 'Create PAR' form with fields for 'Requested By', 'Phone Number', 'Location', 'Activity', and 'Select date'. The third screenshot shows the same form with the 'Request Access' button at the bottom highlighted with a red circle and labeled 'Step 4'.

ID-14 – Mobile – Create PAR from Search Bar

Step 1: Open the PAR Portal on your Mobile device

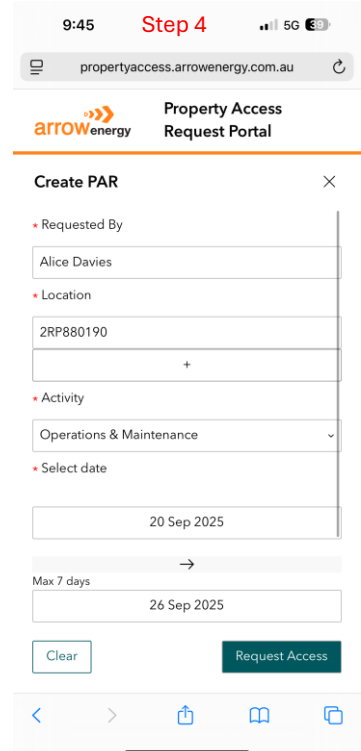
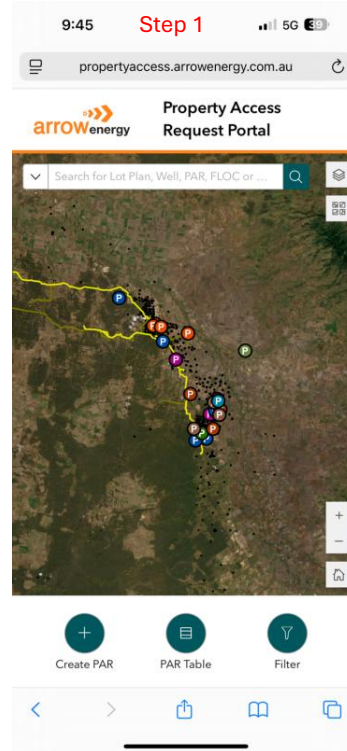
Step 2: Search a location in the 'Search Bar' ie. Asset, FLOC, Lot on Plan

Step 3: Press 'View' next to the Create PAR

Step 4: The Location details will prepopulate, fill out the rest of the details

Step 5: Press 'Request Access'

Step 6: The link will appear on the bottom on the screen (you may need to scroll down)



ID-15 – Mobile – Create PAR from Map

Step 1: Open the PAR Portal on your Mobile device

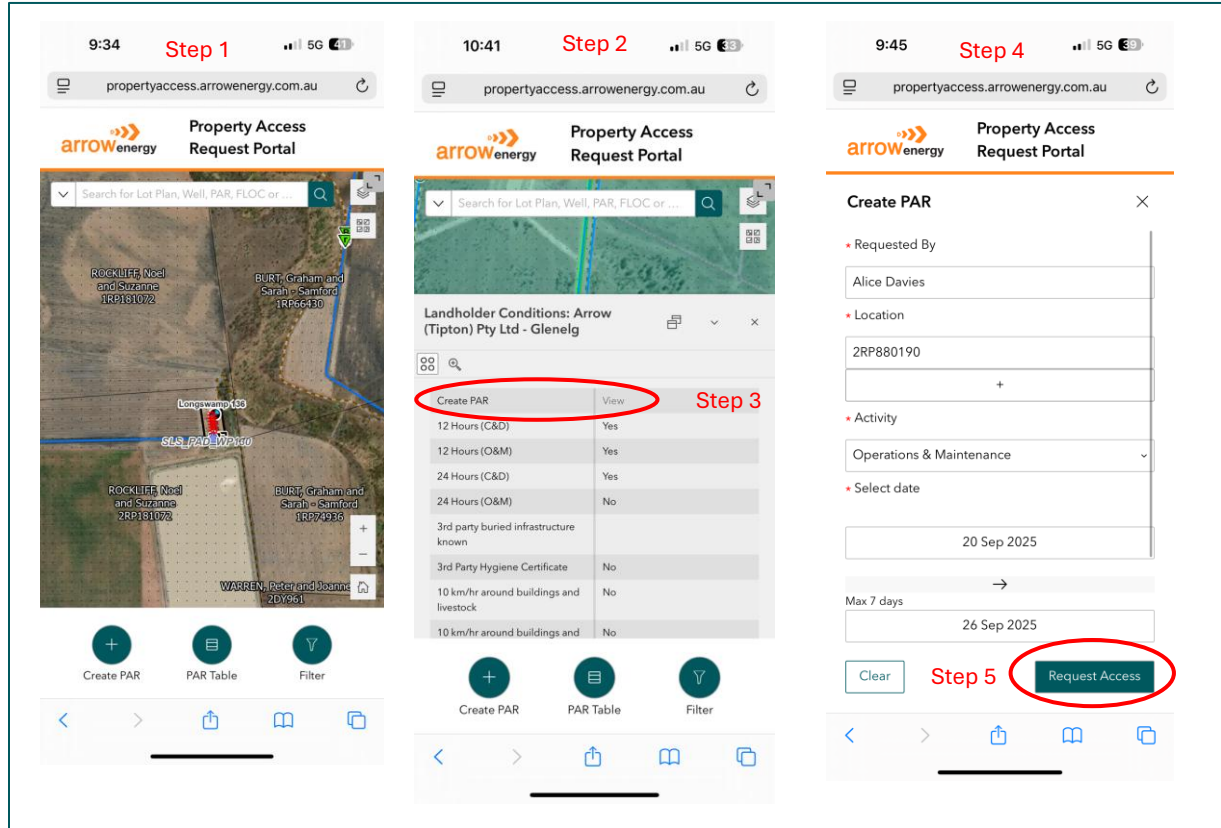
Step 2: Find and select the property, the screen will turn blue

Step 3: Press 'View' next to the Create PAR

Step 4: The Location details will prepopulate, fill out the rest of the details

Step 5: Press 'Request Access'

Step 6: The link will appear on the bottom on the screen (you may need to scroll down)



Step 1 9:34 propertyaccess.arrowenergy.com.au

Property Access Request Portal

Search for Lot Plan, Well, PAR, FLOC or ...

ROCKLIFE Noel and Suzanne 1RP181072

BURT, Graham and Sarah - Samford 1RP66430

Longwamba L55

ROCKLIFE Noel and Suzanne 2RP181072

BURT, Graham and Sarah - Samford 1RP74936

WARREN, Peter and Joanne 2DY961

Create PAR PAR Table Filter

Step 2 10:41 propertyaccess.arrowenergy.com.au

Property Access Request Portal

Search for Lot Plan, Well, PAR, FLOC or ...

Landholder Conditions: Arrow (Tipton) Pty Ltd - Glenelg

Create PAR	View
12 Hours (C&D)	Yes
12 Hours (O&M)	Yes
24 Hours (C&D)	Yes
24 Hours (O&M)	No
3rd party buried infrastructure known	
3rd Party Hygiene Certificate	No
10 km/hr around buildings and livestock	No
10 km/hr around buildings and	No

Create PAR PAR Table Filter

Step 3

Step 4 9:45 propertyaccess.arrowenergy.com.au

Property Access Request Portal

Create PAR

Requested By

Alice Davies

Location

2RP880190

Activity

Operations & Maintenance

Select date

20 Sep 2025

Max 7 days

26 Sep 2025

Clear Request Access

Step 5

ID-16 – Mobile – Search for PAR

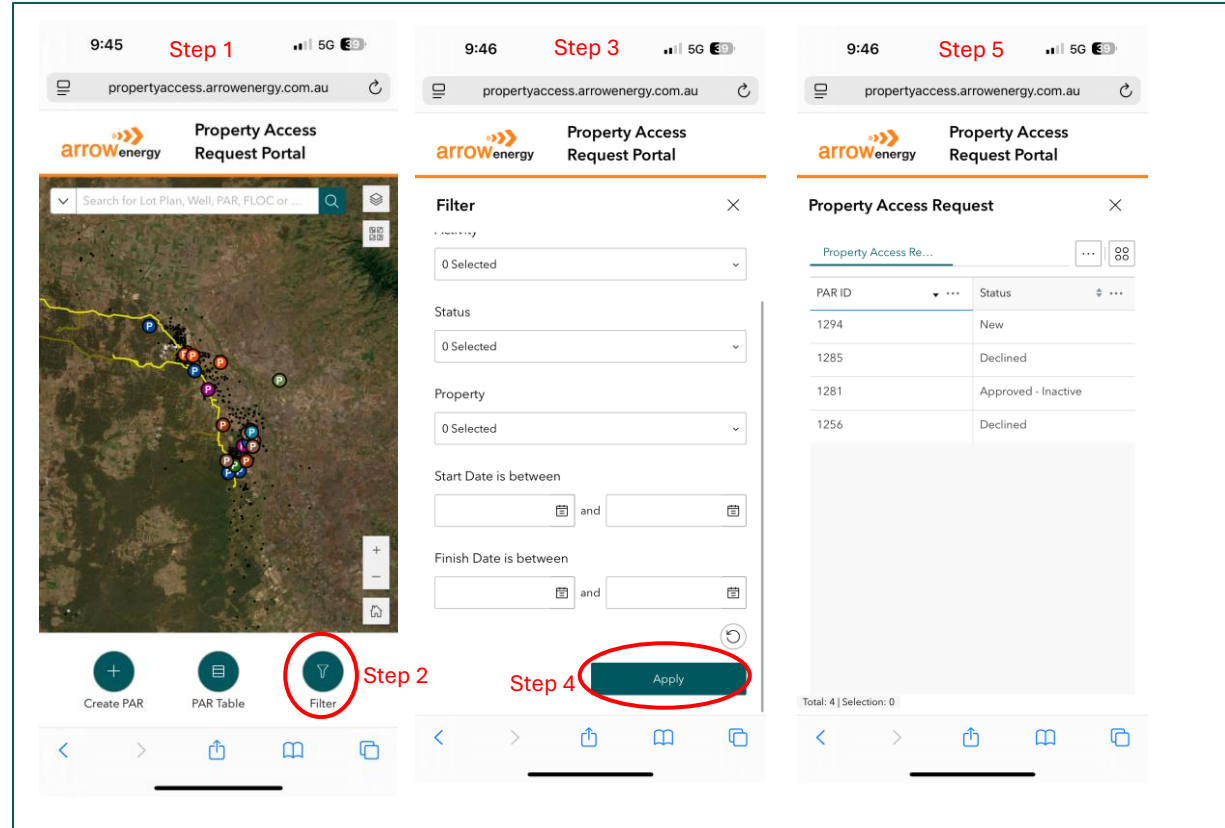
Step 1: Open the PAR Portal on your Mobile device

Step 2: Press Filter

Step 3: Fill out the search fields – one or many

Step 4: Press 'Apply'

Step 5: A table will appear with a list of the applicable PARs



Step 1

9:45 propertyaccess.arrowenergy.com.au

arrowenergy Property Access Request Portal

Search for Lot Plan, Well, PAR, FLOC or...

Create PAR PAR Table **Filter**

Step 2

9:46 propertyaccess.arrowenergy.com.au

arrowenergy Property Access Request Portal

Filter

0 Selected

Status 0 Selected

Property 0 Selected

Start Date is between and

Finish Date is between and

Step 3

9:46 propertyaccess.arrowenergy.com.au

arrowenergy Property Access Request Portal

Property Access Request

Property Access Re...

PAR ID	Status
1294	New
1285	Declined
1281	Approved - Inactive
1256	Declined

Total: 4 | Selection: 0

Step 4

Apply

ID-17 – Mobile - Sign on PAR

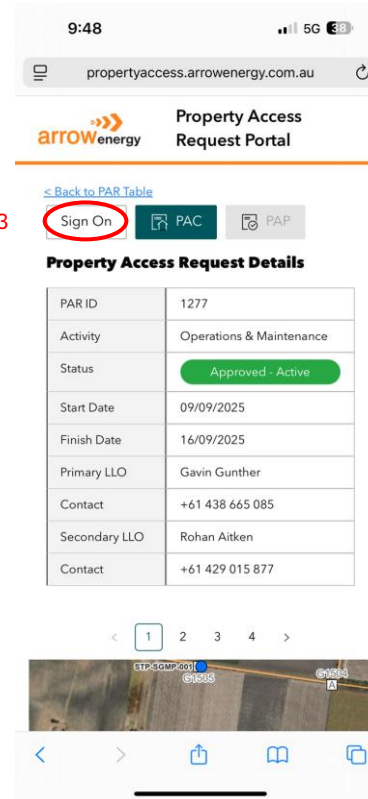
Step 1: Open the PAR Portal on your Mobile device

Step 2: Search or Create a PAR and open PAR Details

Step 3: Press 'Sign On'

Note: You can only 'Sign On' when the PAR is in an approved state

Step 3



ID-18 – Mobile - Send Property Access Conditions

Step 1: Open the PAR Portal on your Mobile device

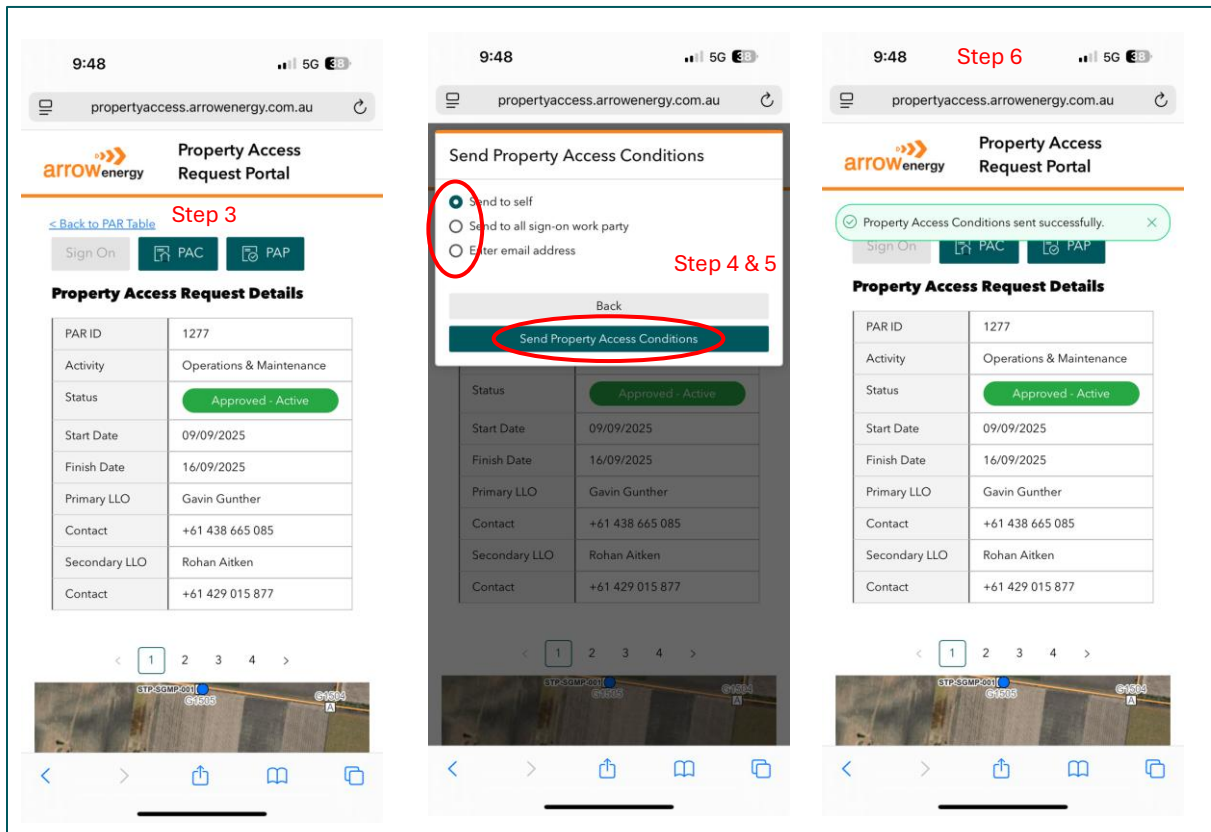
Step 2: Search or Create a PAR and open PAR Details

Step 3: Press the 'PAC' button

Step 4: A pop-up will ask you where you would like the PA

Step 5: Press 'Send Property Access Conditions'

Step 6: If sent successfully a green bar will appear confirming



Step 1: Home Screen

9:48 5G

propertyaccess.arrowenergy.com.au

arrowenergy Property Access Request Portal

< Back to PAR Table Sign On PAC PAP

Property Access Request Details

PAR ID	1277
Activity	Operations & Maintenance
Status	Approved - Active
Start Date	09/09/2025
Finish Date	16/09/2025
Primary LLO	Gavin Gunther
Contact	+61 438 665 085
Secondary LLO	Rohan Aitken
Contact	+61 429 015 877

Step 2: Send Property Access Conditions

9:48 5G

propertyaccess.arrowenergy.com.au

Send Property Access Conditions

- ☒ Send to self
- ☐ Send to all sign-on work party
- ☐ Enter email address

Back

Send Property Access Conditions

Step 3: Confirmation

9:48 Step 6 5G

propertyaccess.arrowenergy.com.au

arrowenergy Property Access Request Portal

Property Access Conditions sent successfully.

Sign On PAC PAP

Property Access Request Details

PAR ID	1277
Activity	Operations & Maintenance
Status	Approved - Active
Start Date	09/09/2025
Finish Date	16/09/2025
Primary LLO	Gavin Gunther
Contact	+61 438 665 085
Secondary LLO	Rohan Aitken
Contact	+61 429 015 877

ID-19 – Mobile – View Property Access Conditions

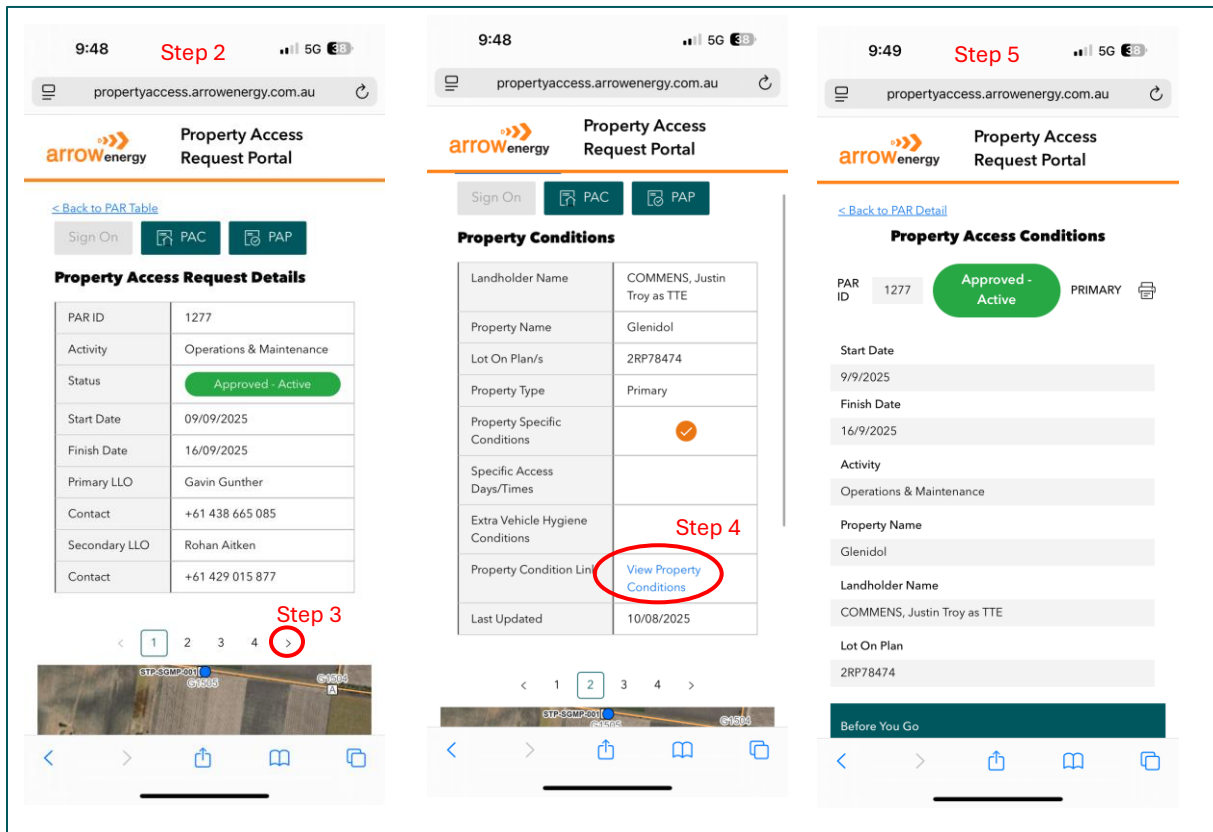
Step 1: Open the PAR Portal on your Mobile device

Step 2: Search or Create a PAR and open PAR Details

Step 3: Press the right arrow button to go to the next page >

Step 4: Press 'View Property Conditions'

Note: There may be more than one Property Conditions, please scroll.



The screenshots illustrate the mobile app interface for viewing property access conditions, divided into five steps:

- Step 1:** The app is open to the 'Property Access Request Portal' at propertyaccess.arrowenergy.com.au. The status is 'Approved - Active'.
- Step 2:** The user is on the 'Property Access Request Details' page. The details include:

Property Access Request Details	
PAR ID	1277
Activity	Operations & Maintenance
Status	Approved - Active
Start Date	09/09/2025
Finish Date	16/09/2025
Primary LLO	Gavin Gunther
Contact	+61 438 665 085
Secondary LLO	Rohan Aitken
Contact	+61 429 015 877
- Step 3:** The user is on the 'Property Conditions' page. The conditions include:

Property Conditions	
Landholder Name	COMMENS, Justin Troy as TTE
Property Name	Glenidol
Lot On Plan/s	2RP78474
Property Type	Primary
Property Specific Conditions	✓
Specific Access Days/Times	
Extra Vehicle Hygiene Conditions	
Property Condition Link	View Property Conditions
Last Updated	10/08/2025
- Step 4:** The user is on the 'View Property Conditions' page. The conditions include:

View Property Conditions	
PAR ID	1277
Status	Approved - Active
Primary	PRIMARY
Start Date	9/9/2025
Finish Date	16/9/2025
Activity	Operations & Maintenance
Property Name	Glenidol
Landholder Name	COMMENS, Justin Troy as TTE
Lot On Plan	2RP78474
- Step 5:** The user is on the 'Before You Go' page.

ID-20 – Mobile - Send Property Access Pass

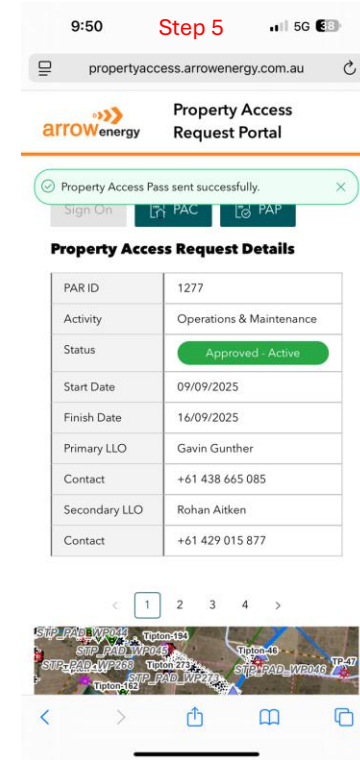
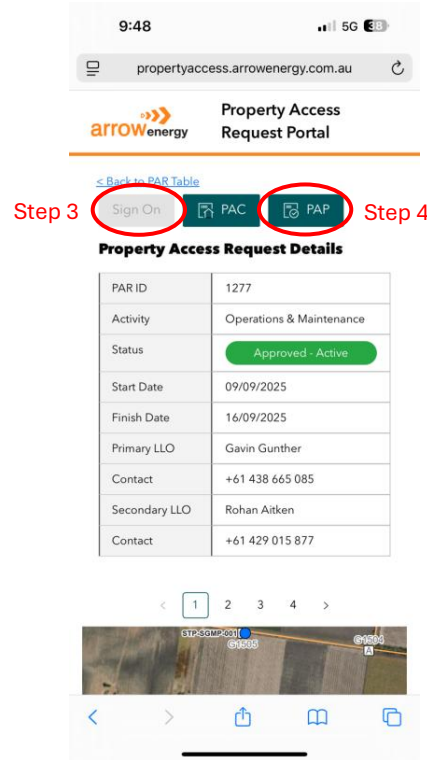
Step 1: Open the PAR Portal on your Mobile device

Step 2: Search or Create a PAR and open PAR Details

Step 3: Make sure you are 'Signed On' to the PAR (Sign On greyed out)

Step 4: Press 'PAP'

Step 5: If sent successfully a green bar will appear confirming



Duration & Request Periods

Activity	Activity Description	Duration	Request Period
Planning & Assessment	Area Wide Planning, Site Scouting, Survey, Seismic, Geotech, Water/Soil Sampling, Flora & Fauna Monitoring	60 Days	16 Days
Construction	Survey Pegging, Site Preparation, Roads & Access, Civil Works, Gathering, Initial Rehabilitation/Stabilisation, Pressure Testing	90 Days	16 Days
Commissioning & Startup	Handover Activities, Introduction of Hydrocarbons, Nitrogen Purge, Walk Down	90 Days	10 Days
Operations & Maintenance	Asset maintenance, Inspections, Wellfield Operations, Weed Spray, Maintenance remediation work including excavations, grading, dig-ups	15 Days	0 Days
Vegetation Management	Slashing, Spraying, Vegetation Removal	30 Days	0 Days
Decommissioning	Final Rehabilitation Works, Rehabilitation Monitoring, Cut & Cap	30 Days	10 Days
Visitor	Delegations, Site Visits	30 Days	2 Days
Radiographic Testing	Radiographic Testing	7 Days	0 Days
Rig Activities - Completions	Completions Rig	30 Days	10 Days
Rig Activities - Workover	Workover Rig	30 Days	10 Days
Rig Activities – Plug & Abandon	Plug & Abandon Rig	30 Days	10 Days
Rig Activities - Drilling	Drilling Rig	30 Days	10 Days
Rig Activities – Rigless Operations	Wireline Activities, Rig Scouting	30 Days	2 Days

Note – these are the standard time periods, properties can have custom time periods that apply. LLOs can overwrite time frames and apply new dates when they ‘approve’ requests.

Email Generation

Emails sent from - no-reply-PAR@arrowenergy.com.au

Function	Email
Create a new PAR	New PAR email (not an approval) or Approved PAR email (for auto-approved PARs)
PAR status set to Approved by LLO	Approved PAR email
PAR status set to Declined by LLO	Declined PAR email
LLO 'Notify User'	PAR Alert Email (Signed On Work Party Members & Requestor)
LLO 'Change Date'	Date Change Email (Signed On Work Party Members & Requestor)
PAR 48 hours from expiry	Expiry warning email (not for O&M activities)
PAR Expired	No Email
Sign On	No Email
Request Property Access Conditions	Property Access Conditions email
Request Property Access Pass	Property Access Pass email (and SMS)

Property Conditions

 no-reply-PAR@arrowenergy.com.au
To  Alice Davies

 Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Property Access Conditions

THIS IS NOT AN APPROVAL

Dear user,

PAR Approved - PAR#1256

 no-reply-PAR@arrowenergy.com.au
To  Alice Davies

 Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

PAR Approved

PAR Declined - PAR#1279

 PAR@arrowenergy.com.au
To  Alice Davies

 This message was sent with High importance.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

1256

PAR Declined

PAR Date Change - PAR#1279

 PAR@arrowenergy.com.au
To  Alice Davies

 This message was sent with High importance.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

PAR Date Change

Dear Alice Davies,

Property Access Request PAR#1279 dates have been changed

PAR ID	1279
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PAR Status

Status	Description
New	PAR has just been created, and is sitting with Land Access to
Approved – Inactive	The PAR has been approved, however the start date for the PAR is in the future
Approved – Active	The PAR has been approved, and the PAR dates are current
Declined	The PAR has been declined
Expired	The finish date for the PAR is in the past