

Due Diligence Assessment (DDA) Verification Checklist

1. Review Activity Tiers to ascertain whether the activity is an Exempt Activity.

Activity is NOT an Exempt Activity
Continue Below

Activity is an Exempt Activity

Proceed with Activity

Date Satisfied

___/___/___

2. Search the [Directory](#) for ACH and ACH survey reports.
3. Consider whether you are otherwise aware that ACH is located in the activity area.
4. If no risk of harm to ACH identified, visually inspect the activity area for ACH (using the "ACH Identification Guidelines" – not yet published) as close in time as practical to carrying out the activity.

Activity is NOT an Exempt or Tier 1 Activity
Continue Below

If no Risk of harm to ACH identified

Proceed with Tier 1 Activity

Date Satisfied

___/___/___

5. Review existing ACH survey reports to identify ACH. ACH Reports may only be relied on if they are consistent with the ACH Survey Report Guidelines
6. If no reports request advice from the DPLH as to whether any ACH is located in the Activity area (additional to that in the Directory) and review

Activity is NOT an Exempt, Tier 1 or Tier 2 Activity
Continue Below

Risk of harm to ACH identified

Seek Permit to undertake Tier 2 Activity

No Risk of harm to ACH identified

Proceed with Tier 2 Activity

Date Satisfied

___/___/___

7. Undertake an ACH investigation in accordance with the ACH Investigation Guidelines.
8. See AMEC Guidance Document titled "Preparation and timetable for the development of an ACHMP"

Risk of harm to ACH identified

Negotiate an ACHMP

No Risk of harm to ACH identified

Proceed with Tier 3 Activity

Date Satisfied

___/___/___