

Our Ref: CJP:RAC:AMH

8 December 2017

Dear Creditor,

**RE: BCD RESOURCES NL (ADMINISTRATORS APPOINTED)  
ACN 057 793 834 ("the Company")**

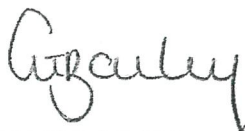
On 13 November 2017, Christopher Palmer and I were appointed Joint and Several Administrators of the Company by MKS Precious Metals (Australia) Pty Limited pursuant to section 436C(1) of the *Corporations Act 2001* ("the Act").

We enclose herewith the following:

- (i) A notice convening a meeting of creditors of the Company pursuant to section 439A of the Act, which is to be held at 11:00am on Monday, 18 December 2017;
- (ii) A report to creditors. Pursuant to Insolvency Practice Rule 75-225, the report sets out the financial position of the Company, the results of our investigation into its affairs and our opinions regarding whether it would be in the interests of creditors for the Company to execute a deed of company arrangement, for the administration to end, or for the Company to be wound up.

Should you have any queries regarding the above, then do not hesitate to contact Mr Jordan Welden-Iley of our office on (02) 9232 3322.

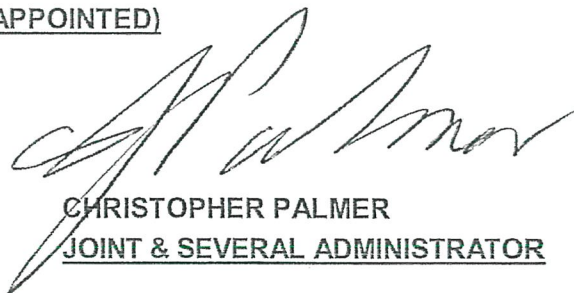
Yours faithfully,  
**BCD RESOURCES NL (ADMINISTRATORS APPOINTED)**



**LIAM BAILEY**  
**JOINT & SEVERAL ADMINISTRATOR**

Encl.

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**CHRISTOPHER PALMER**  
**JOINT & SEVERAL ADMINISTRATOR**

**SYDNEY**

Level 9, 66 Clarence Street, Sydney NSW 2000 | GPO Box 3385, Sydney NSW 2001  
Telephone +61 2 9232 3322 | Facsimile +61 2 9232 3388  
ABN 61 843 065 746 | obp.com.au | obp1@obp.com.au

**BATHURST**

103 Piper Street, Bathurst NSW 2795 | PO Box 2153, Bathurst NSW 2795  
Telephone +61 2 9232 3322 | Facsimile +61 2 9232 3388  
"Liability limited by a scheme approved under professional standards legislation"

IN THE MATTER OF THE *CORPORATIONS ACT 2001* ("the Act")

AND

**BCD RESOURCES NL  
(ADMINISTRATORS APPOINTED)  
ACN 057 793 834 ("the Company")**

**NOTICE OF A MEETING OF CREDITORS  
PURSUANT TO SECTION 439A OF THE ACT**

**TAKE NOTICE** that a meeting of the creditors of the Company will be held at the new offices of O'Brien Palmer at **Level 9, 66 Clarence Street Street, Sydney NSW 2000**, on Monday, 18 December 2017, commencing at 11:00am to which you are invited to attend.

**AGENDA**

1. To consider the report of the Administrators.
2. To consider and approve if thought fit, the remuneration and disbursements of the Administrators and their staff.
3. To consider and resolve if thought fit, pursuant to section 439C of the Act, that: -
  - a. the Company execute a Deed of Company Arrangement ("**DOCA**");
  - b. the Administration should end; or
  - b. the Company should be wound up.

In the event that creditors resolve for the Company to execute a DOCA, then: -

4. To consider and approve if thought fit, the remuneration and disbursements of the Deed Administrators and their staff.

In the event that creditors resolve to wind up the Company, then: -

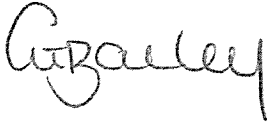
5. To consider the appointment of a person or persons to be the Liquidator(s) of the Company for the purpose of winding up the affairs and distributing the property of the Company, failing which the Administrators will be taken to have been appointed the Liquidator of the Company.
6. To consider and approve if thought fit, the remuneration and disbursements of the Liquidators and their staff.
7. To consider the appointment of a Committee of Inspection.
8. To consider, pursuant to section 542 of the Act, that the Liquidators be authorised to destroy, at his/their discretion, the books and records of the Company within a period of six months after deregistration of the Company, subject to the consent of the Australian Securities & Investments Commission.

Creditors are advised that if they require teleconferencing facilities to be made available to facilitate their attendance at the forthcoming meeting of creditors, then they are required to contact Mr Jordan Welden-Iley of this office on (02) 9232 3322 prior to 5:00 pm, 15 December 2017, so that the necessary arrangements can be made.

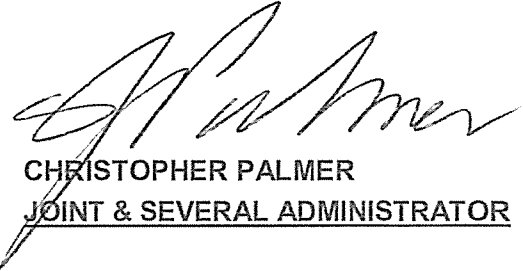
In the event that you wish to use the accompanying form of appointment of proxy, then we ask that it be lodged at the offices of O'Brien Palmer not later than 9:00 am on the day of the meeting.

**KINDLY NOTE** that you are not entitled to vote as a creditor at the meeting unless your claim has been admitted wholly or in part for voting purposes by the Administrators or you have lodged with the Chairman particulars of your debt.

**DATED THIS 8<sup>TH</sup> DAY OF DECEMBER 2017**



**LIAM BAILEY  
JOINT & SEVERAL ADMINISTRATOR**



**CHRISTOPHER PALMER  
JOINT & SEVERAL ADMINISTRATOR**



INSOLVENCY & BUSINESS ADVISORY

**BCD RESOURCES NL  
(ADMINISTRATORS APPOINTED)  
ACN 057 793 834**

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**REPORT PURSUANT TO INSOLVENCY PRACTICE RULE 75-225  
PREPARED BY**

**CHRISTOPHER PALMER & LIAM BAILEY  
ADMINISTRATORS**

**8 DECEMBER 2017**

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**O'BRIEN PALMER**  
Level 9, 66 Clarence Street  
SYDNEY NSW 2000  
Tel: (02) 9232 3322  
Fax: (02) 9232 3388  
Email: [obp1@obp.com.au](mailto:obp1@obp.com.au)  
Web: [www.obp.com.au](http://www.obp.com.au)

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## 1.0 INTRODUCTION

### 1.1 Appointment of Administrators

On 13 November 2017, we, Christopher Palmer and Liam Bailey, (**"the Administrators"**) were appointed Joint & Several Administrators of BCD Resources NL (**"the Company"**). The appointment was made by a secured creditor of the Company, MKS Precious Metals (Australia) Pty Limited (**"MKS"**), pursuant to section 436C(1) of the *Corporations Act 2001* (**"the Act"**).

### 1.2 Objectives of the Law

The object of the Voluntary Administration regime as set out in section 435A of the Act, is:

*"to provide for the business, property and affairs of an insolvent company to be administered in a way that:*

- (a) maximises the chances of the company, or as much as possible of its business, continuing in existence; or*
- (b) if it is not possible for the company or its business to continue in existence – results in a better return for the company's creditors and members than would result from an immediate winding up of the company."*

In the event that it is intended that a company, or as much as possible of its business, is to continue in existence, then it is likely that the company would enter into a compromise arrangement with its creditors. This is achieved through a Deed of Company Arrangement (**"DOCA"**).

### 1.3 Executive Summary

MKS appointed us in the expectation that a DOCA would be propounded to effect a change of control of the Company to a third party. A proposal for a DOCA has been recently received from Moina GOLD NL.

In our opinion and in light of the inherent technical deficiencies in the DOCA proposal as outlined in section 11.1 below, we cannot currently recommend its approval. However, if the DOCA proposal can be rectified and circulated to all creditors prior to the forthcoming meeting, and if the revised DOCA proposal rectifies the deficiencies, then it is our opinion that it is in the interests of MKS, as the secured creditor, for it to be approved.

It is our further opinion that there is no reason for the unsecured creditors to approve the DOCA even if the technical deficiencies are rectified. Our reason for forming this opinion is that no monies will be available for distribution to unsecured creditors as MKS, as the ranking secured creditor of the Company, will obtain most if not all of the benefit of the DOCA fund. In saying that, the ordinary unsecured creditors will be in no worse a position if the DOCA is approved as there is little likelihood of a dividend being paid should the Company be wound up.

### 1.4 Purpose of Report

The purpose of this report is to provide creditors with;

- (i) relevant information pertaining to the Company's business, property, affairs and financial circumstances; and



- 
- (ii) a statement setting out our opinion on each of the options available to be voted upon by creditors at the forthcoming meeting and our reasons for those opinions; and
  - (iii) such other information as will enable the Company's creditors to make an informed decision at the meeting in respect of the available options.

### 1.5 Independence of the Administrators

In our circular dated 15 November 2017, we provided information pertaining to our independence in acting as the Administrators of the Company. We comment as follows:

- (i) Section 448C of the Act outlines the circumstances whereby a person's connection with a company disqualifies that person from acting as administrator. We remain of the opinion that we are not prohibited from acting as the Administrators of the Company on the basis of this section.
- (ii) In accordance with the Act and the Code of Professional Practice ("COPP") issued by the Australian Restructuring, Insolvency & Turnaround Association ("ARITA"), a Declaration of Independence, Relevant Relationships and Indemnities ("DIRRI") was attached to our circular dated 15 November 2017.

If circumstances change, or new information is identified, we are required by subsection 436DA(5) of the Act and the COPP to update our DIRRI, to provide a copy of the updated DIRRI to creditors as soon as practicable, and to table a copy of the updated DIRRI at the next meeting of creditors. Since the date of our appointment, there has been no change in circumstances, nor has any new information been identified, that would necessitate the issuance of an updated DIRRI.

### 1.6 Disclaimer

This report has been prepared on the basis of information provided by the director, Mr Clive Carroll ("the Director"), information contained in the books and records of the Company and on the basis of our inquiries into the affairs of the Company.

The statements and opinions made in this report are given in good faith and in the belief that such statements and opinions are neither false nor misleading.

Whilst we have no reason to doubt the accuracy of the information contained in this report, we reserve the right to alter any statements or opinions made herein should the underlying information prove to be inaccurate, or should additional information become available.

We undertake no responsibility in any way whatsoever to any person in respect of any errors in this report arising from incorrect information provided to us.

## 2.0 CONDUCT OF THE ADMINISTRATION

### 2.1 Continuation of Care and Maintenance

The Company has been undertaking care and maintenance at the Company's processing plant in Beaconsfield, Tasmania since at least late 2014. Throughout the course of the Administration, we have continued to undertake care and maintenance as we deemed necessary to preserve the assets of the Company.

## 2.2 The First Meeting

The first meeting of creditors was held on Thursday, 23 November 2017. Those in attendance did not resolve to form a Committee of Inspection, nor did they seek to replace us as Joint and Several Administrators of the Company.

## 2.3 The Second Meeting

The second meeting of creditors, convened in accordance with subsection 439A(1) of the Act, will be held at 11:00am on Monday, 18 December 2017 ("**the Second Meeting**"). Accompanying this report is a notice convening the meeting. The purpose of the meeting is to determine the future of the Company pursuant to section 439C of the Act. Pursuant to that section, at a meeting convened under subsection 439A(1), the creditors may resolve that:

- (i) the company execute a DOCA, or
- (ii) the administration should end, or
- (iii) the company be wound up.

Alternatively and pursuant to Insolvency Practice Rule ("**IPR**") 75-140, the meeting may be adjourned from time to time. However, the period of adjournment must not exceed 45 business days after the first day on which the meeting was held.

In the event that creditors resolve to wind up the Company, then pursuant to subsection 499(2A)(a) of the Act, creditors can seek to appoint a person to be liquidator for the purpose of winding up the Company. If no such appointment is made, then pursuant to subsection 499(2A)(b), we shall automatically become Liquidators of the Company.

## 3.0 COMPANY INFORMATION

### 3.1 Recent History of the Company

The Company operated as a metals producer through a processing facility in Beaconsfield in Tasmania. The Company was in a joint venture with Malachite Resources Ltd ("**Malachite**"), to mine and process gold from the Lorena mine in Queensland.

From 15 January 2015, a trading halt was placed on the Company by the Australian Securities Exchange ("**ASX**") at the request of the Company. On 19 January 2015, the securities of the Company were suspended from quotation, also at the request of the Company. The suspension from quotation has remained in place.

On 21 January 2015, MKS appointed Mr Palmer and his then partner, Mr Bryan Collis, Joint and Several Receivers and Managers of the Company. The purpose of our appointment was to preserve the assets of the Company.

On 10 April 2015, MKS appointed Mr Greg Hall and Mr Will Honner of PricewaterhouseCoopers ("**PWC**") as Joint Administrators of the Company. The former Administrators then took control of the assets of the Company, investigated its affairs, and recommended that a DOCA be approved by creditors. On or about 3 September 2015, the DOCA was signed.

On 30 October 2015, Messrs Palmer and Collis retired as Joint Receivers and Managers.

In or about March 2016, the joint venture with Malachite terminated.

We are advised by the Director that:

- (i) in December 2015 and whilst subject to a DOCA, the Company executed a Heads of Agreement followed by a Merger Implementation Agreement (“MIA”) with Keen Pacific Limited (“KPL”), to acquire their wholly owned subsidiary IVY Resources Ltd (“IVY”) comprising the Hellyer Tailings and Processing Plant assets in Tasmania;
- (ii) implementation of the MIA meant the two companies were to combine their respective assets, to enable the prompt recommencement of processing and recovery of tailings material at Hellyer to produce a suite of base metal and precious metal concentrate products. The revamped Hellyer Project was to also produce significant quantities of a saleable Pyrite by-product for export;
- (iii) completion of the MIA was expected to be finalised during the first quarter of 2016 subject to the necessary ASX, regulatory and shareholder approvals. The MIA was however terminated by KPL in June 2016. The MIA did not reach its required milestones in the time period allowed and KPL relied on this clause to exit the agreement. During the period December 2015 to June 2016, KPL contributed to the operating expenditure of the Company as a condition of the MIA;
- (iv) on the termination of the MIA, the Company entered a care and maintenance period for its existing assets at Beaconsfield, relying heavily on the sale of assets and sundry income to fund activities. All employees of the Company were offered redundancies to minimise costs;
- (v) on or about 23 September 2016, PWC announced that the DOCA was fully effectuated.

### 3.2 Statutory Information

A summary of the Company’s statutory information as at the date of our appointment as shown on the database of the Australian Securities & Investments Commission (“ASIC”) is presented in the table below:

Company	BCD Resources NL
ACN	057 793 834
Date of Incorporation	16 October 1992
Registered Office	1 Rifle Range Road, Beaconsfield TAS 7270
Principal Places of Business	1 Rifle Range Road, Beaconsfield TAS 7270 and 11 Richard Street, Western Junction TAS 7212
Current Company Officers	Mr Clive Sidney Carroll (Director) Mrs Richelle Anne Greenwood (Secretary)

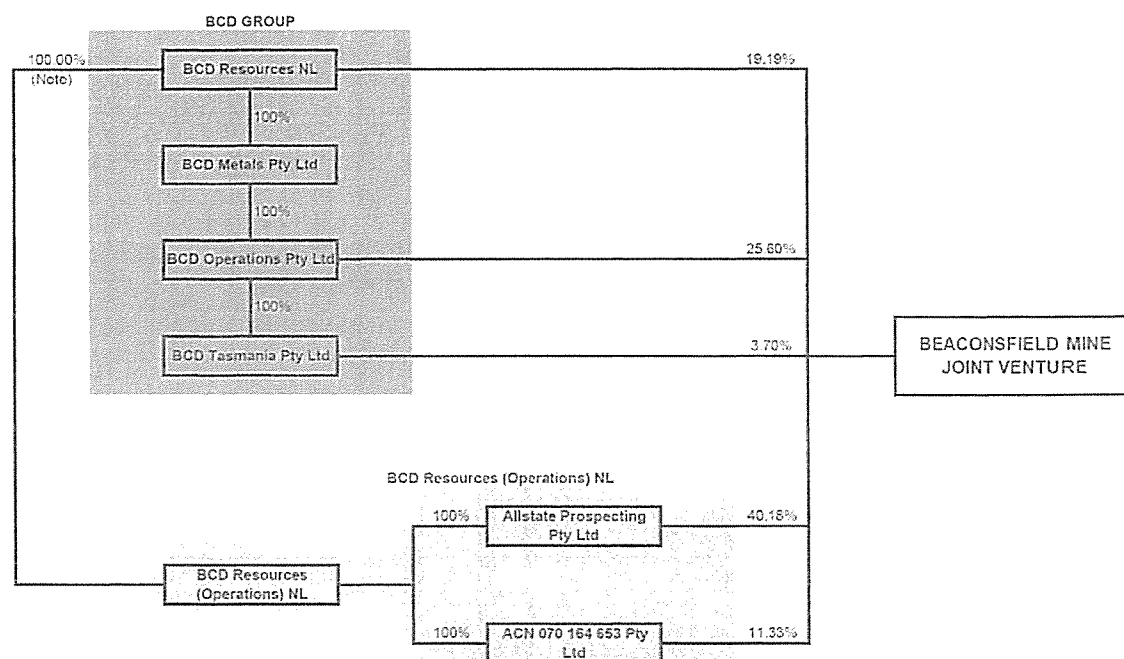
### 3.3 Shareholders

The table below indicates the number of shareholders, by size of holdings, as at 27 August 2014. The information was taken from the 2014 annual report. The number of shareholders is determined by the holding of ordinary shares.

Distribution of Equity Shares		
	Number of Holders	Number of Shares
1-1,000	578	152,386
1,001-5,000	244	552,555
5,001-10,000	171	1,397,675
10,000-100,000	527	14,736,805
100,001 and over	125	100,017,407
<b>Total</b>	<b>1,645</b>	<b>116,856,828</b>
Number of Shareholders holding less than a marketable parcel of shares	1,137	3,723,646

### 3.4 Corporate Structure

Set out below is an outline of the corporate structure of the Group.



The Company, effective from 28 May 2014, had an overall 100% (2013: 88.82%) equity interest based on voting rights and 100% (2013: 90.06%) share interest in the companies forming part of the BCD Resources (Operations) NL ("BCDRO") group of companies, that includes Allstate Prospecting Pty Ltd and A.C.N 070164 653 Pty Limited.

On 30 September 2013, the Company sent a letter of demand to BCDRO and its subsidiaries for payment of outstanding debts together with a request for the resignation of BCDRO in its capacity as manager of the Beaconsfield Mine Joint Venture. On 1 October 2013, BCDRO and its subsidiaries were placed into Administration and, following the second meeting of creditors, a Deed of Company Arrangement was executed on 25 November 2013.

On 27 May 2014, a hearing in the Supreme Court of Victoria at Melbourne, Commercial and Equity Division, was held to determine an application filed by BCDRO (Subject to a Deed of Company Arrangement) for leave to transfer, pursuant to section 444GA of the Act, all shares to the Company that were not already owned by it. Leave was granted 28 May 2014. The final share transfer was executed on 19 June 2014.

### **3.5 Reasons for the Insolvency of the Company**

The Director has provided the following causes for the failure of the Company:

- (i) Poor performance of the Stormont Joint Venture, which terminated in late 2014;
- (ii) Lack of suitably qualified and experienced full time personnel working on and at Lorena;
- (iii) Increase in time and cost to develop Lorena;
- (iv) Sub-standard management of contactors and their scope of works, causing significant cost blow outs;
- (v) Mismatch between works performed at the mine site and reporting to head office and board of actual costs versus budget;
- (vi) Failure on part of joint venture partner to co-operate to conclude the joint venture financing package on offer; and
- (vii) Sub-standard communication/controls between management and their functionality.

### **3.6 Security Interests**

The Personal Properties Securities Register ("PPSR") discloses 2 creditors holding current security interests, namely:

- (i) Aggreko Generator Rentals Pty. Ltd
- (ii) MKS

The PPSR shows 2 other creditors as holding security interests however those creditors have confirmed that they are not owed any monies.

## **4.0 ESTIMATED FINANCIAL POSITION OF THE COMPANY**

### **4.1 Asset & Liability Statement**

The Director has complied with his obligations to provide a Report as to Affairs ("RATA") as required pursuant to subsection 438B(2) of the Act. The RATA has been lodged with ASIC.

The estimated financial position of the Company as at 13 November 2017, having regard to the books and records of the Company and our investigations carried out to date, is shown in the table below:

	Notes	Director's RATA ERV - Low (\$)	Director's RATA ERV - High (\$)	Administrators' ERV (\$) Pessimistic	Administrators' ERV (\$) Optimistic
<b>ASSETS:</b>					
Cash at Bank	4.2.1	39,000	39,000	39,386	39,386
Sundry Debtors	4.2.2	100,000	100,000	nil	3,300
Interest in Land	4.2.3	130,000	130,000	130,000	130,000
Stock, Plant and Equipment	4.2.4	1,500,000	2,500,000	981,600	6,471,000
Tax Losses	4.2.5	unknown	unknown	unknown	unknown
Other Assets	4.2.6	unknown	unknown	unknown	unknown
Listed Shell	4.2.7	not disclosed	not disclosed	nil	nil
		<b>1,769,000</b>	<b>2,769,000</b>	<b>1,150,986</b>	<b>6,643,686</b>
<b>LIABILITIES:</b>					
Secured Parties	4.3.1	4,302,000	4,302,000	4,305,898	4,305,898
Priority Claims - Employees	4.3.2	nil	nil	nil	nil
Unsecured Creditors	4.3.3	2,487,588	2,487,588	2,510,832	2,510,832
Contingent Claim	4.3.4	1,300,000	1,300,000	1,300,000	nil
		<b>6,789,588</b>	<b>6,789,588</b>	<b>6,816,730</b>	<b>6,816,730</b>
<b>ESTIMATED DEFICIENCY</b>					
		<b>(5,020,588)</b>	<b>(4,020,588)</b>	<b>(5,665,744)</b>	<b>(173,044)</b>

## 4.2 Assets

### 4.2.1 Cash at Bank

Upon our appointment, we wrote to numerous financial institutions. We later identified 2 Company accounts, one with the National Bank of Australia ("NAB") and the other with the Commonwealth Bank of Australia ("CBA").

As at the date of our appointment, the NAB account had a balance of \$32,918.22, and the CBA account had a balance of \$7,567.83. These funds were swept into the account set up for the purposes of the Administration (less \$50 per account as a provision for future bank fees).

### 4.2.2 Sundry Debtors

A review of the Company's MYOB file indicates that as at the date of our appointment, there is one sundry debtor owing \$3,300. This debt relates to money owed in respect to a pre-appointment sale of a conveyor owed by the Company. The debt has been outstanding for between 61-90 days. We have requested further information from the Company to assess the commerciality of recovering the debt.

The Director has disclosed in his RATA recoverable sundry debtors of \$100,000. We understand that this relates to the anticipated receipt of a bond refund from the Tasmanian Government which is currently being negotiated. We further understand that there may be set-off claims made by the Government. For the purposes of this report we, have not attributed a value to the asset.

### 4.2.3 Interest in Land

We have not been able to identify any real property which is owned by the Company. However, we have identified two parcels of real property owned by BCD Resources (Operations) Pty Ltd ("BCDR"). As the Company owns 100% of the shareholdings of BCDR, we have been advised by the Company's representatives that the monies received on the sale of the properties will flow

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through to the Company. We are unable to comment at this stage as we are unaware of the financial position of BCDR.

The two parcels of real property owned by BCDR are known as 54- Douglas Street, Beaconsfield TAS 7270 ("**Douglas Property**"), and 100 Weld Street, Beaconsfield TAS 7270 ("**Weld Property**"). We understand that a purchase agreement for the Douglas Property was executed on 21 November 2017 for the sum of \$55,000. The Weld Property is apparently listed for sale. The Director had indicated that it may be worth \$75,000. However, we are advised that the Weld Property may be difficult to sell and that it has no fences or driveway. Accordingly, it may be on the market for some time.

#### 4.2.4 Stock, Plant and Equipment ("SP&E")

The Director disclosed in his RATA stock with an estimated realisable value of \$500,000 and plant & equipment with an estimated realisable value of between \$1.0M and \$2.0M. Upon our appointment, we instructed Grays Online to attend the Company's premises at Beaconsfield in order to prepare a valuation of the assets of the Company.

We have now received a preliminary draft valuation which assesses the going concern value and forced auction value of the SP&E at 6.471M and \$981,600 respectively.

#### 4.2.5 Tax Losses

The Director has disclosed in his RATA as a contingent asset, available tax losses approximating \$46.0M, the value of which is unknown. We are presently unable to advise as to whether the tax losses have any value.

#### 4.2.6 Other Assets

The Director disclosed in his RATA other assets comprised of technical data and licences with an unknown value. Although not disclosed in the RATA, there may be other recoverable assets, the particulars of which are summarised below:

(i) Electricity Rebate

We have been advised that the Company is entitled to receive a rebate of \$948.01 from Aurora Energy. Accordingly, we will take steps to recover this amount.

(ii) Unclaimed Shareholder Dividends

We have been advised that the Company is entitled to the net benefit of \$13,776.16 with respect to unclaimed shareholder dividends held by Computershare. We have written to Computershare requesting that the monies be transferred into the account we opened for the purpose of the Administration.

#### 4.2.7 Listed Shell

Although not disclosed in the RATA, listed company shells often have value. In this particular case, we are advised that if by 19 January 2018, the Company cannot satisfy the ASX that it is a solvent and trading entity, then it will be delisted. Given the timing, it is likely that the shell has no value.

### 4.3 Liabilities

Attached hereto as **Annexure 1** is a list of creditors of the Company.

#### 4.3.1 Secured Creditor Claims

The security interests referred to section 3.4 are listed in the table below:

Security	Secured Party	Collateral Class	Est. Secured Amount (\$)
All Present & After Acquired Property	MKS	All PAP	4,302,006.43
Non-Circulating Security Interests	Aggreko Generator Rentals Pty Limited	Other Goods	3,891.83
Discharged Security Interests	Elgas Limited	Other Goods	N/A
	Orica Australia Pty Ltd	Other Goods	N/A
<b>Anticipated Amount to Rank as Secured</b>			<b>4,305,898.26</b>
*Amount subject to change on receipt of further information from secured creditors			

We make no comment in relation to these secured claims.

#### 4.3.2 Priority Unsecured Creditor Claims

We have no evidence to indicate that there will be any claims made by priority unsecured creditors. We understand that these creditors claims were dealt with in the 2015 DOCA.

#### 4.3.3 Unsecured Creditor Claims

The table below summarises the position in relation to unsecured creditors.

Claim Type	Amount (\$)
Related Parties	1,750,000
Other Ordinary Unsecured Claims	760,832
<b>Total</b>	<b>2,510,832</b>

#### 4.3.4 Contingent Claim

The Director has disclosed in his RATA a contingent claim of \$1.30M from a potential claim arising from the rehabilitation of the Beaconsfield site.

### 5.0 HISTORICAL FINANCIAL INFORMATION

We have been provided with copies of audited financial statements for the financial years ending 2006 to 2014. For the financial years ending 2015 and 2016, the Company did not prepare formal accounts. Rather, the Director's assistant maintained her own monthly management accounts. For the financial year ending 2017 and the period to 13 November 2017, the assistant began converting accounting data into MYOB in anticipation of becoming responsible for account preparation.

The audited financial statement as at 30 June 2015 and 2016 may therefore not be comparable to the management accounts prepared for subsequent periods. Nevertheless, their content has been summarised in the tables below:



## 5.1 Comparative Profit and Loss Statements

### 5.1.1 Comparative Profit & Loss Statements

	30 Jun 15	30 Jun 16	30 Jun 17	13 Nov 17
Total Income	\$2,973,055.00	\$0.00	\$287,890.19	\$5,253.99
Total COGS	\$0.00	\$0.00	\$0.00	\$0.00
<b>Gross Profit</b>	<b>\$2,973,055.00</b>	<b>\$0.00</b>	<b>\$287,890.19</b>	<b>\$5,253.99</b>
Total Expenses	\$3,033,966.00	\$950,499.00	\$0.00	\$88,421.02
<b>Operating Profit/(Loss)</b>	<b>(\$60,911.00)</b>	<b>(\$950,499.00)</b>	<b>\$287,890.19</b>	<b>(\$83,167.03)</b>
Total Other Income	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Expenses	\$388,224.00	\$71,099.00	\$2,267.07	\$566.72
<b>Net Profit / (Loss)</b>	<b>(\$449,135.00)</b>	<b>(\$1,021,598.00)</b>	<b>\$285,623.12</b>	<b>(\$83,733.75)</b>

We make no comment in relation to the content of the above table.

## 5.2 Comparative Balance Sheets

### 5.2.1 Comparative Balance Sheets

	30 June 2015	30 June 2016	30 June 2017	13 Nov 2017
<b>Assets</b>				
Current Assets	\$1,741,267.00	\$1,200,323.00	\$1,329,286.83	\$1,160,412.55
Non-Current Assets	\$11,330,151.00	\$7,347,598.00	\$7,149,556.89	\$7,087,556.89
<b>Total Assets</b>	<b>\$13,071,418.00</b>	<b>\$8,547,921.00</b>	<b>\$8,478,843.72</b>	<b>\$8,247,969.44</b>
<b>Liabilities</b>				
Current Liabilities	\$1,520,653.00	\$2,120,428.00	\$1,434,005.15	\$1,295,744.39
Non-Current Liabilities	\$6,229,402.00	\$7,986,515.00	\$8,318,238.64	\$8,309,358.87
<b>Total Liabilities</b>	<b>\$7,750,055.00</b>	<b>\$10,106,943.00</b>	<b>\$9,752,243.79</b>	<b>\$9,605,103.26</b>
<b>Net Assets</b>	<b>\$5,321,363.00</b>	<b>(\$1,559,022.00)</b>	<b>(\$1,273,400.07)</b>	<b>(\$1,357,133.82)</b>

We make no comment in relation to the contents of the above table.

## 5.3 Liquidity Ratios of the Company

The Company has operated with a deficiency in working capital since at least 30 June 2016. The working capital deficiency as at the relevant dates are shown in the table below:

	30 June 2015	30 June 2016	30 June 2017	13 Nov 2017
Current Assets	\$1,741,267.00	\$1,200,323.00	\$1,329,286.83	\$1,160,412.55
Current Liabilities	\$1,520,653.00	\$2,120,428.00	\$1,434,005.15	\$1,295,744.39
<b>Defecency</b>	<b>\$220,614.00</b>	<b>(\$920,105.00)</b>	<b>(\$104,718.32)</b>	<b>(\$135,331.84)</b>
<b>Current Ratio</b>	<b>1.15</b>	<b>0.57</b>	<b>0.93</b>	<b>0.90</b>

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## 6. INVESTIGATION

### 6.1 Overview

We have undertaken an investigation into the affairs of the Company. The primary purpose of the investigation is to identify whether there is any scope for the recovery of money, property or other benefits pursuant to Part 5.7B of the Act should the Company be wound up. This section is included in the report in order to advise creditors as to the potential recoveries in a winding up.

Although our investigation is advanced, certain aspects will not be finalised unless the Company is wound up. The results of the investigations completed to date are set out below.

As required by ARITA, we attach hereto as **Annexure "2"** a creditor information sheet relating to offences, recoverable transactions, and insolvent trading.

### 6.2 Books and Records

Pursuant to section 286 of the Act, a company is required to maintain adequate books and records that correctly record and explain its transactions and which would enable true and fair financial statements to be prepared and audited.

Following our appointment, we sought to collect the books and records of the Company that were required for the preparation of this report. The Director has co-operated with our office in respect of the collection of the relevant records. Copies of the following documents have been provided:

- (i) MYOB file containing management accounts for financial year ending 13 November 2017;
- (ii) Monthly management reports prepared by the Company's secretary from September 2012 to June 2016 containing various operational and financial information about the Company;
- (iii) Bank statements for 2 years prior to our appointment;
- (iv) Creditors correspondence, and creditor invoices;
- (v) Lease agreements;
- (vi) Sale of land contracts;
- (vii) Insurance pertaining to insurance.

We have not conducted an audit of the records provided, nor have we collected all of the Company's records, many of which are simply not necessary for our investigations to date.

As such, it appears, prima facie, that the Company has maintained adequate source documentation to enable the preparation of true and fair financials statements, and that the Company may have complied with its obligations to maintain records pursuant to section 286 of the Act.

### 6.3 Solvency

#### 6.3.1 Overview

Pursuant to section 95A of the Act, a company is solvent if it is able to pay all its debts as and when they become due and payable. Insolvency therefore means the inability of a company to pay all its debts as and when they become due and payable out of the company's own cash resources where there is no realistic prospect of generating further monies from further financial accommodation or from the sale of company assets. The phrase "to pay all its debts as and when they become due and payable" is a cash flow test and not a balance sheet test. This means that a company can have an excess of assets over liabilities and still be insolvent.

In *ASIC v Plymin* (2003) 46 ACSR 126, the Court identified a number of practical indicia of a company's insolvency. These indicia of insolvency were;

- (i) Continuing losses
- (ii) Liquidity ratio below 1
- (iii) Overdue Commonwealth & State taxes
- (iv) Poor relationship with present bank including inability to borrow additional funds
- (v) No access to alternative finance
- (vi) Inability to raise further equity capital
- (vii) Suppliers placing the debtor on COD terms, or otherwise demanding special payments before resuming supply
- (viii) Creditors unpaid outside trading terms
- (ix) Issuing of post-dated cheques
- (x) Dishonoured cheques
- (xi) Special arrangements with selected creditors
- (xii) Solicitors' letters, summonses, judgments or warrants issued against the company
- (xiii) Payments to creditors of rounded figures, which are irreconcilable to specific invoices
- (xiv) Inability to produce timely and accurate financial information to display the company's trading performance and financial position, and make reliable forecasts.

Although not conclusive, these indicia should be considered as practical guidance when considering the solvency of a company, and are useful in assisting in forming a conclusion as to whether a company can pay its debts as and when they fall due.

#### 6.3.2 Application to the Company

We make the following comments in relation to the relevant indicia listed above:

##### (i) Continuing Losses

As set out in section 5.1 hereof, the Company had incurred trading losses throughout the financial years 2011 to 13 November 2017. This is an indicator that the Company was insolvent from at least 30 June 2011 and remained insolvent to date.

##### (ii) Liquidity ratio below 1

A company's current ratio, or liquidity ratio, is a measure of the ability of a company to meet its current liabilities with the current assets available. A liquidity ratio of 1 or more indicates that a company may have sufficient current assets available to meet its debts as and when they fall due. A ratio of less than 1 indicates that a company may not have sufficient current assets to pay its debts as and when they fall due.

The current ratios for the Company for the relevant periods are as follows:

	30 June 2015	30 June 2016	30 June 2017	13 Nov 2017
Current Ratio	1.15	0.57	0.93	0.90

It appears that the Company held a current ratio below 1 for the financial years ended 30 June 2016 to 13 November 2017, indicating that the Company did not have sufficient assets from which it could pay its current liabilities. As such, this is an indicator that the earliest date of insolvency was 30 June 2016.

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### 6.3.3 Conclusion

The indicia referred to above by themselves do not prove that the Company was insolvent. In fact, the lack of evidence pertaining to the balance of the indicia referred to in section 6.3.1 suggests that the company may not have been insolvent at all. This conclusion is well supported when taken into account with the ongoing support that the Company enjoyed from MKS and Ecclectic Investments Pty Ltd, a related entity through the Director of the Company.

If the Company was insolvent at any time, then it is likely that this did not occur until MKS withdrew its support for the Company immediately prior to our appointment.

## 6.4 **Trading Whilst Insolvent**

### 6.4.1 Overview

Pursuant to section 588G of the Act, a director of a company has a duty to prevent the company from trading whilst insolvent. If a director is found guilty of such an offence then the director may be held liable for the debts incurred by the company during the period the company traded whilst insolvent.

The insolvent trading provisions of the Act apply where debts are incurred at a time when the director(s) knew or should reasonably have suspected that the company was insolvent. An action may only be brought by a liquidator or a creditor with the permission of the liquidator or the Court.

Pursuant to section 588H of the Act, the civil defences available to directors, who are the subject of claims for insolvent trading, are;

- (i) that there were reasonable grounds to expect that the company was solvent.
- (ii) that there were reasonable grounds to rely upon information provided by others that the company was solvent.
- (iii) if all reasonable steps were taken to prevent the company incurring the debt(s).

A failure by a director to involve him/herself with the management of the company is not a defence and non-executive directors are just as liable to an action as executive directors unless they can prove that because of illness or other good reasons, they could not take part in the management of the company.

### 6.4.2 Application to the Company

For the reasons set out on 6.3.3 herein, we are of the opinion that it is unlikely that the Director allowed the Company to trade whilst insolvent. In the unlikely event that insolvent trading was an issue, then consideration would also need to be given to the following:

- (i) The extensive costs that might be incurred in establishing and prosecuting such a claim in circumstances where the outcome may very well be uncertain.
- (ii) The extent to which the Director and the related entities financially supported the Company;
- (iii) The defences available to the Director under the Act to insolvent trading claims;
- (iv) The capacity of the Director to meet any judgment debt that may be obtained.

### 6.5 Voidable Transactions

Pursuant to section 588FE of the Act, there are a number of different types of transactions that may be voidable against a liquidator. The types of transactions and the time periods involved are set out in the table below:

Relation Back Date	6 months	2 years	4 years	10 years	Indefinite
Unfair Preference - 6 months; Section 588FE(2)	→				
Uncommercial Transaction - 2 years; Section 588FE(3)	→				
Unreasonable director-related transaction - 4 years; Section 588FE(6A)	→				
Insolvent Transaction with a related entity - 4 years; Section 588FE(4)	→				
Transactions Defeat Creditors - 10 years; Section 588FE(5)			→		
Unfair Loan - Indefinite; Section 588FE(6) (on or before the day the winding up began)	→				

In regard to each relevant category of voidable transaction, we make the following comments:

#### 6.5.1 Unfair Preferences

A transaction is an unfair preference given by a company if it was made at a time when the company was insolvent and it results in the recipient receiving a greater return than they would if the transaction was set aside and the creditor was to prove for the debt in a winding up of the company.

To date, we have not identified any transactions of this nature.

#### 6.5.2 Uncommercial Transactions

A transaction of a company is an uncommercial transaction if it may be expected that a reasonable person in the company's circumstances would not have entered into the transaction, having regard to the benefits or detriment to the company of it entering into the transaction and the respective benefits to other parties entering into the transaction.

To date we have not identified any transactions of this nature.

#### 6.5.3 Unfair Loans

A loan to a company is an unfair loan if the interest and charges on the loan were extortionate when the loan was made or have since become extortionate because of loan variations. In considering whether or not interest and charges are extortionate, regard must be given to the following factors:

- (i) The risk to which the lender was exposed; and
- (ii) The term of the loan; and
- (iii) The schedule for payments of interest and charges and for repayment of principal; and
- (iv) The amount of the loan; and
- (v) Any other relevant matter.

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To date, we have not identified any transactions of this nature.

#### 6.5.4 Unreasonable Director Related Transactions

A transaction of a company is an unreasonable director-related transaction if a disposition of the company's property is made to a director of the company or a close associate of the director and a reasonable person in the company's circumstances would not have entered into the transaction having regard to the benefit or detriment to the company or other parties involved in the transaction.

To date, we have not identified any transactions of this nature.

#### 6.5.5 Transactions to Defeat Creditors

A transaction is voidable if the company became a party to the transaction for the purpose of defeating, delaying, or interfering with the rights of creditors on a winding up of the company.

To date, we have not identified any transactions of this nature.

### 6.6 **Directors' and Officers' Duties**

Under the Act, directors, officers and others have certain duties and responsibilities and in the event that these duties and responsibilities are breached, then the Act provides for criminal and civil sanctions in certain circumstances. Recovery action may be available to a liquidator to the extent of any loss or damage suffered by the company or benefit gained by the relevant person or others. A liquidator would consider the commerciality of any proceedings, the extent and nature of any proof required, likely defences (statutory or otherwise) and the financial resources of any party from whom compensation might be sought.

Breaches of duty by directors and officers include the following:

- (i) Failing to exercise their powers and discharge their duties with the degree of care and diligence that a reasonable person would exercise (section 180).
- (ii) Failing to exercise their powers and discharge their duties in good faith and in the best interest of the corporation and for proper use (section 181).
- (iii) Improper use of position to gain advantage for themselves or someone else or cause detriment to the corporation (section 182).
- (iv) Improper use of information to gain advantage for themselves or someone else or cause detriment to the corporation (section 183).
- (v) Duty to prevent insolvent trading (section 588G).

To date, no potential breaches duty have been identified.

### 6.7 **Reporting to ASIC**

Pursuant to section 438D of the Act, we are required to lodge a report with ASIC, if it comes to our attention that a past or present officer, employee or member of a company may have been guilty of an offence in relation to the company; or a person who has taken part in the formation, promotion, administration, management or winding up of the company may have misapplied or retained company property or been guilty of negligence, default, breach of duty or trust.

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To date, no potential breaches of the Act that ought to be reported to ASIC have been identified.

## 7.0 THE PROPOSED DOCA

### 7.1 The DOCA Proposal

Attached hereto as **Annexure 3** is a signed proposal for a DOCA received from Moina Gold Pty Ltd ("Moina") dated 6 December 2017. The terms of the proposal are as follows:

- (i) That Christopher Palmer and Liam Bailey be the Joint Administrators of the DOCA.
- (ii) The operation of the Deed is subject to the following conditions being satisfied:
  - (a) All secured creditors agreeing to release or waive their entitlements under any security in respect of the Company's property;
  - (b) The transfer of all of the shares in the Company to Moina and the appointment of new directors and other office bearers as nominated by Moina;
  - (c) The payment by Moina of the sum of \$2.0M in the manner set out below;
  - (d) That all permits, licences, leases necessary for the operation of the Beaconsfield plant are current contemporaneously with the transfer of the shares;
  - (e) That all plant and equipment and other assets of the Company remain vested in the Company and will not be sold or disposed of;
  - (f) That an application is made to the Supreme Court for approval (and such approval is given) for the transfer of the shares in the Company to Moina.
- (iii) That a Deed Fund be created to comprise of:
  - (a) The sum of \$20,000 paid to the Administrators by Moina during the Administration period to be held on trust pending approval of the DOCA;
  - (b) The sum of \$150,000 to be paid by Moina on exchange of the Share Sale Agreement;
  - (c) The sum of \$300,000 to be paid by Moina within 30 days of the Court Order;
  - (d) The sum of \$1,500,000 to be paid by Moina on or before 29 June 2018;
  - (e) The cash at bank held by the Administrators following cessation of the Administration;
  - (f) Recoveries of any assets in respect of which the Administrators commenced recovery of during the Administration.
- (iv) That the Deed Fund be distributed in accordance with the priorities set out in the Act as if the Company was in liquidation as follows:
  - (a) Firstly in payment of the remuneration and disbursements of the Administrators and Deed Administrators;

- 
- (b) Secondly in payment of priority creditor claims, if any;
  - (c) Thirdly, in respect of a pro-rata distribution to participating ordinary unsecured creditors in accordance with claims admitted by the Deed Administrators.
  - (v) That the participating creditors will have a moratorium on the enforcement of their debts imposed for the period of the DOCA.
  - (vi) That all of the Company's creditors accept the distribution paid under the DOCA in full and final satisfaction of their debts.
  - (vii) That claims admissible under the DOCA are those that are taken to have arisen prior to the appointment of the Administrators.
  - (viii) That the DOCA will terminate, either when:
    - (a) all obligations under the DOCA are complied with and the Deed Fund is paid in accordance with the terms of the Deed;
    - (b) participating creditors resolve that the Deed is terminated;
    - (c) the terms of the Deed terminate the Deed upon default;
    - (d) by order of the Court;
    - (e) after a final dividend is paid and the moratorium period expires;
    - (f) all shares in the Company are transferred to Moina.
  - (ix) The DOCA is taken to include the prescribed provisions, except so far as it provides otherwise.

In relation to point (ii)(f), we are advised that a valuation of the shares will need to be undertaken, such valuation to form part of the evidence that will be filed in the proceedings for approval of the share transfer.

## 8.0 PROPOSED CONDUCT OF LIQUIDATION

On the assumption that creditors decide to wind up the Company, the administration will be converted to a creditors' voluntary liquidation and the Administrators will become the Liquidators unless otherwise replaced. A Liquidator, if appointed, would be required to attend to the following matters:

- (i) Realisation of the assets of the Company;
- (ii) Complete the investigation into the affairs of the Company, particularly in relation to:
  - (a) any particular recovery actions that may be available to a liquidator; and
  - (b) any offences committed by the Director, other officers and employees of the Company, including lodging a report with ASIC pursuant to section 533 of the Act; and



- (iii) Preparing report(s) to creditors to provide an update on all of the foregoing matters and the expected return, if any, to ordinary unsecured creditors.

## 9.0 DOCA VS LIQUIDATION

In assessing the acceptability of a proposal for a DOCA, it is normal practice to compare the likely return under the DOCA to the likely return in the event the company was wound up. The comparison is presented in the table below:

	Note	DOCA \$	Liquidation \$
<b>Available Funds</b>			
Administrators Funds on Hand	(i)	39,000	39,000
DOCA Contribution		2,000,000	nil
Debtors	(ii)	nil	3,300
Interest in Land	(ii)	nil	130,000
Stock, Plant & Equipment	(ii), (iii)	nil	981,620
Other Assets	(ii)	nil	14,724
<b>Total Available Funds</b>		<b>2,039,000</b>	<b>1,168,644</b>
<b>Costs and Expenses</b>			
Administrators' Remuneration - 13/11/2017 to 18/12/2017	(iv)	20,000	20,000
Administrator's Disbursements		2,000	2,500
Deed Administrators' Remuneration	(iv)	25,000	-
Deed Administrators' Disbursements		3,500	-
Deed Administrators' Legal Fees		3,500	-
Liquidators' Remuneration		-	100,000
Liquidators' Disbursements		-	5,500
<b>Total Costs and Expenses</b>		<b>54,000</b>	<b>128,000</b>
<b>Funds Available for Secured Creditors</b>		<b>1,985,000</b>	<b>1,040,644</b>
Total Secured Creditor Claims		4,305,898	4,305,898
<b>Funds Available for Unsecured Creditors</b>		<b>-</b>	<b>-</b>
Ordinary Unsecured Creditors	(v), (vi)	3,810,832	3,810,830
Dividend Received (c/\$)		0.00%	0.00%

**Notes:**

- (i) In DOCA 1 & 2, the Administrators' funds on hand will be applied to the remuneration and expenses incurred during the administration and the DOCA periods.
- (ii) In a DOCA scenario, the debtors, interests in land, stock, plant and equipment and other assets will remain as assets of the Company not available to creditors.
- (iii) It is assumed that the stock, plant and equipment will be auctioned
- (iv) It is assumed that our remuneration in acting as administrators and deed administrators will be approved by creditors;
- (v) The DOCA 1 and Liquidation scenarios assume that the contingent creditor claim of \$1.30M will be admitted for dividend purposes.
- (vi) In a DOCA scenario, MKS will rank as an unsecured creditor for its debt in the amount of \$4,302,006.26.
- (vii) It is assumed, under the DOCA, that MKS will bear the legal costs of the application to Court for the approval of the transfer of shares, plus the costs of an expert in valuing the shares.
- (viii) The costs and expenses figures used in the table are GST exclusive.

## 10.0 ALTERNATIVES AVAILABLE TO CREDITORS

Pursuant to section 439C of the Act, at a meeting convened under section 439A, the creditors may resolve that the: -

- (i) the Company execute a DOCA; or
- (ii) Administration should end; or
- (iii) the Company be wound up.

Alternatively and pursuant to IPR 75-140 of the Act, the meeting may be adjourned from time to time but cannot be adjourned to a day that is more than 45 business days after the first day on which the meeting was held.

## 11.0 THE OPINIONS OF THE ADMINISTRATORS

Pursuant to subsection IPR 75-225(3)(b), we are required to attach a statement to the notice of meeting of creditors setting out our opinion and the reasons for those opinions on each of the alternative courses of action available to creditors and whether or not it would be in the interests of creditors for one of those alternative courses of action to be adopted. What follows constitutes the required statement.

### 11.1 The Company to Execute a DOCA

#### 11.1.1 Overview

The proposal for the DOCA provides for a contribution of \$2.0M into a deed fund, subject to, *inter alia*, the shares of the Company being transferred to Moina. For that to occur, it will be necessary for an application to be made to the Court for the approval of the transfer. Pursuant to the terms of the proposed DOCA, and after payment of costs of the administration and any priority unsecured claims, ordinary unsecured creditors are to rank *pari passu* for dividend purposes. This assumes that secured creditors, in particular MKS, will agree to release their securities and rank on an unsecured basis. If this were to occur, then there would be a distribution to creditors.

The immediate problem with the proposed DOCA is that MKS has advised that it does not intend to release its security unless it receives the balance of the deed fund. Our preliminary legal advice is that the DOCA proposal is technically defective because of the interaction of the clauses requiring discharge of the securities and the order of distribution of payments. We understand that it is Moina's intention to take control of the Company free of both security interests and debt. Thus, we expect that prior to forthcoming meeting, Moina will hand up a revised proposal that will overcome these minor deficiencies and give effect to the intentions of the parties.

Another issue with the DOCA proposal relates to the reported going concern value of the SP&E of the Company. Whilst the \$2.0M to be paid into the DOCA fund substantially exceeds the auction value of the assets, it is still less than the going concern value of \$6.471M. The Director has advised that the valuation does take into account the costs that would be incurred in reactivating the Beaconsfield plant. An independent assessment provided by the Director estimates these costs as being \$2.415M plus labour costs which could be significant. Any purchaser would also be conscious of the potential liability of rehabilitating the surrounding environment prior to being licensed to resume trade, those costs are presently estimated by the Director as being \$1.3M.

### 11.1.2 Opinion

In our opinion and in light of the technical deficiencies in the DOCA proposal ventilated above, we cannot currently recommend that the DOCA be approved in its current form. However, if the DOCA proposal can be rectified and circulated to all creditors prior to the forthcoming meeting, and if the revised DOCA proposal rectifies the deficiencies, then it is in the interests of MKS for the DOCA to be approved for the reason that its return will be probably be maximised.

It is our further opinion that there is no reason for the unsecured creditors to approve the DOCA, as no monies will be available for distribution to them. In saying that, the ordinary unsecured creditors will be in a no worse position, as there is little likelihood of a dividend being paid in a winding up.

### 11.2 The Administration to End

In our opinion, it is not in the interests of creditors for the administration to end for the reason that the Company is insolvent and in all probability will remain insolvent unless a DOCA is approved by creditors and effectuated.

### 11.3 The Company to be Wound Up

In our opinion, there is no compelling reason for the Company to be wound up as there is no current prospect of a dividend being paid, taking into account the extent of the secured claim of MKS. That being said, should the deficiencies in the DOCA not be rectified prior to the forthcoming meeting, then creditors will need to choose between adjourning the meeting in accordance with IPR 75-140 or otherwise winding up the Company.

### 11.4 Voidable Transactions

Pursuant to IPR 75-225(3)(b), we must specify in this statement whether there are any transactions that appear to be voidable transactions in respect of which there is money, property or other benefits that may be recoverable by a liquidator under Part 5.7B of the Act. In this regard, you are referred to sections 6.4 and 6.5 of this report.

### 11.5 No Other Material Information

We are not aware of any other information that is materially relevant to creditors being able to make an informed decision on the future of the Company.

## 12.0 RECEIPTS & PAYMENTS OF THE ADMINISTRATION

Attached hereto as **Annexure 4** is a summary of the cash receipts and payments of the administration as at 8 December 2017 which shows cash at bank of \$36,296.28.

## 13.0 REMUNERATION AND DISBURSEMENTS OF THE ADMINISTRATORS

### 13.1 Resolution for Administrators' Remuneration and Disbursements

At the Second Meeting of creditors, creditors will be asked to consider our remuneration in acting as Administrators. The proposed resolutions are as follows -

- (i) *"That the remuneration of the Administrators and their staff for the period 13 November 2017 to 6 December 2017 be approved in the amount of \$22,000 inclusive of GST, such*

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*amount being calculated on a time cost basis using the hourly rates as shown in the schedule of rates forming part of the remuneration approval report dated 8 December 2017 and that the Administrators be entitled to draw down the remuneration as they see fit"*

The above figure was arrived at after applying a write-off of \$9,317.55, which equates to 29.8% of time charged. In effect, we have fixed out fees in this matter in the sum of \$20,000.00 (plus GST).

- (ii) *"That the internal disbursements of the Administrators and their staff for the period 13 November 2017 to finalisation of the Administration, be approved at an amount not to exceed 10% of the total remuneration of the Administrators approved by creditors, such amount to be calculated utilising the schedule of rates forming part of the remuneration approval report dated 8 December 2017"*

### **13.2 Further Resolutions for Deed Administrators' Remuneration and Disbursements**

In the event that creditors resolve that the Company execute a DOCA, creditors will be asked to consider the following resolutions:

- (i) *"That the remuneration of the Deed Administrators and their staff for the period from the execution of the Deed of Company Arrangement ("DOCA") to the effectuation of the DOCA, be approved at an amount not to exceed \$27,500 inclusive of GST, such amount to be calculated on a time cost basis using the hourly rates as shown in the schedule of rates forming part of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July each year (rounded to the nearest \$5 multiple) and that the Deed Administrators be entitled to draw down the remuneration as they see fit."*
- (ii) *"That the internal disbursements of the Deed Administrators and their staff for the period from the execution of the Deed of Company Arrangement ("DOCA") to the effectuation of the DOCA, be approved at an amount not to exceed 10% of the total remuneration of the Deed Administrators approved by creditors at any point in time in the Administration, such amount to be calculated utilising the schedule of rates forming part of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July 2018 (rounded to the nearest \$5 multiple) and that the Liquidators be entitled to draw down payment in respect of such internal disbursements as they see fit."*

### **13.3 Resolutions for Liquidators' Remuneration and Disbursements**

If creditors resolve that the Company be wound up, then creditors will be asked to consider the following resolutions:

- (i) *"That the remuneration of the Liquidators and their staff for the period 18 December 2017 to finalisation of the liquidation, be approved at an amount not to exceed \$110,000 inclusive of GST, such amount to be calculated on a time cost basis using the hourly rates as shown in the schedule of rates forming part of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July each year (rounded to the nearest \$5 multiple) and that the Liquidators be entitled to draw down the remuneration as they see fit."*
- (ii) *"That the internal disbursements of the Liquidators and their staff for the period 18 December 2017 to finalisation of the liquidation, be approved at an amount not to exceed 10% of the total remuneration of the Liquidators approved by creditors at any point in time in the Liquidation, such amount to be calculated utilising the schedule of rates forming part*

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*of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July 2018 (rounded to the nearest \$5 multiple) and that the Liquidators be entitled to draw down payment in respect of such internal disbursements as they see fit."*

#### 13.4 Remuneration Approval Report

Attached hereto as **Annexure 5** is our Remuneration Request Approval Report, prepared in the format recommended by ARITA, summarising the hours that have been and will be spent working on this matter and the nature of the work that has been and will be undertaken.

Creditors are directed to the Insolvency Information Sheet, a copy of which was attached to the First Report and which is contained within the COPP on the ARITA website at [www.arita.com.au](http://www.arita.com.au).

If creditors require further information in respect to our claim for remuneration, then they should not hesitate to contact our office.

#### 14.0 MEETING FORMALITIES

The Second Meeting will be held at our new offices at **Level 9, 66 Clarence Street Sydney NSW 2000** on Monday, 18 December 2017, commencing at 11:00am. A formal notice of meeting accompanies this report whilst forms of proxy and proof of debt are attached hereto as **Annexures 6 and 7** respectively.

For the purpose of voting at the meeting, creditors are required to submit a proof of debt form. Those creditors who have already lodged a proof of debt form are not required to lodge a further proof (unless they wish to amend their claim).

Creditors who are unable to attend the meeting and wish to be represented should ensure that a proxy form, power of attorney or evidence of the appointment of a company's representative is completed. Proxy forms lodged for the first meeting cannot be used at the forthcoming meeting. All corporate creditors are required to submit a proxy should they wish to be represented at the meeting. Creditors are requested to return the completed proxy form and proof of debt form (if necessary) by 4.00PM on Friday, 15 December 2017 by:

Fax: (02) 9232 3388

Email: [obp1@obp.com.au](mailto:obp1@obp.com.au)

Post: O'Brien Palmer  
GPO Box 3385  
SYDNEY NSW 2001

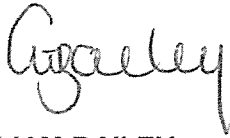
#### 15.0 CONCLUSION

In the event you require any additional information, then please contact Jordan Welden-Iley of our office on (02) 9232 3322.

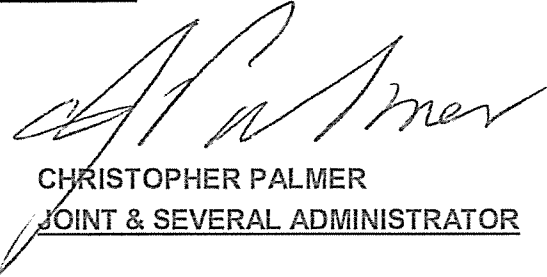
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DATED THIS 8<sup>TH</sup> DAY OF DECEMBER 2017

BCD RESOURCES NL (ADMINISTRATORS APPOINTED)



LIAM BAILEY  
JOINT & SEVERAL ADMINISTRATOR



CHRISTOPHER PALMER  
JOINT & SEVERAL ADMINISTRATOR

# ANNEXURE "1"

## Listing of Creditors

**Creditor Listing (Landscape)**  
**BCD Resources NL - BCD Resources NL (Administrators Appointed)**

All Creditors

**SECURED CREDITORS**

Creditor Name	Creditor Reference	Address	RATA	Advised	Claimed	Trans ID
Aggreko Generator Rentals Pty. Limited		101 Woodlands Drive Braeside VIC 3195	0.00	0.00	0.00	
Elgas Limited		PO BOX 1336 CHATSWOOD NSW 2057	0.00	0.00	0.00	
MKS Precious Metals (Australia) Pty Limited		PO Box R1778 Royal Exchange NSW 1225	0.00	4,302,006.43	4,302,006.23	589775
Orica Australia Pty Ltd		LEVEL 4,, 1 NICHOLSON STREET MELBOURNE VIC 3002	0.00	0.00	0.00	
<b>Totals for Secured Creditors</b>			4	4,302,006.43	4,302,006.23	

**UNSECURED CREDITORS**

Creditor Name	Creditor Reference	Address	RATA	Advised	Claimed	Trans ID
Aurora Energy Pty Ltd		GPO Box 191 Hobart TAS 7001	5,299.81	5,299.81	5,299.81	589723
BOC Limited Head Office		10 Julius Avenue North Ryde NSW 2113	5,003.01	5,003.01	0.00	589722
Department of Health and Human Services		GPO Box 125 Hobart TAS 7001	1,178.10	1,178.10	0.00	589721
Department of Justice		GPO Box 825 Hobart TAS 7001	3,600.00	3,600.00	0.00	589720
Department of Primary Industries, Parks, Water and Fisheries		GPO Box 44 Hobart TAS 7001	65,396.09	65,396.09	0.00	589717
Department of State Growth		GPO Box 536 Hobart TAS 7000	13,905.85	13,905.85	0.00	589719
Department of Treasury and Finance		GPO Box 147 Hobart TAS 7001	16,822.16	16,822.16	0.00	589718
ELECTRIC INVESTMENTS PTY LTD		LEVEL 4 60 PITT STR SYDNEY NSW 2000	1,778,773.00	1,778,773.00	1,750,000.00	591236
Elgas - Launceston Plumbing and Gas Services		62 Basin Road West Launceston TAS 7250	1,650.00	1,650.00	0.00	589716
Iron Mountain Australia: Document Management		Level 2, 170-180 Bourke Road Alexandria NSW 2015	1,389.95	1,389.95	0.00	589715
KPL Ltd		. NSW	621,352.00	621,352.00	0.00	591272
Miedecke John & Partners		41 Tasma Street North Hobart TAS 7000	10,589.78	10,589.78	0.00	589714
MKS Precious Metals (Australia) Pty Limited		PO Box R1778 Royal Exchange NSW 1225	0.00	0.00	0.00	589775
TasWater		GPO Box 1393 Hobart TAS 7001	1,224.59	1,224.59	0.00	589712
Veolia Environmental Services		23 Murphy Street Invermay TAS 7248	2,321.61	2,321.61	0.00	589711
West Tamar Council		PO Box 16 Riverside TAS 7250	11,099.48	11,099.48	0.00	589710
<b>Totals for Unsecured Creditors</b>			16	2,539,605.43	1,755,299.81	

**Totals for All Creditors:**

20	2,539,605.43	6,841,611.86	6,057,306.04
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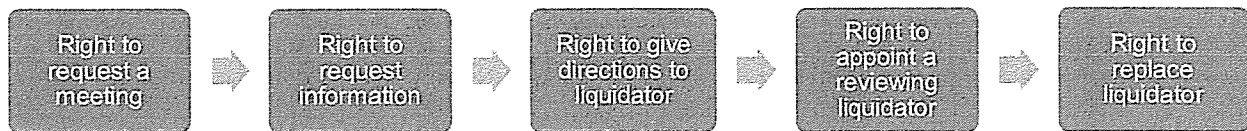


# ANNEXURE "2"

## Creditor Information Sheet

# Creditor Rights in Liquidations

As a creditor, you have rights to request meetings and information or take certain actions:



## Right to request a meeting

In liquidations, no meetings of creditors are held automatically. However, creditors with claims of a certain value can request in writing that the liquidator hold a meeting of creditors.

A meeting may be requested in the first 20 business days in a creditors' voluntary liquidation by  $\geq 5\%$  of the value of the debts held by known creditors who are not a related entity of the company.

Otherwise, meetings can be requested at any other time or in a court liquidation by:

- $> 10\%$  but  $< 25\%$  of the known value of creditors on the condition that those creditors provide security for the cost of holding the meeting
- $\geq 25\%$  of the known value of creditors
- creditors by resolution, or
- a Committee of Inspection (this is a smaller group of creditors elected by, and to represent, all the creditors).

If a request complies with these requirements and is 'reasonable', the liquidator must hold a meeting of creditors as soon as reasonably practicable.

## Right to request information

Liquidators will communicate important information with creditors as required in a liquidation. In addition to the initial notice, you should receive, at a minimum, a report within the first three months on the likelihood of a dividend being paid.

Additionally, creditors have the right to request information at any time. A liquidator must provide a creditor with the requested information if their request is 'reasonable', the information is relevant to the liquidation, and the provision of the information would not cause the liquidator to breach their duties.

A liquidator must provide this information to a creditor within 5 business days of receiving the request, unless a longer period is agreed. If, due to the nature of the information requested, the liquidator requires more time to comply with the request, they can extend the period by notifying the creditor in writing.

## Requests must be reasonable.

They are not reasonable if:

Both meetings and information:

- (a) complying with the request would prejudice the interests of one or more creditors or a third party
- (b) there is not sufficient available property to comply with the request
- (c) the request is vexatious

Meeting requests only:

- (d) a meeting of creditors dealing with the same matters has been held, or will be held within 15 business days

Information requests only:

- (e) the information requested would be privileged from production in legal proceedings
- (f) disclosure would found an action for breach of confidence
- (g) the information has already been provided
- (h) the information is required to be provided under law within 20 business days of the request

If a request is not reasonable due to (b), (d), (g) or (h) above, the liquidator must comply with the request if the creditor meets the cost of complying with the request.

Otherwise, a liquidator must inform a creditor if their meeting or information request is not reasonable and the reason why.

### Right to give directions to liquidator

Creditors, by resolution, may give a liquidator directions in relation to a liquidation. A liquidator must have regard to these directions, but is not required to comply with the directions.

If a liquidator chooses not to comply with a direction given by a resolution of the creditors, they must document their reasons.

An individual creditor cannot provide a direction to a liquidator.

### Right to appoint a reviewing liquidator

Creditors, by resolution, may appoint a reviewing liquidator to review a liquidator's remuneration or a cost or expense incurred in a liquidation. The review is limited to:

- remuneration approved within the six months prior to the appointment of the reviewing liquidator, and
- expenses incurred in the 12 months prior to the appointment of the reviewing liquidator.

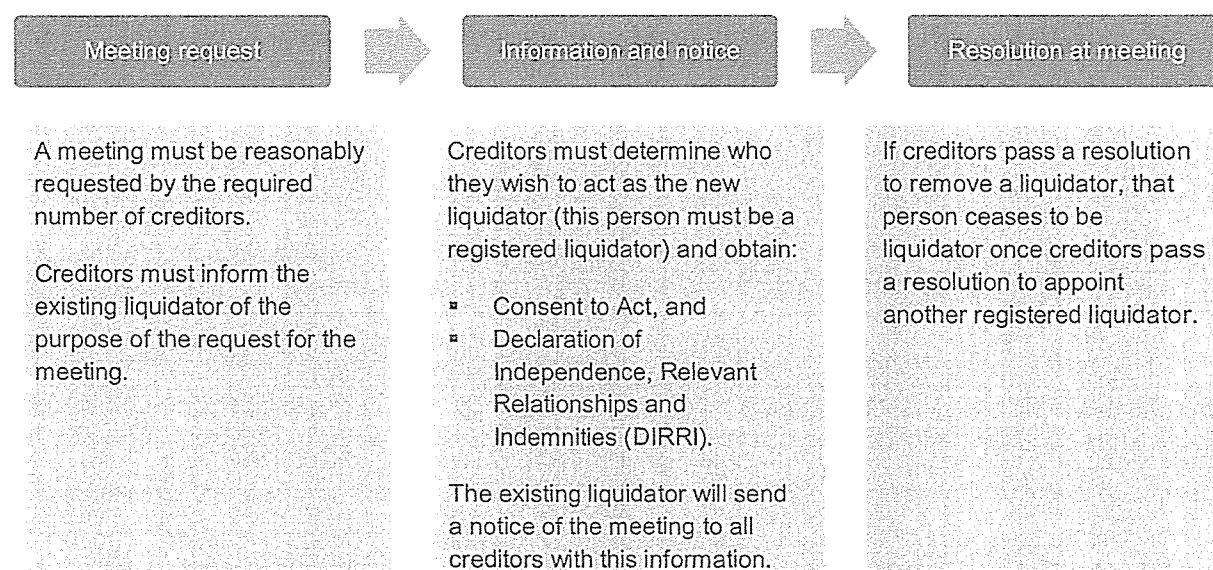
The cost of the reviewing liquidator is paid from the assets of the liquidation, in priority to creditor claims.

An individual creditor can appoint a reviewing liquidator with the liquidator's consent, however the cost of this reviewing liquidator must be met personally by the creditor making the appointment.

### Right to replace liquidator

Creditors, by resolution, have the right to remove a liquidator and appoint another registered liquidator.

For this to happen, there are certain requirements that must be complied with:



For more information, go to [www.arita.com.au/creditors](http://www.arita.com.au/creditors)

# ANNEXURE "3"

## Signed DOCA Proposal

**BCD RESOURCES NL (ADMINISTRATORS APPOINTED)**  
**A.C.N. 057 793 834 ("The Company")**

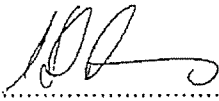
**STATEMENT SETTING OUT THE TERMS OF THE PROPOSAL FOR DEED OF COMPANY  
ARRANGEMENT ("DOCA")**

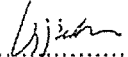
- (i) That Christopher Palmer and Liam Bailey be the Administrators of the DOCA.
- (ii) The operation of the Deed is subject to the following conditions being satisfied:
  - (a) All Secured Creditors agreeing to release or waive its entitlement under any security in respect of the company's property
  - (b) The transfer of all of the Company's shares to Moina Gold and the appointment of new Directors and other office bearers in the Company as nominated by Moina Gold;
  - (c) The payment by Moina Gold in the sum of \$2,000,000.00 in the manner set out in paragraph (iv) below;
  - (d) That all permits, licences, leases and other authorities necessary for the operation of the processing plant previously operated by the company at Beaconsfield in Tasmania are current contemporaneously with the transfer of shares referred to above;
  - (e) That all plant and equipment and other assets of the Company remain vested in the Company and will not be sold, transferred or otherwise disposed of;
  - (f) That an application is made to a Supreme Court for approval (and such approval given) for the transfer of the Company's shares to Moina Gold.
- (iii) That a Deed Fund be created to comprise of:
  - (a) The sum of \$20,000 paid to the Voluntary Administrators by Moina Gold Pty Limited ("Moina Gold") during the Administration period and held on trust pending the approval of the DOCA by the Company's creditors;
  - (b) The sum of \$150,000 to be paid by Moina Gold on exchange of the Share Sale Agreement;
  - (c) The sum of \$330,000 to be paid by Moina Gold within 30 days of the Court's order;
  - (d) The sum of \$1,500,000 to be paid by Moina Gold on or before 29 June 2018;
  - (e) the Cash at Bank remaining in the Administrator's account following the cessation of the Administrator's appointment;
  - (f) recoveries from any assets the Administrators commenced recovery of during the Administration period.
- (iv) That the Deed Fund be distributed in accordance with the priorities set out in the Act as if the Company were in liquidation as follows: -
  - (a) Firstly, the Administrator's and Deed Administrator's remuneration and disbursements;
  - (b) Secondly, in payment of priority creditor claims, if any;
  - (c) Thirdly, in respect of a pro-rata distribution to participating ordinary unsecured creditors in accordance with claims admitted by the Deed Administrator.
- (v) That the participating creditors will have a moratorium on the enforcement of their debts imposed for the period of the DOCA;

- (vi) That all of the Company's creditors accept the distribution paid under the DOCA in full and final satisfaction of their claims;
- (vii) That claims admissible under the DOCA are those that are taken to have arisen prior to the appointment of the Administrator;
- (viii) That the DOCA will terminate, either when;
  - (a) all obligations under the Deed are complied with and the Deed Fund is paid out in accordance with the terms of the deed;
  - (b) participating creditors resolve that the Deed be terminated;
  - (c) the terms of the Deed terminate the Deed upon default;
  - (d) by order of the Court;
  - (e) after a final dividend is paid and the moratorium period expires; or
  - (f) all shares in the Company are transferred to Moina Gold.
- (ix) The DOCA is taken to include the prescribed provisions, except so far as it provides otherwise.

SIGNED BY MOINA GOLD PTY LTD )  
 In the presence of: )

  
 .....  
 Director/Secretary

  
 .....  
 Witness JIAHUAN LI  
 U2, 5 Dowling Dr. Rosmin TAS 7320  
 Accountant

Dated: 6/12/17

# ANNEXURE "4"

## Summary of Receipts & Payments

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**Receipts and Payments Summary: BCD Resources NL - BCD Resources NL (Administrators Appointed)**  
Bank, Cash and Cash Investment Accounts: From: 13/11/2017 To: 07/12/2017 (Gross Method)

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**Receipts and Payments Summary**

Total receipts in prior period:	0.00
Total receipts in current period:	39,486.05
Total receipts to date:	<u>39,486.05</u>
Total payments in prior period:	0.00
Total payments in current period:	(3,189.77)
Total payments to date:	<u>(3,189.77)</u>
Net receipts (payments) to date:	<u><u>36,296.28</u></u>

**Cash and Investments Summary**

Cash at Bank	36,196.28
CBA (Pre-Appointment)	50.00
NAB (Pre-Appointment)	50.00
Total cash and investments:	<u><u>36,296.28</u></u>



# ANNEXURE "5"

## Administrators' Remuneration Approval Report



O'BRIEN  
PALMER

INSOLVENCY & BUSINESS ADVISORY

Our Ref: CJP:RAC:BPD

**BCD RESOURCES NL (ADMINISTRATORS APPOINTED)  
ACN 057 793 834 ("the Company")**

**REMUNERATION APPROVAL REPORT**

This report is issued in compliance with the *Corporations Act 2001* ("the Act") and the Code of Professional Practice issued by the Australian Restructuring Insolvency and Turnaround Association ("ARITA"). The report is set out as follows: -

- (1) Declaration
- (2) Executive Summary
- (3) Statutory Compliance – Approval
- (4) Explanation of Hourly Rates
- (5) Description of Work Completed and to be Completed
- (6) Calculation of Remuneration
- (7) Disbursements
- (8) Proposed Resolutions
- (9) Remuneration Recoverable from External Sources
- (10) Report on Progress of the Administration
- (11) Summary of Receipts and Payments
- (12) Information Sheet
- (13) Queries

**1. Declaration**

In accordance with applicable professional standards, we, Christopher John Palmer and Liam Bailey of O'Brien Palmer, declare that we have undertaken a proper assessment of the remuneration to be claimed in acting as Administrators of the Company and then as either Deed Administrators or Liquidators. We are satisfied that the remuneration claimed and the estimated remuneration to be claimed is in respect of necessary work, properly performed, or to be properly performed, in the conduct of the administration/liquidation.

**2. Executive Summary**

To date, no remuneration has been approved and paid in this administration. This remuneration approval report details approval sought for the following fees:

Periods	Report Reference	Total Amount (\$) (incl. GST)
<b>Current remuneration approval sought:</b>		
<b><i>Voluntary Administration</i></b>		
<b>Resolution:</b> 13 November 2017 to 6 December 2017	13.1	22,000.00
<b>Total – Voluntary Administration</b>		<b>\$ 22,000.00</b>
<b><i>Deed Administration</i></b>		
<b>Resolution:</b> Execution of the DOCA to effectuation of the DOCA	13.2	27,500.00
<b>Total - Deed Administration</b>		<b>\$ 27,500.00</b>
<b><i>Liquidation</i></b>		
<b>Resolution:</b> 10 November 2016 to Finalisation	13.3	110,000.00
<b>Total – Liquidation</b>		<b>\$ 110,000.00</b>
<b>Grand Total - Administration &amp; DOCA</b>		<b>\$ 49,500.00</b>
<b>Grand Total - Administration &amp; Liquidation</b>		<b>\$ 132,000.00</b>
* Approval for the future remuneration sought is based on an estimate of the work necessary to the completion of the administration. Should additional work be necessary beyond what is contemplated, further approval may be sought from creditors.		

Please refer to the report section reference in the above table for full details of the calculation and composition of the remuneration approval sought.

### 3. Statutory Compliance - Approval

Pursuant to subsection 449E(1) of the Act, “the administrator of a company under administration is entitled to receive such remuneration as is determined: -

- (a) by agreement between the administrator and the committee of creditors (if any); or
- (b) by resolution of the company's creditors; or
- (c) if there is no such agreement or resolution - by the Court.”

Furthermore, pursuant to subsection 449E(7) of the Act, before remuneration can be determined by a resolution of the company’s creditors under subsection 449(1)(b) above, the Administrator must: -

- “(a) prepare a report setting out:
  - (i) such matters as will enable the company's creditors to make an informed assessment as to whether the proposed remuneration is reasonable; and
  - (ii) a summary description of the major tasks performed, or likely to be performed, by the administrator; and
  - (iii) the costs associated with each of those major tasks; and

- (b) give a copy of the report to each of the company's creditors at the same time as the creditor is notified of the relevant meeting of creditors.”

Similarly, subsections 499(3)-(7) of the Act reflect the abovementioned sections while substituting a liquidator for an administrator.

#### 4. Explanation of Hourly Rates

Attached is a schedule detailing the hourly rates that have been and will be used in calculating our remuneration. The schedule also describes the qualifications and experience of staff that have been engaged in the administration and the role they have taken in the administration.

I should add that one of my firm's policies is to maintain a competitive attitude towards costs and every effort is made to ensure costs are reasonable and commensurate with the work undertaken. O'Brien Palmer work practices ensure that as far as possible, staff at the appropriate level of experience carry out the required work.

#### 5. Description of Work Completed and to be Completed

- (i) **Resolution 1:** 13 November 2017 to 6 December 2017

Task Area	General Description	Includes
<b>Assets</b> 5.9 hours \$2,128.50	Other Assets	Tasks associated with identifying assets
<b>Creditors</b> 53.4 hours \$20,228.00	Creditor Enquiries	Receive and follow up creditor enquiries via telephone. Maintaining creditor enquiry register. Review and prepare correspondence to creditors and their representatives via facsimile, email and post.
	Retention of Title Claims	Search to the PPSR register.
	Creditor reports	Preparing section 439A report, investigation, meeting and general reports to creditors.
	Dealing with proofs of debt	Receipting and filing POD when not related to a dividend .
	Meeting of Creditors	Preparation of meeting notices, proxies and advertisements. Forward notice of meeting to all known creditors. Preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting. Preparation and lodgement of minutes of meetings with ASIC. Responding to stakeholder queries and questions immediately following meeting.
	Conducting investigation	Collection of company books and records. Correspondence with ASIC to receive assistance

Task Area	General Description	Includes
<b>Investigation</b> 7.25 hours \$3,012.50		in obtaining reconstruction of financial statements, company's books and records and Report as to Affairs. Reviewing company's books and records. Review and preparation of company nature and history. Conducting and summarising statutory searches. Preparation of comparative financial statements. Preparation of deficiency statement. Review of specific transactions and liaising with directors regarding certain transactions. Liaising with directors regarding certain transactions. Preparation of investigation file. Lodgement of investigation with the ASIC. Preparation and lodgement of supplementary report if required.
	Litigation / Recoveries	Internal meetings to discuss status of litigation. Preparing brief to solicitors. Liaising with solicitors regarding recovery actions. Attending to negotiations. Attending to settlement matters.
<b>Administration</b> 7.25 hours \$3,012.50	Document maintenance/file review/checklist	First month administration review. Filing of documents. File reviews. Updating checklists.
	Bank account administration	Preparing correspondence opening and closing accounts. Requesting bank statements. Bank account reconciliations. Correspondence with bank regarding specific transfers.
	ASIC Form 524 and other forms	Preparing and lodging ASIC forms. Correspondence with ASIC regarding statutory forms.
	ATO and other statutory reporting	Notification of appointment.
	Planning / Review Books and records / storage	Discussions regarding status of administration. Dealing with records in storage. Sending job files to storage.
<b>Trade On</b> 0.4 hours \$219.00	Processing receipts and payments	Entering receipts and payments into accounting system.

Task Area	General Description	Includes
\$ 31,317.55	Total (GST Inc.)	
(\$ 9,317.55)	Less write off (29.8%)	
\$ 20,000.00	Subtotal	
\$ 2,000.00	GST	
<b>\$ 22,000.00</b>	<b>TOTAL</b>	

(ii) **Resolution:** Execution of the DOCA to Effectuation of the DOCA

Task Area	General Description	Includes
<b>Assets</b> 21.09 Hours \$7,200.00	Plant and Equipment	Reviewing asset listings
	Debtors	Tasks associated with realising debtors
	Other Assets	Tasks associated with realising other assets
<b>Creditors</b> 27.07 hours \$9,150.00	Creditor Enquiries	Receive and follow up creditor enquiries via telephone. Review and prepare correspondence to creditors and their representatives via facsimile, email and post.
	Creditor reports	Finalising section 439A report, investigation, second meeting.
	Dealing with proofs of debt	Receipting and filing PODs.
	Meeting of Creditors	Preparation of second meeting notices, proxies and advertisements. Forward notice of second meeting to all known creditors. Preparation of second meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting.
<b>Administration</b> 26.45 hours \$4,325.00	Document maintenance/file review/checklist	Monthly administration review. Filing of documents. Updating checklists.
	Planning / Review	Discussions regarding status of administration.
<b>Dividend</b> 13.2 hours \$4,325.00	Creditor Advice	Notice of intention to creditors to declare a dividend
	Dealing with PODs	Adjudication
	Declaration of dividend	Notice and declaration of dividend to creditors
\$ 25,000.00	Sub Total	
\$ 2,500.00	GST	
<b>\$ 27,500.00</b>	<b>TOTAL</b>	

(iii) Resolution: 18 December 2017 to Finalisation of Liquidation

Task Area	General Description	Includes
<b>Assets</b> <b>48.41 Hours</b> <b>\$17,145.00</b>	Plant and Equipment	Reviewing asset listings
	Debtors	Tasks associated with realising debtors
	Other Assets	Tasks associated with realising other assets
<b>Creditors</b> <b>90.73 Hours</b> <b>hours</b> <b>\$32,300.00</b>	Creditor Enquiries	Receive and follow up creditor enquiries via telephone. Maintaining creditor enquiry register. Review and prepare correspondence to creditors and their representatives via facsimile, email and post. Correspondence with committee of creditors members.
	Creditor reports	Preparing section 439A report, investigation, meeting and general reports to creditors.
	Dealing with proofs of debt	Receipting and filing POD when not related to a dividend . Corresponding with OSR and ATO regarding POD when not related to a dividend.
	Meeting of Creditors	Preparation of meeting notices, proxies and advertisements. Forward notice of meeting to all known creditors. Preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting. Preparation and lodgement of minutes of meetings with ASIC. Responding to stakeholder queries and questions immediately following meeting.
<b>Investigation</b> <b>93.88 hours</b> <b>\$33,075.00</b>	Conducting investigation	Collection of company books and records. Correspondence with ASIC to receive assistance in obtaining reconstruction of financial statements, company's books and records and Report as to Affairs. Reviewing company's books and records. Review and preparation of company nature and history. Conducting and summarising statutory searches. Preparation of comparative financial statements. Preparation of deficiency statement.

Task Area	General Description	Includes
		Review of specific transactions and liaising with directors regarding certain transactions. Liaising with directors regarding certain transactions. Preparation of investigation file. Lodgement of investigation with the ASIC. Preparation and lodgement of supplementary report if required.
	Litigation / Recoveries	Internal meetings to discuss status of litigation. Preparing brief to solicitors. Liaising with solicitors regarding recovery actions. Attending to negotiations. Attending to settlement matters.
<b>Administration</b> 50.23 hours \$17,480.00	Document maintenance/file review/checklist	First month, then six monthly administration review. Filing of documents. File reviews. Updating checklists.
	Bank account administration	Preparing correspondence opening and closing accounts. Requesting bank statements. Bank account reconciliations. Correspondence with bank regarding specific transfers.
	ASIC Form 524 and other forms	Preparing and lodging ASIC forms. Correspondence with ASIC regarding statutory forms.
	ATO and other statutory reporting	Notification of appointment.
	Planning / Review	Discussions regarding status of administration.
	Books and records / storage	Dealing with records in storage. Sending job files to storage.
	Finalisation	Lodgements with ASIC
<b>Trade</b> 6.1 hours \$2,000.00	Processing receipts and payments	Entering receipts and payments into accounting system.
\$100,000.00	Total	
\$10,000.00	GST	
<b>\$110,000.00</b>	<b>TOTAL</b>	



## 6. Calculation of Remuneration

### (i) Resolution 1: 13 November 2017 to 6 December 2017

Position	\$/hour (ex. GST)	Total actual hours	Total (\$)	Assets (\$) 5.9 Hours	Creditors (\$) 53.4 Hours	Investigation (\$) 7.25 Hours	Administration (\$) 8.3 Hours	Trade On (\$) 0.4 Hours
Appointee/Partner	580	6.60	3,828.00	174.00	3,364.00	290.00	-	-
Partner	580	4.90	2,842.00	406.00	464.00	1,218.00	580.00	174.00
Manager	450	3.20	1,440.00	-	990.00	90.00	315.00	45.00
Supervisor	380	6.70	2,546.00	456.00	1,862.00	-	228.00	-
Senior 1	345	47.00	16,215.00	724.50	13,179.00	1,173.00	1,138.50	-
Intermediate 1	270	0.60	162.00	-	162.00	-	-	-
Intermediate 2	230	4.20	966.00	368.00	207.00	-	391.00	-
Intermediate 2	230	0.35	80.50	-	-	80.50	-	-
Intermediate 2	230	0.50	115.00	-	-	115.00	-	-
Intermediate 2	230	1.20	276.00	-	-	46.00	230.00	-
<b>TOTAL</b>		<b>75.25</b>	<b>28,470.50</b>	<b>2,128.50</b>	<b>20,228.00</b>	<b>3,012.50</b>	<b>2,882.50</b>	<b>219.00</b>
GST			2,847.05					
Total (including GST)			31,317.55					
Less write off (29.8%)			(9,317.55)					
Sub Total			20,000.00					
GST			2,000.00					
<b>Total</b>			<b>22,000.00</b>					
Average Hourly Rate				360.76	378.80	415.52	347.29	547.50

### (ii) Resolution 2: Execution of DOCA to Effectuation of DOCA

Position	\$/hour (ex. GST)	Total actual hours	Total (\$)	Assets (\$) 21.09 Hours	Creditors (\$) 27.07 Hours	Administration (\$) 13.2 Hours	Dividend (\$) 13.2 Hours
Appointee/Partner	580	2.00	1,175.00	300.00	750.00	125.00	125.00
Partner	580	2.80	1,625.00	500.00	750.00	375.00	375.00
Manager	450	4.40	1,975.00	750.00	850.00	375.00	375.00
Supervisor	380	7.20	2,750.00	1,200.00	950.00	600.00	600.00
Senior 1	345	19.10	6,600.00	2,500.00	2,750.00	1,350.00	1,350.00
Intermediate 1	270	15.40	4,150.00	1,300.00	2,100.00	750.00	750.00
Intermediate 2	230	10.40	2,400.00	650	1,000.00	750.00	750.00
<b>TOTAL</b>		<b>50.90</b>	<b>25,000.00</b>	<b>7,200.00</b>	<b>9,150.00</b>	<b>4,325.00</b>	<b>4,325.00</b>
GST			2,500.00				
<b>TOTAL (including GST)</b>			<b>\$ 27,500.00</b>				
Average Hourly				654.55	618.24	709.02	709.02

**Resolution 2: 18 December 2017 to Finalisation of Liquidation**

Employee	Position	\$/hour (ex. GST)	Total actual hours	Total (\$)	Assets (\$) 48.41 Hours	Creditors (\$) 90.73 Hours	Investigation (\$) 93.88 Hours	Administration (\$) 50.23 Hours
C Palmer	Appointee/Partner	580	25.86	15,000.00	2,500.00	5,000.00	5,000.00	2,500.00
L Bailey	Partner	580	25.86	15,000.00	2,500.00	5,000.00	5,000.00	2,500.00
C Tinkler	Manager	450	15.00	6,750.00	1,000.00	2,500.00	2,000.00	1,250.00
R Clapham	Supervisor	380	34.21	13,000.00	2,500.00	4,000.00	4,500.00	2,000.00
J Welden-Iley	Senior 1	345	60.87	21,000.00	4,000.00	6,500.00	6,750.00	3,750.00
A Franco	Intermediate 1	270	32.96	8,900.00	1,250.00	2,900.00	3,000.00	1,750.00
A Hughes	Intermediate 2	230	43.48	10,000.00	1,250.00	3,000.00	3,750.00	2,000.00
D Varker	Intermediate 2	230	28.67	6,595.00	1,345.00	2,250.00	2,000.00	1,000.00
D Pilipovic	Intermediate 2	230	10.76	2,475.00	500.00	750.00	725.00	500.00
D Caristo	Intermediate 2	230	5.57	1,280.00	300.00	400.00	350.00	230.00
	TOTAL		283.25	100,000.00	17,145.00	32,300.00	33,075.00	17,480.00
	GST			10,000.00				
	Total (including GST)			110,000.00				
	Average Hourly Rate			353.05	354.19	356.00	352.32	348.00

**7. Disbursements**

Disbursements are divided into three types: -

- (i) Disbursements that are externally provided professional services and are recovered at cost. An example of this type of disbursement is legal fees.
- (ii) Disbursements that are externally provided non-professional costs such as travel, accommodation and search fees. Disbursements of this nature are recovered at cost.
- (iii) Disbursements that are internally provided non-professional costs such as photocopying, printing and document storage. This type of disbursement is generally charged at cost, though some expenses such as photocopying, printing and telephone calls may be charged at a rate which is intended to recoup both variable and fixed costs. The recovery of these costs must be on a reasonable commercial base.

We must account to creditors for payment of our disbursements. Also, we are required to seek creditor approval for the types of disbursements set out in 7 (iii) above. Full details of any actual costs incurred will be provided with future reporting. To date, We have not paid any disbursements in this administration. Future disbursements provided by the firm will be charged to the administration on the following basis:

Internal Disbursements	Total (Excl. GST)
Advertising	At Cost
Binding	At Cost
Courier	At Cost
Facsimile	\$Amount
- Local	\$2.00 per page
- STD	\$4.00 per page
- International	\$6.00 per page
Photocopying	\$0.60 per page
Printing	\$0.60 per page
Postage	At Cost
Stationery (folders, file indexes etc.)	At Cost
Staff vehicle use	At Statutory Rate (applicable at date of travel)

\*Rates/scale applicable for financial year ending 30 June 2018

Any monies drawn in respect of disbursements during this administration will be shown in the summary of receipts and payments which will form part of the Administrators'/Liquidators' future reports to creditors. Creditor approval for the payment of disbursements is not required, however we must account to creditors.

## 8. Proposed Resolutions

### (i) Resolution 1: 13 November 2017 to 6 December 2017

*"That the remuneration of the Administrators and their staff for the period 13 November 2017 to 6 December 2017 be approved in the amount of \$22,000 inclusive of GST, such amount being calculated on a time cost basis using the hourly rates as shown in the schedule of rates forming part of the remuneration approval report dated 8 December 2017 and that the Administrators be entitled to draw down the remuneration as they see fit"*

### (ii) Resolution 2: 13 November 2017 to Finalisation of the Administration

*"That the internal disbursements of the Administrators and their staff for the period 13 November 2017 to finalisation of the Administration, be approved at an amount not to exceed 10% of the total remuneration of the Administrators approved by creditors, such amount to be calculated utilising the schedule of rates forming part of the remuneration approval report dated 8 December 2017"*

**If relevant:**

### (ii) Resolution 3: Execution of DOCA to Effectuation of DOCA

*"That the remuneration of the Deed Administrators and their staff for the period from the execution of the Deed of Company Arrangement ("DOCA") to the effectuation of the DOCA, be approved at an amount not to exceed \$27,500 inclusive of GST, such amount to be calculated on a time cost basis using the hourly rates as shown in the schedule of rates forming part of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July each year (rounded to the nearest \$5 multiple) and that the Deed Administrators be entitled to draw down the remuneration as they see fit."*

### (ii) Resolution 4: Execution of DOCA to Effectuation of DOCA

*"That the internal disbursements of the Deed Administrators and their staff for the period from the execution of the Deed of Company Arrangement ("DOCA") to the effectuation of the DOCA, be approved at an amount not to exceed 10% of the total remuneration of the Deed Administrators approved by creditors at any point in time in the Administration, such amount to be calculated utilising the schedule of rates forming part of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July 2018 (rounded to the nearest \$5 multiple) and that the Liquidators be entitled to draw down payment in respect of such internal disbursements as they see fit."*

**If relevant:**

### (v) Resolution 5: 18 December 2017 to Finalisation of Liquidation

*"That the remuneration of the Liquidators and their staff for the period 18 December 2017 to finalisation of the liquidation, be approved at an amount not to exceed \$110,000 inclusive of*

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*GST, such amount to be calculated on a time cost basis using the hourly rates as shown in the schedule of rates forming part of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July each year (rounded to the nearest \$5 multiple) and that the Liquidators be entitled to draw down the remuneration as they see fit."*

(v) **Resolution 6:** 18 December 2017 to Finalisation of Liquidation

*"That the internal disbursements of the Liquidators and their staff for the period 18 December 2017 to finalisation of the liquidation, be approved at an amount not to exceed 10% of the total remuneration of the Liquidators approved by creditors at any point in time in the Liquidation, such amount to be calculated utilising the schedule of rates forming part of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July 2018 (rounded to the nearest \$5 multiple) and that the Liquidators be entitled to draw down payment in respect of such internal disbursements as they see fit."*

## 9. Remuneration Recoverable from External Sources

Remuneration payments received in relation to the *Fair Entitlements Guarantee Act 2012* ("FEG") are considered a separate arrangement involving a limited or partial funding agreement. Where higher fees are incurred than the amount covered by the funding agreement there is no restriction in the administration being charged for the shortfall on the basis that all remuneration claimed is necessary and properly incurred in accordance with the ARITA Code.

While the money received under the funding arrangement is not subject to creditor approval and can be paid directly to the practitioner, any shortfall must be appropriately approved in accordance with the Act prior to drawing.

At this stage of the administration, no remuneration has been paid from external sources.

## 10. Report on Progress of the Administration

This Remuneration Request Approval Report is to be read in conjunction with the accompanying report to creditors.

## 11. Summary of Receipts and Payments

A summary of the cash receipts and payments is attached to the accompanying report to creditors which shows cash at bank of \$36,296.28.

## 12. Information Sheet

The information contained in this report is provided to assist creditors in assessing the appropriateness of the remuneration claimed. Creditors should not hesitate to contact our office to seek further information concerning the remuneration claim if they so need.

The Australian Restructuring Insolvency & Turnaround Association ("ARITA") directs you to peruse a creditor information sheet titled "*Approving Fees: A guide for creditors*" that can be downloaded

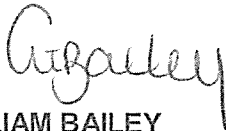
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from the ARITA website at [www.arita.com.au/insolvency-you/insolvency-explained/insolvency-fact-sheets](http://www.arita.com.au/insolvency-you/insolvency-explained/insolvency-fact-sheets) or alternatively a copy can be obtained from me upon request.

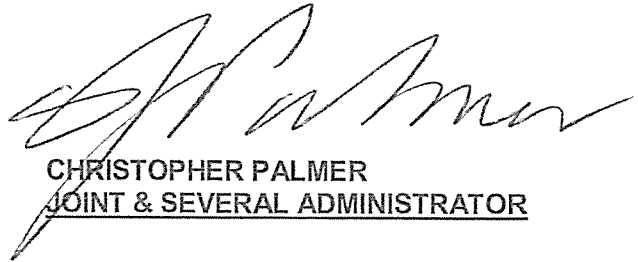
**13. Queries**

In the event that you have any queries regarding the foregoing, then do not hesitate to contact Mr Jordan Welden-Iley of our office on (02) 9232 3322.

**DATED THIS 8<sup>th</sup> DAY OF DECEMBER 2017**



**LIAM BAILEY**  
**JOINT & SEVERAL ADMINISTRATOR**



**CHRISTOPHER PALMER**  
**JOINT & SEVERAL ADMINISTRATOR**

**SCHEDULE OF HOURLY RATES  
EFFECTIVE JULY 2017**

<b>Title</b>	<b>Description</b>	<b>Hourly Rate (\$) excl. GST</b>
Appointee/ Partner	Official Liquidator, Liquidator or Trustee. Partner bringing specialist skills and experience to the assignment.	\$ 580.00
Director	Typically qualified with in excess of 10 years experience. Capable of controlling all aspects of an assignment.	\$ 510.00
Senior Manager	Typically qualified with 7-8 years experience. Strong technical and commercial skills. Assists in the planning and control of complex matters.	\$ 470.00
Manager	Typically qualified with 6-7 years experience. Well-developed technical and commercial skills capable of controlling and planning all aspects of medium to larger assignments.	\$ 450.00
Assistant Manager	Typically qualified with 5-6 years experience. Developed technical and commercial skills capable of controlling and planning all aspects of smaller to medium assignments.	\$ 410.00
Supervisor	Typically qualified with 4-5 years experience with sound knowledge of insolvency legislation and procedure. Assists in planning and controlling specific tasks on medium to larger assignments.	\$ 380.00
Senior 1	Typically graduate or newly qualified with 3-4 years experience. Able to control fieldwork and complete multiple tasks on larger assignments with limited supervision.	\$ 345.00
Senior 2	Typically graduate with 2-3 years experience. Able to perform fieldwork and complete multiple tasks on small to medium assignments with supervision.	\$ 310.00
Intermediate 1	Typically graduate with up to 2 years experience. Assists in fieldwork and capable of completing multiple tasks on smaller to medium assignments with supervision.	\$ 270.00
Intermediate 2	Typically undergraduate with limited experience. Assists in fieldwork and completes basic tasks under supervision.	\$ 230.00
Typist/WPO	Appropriately skilled and undertakes support activities including but not limited to treasury, data entry, word processing and other administrative and secretarial tasks.	\$ 160.00
Junior	Appropriately skilled and undertakes support activities including but not limited to treasury, data entry, word processing and other administrative and secretarial tasks.	\$ 115.00

**Note:**

1. GST is 10%
2. The rates are subject to review as at 30 June 2018 and if a decision is made to increase some or all of the rates, then the increase will not exceed 5% (rounded to the nearest \$5 multiple) .

# ANNEXURE "6"

## Proxy Form

**APPOINTMENT OF PROXY  
CORPORATIONS ACT 2001**

**BCD RESOURCES NL (ADMINISTRATORS APPOINTED)  
ACN 057 793 834  
("the Company")**

**A. Creditor Name and Contact Details**

Name: \_\_\_\_\_  
 Company Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
 Address: \_\_\_\_\_

**B. Appointment of Proxy**

I / We, a creditor of the abovenamed company hereby appoint \_\_\_\_\_ or in his / her absence \_\_\_\_\_ as my / our proxy to vote at the meeting of creditors to be held in the above matter on Monday, 18 December 2017 at 11:00am or at any adjournment thereof.

**C. Voting By Proxy (please tick)**

- This proxy is to be used as a general proxy to vote on all matters arising at the meeting,  
OR  
 This proxy is to be used as a special proxy to vote on the following matters as specifically indicated below: -

	<b>Resolution</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
(1)	<i>That the remuneration of the Administrators and their staff for the period 13 November 2017 to 6 December 2017 be approved in the amount of \$22,000 inclusive of GST, such amount being calculated on a time cost basis using the hourly rates as shown in the schedule of rates forming part of the remuneration approval report dated 8 December 2017 and that the Administrators be entitled to draw down the remuneration as they see fit</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2)	<i>That the internal disbursements of the Administrators and their staff for the period 13 November 2017 to finalisation of the Administration, be approved at an amount not to exceed 10% of the total remuneration of the Administrators approved by creditors, such amount to be calculated utilising the schedule of rates forming part of the remuneration approval report dated 8 December 2017</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



	Resolution	For	Against	Abstain
(3)	<i>(a) That the Company execute a Deed of Company Arrangement on terms not materially different to those contained in the proposal propounded by Moina Gold Pty Ltd and annexed to the Administrators' report to creditors issued pursuant to Insolvency Practice Rule 75-225 dated 8 December 2017</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>(b) That the Administration should end; or</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>(c) That the Company be wound up.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
In the event that creditors for the Company resolve to execute a Deed of Company Arrangement:				
(4)	<i>That the remuneration of the Deed Administrators and their staff for the period from the execution of the Deed of Company Arrangement ("DOCA") to the effectuation of the DOCA, be approved at an amount not to exceed \$27,500 inclusive of GST, such amount to be calculated on a time cost basis using the hourly rates as shown in the schedule of rates forming part of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July each year (rounded to the nearest \$5 multiple) and that the Deed Administrators be entitled to draw down the remuneration as they see fit.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5)	<i>That the internal disbursements of the Deed Administrators and their staff for the period from the execution of the Deed of Company Arrangement ("DOCA") to the effectuation of the DOCA, be approved at an amount not to exceed 10% of the total remuneration of the Deed Administrators approved by creditors at any point in time in the Administration, such amount to be calculated utilising the schedule of rates forming part of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July 2018 (rounded to the nearest \$5 multiple) and that the Liquidators be entitled to draw down payment in respect of such internal disbursements as they see fit.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
In the event that creditors resolve to wind up the Company				
(6)	<i>That the remuneration of the Liquidators and their staff for the period 18 December 2017 to finalisation of the liquidation, be approved at an amount not to exceed \$110,000 inclusive of GST, such amount to be calculated on a time cost basis using the hourly rates as shown in the schedule of</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Resolution	For	Against	Abstain
	<i>rates forming part of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July each year (rounded to the nearest \$5 multiple) and that the Liquidators be entitled to draw down the remuneration as they see fit.</i>			
(7)	<i>That the internal disbursements of the Liquidators and their staff for the period 18 December 2017 to finalisation of the liquidation, be approved at an amount not to exceed 10% of the total remuneration of the Liquidators approved by creditors at any point in time in the Liquidation, such amount to be calculated utilising the schedule of rates forming part of the remuneration approval report dated 8 December 2017, that may be increased at a rate not to exceed 5% at 1 July 2018 (rounded to the nearest \$5 multiple) and that the Liquidators be entitled to draw down payment in respect of such internal disbursements as they see fit.</i>	□	□	□
(8)	<i>That pursuant to section 542 of the Corporations Act 2001, the Liquidator be authorised to destroy, at his discretion, the books and records of the Company within a period of six months after deregistration of the Company, subject to the consent of the Australian Securities &amp; Investments Commission.</i>			

**Note:** The Administrator will act as Chairperson. If the Administrator is appointed Proxy or if the Chairperson is appointed Proxy, then the proxy vote cannot be exercised in favour of a resolution pertaining to the remuneration of the Administrator unless it is a special proxy.

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**D. Execution (in accordance with section 127 or 250D of the Corporations Act 2001)**

127(1) - A company may execute a document without using a common seal if the document is signed by: -

- (a) 2 directors of the company; or
- (b) a director and a company secretary of the company; or
- (c) for a proprietary company that has a sole director who is also the sole company secretary – that director.

127(2) - A company with a common seal may execute a document if the seal is fixed to the document and the fixing of the seal is witnessed by: -

- (a) 2 directors of the company; or
- (b) a director and a company secretary of the company; or
- (c) for a proprietary company that has a sole director who is also the sole company secretary – that director.

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Signature of individual or person authorised by corporate resolution to represent corporation

Print Name:

The common Seal was affixed hereto in the presence of:

Director

Director/Company Secretary

Dated this \_\_\_\_\_ day of \_\_\_\_\_.

**Certificate of Witness**

*(This certificate is to be completed only where the person giving the proxy is blind or incapable of writing. The signature is not to be attested to by the person nominated as proxy.)*

I \_\_\_\_\_, of \_\_\_\_\_, certify that the above instrument appointing a proxy was completed by me in the presence of and at the request of the person appointing the proxy and read to him before he attached his signature or mark to the instrument.

Signature of witness:  
Place of Residence:

\_\_\_\_\_

\_\_\_\_\_

Dated:

\_\_\_\_\_

# ANNEXURE "7"

## Proof of Debt

**FORMAL PROOF OF DEBT OR CLAIM (GENERAL FORM)**

To the Liquidator of **BCD RESOURCES NL (ADMINISTRATORS APPOINTED)**  
**ACN 057 793 834**

1. This is to state that the company was on 13 November 2017<sup>(1)</sup>, and still is, justly and truly indebted to <sup>(2)</sup>  
 (name) \_\_\_\_\_  
 of (address) \_\_\_\_\_  
 the sum of \_\_\_\_\_ dollars and \_\_\_\_\_ cents.

Particulars of the debt are:

Date	Consideration <sup>(3)</sup>	Amount (incl. GST) \$	GST in Total \$	Remarks <sup>(4)</sup>
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2. To my knowledge or belief the creditor has not, nor has any person by the creditor's order, had or received any satisfaction or security for the sum of or any part of it except for the following:<sup>(5)</sup>

Date	Drawer	Acceptor	Amount \$	Due Date
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3.\* I am employed by the creditor and authorised in writing by the creditor to make this statement. I know that the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, remains unpaid and unsatisfied.

3.\* I am the creditor's agent authorised in writing to make this settlement in writing. I know that the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, remains unpaid and unsatisfied.

Signature: \_\_\_\_\_ Occupation: \_\_\_\_\_  
 Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

\* Do not complete if this proof is made by the creditor personally

- 1 Date of resolution to appoint liquidator.
- 2 Full name and address of the creditor and, if applicable, the creditor's partners. If prepared by an employee or agent of the creditor, also insert a description of the occupation of the creditor.
- 3 State how the debt arose.
- 4 Include details of voucher substantiating payment.
- 5 Insert particulars of all securities held. If the securities are on the property of the company, assess the value of those securities. If any bills or other negotiable securities are held, show them in a schedule in the following form.

**FOR OFFICE USE ONLY**

Creditor No.	Proof No.	Date Entered.	Admitted	Rejected	Verified	Date.
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Comments: