



Risk Mitigation for Land Administration

Strategies for Protecting Revenue, Data, and Relationships

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Role of Land Admin?

- Contract Compliance
- Record/Data/Asset Management
- Reporting
- Owner Relations
- Ownership/Asset Tracking
- **Risk Mitigation**



Why Risk Mitigation Matters

1. Revenue Integrity
2. Owner Trust
3. Compliance
4. Efficiency

Problem: Most compliance violations/preventable financial losses in Land Admin stem from process gaps or insufficient documentation

Solution: Standardizing land administration procedures/workflows across the industry



Obligation Flags & Tracking

Risks: Breach of lease or contract terms, litigation exposure, financial losses

Tools:

- consistent / detailed provision reviews
- effective efficient software





Owner Relations (OR)

Risks: Miscommunication, delays, frustration, fraud

Does importance of standardized OR procedures change with size of company?

Best Practices:

- Account validations/confirmation of authority
- Consistent templates for correspondence
- Clear communication
- Document all interactions
- Ensure prompt / efficient processing
- Records maintained at owner level



Suspense Management

Risks: Misplaced funds, audit flags, tax reporting issues, stranded suspense balances, litigation, interest penalties, liabilities inherited in acquisitions

Best Practices:

- Document reason for suspense/required curative
- Perform scheduled suspense reviews
 - Stranded suspense
 - Notices in compliance with statutes

Texas House Bill 5105 (did not pass)- duty to notify a payee when payments to the payee are suspended



Check/ACH Fraud

Risk: Fraudulent updates leading to unrecoverable losses

Storytime: ACH fraud attempts

Safeguards:

- don't accept updates via email or from unverified contacts
- detailed verification procedures
- train staff to spot red flags
- bank controls (positive pay/payee verification)



The Power of Procedures

Discipline equals risk reduction

Example procedure: New owner setup

Consider checklist-driven workflows

Helpful if workflows built into software

Story: DO Analyst set up owner with wrong address



Take Notes Like It Matters

Risks: Memory gaps, conflicting stories, unclear actions

Notes prove what was said, promised, or decided

What makes a good note?

Storage of official documents/records

- traditional network folders vs. modern document repository



Protecting PII

Personally Identifiable Information (PII)

- Data that can be used to identify a specific individual

Risks: data breach, identity theft, regulatory penalties

Protections:

- Encryption
- Role-based access
- Never email unprotected data
- Secure document repositories

AI & Automation

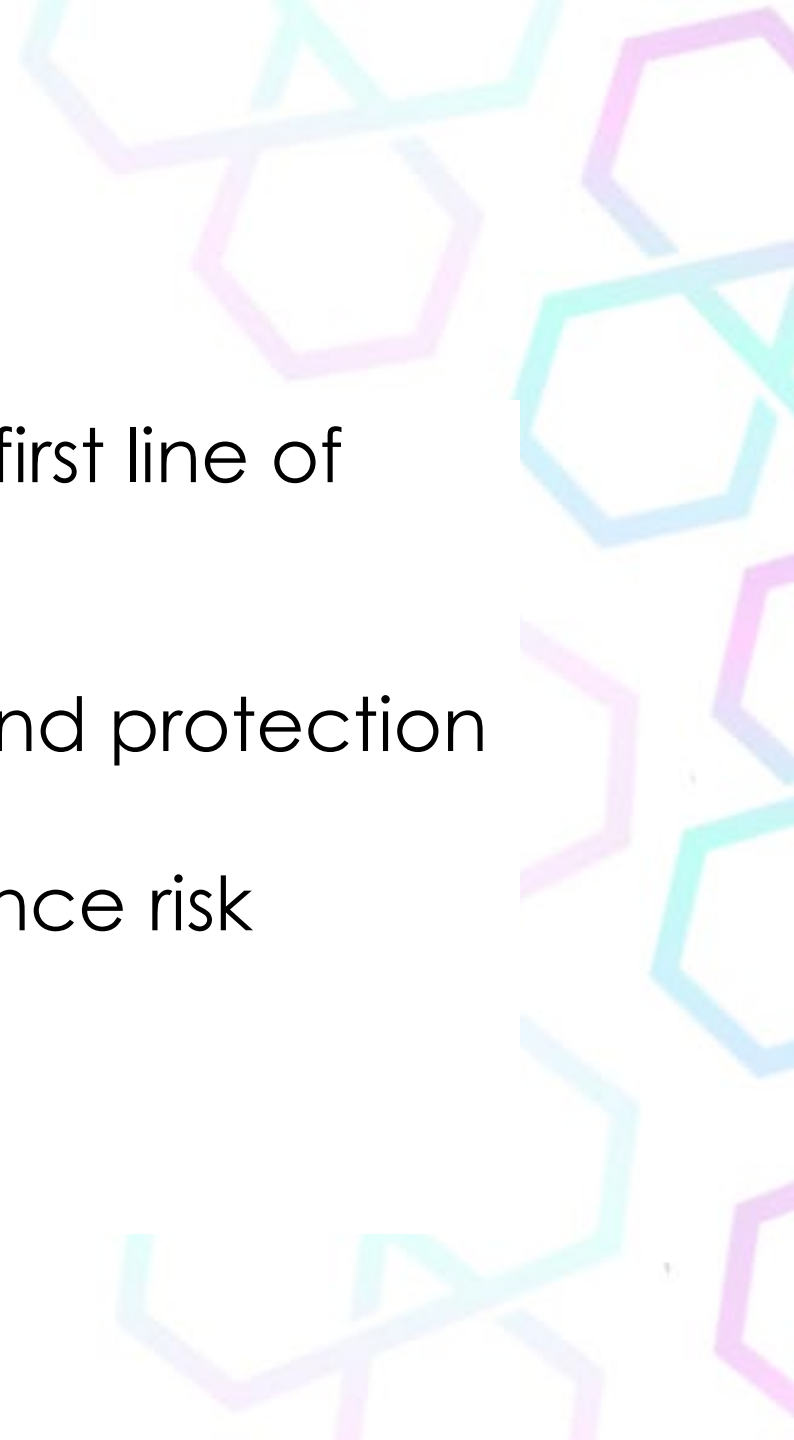
- Benefits:
 - Automate repetitive reviews (provision review, suspense, ownership changes)
 - Reduce human error with rules-based processing
 - Identify anomalies (i.e. tracts over 100% MI)
- Risks:
 - Overreliance without oversight
 - Data quality (AI hallucinations)
 - Needs human validation and strong change management

Pair automation with policy — tech is a tool, not a replacement for judgment



Key Takeaways

- Procedures and documentation are your first line of defense
- Collaborative culture drives consistency and protection
- Technology (when used wisely) can enhance risk mitigation



Interested in checking out new Land software?



Wells →
Search and view Wells



Leases →
Search and view Lease and Mineral records



Contracts →
Search and view Land Contracts



Division Orders →
Generate and manage Division Orders



Units and Ownership →
Search and view Units and ownership decks



Owners and Owner Relations →
Search, view, and manage Owners and Owner Relations cases

Simplified DO generation
Practical owner records tracking
Suspense management
Intuitive search with organized data views
Land, lease & contracts tracking
Document repositories
Integrations with accounting software



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THANK YOU!!

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