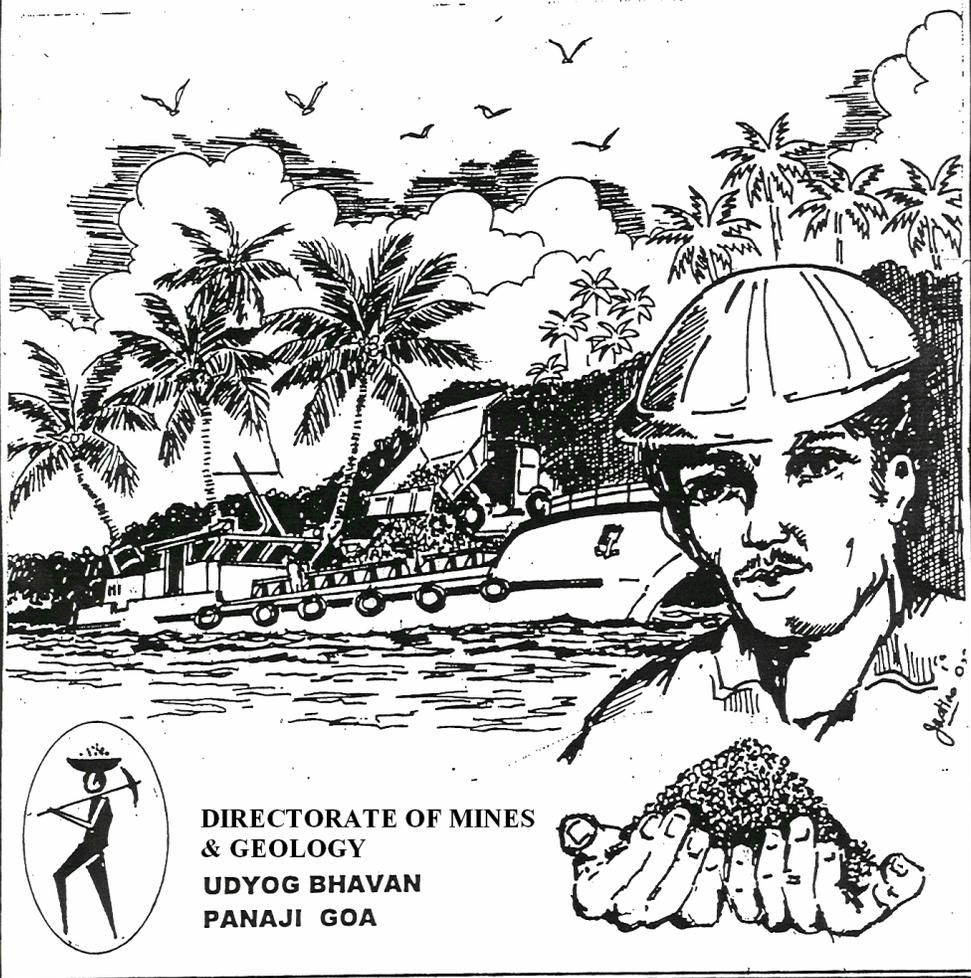


CITIZEN'S CHARTER



**DIRECTORATE OF MINES
& GEOLOGY
UDYOG BHAVAN
PANAJI GOA**



GOVERNMENT OF GOA

CITIZEN'S CHARTER

Directorate of Mines & Geology
Udyog Bhavan
Panaji

Directorate of Mines

The Directorate of Mines looks after the work of mineral administration. It regulates the grant of mineral concessions through the enforcement of the following legislations:

- i) The Mines and Minerals (Development and Regulation) Act 1957
- ii) The Mineral Concession Rules 1960
- iii) The Goa Minor Mineral Concession Rules 1985
- iv) The Goa Daman and Diu Mining Concessions (Abolition and Declaration as Mining Leases) Act 1987
- v) The Goa (Prevention of Illegal Mining, Transportation and Storage) Rules 2004.

Besides it is also responsible for implementation of the following legislations even though these legislations are enforced by other agencies:

- a) The Mineral Conservation and Development Rules 1988
- b) The Mines Act 1952 and the rules made there under.

The Act 1957 and MCR 1960 regulate the grant/renewal of reconnaissance permits, prospecting licences and mining leases.

MAJOR MINERALS

The procedure for grant of mineral concessions is that all such applications are received and processed in the Directorate. The application which is received is required to be acknowledged in the prescribed form. The application is thereafter sent to the draughtsman and surveying section to ascertain the availability of the area. After doing the needful, the case is further processed by the dealing hand. If any deficiencies are noticed in the matter of submission of documents as required under the law or as decided by the competent authority, the same are brought to the notice of the applicant for rectification. References are also made to Revenue and Forest Department to ascertain their views on the suitability of the site from the point of public nuisance or forestry angle. The area is also inspected by a geologist of this Directorate to ascertain the suitability of the area from mineral potential point of view including the possible adverse effects arising from prospecting or mining activity. If the area involved is a forest land the case is processed for clearance under section 2 of FCA if the state government agrees in principle to grant the prospecting licence/mining lease. Clearance under section 2 of FCA 1980 involves a detailed proposal from the applicant in terms of Forest Conservation Rules and the guidelines prescribed by Ministry of Environment. The applicant is also directed to obtain environmental clearance in terms of EIA Notification dated 14/09/2006.

Irrespective of the above scrutiny and action under FCA if required, the application is also processed for obtaining a prior approval of the Ministry of Mines, Government of India, if the mineral involved is listed in Sch.I to the Act 1957. After obtaining the prior approval of the Ministry of Mines, Government of India as well Ministry Of Environmental Forest, Government of India (where forest land is involved) and the environmental clearance, the case is put up

for approval of the State Government. After the issue of the order of grant by the State Government, the area applied for grant of mineral concession is surveyed and demarcated on the ground. A plan is prepared by the surveyor which is signed by the surveyor, the Senior Geologist and the Director and kept in the file as the original document. A true copy of the plan is prepared by the draughtsman, which forms a part of the lease deed document. The applicant is thereafter called upon to effect the payment towards security deposit as well as expenses involving survey, issue of certified copy of plan. A lease deed is thereafter executed at Government level.

Enforcement:

All mineral concessions (PLS and MLS) which have been granted require to be inspected for ascertaining the compliance to the conditions of licence or lease as the case may be. Prospecting operations are required to be conducted in accordance with the scheme of prospecting duly approved by the Indian Bureau of Mines (IBM) while mining operations are to be conducted in accordance with the approved mining plan.

Environment Impact Assessment:

With the issue of notification dated 14/09/2006, all mining leases/Prospecting licence having an area of more than 5 Ha require to obtain environmental clearance from the Ministry of Environmental Forests.

Revenue Collection:

The mining lease holders are required to pay royalty, dead rent and surface rent to the Govt. Royalty is payable in terms of Schedule II of the Act 57. In the case of iron ore, royalty is payable on unit basis while in the case of manganese ore, on advalorem basis. In respect of bauxite and aluminous laterite, it is payable on LME rates or advalorem basis depending upon the use of mineral.

In terms of decision of the Govt. royalty is payable on first of every month and any delay for payment beyond a period of 60 days entails a simple interest on the lease holders @ 24%p.a. The assessment towards dues, require the lease holders to submit self assessment returns which in turn need scrutiny of the Department followed by a physical check, where ever necessary. After assessment, demands are raised on the defaulters and if the amount is not paid, steps are taken by the Department to recover the same as arrears of land revenue.

Environmental Pollution:

The Directorate is saddled with various problems relating to the damage of agricultural lands due to flow of mining waste, pumping of turbid water from mining pits, air/dust pollution, deforestation and land degradation. The scale of iron ore mining operations have reached such an intensity that environmental problems loom large and therefore require constant attention of the Directorate. Effective action to address these problems involve site inspections, liason with Revenue and Panchayat authorities, Water Resources Dept and SPCB.

1. A monitoring committee under the Chairmanship of Secretary (Mines) has been set up to discuss the recommendations made by TERI in their report submitted to the Govt
2. A Committee for identification of lands for dumping of mining waste has been set up under Chairmanship of Secretary (Mines)

Plan schemes:

The following plan schemes are being implemented”

1. Strengthening of Mines Dept
2. Modernization of Mines Dept

Miscellaneous subjects:

The Directorate also handles the following matters connected with mineral administration and development:

1. State Geological Programming Board under Chairmanship of Hon. Minister for Mines (geological program in the state)
2. Mineral Foundation of Goa (forum for coordinating the work of mining companies in the matter of improvement of environment and welfare measures).

Mineral Statistics:

The Directorate maintains monthly data on production of minerals which is a requirement under MCDR 1988. These monthly returns are submitted by the lease holders. Such data not only helps in maintenance of statistics but also helps the Directorate in the matter of assessment of Govt. dues towards royalty/dead rent.

MINOR MINERALS

The Minor Minerals Section of the Directorate of Mines deals with grant of quarrying leases and quarrying permit for different minor minerals available in Goa and enforcement of the Goa Daman and Diu Minor Mineral Concession Rules 1985. It also regulates transportation of minor minerals by road within Goa by issuing transit passes.

I. Grant of Quarrying lease:

An application for quarrying lease received from any person is first registered in the Register of applications by the dealing hand in accordance with the provisions of Minor Mineral Rules. The application is then scrutinized to ensure that all the necessary documents are attached along with FORM A and the concerned fee is paid. Thereafter the relevant file is sent to the Draughtsman I to verify as to whether the area applied for quarrying lease is free for grant or not. On receipt of the file from the Draughtsman Section if the area is free for grant, the case is forwarded to the Inspecting Officer for inspection and report. On receipt of the inspection report from the respective Inspecting Officer, the case is processed further and put up to Director of Mines who is the Competent Officer, under the rules. If deemed fit, an order of grant is issued by the Director of Mines and the party has to deposit the required amount in the Govt. treasury. On payment of this amount, the area is demarcated by our Surveyor and a copy of the plan is prepared which is required to be signed by the Surveyor, the concerned Sr. Technical Assistant and the Director. After the plan is prepared, a certified copy of the plan is also prepared for being annexed to the lease deed. Thereafter, the dealing hand prepares the lease deed papers and the same is executed by the Director of Mines and the applicant. Once the lease deed is complete in all respects the lessee is issued transit passes for transportation of minerals. The lessees who are interested in obtaining the transit passes pay the royalty in advance on the minor minerals which he

desires to extract and an application is made to the Directorate. For all minor minerals except basalt, transit passes in Schedule III are issued. However, in respect of basalt, the booklet in Schedule III is issued for transportation of basalt boulders from the quarry to the crusher whereas Schedule IV is used for transporting the crushed material to the consumption site.

In case of murrum an Environment Management Plan is insisted showing the following details:

- a) Location and accessibility
- b) Geomorphology
- c) Local Geology
- d) Drainage pattern.
- e) Flora and Fauna
- f) Year wise development plan
- g) Extent of mechanization and blasting
- h) Plans for disposal of waste.
- i) Base line information
- j) Environmental impact assessment including impact on air, water, settlement etc.
- k) Conceptual plan showing how the area will look at the end of one year.

Quarrying permits are issued for limited extraction of minor minerals with maximum quantity of 1000 c.mts and maximum area of extraction is 1000 sq. mts.

MINES DEPARTMENT

LIST OF OFFICERS AND THEIR TELEPHONE NOS.

Sr. No.	Name of the officer & Designation	Office	Residence
1	Shri J. B. Bhingui, Director	2426431	2741198
2	Shri A. T. D'Souza, Senior Geologist	2426431 2422765	
3.	Shri K. M. Hegde, Sr. Technical Assistant	2426431 2425287	
4.	Shri Hector C. M. C. Fernandes, Sr. Technical Assistant	2426431	
5.	Shri Gil Peres da Costa, Assistant Geologist	-do-	
6.	Shri Jayant Sirsat Assistant Geologist	-do-	
7.	Shri Ramnath Shetgaokar Assistant Geologist	-do-	
8.	Shri. D. K. Bhave Assistant Geologist	-do-	
9.	Smt. Shobhana Rivonkar Assistant Geologist	-do-	
10.	Shri. Deepak Mayenkar Assistant Geologist	-do-	