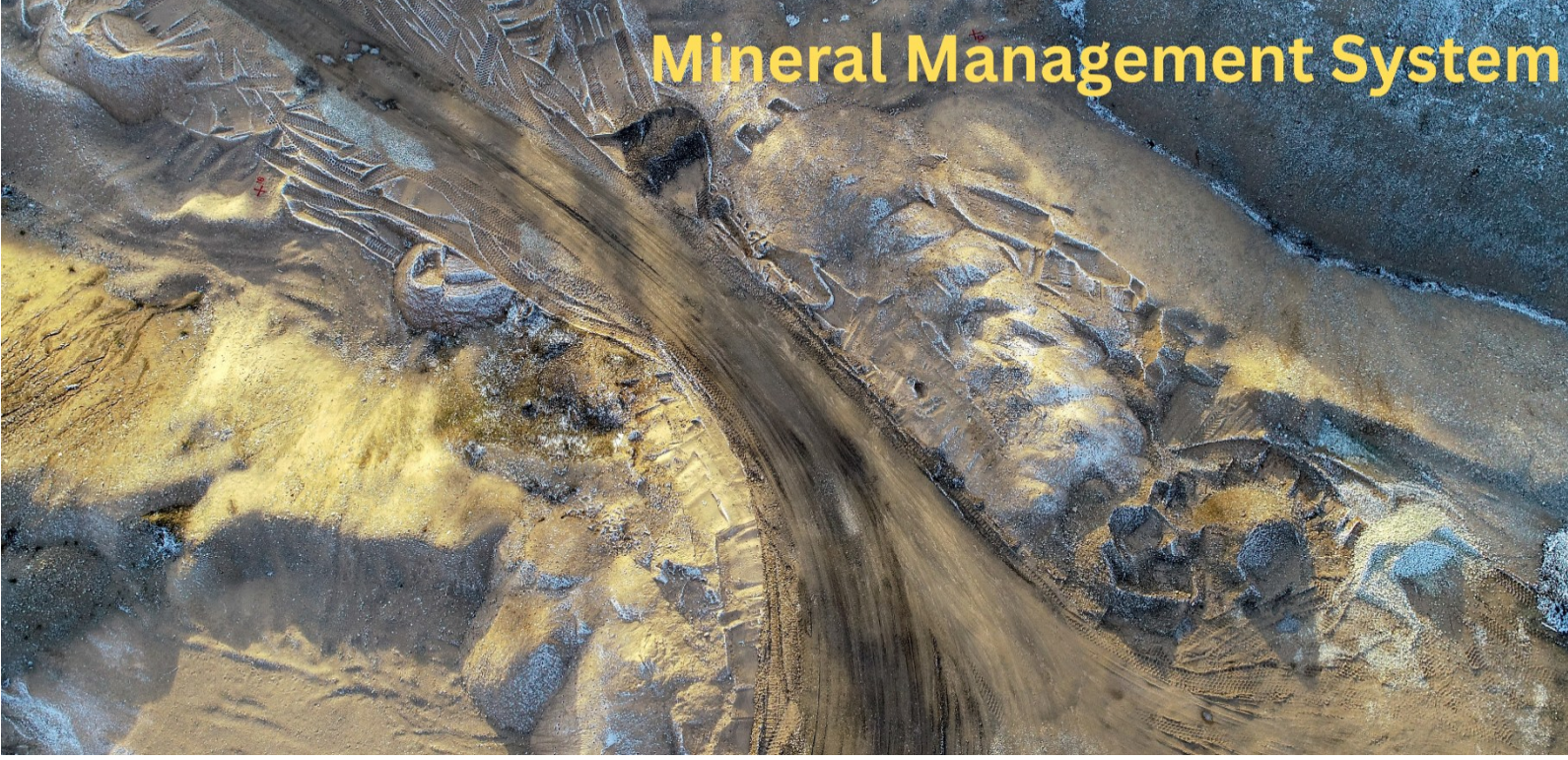

Mineral Management System (Lessee – User Manual)

*"The **Mineral Management System** is a digital platform for tracking, regulating, and optimizing mineral exploration, extraction, and distribution processes to ensure transparency, efficiency, and compliance with regulations."*

Prepared For

Directorate of Geology and Mining,
Uttarakhand

Prepared By

ITI LIMITED
(A Government of India Undertaking)

ITI Limited

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1.0 Introduction to Mineral Management System (MMS)

The **Mineral Management System** is a digital platform developed by the Directorate of Geology & Mining, Government of Uttarakhand. It is designed to make the process of managing minerals more transparent, efficient, and paperless.

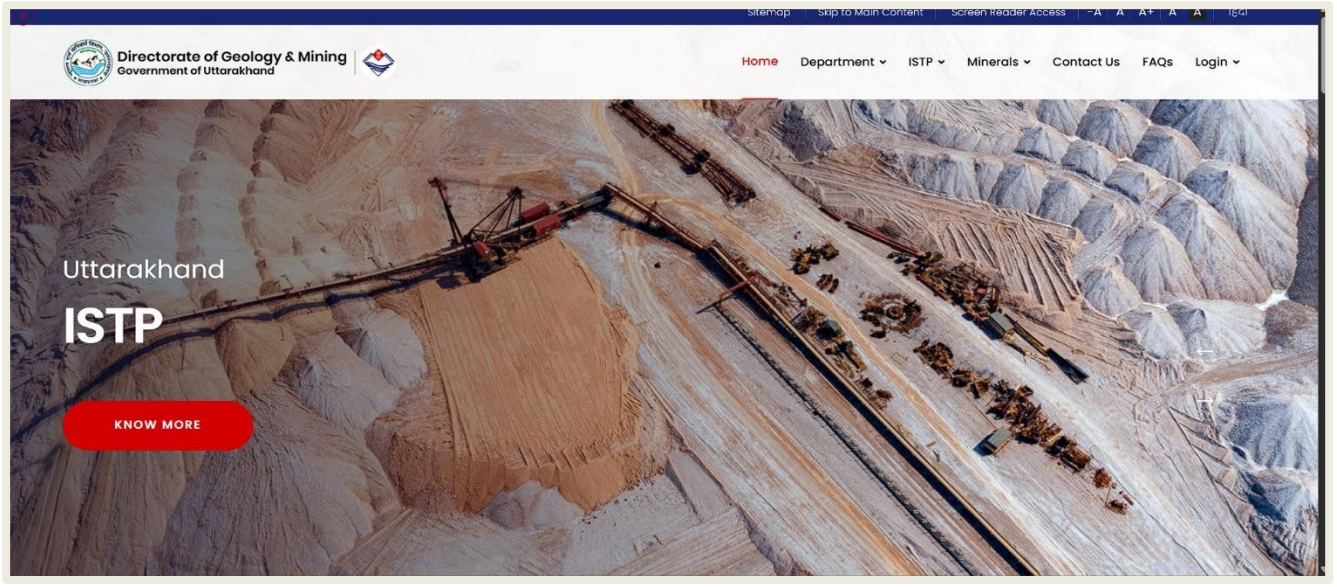
This system helps in tracking and controlling the movement of minerals from mining sites to their final destination, ensuring that everything happens legally and in an organized way.

1.1 Steps how to portal & interface

Go to search engine like **Google** & **Bing**

Enter url: *https://mms.ukmdtss.in/*

After that, you will see the portal screen



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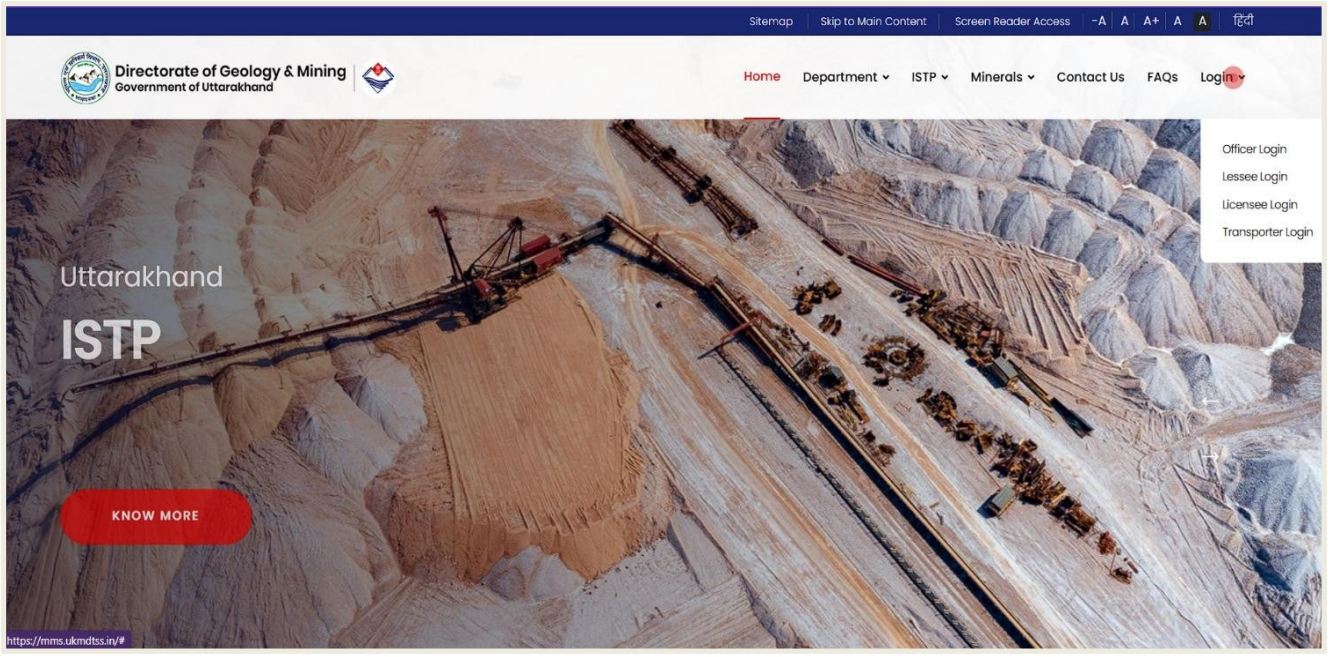
1.1.1 Screen Overview

S#	Element	Description
1	Header area	Shows the logo of the Directorate and the Government of Uttarakhand.
2	Top menu bar	Contains navigation links like Home, Department, ISTP, Minerals, Contact Us, FAQ, and Login.
3	Main image (banner)	Displays a real-life image of a mining site, which visually represents the system's purpose.
4	Title	Clearly says "Uttarakhand ISTP" to show the purpose of the page.
5	Red button (call to action)	"Know More" button – lets users click to learn more about ISTP services.

Login options screen (after click)

When a user clicks on the **Login** menu on the top-right of the ISTP homepage, a dropdown appears with **four distinct login options**. These options are meant to serve different types of users who interact with the mining system.



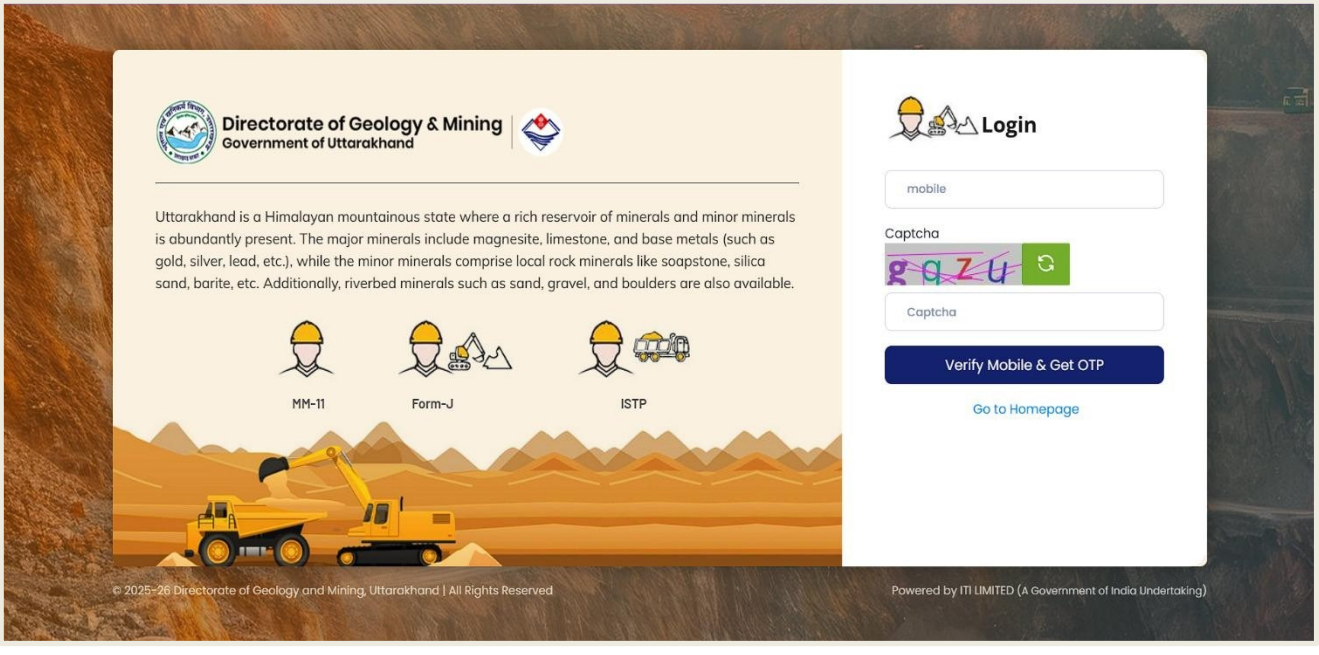
1.1.2 Login Overview

S#	Element	Description
1	Login tab	Located at the top-right corner of the navigation menu. Clicking it shows a dropdown.
2	Dropdown Menu	White box dropdown with four login roles: Officer, Lessee, Licensee, and Transporter.

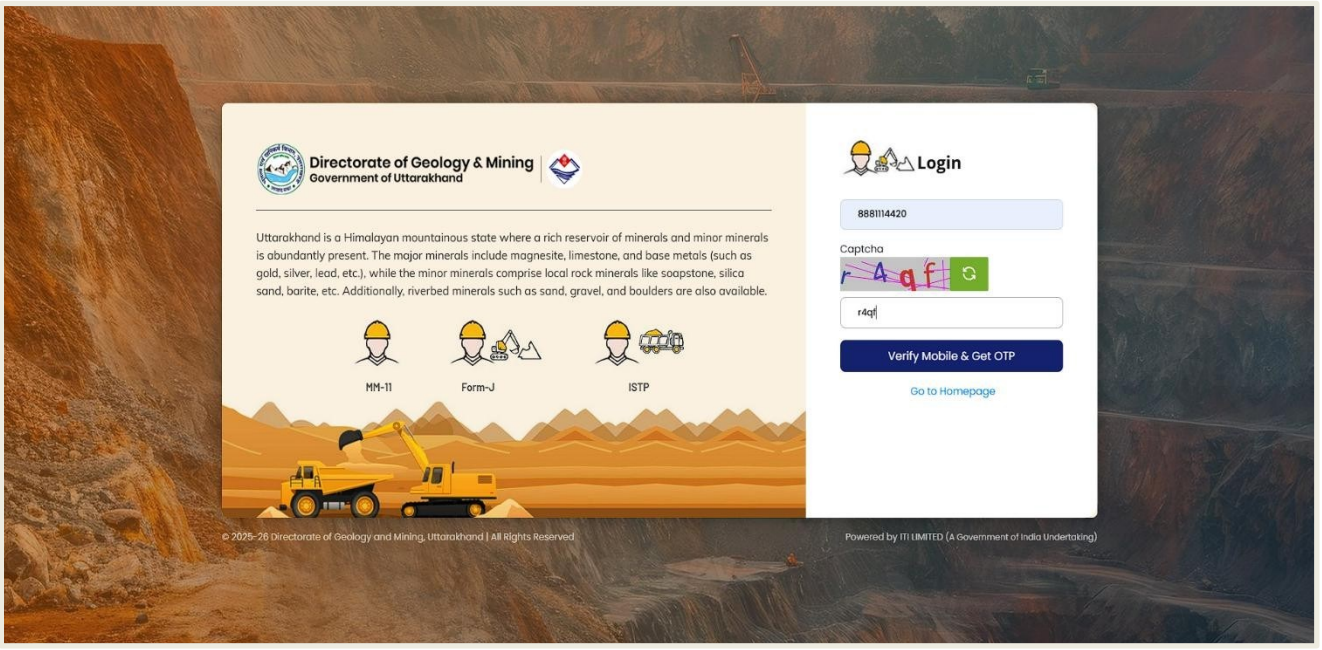
1.1.3 Explanation of Each Login Option

S#	Login Type	Who Should Use It	Functions
1	Officer Login	Government mining officers (MO, DM, DGM, etc.)	Approve permits, verify documents, view reports
2	Lessee Login	Companies or individuals with mining leases	Apply for mineral lifting/transit permits
3	Licensee Login	Those who have obtained stockist/dealer licenses	Manage stock entries, generate sale details
4	Transporter Login	Vehicle owners/operators transporting minerals	Generate/track vehicle passes, check trip status

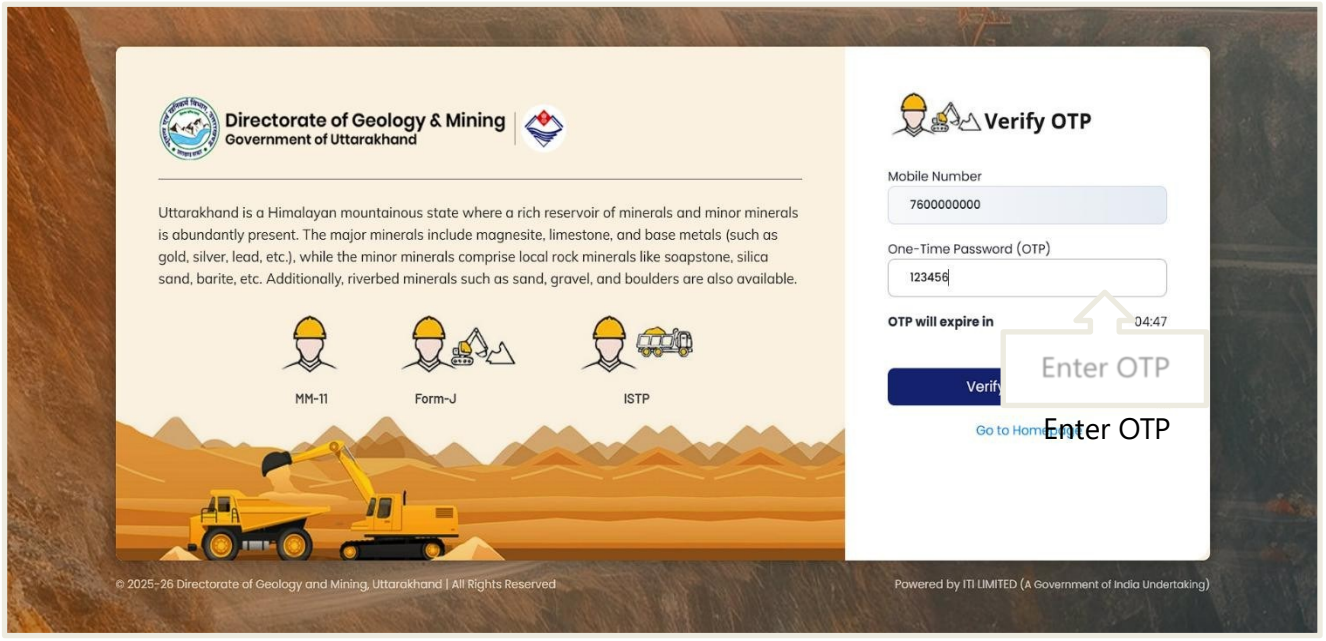
Lessee Login Interface Overview



When you click on the Officer Login option, a simple login screen opens up. Here, you just need to enter your registered mobile number and the captcha code shown on the screen. Your **mobile number works as your login ID**. After filling in the details, you'll get an **OTP (One-Time Password)** on your mobile, which you can use to log in securely.

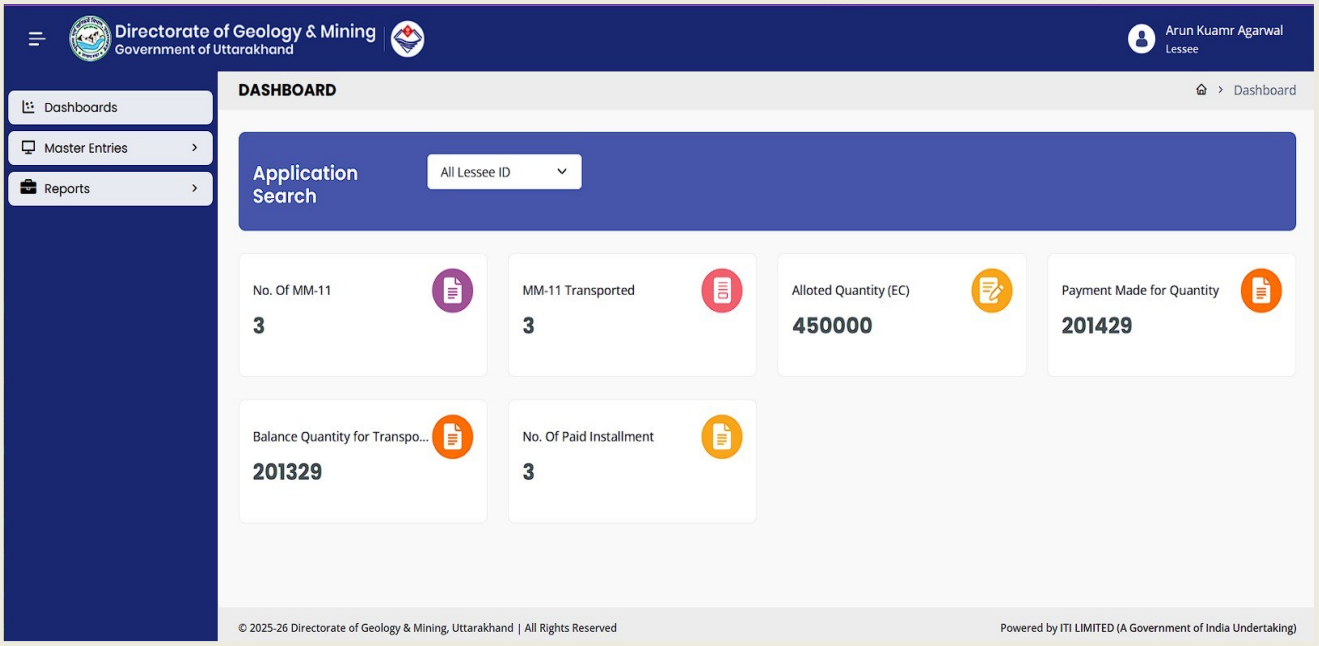


The OTP will then be sent to your registered mobile number. enter the OTP to complete the verification process.



Interface displayed after successful OTP verification (officer login)

Once a Lessee logs in to the Uttarakhand Mineral Management System , they land on this Dashboard



Purpose of the Dashboard

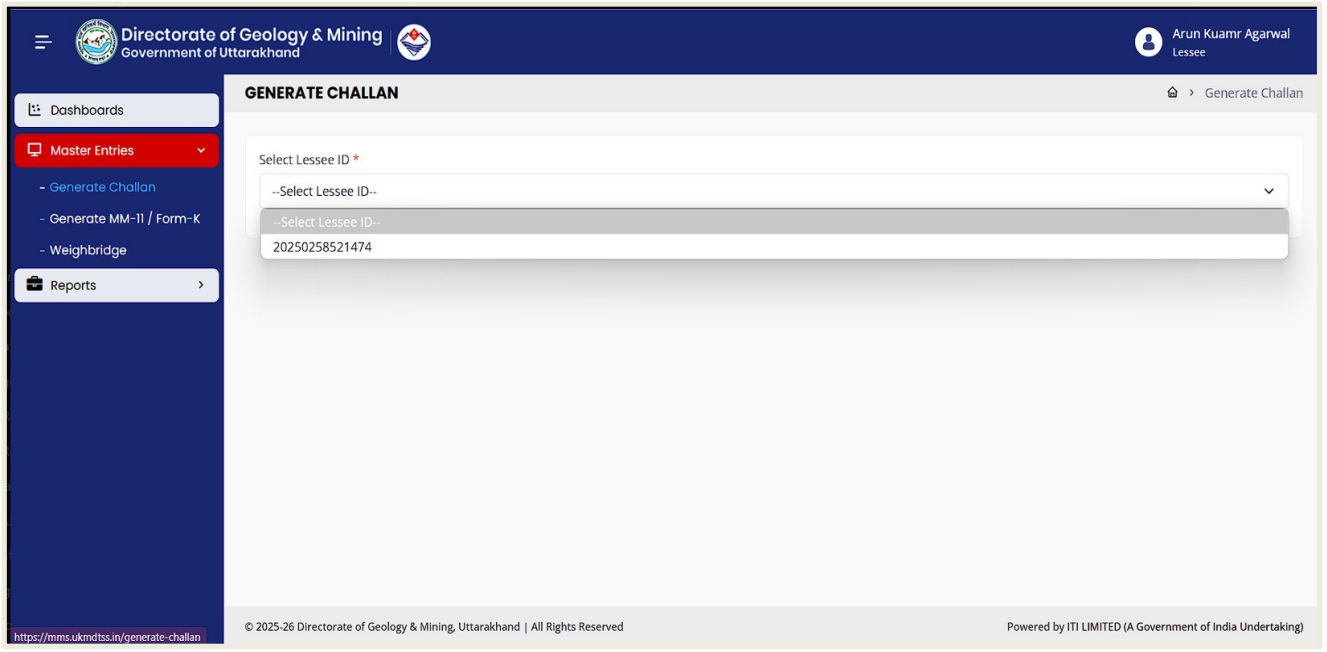
The **Lessee Dashboard** provides a quick overview and real-time status of:

- Mineral allocation and consumption,
- Payment status,
- Transportation-related documentation (MM-11),
- And current balance quantities.

1.1.4 Overview Of Lessee Dashboard

S#	Field / Section Name	Description
1	Application Search Dropdown	Allows the user (Lessee) to select and filter based on specific Lessee IDs.
2	No. of MM-11	Displays the total number of MM-11 forms generated by the lessee.
3	MM-11 Transported	Shows how many MM-11 forms have been used for actual transportation of minerals.
4	Allotted Quantity (EC)	Displays the Environment Clearance (EC) approved quantity allotted to the lessee (in tons).
5	Payment Made for Quantity	Indicates the quantity (in tons) against which payment has already been made.
6	Balance Quantity for Transportation	Represents the remaining quantity (in tons) available for transportation after deductions.
7	No. of Paid Installments	Showshow many payment installments have been successfully made by the lessee.

2.0 Generate Challan



Purpose

- The **"Generate Challan"** feature allows a **Lessee** to:
- Officially generate a **payment challan** against their **mining lease** or **quantity allocation**.
- Ensure **pre-payment validation** before proceeding to issue **MM-11** or **Form-K** documents for mineral transportation.
- Maintain transparency and accountability for the **quantity of minerals extracted** and the **government fees paid**.
- Create a **record of financial transactions** linked to the allotted environmental clearance (EC) quantity.

2.1 Navigation

Click Master Entries & Select Generate Challan

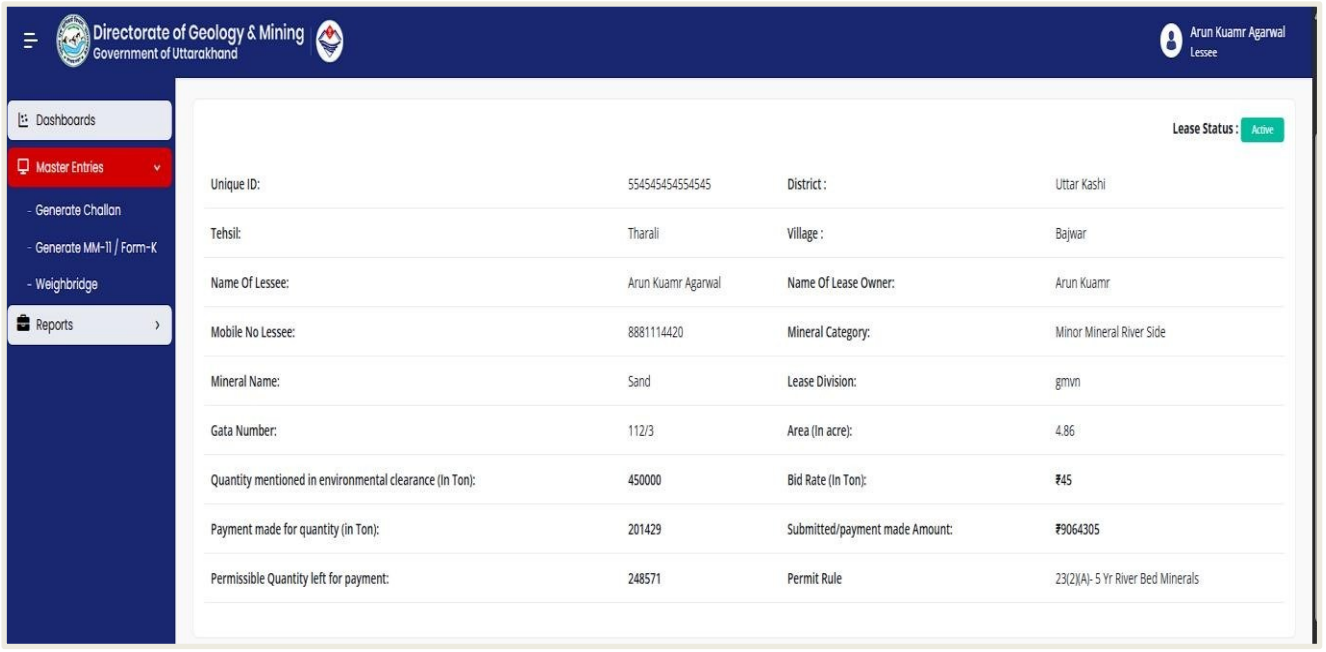
2.1.1 Generate Challan – Lessee Panel

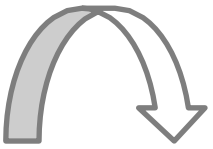
S#	Field / Button	Description
1	Master Entries > Generate Challan	Navigation option from the sidebar menu under "Master Entries".
2	Select Lessee ID*	Dropdown field to select the respective Lessee ID. Only eligible IDs linked to the login will be shown.
3	Next Step (after selection)	Upon selection, further challan details (such as quantity, payment info, etc.) will appear based on the system's configuration.

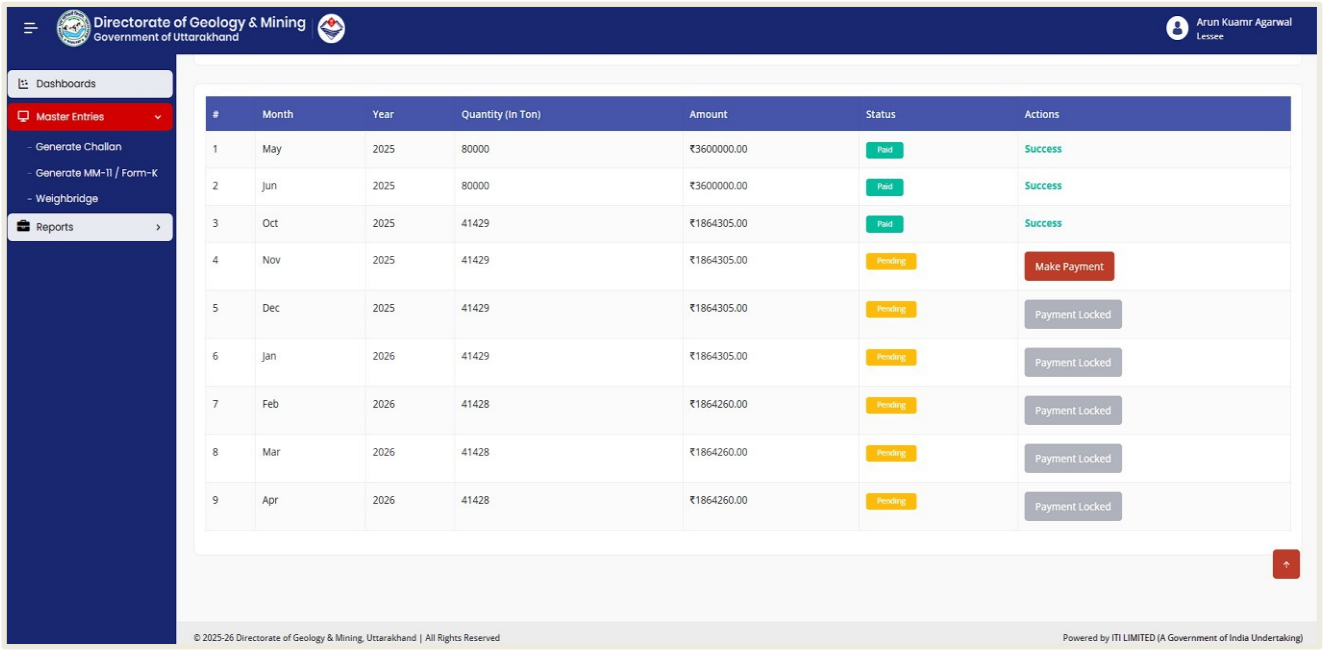
Notes

- Fields marked with * are **mandatory**.
- Selecting the correct Lessee ID is crucial for linking the challan to the proper mining lease and quantity.
- The challan must be generated **before creating MM-11** or initiating transport.

Then click on **"Select Lessee ID"**.







Purpose

This module enables lessees to generate **challans for mineral** and subsequently create the **MM-11/Form-K** document as per compliance under environmental clearance, royalty payment, and transport permissions.

2.1.2 Challan & MM-11/Form-K Generation

S#	Section	Action	Details/Fields	Remarks
1	Login	Login as **Lessee**	Username & Password	Ensure credentials are valid
2	Navigate	Click **Master Entries** on the left menu	Then select **Generate Challan**	
3	Generate Challan	Select **Lessee ID** from dropdown	e.g., 20250258521474	Required to proceed
4	View Challan Status	Monthly challan table will be shown	Fields: Month, Year, Quantity (in Ton), Amount, Status, Action	
		Status Options:	✓ Paid ☐ Pending A Payment Locked	Locked means earlier dues not cleared
		Action Button:	**Make Payment** or **Success**	
5	Challan Payment Condition	Note on dues	Lessee must clear **all previous challans** before generating new MM-11	Old mineral quantity will **not** be carried forward
6	Navigate to MM-11/Form-K	Click Generate MM-11 / Form-K under Master Entries		
7	Select Lessee	Select Lessee ID to view summary	Displays: EC Quantity Paid Quantity Transported Remaining Quantity Bid Rate Amount Paid	Required for validation
8	Vehicle Validation	Enter **Vehicle Registration No.** and **Security Code**	Then click **Validate Vehicle**	
9	Fill MM-11 Form	Fill all required fields:	- Name of Purchaser - Name, Mobile No., DL No. of Driver - Security Paper No. - Quantity - Royalty, Cess - Destination Details	All marked * are mandatory
10	Submit Form	Click **Generate MM-11**	Once valid, the MM-11 is generated	Cancel button is also available
11	Preview MM-11	After generation, preview displays full details	Lessee Info, Gata No., Area, Bid Rate, Mineral Type, District, Tehsil, Status (e.g., **Active**)	Can be printed or saved as record

2.1.3 Monthly Challan Payment Status Table

S#	Column	Explanation
1	#	Serial number of the month-wise entry.
2	Month / Year	Indicates the month and year for which challan is generated.
3	Quantity (In Ton)	How much mineral quantity (in metric tons) is allowed or entered for that month.
4	Amount	Amount to be paid or already paid for the mentioned quantity (in ₹).
5	Status	- **Paid (Green)**: Payment is completed for that month. - **Pending (Yellow)**: Payment is due. - **Payment Locked (Grey)**: Cannot pay yet.
6	Action	- **Success**: Payment done successfully. - **Make Payment**: Payment can be initiated. - **Payment Locked**: Action disabled until dues cleared.

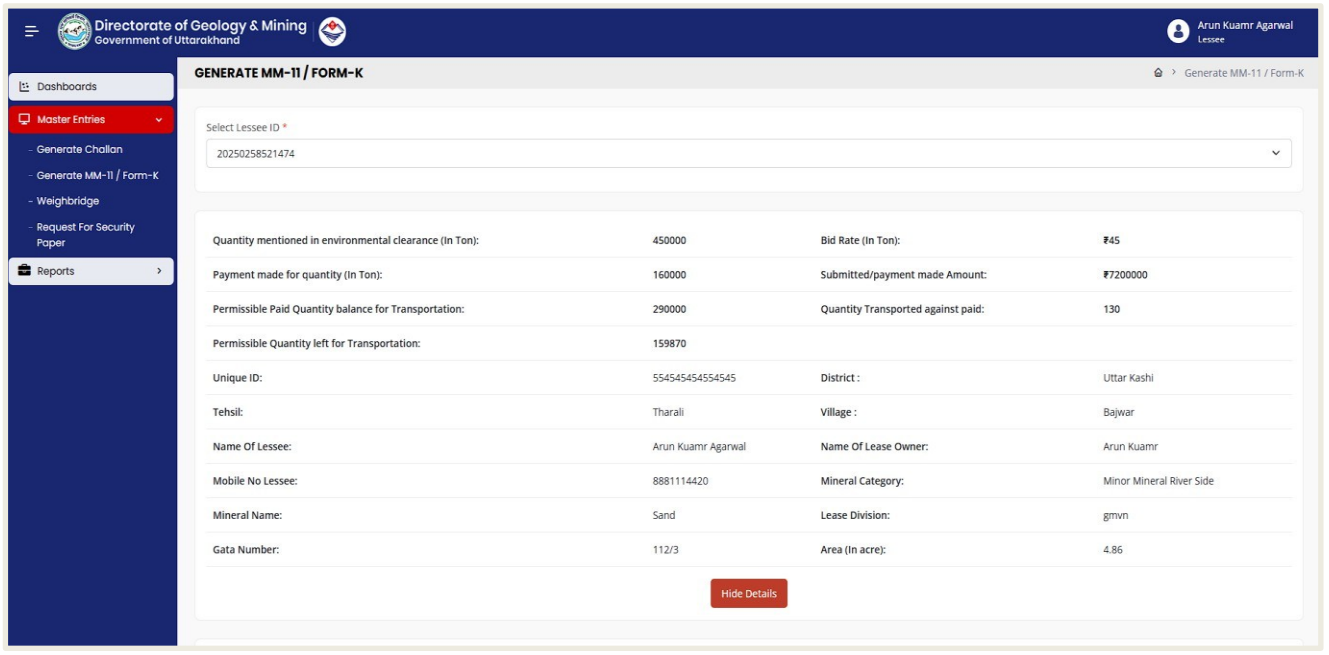
2.1.4 Lessee Profile Details

S#	Field	Explanation
1	Unique ID	A unique code assigned to the lessee.
2	Tehsil / District / Village	Administrative area where the lease location exists.
3	Name of Lessee / Lease Owner	Name of the person or entity that owns the lease rights.
4	Mobile No. Lessee	Contact number of the lessee.
	Mineral Name / Category	What mineral is being extracted (e.g., Sand) and whether it is Minor or Major mineral.
	Gata Number	Land plot number where mining is permitted.
5	Area (In Acre)	Total land area (in acres) allotted for mining.
6	Environmental Clearance Quantity	Total quantity approved under environmental clearance (e.g., 450000 Tons).
7	Bid Rate (Per Ton)	Rate per metric ton (e.g., ₹45).
8	Payment Made for Quantity (Ton)	Quantity already paid for in tons (e.g., 201429 Tons).
9	Total Amount Paid	Total money paid (e.g., ₹9064305).
10	Permissible Quantity Left	How much quantity is left for which MM-11 can still be generated (e.g., 248571 Tons).
11	Permit Rule	The legal rule under which the lease is granted (e.g., 23(2)(A)-5 Yr River Bed Minerals).
12	Lease Status	Shows if the lease is currently **Active** or not.

2.1.5 Status Button Explanation

S#	Status Label	Meaning
1	✓ Paid	Challan payment successful
2	□ Pending	Payment still due
3	A Payment Locked	Cannot proceed until previous dues cleared
4	✓ Success	MM-11 generation successful

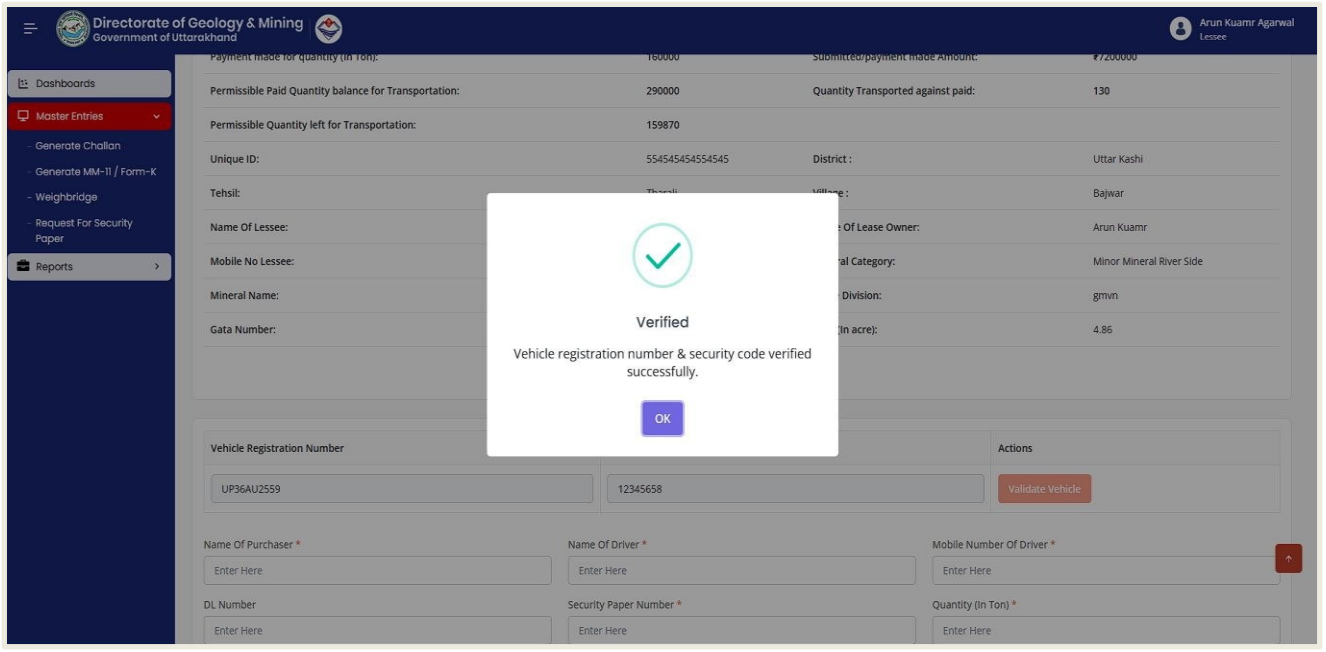
3.0 Genrate MM-11/Form-K



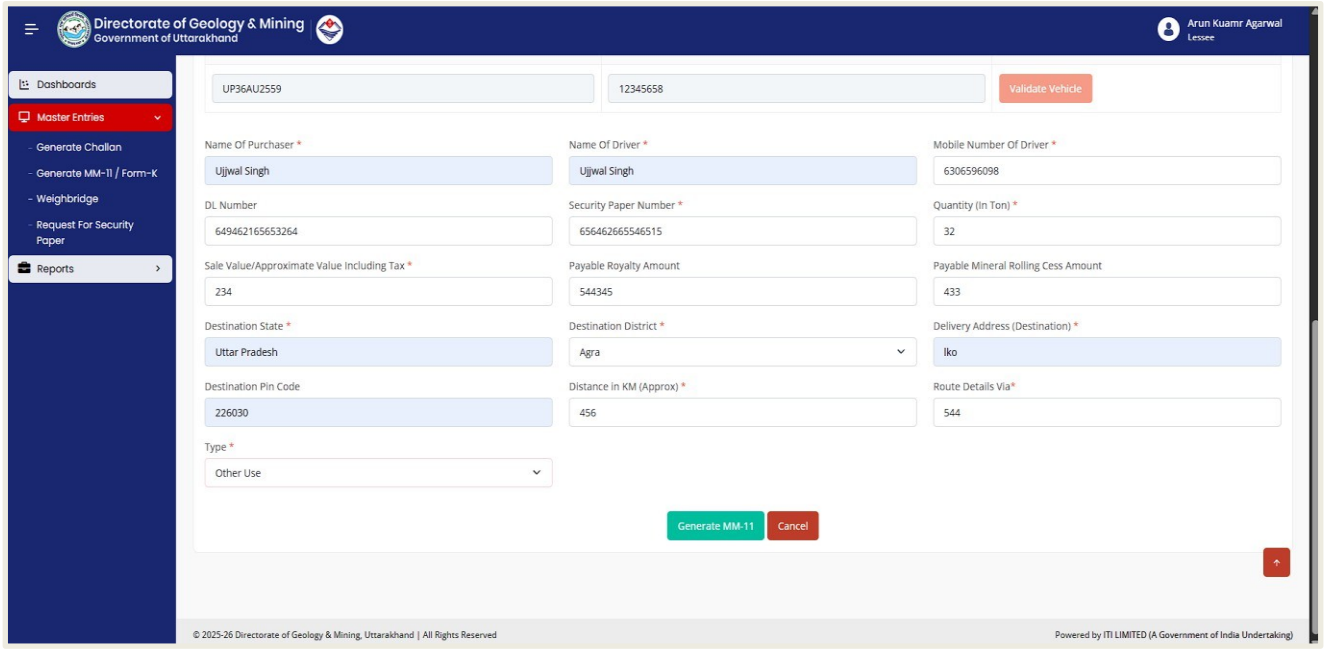
3.1 Naviagtion

Click Master Entries & Select Generate MM-11/Form-K

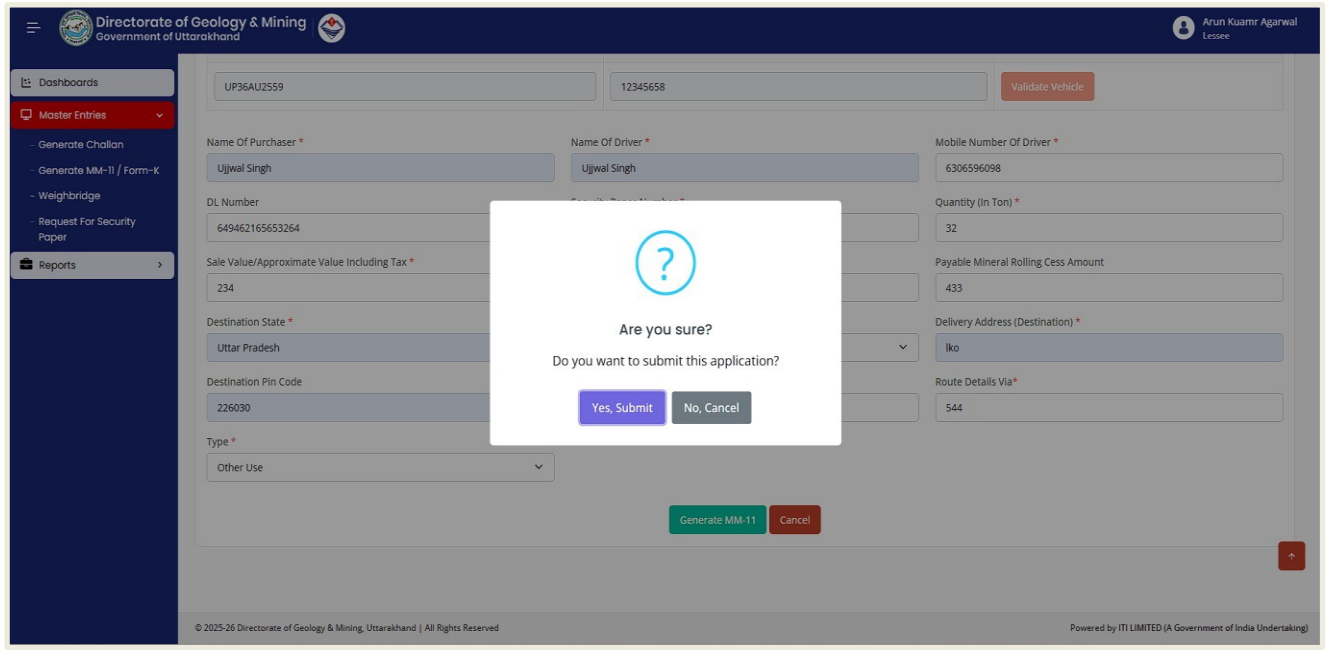
Enter vehicle number and click validate button



Fill MM-11 form and click Generate MM-11 form



After that click Yes Submit or No, Cancel



Then generate MM-11 form

Purpose

generate MM-11 / Form-K for legal transportation of mined minerals.

Go to 'Generate MM-11 / Form-K' Section

- In the Left Sidebar menu, under **Master Entries**, click on **Generate MM-11 / Form-K**.

Select Lessee ID

- Enter or select your **LesseeID**.
  Example: 20250258521474.
- System will automatically fetch the details:
- Quantity mentioned in environmental clearance: 450000 (Ton)
- Payment made for quantity: 160000 (Ton)
- Permissible Paid Quantity balance: 290000 (Ton)
- Quantity transported against paid: 130 (Ton)
- Permissible Quantity left: 159870 (Ton)
- Bid Rate, Paid Amount, Unique ID, Tehsil, Village, Owner Name, Mobile, Mineral Type, Lease Division, Area, etc.

Vehicle Verification

- Enter following fields:
- **Vehicle Registration Number:** e.g., UP36AU2559
- **Security Code:** e.g., 12345658
- Click **Validate Vehicle** button.
- If the data is correct, system will show **"Vehicle registration number & security code verified successfully."**
- Click **OK** to proceed.

3.1.1 Fill MM-11 Form Details

S#	Field	Value Example
1	Name of Purchaser	Ujjwal Singh
2	DL Number	649462165653264
3	Name of Driver	Ujjwal Singh
4	Mobile No. of Driver	630xxxxx098
5	Security Paper Number	656462665546515
6	Quantity (In Ton)	32
7	Payable Royalty Amount	₹544345
8	Sale Value (Including Tax)	₹234
9	Mineral Rolling Cess Amount	₹433
10	Destination State	Uttar Pradesh
11	Destination District	Agra
12	Destination Pin Code	226030
13	Delivery Address	lko
14	Distance (KM Approx.)	456
15	Route Details Via	544
16	Type	Other Use

Submit Application

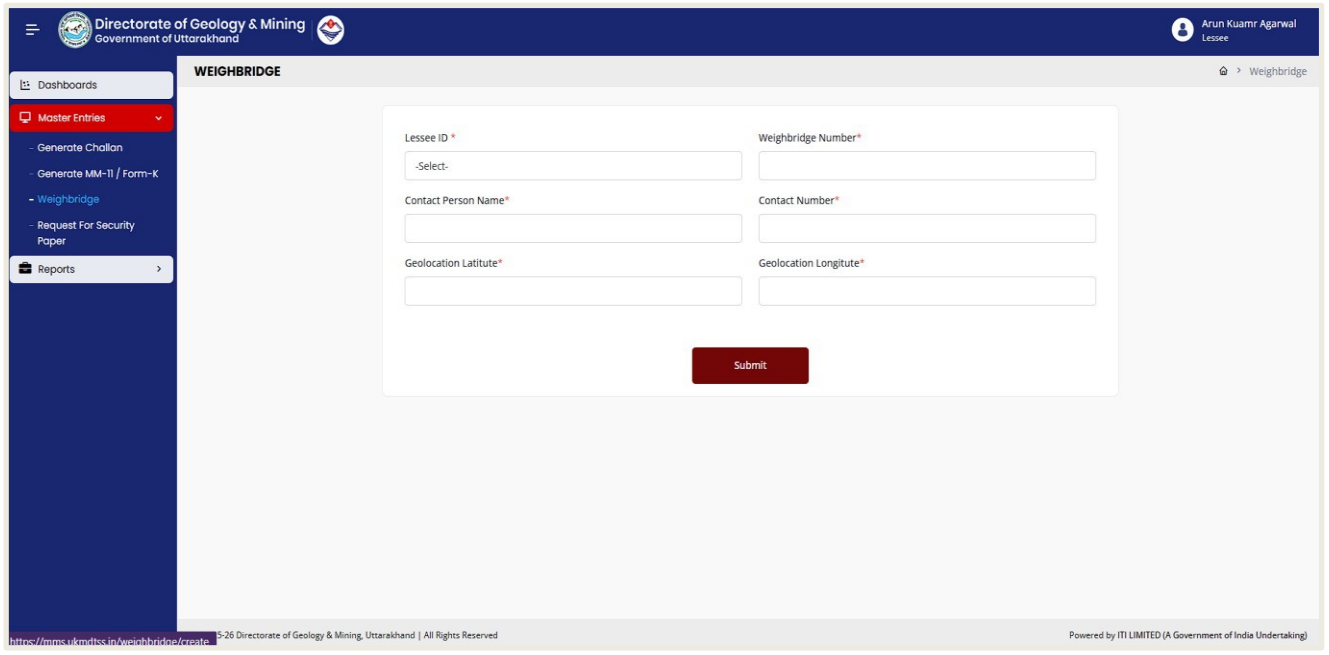
- After entering all required fields, click **Generate MM-11**.
- System will ask for confirmation:
- **Are you sure? Do you want to submit this application?**
- Click **Yes, Submit** to proceed.

MM-11 Generated Successfully

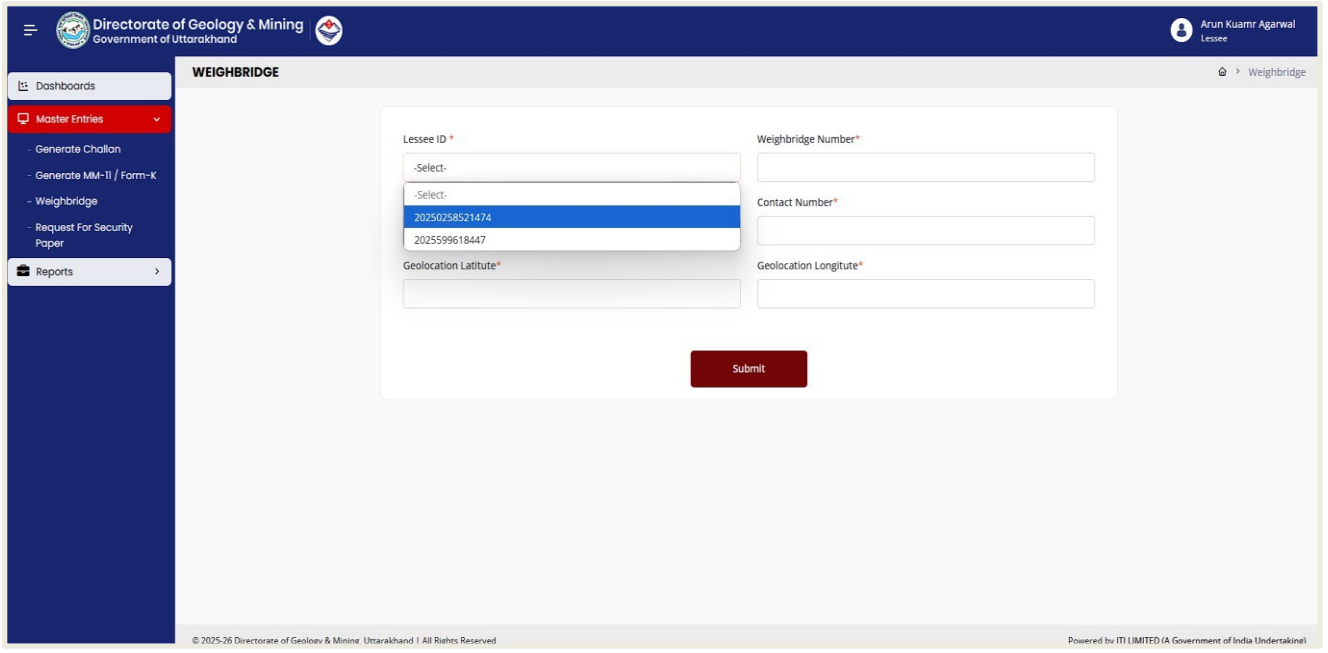
- Once submitted, system will generate MM-11 Form.
- All details like:
- Owner Name: Arun Kuamr Agarwal
- Purchaser Name: Ujjwal Singh
- Quantity, Royalty, Tax, Vehicle details, etc.
- The MM-11 certificate will include:
- Form Number
- GSTIN
- Registration No.
- Delivery Address
- Loading Details
- Travel Duration
- Valid Upto Date
- QR Code for validation.

Example Form ID: OM21474381414

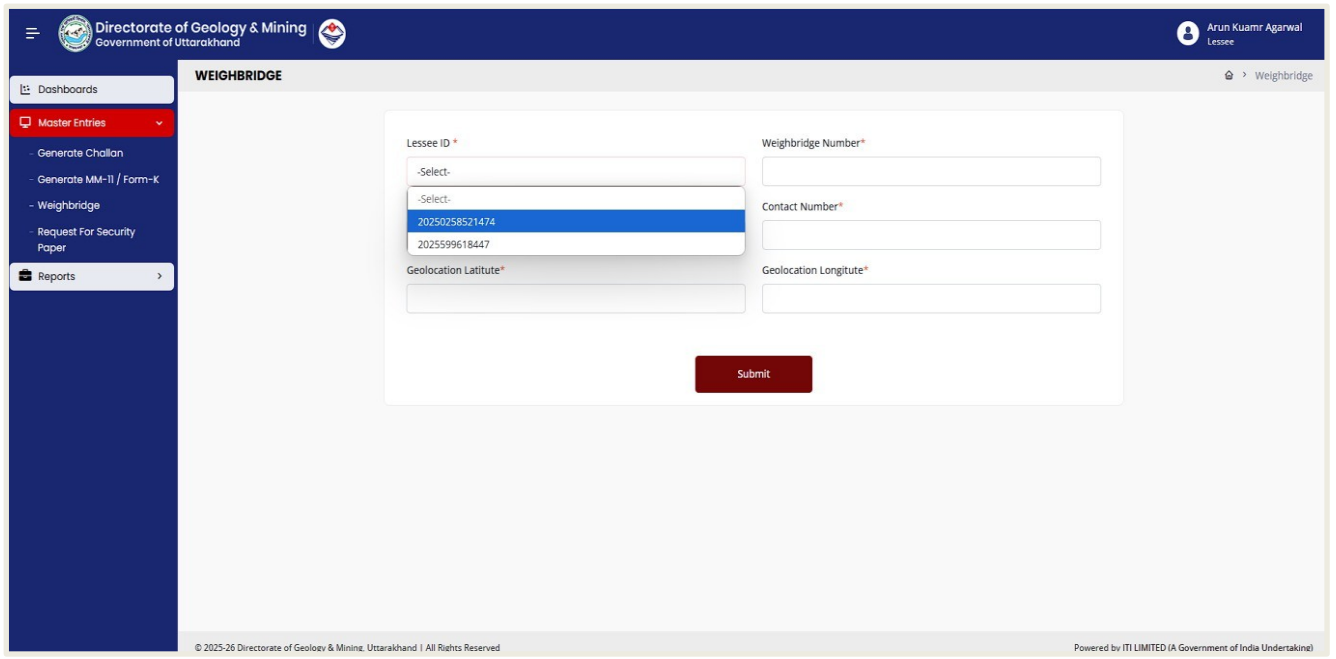
4.0 Weighbridge

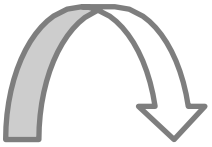


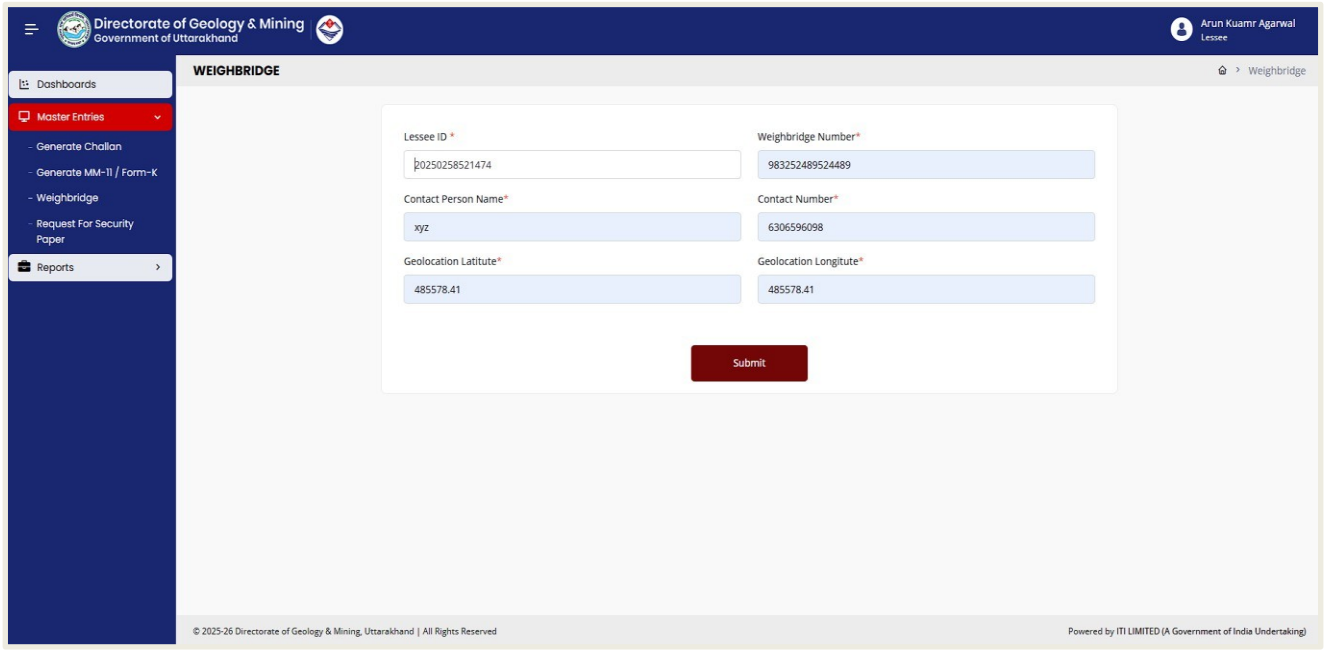
Then select Lessee ID



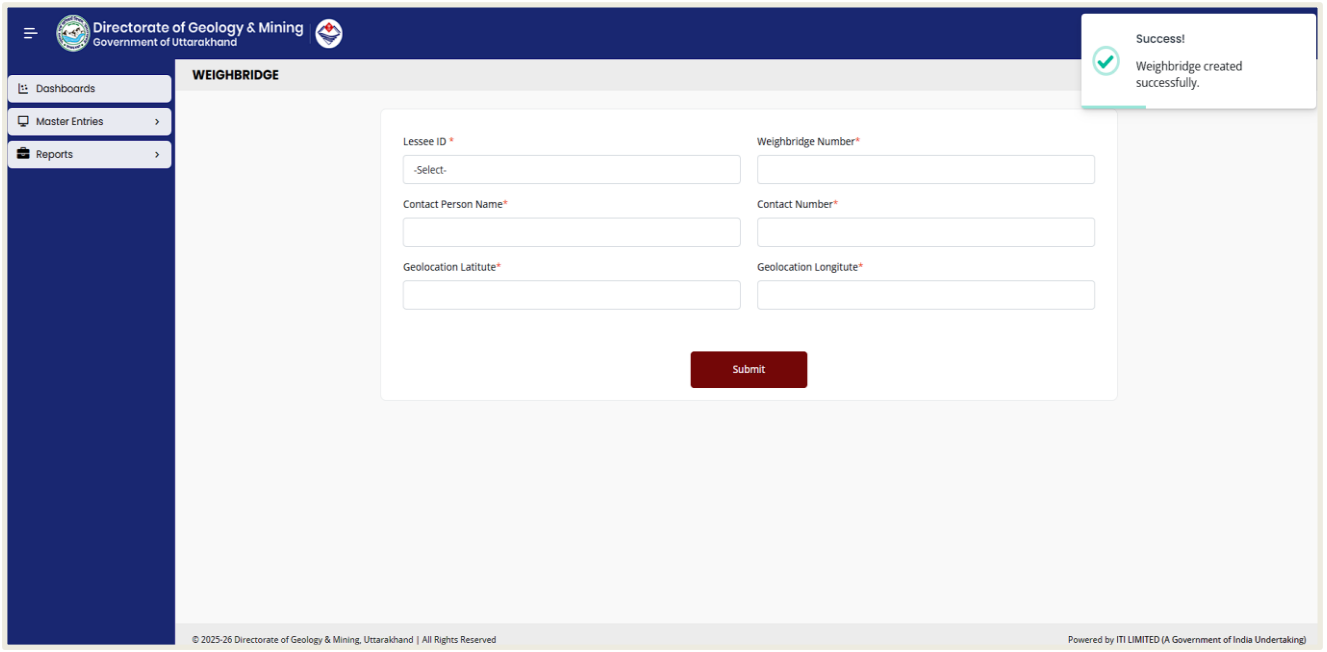
After that fill form







Then click Submit Button



Purpose

To register, manage, and map weighbridges for mineral transportation monitoring. Weighbridge entries are mandatory to monitor actual weight of minerals transported.

4.1 Access Weighbridge Module

In the Left Sidebar under Master Entries, click on Weighbridge.

4.1.1 Fill Weighbridge Registration Form

S#	Field	Description
1	Lessee ID	Select from dropdown list (e.g., 20250258521474)
2	Weighbridge Number	Unique Weighbridge ID (e.g., 983252489524489)
3	Contact Person Name	Contact person handling weighbridge (e.g., xyz)
4	Contact Number	Valid contact number (e.g., 6306596098)
5	Geolocation Latitude	Latitude coordinate (e.g., 485578.41)
6	Geolocation Longitude	Longitude coordinate (e.g., 485578.41)

Submit Weighbridge Registration

- After filling the details, click on **Submit** button.
- If data is correctly entered, system will show message:

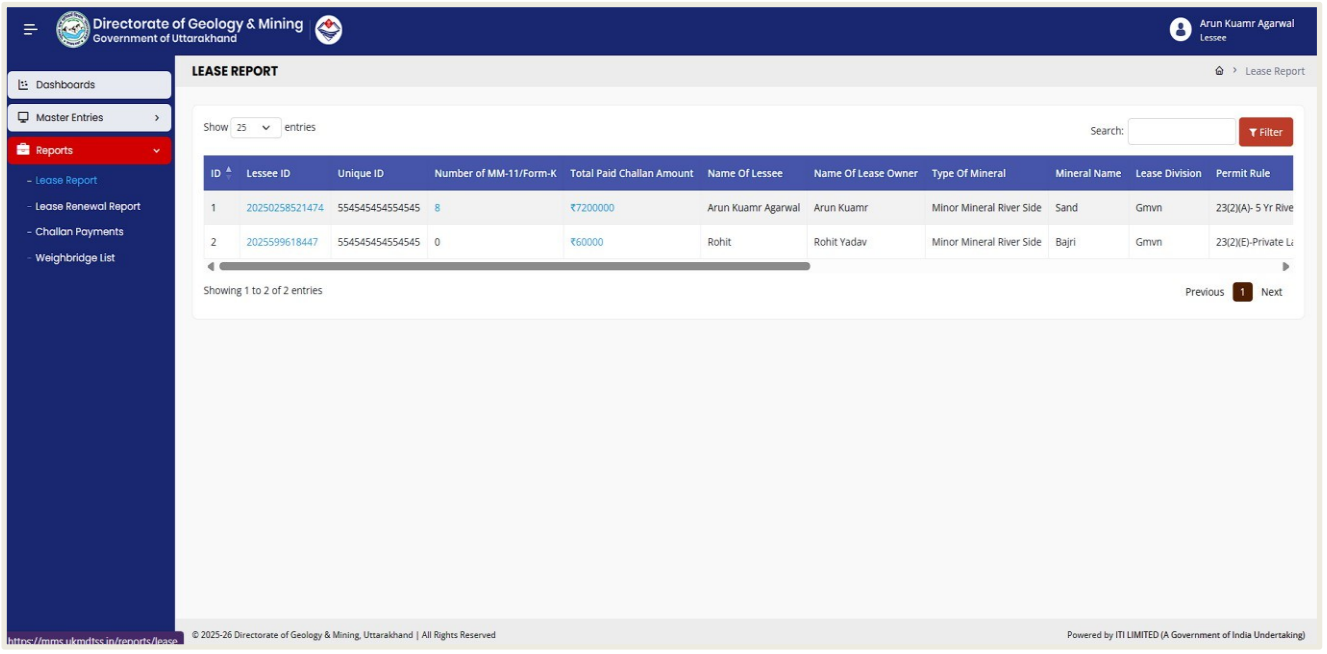
✓ **"Success! Weighbridge created successfully."**

Note

Sometimes, the lessee's own weighbridge may stop working due to repair, maintenance, or technical issues. In that case, follow these simple steps:

- The lessee needs to request permission from the department to use a different authorized weighbridge.
- The department officer will check and approve the request.
- Once approved, this new weighbridge will be temporarily linked (mapped) to the lessee's account. Now, transactions can be done using this alternate weighbridge.
- After the lessee's original weighbridge is fixed and ready, it will be linked back to the account for regular use.

5.0 Lessee Report

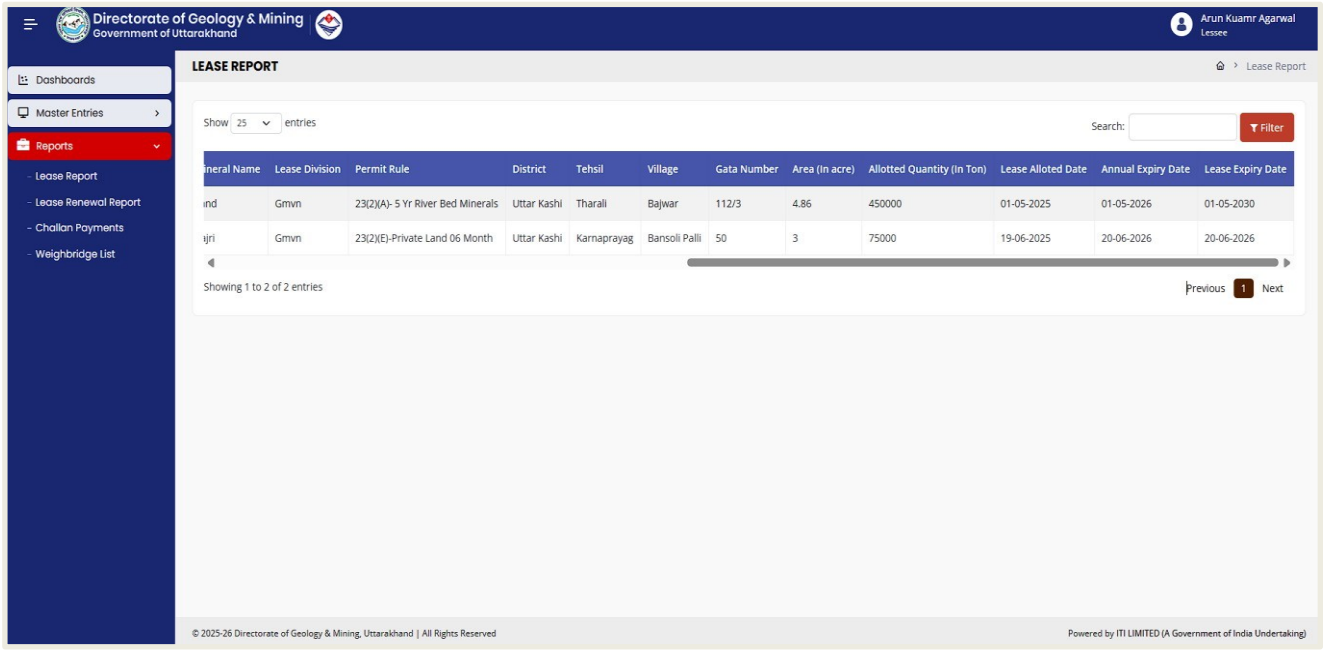


5.1 Navigation

In the Left Sidebar under Report, click on Lease Report

Viewing Lessee Details and Payment Information

- After opening the **Lease Report**, click on any **Lessee ID**.
- The system will display complete details of that particular lessee, including lease information, allotted quantities, and lease validity.
- To view payment details, click on the value shown under **Total Paid Challan Amount**.
- The system will open a detailed list of all challans submitted, including payment dates, amounts, bid rates, and paid quantities.


Directorate of Geology & Mining
Government of Uttarakhand
Arun Kuamr Agarwal
Lessee
Dashboards
Master Entries
Reports
Lease Report
Lease Renewal Report
Challan Payments
Weighbridge List
LEASE REPORT
Lease Report
Show 25 entries
Search:
Filter
ineral Name | Lease Division | Permit Rule | District | Tehsil | Village | Gata Number | Area (In acre) | Allotted Quantity (In Ton) | Lease Alloted Date | Annual Expiry Date | Lease Expiry Date
ınd | Gmvn | 23(2)(A)- 5 Yr River Bed Minerals | Uttar Kashi | Tharali | Bajwar | 112/3 | 4.86 | 450000 | 01-05-2025 | 01-05-2026 | 01-05-2030
ıjri | Gmvn | 23(2)(E)-Private Land 06 Month | Uttar Kashi | Karnaprayag | Bansoli Palli | 50 | 3 | 75000 | 19-06-2025 | 20-06-2026 | 20-06-2026
Showing 1 to 2 of 2 entries
Previous 1 Next
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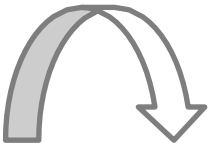
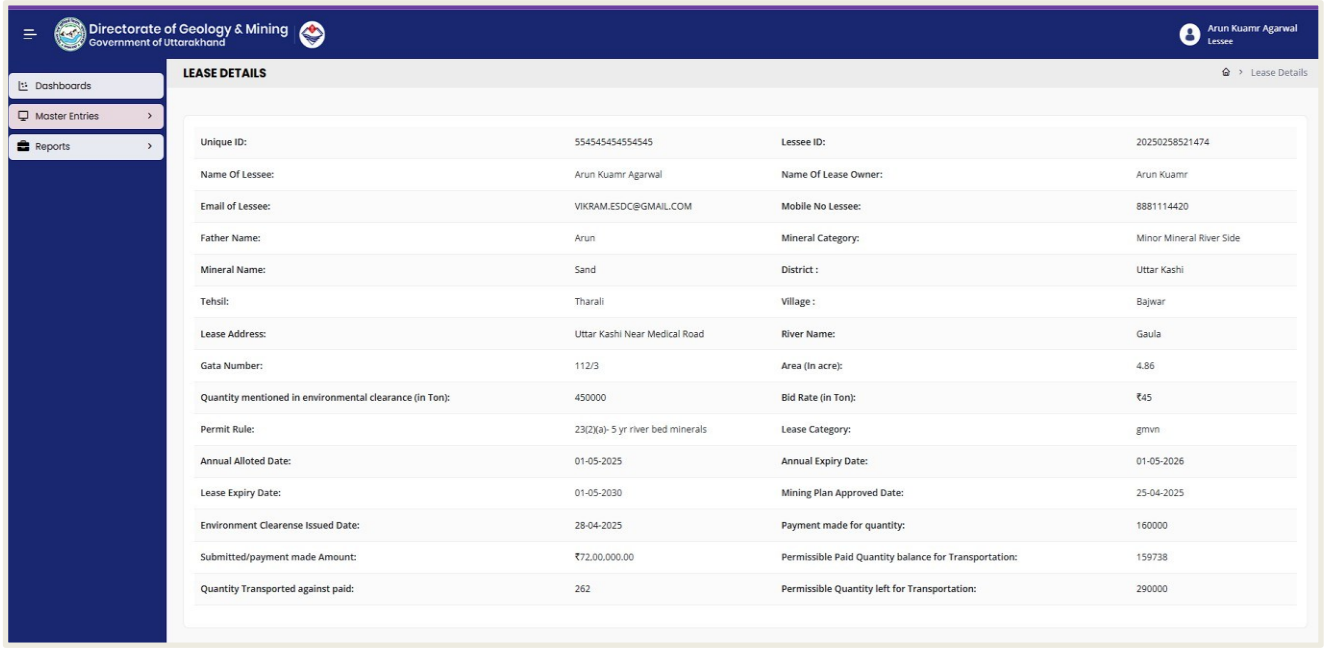
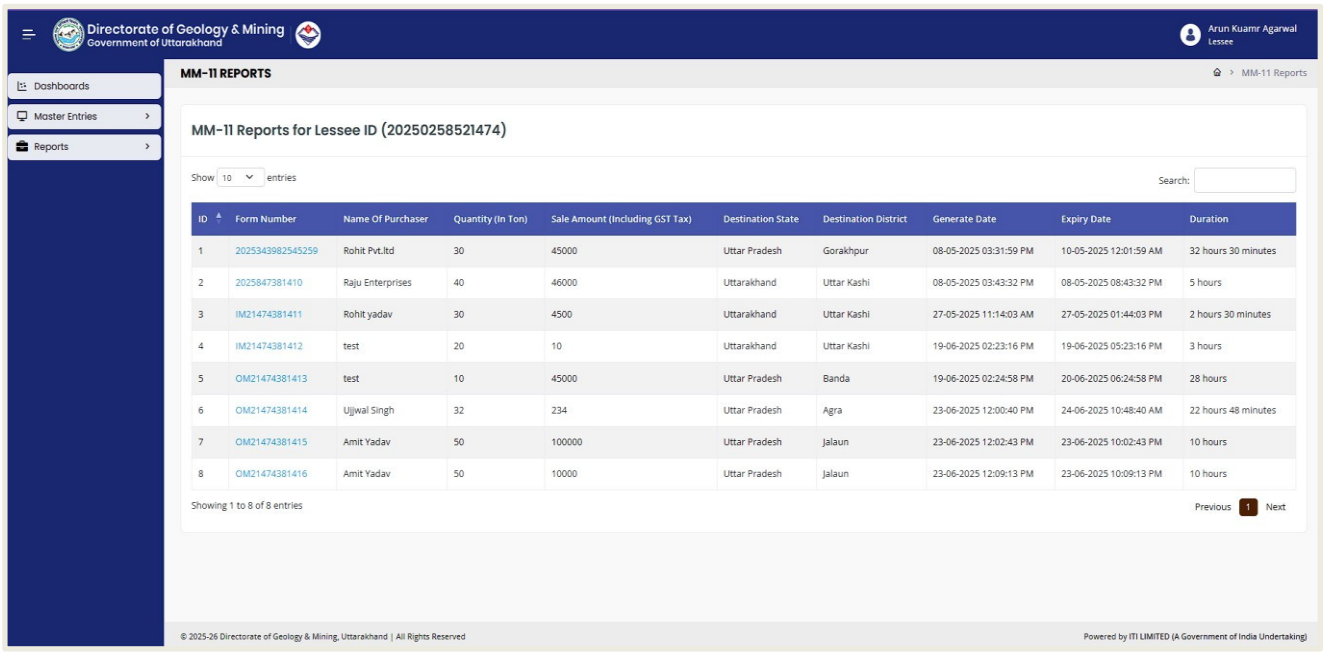



Directorate of Geology & Mining
Government of Uttarakhand
Arun Kuamr Agarwal
Lessee
Dashboards
Master Entries
Reports
LEASE DETAILS
Lease Details
Unique ID: 554545454554545
Lessee ID: 20250258521474
Name Of Lessee: Arun Kuamr Agarwal
Name Of Lease Owner: Arun Kuamr
Email of Lessee: VIKRAM.ESDC@GMAIL.COM
Mobile No Lessee: 8881114420
Father Name: Arun
Mineral Category: Minor Mineral River Side
Mineral Name: Sand
District : Uttar Kashi
Tehsil: Tharali
Village : Bajwar
Lease Address: Uttar Kashi Near Medical Road
River Name: Gaula
Gata Number: 112/3
Area (In acre): 4.86
Quantity mentioned in environmental clearance (in Ton): 450000
Bid Rate (in Ton): ₹45
Permit Rule: 23(2)(a)- 5 yr river bed minerals
Lease Category: gmvn
Annual Alloted Date: 01-05-2025
Annual Expiry Date: 01-05-2026
Lease Expiry Date: 01-05-2030
Mining Plan Approved Date: 25-04-2025
Environment Clearense Issued Date: 28-04-2025
Payment made for quantity: 160000
Submitted/payment made Amount: ₹72,00,000.00
Permissible Paid Quantity balance for Transportation: 159738
Quantity Transported against paid: 262
Permissible Quantity left for Transportation: 290000


Directorate of Geology & Mining
Government of Uttarakhand
Arun Kuamr Agarwal
Lessee
Dashboards
Master Entries
Reports
MM-11 REPORTS
MM-11 Reports
MM-11 Reports for Lessee ID (20250258521474)
Show 10 entries
Search:
ID | Form Number | Name Of Purchaser | Quantity (In Ton) | Sale Amount (Including GST Tax) | Destination State | Destination District | Generate Date | Expiry Date | Duration
1 | 2025343982545259 | Rohit Pvt.ltd | 30 | 45000 | Uttar Pradesh | Gorakhpur | 08-05-2025 03:31:59 PM | 10-05-2025 12:01:59 AM | 32 hours 30 minutes
2 | 2025847381410 | Raju Enterprises | 40 | 46000 | Uttarakhand | Uttar Kashi | 08-05-2025 03:43:32 PM | 08-05-2025 08:43:32 PM | 5 hours
3 | IM21474381411 | Rohit yadav | 30 | 4500 | Uttarakhand | Uttar Kashi | 27-05-2025 11:14:03 AM | 27-05-2025 01:44:03 PM | 2 hours 30 minutes
4 | IM21474381412 | test | 20 | 10 | Uttarakhand | Uttar Kashi | 19-06-2025 02:23:16 PM | 19-06-2025 05:23:16 PM | 3 hours
5 | OM21474381413 | test | 10 | 45000 | Uttar Pradesh | Banda | 19-06-2025 02:24:58 PM | 20-06-2025 06:24:58 PM | 28 hours
6 | OM21474381414 | Ujjwal Singh | 32 | 234 | Uttar Pradesh | Agra | 23-06-2025 12:00:40 PM | 24-06-2025 10:48:40 AM | 22 hours 48 minutes
7 | OM21474381415 | Amit Yadav | 50 | 100000 | Uttar Pradesh | Jalaun | 23-06-2025 12:02:43 PM | 23-06-2025 10:02:43 PM | 10 hours
8 | OM21474381416 | Amit Yadav | 50 | 10000 | Uttar Pradesh | Jalaun | 23-06-2025 12:09:13 PM | 23-06-2025 10:09:13 PM | 10 hours
Showing 1 to 8 of 8 entries
Previous 1 Next
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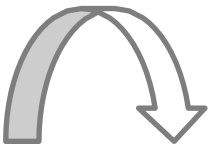

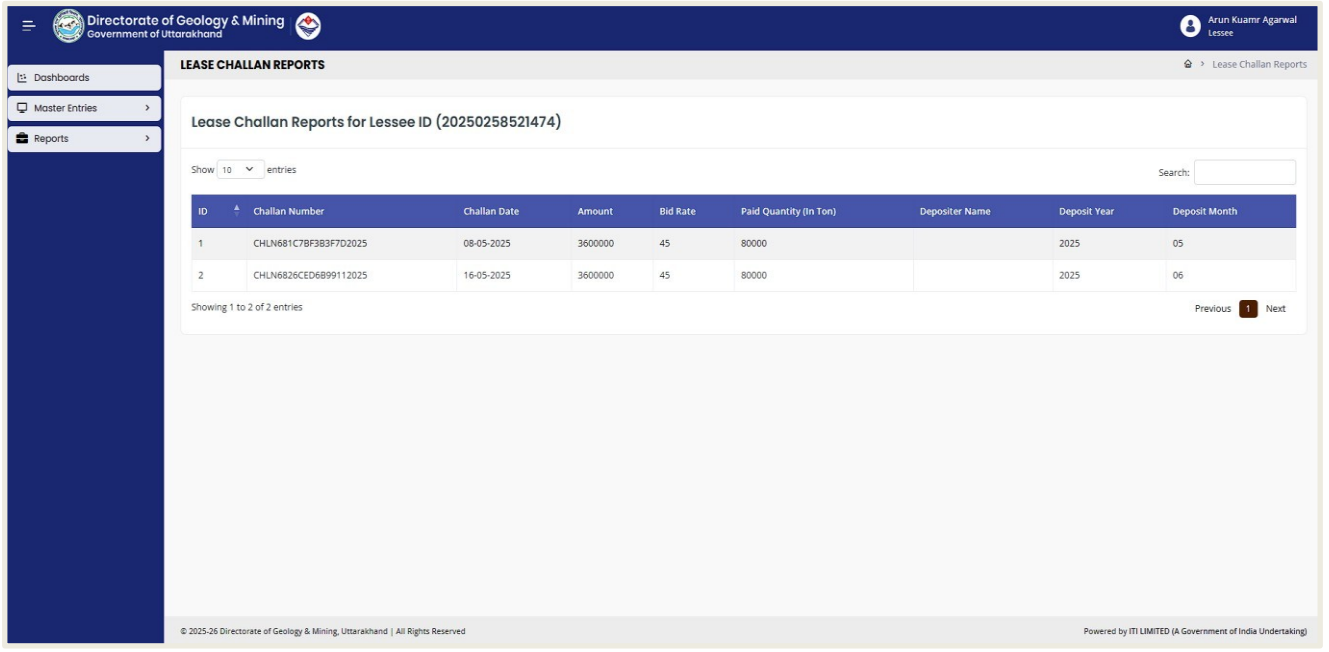
Directorate of Geology & Mining
Government of Uttarakhand
Arun Kuamr Agarwal
Lessee
Dashboards
Master Entries
Reports
LEASE CHALLAN REPORTS
Lease Challan Reports
Lease Challan Reports for Lessee ID (20250258521474)
Show 10 entries
Search:
ID | Challan Number | Challan Date | Amount | Bid Rate | Paid Quantity (In Ton) | Depositer Name | Deposit Year | Deposit Month
1 | CHLN681C7BF3B3F7D2025 | 08-05-2025 | 3600000 | 45 | 80000 | | 2025 | 05
2 | CHLN6826CED6B99112025 | 16-05-2025 | 3600000 | 45 | 80000 | | 2025 | 06
Showing 1 to 2 of 2 entries
Previous 1 Next
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5.1.1 Lease Report

S#	Field	Description
1	Lessee ID	Unique registration ID of lessee
2	Unique ID	Unique lease identifier
3	Number of MM-11	Total MM-11 generated so far
4	Total Paid Challan Amount	Amount paid via challans
5	Name Of Lessee	Lessee's name
6	Name Of Lease Owner	Lease owner's name
7	Mineral Name	Mineral type (e.g., Sand, Bajri)
8	Lease Division	(e.g., GMVN)
9	Permit Rule	Rule applicable (e.g., 5 Yr River Bed, Private Land 6 Month)

5.1.2 Detailed Lease Information

S#	Field	Example
1	Lessee Details	Name, Email, Contact, Father's Name
2	Mineral & Location	Mineral Name, Tehsil, Village, River Name
3	Lease Address	Full address
4	Lease Area	4.86 Acre
5	Gata Number	Plot ID (e.g., 112/3)
6	Allotted Quantity	e.g., 450000 Ton
7	Permit Rule	5 Yr River Bed Minerals
8	Lease Validity	Start Date & Expiry Date
9	Payment Status	Total Paid Challan Amount, Quantity Paid, Quantity Transported

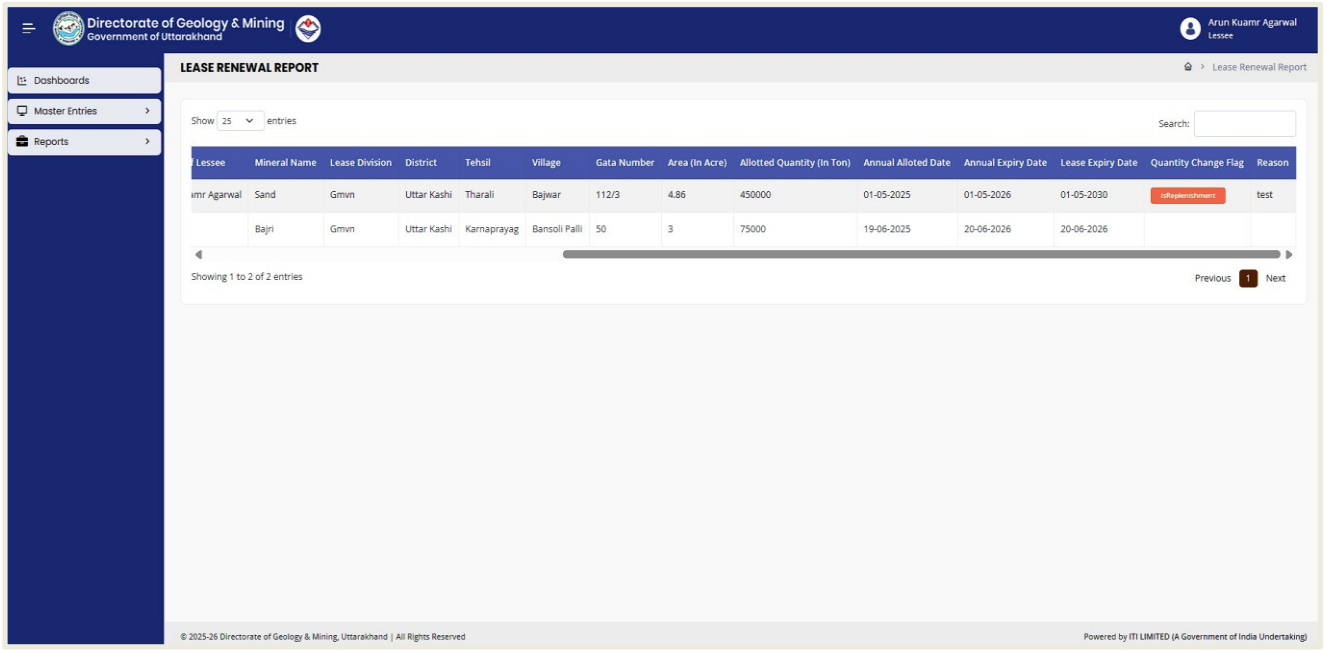
5.1.3 Challan Payments Report

S#	Field	Example
1	Challan Number	CHLN681C7BF3B3F7D2025
2	Challan Date	08-05-2025
3	Amount Paid	₹ 36,00,000
4	Bid Rate	₹ 45
5	Paid Quantity	80,000 Tons
6	Depositor Name	Lessee Name
7	Deposit Year/Month	e.g., May 2025

5.1.4 MM-11 Reports (Transportation Records)

S#	Field	Example
1	Form Number	e.g., OM21474381414
2	Purchaser Name	e.g., Ujjwal Singh, Amit Yadav, etc.
3	Quantity (In Ton)	Quantity transported
4	Sale Amount	Total sale value including GST
5	Destination State/District	Final destination of mineral
6	Generate Date	When MM-11 generated
	Expiry Date	Validity of MM-11
7	Duration	Time allowed for transportation

6.0 Lease Renewal Report



Purpose

This module helps lessees and authorized officers monitor the current lease status, check renewal timelines, and track any changes in allotted quantities due to replenishment or other reasons.

6.1 Navigation

In the Left Sidebar under Report, click on Lease Renewal Report

6.1.1 View Lease Renewal Summary

S#	Field	Description
1	Lessee ID	Unique identification of the lessee
2	Number of MM-11 / Form-K	Total MM-11 generated under this lease
3	Total Paid Challan Amount	Total amount paid via challans
4	Lease Year	Active lease year count
5	Lease Status	Shows whether lease is **Active** or **Inactive**
6	Name of Lessee	Name of lessee
7	Mineral Name	Mineral type (e.g., Sand, Bajri)
8	Lease Division	E.g., GMVN
9	District / Tehsil / Village	Complete location
10	Gata Number	Plot identification number
11	Area (in Acre)	Total leased area
12	Allotted Quantity (in Ton)	Total approved extraction quantity

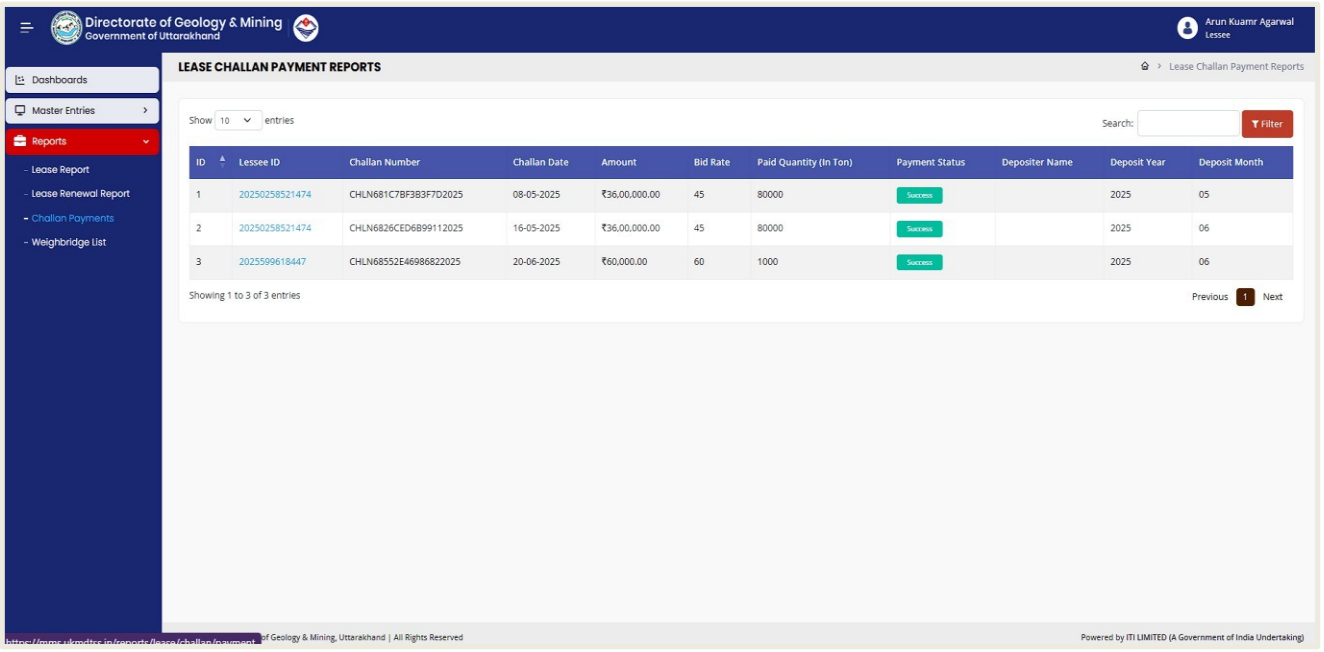
6.1.2 View Detailed Lease Renewal Information

S#	Field	Description
1	Annual Allotment Date	Yearly allotment renewal date
2	Annual Expiry Date	Yearly renewal expiry date
3	Lease Expiry Date	Final lease end date
4	Quantity Change Flag	Status flag indicating if any quantity adjustments happened (e.g., **isReplenishment**)
5	Reason	Any remarks/reasons for change

Special Note on Quantity Change Flag

isReplenishment indicates that additional material is allowed after natural replenishment of riverbed minerals.

7.0 Lease Challan Payment Reports



Purpose

- This module allows lessees and officers to:
- Verify payment records of royalty and fees.
- Track all submitted challans.
- Confirm payment status and quantity paid.
- Ensure proper linkage between challans and MM-11 generation.

7.1 Navigation

In the Left Sidebar under Report, click on Lease Challan Payment

7.1.1 View Challan Payment Details

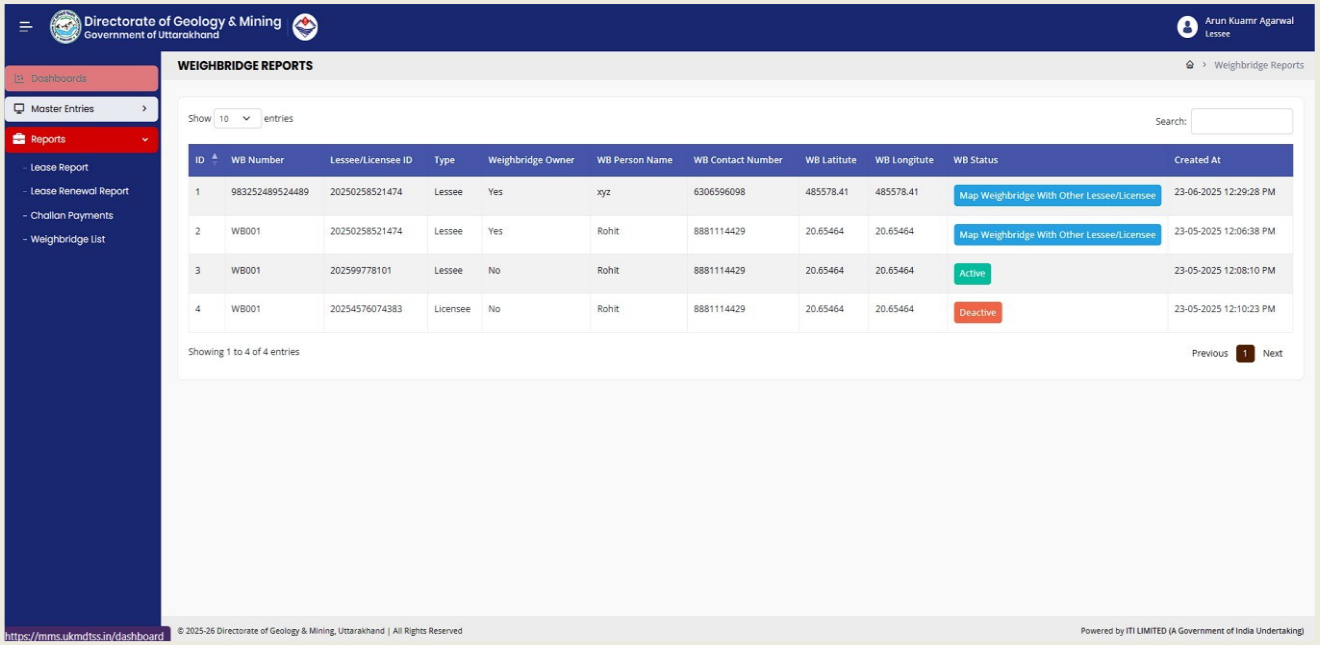
The system displays all payment transactions submitted under different Lessee IDs.

S#	Field	Description
1	Lessee ID	Unique registration ID of lessee
2	Challan Number	Unique payment challan reference number
3	Challan Date	Date of challan submission
4	Amount	Total payment made
5	Bid Rate	Rate per ton agreed for the mineral extraction
6	Paid Quantity (In Ton)	Quantity of mineral paid for
7	Payment Status	Shows if payment was successful (e.g., **Success**)
8	Depositor Name	Name of the person/company who deposited the amount
9	Deposit Year	Year of deposit
10	Deposit Month	Month of deposit

Use Search & Filter Options

- Use **Search Box** or **Filter Button** to quickly find specific challans.
- This is helpful for cross-verification during audits or reconciliation

8.0 WEIGHBRIDGE LIST



Purpose

This module helps users and department officers to:

- View all registered weighbridges.
- Check weighbridge ownership status.
- Manage mapping between weighbridges and lessees/licensees.
- Monitor status (Active, Inactive, or Mapped) of weighbridges.

8.1.1 View Weighbridge Records

S#	Field	Description
1	ID	System generated serial ID
2	WB Number	Unique Weighbridge Number (e.g., `983252489524489`)
3	Lessee/Licensee ID	ID of the linked lessee or licensee
4	Type	Whether linked to **Lessee** or **Licensee**
5	Weighbridge Owner	Yes (Owned by lessee/licensee) or No
6	WB Person Name	Name of the person responsible
7	WB Contact Number	Contact details
8	WB Latitude & Longitude	Exact geo-coordinates of weighbridge location
9	WB Status	Current operational status (Active, Deactive, or Mapping option)
10	Created At	Date & time of record creation

Understanding Weighbridge Status Active:

- Weighbridge is successfully registered, functioning, and assigned to a lessee.

Deactive

- Weighbridge is not operational or temporarily disabled by admin.

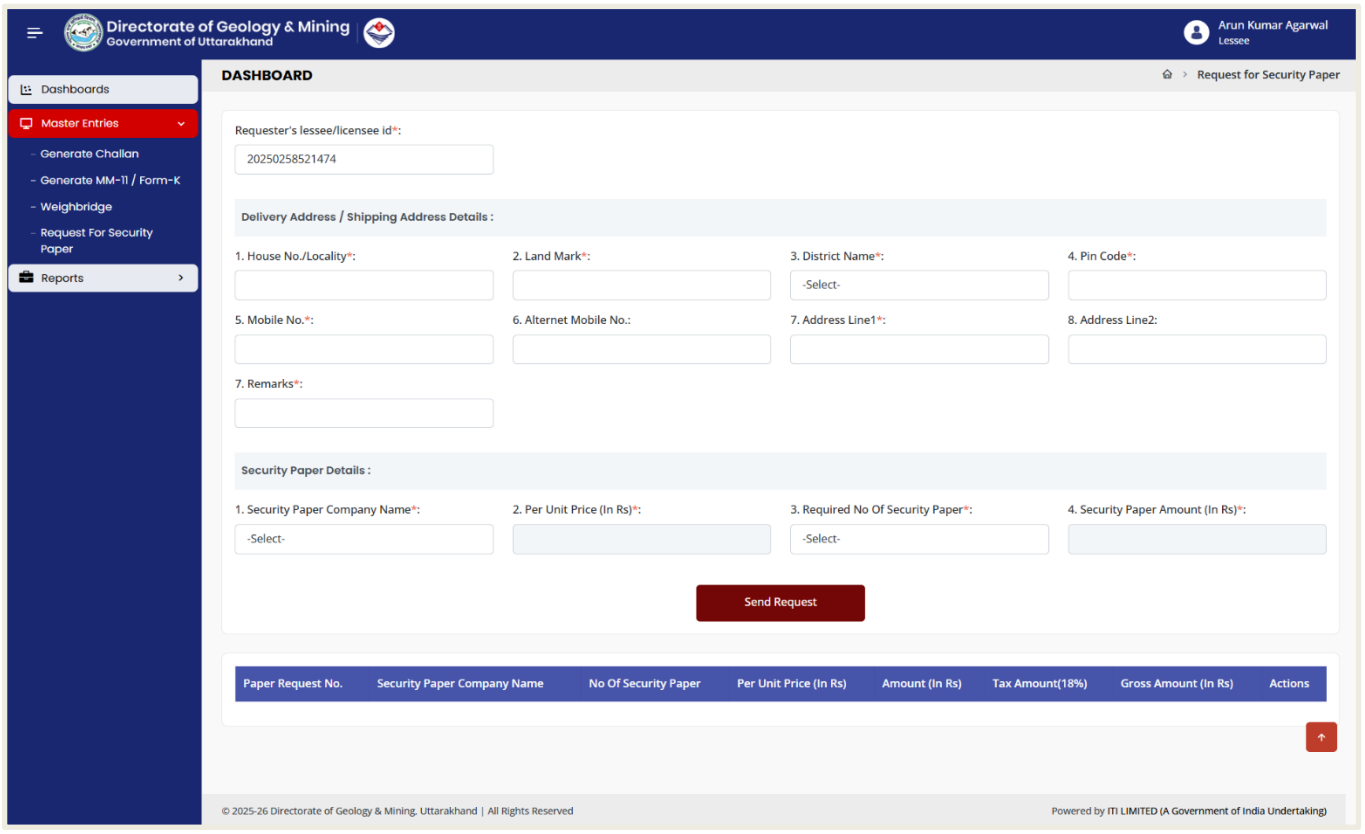
Map Weighbridge With Other Lessee/Licensee:

- This option allows authorized officers to temporarily link the weighbridge with another lessee/licensee (useful when a lessee's primary weighbridge is non-functional).

Mapping Weighbridge with Other Lessee/Licensee When to Use Mapping Option:

- If a lessee's own weighbridge is temporarily unavailable due to maintenance or breakdown.
- To allow smooth continuation of mineral transportation, weighbridge from other lessee/licensee can be temporarily mapped.

9.0 Request for Security Paper



Purpose

This screen allows a Lessee to initiate a formal Security Paper Request by filling out essential details like shipping address and the number/type of security papers needed.

User Flow (Step-by-Step)

1. Lessee Fills the Security Paper Request Form

- Login as a Lessee.
- Navigate to Master Entries → Request For Security Paper.
- Fill in the form with two major sections:
  - Shipping Address / Delivery Details
  - Security Paper Details
- Click on Send Request button.

System stores this request and makes it visible to the DMO (District Mining Officer) for review.

2. DMO Receives and Approves the Request

- DMO logs in to their panel.
- The submitted request appears under their dashboard for approval.
- After review, DMO approves the request.

3. Payment Option Appears on Lessee Panel

- Once approved, the Lessee logs in again.
- The payment option becomes visible for the approved security paper request Lessee proceeds to make the payment online.

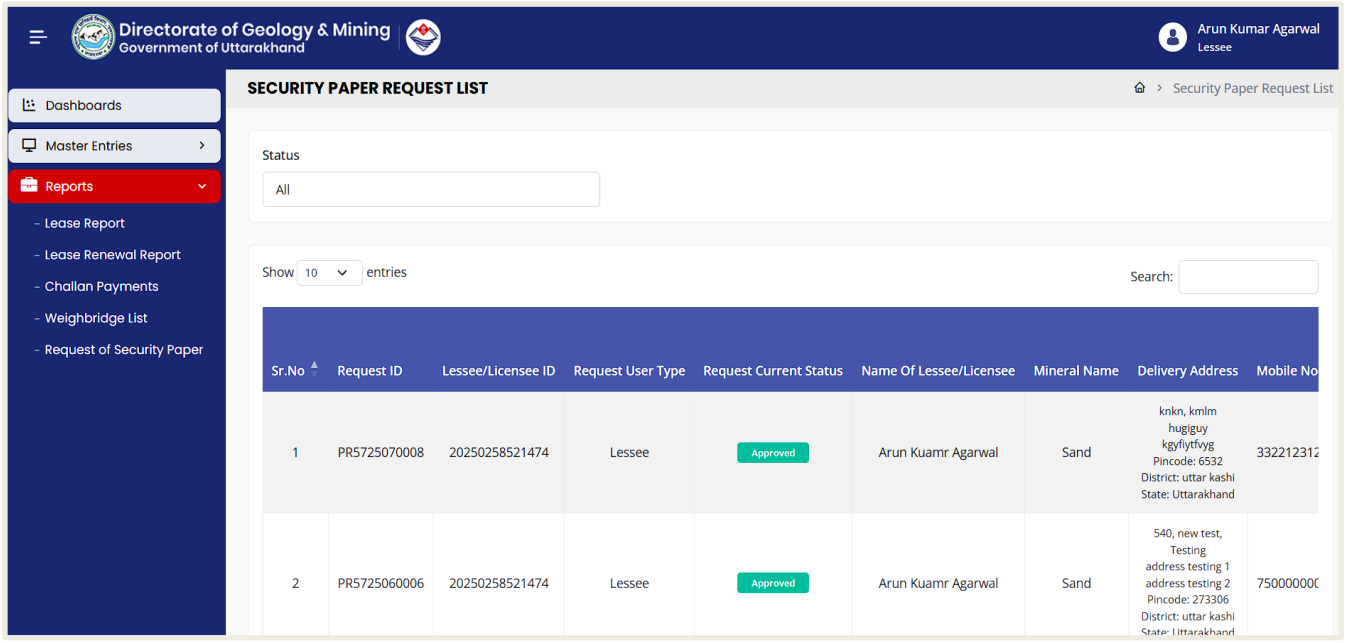
4. Request Forwarded to Security Paper Seller

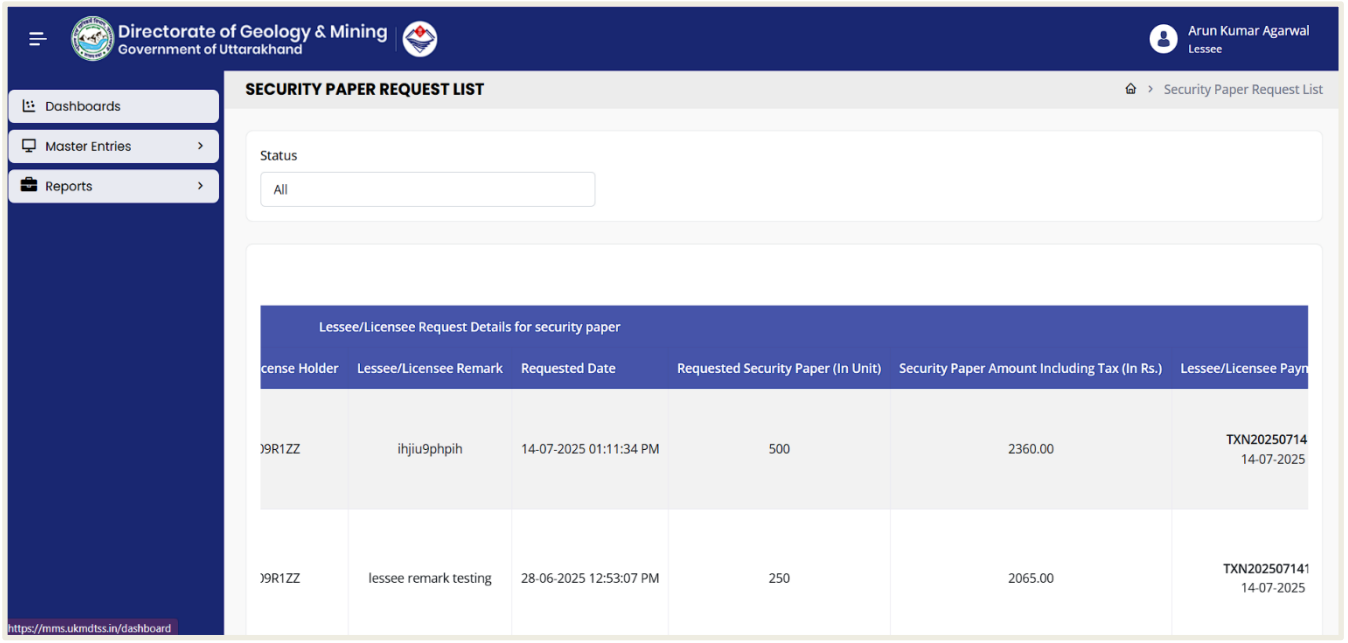
- After successful payment, the system **automatically forwards the request** to the respective **Security Paper Company (Seller)**.
- Seller can then proceed to **fulfill the request** based on details provided.

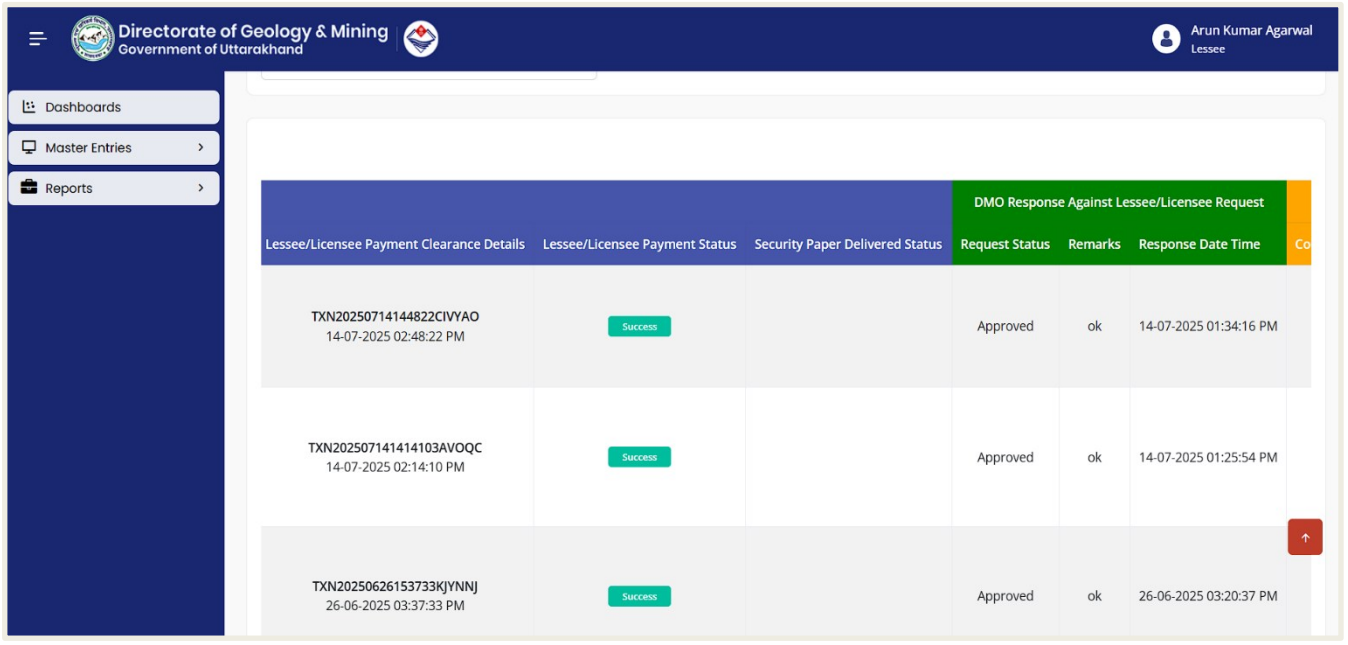
9.1 Key Sections on the Screen

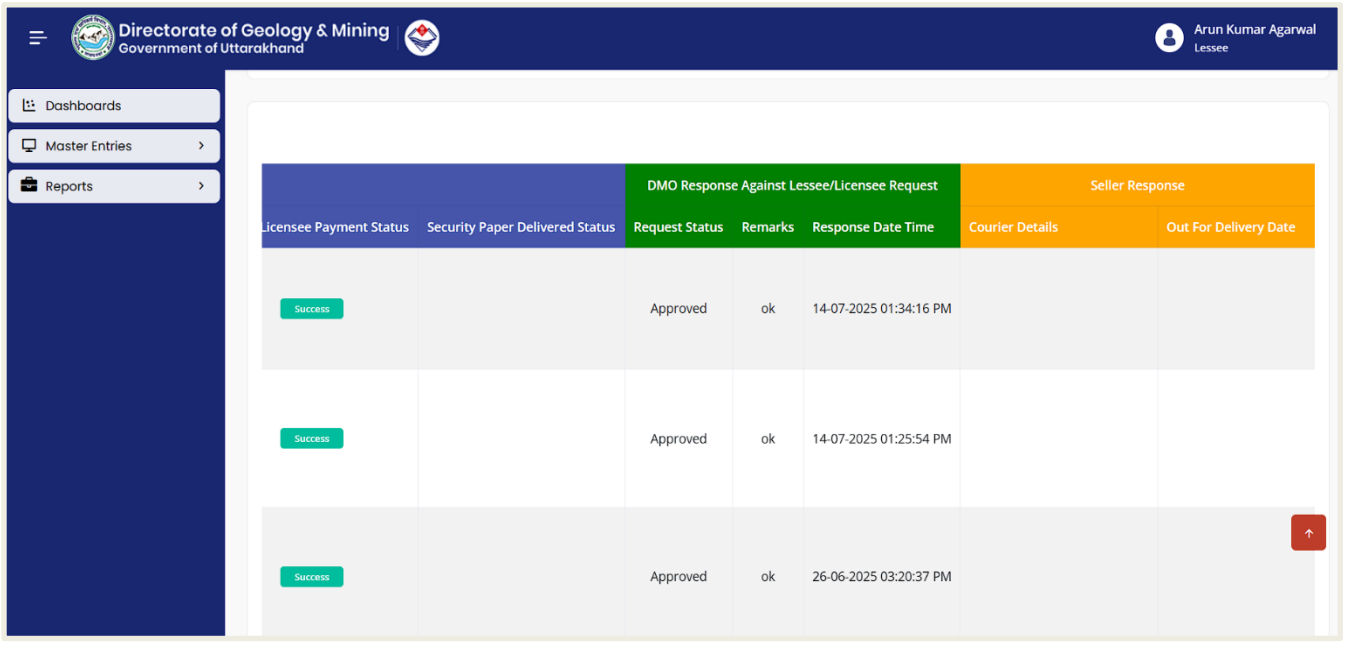
S#	Section	Field Name	Purpose / Description
1	Delivery Address / Shipping Detail	House No. / Locality	Exact location of the Lessee for delivery of security paper
		Land Mark	Nearby known point to assist in locating the address
		District Name	Dropdown to select the district of delivery
		Pin Code	Postal code of the delivery address
		Mobile No.	Primary contact number of the Lessee
		Alternate Mobile No.	Secondary contact number (optional)
		Address Line 1	Main part of the address
		Address Line 2	Additional address information (optional)
		Remarks	Any specific notes or instructions related to the delivery
2	Security Paper Details	Security Paper Company Name	Dropdown to select from authorized security paper providers
		Per Unit Price (in Rs)	Unit price of one security paper
		Required No. of Security Paper	Quantity of security papers requested
		Security Paper Amount (in Rs)	Total price calculated (Unit Price × Quantity)
3	Action Button	Send Request	Submits the request to the DMO for approval
4	Request Summary Table	Paper Request No.	Unique request number for tracking
		Security Paper Company Name	Name of the selected vendor
		No. of Security Paper	Quantity requested
		Per Unit Price (in Rs)	Price per security paper
		Amount (in Rs)	Total cost before tax
		Tax Amount (18%)	GST or applicable tax calculated on total
		Gross Amount (in Rs)	Final amount including tax
		Actions	Button to proceed with payment or view details

10.0 Request for Security Paper









10.1 User Flow

Systematic Flow for Report Tracking:

1. Navigate to Reports → Request of Security Paper
   - Lessee can view a list of all requests made for security papers.
   - This includes their statuses, payment info, delivery tracking, and responses from DMO & seller.
2. View Request List
   - Displays request-wise summary: Request ID, Status (Approved), Address, Contact, etc.
3. Click to View More Details

- Expanded view shows: GST No., Remarks, Request Date, Requested Quantity, Amount, Payment Info.

4. Payment Clearance & Delivery Status
   - Displays if the payment is done (Success), and whether the security paper is delivered.
5. DMO and Seller Response Tracking
   - Includes official DMO approval, remarks, and seller's dispatch details (courier & delivery date).

10.1.1 Security Paper Request Summary Table

S#	Field Name	Purpose / Description
1	Lessee/Licensee Payment Txn No.	Unique transaction ID of the payment
2	Lessee/Licensee Payment Status	Payment result status (e.g., Success)
3	Security Paper Delivered Status	Whether the requested security paper has been delivered (Yes/No)
4	DMO Request Status	Approval status by the District Mining Officer
5	DMO Remarks	Any additional comment provided by the DMO
6	DMO Response Date Time	Date and time of DMO approval
7	Seller Courier Details	Tracking or shipment reference from seller
8	Out for Delivery Date	Date on which courier was dispatched
9	Seller Courier Details	Tracking or shipment reference from seller
10	Out for Delivery Date	Date on which courier was dispatched

10.1.2 Lessee/Licensee Request Detailed View

S#	Field Name	Purpose / Description
1	Lessee/Licensee Payment Txn No.	Unique transaction ID of the payment
2	Lessee/Licensee Payment Status	Payment result status (e.g., Success)
3	Security Paper Delivered Status	Whether the requested security paper has been delivered (Yes/No)
4	DMO Request Status	Approval status by the District Mining Officer
5	DMO Remarks	Any additional comment provided by the DMO
6	DMO Response Date Time	Date and time of DMO approval
7	Seller Courier Details	Tracking or shipment reference from seller
8	Out for Delivery Date	Date on which courier was dispatched