



PROCEDURES FOR DOCUMENTATION AND ADMINISTRATIVE PROCESS FOR MINING LICENSE

PROCESSES FOR OBTAINING MINERAL LICENSE FOR MINING IN NIGERIA

The prospective miner or mining company would provide the following:

1. Technical (Geological) report on the mineral occurrence indicating reserve estimates and projected years of possible extraction and duly sealed by a qualified professional.
2. Evidence of company registration with CAC (or National Identity Card in case of individual applicant).
3. Evidence of financial capability and employment of professionals on their payroll.
4. Attestation of non-criminal conviction of the directors and/or individuals involved.
5. Evidence of land owners' agreement for the intended mining.
6. Evidence of Tax clearance for the company (individual application does not require this).
7. Application form duly filled out which must be receipted at the appropriate rate based on the class of license applied for.
8. Valid ID card of the Coy Representative
9. Signing of the consent form by the Head of the Family and Others
10. Introduction letter from the bank

All the above are to be forwarded as a single document in 3 folds to the Mining Cadastre Office, Abuja. (MCO)*

The MCO shall then notify the applicant on successful application. The applicant shall pay through remita platform, annual service charge to the Federal Government. Also, the miner/mining company would then be expected to be paying royalties on sales of materials lifted from the minefield as appropriate.

PROCEDURES FOR PROCESSING OF STATE PERMIT

1. Receipt of application from proposed applicant
2. Study of the attached documents based on nature of the proposed work; Mining (license), Dredging (license), Cut and Level (land authority letter/evidence of ownership, survey plan)
3. Inspection of the site to identify location, verify coordinates on the license and gather necessary information on the site
4. Preparation of inspection report with a recommendation for approval or refusal based on observation on the site.
5. Taking action on DGS directive e.g verification of land status
6. Verification of land's status from BLS by the applicant.
7. Raising of demand notice for appropriate administrative/documentation fees which depends on the mineral type and to be paid by the applicants provided the land is free; or rejection letter if otherwise.
8. Notification and confirmation of payment from the account department.
9. Writing of recommendation memo and draft letter of administrative/documentation via DEM(Department of Exploration and Mining)/PS for HSC's approval.