User Manual
for
Small Consumer Registration

prepared by

[i3M S]

csm technologies
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1. Introduction

1.1 Purpose

The Steel & Mines Department is one of the important Departments of Government of Orissa. It works for the development of the mineral resources of the State while enjoining regulatory powers. The main functions and activities of the Department of Steel and Mines are systematic survey and assessment of the mineral deposits of the State, their exploitation, administration of mines and mineral concession, enforcement measures for prevention of illegal mining and smuggling of minerals, assessment and collection of mining revenue, study of the impact of mining operation on environment, formulation of appropriate environmental control measures and research and exploitation of areas and minerals for meeting the needs of mineral based industries in the State and Country. The Steel and Mines Department is the administrative Department of the Directorate of Mines, the Directorate of Geology and Orissa Mining Corporation Ltd.

There are a total of 14 Circles and 6 Chemical Labs present throughout the state. Among 14 Circles, 7 Circles are under Deputy Director Mines and the rest 7 Circles have separate Mining officers. The Circles under Deputy Director of Mines are Joda, Koida, Rourkela, Sambalpur, Talcher, Jajpur Road and Koraput. The Circles under Mines Officer are Cuttack, Berhampur, Baripada, Bhawanipatna, Keonjhar, Phulbani and Bolangir. The 6 chemical labs are Jajpur Road, Bolangir, Sambalpur, Joda, Berhampur and Bhubaneswar.

In Keonjhar District there are 2 Mines Circles, one is Joda which is coming under DDM (Deputy Director Mines) and another is Keonjhar which is coming under Mines Officer. There are 100 Mines under Joda Circle out of which 30 Mines are functioning and 70 mines are defunct. Similarly there are 15 mines are coming under Keonjhar Circle out of which 3-4 are functioning.

The Form 3, issued to the new applicant after the final approval of DDM, is a Small Consumer after which the applicant becomes a Small Consumer licensee.
1.2 Getting Started

To start with the application, enter the website URL in the browser to display the following Home Page:

The list of mineral stakeholders in the State are displayed according to the circle name indicating the no. of lessee and licensee.
2. **Form 3**

An applicant has to apply for new license online through Form 1 by registering himself in I3ms. Then it goes for several approval processes. After final approval the applicant gets Form-3 (Small Consumer) and becomes Small Consumer licensee. Individual has to register himself thorough I3ms portal.

The other supporting documents need to be submitted are:

- Affidavit Of No Mining Due
- Establishment Certificate or Order
- VAT Clearance Certificate / Affidavit
- IT Return / Affidavit Of IT Return
- Certificate of Affidavit
- Identity Card

2.1 **New Applicant**

To start applying for Form A by the new applicant, click the Apply Online button:

In the Online Registration screen, click the Registration for Small Consumer link to view the following registration confirmation screen:
If you are an existing Small Consumer, you are required to log into the i3MS Portal using your existing User ID & Password. A new link has been added as Small Consumer on the left menu for you to apply.

If you are a new user please Register Here to for New Small Consumer.

For New license registration, click the Register Here hyperlink:
The user is redirected to the Apply for New License registration screen.

- Enter the Applicant Name in the textbox provided.
- Enter the Applicant Address for communication.
- Provide the name of the District where the applicant resides.
- Select the applicant’s State name from the drop down list.
- Enter the Pin Code of the locality.
- Enter the PAN Card Number of the applicant.
- Click the Browse button to search and Upload PAN Card.
- Enter the applicant’s Mobile Number in the textbox provided.
- Enter the applicant’s Mail ID for mail conversation.
- From the secrecy point of view select the Security Question from the drop down list.
- Enter the Answer to the security question selected.
- Re-write the answer to the question for confirmation in the Confirm Question textbox.
- Enter the displayed characters in the textbox provided.
- Click the Register button to finish the registration process.

After completion of the registration process, the applicant receives a Registration Acknowledgement screen wherein the applicant receives a confirmation that he has successfully registered into the application and his user name and password are intimated to him through his mail:
The Registration No is noted down by the applicant for login.

For receiving the applicant’s login information, click the Get Login Information button:

Enter the Registration Number received in the textbox provided and click the Show button:
For confirmation, the user has to enter the Answer of the Security Question selected at the time of registration in the space provided and click the Get Login Info button:

The User Name and Password of the new applicant is displayed in the Login Information column using which the applicant can login and carry the further the procedures.

On choosing the Click Here To Login button the user is redirected to the following screen:
The New Applicant has to click the **Licensee** button for entering the details:

```
Licensee Login

User ID
ABCDE1234F5

Password
************

Submit

Forgot Password
```

**Are you a first time user?**

Get your code as User ID to login

For any IT related Assistance, please mail to i3MSuggestion@orissaminerals.gov.in
In the above displayed login screen enter the User ID and Passwords of the applicant as received.

On submitting the user name and password, the user can update its personal information in the screen displayed below:

![Login Screen](image)

A confirmation screen is displayed wherein the applicant can enter his/her personal details and change the password.
• The **User ID** is auto-generated.
• Enter the **New Password** in the textbox provided.
• Re-enter the new password to **Confirm New Password**.
• Enter the personal details of the applicant in the respective textboxes provided like the applicant’s **Name** and **Designation**.
• For communication enter the **Email** address and **Mobile Number**.
• Enter the name of the place where the applicant is stationed.
• In case the applicant wishes to mark a copy of communication to any additional person, then re-enter the same details.
• Click the **Submit** button.

After submitting, the user is redirected to the welcome screen of Odisha mines:

![Welcome to Odisha Mines Portal](image)

In the above displayed screen, the user can click the Small Consumer link to expand the same wherein he/she can fill the necessary information.

The new applicant when applying for a new license has to apply for the Form 1 which is sent to the DDM for approval.

Click on **Apply Form 1** primary link:
- Select the Application Type and Applicant Type from the respective drop down list.
- Enter the Name of the Applicant in the given textbox.
- Enter the applicant’s Office Address along with the name of the Location Unit.
- Enter the applicant’s Correspondence Address along with his/her Financial Status in the respective textbox provided.
- Enter the details of the applicant’s Email ID, Phone No, Profession, etc.
- Select the name of the Circle from the drop down list for which the applicant has applied for.
- Enter the name of the Police Station.
- Select the name of the district from the drop down list for which the applicant has applied for.

In the Other Details column:

- Select mostly used Mineral from the drop down list.
- Choose other Minerals from the list box.
- Uploading the applicant’s signature.
- Click the Next button to shift to the next screen.

After adding the basic information, the user is switched over to the next step of adding the ownership details:
The Application no. of the applicant is generated.

Enter the applicant’s Company Name in full in the textbox provided.

Enter the applicant’s PAN Card No., and Upload a scanned copy of the same.

Upload Power of Attorney, Upload Partnership Deed in case of Partnership firm, and Memorandum of Article in case of Company.

Add Partners Details in case of Partnership firm, and Director’s details in case of Company.

Enter the Mineral Procurement Source Details with respect to Mineral.

Browse and upload a pdf scanned copy of the consent of the mine Owner/Licensee for supply of mineral ores.

Choose Yes or No incase of depot for storing.

Choose the type of land either Own Land or Hired Land.

Select a Date of Consent of the Railway authority for using their service from the calendar control.

Upload a pdf file for railway consent along with the Plot allotment letter of Port Authority.

Click the Next button.

After the ownership details, the user is switched over to the next screen for entering Khata details:

The name of the District and Block remains default.

Select the Village name from the drop down list where the company needs to be set up.

Enter the Khata No.

Click the Add Khata No. button to add the details entered.
• The Khata details entered can be modified and deleted in the same screen itself on selecting the respective option.

• Click the **Next** button to finish adding the Khata details.

The next screen gives the provision to enter the Plot details:

- Select the name of the Village along with the **Khata No.** for the selected block.
- Enter the **Plot No.** under the Khata selected.
- Select the **Kisam** name for the plot no.
- Enter the **Area in Hectare** available.
- Click the **Add Plot No.** button to save the plot details entered.
- Upload area sketch map.
- The plot details entered can be modified and deleted in the same screen itself on selecting the respective option.
- Click the **Next** button to finish adding the plot details.

On submitting, the user is redirected to the final screen of adding the VAT and tax details:
Browse and upload a scanned pdf copy Affidavit of no mining due.
• Browse and upload a scanned pdf copy of the establishment certificate or order.
• Enter the VAT/TIN No along with selecting the Date of Deposit of the VAT.
• Browse and Upload the VAT document.
• In the IT Return section, select the Financial Year for which the license is applied.
• Browse and upload the IT Return document.
• In the Other Details column,
  o Select the date when the Affidavit was issued uploading a pdf copy of the same.
  o Enter details of the Voter Id, Residential Certificate or passport along with uploading a copy of the same.
• To save in the draft form, click the Save as Draft button.
• To save and preview the complete application, click the Save & Preview button
  In this stage complete application can edit before final proceed.
To preview Form1, click the Preview Form1 button.
To finish the process, click the Proceed button.

The application request made is sent to the DDM/MO for initial verification and taking action. The DDM/MO receives an auto generated mail notification, that new request has been received for verification.

Logout of the application.

2.2 DDM/MO

To view the new applicant’s requests, visit the i3ms help desk:
In the Help Desk, for the DDM to take action click the Government button:

In the Government Login screen, enter the User Id and Password of the DDM of the respective circle to enter into the application:
Various related global links are displayed at the right hand side of the above displayed screen. Expand the Small Consumer global link:

**Small Consumer**

**View Status SCR**

To view the new application received, click the **View Status SCR** primary link:
The application no along with the status of the same are displayed.

To take action on the new application, click the **Take Action** link against the application no.:

- The details of the application are displayed.
- Select the **Designation** of the officer who has to verify the request.
- Select the name of the **User** for the selected designation.
- Enter the **remarks** of DDM in the space provided.
- Click the **Forward** button to forward the application to the Special Mining Inspector (SMI) of the circle.

On forwarding application forwarded to the Senior Surveyor/SIM for further field verification the concerned DDM/MO within 15 days.
2.3 Verifying Officer
For verification of the received requests by the circle verifying officer, visit the i3ms help desk.

Back to the Help Desk, click on the Government button for the Verifying Officer login:

Enter the User ID and Password of the mining inspector of the respective circle along with his password. Click the Submit button.

Click the Small Consumer global link on the right hand side column of the above displayed screen to expand the same:
Click the New License Request primary link to view the list of license applications forwarded by the DDM of the circle.

The application no. and the date of supplication are displayed along with the firm name.

For taking action click the Take Action link against the respective application no.: 
The application details are displayed as entered by the applicant.

Select the Designation and Name of the User to whom the application is to be forwarded for approval from the respective drop down list.

Select the checkbox against the list of documents which are verified by the SIM like the

1.1 VAT Clearance Certificate
2.1 IT Return, etc.

- The officer can add details and upload other documents required in the process.
- Click the Browse button to upload the Survey Report collected by Verifying Officer.
- Enter Remarks in the space provided.
- Choose either Yes or No radio button if there is any other objection regarding the applicant.
• Click the **Forward** button to forward the verification report to the circle DDM/MO.

On forwarding, an alert message is displayed showing that the application is forwarded successfully.

### 2.4 DDM/MO

To view the verification report sent by the verifying officer and to take action on the same, login with the DDM/MO’s user name and password.

![Login Screen](image)

Click on the License global link in the right hand side column of the page:

- Small Consumer
- View Status SCR

Click the New License Request primary link to display the list of new applications:

![Application List](image)

The application forwarded by the Verifying Officer is displayed along with the application no. and date.
Here the DDM/MO has to Issue Terms and Conditions to Applicant. For issuing term and conditions for the approval process, click the **Issue Terms & Conditions** link against the respective Application No:

The terms and conditions are already displayed in the screen. Enter Other Conditions if any for the approval process.

Click the **Send Terms & Conditions** button.

The user can either first click the **Take Action** link which ultimately redirects to the Terms and Conditions screen followed by Issue Terms and Conditions link or can directly click **Issue Terms and Conditions**.

DDM/MO may click on the **Take Action** link so as to view the Details sent by Verifying Officer.

On forwarding the application is sent to the applicant.
2.5 **Licensee/Applicant of New License**

After the DDM issues the terms and conditions, the new applicant receives the same and has to accept it.

To view the profile of the applicant, login with the license user name and password assigned to him:

Expand the License global link and click the Click the **View Status** primary link:

For the respective applicant, click the **Download Form** hyperlink:
Here, take print of Terms and Conditions of the application.

These printed copies have to be duly signed by the applicant himself.

Back in the Request Status screen; click the Check Profile hyperlink for the respective applicant:

In the above displayed screen, browse and upload the printed copy of terms and conditions.

Click on **Accept Terms & Condition** button to finish saving the request details.

### 2.6 DDM/MO

The applicant on submitting the bank and NSC details, the application is forwarded to the respective DDM/MO of the circle.

Login with the user name and password of the DDM/MO:
Click the View Status SCR primary link under Small Consumer global link:

After uploading the terms and conditions, the status of the Terms and Conditions appears as accepted.

Click the Take Action link for the respective applicant:
The details of the application can be viewed.

Provide details of any other documents and upload copies of the same.

The license period is by default set for 2 years.
Enter the Remarks of the DDM.

Click the Approve button.

A confirmation message is displayed showing that Form 3 is generated successfully. The applicant can download the application from the website.

Click the Request Status tab to view the application status:

The Form 3 can be generated on choosing the respective Download Form link.

Click the Show Form-3 button to view the Form-3:

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**FORM-3**

CERTIFICATE OF REGISTRATION FOR PERSONS PURCHASING SPECIFIED QUANTITIES OF MINERALS WITHOUT TRADING LICENSE

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Signature of the Competent Authority to issue the registration certificate with designation and date
3. **Renewal Form 3**

The Form 3 issued by the respective circle DDM has a validity only for maximum of 2 years or less after which the same has to be renewed following the same process as in case of applying for a new license.

3.1 **Renew Applicant**

To start the renewal process of new license, login to the i3ms helpdesk:

Click the appropriate button. On doing so, the following login screen is displayed:
Enter the user name and password of the applicant in the respective textbox and click the **Submit** button.

In the above displayed screen, the user can click the License link to expand the same wherein he/she can fill the necessary information.
The new applicant when applying for a renewal of Small Consumer has to apply for the Form 1 which is sent to the DDM for approval.

Click on **Apply Form 1** primary link:

- Select the **Application Type** and **Applicant Type** from the respective drop down list.
- **Name of the Applicant** will bind automatically with respect to the previous license in the given textbox.
- **Office Address** along with the name of the **Location Unit** will bind automatically with respect to the previous license in the given textbox.
- Enter the applicant’s **Correspondence Address**.
- **Financial Status** will bind automatically with respect to the previous license in the given textbox.
- The **Email Id** and **Phone No.** of the applicant are auto-displayed.
- The **Profession** of the applicant is auto-displayed.
- The **Circle** is selected by default with the previous license in the Dropdown List.
- District is selected by default with the previous license in the List Box.
- The **Police Station** is auto displayed.

In the **Other Details** column:

- The Mostly used **mineral** will be selected by default along with the other mineral.
- The **purpose** for which the license is applied is also selected by default.
• Click the **Next** button to shift to the next screen.

After adding the basic information, the user is switched over to the next step of adding the ownership details:

![Image of Ownership Details Form]

- The **Application no.** of the applicant is generated.
- Enter the applicant’s **Company Name** in full in the textbox provided.
- Enter the applicant’s **PAN Card No.** and Upload a scanned copy of the same.
- Upload **Power of Attorney**, **Partnership Deed** in case of Partnership firm, and **Memorandum of Article** in case of Company.
- Add **Partners Details** in case of Partnership firm, and **Director’s details** in case of Company.
- Enter the **Mineral Procurement Source Details** with respect to Mineral.
- Browse and upload a pdf scanned copy of the consent of the mine Owner/Licensee for supply of mineral ores.
- Choose **Yes** or **No** in case of depot for storing.
- Choose the type of land either **Own Land** or **Hired Land**.
- Select a Date of Consent of the Railway authority for using their service from the calendar control.
- Upload a pdf file for railway consent along with the Plot allotment letter of Port Authority.
- Click the **Next** button.

After the ownership details, the user are switched over to the next screen for entering Khata details:

![Image of Khata Details Form]

- Select the name of the **District** and **Block** for which the license has to be renewed.
- Select the **Village** name from the drop down list where the company needs to be set up.
- Enter the **Khata No.**
• Click the **Add Khata No.** button to add the details entered.
• The Khata details entered can be modified and deleted in the same screen itself on selecting the respective option.
• Click the **Next** button to finish adding the Khata details.

The next screen gives the provision to enter the Plot details:

- Select the name of the **District** and **Block** from the respective drop down list.
- Select the name of the **Village** along with the **Khata No.** for the selected block.
- Enter the **Plot No.** under the Khata selected.
- Select the **Kisam** name for the plot no.
- Enter the **Area in Hectare** available.
- Click the **Add Plot No.** button to save the plot details entered.
- Upload sketch map.
- The plot details entered can be modified and deleted in the same screen itself on selecting the respective option.
- Click the **Next** button to finish adding the plot details.

On submitting, the user is redirected to the final screen of adding the VAT and tax details:
Browse and upload a scanned pdf copy Affidavit of no mining due.
- Browse and upload a scanned pdf copy of the establishment certificate or order.
- Enter the VAT/TIN No along with selecting the Date of Deposit of the VAT.
- Browse and Upload the VAT document.
- In the IT Return section, select the Financial Year for which the license is applied.
- Browse and upload the IT Return document.
- In the Other Details column,
  - Select the date when the Affidavit was issued uploading a pdf copy of the same.
  - Enter details of the Voter Id, Residential Certificate or passport along with uploading a copy of the same.
- To save in the draft form, click the Save as Draft button.
- To save and preview the complete application, click the Save & Preview button.
In this stage complete application can edit before final proceed.
<table>
<thead>
<tr>
<th>Sl #</th>
<th>District</th>
<th>Block</th>
<th>Village</th>
<th>Khata No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>CUTTACK</td>
<td></td>
<td>ANANTAPUR</td>
<td>123</td>
</tr>
<tr>
<td>2</td>
<td>CUTTACK</td>
<td></td>
<td>ANANTAPUR</td>
<td>234</td>
</tr>
</tbody>
</table>

**Statutory Clearance**

- **Date of Issue:** 12-Mar-2014
- **Certificate Available:** View certificate/Affidavit
- **VAT Clearance Certificate / Affidavit:**
  - **VATIN:** 213456789799
  - **Date of Deposit:** 12-Mar-2014
  - **View Document (VAT):** View File
- **IT Return:**
  - **View Document (IT Return):** View File

**Other Details**

- **Affidavit Date:** 12-Mar-2014
- **VOTER ID/PASSPORT/RESIDENTIAL CERTIFICATE:** #12344

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- To preview Form1, click the **Preview Form1** button
To finish the process, click the **Proceed** button.

The rest of the payment details will be sent to the applicant's email id as provided.

The application request made is sent to the DDM for initial verification and taking action. The DDM/MO receives an auto generated mail notification, that new request has been received for verification.

Logout of the application.

**3.2 DDM/MO**

To view the application renewal requests, visit the i3ms help desk:
In the Help Desk, for the DDM to take action click the **Government** button:

In the Government Login screen, enter the **User Id** and **Password** of the DDM of the respective circle to enter into the application:
Various related global links are displayed at the left hand side of the above displayed screen. Expand the **Small Consumer** global link:

To view the new application received, click the **View Status SCR** primary link:
The application no along with the status of the same are displayed.

To take action on the new application, click the **Take Action** link against the application no.:

- The details of the application are displayed.
- Select the **Designation** of the officer who has to verify the request.
- Select the name of the **User** for the selected designation.
- Enter the **remarks** of DDM in the space provided.
- Click the **Forward** button to forward the application to the Verifying Officer of the circle.

### 3.3 Verifying Officer

For verification of the received requests by the circle verifying Officer, visit the i3ms help desk.

Back to the Help Desk, click on the **Government** button for the SIM login:
Enter the User ID and Password of the mining inspector of the respective circle along with his password. Click the Submit button.
Click the **Small Consumer** global link on the left hand side column of the above displayed screen to expand the same:
Click the **View Status SCR** primary link to view the list of license applications forwarded by the DDM of the circle.

The application no. and the date of application are displayed along with the firm name.

For taking action click the **Take Action** link against the respective application no.:
The application details are displayed as entered by the applicant. Select the Designation and Name of the User to whom the application is to be forwarded for approval from the respective drop down list.

Select the checkbox against the list of documents which are verified by the Verifying Officer like the

1. Affidavit of No Mining Due
2. VAT Certificate / Affidavit of VAT Certificate
3. IT Return / Affidavit of IT Return, etc.

- The officer can add details and upload other documents required in the process.
- Click the Browse button to upload the Survey Report collected by Verifying Officer.
- Enter Remarks in the space provided.
- Choose either Yes or No radio button if there is any other objection regarding the applicant.
- Click the Forward button to forward the verification report to the circle DDM/MO.

On forwarding, an alert message is displayed showing that the application is forwarded successfully.

3.4 DDM/MO
To view the verification report sent by the Verifying Officer and to take action on the same, login with the DDM/MO’s user name and password.

In the Help Desk, for the DDM to take action click the Government button:
In the Government Login screen, enter the User Id and Password of the DDM of the respective circle to enter into the application:
Various related global links are displayed at the left hand side of the above displayed screen. Expand the **Small Consumer** global link:

![Small Consumer]

To view the new application received, click the **View Status SCR** primary link:
The application forwarded by the Verifying Officer is displayed along with the application no. and date.

Here the DDM/MO has to Issue Terms and Conditions to Applicant. For issuing term and conditions for the approval process, click the **Issue Terms & Conditions** link against the respective Application No:

1. The terms and conditions are already displayed in the screen. Enter Other Conditions if any for the approval process.
2. Click the **Send Terms & Conditions** button.
3. The user can either first click the **Take Action** link which ultimately redirects to the Terms and Conditions screen followed by Issue Terms and Conditions link or can directly click Issue Terms and Conditions.
4. DDM/MO may click on the **Take Action** link so as to view the Details sent by Verifying Officer.
5. On forwarding the application is sent to the applicant.

### 3.5 Licensee/Applicant of Renew License

After the DDM issues the terms and conditions, the new applicant receives the same and has to accept it.

To view the profile of the applicant, login to the i3ms helpdesk:
Click the appropriate button. On doing so, the following login screen is displayed:

Enter the user name and password of the applicant in the respective textbox and click the Submit button.
In the above displayed screen, the user can click the License link to expand the same wherein he/she can fill the necessary information.

Expand the Small Consumer global link and click the View Status primary link:

For the respective applicant, click the Download Form hyperlink:
Here, download the pdf copy of Terms and Conditions.

These downloaded copies have to be duly signed by the applicant himself.

Back in the Request Status screen, click the **Check Profile** hyperlink for the respective applicant:

In the above displayed screen, browse and upload the printed copy of terms and conditions.

Click on **Accept Terms & Condition** button to finish saving the request details.

### 3.6 DDM/MO

The applicant on submitting **Terms & Condition**, the application is forwarded to the respective DDM of the circle.
In the Help Desk, for the DDM to take action click the **Government** button:

![Government Login](image)

In the Government Login screen, enter the **User Id** and **Password** of the DDM of the respective circle to enter into the application:
Various related global links are displayed at the left hand side of the above displayed screen. Expand the Small Consumer global link:

To view the new application received, click the View Status SCR primary link:
After uploading the terms and conditions, the status of the Terms and Conditions appears as accepted.

Click the Take Action link for the respective applicant:
The details of the application can be viewed. Provide details of any other documents and upload copies of the same.

The license period is by default set for 2 years. Enter the **Remarks** of the DDM.

To preview form3 click the **Preview Form3** button.

---

**FORM-3**

**CERTIFICATE OF REGISTRATION FOR PERSONS PURCHASING SPECIFIED QUANTITIES OF MINERALS WITHOUT TRADING LICENSE**

**Registration No.** RSC16/2014  
**Date:** 25-Mar-2014

1. **Name of the registered person (in full):**  
   Malaya

2. **Father’s Name in full (in case of firm, names and address of partners and person holding powers of attorney to act on behalf of the firm):**  
   Malaya

3. **Full Address:**  
   bbsr

4. **No. and date of application for this registration:**  
   RSC16/2014 20-Mar-2014

5. **Profession of the registered Person:**  
   business

6. **Name of the mineral covered under the registration certificate:**  
   Coal

7. **Purpose for which the mineral will be used or consumed with details:**  
   SC1-Procurement for self consumption

8. **Specific place(s) of use or consumption:**  
   bb

9. **Period of registration:**  
   From 25-Mar-2014 To 24-Mar-2016

10. **If it is a case of renewal the number and date of grant of the original licence:**  
    ---

**Signature of the Competent Authority to issue the registration certificate with designation and date**
Click the **Approve** button.

A confirmation message is displayed showing that **Form 3** is generated successfully. The applicant can download the application from the website.

Click the **Request Status** tab to view the application status:

The Form 3 can be generated on choosing the respective Download Form link.

The Form 3 can be displayed on clicking the Show Form 3 link.
CERTIFICATE OF REGISTRATION FOR PERSONS PURCHASING SPECIFIED QUANTITIES OF MINERALS WITHOUT TRADING LICENSE

Registration No.: RSC16/2014

Date: 01-Apr-2014

1. Name of the registered person (in full): Malaya

2. Father's Name in full (in case of firm, names and address of partners and person holding powers of attorney to act on behalf of the firm): Malaya

3. Full Address: bbsr

4. No. and date of application for this registration: RSC16/2014 20-Mar-2014

5. Profession of the registered Person: business

6. Name of the mineral covered under the registration certificate: Coal

7. Purpose for which the mineral will be used or consumed with details: SC1-Procurement for self consumption

8. Specific place(s) of use or consumption: bb


10. If it is a case of renewal the number and date of grant of the original license: ---

Signature of the Competent Authority to issue the registration certificate with designation and date