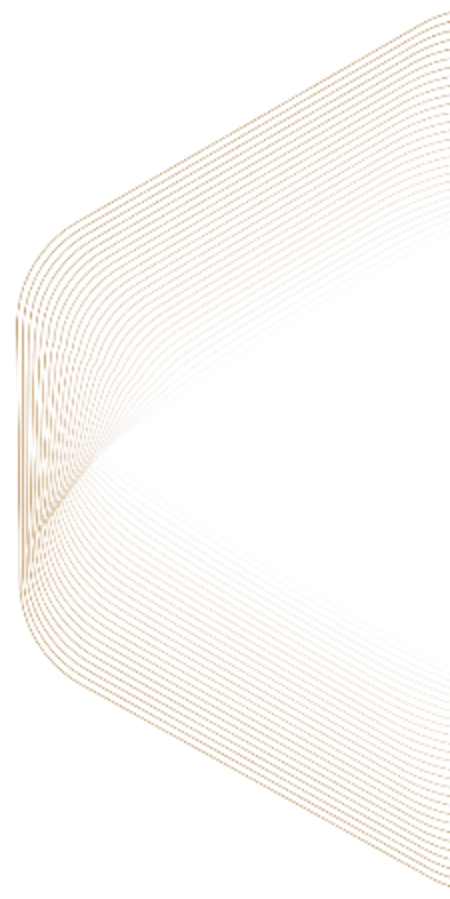


User Manual for Issuing an Exploration License



Contents

Service Description:.....	3
Steps to Access the Service:.....	3

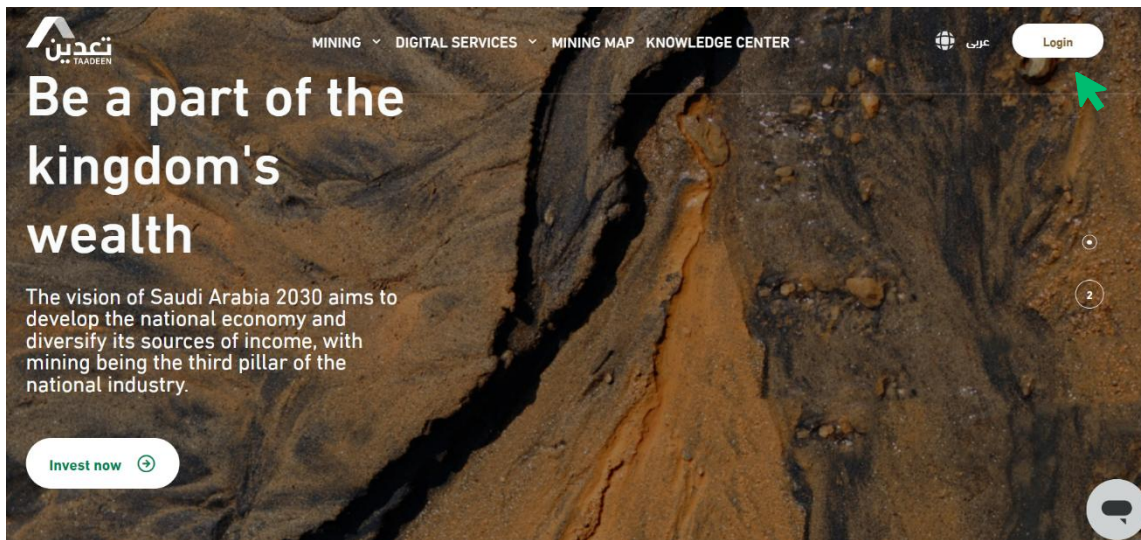


Service Description:

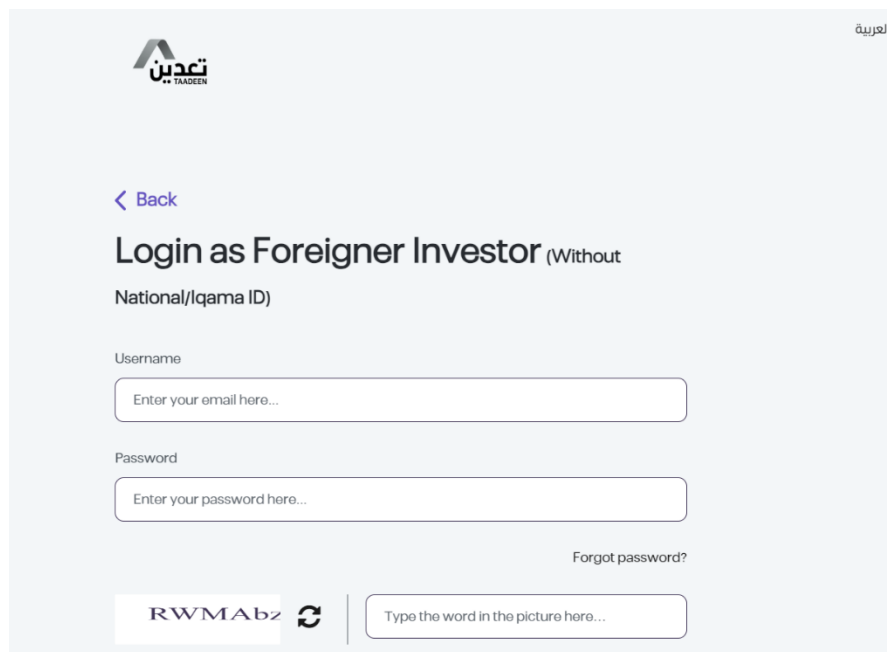
This service aims to enable investors to detect all minerals licensed to them at license site using geological, geophysical, or geochemical methods, or digging, or any other appropriate method to determine the presence of such deposits, their extent, quantity, quality, and mining viability

Steps to Access the Service:

1. Visit [Taadeen Platform](#) and click on "Login" option.

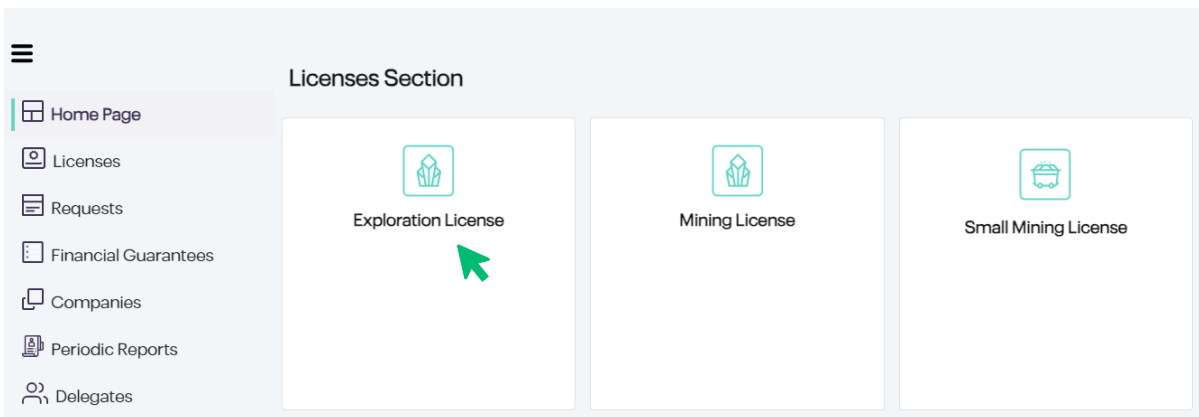


2. Log in to your account.

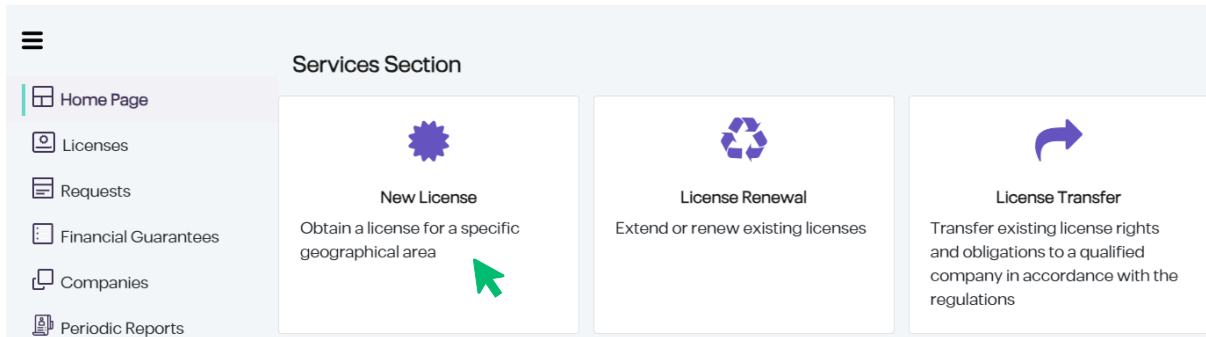


The screenshot shows a login page for foreign investors. At the top left is the TAADEEN logo and at the top right is the text 'العربية'. Below the logo is a '< Back' link. The main heading is 'Login as Foreigner Investor (Without National/Iqama ID)'. There are two input fields: 'Username' with the placeholder 'Enter your email here...' and 'Password' with the placeholder 'Enter your password here...'. A 'Forgot password?' link is located below the password field. At the bottom, there is a CAPTCHA section with the text 'RWMAbz' and a refresh icon, followed by an input field with the placeholder 'Type the word in the picture here...'.

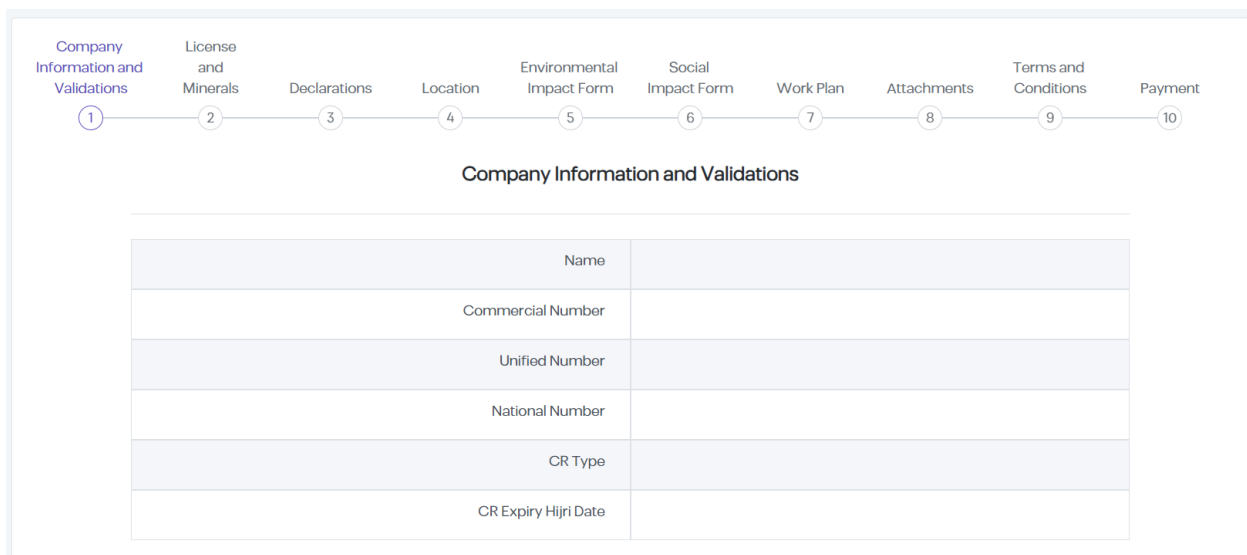
3. Navigate to "Exploration License".



4. Click on "New License"



Then, "Company Information and Verification" page will be opened, which is for read-only.



5. Upon confirming conditions in "Validations" section, you will be permitted to move to the next step.

Validations

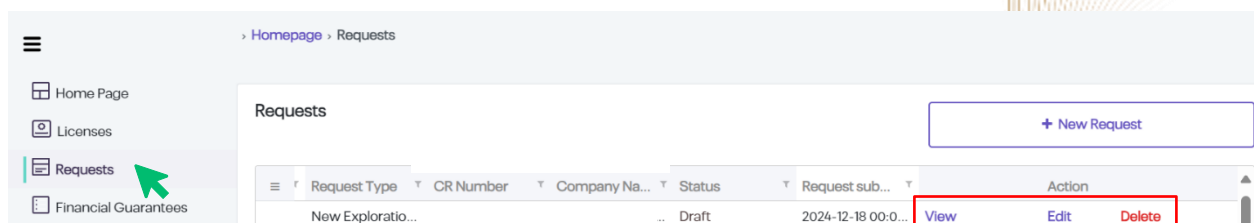
✓	Registered company information
✓	Company capital ≥ 100k SAR
✓	Business activities include mining activities
✓	No terminated or Withdrawn license in the last 3 years
✓	No available violations and fines

You can save your application as a draft at any time, with a confirmation message displayed upon saving.

✓ Data saved successfully

You can update your application at any time from "Requests" section by selecting "Edit", ensuring the entered data is verified before proceeding.

You can view application details by selecting "View" or delete the application entirely by selecting "Delete".



The screenshot shows the "Requests" section of the application. On the left, there is a sidebar with navigation options: Home Page, Licenses, Requests (highlighted with a green arrow), and Financial Guarantees. The main content area displays a table of requests. The table has columns for Request Type, CR Number, Company Na..., Status, Request sub..., and Action. A single row is visible with the following data: New Exploratio..., .., Draft, 2024-12-18 00:00:00. The Action column for this row contains three buttons: View, Edit, and Delete, which are highlighted with a red box. A "+ New Request" button is located in the top right corner of the table area.

You can cancel your application at any time by clicking "Cancel" at the bottom of the page.

Validations

✓	Registered company information
✓	Company capital ≥ 100k SAR
✓	Business activities include mining activities
✓	No terminated or Withdrawn license in the last 3 years
✓	No available violations and fines

[Cancel](#)

6. Upon clicking "Next", "Licenses and Minerals" page will be displayed, enabling investors to select from the following options.

Company Information and Validations | License and Minerals | Declarations | Location | Environmental Impact Form | Social Impact Form | Work Plan | Attachments | Terms and Conditions | Payment

1 2 3 4 5 6 7 8 9 10

License and Minerals

License Type
New Exploration License

Complex Type
Please Select

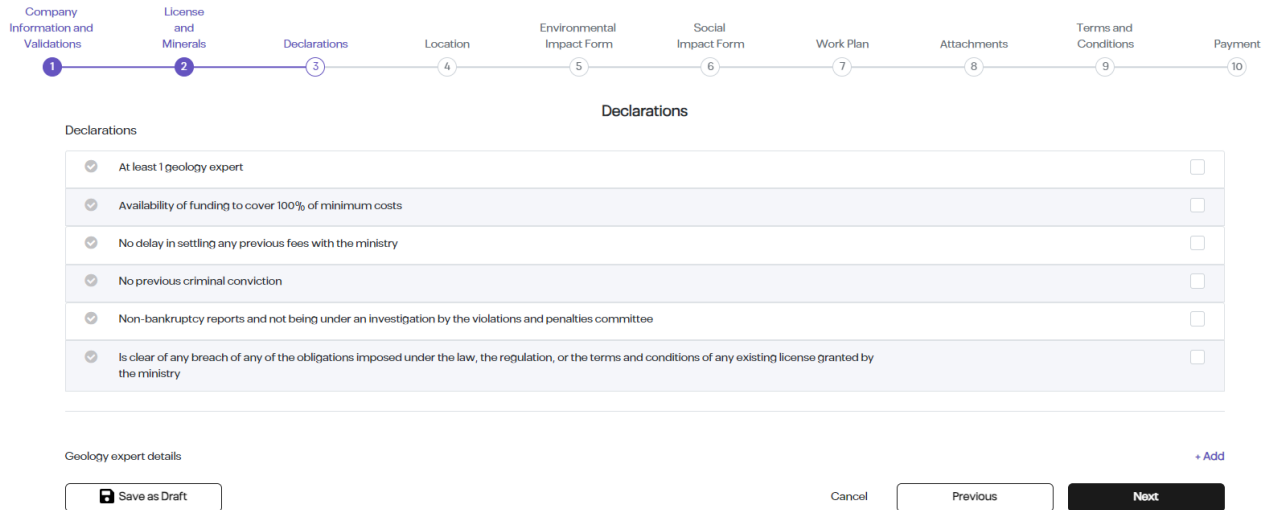
License Class
Choose license class

License Duration
Choose license duration

Minerals
Choose Minerals

[Cancel](#)

7. Once you click "Next" button, "Declarations" page will be displayed. You must select all boxes to complete your application.



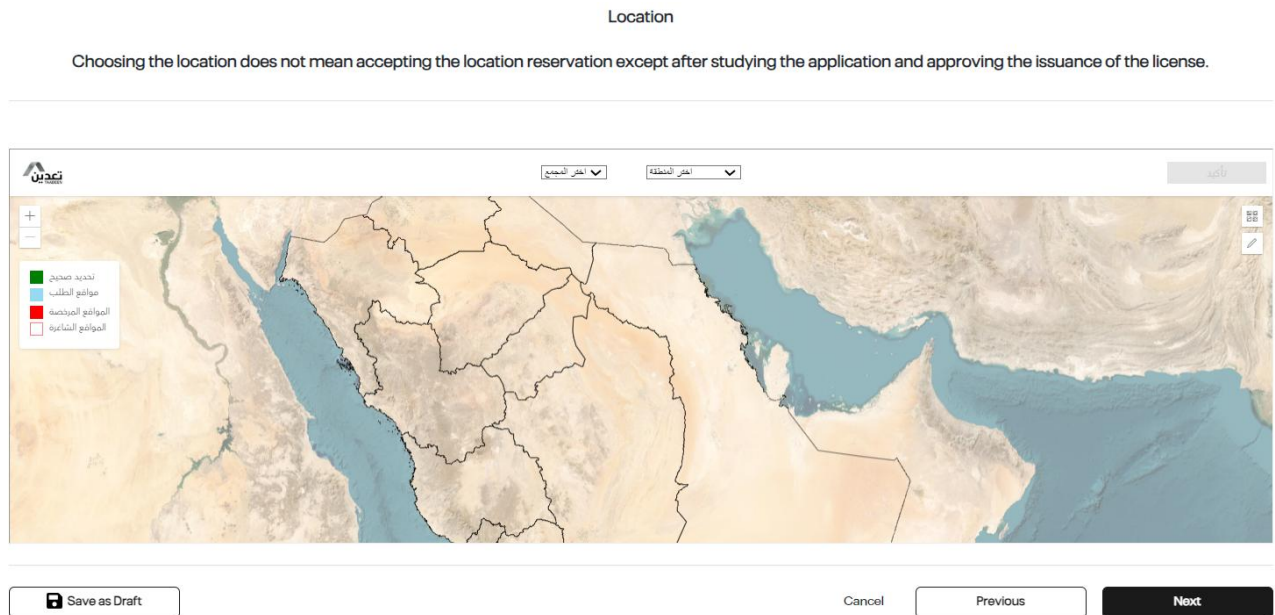
Company Information and Validations 1 License and Minerals 2 **Declarations 3** Location 4 Environmental Impact Form 5 Social Impact Form 6 Work Plan 7 Attachments 8 Terms and Conditions 9 Payment 10

Declarations

- At least 1 geology expert
- Availability of funding to cover 100% of minimum costs
- No delay in settling any previous fees with the ministry
- No previous criminal conviction
- Non-bankruptcy reports and not being under an investigation by the violations and penalties committee
- Is clear of any breach of any of the obligations imposed under the law, the regulation, or the terms and conditions of any existing license granted by the ministry

Geology expert details + Add

8. Once you click "Next" button, "Location" page will be displayed. You will need to choose desired region and cluster, then click "Submit," if "Inside Mining Clusters" was selected on the previous page "Licenses and Minerals".



Location

Choosing the location does not mean accepting the location reservation except after studying the application and approving the issuance of the license.

اختر النطاق اختر المنطقة

تحدد صخرى
مواقع الطلب
المواقع المخصصة
المواقع المشارة

If "Outside Mining Clusters" was selected on "Licenses and Minerals" page, where you can define your location directly on the map by entering coordinates manually or uploading them.



Choosing the location does not mean accepting the location reservation except after studying the application and approving the issuance of the license.

Enter Location Coordinates
 Upload Location File
 + Add Coordinate

Once "Enter Location Coordinates" is selected, click "Add Coordinates" button. Then, enter coordinates, and click "View on Map."



Choosing the location does not mean accepting the location reservation except after studying the application and approving the issuance of the license.

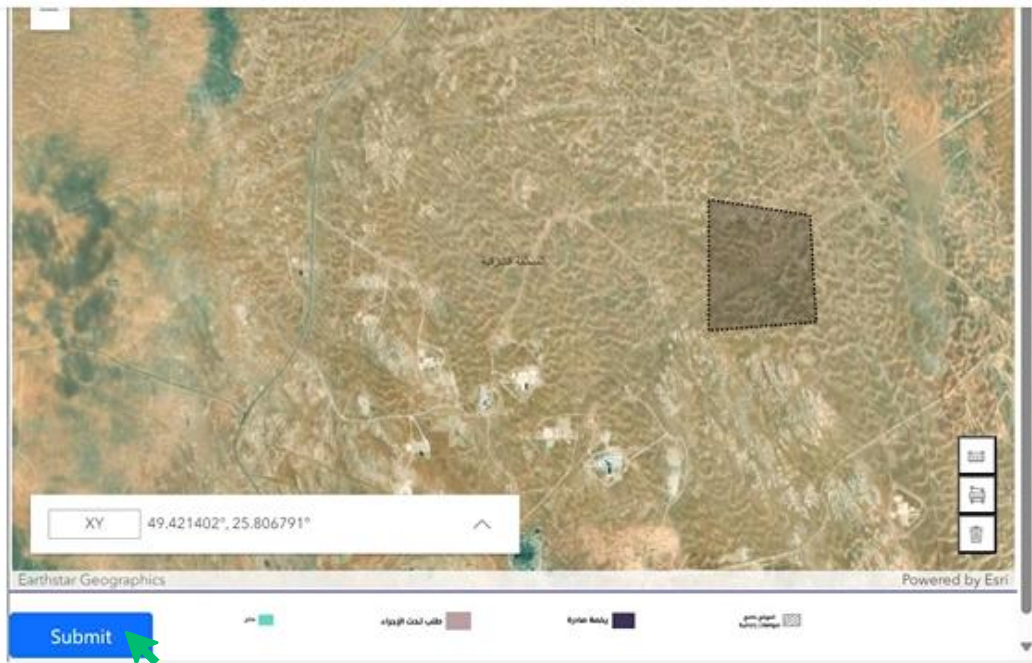
Enter Location Coordinates
 Upload Location File
 + Add Coordinate

X (longitude - East) coordinate			Y (latitude - North) coordinate		
Degree	Minute	Second	Degree	Minute	Second
34 - 55	0 - 60	0 - 60.00	16 - 32	0 - 60	0 - 60.00

+ Add Coordinate

Remove

Once location is identified, click "Submit".



9. Once location is selected and "Next" button is clicked, "Environmental Impact Management Plan" page will be displayed, where you need to enter the following details: Nearby residential communities and the distance to the site, a brief explanation of the proposed exploration activities, source and quantity of both water and energy used.



Submitted based on the item (5) of article (35) of the Mining Investment Law and article (74) of the Executive Regulations of the Mining Investment Law

Site Details

Requested metal category

Marble Ore

The nearby residential communities and the distance to the site

Type your text here...

A brief explanation of the proposed exploration activities

Type your text here...

10. Next, confirm all "Applicant's Obligations/ Undertakings".

Applicant Obligations/Undertaking

<input type="checkbox"/>	To abide by all the requirements and specifications set by the environmental authority, and all laws, regulations, instructions and decisions related to the license activity
<input type="checkbox"/>	To obtain the necessary permits from the environmental authority before using any chemical materials at the requested license site.
<input type="checkbox"/>	To submit an annual report on the implementation of the environmental impact management plan for the exploration license.
<input type="checkbox"/>	Abide to correct waste disposal regulations when building exploration camps; while taking special measures to manage hazardous waste (tires, batteries, used oils, lubricants, etc.) and adequacy protect all temporary fuel tanks from fuel leakage.
<input type="checkbox"/>	Use best practices to protect the environment from any fuel leakage or oil drips during drilling
<input type="checkbox"/>	Adhere to the work program described above and abide by the provisions of the Mining Investment Law issued by Royal Decree No. M/140 dated 10/19/1441 AH and its executive regulations, and any amendment to them and other government regulations, instructions and orders. In the event that this program is not implemented, the Ministry of Industry and Mineral Resources has the right to take the necessary measures to terminate the license.
<input type="checkbox"/>	Test11
<input type="checkbox"/>	sad

11. Then, "Social Impact Management Plan" page will be displayed, and investor will fill in the following fields: Site details, Engagement with local communities within the area of the license or those affected by it, and Employment of local community members plan, Procurement from local community plan.

Company Information and Validations License and Minerals Declarations Location Environmental Impact Form Social Impact Form Work Plan Attachments Terms and Conditions

1 2 3 4 5 6 7 8 9

Social Impact Management Plan

Submitted based on the item (5) of article (35) of the Mining Investment Law and article (102) of the Executive Regulations of the Mining Investment Law

Site Details

Local communities surrounding the site, specify the distance (cities, towns, and villages)

Type your text here...

Engagement with local communities within the area of the license or those affected by it, and complaints processing plan

Employee appointed to manage community performance

Name	Position	ID Type
<input type="text" value="Enter text.."/>	<input type="text" value="Enter text.."/>	<input type="text" value="Please Select"/>
ID Number	Country Code	Mobile Number
<input type="text" value="Enter text.."/>	<input type="text" value="Select Country Code Here"/>	<input type="text" value="Enter your Mobile Number here.."/>

Email

The potential expectations of the local community near the requested site

Type your text here...

Suggested methods to manage such expectations

Type your text here...

Complaints receiving methodology

Type your text here...

Complaints processing methodology

Type your text here...

Employment of local community members plan

The type of jobs expected to be available to the local community

Percentage of local community employees to the total number of employees

Job Title	Number of Jobs	Salary (in SAR)	First Year (%)

Procurement from local community plan

Goods and services expected to be procured from the local community

Percentage of procurement from local community

Goods and Services	Quantity	Total Annual Procurement (in SAR)	First Year (%)

Obstacles to increasing the percentage of goods and services procured from the local community

Type your text here...

Suggested solutions to increase the percentage of procurement from the local community

Type your text here...

Other content (Optional)

Any additional obligations that the applicant may voluntarily undertake

Type your text here...

12. Then, confirm "Applicant's Declaration".

Applicant undertaking

I, the executive officer of the applicant, undertake to adhere to the information provided in this form, to interact with the local communities within the area of the license or those affected by it, to address all the complaints as much as possible, and to appoint an employee to manage community performance, before starting the license activity.

Previous **Next**

13. Then, "Work Plan" page will be displayed, where you should input Technical Justification and Spending Plan.



1. Technical Justification

Technical justifications that explain the reason for choosing the specific site or layer of land

Type your text here...

The results of the survey work

Type your text here...

Previous studies if available (Optional)

No attachment/s uploaded

The nature and scope of detection operations and minerals or deposits required for detection

Type your text here...

2. Spending Plan

Geological Studies

1. Preliminary Studies\Office Studies

Classify the Data: **Cost:** **Type:** **Cost:**

Total

The Area: **Cost:**

Total

2. Trench

Number of Trenches: **Cost:** **Length (meter):** **Cost:**

14. To proceed, go to "Attachments" section after clicking "Next" to upload necessary documents. You can upload multiple files by clicking "Add Attachment," choosing file type, and uploading the attachment.

Company Information and Validations (1) License and Minerals (2) Declarations (3) Location (4) Environmental Impact Form (5) Social Impact Form (6) Work Plan (7) **Attachments (8)** Terms and Conditions (9)

Attachments

Attachment Name

Document

TEST.pdf

0.025 MB

Previous

Next

15. Once attachments are uploaded and you click "Next," Terms and Conditions will appear for your approval.

Terms and Conditions

General Terms and Conditions

I agree to the Terms and Conditions of the Mining Investment System and its executive regulations and related regulations and instructions
I agree that my data will be maintained and verified by the Ministry
I agree to obtain the necessary permits from the relevant authority, if the exploration activity requires groundwater studies
General terms and conditions

Specific Terms and Conditions

No Records

I agree to Terms and Conditions of the Mining Investment Law and its Executive Regulations and related regulations and instructions.

The rightness and accuracy of the information provided, and I acknowledge that the Ministry has the right to reject the request if it is proven that I have provided misleading, incorrect or incomplete information, data or documents, or withholding any information that must be disclosed, or by circumventing to obtain the license.

16. Proceed to "Payment" page to pay the application submission fees.

Payment


Dear Investor, Note that the application fee is non-refundable in case the application is rejected or canceled.


Accept Reject

⚠ Your request will be canceled if not paid within the next 7 days

5000 SAR
License Submission fees

SADAD payment
 Please use the payment reference number to pay through SADAD through your local bank.
 Expires in 7 days



Reference number **202412185007** 

⚠ Payment still pending

Cancel
Next

Upon completing payment process, your application will be successfully submitted.

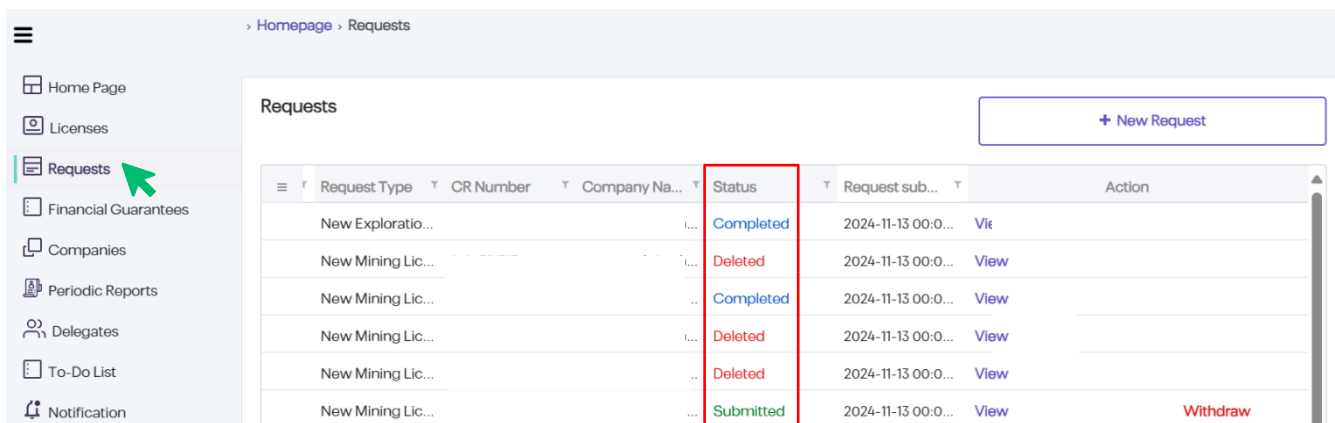


Your request will be automatically submitted after successful payment
 The process of reflecting an invoice's payment status can take up to 15 minutes on Taadeen platform

Application Number	
Company Name	
Reference number	
Submission Date	
Payment Expiry Date	
Status	Pending Payment

[Back to home page](#)

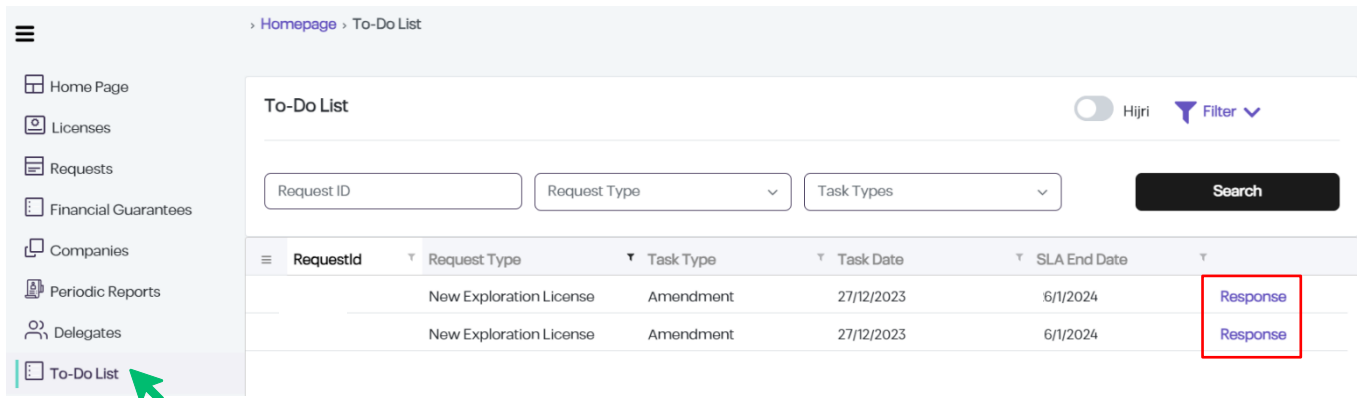
You can track your request under "Status" tab within "Requests" section.



The screenshot shows the 'Requests' section of the TAADEEN platform. On the left is a navigation menu with 'Requests' highlighted. The main area displays a table of requests. The 'Status' column is highlighted with a red box, and a '+ New Request' button is visible in the top right.

Request Type	CR Number	Company Na...	Status	Request sub...	Action
New Exploratio...			Completed	2024-11-13 00:0...	View
New Mining Lic...			Deleted	2024-11-13 00:0...	View
New Mining Lic...			Completed	2024-11-13 00:0...	View
New Mining Lic...			Deleted	2024-11-13 00:0...	View
New Mining Lic...			Deleted	2024-11-13 00:0...	View
New Mining Lic...			Submitted	2024-11-13 00:0...	View Withdraw

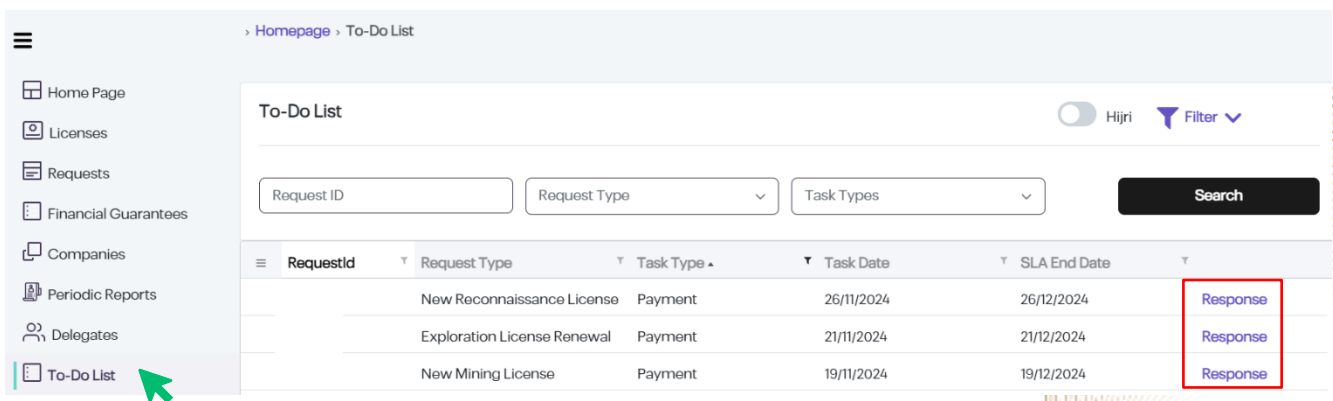
If your request is returned due to issues in requirements, go to "To Do List" section. "Amendment" task will be displayed, and you can click on "Respond".



The screenshot shows the 'To-Do List' interface. On the left is a navigation menu with 'To-Do List' highlighted and a green arrow pointing to it. The main area has a search bar with fields for 'Request ID', 'Request Type', and 'Task Types', and a 'Search' button. Below the search bar is a table with the following data:

Requestid	Request Type	Task Type	Task Date	SLA End Date	
	New Exploration License	Amendment	27/12/2023	6/1/2024	Response
	New Exploration License	Amendment	27/12/2023	6/1/2024	Response

Once your request is reviewed, you will get a notification with "License Issuance" invoice, which can be paid by going to "To Do List" section, where "Payment" task will be displayed, and you should click on "Respond".



The screenshot shows the 'To-Do List' interface. On the left is a navigation menu with 'To-Do List' highlighted and a green arrow pointing to it. The main area has a search bar with fields for 'Request ID', 'Request Type', and 'Task Types', and a 'Search' button. Below the search bar is a table with the following data:

Requestid	Request Type	Task Type	Task Date	SLA End Date	
	New Reconnaissance License	Payment	26/11/2024	26/12/2024	Response
	Exploration License Renewal	Payment	21/11/2024	21/12/2024	Response
	New Mining License	Payment	19/11/2024	19/12/2024	Response

Next, "Payment" page will be displayed for paying license issuance fees.


Payment


Dear investor, kindly note that the request submission fees are not refundable after successful submission for your application, and you agree that those fees won't be refundable if your application rejected by the ministry or you cancel your application.

⚠ Your request will be canceled if not paid within the next 3 days

5000 SAR
Service Fees

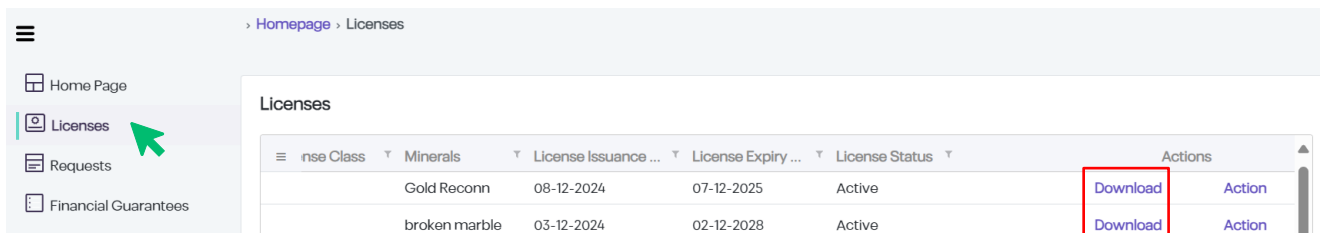
SADAD payment
 Please use the payment reference number to pay through SADAD through your local bank.
 Expires in 3 days



Reference number **202411215012** 

⚠ Payment still pending

Once the license issuance fee is paid, you can download electronic license by going to "Licenses" section and clicking on "Download."



Homepage > Licenses

Licenses

License Class	Minerals	License Issuance ...	License Expiry ...	License Status	Actions
Gold Reconnaissance		08-12-2024	07-12-2025	Active	Download Action
broken marble		03-12-2024	02-12-2028	Active	Download Action

Thank you

