

User Manual for Renewing a Small Mining License



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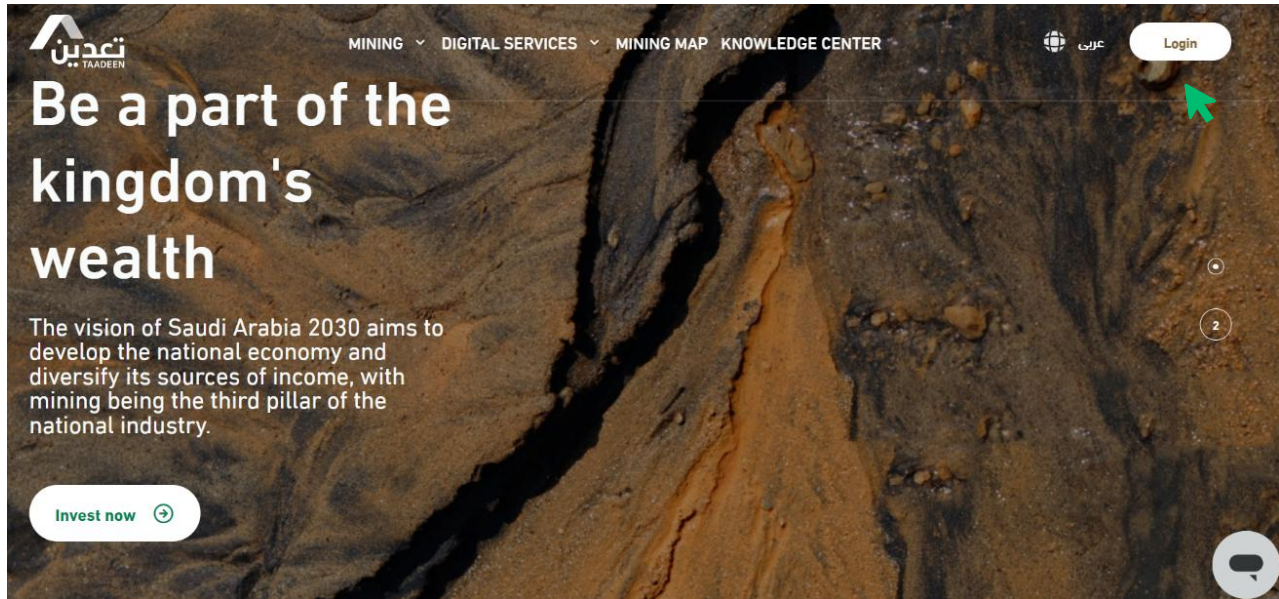


Service Description:

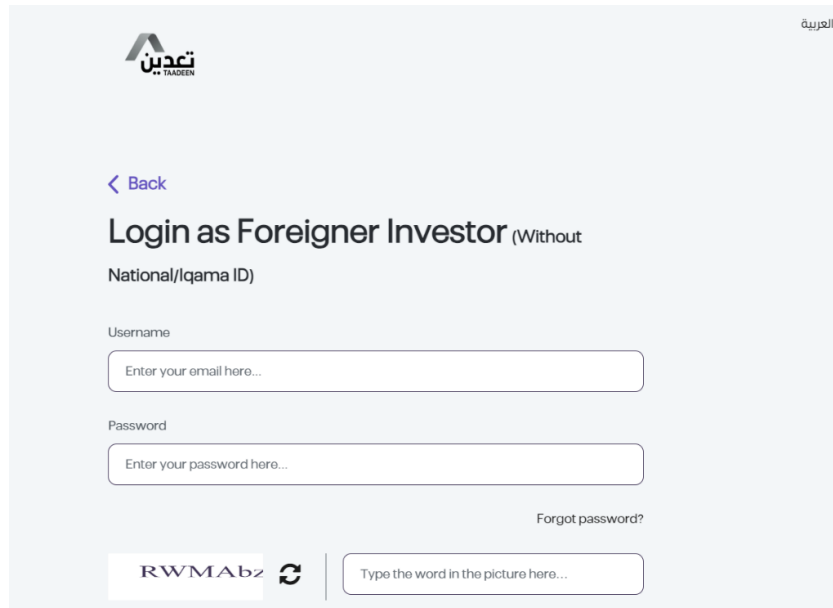
This service enables investors to renew a license for the exploitation of Category "A" and "B" minerals.

Steps to Access the Service:

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

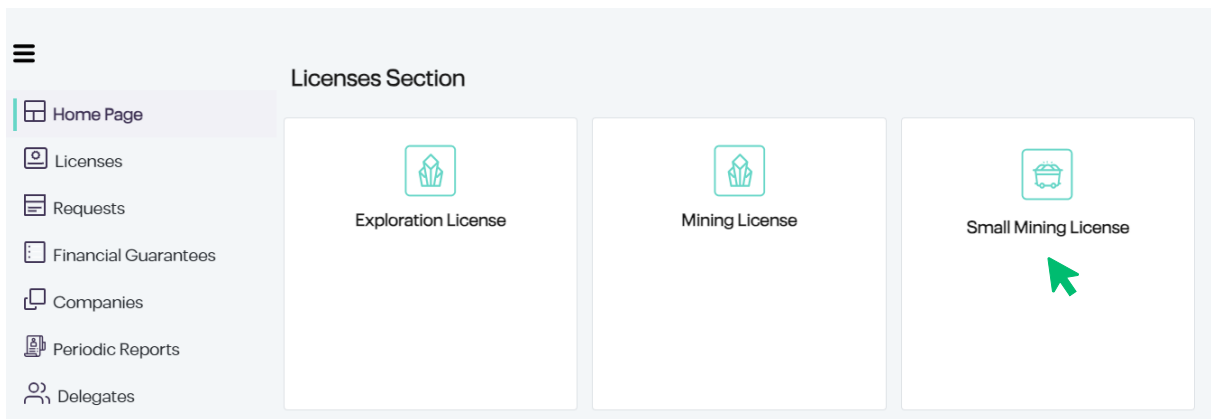


2. Log in to your account.

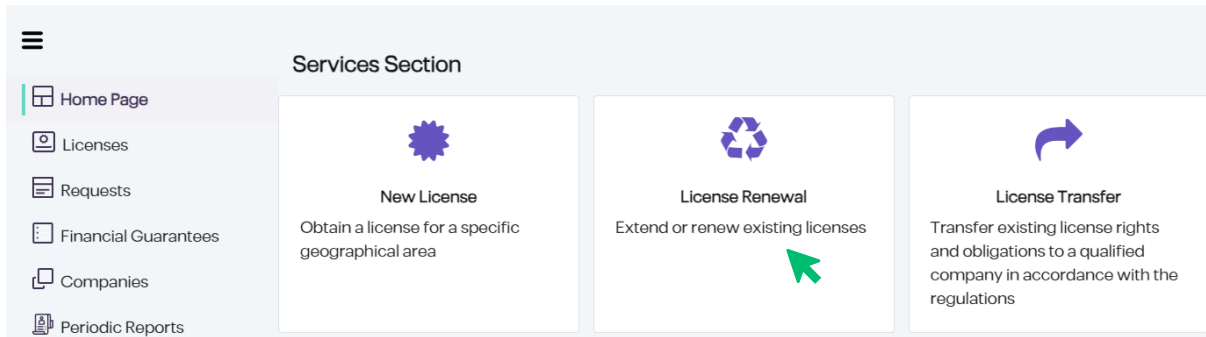


The screenshot shows a login page for foreign investors. At the top left is the TAADEEN logo and the word 'العربية' (Arabic) at the top right. Below the logo is a '< Back' link. The main heading is 'Login as Foreigner Investor (Without National/Iqama ID)'. There are two input fields: 'Username' with 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 left, there is an 'RWMAbz' logo and a refresh icon. To the right of this is a CAPTCHA field with the text 'Type the word in the picture here...'.

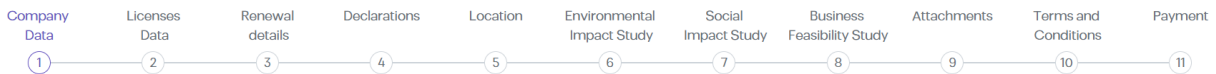
3. Click on "Small Mining License".



4. Click on "License Renewal".



You will be directed to "Company Information and Verification Procedures" page, which is read-only.



Company Information and Validations

Name	<input type="text"/>
CR Number	<input type="text"/>
Unified Number	<input type="text"/>
ID Number/Residence Number	<input type="text"/>
CR Type	<input type="text"/>
CR Expiry Hijri Date	<input type="text"/>

5. Once the conditions in "Validations" section are verified, you can proceed to the next step.

Validations

✓	Commercial register status is active
✓	Company capital ≥ 100k SAR
✓	Business activities include mining activities
✓	No terminated or withdrawn license in the last 3 years
✓	No available violations and fines
✓	Not Blacklisted

Cancel

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



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".


Homepage > Requests

Request Type	CR Number	Company Na...	Status	Request sub...	Action
Renew Mining L...			Draft	2024-11-21 00:0...	View Edit Delete
Renew Mining L...			Draft	2024-09-17 00:0...	View Edit Delete
Renew Mining L...			Draft	2024-08-07 00:0...	View Edit Delete

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

Validations

✓	Commercial register status is active
✓	Company capital ≥ 100k SAR
✓	Business activities include mining activities
✓	No terminated or withdrawn license in the last 3 years
✓	No available violations and fines
✓	Not Blacklisted

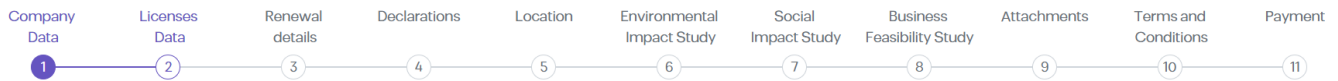
 Save as Draft

Cancel

Next




6. Select the license you wish to renew from the menu.



Active Mining Licenses:

Select Mining License

Choose a Mining license 

 Save as Draft

Cancel

Previous

Next

Information about the selected license will be displayed.

Active Mining Licenses:

Select Mining License


License's Information:

License No.	
Commercial Number	
License Class	
Region	
License Expiry Date	
Renewal Eligibility	

The system, then, will verify the conditions in "Validations" section to ensure that all conditions are correct before allowing you to proceed.

Validations

- ✓ Selected license is valid at least 180 days.
- ✓ Total duration of license is less than 60 years

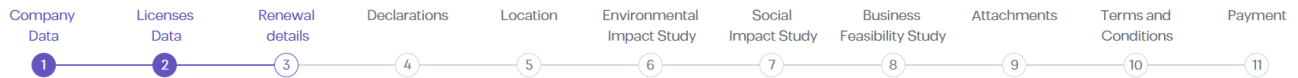
 Save as Draft

Cancel

Previous

Next

7. After clicking "Next", "Renewal Details" page will appear. Select the renewal duration.



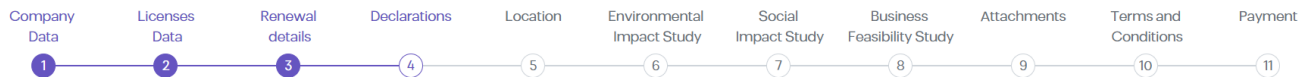
License and Minerals

License Class
A

License Duration (Yearly)
Choose license renewal duration

Minerals
Gold

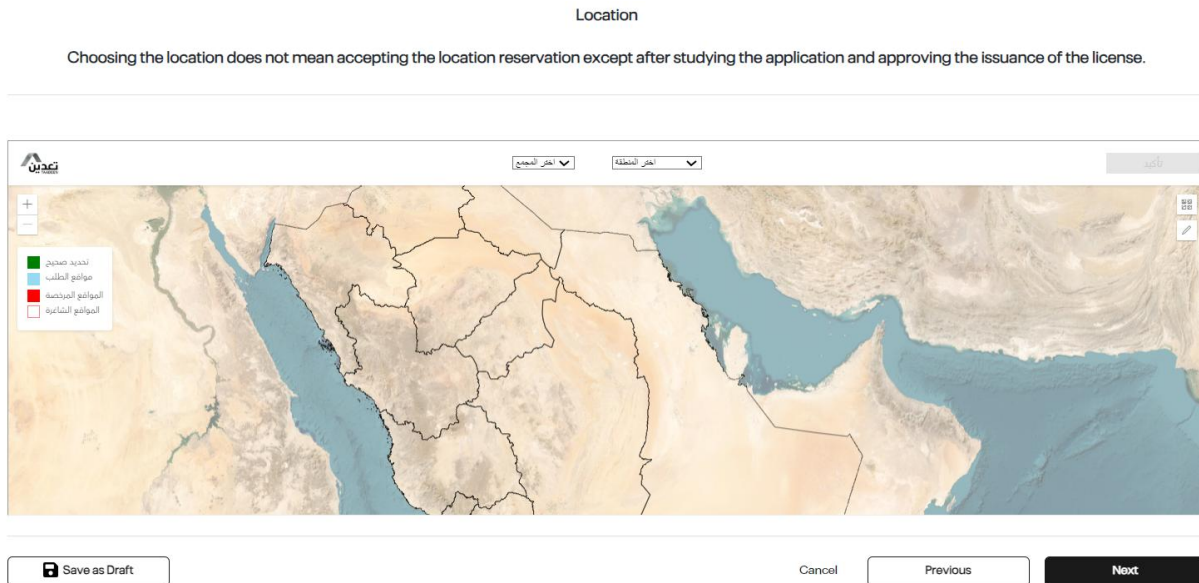
8. Click "Next" to access "Declarations" section. Ensure all fields are completed.



Declarations

<input checked="" type="checkbox"/>	Availability of funding to cover 100% of minimum costs	<input type="checkbox"/>
<input checked="" type="checkbox"/>	No delay in settling any previous fees with the ministry	<input type="checkbox"/>
<input checked="" type="checkbox"/>	No previous criminal conviction	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Non-bankruptcy reports and not being under an investigation by the violations and penalties committee	<input type="checkbox"/>
<input checked="" type="checkbox"/>	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	<input type="checkbox"/>

9. Click "Next" to proceed to "Location" page.



10. After clicking "Next", "Environmental Impact Study" page will appear. Confirm the previously entered data by clicking "Next".



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

Mining Site Details

Materials for Mining

Gold

Product Types

Type your text here...

Source and Quantity of Water Used

- Wells
- Treated water
- Desalinated water

Source and Amount of Energy Used

- Electrical grid

Upload the "Environmental Attachments".

<p>Attachment Name</p> <p>Closure and rehabilitation plan</p>	<p>Document</p>	<p>+ Upload Attachment</p> <p><small>Select file PDF, XLSX, XLC, PNG, JPG, JPEG, JXL and KMZ, Maximum size is 15 MB</small></p>
<p>Attachment Name</p> <p>Estimated closing and rehabilitation costs form</p>	<p>Document</p>	<p>+ Upload Attachment</p> <p><small>Select file PDF, XLSX, XLC, PNG, JPG, JPEG, JXL and KMZ, Maximum size is 15 MB</small></p>
<p>Attachment Name</p> <p>Environmental Impact study and plan</p>	<p>Document</p>	<p>+ Upload Attachment</p> <p><small>Select file PDF, XLSX, XLC, PNG, JPG, JPEG, JXL and KMZ, Maximum size is 15 MB</small></p> <p>*Mandatory</p>
<p>Attachment Name</p> <p>Environmental permit</p>	<p>Document</p>	<p>+ Upload Attachment</p> <p><small>Select file PDF, XLSX, XLC, PNG, JPG, JPEG, JXL and KMZ, Maximum size is 15 MB</small></p> <p>*Mandatory</p>

Save as Draft

Cancel

Previous

Next

11. Proceed to "Social Impact Study" page and entered the data.

Company Data
Licenses Data
Renewal details
Declarations
Location
Environmental Impact Study
Social Impact Study
Business Feasibility Study
Attachments
Terms and Conditions
Payment

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10
11

Social Impact Study

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

Number of employees	Number of citizens employees	Localization percentage
<input type="text"/>	<input type="text"/>	<input type="text"/>

Employee appointed to manage the community performance processes + Add Expert

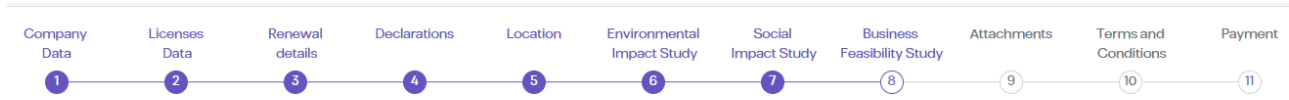
Save as Draft

Cancel

Previous

Next

12. After clicking "Next", proceed to "Business Feasibility Study" page and entered data.



Business Feasibility Study

Technical Justification

Technology Type That Will Be Used For Mining Activities

Total Duration For Developing The Site

Industrial License Number

Factory Name Factory Address

Location ownership Target of Specified Layer

Please Select Yes No

Mine Site Production Capacity (YEARLY) Tons

Factory Production Capacity (YEARLY) Tons

Partnerships Agreements if available (Optional)

13. Confirm the "Applicant Obligations / Undertaking", and attached "Financial Guarantee".

Applicant Obligations/Undertaking

- 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.


Document Type

Financial Guarantee

Document

+ Upload Attachment

Select file PDF, KML, KMZ, Docx, Xlsx, Xls, PNG, JPG and JPEG Maximum size is 15 MB

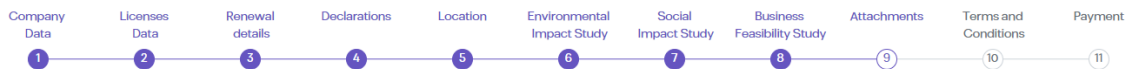
 Save as Draft

Cancel

Previous

Next

14. Click "Next" to proceed to "Attachments" section. Upload attachments.

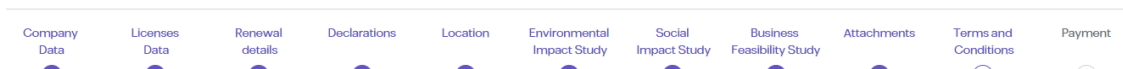


Attachments

[+ Add Attachment](#)

Attachment Name	Document
Plan for local content support	<input type="text" value="+ Upload Attachment"/> <small>Select file PDF, XLSX, PPT, PNG, JPG, JPEG, XML and KMZ. Maximum size is 5 MB</small>
Attachment Name	Document
Social impact study and community development plan	<input type="text" value="+ Upload Attachment"/> <small>Select file PDF, XLSX, PPT, PNG, JPG, JPEG, XML and KMZ. Maximum size is 5 MB</small>
Attachment Name	Document
Updated economic feasibility study	<input type="text" value="+ Upload Attachment"/> <small>Select file PDF, XLSX, PPT, PNG, JPG, JPEG, XML and KMZ. Maximum size is 5 MB</small>
Attachment Name	Document
Report On Previous Exploitation Operations	<input type="text" value="+ Upload Attachment"/> <small>Select file PDF, XLSX, PPT, PNG, JPG, JPEG, XML and KMZ. Maximum size is 5 MB</small>
Attachment Name	Document
Report On Mining Resources And Reserves	<input type="text" value="+ Upload Attachment"/> <small>Select file PDF, XLSX, PPT, PNG, JPG, JPEG, XML and KMZ. Maximum size is 5 MB</small>

15. After confirming the attachments and clicking "Next", "Terms and Conditions" page will appear for your approval.



Terms and Conditions

General Terms and Conditions

To Ensure that the financial guarantee remains valid throughout the license term and to renew it, as to keep it valid.
Take all necessary measures to ensure the implementation of rehabilitation and closure.
The value of the financial guarantee will cover the estimated cost of Rehabilitation and closure plan, as well as any Sudden Closure.
That the presented information regarding the costs of the rehabilitation and closure plan are correct and accurate.
That the person assigned to prepare the report on the estimated total rehabilitation and closure cost in the rehabilitation and closure plan is an independent and qualified person.
That the report of estimated total rehabilitation and closure cost complies with the minimum requirements stated in Article 83 of the Regulations.
To bear all financial consequences and compensation resulting from violating the rehabilitation and closing procedures.
Increase the amount of the financial guarantee annually if the guarantee is a partial financial guarantee.
That the Ministry has the right to request an extension or enforce of the financial guarantee in accordance with the licensee rehabilitation and closure works.
Oblige to fully inspect the site, consequently in event of the application for a license overlaps with private property or public facilities, will not to work on those sites without prior approval and must provide the Ministry with proof of agreement with the landowner, the beneficiary or the public utilities to operate at the site of the license or submit a compensation plan involving all expected costs of compensation and take responsibility for the actions in the event of any damages to other
The validity and accuracy of the information provided in the environmental impact study, and the environmental management plan, approved by the designated authority for the environment.
That the environmental impact study is consistent with the requirements of the environmental law and the requirements of the relevant environmental authority.

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

10000 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 202412305036

Payment still pending

Cancel **Next**

After completing the payment, your application will be successfully submitted.

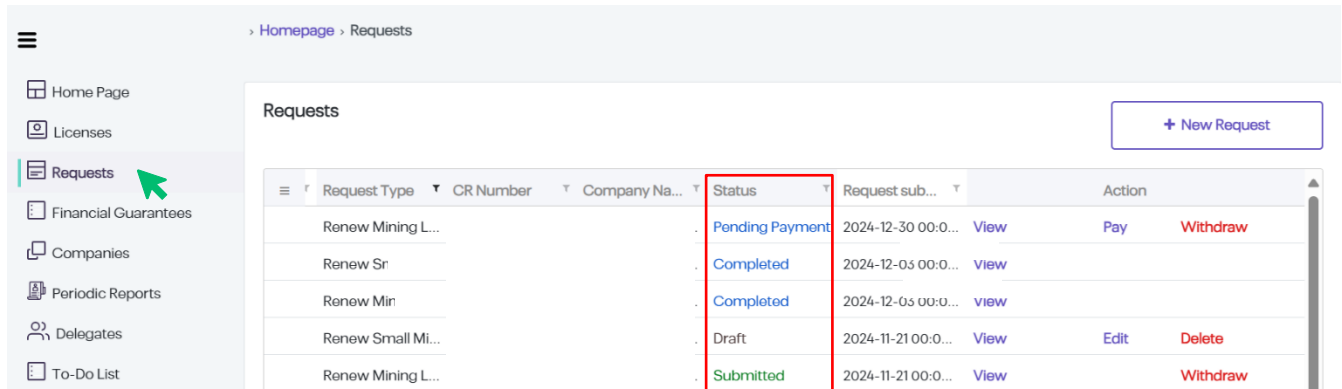


Your license renewal request will be automatically submitted after successful payment
The process of reflecting an invoice's payment status can take up to 15 minutes on Taadeen platform

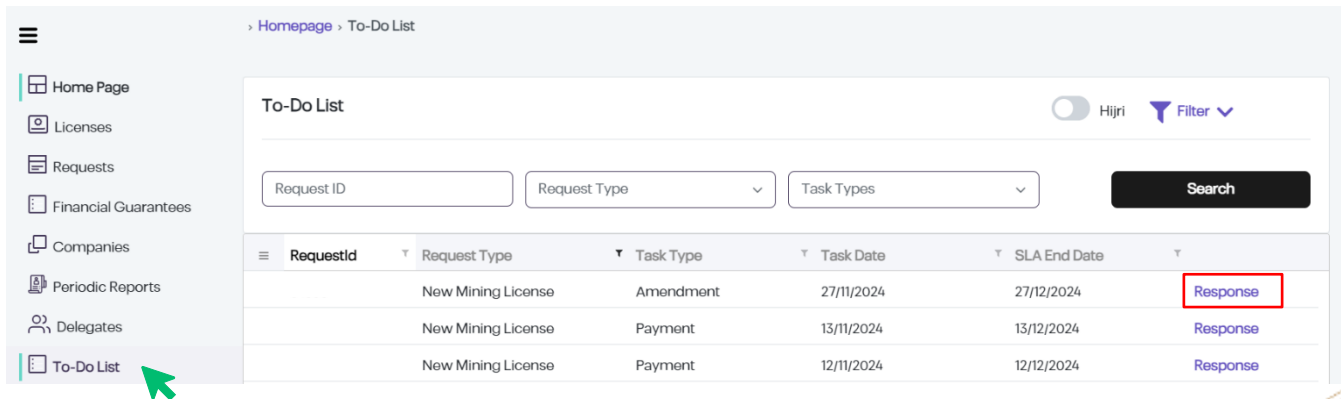
Application Number	
Company Name	
Submission Date	
Reference number	
Payment Expiry Date	
Status	Pending Payment

Back to home page

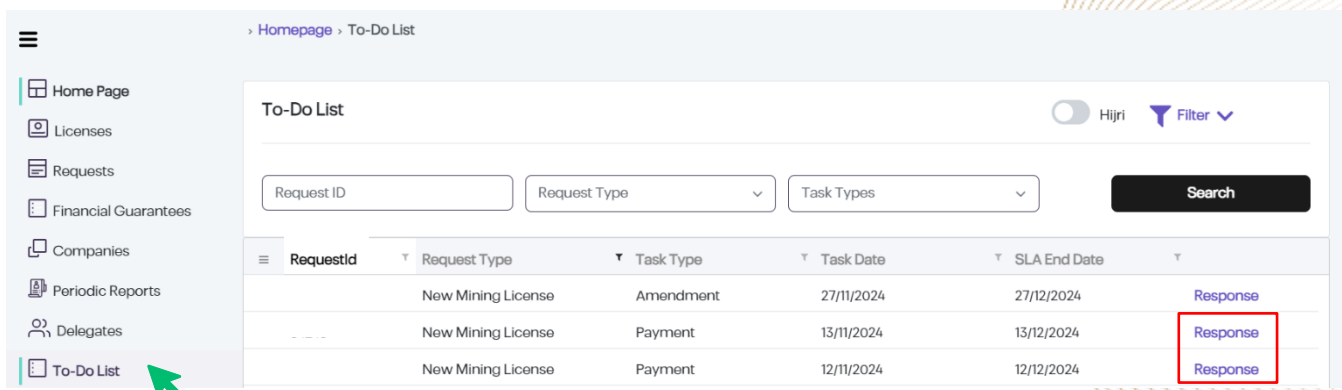
Track your application status under "Status" tab in "Requests" section.



If your application is returned for missing requirements, navigate to "To Do List". Select the task type "Amendment", and click "Respond".



If your application is approved, you will be notified of a renewal invoice. To pay it, navigate to "To Do List", locate the task type "Payment", and click "Respond".



17. Finally, proceed to "Payment" page to pay the renewal 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 -17 days

20000 SAR Service Fees

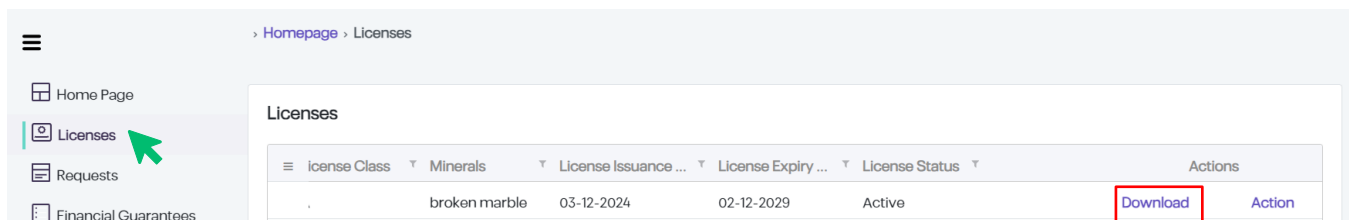
SADAD payment
Please use the payment reference number to pay through SADAD through your local bank.
Expires in -17 days

Reference number **202411135008** 

! Payment still pending



After completing the renewal payment, you can download your electronic license from "Licenses" section by clicking "Download".



The screenshot shows the 'Licenses' section of the application. On the left, a navigation menu includes 'Home Page', 'Licenses' (highlighted with a green arrow), 'Requests', and 'Financial Guarantees'. The main content area displays a table with the following data:

License Class	Minerals	License Issuance ...	License Expiry ...	License Status	Actions
.	broken marble	03-12-2024	02-12-2029	Active	Download Action

Thank you.