

User Manual for Creating a Quarterly Report on Class (B) Minerals





Contents





Steps to Access the Service:

1. Visit <u>Taadeen Platform</u> and click on the Login button.



2. Log in to your account.

	العربية
تعدين	
K Back	
Login as Foreigner Investor (Without	
National/Igama ID)	
Username	
Enter your email here	
Password	
Enter your password here	NWW/
Forgot password?	
RWMAbz 2	<u>y</u>



3. Click on "Periodic Reports" section.

Home Page	Licenses Section	
 Licenses Requests Financial Guarantees Companies Periodic Reports 	Exploration License	Mining License

4. Click on "Submit New Report" button.



5. Select the desired report to create.

Submit New Report
Exploration Report
Mining Report
Small Mining Report





6. Choose the required license.

Periodic Report				
Select License				
Choose license		~		
Company Name				
CR Number				
License Number		0		
License Expiry Date				
License Class				
Minerals				
Unified Number				
CR Expiry Hijri Date				

7. License details and reports related to selected license will be displayed automatically. Then, click "Start" button next to the desired report.

ect License	× ~	
	 * *)	
Company Name		
CR Number		
License Number		
License Expiry Date	2025/04/23	
License Class	В	
Minerals	Magnesite and Associated Minerals, Clay (For Ceramics)	
Unified Number		
CR Expiry Hijri Date	1446/08/24	



8. "Financial Compensation" page will be displayed, and you will select (Yes) or (No) for the question "Is there exploitation?"

Financial Compensation	Exploitation Information	Financial Information	Acknowledgement	Payment 5
		Financial Compensation		
Is there is exploitation?	◯ Yes	O No		
Non-Exploitation Reasons				1,
Save as Draft			Cance	ol Next

If you select (No), you must provide "Reasons for Non-Exploitation" then, click "Next".

Financial Compensation	Exploitation Information	Financial Information	Acknowledgement	Payment 5	
		Financial Compensation			
Is there is exploitation?	Ves	O No			
Non-Exploitation Reasons					
Save as Draft			Ca	ncel Next	
		6			



If you select (Yes), you must provide "Exploitation Procedure" and the following fields, then, click "Next".

Financial Compensation	Exploitation Information	Financial Information	Acknowledgement	Payment 5
		Financial Compensation		
Is there is exploitation?	O Yes	◯ No		
Exploitation Procedure				
				+ add new mineral
Quarter Severance Fee				0
Remaining credit balance				0
Utilized credit balance				0
Total Financial Compensation	0			
Save as Draft			Cano	Next

9. Then, "Exploitation Information" page will be displayed. Fill in the following fields and then click "Next".

Financial Compensation	Exploitation Information	Financial Information	Acknowledgement	Payment 5
		Exploitation Information		
Quantity of Remaining Mining	Reserves of Ores			
Remaining mining reserves quantity of	ores			
Remaining Mining Reserves Quantity of	f Ores = The identified reserves ores quanti	ty at Exploration Stage - Total Extracto	ad ores	
Number of remaining years in site life]
Number of remaining years in site life =	Average extraction per year / remaining m	ining reserves quantity of ores		
Products				
Do you Have products ?	⊖ Yes	O No		
Save as Draft			Cancel Previous	3 Next



10. Then, "Financial Information" page will be displayed. Fill in the following fields and then click "Next".

Financial Compensation	Exploitation Information	Financial Information	Acknowled		Payment 5
		Financial Information			
Sales	Sales Cost		Gross Inc	come	
Type Number	Type Num	ber		0.00)
Selling and Marketing Expenses	General and	Administrative Expenses	Explorati	on Expenses and Technic	al Services
Type Number	Type Num	ber	Type N	Type Number	
Other Operating Expenses	Total Operat	ing Expenses	Operatio	ns Income 0.00)
Financing Expenses	Other Expen	ises /Net Income	Profit/Los	ss Before Zakat and Tax	
Type Number	Туре Num	ber		0.00	
Income Tax	Zakat Expen	ses	Net Profi	t / Loss for the quarter	
Type Number	Type Num	Type Number		0.00	
Save as Draft			Cancel	Previous	Next

11. Then, "Acknowledgment " page will be displayed, where you must confirm all commitments before clicking "Submit" if there are no fees.

Financial Compensation	Exploitation Information	Financial Information	Acknowledgement	Payment
0	2	3		5
		Acknowledgment		
I acknowledge and pledge that t	the Ministry of Industry and Mineral Resourc	ces holds the right to Audit and Amend the	submitted declaration above	
I acknowledge and pledge the v	alidity of the data entered into the Mining P	ortal and attached above and take full res	ponsibility if otherwise proven to e	axist.
I acknowledge and pledge to att	tach all documents supporting the figures s	ubmitted including the financial statemer	ts And I take full responsibility if o	therwise proven to exist.
صادرة بموجب القرار الوزاري رقم (3293 📃 1444 / 16 / 1444 وتاريخ 05 / 166 / 1444هـ	١٩هـ، واللائحة التنفيذية لنظام الاستثمار التعديني الا	بالمرسوم الملكى رقم م / ١4٥ وتاريخ 19 شوال 44	ا ورد في نظام الاستثمار التعديني الصادر	أتعهد وأقرأنا المرخص بالالتزام وعدم مخالفة أتي مما
Save as Draft			Cancel Pre	Submit



Once you click "Submit," a confirmation message will appear saying "Your Report is Submitted Successfully."



If fees are required, you must confirm all commitments and click "Next".

Financial Compensation	Exploitation Information	Financial Information	Acknowledge	ment	Payment 5		
Acknowledgment							
I acknowledge and pledge that the Ministry of Industry and Mineral Resources holds the right to Audit and Amend the submitted declaration above							
I acknowledge and pledge the validity of the data entered into the Mining Portal and attached above and take full responsibility if otherwise proven to exist.							
I acknowledge and pledge to atta	ch all documents supporting the figures s	ubmitted including the financial statements	and I take full respons	bility if otherwise proven to e	xist.		
أتعهد وأقر أنا المرخص بالالتزام وعدم مخالفة أن مما ورد في نظام الاستثمار التعديني الصادر بالمرسوم الملكي رقم م / 140 وتاريخ 19 شوال 1441هـ، واللائحة التنفيذية لنظام الاستثمار التعديني الصادرة بموجب القرار الوزاري رقم (293) ما 1446م. والدائحة التنفيذية لنظام الاستثمار التعديني الصادرة بموجب القرار الوزاري رقم (293) ما 1446م. والدائحة التنفيذية لنظام الاستثمار التعديني الصادرة بموجب القرار الوزاري رقم (293) ما 1446م. والدائحة التنفيذية لنظام الاستثمار التعديني الصادر بالمرسوم الملكي رقم م / 140 وتاريخ 14							
قرة رقم (63,1) ما نصه: عند اكتشاف المرخص	بمولة برخصة الكشف أو الاستغلال: وما ورد فى الف	المادة رقم (64,2) ما نصه: إذا اكتشف المرخص له مع لا بالمادة رقم (63) ما نصه: اكتشاف المعادن غير المش معادن غير مشمولة برخصة الكشف أو الاستغلال فعا	وم من تاريخ الاكتشاف عملاً	الحصول على رخصة جديدة وذلك : 6 خلال مدة لا تتجاوز (90) تسعين	أتعهد وأقر بالتقدم بطلب جديدة، وأتعهد بإشعار الوزار		
Save as Draft			Cancel	Previous	Next		



Next, "Payment" page will be displayed for paying the "Financial Compensation fees"

Financial Compensation	Exploitation Information	Exportation 3	Financial Information	Manpower 5	Used Material	Acknowledgement	Legal Authentication 8	Payment 9
				Payment				
0 Dear investor, Note that th	e fees are non-refundable, ar	nd you agree that these fee	s are non-refundable.					
			O Accept	Reject				
	0.92 SAR					Financial Compensation	Fees	
	SADAD payment Please use the payment reference number to pay through SADAD through your local bank.							
	Reference nu Image: Organization of the state of	imber 20250114500 I pending	2 🗖					
							Cancel	Next

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

Your Periodic Report will be automatical The process of reflecting an invoice's payment stat	Illy submitted after successful payment tus can take up to 15 minutes on Taadeen platform	
Report Number		
Company Name		
Submission Date	2025-01-14	
Reference number		
Status	Pending Payment	
Backtoho	ome page	



Thank you.

