

# User Manual for Creating a Quarterly Report for Class (A) Minerals





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#### Steps to Access the Service:

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



2. Log in to your account.

تعدين TAADEEN	
A Back	
Login as Forei	gner Investor (Without
National/Iqama ID)	
Username	
Username	
Enter your email here	
Enter your email here Password	
Enter your email here	
Enter your email here Password	Forgot password?
Enter your email here Password	Forgot password?



3. Click on "Periodic Reports" section.

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

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.

Select License														
													× ~	)
Company Name														
CR Number														
License Number														
License Expiry Date					2077/04/13									
License Class					А									
Minerals					Niobium, Ca	dmium								
Unified Number														
CR Expiry Hijri Date					1446/08/24									
≡ Report Type <sup>¬</sup>	Active Date	τ	Due Date	т	Status T	Start	τ	Edit	τ	View	τ	Delete	τ	
Annual	2024-04-15		2024-04-15		Overdue	Start								
Quarter2	2024-07-01		2024-07-31		Overdue	Start								



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

Financial Compensation		Acknowledgment	Payment 3
		Financial Compensation	
is there is exploitation?	O Yes	O No	
Non-Exploitation Reasons			li
Quantity of Remaining Mining Re	serves of Ores		
Remaining mining reserves quantity of ores			
The identified reserves one quarity at Diploration Stage - Total Databated ones Number of remaining years in site life			
Average extraction per year (nonshiring mining nearwas quantity of ones			Cancol Next

If you select (No), you must provide "Reasons for Non-Exploitation" and the "Quantity of Remaining Mineral Reserves" then, click "Next".

1)	sation	Acknowledgment	Payment 3	
		Financial Compensation		
there is exploitation?	⊖ Yes	O No		
on-Exploitation Reasons				
uantity of Remaining Mini	ing Reserves of Ores			
maining mining reserves quantity of o	res			
	adons			
	udens.			
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If you select (Yes), you must provide "Exploitation Method", "Selected Mineral," "Fees Calculation," and "Quantity of Remaining Mineral Reserves" then, click "Next".

Financial Compensation		Acknowledgmen	t		Payment 3		
	Finan	icial Compen	sation				
s there is exploitation?	O Yes	No					
Exploitation Procedure							
Select your Exploitation Mineral *Minerals is mandatory Select							``
Computation of Coverence Face of M	increde Linen Fytre etien						
1. Total Revenue of Minerals Extracted During the Period	Inerais Opon Extraction				0		~
2. Total Operation Expenses					0		~
The expense associated with the Post-Extraction Activities and before the revenues 3. Total Disallowable Operational Expenses	are generated at the valuation point				0		~
4. Total Estimated Return on Capital					0		~
5. Net Value of Minerals Upon Extraction					0		~
6. Severance Fee for the Value of Minerals Upon Extraction (SA	R)				0		
Computation of Severance Fees of In	come Tax Equivalent						
Net Income / Loss From Mining Activity					0.0		
7. Total Additions to Net Income / Loss 8. Total Deductions From Net Income / Loss					0		~
9. Severance Fees as per Income Tax Equivalent					0		~
Quarter Severance Fee			0		)		
Remaining credit balance			0		)		
Utilized credit balance			0		1		
					J		
Total Severan	ce Fees			0			
Quantity of Remaining Mining Rese	erves of Ores						
emaining mining reserves quantity of ores							
e identified reserves one quantity at Exploration Stage - Total Extracted ones							
lumber of remaining years in site life							
erage extraction per year / remaining mining reserves quantity of ones			Please make sa	re you calculate all the fields to be able	to review your data!	Review your dat	ta
Save as Draft					Cancel	Next	



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

Financial Compensation	Acknowledgment	Payment 3
	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 in	responsibility if otherwise proven to exist.	
I acknowledge and pledge to attach all documents supporting the figures submitted including the financial statem	nents And I take full responsibility if otherwise proven to exist.	
ر 17 موال ۱۸۹۱هـ. والالدة التمريك الدامم الاستثمار الاستياس العادرة بموجب المارا الوازلي زمم (2013 / ۲۱، ۱۹۸۸) والاريخ 10 / ۲۰۵۸ الاس	عدم مخافقة أن مما زرد فان نظام الاستثمار الانديني العادر بالمرسوم المنكان رقم م / HD وتاريخ	المهدواهر له المرخص بهتترام و
Save as Draft	Cance	Previous 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	Acknowledgment	Payment 3
	Acknowledgment	
I acknowledge and piedge that the Ministry of Industry and Mineral Resources holds the right to Audit a	and Amend the submitted declaration above	
I acknowledge and pledge the validity of the data entered into the Mining Portal and attached above an	vd take full responsibility if otherwise proven to exist.	
I acknowledge and pledge to attach all documents supporting the figures submitted including the finance	ncial statements And I take full responsibility if otherwise proven to exist.	
اه، والتحة التفييرية انظام الاستلمار التعديلي المادرة بموجب القرار الوازاني رقم (2013 / / 444) والإيخ 50 / 706 444ه	۵۵۸ آن مما ورد من دعام الاستثمار الامدياني الصادر بالمرسوم المتض رغم م / ١٨ وتاريخ ١٩ شول ١٩٨	.العهد وافر آنا المرحص بالتتزام وعجم مخ
Seve as Draft	Cance	N Previous Next

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

Financial	Compensation	Acknowledgment		Payment	
				$\bigcirc$	
		Payment			
0 Dear investor, Note that the fees are	non-refundable, and you agree that these fees are non-refundable.				
	O Accept	Reject			
	2.28834 SAR		Financial Compensation Fees		
	SADAD payment Please use the payment reference number to pay through SADAD through your local	bank.	<u>س</u>		
	Reference number 20250155002				
				Cancol Next	
					-
		9			



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

Your Periodic Report 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	
Report Number	
Company Name	
Submission Date	2025-01-14
Reference number	
Status	Pending Payment
Back to home page	



## Thank you.

