

User Manual for Issuing a Small Mining License

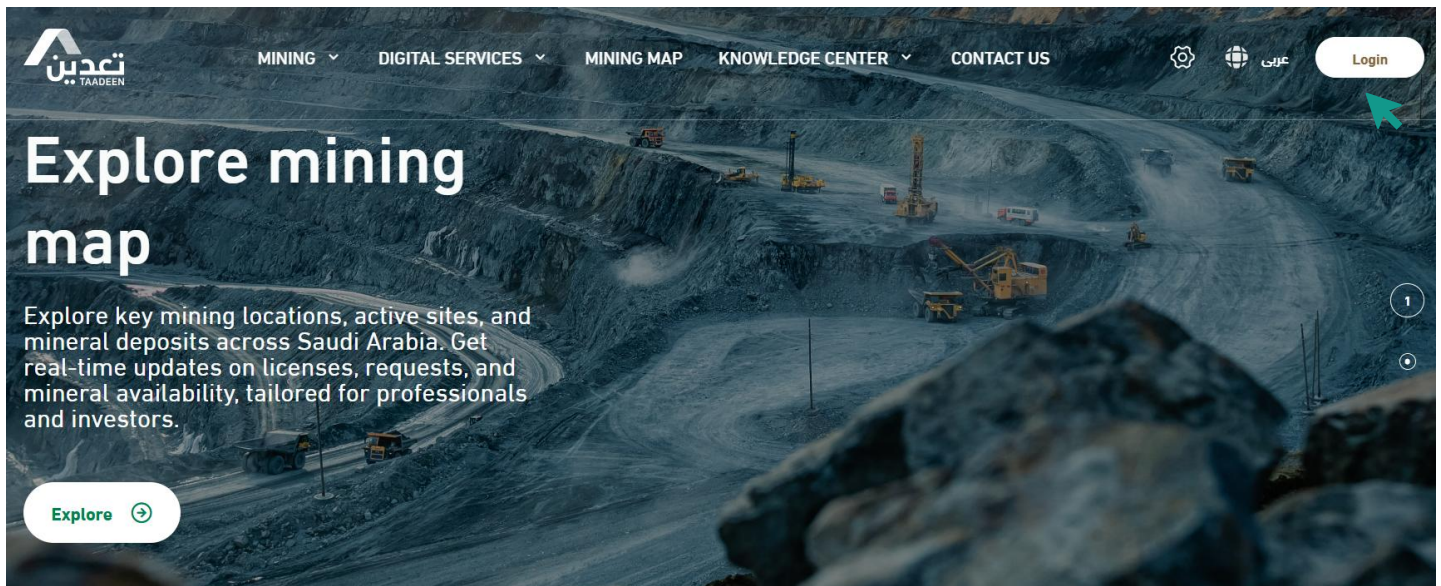


Service Description:

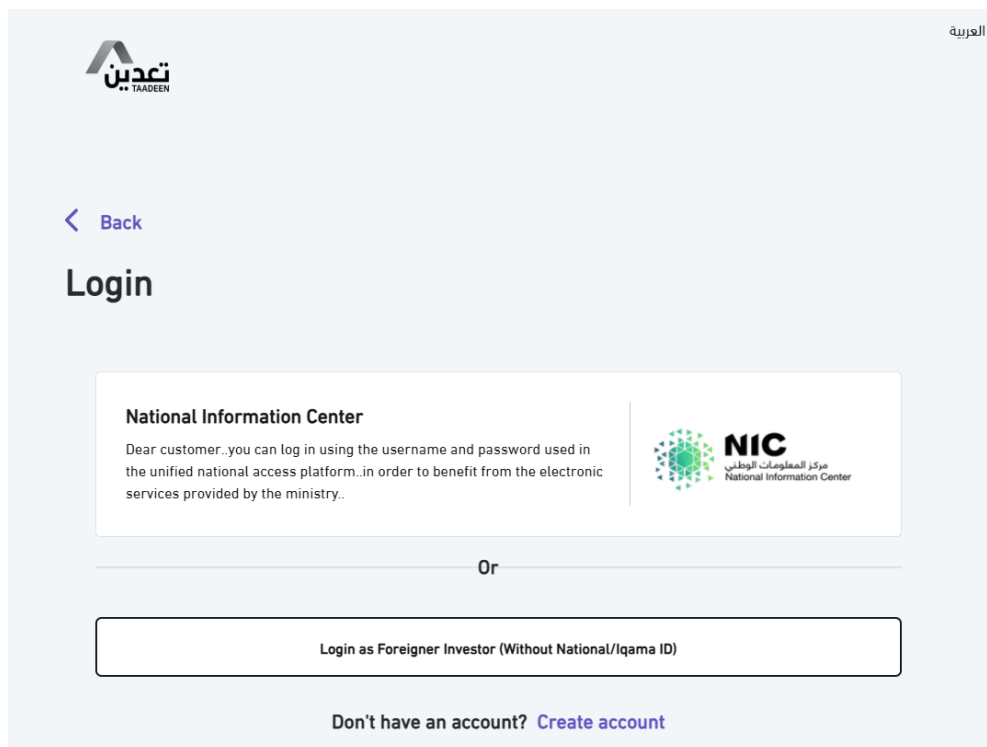
A mine the area of which does not exceed one square kilometer and is classified as such by the Ministry according to the volume of its mineral deposit, production of ore, and capital investments.

Steps to Access the Service :

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

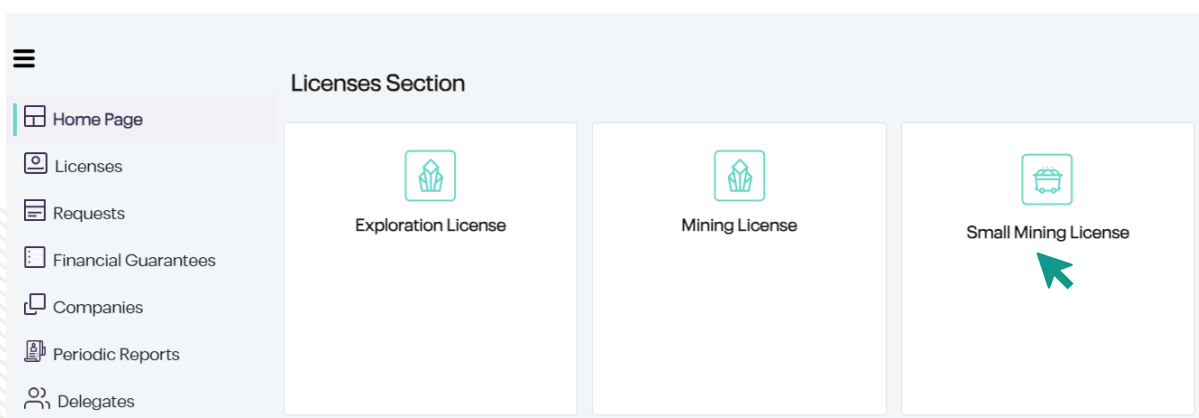


2- Log in to your account.



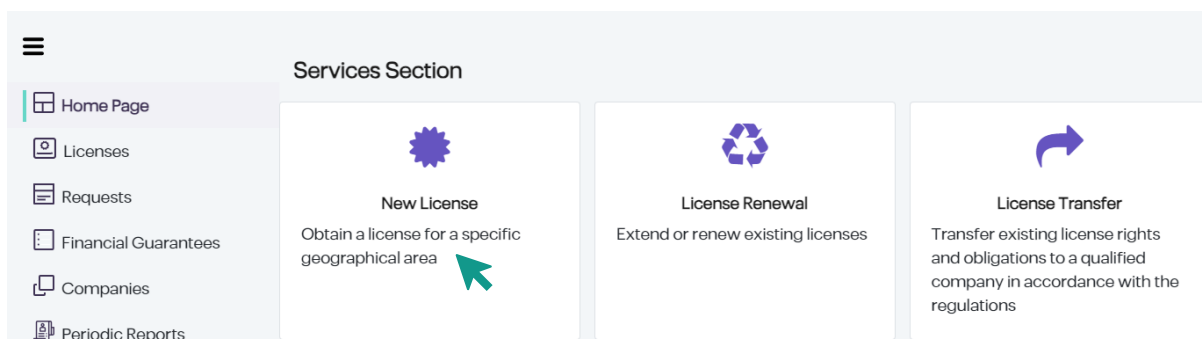
The screenshot shows the login page of the TAADEEN system. At the top left is the TAADEEN logo, and at the top right is the text "العربية". Below the logo is a "Back" link. The main heading is "Login". A box contains the "National Information Center" logo and text: "Dear customer..you can log in using the username and password used in the unified national access platform..in order to benefit from the electronic services provided by the ministry..". Below this is a horizontal line with "Or" in the center. A button labeled "Login as Foreigner Investor (Without National/Iqama ID)" is present. At the bottom, it says "Don't have an account? Create account".

3- Navigate to “Small Mining License”.

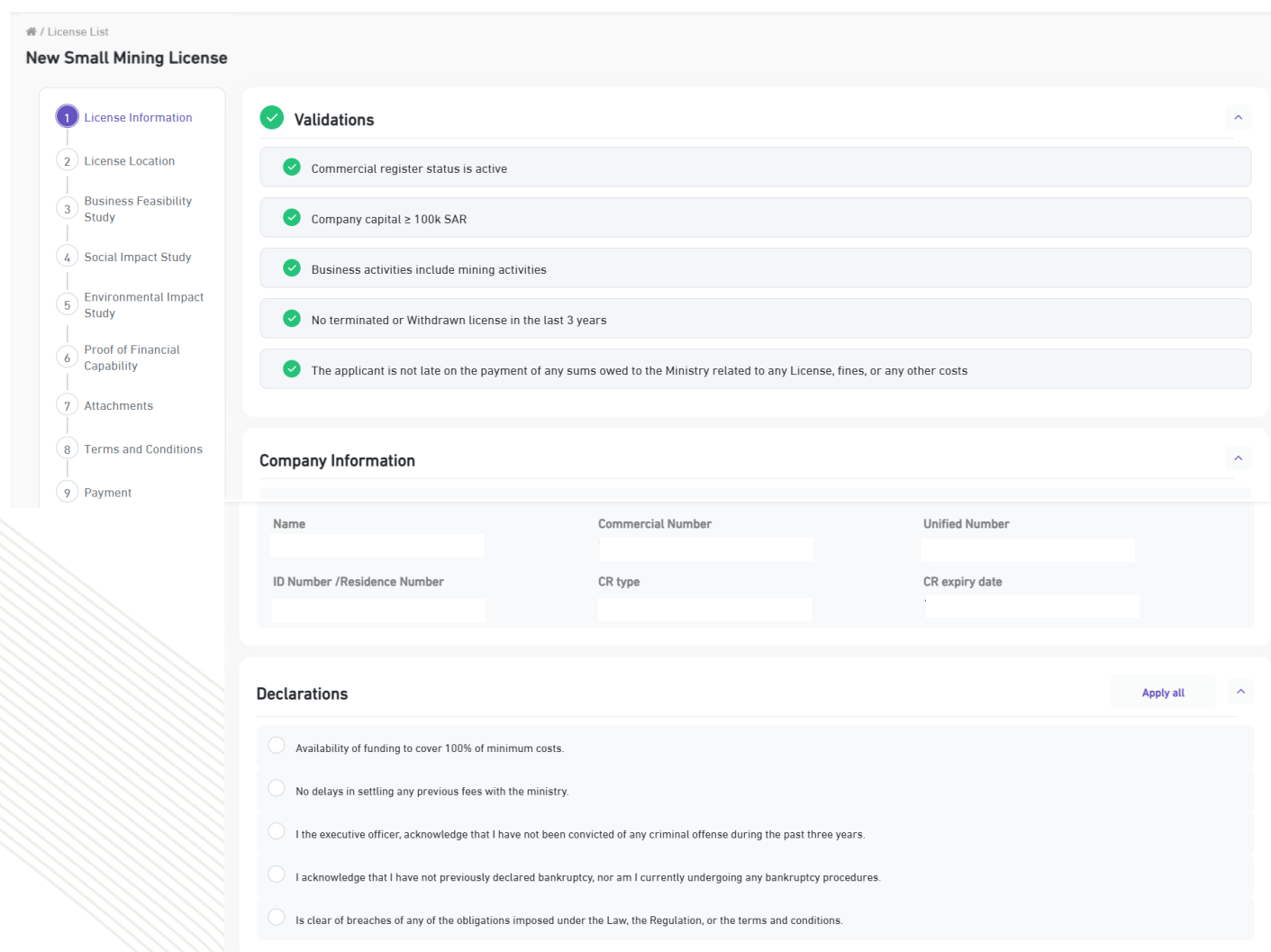


The screenshot shows the "Licenses Section" of the TAADEEN system. On the left is a sidebar menu with a hamburger icon and the following items: "Home Page", "Licenses", "Requests", "Financial Guarantees", "Companies", "Periodic Reports", and "Delegates". The main area displays three license options: "Exploration License", "Mining License", and "Small Mining License". A green arrow points to the "Small Mining License" option.

4- Click on "New License".



5- The "Application Information" screen will appear, and eligibility will be verified. Please select all the boxes in the "Declarations" section.



New Small Mining License

1 License Information

2 License Location

3 Business Feasibility Study

4 Social Impact Study

5 Environmental Impact Study

6 Proof of Financial Capability

7 Attachments

8 Terms and Conditions

9 Payment

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
- The applicant is not late on the payment of any sums owed to the Ministry related to any License, fines, or any other costs

Company Information

Name:

Commercial Number:

Unified Number:

ID Number /Residence Number:

CR type:

CR expiry date:

Declarations

☐ Availability of funding to cover 100% of minimum costs.

☐ No delays in settling any previous fees with the ministry.

☐ I the executive officer, acknowledge that I have not been convicted of any criminal offense during the past three years.

☐ I acknowledge that I have not previously declared bankruptcy, nor am I currently undergoing any bankruptcy procedures.

☐ Is clear of breaches of any of the obligations imposed under the Law, the Regulation, or the terms and conditions.

[Apply all](#)

6- Select the Exploration License, Duration & Minerals, then click on “Next” button.

Exploration License Information

Exploration License *

Please Select

Duration & Minerals

License Duration (Yearly) *

Please Select

Minerals *

Choose Minerals

Next

7- After that, you will move to the " **Location License**" screen. Choose to use the same location of Exploration License or select part of the location. If “Use the same location of Exploration License” is selected, click the 'Confirm' button."

1 License Information

2 License Location

3 Business Feasibility Study

4 Social Impact Study

5 Environmental Impact Study

6 Proof of Financial Capability

7 Attachments

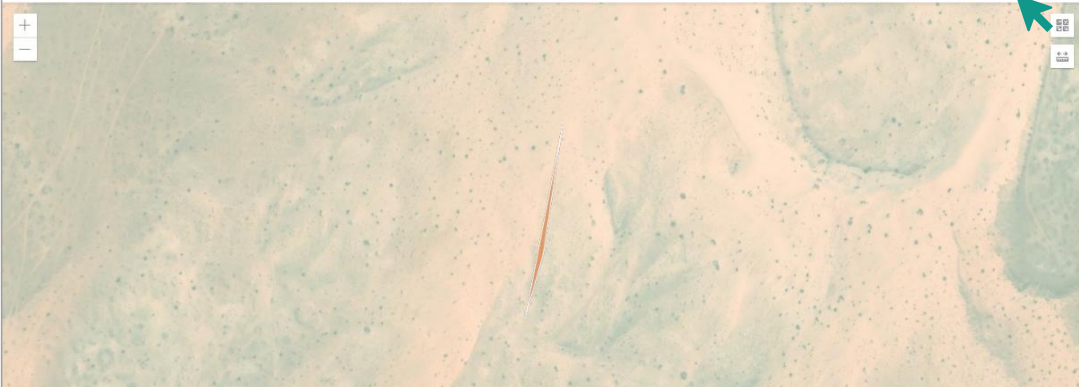
8 Terms and Conditions

9 Payment

License Location

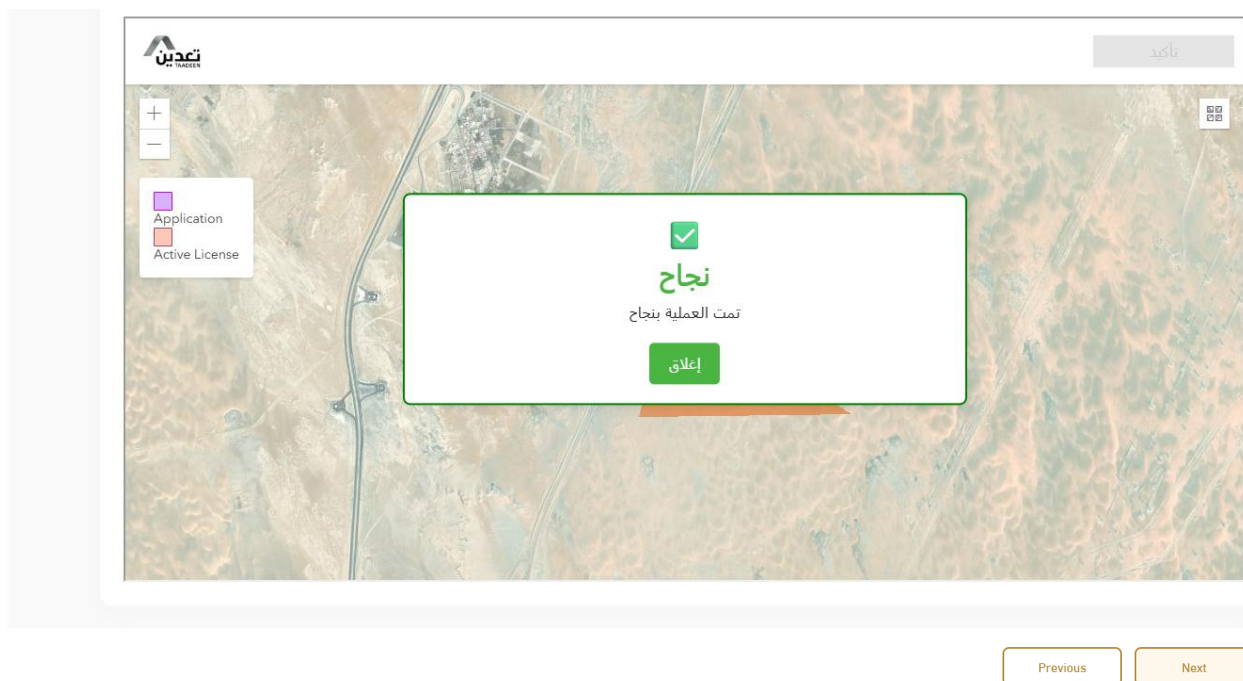
☒ Use the same location of Exploration License
 ☐ Select part of the location

Longitude and Latitude	Degree	Minute	Second
X (Longitude - East)	40	30	20
Y (Latitude - North)	30	20	15
X (Longitude - East)	40	30	21
Y (Latitude - North)	30	20	14
X (Longitude - East)	40	30	22
Y (Latitude - North)	30	15	13
X (Longitude - East)	40	30	20
Y (Latitude - North)	30	20	15



تأكيد

A message saying "Operation completed successfully" will appear. After that, click the "Next" button.



If you select "Specify a part of the location" you can either enter the coordinates manually or upload a file. If you choose to enter the coordinates manually, input the coordinates, then click the "See on Map" button, followed by the "Confirm" button.

1 License Information

2 License Location

3 Business Feasibility Study

4 Social Impact Study

5 Environmental Impact Study

6 Proof of Financial Capability

7 Attachments

8 Terms and Conditions

9 Payment

License Location

☐ Use the same location of Exploration License
 ☒ Select part of the location

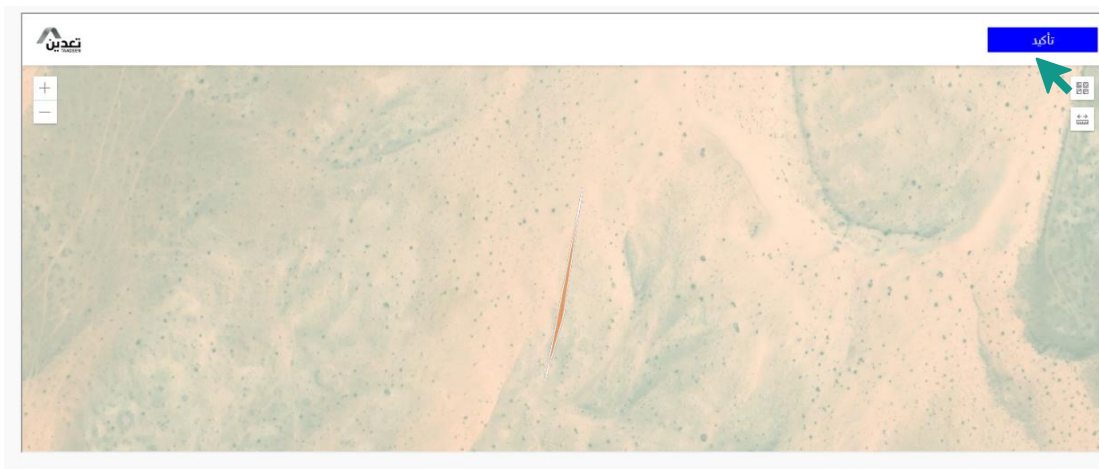
Coordinates File

you can either enter the coordinates manually or upload a file for the system to read and display them automatically.

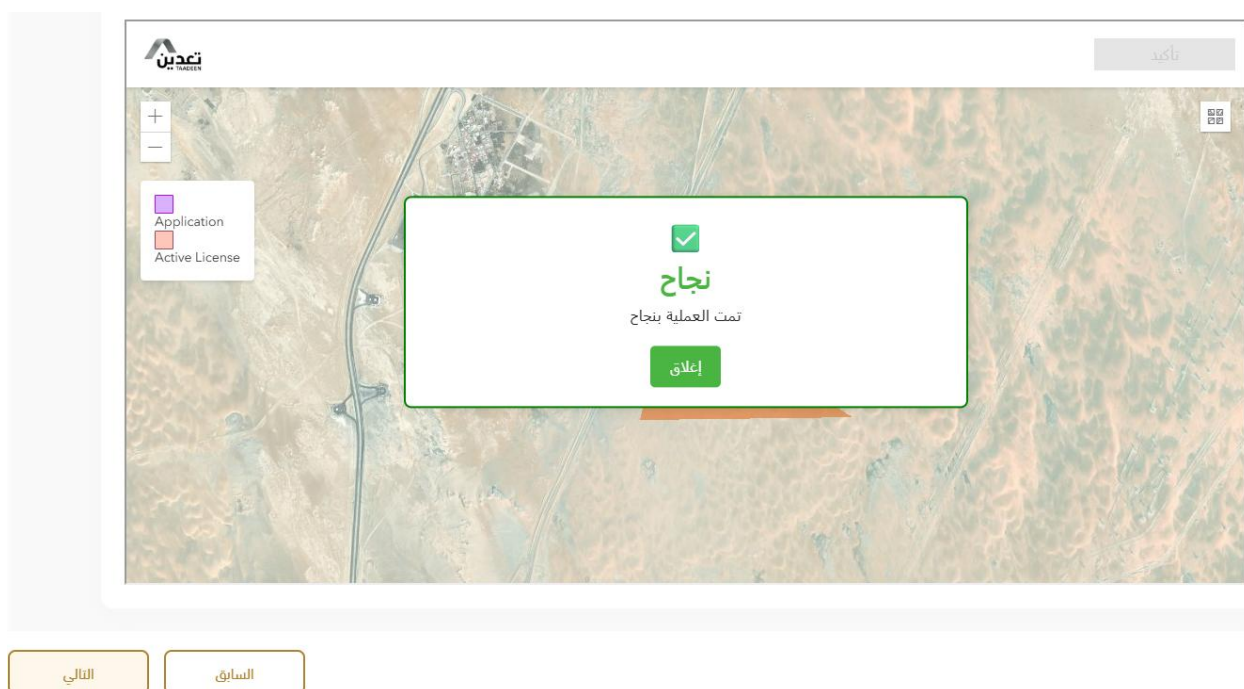
Attachment

Upload

Longitude and Latitude	Degree	Minute	Second
X (Longitude - East)	0	0	0
Y (Latitude - North)	0	0	0
X (Longitude - East)	0	0	0
Y (Latitude - North)	0	0	0
X (Longitude - East)	0	0	0
Y (Latitude - North)	0	0	0



A message saying "Operation completed successfully" will appear. After that, click the "Next" button.



8- You will then proceed to the "Business Feasibility Study" screen to enter the data shown below.

- 1 License Information
- 2 License Location
- 3 **Business Feasibility Study**
- 4 Social Impact Study
- 5 Environmental Impact Study
- 6 Proof of Financial Capability
- 7 Attachments
- 8 Terms and Conditions
- 9 Payment

Technical Expertise

Technical Team

Technical Consultant

Consultant's Name	Years' Experience

Work program and project implementation plan

Development works (Site Development Timeline)

Task Name *	Start Year *	Start Month *	Duration (in months) *	Capital Deployment (SAR) *
Employment of manpower and support services at the license site	Select ▼	Select ▼		
Supply of mining equipment, heavy equipment and support	Select ▼	Select ▼		
Fencing the site, determining the entrances and exits of the mine, working internal roads.	Select ▼	Select ▼		
Start of mining and production operations	Select ▼	Select ▼		
Placing warning and warning signs for dangerous places and safety factors	Select ▼	Select ▼		
Supply and installation of ore processing units, plants and maintenance	Select ▼	Select ▼		
Preparing the site and starting to implement the infrastructure of the mine	Select ▼	Select ▼		
Use the top layer that was scraped in the shutdown and rehabilitation as the top layer	Select ▼	Select ▼		
Scrape the top layer 20 cm from the soil before starting the exploitation work and	Select ▼	Select ▼		
Signing of construction partnership contracts for operation and maintenance at	Select ▼	Select ▼		
Geotechnical studies necessary to avoid collapses and reduce risks to the mine	Select ▼	Select ▼		

Sources of project funding

Financing Plan *

Total Investment (CAPEX) *

SAR

Operating Expenses (First year) *

SAR

Own Capital *

New Equity *

External Financing *

Saudi Industrial Development Fund *

Other *

Total Investment Value

Work program and project implementation plan

Factory Name *

Enter the value

Factory Location *

Enter the value

Industrial License Number *

Enter the value

Technology Type *

Enter the value

Mine Annual Production Capacity *

Tons/Year

Factory Production Capacity *

Year

Products Type *

Enter the value

User Manual for Issuing a Small Mining License



Land Ownership

☐ Public Ownership ☐ Full Ownership ☐ Partial Ownership

Document Type	Document
Electronic Deed *	
Site Layout *	
Agreement Contract	

Resources and Reserves

Primary Mineral

Changing the primary mineral will affect the secondary minerals. Please make sure to update the data accordingly.

Mineral Name *

Select

Ore Quantity *

Select

Concentration *

Select

Ore's Metal Content *

Select

Please select the unit first above to be able to fill the table

Mineral Resource	Ore Quantity (Ton)	Concentration (Gram Per Ton)	Ore's Metal Content (Ton)
Measured Mineral Resources			
Indicated Mineral Resources			
Inferred Mineral Resources			
Total Mineral Resources			

Ore Reserve	Ore Quantity (Ton)	Concentration (Gram Per Ton)	Ore's Metal Content (Ton)
Proven Ore Reserve			
Probable Ore Reserve			
Total Ore Reserve			

Project's Economic Information

Key LOM Production Statistics

Life of Mine (Years) *

Ore mined *

Ore Processing Rate (Tonnes per year) *

Average ore production (recovered) - years 1 to 3 (Tonnes per year) *

Average ore production (recovered) - LOM (Tonnes per year) *

Recovered Ore (Tonnes) *

Strip Ratio *

Key LOM Financial Statistics (at ore price of XXX Unit)

Revenue *

All In Sustaining Costs - LOM (SAR/Tonne) *

Net free cashflow (pre-tax) *

Net free cashflow (post-tax) *

Average free cashflow (pre-tax) - LOM *

EBITDA - Life of Mine *

Payback Period (pre-tax) *

Payback period (post-tax) *

NPV (pre-tax) *

NPV (post-tax) *

Internal Rate of Return (IRR) (pre-tax) *

Internal Rate of Return (IRR) (post-tax) *

Discount Rate *

Pre-Production Capital Costs

Initial Capital Expenditures *

Contingencies *

Total Capital Costs *

Authors of the Feasibility Study

Authors of the Feasibility Study

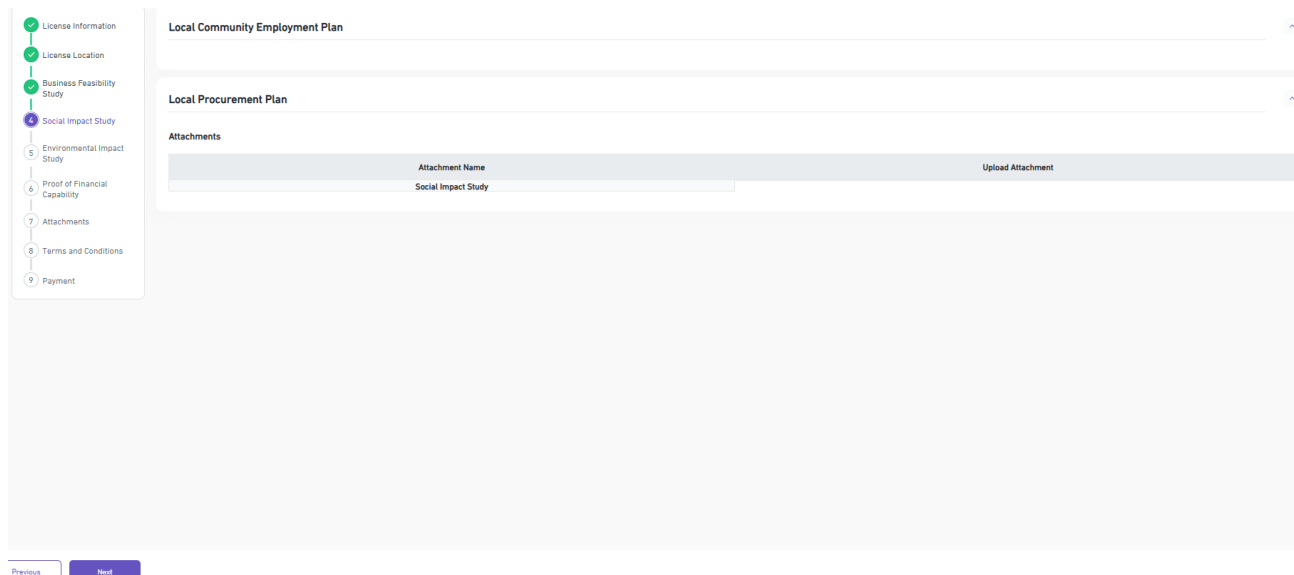
Attachments

Attachment Name	Upload Attachment
Feasibility Study *	

Declarations

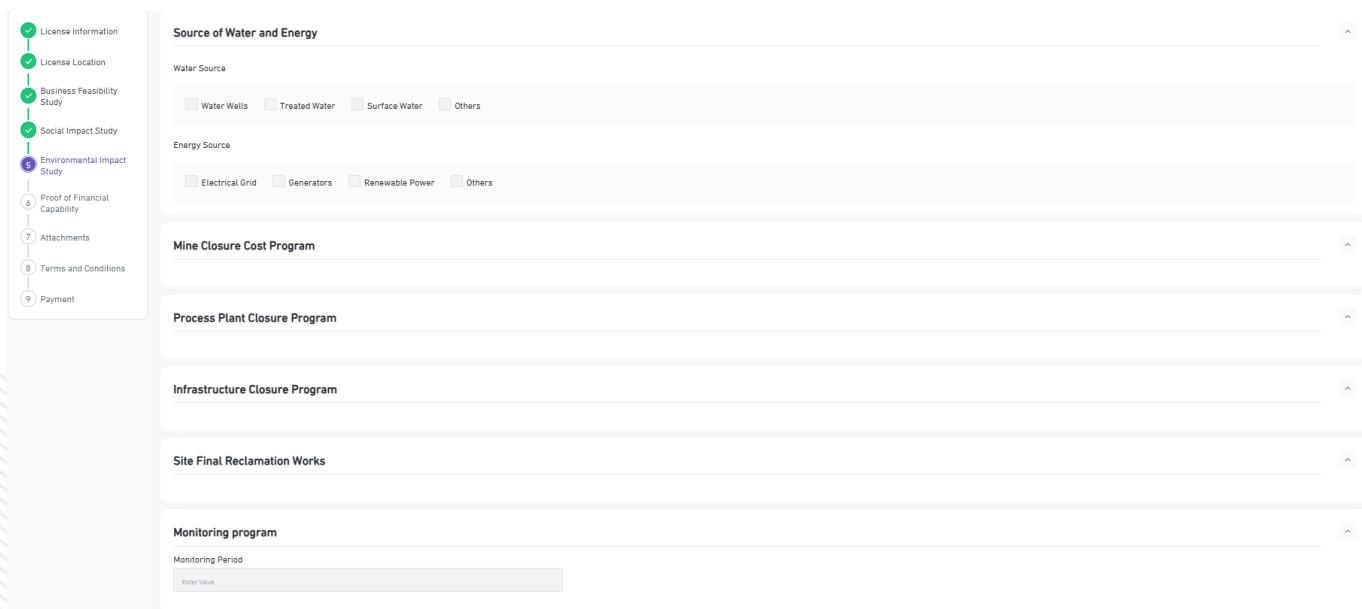
☐ Adhere to the work program described above and abide by the provisions of the Mining Investment System issued by Royal Decree No. M/140 dated 15/10/1441 AH and its executive regulations, any amendments thereto and other governmental regulations, instructions and orders. In the event of failure to implement this program, the Ministry of Industry and Mineral Resources has the right to take the necessary measures to terminate the license.

9- Next, the "Social Impact Study" screen will appear. Enter the information below, then click the "Next" button.



The screenshot shows the "Social Impact Study" form. On the left is a vertical progress bar with steps 1 through 9. Steps 1-3 are completed (green checkmarks), step 4 is the current step (blue circle), and steps 5-9 are pending (grey circles). The main form area contains three sections: "Local Community Employment Plan" with a text input field, "Local Procurement Plan" with a text input field, and "Attachments" which is a table with two columns: "Attachment Name" and "Upload Attachment". The table has one row with "Social Impact Study" in the first column and an empty space in the second. At the bottom are "Previous" and "Next" buttons.

10-The "Environmental Impact Study" screen will appear. Enter the following data, then click the "Next" button.



The screenshot shows the "Environmental Impact Study" form. On the left is a vertical progress bar with steps 1 through 9. Steps 1-3 are completed (green checkmarks), step 4 is the current step (blue circle), and steps 5-9 are pending (grey circles). The main form area contains several sections: "Source of Water and Energy" with "Water Source" (checkboxes for Water Wells, Treated Water, Surface Water, Others) and "Energy Source" (checkboxes for Electrical Grid, Generators, Renewable Power, Others); "Mine Closure Cost Program" with a text input field; "Process Plant Closure Program" with a text input field; "Infrastructure Closure Program" with a text input field; "Site Final Reclamation Works" with a text input field; and "Monitoring program" with a "Monitoring Period" text input field and a placeholder "Enter Value". At the bottom are "Previous" and "Next" buttons.

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Total Costs Section

Stage	Total Equipment Cost	Total Non-equipment Cost	Total Cost
Mine Closure Cost Program	0	0	0
Process Plant Closure Program	0	0	0
Infrastructure Closure Program	0	0	0
Site Final Reclamation Works	0	0	0
Monitoring program	0	0	0

Total Operational Reclamation Program Costs ⓘ

Total Operating and Monitoring Reclamation Costs ⓘ

Financial reserve ⓘ

Future Value ⓘ

Environmental Permit

Environmental Permit Number (if exist)

Attachments

Attachment Name	Upload Attachment
Environmental Impact Study submitted to NCEC	
Rehabilitation and Closure Plan	
Geotechnical study	

11-You will then proceed to the "Proof of Financial Capability" screen to fill in the data and agree to the declarations, then click the "Next" button.

- ✓ License Information
- ✓ License Location
- ✓ Business Feasibility Study
- ✓ Social Impact Study
- ✓ Environmental Impact Study
- 6 Proof of Financial Capability**
- 7 Attachments
- 8 Terms and Conditions
- 9 Payment

Proof of financial ability

Financial Statements

First year (2024)	Second year (2023)	Third year (2022)
Available	Not available	Not available
Add		

Attachments

Attachment Name	Upload Attachment
Articles of Association	

Additional Proofs

☐ Bank Certificate ☐ Bank Statement ☐ Bank facilities letter ☐ Statement of fixed assets ☐ Financing from the owner or the partners

Saudi Stock Exchange

☐ Is the company listed on the Saudi Stock Exchange ☒ Not listed on the Saudi Stock Exchange

Attachment Name	Upload Attachment
Financial pledge letter	

Undertakes

- ☐ I, the license applicant, undertake to provide a financial guarantee covering the estimated cost of rehabilitation and closure in accordance with the provisions of the regulations and to submit it to the Ministry on time
- ☐ I, the license applicant, pledge to ensure the financial guarantee remains valid throughout the license period, with a commitment to renew it no less than six months before its expiry. If the guarantee is not renewed to cover the entire license duration, the Ministry has the right to liquidate the guarantee in favor of the Ministry's account, while the company's obligation to rehabilitate and close the license remains in effect.
- ☐ I, the license applicant, pledge to bear all financial consequences and compensations resulting from violations of the qualification and closure procedures.

Previous

Next

12-Next, **attach** any supporting documents if available, then click the "Next" button.

✓ License Information

✓ License Location

✓ Business Feasibility Study

✓ Social Impact Study

✓ Environmental Impact Study

✓ Proof of Financial Capability

7 Attachments

8 Terms and Conditions

9 Payment

Attachments

The table below to include any relevant attachments (if applicable).

Add Attachment

Previous

Next

User Manual for Issuing a Small Mining License

13-You will then proceed to the "Terms and Conditions" screen to agree to them, then click the "Next" button.

License Information

License Location

Business Feasibility Study

Social Impact Study

Environmental Impact Study

Proof of Financial Capability

Attachments

Terms and Conditions

Payment

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 85 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.

That all necessary measures have been taken at the facility where the environmental management plan is implemented, and any other requirements related to the approval of the environmental impact study, the environmental management plan, and the rehabilitation and closure plan are implemented.

Planting twice count of trees affected by mining activity, in the surrounding area with the same type of affected trees.

That all provided information contained in the rehabilitation and closure plan is true and accurate.

That the rehabilitation and closure plan meet the minimum requirements stipulated in Article (83.1) of the regulations and the relevant prescribed forms.

Commitment to continue conducting the necessary geotechnical studies for the mine, tailings dams, mineral ore processing facilities, and piles of rock waste within the boundaries of the license to maintain safe slopes and include them in the mining plan and annual periodic reports submitted to the Ministry.

Design the inclines and sides of the excavation engineeringly and geotechnically, ensure their safety from collapse, and stabilize them during work in the mine, after completion of the work, and upon closing the mine, and bear full responsibility for any collapses or damage to lives or properties, treat any damages resulting from any collapses, and bear the costs of repairing and rehabilitating.

Comply with the plan to regularly interact with Local Communities.

Comply with the plan that stipulates the process which shall be followed to address any complaints from Local Communities during the License period.

(Waiting Translation) أقر بأنه لم يسبق أن تم أو دأى إنشاء إرثشس المنشأة ولم يتم الحصول لأي من أذونات نظام الإرفاقس

(Waiting Translation) أقر أن المسؤول التنفيذي بأنه لم يسبق إرفاقس بأي حويدة مثالية خلال الثلاث سنوات الماضية

Specific Terms and Conditions

Without prejudice to Article (139) of the Executive Regulations of the Mining Investment law, allocating of using the exploited mineral(s) for the industrial purposes that feeding factories, whether belonging to our company or other parties, according to documents such as invoices, delivery notes and receipts, which are subject to control, and to carry out the processes of processing, converting and manufacturing the extracted minerals into a product for industrial uses to achieve value added

Commitment to the pledges submitted to the Ministry, including those which previous licenses (exploration licenses) were issued based on, which made our company eligible to apply for small mine licenses or mining licenses.

Adhering to the methodology as the Ministry prescribe for calculating quantities of minerals or ore exploited (installing a scale at the license site and operating for using in measuring the quantities of minerals or ore exploited, while maintaining the scale in operation condition, and to remain in service permanently).

Implementing the work program and project implementation plan.

Not to rent the license site or partly or assign any rights granted by the license to another party without written approval from the Ministry of Industry and Mineral Resources.

To implement the conditions, requirements and standards determined by the National Center for Environmental Compliance, obtain an environmental permit for operation, and provide the Ministry with a copy of upon issuance.

Acknowledged that the Ministry has the right to reject the application or terminate the license if the company does not comply with any of the above-mentioned obligations or does not adhere to the terms and conditions imposed by the license, the mining investment law and regulations.

☐ I agree to the Terms and Conditions of the Saudi Mining Services Company 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

Previous

Back

14- Next, the "Payment" screen will appear. Agree to the acknowledgment, then click the "Submit" button and proceed to pay the application submission fee.

Payment

Your request will be cancelled if not paid within the next 7 days.

SADAD reference number

202505065057

The payment code for government transactions

#116

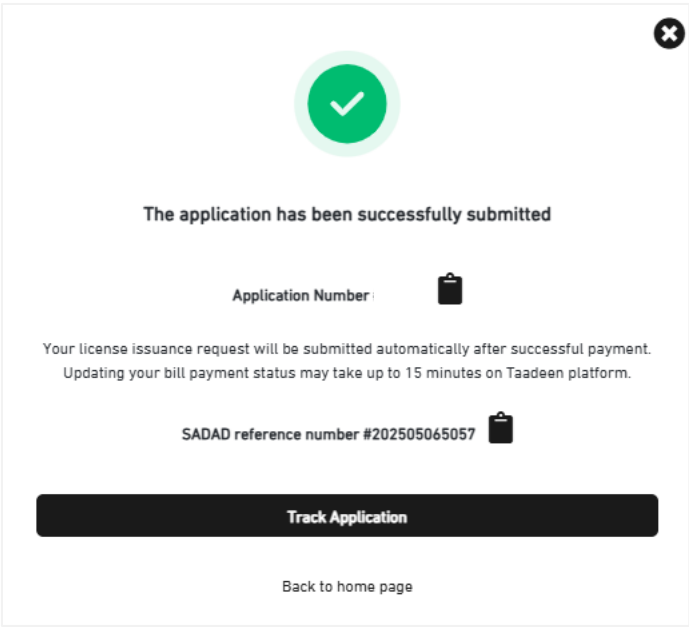
Application fees

20000

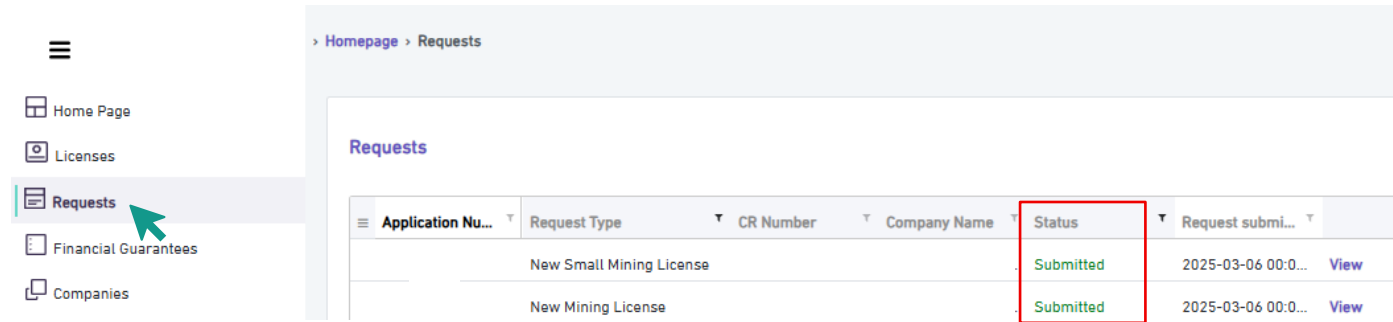
☒ I acknowledge that I am aware the application submission fee is non-refundable in case of application rejection or cancellation

Submit

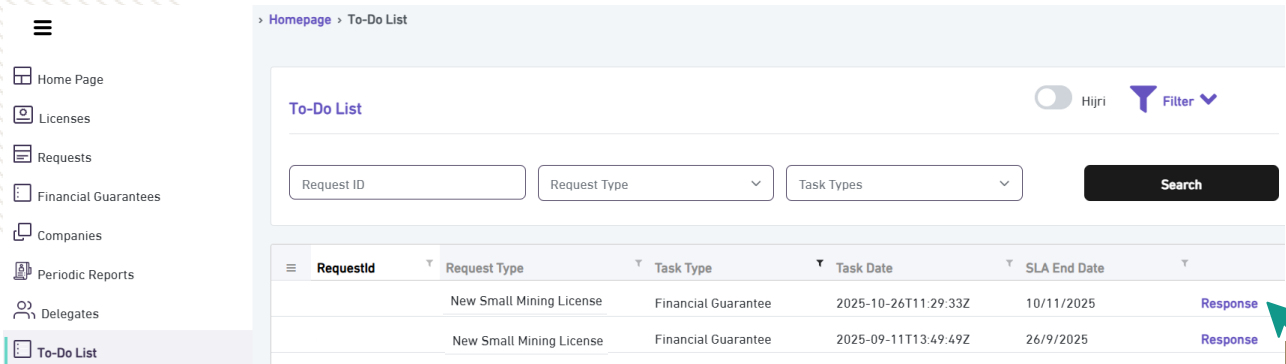
A message saying "The Application has been Successfully Submitted" will then appear.



You can track the application under the "Status" column located in the "Applications" section.



15-Once the application review is completed, you will be notified to complete the required documents, such as the "Financial Guarantee," by going to the "To Do List." The task type "Financial Guarantee" will appear, and you will need to click the "Respond" button.



16-The "Financial Guarantee" screen will appear. Fill in the following information, then click the "Submit" button.

Financial Guarantee

Request Information

Request Number

Task Date
2025-10-26

Number of Remaining Days
15

Financial Guarantee Type *

☐ Full Bank Guarantee

Register Financial Guarantee Information

Financial Guarantee Reference Number *

Select

Attachment

Attachment Name	Attachment
Financial Guarantee *	Upload

Submit

Cancel

17-Once the application review is completed, you will be notified of the issuance of the "License Issuance" invoice. To proceed, go to the "To Do List" where a task labeled "Payment" will appear. Click the "Response" button.

≡

Home Page

Licenses

Requests

Financial Guarantees

Companies

Periodic Reports

Delegates

To-Do List

> Homepage > To-Do List

To-Do List

Request ID

Request Type

Task Types

RequestID	Request Type	Task Type	Task Date	SLA End Date	
	New Small Mining License	Payment	06/5/2025	05/6/2025	Response
	New Mining License	Payment	27/11/2024	27/12/2024	Response
	New Mining License	Payment	13/11/2024	13/12/2024	Response

18- The "Payment" screen will appear. Agree to the acknowledge, then click the "Submite" button and proceed to pay the invoice.

Payment

Your request will be cancelled if not paid within the next 7 days.

SADAD reference number 202505065057

The payment code for government transactions #116

Application fees 20000

☒ I acknowledge that I am aware the application submission fee is non-refundable in case of application rejection or cancellation

Submit

A message saying "The Application has been Successfully Submitted" will then appear.

The application has been successfully submitted

Application Number

Your license issuance request will be submitted automatically after successful payment. Updating your bill payment status may take up to 15 minutes on Taadeen platform.

SADAD reference number #202505065057

Track Application

[Back to home page](#)

After completing the payment for the license issuance fee, you can download the electronic license by going to the "Licenses" section and clicking the "Download" button.

Homepage > Licenses

Licenses

License ID	License Category	License Class	Minerals	License Issuance Da...	License Expiry Date	License Status	Actions
	Small Mining License	B	High grade Silica ...	02-03-2025	26-07-2044	Active	Download
	Small Mining License	B	High grade Silica ...	02-03-2025	26-07-2044	Active	Download
	Mining License	B	Salt	18-02-2025	28-03-2054	Active	Download
	Mining License	B	Marble for industry	28-11-2024	24-04-2044	Active	Download

Thank You