



UP



User Manual

For Applicant

Mineral Retailer Registration



For
Directorate of Geology & Mining, GoUP

By



In association with



MARGSOFT Technologies (P) Ltd.
www.margsoft.com

Purpose of the Document

This User Manual aims to familiarize you with the functional processes of the Web-based Application of UP MineMitra. It will also explain all the information aspects related to the online services of the UP MineMitra. The document is intended for Applicant.

This document shall enable you to understand the process flow along with functionality of the UP MineMitra.

ABOUT MARGSOFT



MARGSOFT Technologies (P) Ltd. Is an ISO certified company, leading in the Information Technology Consulting, Services, and Business Process Outsourcing an organization that envisioned and instigated the adoption of flexible business practices which enable our clients to operate efficiently and effectively.

Over the last 2 decades, MARGSOFT has established itself as a premier IT solution and service provider with offices in India and abroad. Our breadth of experience comes from working extensively with central and state government departments as well as leading organizations in the private sector.

20yrs

Market
Experience

90+

Team



ISO 9001:2015
ISO/IEC 27001:2013



International
Presence



National
Award Winner



Empaneled with



Registered with

MSME
MICRO, SMALL & MEDIUM ENTERPRISES
उद्योग, छोटे, मध्यम और सूक्ष्म उद्योग

About the Department



Directorate of Geology & Mining, GoUP

The Directorate of Geology & Mining is actively engaged in search of mineral wealth as well as promotion of scientific development of mineral resources along with conservation development of mineral-based industries in the state of Uttar Pradesh. The Department aims to provide access of minerals for sustainable economic growth, equal benefit and prosperity to all the people of Uttar Pradesh, and to formulate policies legislations that effectively regulate the activities involved in the Mining and Geology sector.

Department Information

Directorate of Geology & Mining,
Khanij Bhawan, 27/8 Raja Ram Mohan Rai Marg, Lucknow, U.P.

Dr. Roshan Jacob (IAS)

Director, Geology and Mining, U.P, Lucknow

Applicant Panel

After verification 5the applicant has to login to proceed for filling the application form.

The screenshot shows the UPMINE MITRA online services portal. At the top left is the logo for UPMINE MITRA, featuring the UP state emblem and the text 'UP MINE MITRA'. To its right is the text 'Online Services for Citizen' and 'An Initiative of Directorate of Geology & Mining, GoUP'. On the top right, there is a link 'कोई खाता नहीं है? एक बनाएँ' (Don't have an account? Create one) in a red button.

The main content area is divided into two sections. The left section, on an orange background, contains the text: 'An initiative to bring transparency in the process of removal of mineral from Niji Bhoomi, Krishi bhoomi or basement. Issue stock license and deed execution etc.' Below this text are six icons representing different services: भवन निर्माण का विकास (Building construction development), कृषि भूमि (Agriculture land), स्टॉक लाइसेंस (Stock license), निजी भूमि (Private land), सखन योजना (Mining plan), and विलेख निष्पादन (Deed execution).

The right section, on a white background, is titled 'साइन इन करें' (Sign in). It contains a form with the following fields: 'ईमेल' (Email) with the value 'applicantuser@margsoft.com', and 'अपना पासवर्ड डालें' (Enter your password) with a masked password '*****'. Below the password field is a checkbox labeled 'क्या आप साइन इन रहना चाहते हैं?' (Do you want to sign in?). A red link below the checkbox says 'क्या आप पासवर्ड भूल गए हैं?' (Forgot your password?). At the bottom of the form is a red button labeled 'साइन इन करें' (Sign in).

At the bottom center of the page, there is a copyright notice: 'Copyright © 2020-21 UPMINE MITRA by Directorate of Geology & Mining, GoUP'.

6. After login in the applicant lands on to the application form. All fields in the form are mandatory and the applicant has to fill them all and attach all required documents. After doing so they have to click on the **Green “Save”** button in the bottom right hand corner of the page.

The screenshot shows a web application interface for 'फुटकर उपखनिज विक्रेता पंजीकरण (१०० घन मीटर से कम)'. The page has a dark blue sidebar on the left with navigation options: 'Dashboard', 'आवेदन', and 'वाहनों का पंजीकरण'. The main content area is white with an orange header. The title of the form is 'फुटकर उपखनिज विक्रेता पंजीकरण हेतु आवेदन'. The form contains several input fields and dropdown menus:

- अवेदित क्षेत्र का जनपद:** Banda (dropdown)
- अवेदक का नाम:** Shyam Kishor (text input)
- अवेदक का पता:** LS 2/43,SECTOR C,SITAPUR ROAD YOJNA,BANDA (text input)
- अवेदक की श्रेणी:** व्यक्ति (dropdown)
- पिता का नाम:** Laxmi Kant (text input)
- अवेदक की राष्ट्रियता:** Indian (text input)
- लिंग:** पुरुष (selected), महिला (radio button)
- व्यवसाय तथा कारोबार की प्रकृति:** business (text input)

Below the main form, there is a section titled 'भंडारित किये जाने वाले खनिजों के नाम व मात्रा :-'. It contains four columns, each with a checkbox and a text input field for the quantity:

- बालू (खनिज की मात्रा (घन मी०))
- मोरम (खनिज की मात्रा (घन मी०))
- बजरी (खनिज की मात्रा (घन मी०))
- बोल्टर (खनिज की मात्रा (घन मी०))

पटिया

खनिज की मात्रा (घन मी०)

 खण्ड

खनिज की मात्रा (घन मी०)

अवधि

खनिज के भण्डारण का उद्देश्य

क्या आवेदक उस भूमि पर सतही अधिकार रखता है ?

भण्डारण के लिए उपयोग की जाने वाली भूमि का विवरण :-

भूस्वामी/भूस्वामियों का नाम

तहसील

मोहल्ला

ग्राम/नगर

अवस्थान



भू स्वामित्व का प्रमाण

जियो इमेज अपलोड

वर्तमान फोटो अपलोड (व्यक्ति / कंपनी)

7. After clicking the **Green** save button applicant will land on here as shown in the screen shot below and his/her application is approved and applicant can download take a print out of is approval letter.

The screenshot displays the MINE MITRA portal interface. The header includes the MINE MITRA logo and a user profile icon labeled 'AP'. The left sidebar contains navigation options: Dashboard, आवेदन (Applications), and वाहनों का पंजीकरण (Vehicle Registration). The main content area is titled 'फुटकर उपखनिज विक्रेता पंजीकरण (१०० घन मीटर से कम)' (Mineral Retailer Registration (Less than 100 cubic meters)). Below the title, the Directorate of Geology & Mining, Govt. of UP is identified. The application details are as follows:

भूतत्व एवं खनिकर्म निदेशालय, उत्तर प्रदेश लखनऊ Directorate of Geology & Mining, Govt. of UP	
फुटकर उपखनिज विक्रेता पंजीकरण (१०० घन मीटर से कम)	 
पंजीकरण सं० :- 2020/10/19/587	पंजीकरण का दिनांक :- 19-10-2020
आवेदक	
आवेदक का नाम:-	SHYAM KISHOR
पिता का नाम:-	LAXMI KANT KISHOR
जनपद	BANDA
तहसील:-	ATARRA
आवेदक का पता:-	LS 2/43,SECTOR C,SITAPUR ROAD YOJNA,BANDA

8. After clicking the **Print** button then applicant take a print of the approval letter.

The screenshot displays the UPMineMitra web portal interface. On the left is a dark sidebar with navigation options: Dashboard, आवेदन (Applications), and वाहनों का पंजीकरण (Vehicle Registration). The main content area shows an approval letter from the Directorate of Geology & Mining, Govt. of UP. The letter title is 'फुटकर उपखनिज विक्रेता पंजीकरण (१०० घन मीटर से कम)'. It includes a QR code and a date of issue: 2020/10/19/187. The letter details are as follows:

आवेदक	
आवेदन का नाम:	SHYAM KISHOR
पिता का नाम:	LAXMI KANT KISHOR
ग्राम:	BANDA
जिल्ला:	ATARRA
आवेदन का पता:	LS 2/43,SECTOR C,SITAPUR ROAD YOJNA,BANDA

श्रेण का विवरण	
पुस्तक/पुस्तिका का नाम:	LAXMI KANT KISHOR
वर्ग:	BANDA
जिल्ला:	ATARRA
श्रेण:	BANDALAKH
विवरण:	BANDA
जिल्ला:	ATARRA

खनिज विक्रेता प्रार्थना प्रस्तावण करता यहदा है	
खनिज का नाम:	शुष्क मी खनिज
मात्रा:	40.00
वर्ग:	25.00

The print dialog box is open, showing settings for '1 sheet of paper', destination 'Samsung M267x 287x', 'All' pages, and 1 copy. A blue 'Print' button is highlighted with a red box. The background shows the approval letter details, including the applicant's name (SHYAM KISHOR), father's name (LAXMI KANT KISHOR), village (BANDA), district (ATARRA), and address (LS 2/43,SECTOR C,SITAPUR ROAD YOJNA,BANDA).

THANKS



Directorate of Geology & Mining, GoUP

updesco

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