

Purpose of the Document

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

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

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.

















About the Department

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

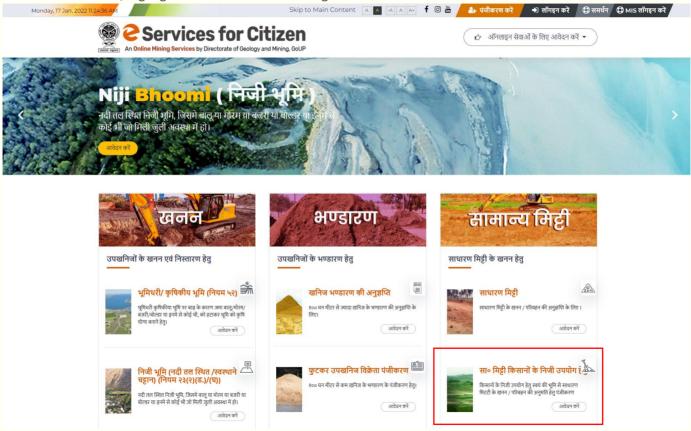
Directorate of Geology & Mining,

Khanij Bhawan, 27/8 Raja Ram Mohan Rai Marg, Lucknow, U.P.

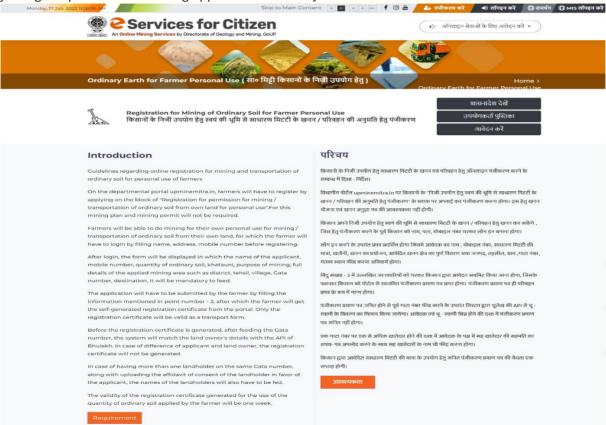
Dr. Roshan Jacob (IAS)

Director, Geology and Mining, U.P, Lucknow

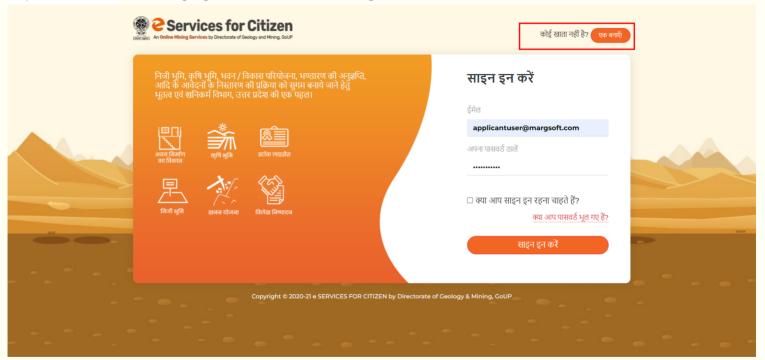
1. The applicant visits the departmental portal https://www.upminemitra.in and clicks on "Apply Now" button of the Ordinary Earth for Farmer Personal Use block, highlighted in red in the following screenshot.



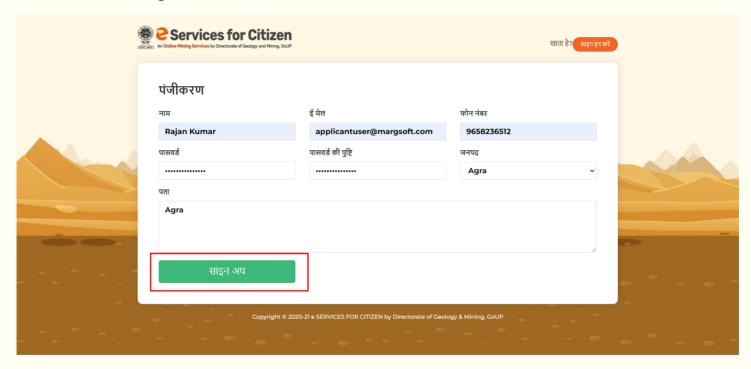
1. On clicking "आवेदन करें" the applicant lands on the page, which describes the process, flow, requirements and checklist of documents regarding the process of obtaining approval for Ordinary Earth for Farmer Personal Use.



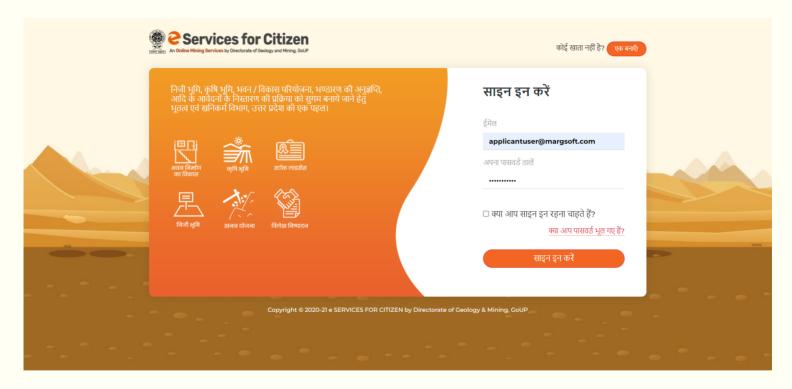
2. After clicking on "आवेदन करें" in the details page, the applicant will land on the login page. If the applicant already has a login, he/she can login using his/her email id and password. If he/she doesn't have a login he/she will have to create a login by clicking on the "कोई खाता नहीं है?" button highlighted in Red in the following screenshot.



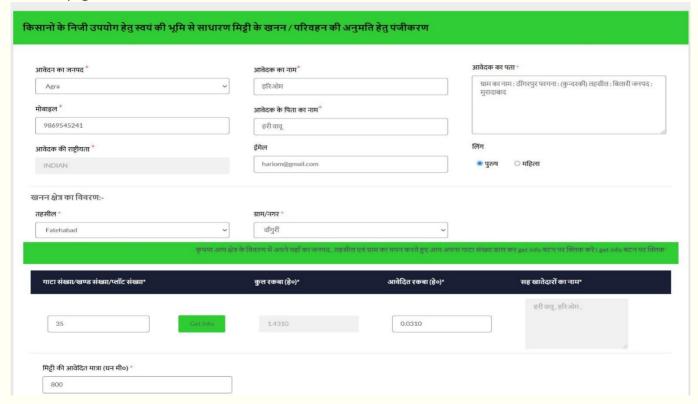
3. On clicking the "कोई खाता नहीं है ?" button on login screen the applicant will land on this page. He/she will have to enter details asked for, on the page. All fields are mandatory. Please note that Phone Number and email Id fields are Unique and Password must be at least 6 characters long.

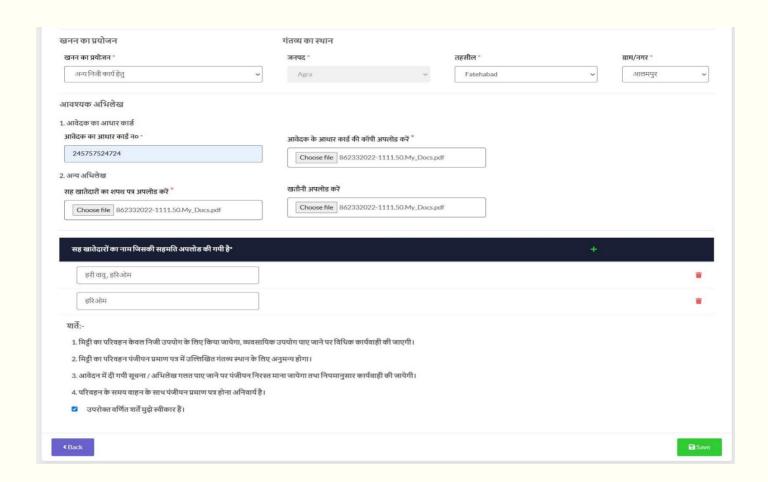


4. After clicking "साइन अप" button the applicant will have to login to proceed to fill up the application form.

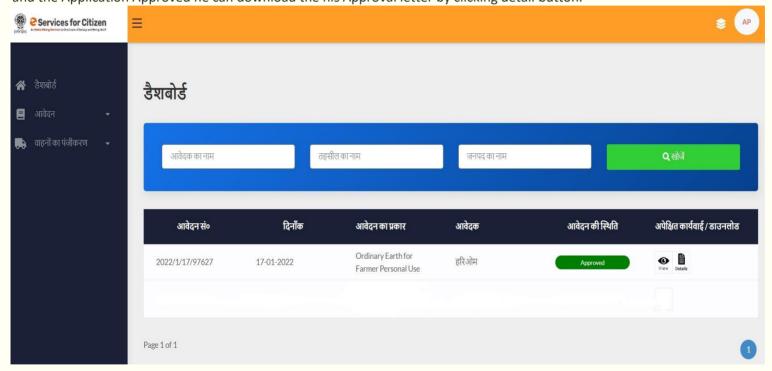


5. after login in the applicant lands on to the application form. All fields in the form are mandatory and the applicant has to fill them all and attach all required documents. After doing so, he/she will have to click on the **Green "Save"** button shown in the bottom right corner of the page.





6. After clicking on "Save Application" button, the applicant lands on his dashboard where he/she will have to use the view his detail and the Application Approved he can download the his Approval letter by clicking detail button.



7. This is Applicant Registration Letter of Ordinary Earth for Farmer Personal Use Only.



अः	न्य विवरण	C. C. C. C. C. C.	33333
खनन का प्रयोजन	अन्य निजी कार्य हेतु		
र्यत	तव्य का स्थान		
जनपद:-	Agra		
तहसील:-	Fatehabad		
ग्राम/नगर:-	आलमपुर		
f:- 1. मिट्टी का परिवहन केवल निजी उपयोग के लिए किया ज 2. मिट्टी का परिवहन पंजीयन प्रमाण पत्र में उल्लिखित गंत	त्रायेगा, व्यवसायिक उपयोग पाए जाने पर विधिक कार्यवाही की जाएगी।		
	व्य स्थान के (लए अनुमन्य हागा। र पंजीयन निरस्त माना जायेगा तथा नियमानुसार कार्यवाही की जायेगी।		
 जायदन म दो गया सूचना/ जामलेख गलेल पार जान पर परिवहन के समय वाहन के साथ पंजीयन प्रमाण पत्र होन 			

THANKS



Directorate of Geology & Mining, GoUP



in association with

