

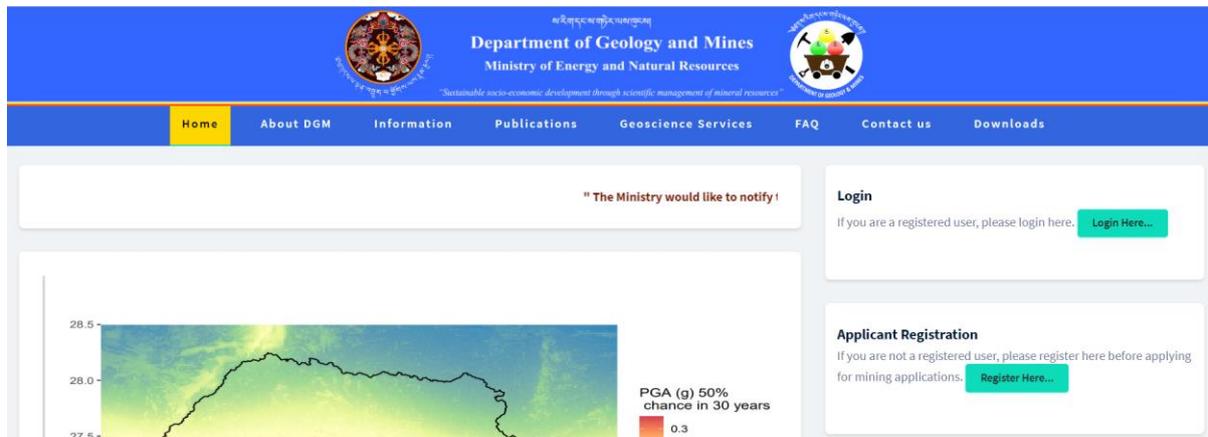
Transport Permit Generation Manual

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1. Access the system

Access the Department of Geology and Mines web using this link <https://www.dgm.gov.bt>. Following landing page is provided. Along with other information, the system provides login option for the mine operators and the DGM officials.

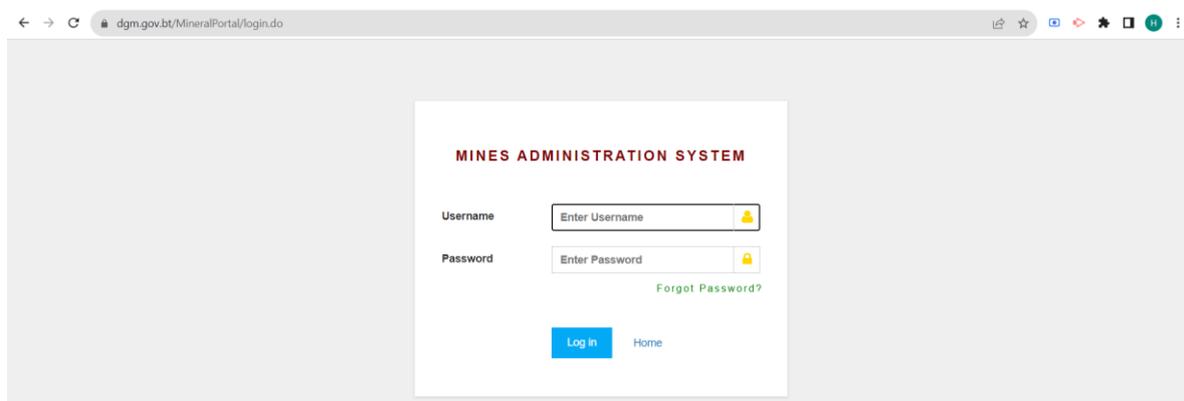


2. Login

To login click on the Login Here button. Please note that all the mine operators will have username and password the is created during the registration process.



Login page is provided as follows.

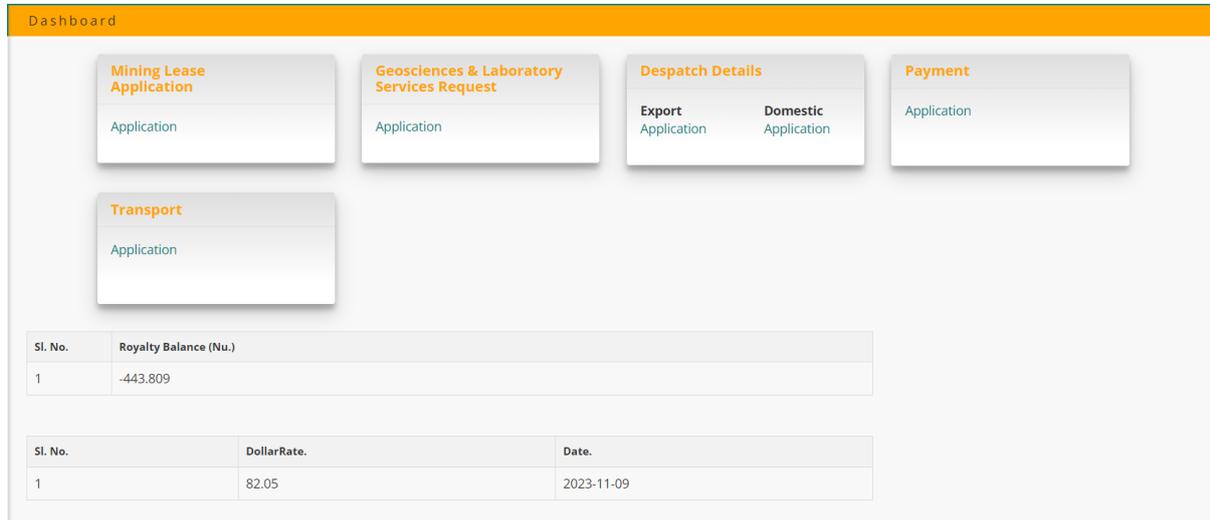


Enter the username and password created during registration or provided by the Department of Geology and Mines.

If you do not remember your password, use the Forgot Password link to change the password and continue the login process.

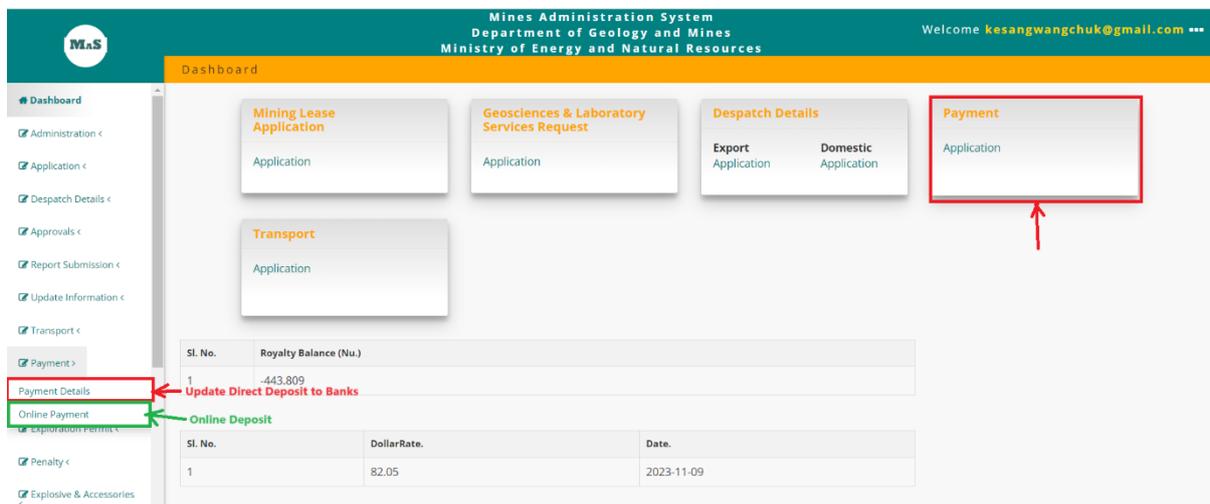
3. Landing Page

Upon successful login, following page is provided. The page has some tiles for initiating the information updates and also left side menu with more features.



4. Update Royalty / ERB Deposit Data

Mine operator uses can update the deposit of royalty and / or ERB using Payment Box or accessing relevant menus under Payment Menu.



User can continue with online deposit using the Online Payment option. To update the deposit records for direct deposit to bank, use the Payment Details menu or Payment (Application) Box. If the direct deposit record is updated, then concerned MI is required to review and accept. Upon acceptance by the MI, the deposit is finally updated in the system. If the deposit is done online, then the deposit is updated in the system once MAS success page is loaded.

4.1. Online Deposit

To deposit the Royalty / ERB online click the Online Payment menu on the left. Following page is provided. Select the mine. If a user is responsible for more than one mine then the Name of Mine drop

down will have more than one mine in the list. If the user is responsible for only one mine then the list will have only one mine.

Online Payment Details

Name Of Mine * Adagangchu Stone Quarry (AP-ML1) ▾

Account Head * Royalty from Dolomite - 115230001 ▾

Payment Amount *

"Please choose the specific mineral Royalty and Mineral Rent Head while making a payment"

PAY

Select the Mineral for which you want to deposit Royalty. Based on the mineral selected relevant Account code will be used for depositing the Royalty. **Please note that online deposit is not possible for ERB.**

Payment / Online Payment

Online Payment Details

Name Of Mine * Adagangchu Stone Quarry (AP-ML1) ▾

Account Head * Royalty from Dolomite - 115230001 ▾

Payment Amount *

"Please choose the specific mineral Royalty and Mineral Rent Head while making a payment"

- Royalty from Dolomite - 115230001
- Royalty from Iron Ores - 115230002
- Royalty from White Cement - 115230003
- Royalty from Lime Stone - 115230004
- Royalty from Rosin & Turpentine - 115230005
- Royalty from Calc-Tufa - 115230006
- Royalty from Marble - 115230007
- Royalty from Coal - 115230008
- Royalty from Gypsum - 115230009
- Royalty from Quartzite - 115230010
- Royalty from Granite - 115230011
- Royalty from Stone Mines - 115230012
- Royalty from Clay Quarry - 115230013
- Royalty from Sand Quarry - 115230014
- Royalty from Talc Quarry - 115230015
- Royalty from Other Mines and Minerals - 115230080
- Fines and Penalties - 115239010

After selecting the Mine and the mineral for which the Royalty Deposit is to be made, enter the Amount to be Deposited and then click Pay button.

Confirm to continue with online deposit.

dgm.gov.bt says

Do you want to pay?

OK **Cancel**

Payment / Online Payment

Online Payment Details

Name Of Mine * Adagangchu Stone Quarry (AP-ML1) ▾

Account Head * Royalty from White Cement - 115230003 ▾

Payment Amount * 2000

"Please choose the specific mineral Royalty and Mineral Rent Head while making a payment"

PAY

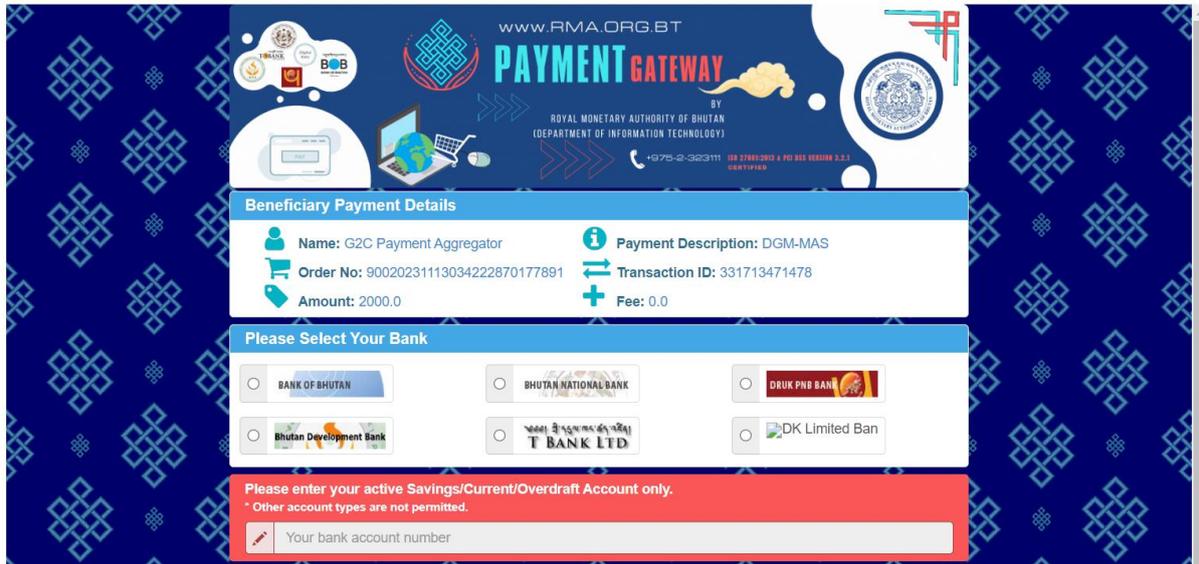
Pay online via BFS Secure

Please keep note of the information provided in the Warning. If you close the window before the success page of MAS, deposit may not get updated in MAS.

WARNING!

DO NOT CLOSE until your transaction is completed. Closing the site without completing the transaction may result in failure.

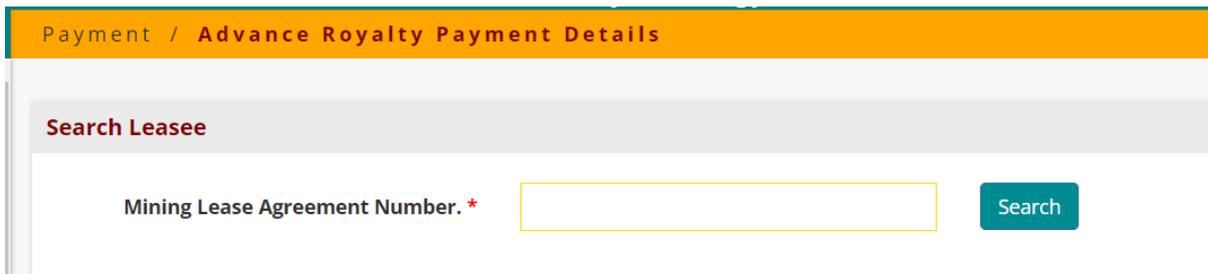
The RMA payment gateway page is loaded as follows. Follow the instruction on the Payment Gateway pages till you see the success page of MAS.



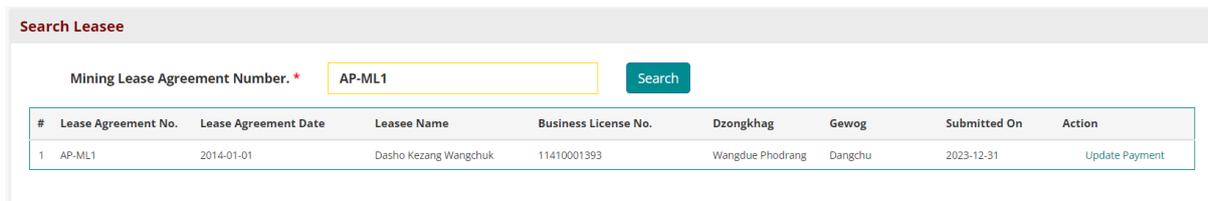
Continue with payment as per the instruction provided in the payment gateway platform.

4.2. Update Direct Deposit

If you have directly deposited with the bank or made payment at ROEA then you are required to update the deposit details using Payment Box or Payment Details menu. You will be provided with page to search the mine using Mine Lease Agreement No. Enter your Mine Lease Agreement No and click Search button.



Matching Mine is displayed as follows.



Click the Update Payment link under Action Column.

Search Leasee

Mining Lease Agreement Number. *

#	Lease Agreement No.	Lease Agreement Date	Leasee Name	Business License No.	Dzongkhag	Gewog	Submitted On	Action
1	AP-ML1	2014-01-01	Dasho Kezang Wangchuk	11410001393	Wangdue Phodrang	Dangchu	2023-12-31	<input type="button" value="Update Payment"/>

Form to update payment details is provided as follows.

Advance Royalty Payment Details

Available Amount (Nu)

Payment Mode *

Amount (Nu) *

Deposit Type *

Attach Proof No file chosen

- Select the Payment Mode

Payment Mode *

Amount (Nu) *

- Select Deposit Type

Deposit Type *

If Cash Payment, then enter the journal number if directly deposited to Bank or receipt No if payment is made at ROEA / RRCO. The Receipt No is the receipt no issued by the ROEA / RRCO.

Journal No. *

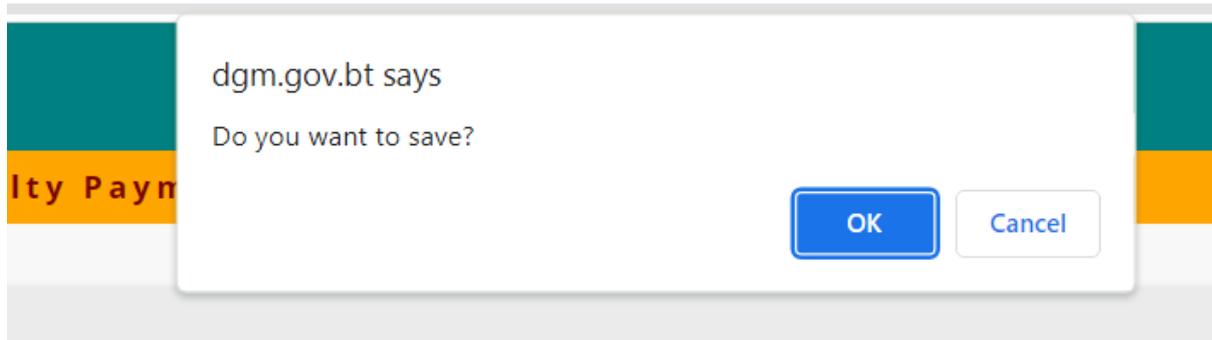
Receipt Date *

If Cheque Payment, then select the Bank, Bank Branch, enter Cheque No and Cheque date.

Bank * Branch Name *

Cheque No. * Cheque Date *

After providing required details click Submit button. A Confirmation message box is provided. Confirm by clicking OK button or abort by clicking Cancel button.

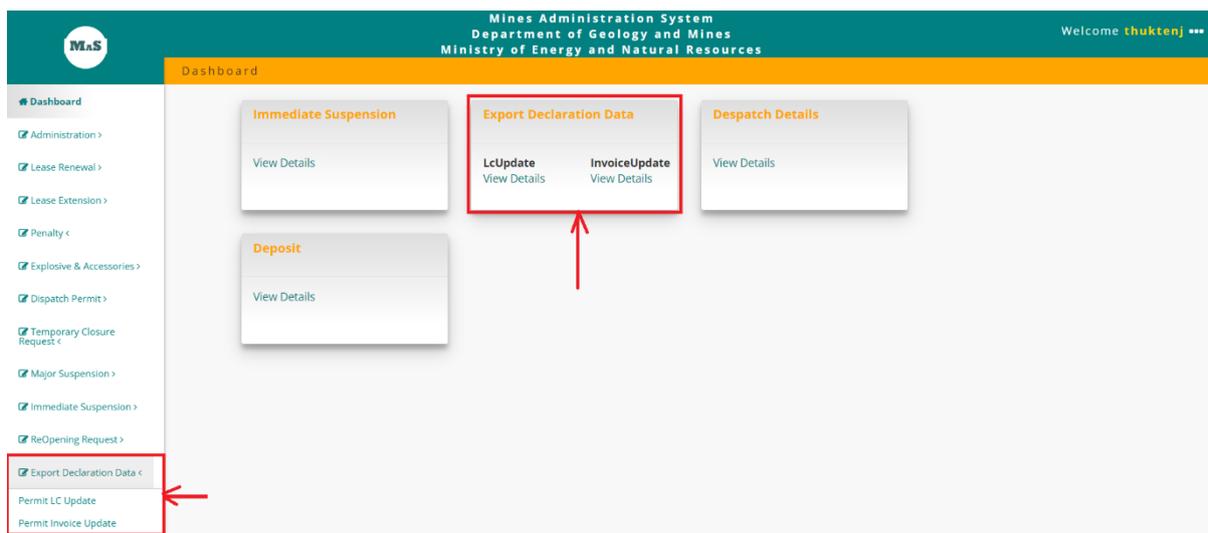


5. Payment Deposit Review

The concerned MI is required to review and accept the Royalty Deposit information. Once accepted by MI the royalty Deposit is updated in the system.

6. Update LC / Invoice Data

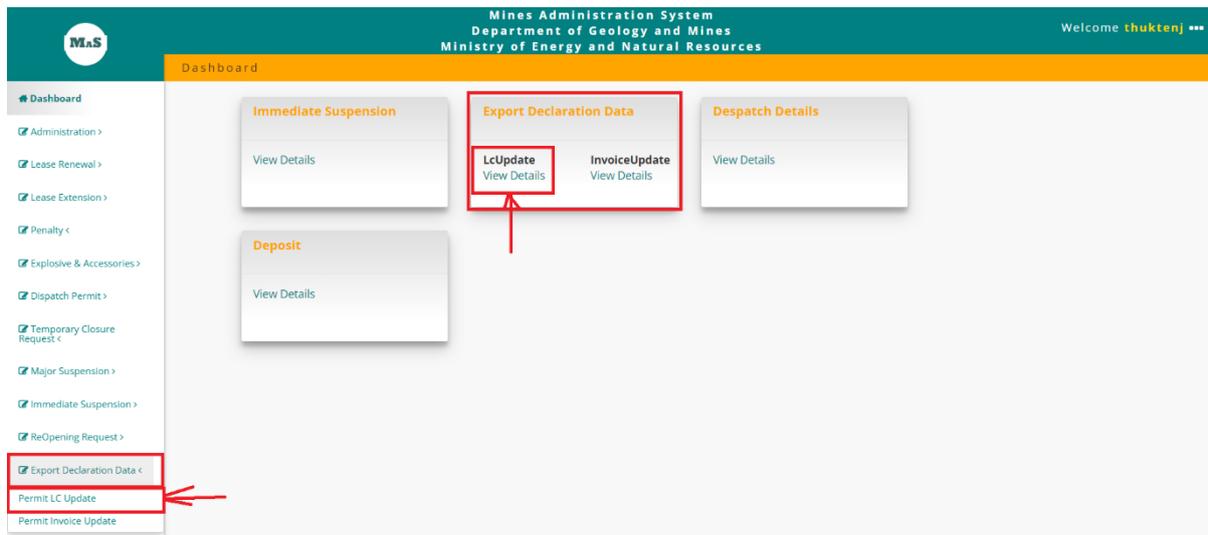
MI is required to update LC / Invoice Data for the mines. To access the LC / Invoice data click the Export Declaration Data box or Export Declaration Data menu on the left.



6.1. Update LC Data

To update LC either click the LcUpdate (View Details) link the Export Declaration Data Box or click the Permit LC Update menu under Export Declaration Data menu.

Note: Mine operators are required to submit the original LC document to MI and MI is required to update in the system.



New LC Details Capture form is provided as follows.

Add New LC

Mine name *	<input type="text" value="--Please Select--"/>	Mineral *	<input type="text" value="--Please Select--"/>
LC Reference No *	<input type="text"/>	LC Expiration Date: *	<input type="text"/>
Quantity(MT) *	<input type="text"/>	F.O.B (USD) Per MT *	<input type="text"/>
Destination Country *	<input type="text" value="--Please Select--"/>	Origin *	<input type="text" value="--Please Select--"/>
Location of Delivery of Minerals *	<input type="text"/>		
Name of Exporter *	<input type="text"/>	TPN No. *	<input type="text"/>
Name of Purchaser/Customer *	<input type="text"/>	Freight/Transportation Charge per MT *	<input type="text"/>

Select / enter required data and click Submit button to record the LC data. To abort saving LC Data click Cancel button. Successfully saved message is provided as follows.

Add New LC

Mine name *	--Please Select--	Mineral *	--Please Select--
LC Reference No *	1233	LC Expiration Date: *	Mon Dec 12 00:00:00 BTT 203
Quantity(MT) *	100.0	F.O.B (USD) Per MT *	20.0
Destination Country *	Bangladesh	Origin *	Mine
Location of Delivery of Minerals *	test		
Name of Exporter *	XYZ	TPN No. *	HAP02268
Name of Purchaser/Customer *	ABC	Freight/Transportation Charge per MT *	30.0

Submit Cancel

Successfully saved !!

6.2. Update Invoice Data

To update the Invoice Data, click InvoiceUpdate (View Details link) in the Export Declaration Data box or click Permit Invoice Update Menu under Export Declaration Data menu on the left.

Mines Administration System
Department of Geology and Mines
Ministry of Energy and Natural Resources

Welcome thuktenj

Dashboard

- Immediate Suspension
 - View Details
- Export Declaration Data
 - LcUpdate
 - View Details
 - InvoiceUpdate
 - View Details
- Despatch Details
 - View Details
- Deposit
 - View Details

Dashboard
 Administration >
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 Lease Extension >
 Penalty <
 Explosive & Accessories >
 Dispatch Permit >
 Temporary Closure Request <
 Major Suspension >
 Immediate Suspension >
 ReOpening Request >
 Export Declaration Data <
 Permit LC Update
 Permit Invoice Update

Form to record Invoice Data is provided as follows.

MI / Invoice Update

Add New Invoice

Mine name *	--Please Select--	Mineral *	--Please Select--
Invoice *		Invoice Date: *	
Quantity(MT) *		Sale value(Nu/Rs) *	
Origin *	--Please Select--		
Location of Delivery of Minerals *			
Name of Exporter *		TPN No. *	
Name of Purchaser/Customer *		Freight/Transportation Charge per MT *	

Submit Cancel

Select / enter required data and click Submit button to record the LC data. To abort saving LC Data click Cancel button. Successfully saved message is provided as follows.

7. Update Permit Vehicle Details

Mine Operators can maintain the list of vehicles that can be used for transportation. To record the vehicle details, click on the Administration Menu and then Permit Vehicle Update menu.

Form to capture the vehicle details is provided as follows.

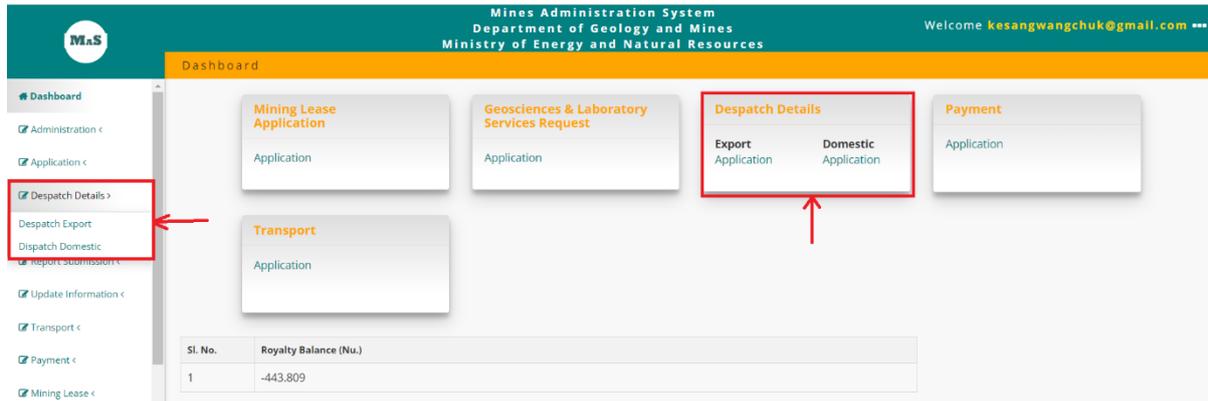
Select / enter required data and click Submit button to record the Vehicle data. To abort saving Vehicle Data click Cancel button. Successfully saved message is provided as follows.

8. Request for Transport Permit

The transport permit process includes the following steps:

1. Request for Transport Permit (Despatch Details)
2. Review and Approval of Request by MI
3. Generation of Transport Permit by Mine Operators

To request for transport permit, mine operator user is required to use Despatch Details box or Despatch Details menu on the left as shown below.



8.1. Request for Export Permit

The pre-requisite for requesting export permit is LC and / or Invoice data needs to be updated and Export Permit should be applied against LC or Invoice. Export permit can be applied only up to the quantity that is recorded against LC / Invoice.

To Apply for export permit, click Export (Application link) in Despatch Details Box or Despatch Export menu under Despatch Details menu on the left.



List of LC / Invoices is provided as follows.

Export Permit

Mine to Export
LC No. / INVOICE

Search

#	LC No./Invoice No.	Country	Quantity	Location of Delivery.	Customer	Exporter	Mineral	Action
1	123-12-12	Bangladesh	2300.0	tre	df	ad	Contruction Material	Apply for TP
2	wd/12311/1234-123:123	Nepal	12000.123	test	setset	set	Contruction Material	Apply for TP
3	wd/-123:123	India	25000.0	trstgg	test	ssets	Contruction Material	Apply for TP
4	wd/123/321	India	12000.123	testing again	yesting test	hemant	Contruction Material	Apply for TP
5	1234	Bangladesh	100.0	test	ABC	XYZ	Granite	Apply for TP
6	1235	India	100.0	test	ABC	XYZ	Gypsum	Apply for TP

Showing 1 to 6 of 6 rows

Continue the Expert Permit Application click Apply For TP link under Action Column.

Export Permit

Mine to Export
LC No. / INVOICE

Search

#	LC No./Invoice No.	Country	Quantity	Location of Delivery.	Customer	Exporter	Mineral	Action
1	123-12-12	Bangladesh	2300.0	tre	df	ad	Contruction Material	Apply for TP
2	wd/12311/1234-123:123	Nepal	12000.123	test	setset	set	Contruction Material	Apply for TP
3	wd/-123:123	India	25000.0	trstgg	test	ssets	Contruction Material	Apply for TP
4	wd/123/321	India	12000.123	testing again	yesting test	hemant	Contruction Material	Apply for TP
5	1234	Bangladesh	100.0	test	ABC	XYZ	Granite	Apply for TP
6	1235	India	100.0	test	ABC	XYZ	Gypsum	Apply for TP

Showing 1 to 6 of 6 rows

Option to record the permit request details is provided as follows.

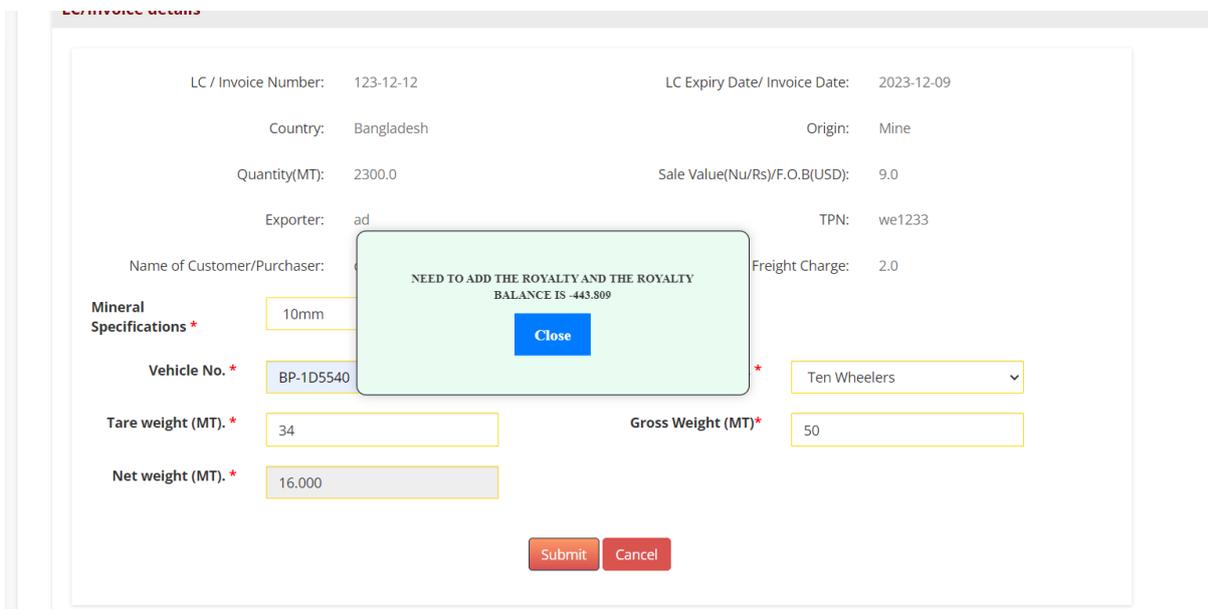
LC / Invoice Number:	123-12-12	LC Expiry Date/ Invoice Date:	2023-12-09
Country:	Bangladesh	Origin:	Mine
Quantity(MT):	2300.0	Sale Value(Nu/Rs)/F.O.B(USD):	9.0
Exporter:	ad	TPN:	we1233
Name of Customer/Purchaser:	df	Freight Charge:	2.0
Mineral Specifications *	<input type="text" value="--Please Select--"/>	Vehicle Type. *	<input type="text" value="--Please Select--"/>
Vehicle No. *	<input type="text"/>	Gross Weight (MT)*	<input type="text"/>
Tare weight (MT). *	<input type="text"/>		
Net weight (MT). *	<input type="text" value="Net Weight"/>		
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>			

After selecting / entering required details, click Submit to submit the permit request or click Cancel to abort submitting the permit request.

When you submit the permit request, calculations are displayed as follows.



Click OK to submit the permit request. If the mine does not have enough Royalty, following information is provided.



The permit request will be accessible to MI for review and authorization. Mine Operator can generate the permit once MI authorize the permit.

8.2. Request for Domestic Permit

To Apply for Domestic permit, click Domestic (Application link) in Despatch Details Box or Despatch Domestic menu under Despatch Details menu on the left.



Domestic Permit request details form is provided as follows.

Mine to Domestic

Name Of Mine *

Mineral *

Vehicle No. *

Vehicle Type. *

Tare weight (MT). *

Gross Weight (MT). *

Customer Name. *

Destination. *

Net weight (MT). *

Select / enter the required details and click Submit button to submit the domestic permit request or click Cancel to abort submission of domestic permit request.

Calculations are shown as follows.

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ERB to be paid Nu : 88 per MT

Mineral rent paid 12.100

Royalty to be paid 48.400

R + M.R paid 60.500

Click OK to continue with submission.

9. Review Transport Permit

The applications submitted by Mine Operators will be routed to relevant MI for review and Authorization. To review the transport permit request, click the View Details link in the Despatch Details box.



List of pending transport permit requests is provided as follows.

LC No. / INVOICE							
#	LC No./Invoice No.	Country	Quantity	Vehicle No.	Customer	Exporter	Action
1	123-12-12	Bangladesh	32.277	Bp-A-111111	df	ad	Apply for TP
2	123-12-12	Bangladesh	53.612	Bp-A-2345	df	ad	Apply for TP
3	123-12-12	Bangladesh	53.612	Bp-A-2345	df	ad	Apply for TP
4	123-12-12	Bangladesh	16.665	Bp-A-111111	df	ad	Apply for TP
5	123-12-12	Bangladesh	53.612	Bp-A-2555	df	ad	Apply for TP
6	123-12-12	Bangladesh	53.612	Bp-A-2345	df	ad	Apply for TP
7	123-12-12	Bangladesh	53.612	Bp-A-2345	df	ad	Apply for TP
8	123-12-12	Bangladesh	53.612	Bp-A-2345	df	ad	Apply for TP
9	123-12-12	Bangladesh	53.612	Bp-A-2345	df	ad	Apply for TP
10	123-12-12	Bangladesh	53.612	Bp-A-2345	df	ad	Apply for TP

Showing 1 to 10 of 331 rows rows per page < 1 2 3 4 5 ... 34 >

Click the Apply for TP link under Action column. Details of TP request is provided as follows.

Details

LC Number:	123-12-12	LC Expiry Date:	2023-12-09
Country:	Bangladesh	Origin:	Mine
Quantity(MT):	2300.0	F.O.B(USD):	9.0
Exporter:	ad	TPN:	we1233
Name of Customer/Purchaser:	df	Freight Charge(Nu/MT):	2.0

Mineral:	Contruction Material	Mineral Grade:	10mm
Vehicle No:	BP-1D5540	Vehicle Type:	Ten Wheelers
Gross Weight(MT):	56.0	Tare Weight(MT):	45.0
Net Weight(MT):	11.0		
Royalty Paid(Nu/MT):	NaN	Mineral rent paid(Nu/MT):	NaN
Royalty and Mineral Rent(Nu/MT):	NaN		

After reviewing the details click Submit Button to authorize the transport permit. Once authorized the Mine Operator can print the transport permit. Unique permit no is generated upon authorization of the transport permit.

10. Generate Transport Permit

Once the permit request is approved by the MI, mine operator can generate the transport permit. To generate transport permit either click the Application link in Transport box or Transport permit menu under Transport Menu.

Mines Administration System
Department of Geology and Mines
Ministry of Energy and Natural Resources

Welcome kesangwangchuk@gmail.com

Dashboard

- Mining Lease Application
 - Application
- Geosciences & Laboratory Services Request
 - Application
- Despatch Details
 - Export Application
 - Domestic Application
- Payment
 - Application
- Transport**
 - Application

Sl. No.	Royalty Balance (Nu.)
1	-443,809

List of Approved Transport Applications will be listed as follows.

Search Transport Permit Details

Sl.no	Permit No	Date	Quantity(MT)	Vehicle No	Country	LC. No / Invoice
1	2023/10/428356	2023-10-04	33.005	Bp-A-2345	Bangladesh	
2	2023/10/696311	2023-10-02	32.277	Bp-A-2345	Bangladesh	
3	2023/09/747330	2023-09-07	232.0	Bp-A-2345	Bangladesh	
4	2023/09/370610	2023-09-07	-20.0	Bp-A-2345	Bangladesh	
5	2023/08/354244	2023-08-29	-2.0	Bp-A-2345	India	
6	2023/08/735590	2023-08-28	-13.0	Bp-A-2345	Bangladesh	
7	2023/08/503435	2023-08-28	44.0	Bp-A-2345	Bangladesh	
8	2023/08/127808	2023-08-28	-2.0	Bp-A-2345	Bangladesh	
9	2023/08/605209	2023-08-28	-2.0	Bp-A-2345	Bangladesh	
10	2023/07/sangay123	2023-07-19	38.57	Bp-1-D9472	India	

Showing 1 to 10 of 44 rows rows per page

< 1 2 3 4 5 >

Enter the permit No and click Search button to generate permit.

Permit No. *

2023/08/127808

Search

Permit will be generated as follows.

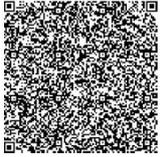


স্বাধীনতা সৈনিকের স্মরণে
Department of Geology and Mines
 Ministry of Energy and Natural Resources



TRANSPORT PERMIT

Permit No : 2023/11/636690
 Permit Date: 20/11/2023
 Vehicle No.: Bp-A-2345
 Departed From: Mine of Adagangchu Stone Quarry
 Customer Name: tre ad
 Location: tre
 Time: 7:47 PM
 Country: Bangladesh
 LC. No / Invoice: 123-12-12



#	Particulars / Products	Specifications/Sizes	Quantity(MT)
1	Construction Material	10mm	53.612
Total Quantity(MT)			53.612

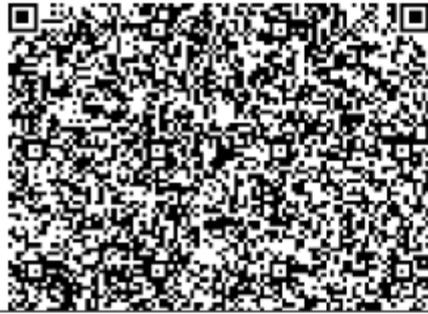
Approved by: Thukten Jamtsho Jamtsho

DISCLAIMER: This transport permit is system generated and does not require the official signature in order to be considered VALID.



Print

The QR Code is embedded with the following data.



TpNumber: 2023/11/636690
urlToRedirect: <http://dgm.gov.bt/MineralPortal/TransportPermit.do>
VechileNumber: Bp-A-2345
Mine: Adagangchu Stone Quarry
Destination: tre
CustomerName: tre ad
InvoiceNo: 123-12-12
Approvedby: Thukten Jamtsho Jamtsho
Permitdate: 2023-11-20
Total: 53.612
Specification/Sizes: 10mm
Time: 2023-11-20 13:47:05.237
Material: Contruccion Material