



Government of Goa,
Directorate of Mines & Geology
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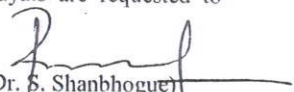
No.04/143/2023/Minor/Mines / 1539

28/07/2023

CIRCULAR

Subject:- Introduction of Online Payment system for depositing Royalty deducted on the Minor Minerals used in Public Works carried out by the Government Departments, Public Sector Undertakings, Autonomous bodies, Municipal Corporation/ Municipal Councils, Zilla Panchayats and Village Panchayats.

1. Presently, Government Departments, Public Sector Undertakings, Autonomous bodies, Municipal Corporation/ Municipal Councils, Zilla Panchayats and Village Panchayats are depositing Royalty deducted on minor minerals used in public works undertaken by them in physical mode.
2. This Department (DMG) is hereby introducing online payment system which will go live from 1-8-2023. All the applications received in physical mode till date will be processed. However, with the effect from 1-8-2023, depositing of Royalty deducted on minor minerals by the aforementioned institutions will be received in online mode only.
3. This system for depositing the royalty collected on minor minerals used in public works is only for government institutions, both State and Central Governments. This system is not applicable to any private institution.
4. It may be noted that the depositing of royalty collected on minor minerals used in the public works undertaken by the Government institutions mentioned herein above will be a self-declaration and no prior approval of this Department is required for the same. However, this Department reserves the right to seek information/clarification, if considered necessary.
5. There is a dropdown menu in the online system to select the name of the organization to register and get login credentials for the first time. In case your organization is not reflecting in the dropdown menu then you have to send an email to this Department requesting to add your organization.
6. The standard operating procedure for registration, obtaining login credentials and depositing of royalty in online mode is given overleaf.
7. For any clarification/assistance, the Departments/PSUs/Autonomous Bodies/Municipal Corporation/Municipal Councils/Zilla Panchayats / Village Panchayats are requested to contact the DMG control room (8882254254 extension 33).


(Dr. S. Shanbhogue)
Director

To,

1. All the Heads of Government Departments, Public Sector Undertakings, Autonomous bodies, Municipal Corporation/ Municipal Councils, Zilla Panchayats and Village Panchayats.

Copy for information to:

1. OSD to HCM/Minister of Mines
2. US to CS
3. PA to Secretary Mines
4. All Sections of this Directorate.
5. Guard File.
6. Office copy.

P.T.O.

STANDARD OPERATING PROCEDURE

1. Visit Directorate of Mines & Geology official website (<https://dmg.goa.gov.in>)
2. In SERVICES menu click on "REGISTER FOR MINOR MINERAL ROYALTY PAYMENT".
3. In drop-down locate your Department/ PSU/ Autonomous Bodies/Municipal For any clarification/assistance, the Departments/ PSUs/ Autonomous Bodies/Municipal Corporation/ Municipal Councils/ Zilla Panchayats/ Village Panchayats are requested to contact the DMG control room (8882254254 extension 33).
4. In case your organization is not reflecting in the dropdown menu then you have to send an email to this Department requesting to add your organization.
5. In "Contact Person Details" section enter the details of the person from the organization who will be dealing with Minor Mineral Royalty payment.
6. Mobile number of the contact person need to be verified prior registration. For verification of mobile number OTP will get generated on the entered mobile number.
7. Once OTP verification is completed, "Register" button will be visible to the user.
8. Click on the "Register" button to complete the registration process.
9. Upon registration, the applicant will get an email with login credentials.
10. On receipt of login credentials, the applicant need to login to the BHUMIJA portal (<https://bhumijagoa.in>).
11. Upon login, on the left hand side of the menu click on the link "Apply for Minor Mineral Royalty".
12. Enter all the mandatory fields and click on "Save Draft & Upload TDS Receipt" button. You will be redirected showing a list of all submitted entries.
13. Click on "Upload TDS Receipt" button & upload TDS paid receipt.
14. On TDS receipt upload, the application will be automatically received by DMG for TDS receipt verification.
15. Once the TDS receipt verification is done by the DMG, the applicant will get an email regarding confirmation of verification
16. The applicant will then have to login and make the minor mineral royalty payment towards the application submitted.
17. For any clarification/assistance, the Departments/PSUs/Autonomous Bodies/Municipal Corporation/Municipal Councils/Zilla Panchayats/ Village Panchayats are requested to contact the DMG control room (8882254254 extension 33).