

GOVERNMENT OF ORISSA
DEPARTMENT OF STEEL & MINES

No. 3007/SM, Bhubaneswar, the 26.4.2011
IV(A)SM-185/09

From

Shri Manoj Ahuja, IAS
Commissioner-cum-Secretary to Govt.

To

The Director of Mines, Orissa
All DDMs/ MOs

Sub: **Making data on working leases for major minerals and licences under OMPTS Rules, 2007 online.**

Sir,

To bring transparency in the working of Steel and Mines Department data on working leases for major minerals and licences in the State will be made public on the website of the Steel and Mines Department on 3rd May, 2011.

The following instructions may be **read carefully and followed strictly.**

- 1) After 3rd May data on status of working mining leases and licences will be taken from the website. Information available online, will not be accepted through letters or any other means. Therefore, data on the website should be accurate.
- 2) Concerned DDM / MO shall be personally responsible for validation of data and to ensure that correct information has been hosted. DDM/MO shall send certify through e-mail by 01.05.2011 that for data has been validated. The procedure for validation has been communicated earlier. Personal responsibility may be fixed on the person who has validated the information in case wrong information is put on the website.
3. (i) A system has to be put in place in all DDM/MO offices to ensure that the data base is kept updated following and protocol and only by authorised persons.

- (ii) All information relating to change in status of leases / licence e.g. suspension, violation etc and information i.e status of clearances etc which needs changes in the data base, should be updated as & when orders are passed in the file. For this all this files; before the letter is issued or the file is returned to the sections, shall go through the computer cell, where a person of not less than the rank of Inspector of Mines, who is also computer literate, be kept in charge. Relevant changes should be made in the data base by the person authorised to do so and the entry to that effect be made in the file.
- (iii) The DDM / MO should immediately pass an office order to this effect by 1st May, 2011 and ensure that the system is in place for updation of data concurrently with changes approved in the file. These instructions may be put into effect immediately.
- 3) A rubber stamp with the letters "**FOR COMPUTER ENTRY**" may be made and all such letters / documents for which such entry has to be made, should be stamped with it. After the entry has been made in the computer, the authorised officer shall sign on the stamped sign to this effect.

Yours faithfully


Commissioner-cum-Secretary to Govt.

Memo No. 3008 /Dt. 26.4.2011

Copy forwarded to the Private Secretary to Hon'ble Minister, Steel and Mines / ISL / CSM for information and necessary action.


Deputy Secretary to Govt.