

**FORM F-7**  
For the month of \_\_\_\_\_ 20  
**MONTHLY RETURN**  
[See rule 45(3) (a) (vii)]

**(Read the instructions carefully before filling the particulars)**

To

- (i) The Regional Controller of Mines  
Indian Bureau of Mines  
\_\_\_\_\_Region,

PIN:

*(Please address to Regional Controller of Mines in whose territorial jurisdiction the mines falls as notified from time to time by the Controller General, Indian Bureau of Mines under Rule 62 of the Mineral Conservation and Development rules, 1988)*

- (ii) The State Government

**PART – I**  
**(General and Labour)**

<b>1. Details of the Mine:</b>		
(a) Registration number allotted by Indian Bureau of Mines (to give registration number of the mine owner/ agent/ mining engineer/ manager signing the return)		
b) Mine Code		
c) Name of the Mineral		
d) Name of Mine		
e) Name(s) of other mineral(s), if any, produced from the same mine		
<b>f) Location of the Mine :</b>		
Village		
Post Office		
Tahsil/Taluk		
District		
State and PIN Code		
Fax no:	E-mail:	
Phone no:		
<b>2. Name and Address(s) of Lessee/Owner (along with fax no. and e-mail):</b>		
Name of Person		
Street/Village		
Post Office		
Tahsil/Taluk		
District		
State and PIN Code		
Fax no:	E-mail:	
Phone No:		
<b>3. Details of Rent/ Royalty / Dead Rent paid in the month</b>		
(i) Rent paid for the period (Rs.)		
(ii) Royalty paid for the period (Rs.)		
(iii) Dead Rent paid for the period (in Rs)		
<b>4. Details on working of mine:</b>		
(i) Number of days the mine worked:		
(ii) Reasons for work stoppage in the mine during the month (due to strike, lockout, heavy rain, non-availability of labour, transport bottleneck, lack of demand, uneconomic operations, etc.) and the number of days of work stoppage for each reason separately	Reasons	No of days

**5. (i) Average Daily Employment and Wages paid:**

Work place	Direct		Contract		Wages (Rs.)	
	Male	Female	Male	Female	Direct	Contract
Below ground						
Opencast						
Above ground						
Total						

5.(ii) Total number of technical and supervisory staff employed in the mine during the month : \_\_\_\_\_

(iii) Total salaries paid to technical and supervisory staff employed in the mine during the month in Rs. \_\_\_\_\_

**PART-II (PRODUCTION, DESPATCHES AND STOCKS)**

**1.R.O.M production:-**

Category	Unit of quantity	Quantity
i)Opencast		
ii)Underground		

(If there are different types of R.O.M. production, separate figures should be furnished for each type of R.O.M indicating in each case the appropriate unit of quantity.)

**2. Production, stocks and despatches:-**

	Gem Variety				Industrial		Others	
	Rough and uncut stones		Cut and Polished Stones		No of stones	Qty @	No of stones	Qty @
	No of stones	Qty @	No of stones	Qty @				
A .Opening stocks								
i)From Opencast Working								
ii)From underground working								
TOTAL (Production)								
C.Despatches								
D.Closing Stocks								
<b>E.Ex mine Price*</b>								

( @The Unit of quantity viz. Carats/Grams/Kilogram etc. as the case may be should be indicated under quantity.)

\*This should be estimated for all the stones produced during the month whether sold or not on the basis of average sale price obtained for sales made during the month. In case no sales are made Ex-pit-head, the ex-mine price should be arrived at after deducting the actual expenses incurred from the pit-head to the point of sale, from the sale price realised.

**3. Details of Deductions used for computation of Ex-Mine price (Rs/unit):**

Deduction claimed	( in Rs/ unit)	Remarks
a) Cost of transportation (indicate Loading station and Distance from mine in remarks)		
b) Loading and Unloading charges		
c) Railway freight ,if applicable (indicate destination and distance)		
d) Port Handling charges/export duty(indicate name of port)		
e) Charges for Sampling and Analysis		
f) Rent for the plot at Stocking yard		
g) Other charges(specify clearly)		
Total (a) to (g)		

**4. Sales/ Despatches effected for Domestic Consumption and for Exports:**

Grade#	Nature of Despatch (indicate whether for Sale or Captive consumption or Export)	For Domestic Consumption			For export		
		Consignee name and Registration number as allotted by the Indian Bureau of Mines to the buyer ##	Quantity	Sale value	Country	Quantity	F.O.B Value (Rs.)

#Grades:- i)Gem Variety a) Rough and uncut stones b) Cut and Polished Stones; ii) Industrial iii)Others

## Consignee name and Registration number as allotted by the Indian Bureau of Mines to the buyer

(to indicate separately if more than one buyer) for the top five despatches in terms of Quantity for the remaining consolidated figure shall be reported with details of despatches as annexure.

**NOTE:-** Mine owners are required to substantiate domestic sale value/ FOB value for each grade of ore quoted above with copy of invoices

**5. Give reasons for increase/decrease in production/nil production (of primary or associate mineral), if any, during the month compared to the previous month.**

- a)
- b)
- c)

**6. Give reasons for increase/decrease in grade wise ex-mine price (of primary or associate Mineral),if any, during the month compared to the previous month.**

- a)
- b)
- c)

I certify that the information furnished above is correct and complete in all respects.

Place:  
Date:

Signature  
Name in full:

Designation: Owner/Agent/Mining Engineer/Manager