

Annex 3 - Registry of Mineral Titles (Section 9)

1. **All documents** listed below shall be stored by the DGM and made available to any person upon demand within a reasonable time:
 - 1.1. Reference maps of mining lease locations
 - 1.2. Reference maps of exploration programs
 - 1.3. Index of lessees under sections 10 and 16 of the MMMA
 - 1.4. Index of approved mineral prospectors under section 15 of the MMMA
 - 1.5. Mining lease agreements with registered numbering system
 - 1.6. Final Mine Feasibility Study reports, including the Environment Management Plan, the Mine Restoration Plan under sections 22-25 of the MMMA
 - 1.7. Updated mining plans and sections under sections 34-35 of the MMMA.
 - 1.8. Surfaces right clearances and permissions
 - 1.9. Annual reports under sections 37(viii)-(ix) of the MMMA
 - 1.10. Copies of all accident reports under section 37(vii) and section 38 of the MMMA
 - 1.11. Copies of applications and orders related to the transfer of mining leases
 - 1.12. Approvals
 - 1.13. Notices and orders to lessees
 - 1.14. Inquiries to lessees
 - 1.15. Surrender notices
 - 1.16. Termination notices
 - 1.17. Fees, rentals, levies, subsequent payments
 - 1.18. Royalties charged and royalty payments
 - 1.19. Any other records as may be prescribed by the Director.

2. **Fees**
 - 2.1. The Registry may demand a reasonable fee to cover the cost of duplicating requested documents

3. **Record storage**

Legal status of records:

 - 3.1. Duplicates of originals
 - 3.2. Copies of originals
 - 3.3. Electronic storage of originals

4. Confidentiality

- 4.1. The applicant or lessee may request that specified information be kept confidential if dissemination would cause substantial harm to their commercial interests.
- 4.2. The DGM may refuse to provide information to the public if it determines that it is confidential.

5. Delivery of notices and documents

The following documents shall be handed over in person or through a registered mail or an email:

- 5.1. Applications for mining leases and permits
- 5.2. Applications for mineral exploration permit
- 5.3. Final Mine Feasibility Study reports
- 5.4. Applications for transfer of mining leases
- 5.5. Updated mining and environmental management plans
- 5.6. Bi-annual report
- 5.7. Annual report
- 5.8. Notices for temporary closure or re-opening of mines
- 5.9. Copy of the correspondences endorsed by the Director