Mineral Concession Approval System (MCAS)
(http://mcas.nic.in)

Operational Manual for State Governments/Organisations

National Informatics Centre
Ministry of Mines
CUSTOMIZED ACCESS OF MCAS AND IMPLEMENTATION OF QUERY MODULE

The Web based Mineral Concession Approval System (MCAS) is a MIS-Database of mineral concession proposals which have been received in Ministry of Mines from the State Governments. The system has been further upgraded to facilitate the e-transmission of communication in regard to the mineral concession proposals.

The State Governments/ Other Organizations (IBM, GSI, DAE, etc.) are being given customized access to the MCAS by way of distinct login ids for State Government / Other Organization Officials. Their workspace in the MCAS will give access in regard to the Mineral Concession Proposals pertaining to them.

The Principal Secretary / Secretary in-charge of Mines Department & Director of Mining & Geology in States have been given a login id for monitoring purpose and another login id will be given for operational purpose. In the same way separate login id will be given to the officials of Other Organizations.

Using the unique login id’s created, a new module for e-enabling the query to the State Governments / Other Organizations and its response, has been developed. Queries raised by the Centre in various concession cases would be entered into the system and response received against those queries is also captured. State Governments can also update the LOI details of the cases which have been conveyed prior approval by the Centre. An operational manual explaining the upgraded features is attached for your reference. The monitoring login ids and their default passwords have been given in the operational manual. The passwords for the operational login ids (with edit permissions) may be solicited from snkhan@nic.in (Mr Shah Nawaz Khan - Principal Systems Analyst, NIC – Ministry of Mines, Government of India, Mobile: 9868272342) through authenticated email by the concerned officials, for security reasons.

It is requested that the implementation of the same may be followed up at your end.

Ministry of Mines
Government of India
18th Sep 2014
**Background**

The Ministry of Mines receives proposals from various State Governments for prior approval grant of Mineral Concessions in respect of Minerals specified in the First schedule of the Mines and Minerals (Development & Regulation) MMDR Act, 1957 under Section 5(1) and also area relaxation cases for approval under Section 6(1) of the MMDR Act, 1957.

The applicants, individuals or Company, submit applications in the prescribed form to the State Government, who on its part, scrutinizes the applications received for a particular area and makes recommendations to the Ministry of Mines for obtaining prior approval of the Central Government. The Ministry of Mines after obtaining the views of other concerned Departments, like Department of Atomic Energy, IBM and GSI, decides on the application. The decision of the MOM is conveyed to the State Government concerned. The State Government issues the final approval/rejection to the applicant based on the recommendations of the Central Government.

**Mineral Concession Approval System (MCAS)**

The Web based “Mineral Concession Approval System” is being used to monitor the progress of applications received in the Ministry of Mines, recommended by the State Governments in favour of a particular applicant in respect of Reconnaissance Permit (RP) Prospecting License (PL) Mining Leases (ML) for major minerals specified in the first schedule of the MMDR Act, 1957. The status of proposals is available online on the website http://www.mcas.nic.in/. The system is being further upgraded to facilitate the e-transmission of communication in regard to the mineral concession proposals and being extended to for the post approval activities, like approval of the mining plan by IBM.

On receipt of an application from the State Government its basic details like name of an applicant, mineral applied for, proposal type, location, area and state concerned are entered into the software. A file is opened for each case and a Unique Identification Number known as Reference number is allotted by the system to a particular case. As the case progresses, its status is recorded in the system.

The following modifications are being made in the existing MCAS software

1. Three (3) IDs for each of the mineral rich State Governments & other organizations has to be made for enabling access for the following-
- Access to respective State Government/ other Organisations for perusal of details of all file.
- Interactive Text Box for Reply to the queries of central government

2. Automatic Reminder emails should be generated by the system to the concerned authorities, if their reply to the query of the central government has not been received.

The modified system will perform the following functions:

- Basic details Entry/Updation forms: for entering details of each case referred by respective State Governments.
- Provision to update the status of the case.
- Provision to approve/Reject a case based on the recommendation of the competent authority.
- Query to Various State Governments and Organisations and provision to receive the answers for those queries
- Various Pendency Reports for Centre/State Governments
- Online Search the status and other development of mineral concession cases.
- Public Reports

The existing manual provides the role based access to various State Governments and organisations where the cases are being sent to them for some queries. The system has provision to answer the queries received from the Central Government and also allow limited view on the reports generated through the system.

Each State Government/Organisation have been provided three user ids to access the system with one having access to edit the records.

**User Ids for State Governments/Organisations**

User Ids for example for Madhya Pradesh are given as –

mp11, mp22 and mp33. User mp11 and mp22 are given the view rights whereas mp33 has been given the edit rights to answer a particular query raised by centre (User Ids for States and Organisations at Annex-I). The password for initial two users (In case of MP for mp11 & mp22) would be user id followed by @Mom. For example in case of Manipur the password for user mn11 would be mn11@Mom.

**Procedure to Login and operate the System**

After typing url [http://mcas.nic.in](http://mcas.nic.in) in your browser following screen would appear -
Enter your User Id and Password along with the Captcha Code. Screen showing the menu along with user details would appear in your browser in case of successful login –

You will get Four Options –

1) Queries/LOI Details
2) Public Reports
3) Centre/State Reports
4) Password

1.0 Queries/LOI Details

When the mouse is rolled over on “Queries/LOI details” you will get two options-

1.1 Answer a Query
1.2 Update LOI Details

1.1 Answer a Query

Whenever a query/reminder is sent to the respective State Government/Organisation from the Centre an email is also sent. If State Govt fails to answer a query within a month then a reminder would be issued by the system on 1st of every month along with the email.

Now click on “Answer a Query”, following screen will appear -
There are three options on this page –

a. Display Cases where State Govt/Organisation response is pending
b. Display Cases where State Govt/Organisation response given but not physically received by Centre
c. Display Cases where State Govt/Organisation response given and physically received by Centre

Select First Option and click on Submit Button. List of cases where Centre has raised queries and State Govt/Organisation response is awaiting would be displayed. The last two columns shows Physical Letter Receive Date by State/Organisation and Online answer date to a query.
Click on Reference Number of the Case and the form describing the Query raised along its Subject and other details would be displayed.

There is a box showing Response by State Govt/Organisation. You can enter the reply of this query here. If letter has been received physically Physical Letter receive date may be entered. If letter has been dispatched physically, enter physical letter dispatch date also. If Only online response is given and these two fields (Physical letter Receive Date and Physical Letter Dispatch Date) are left blank, system will show it that response is given online but the query will remain pending until physical letter dispatch date is not filled.
After updating the related fields click the Submit button. A window displaying the following message would appear on the screen.

Now Close this window and see that the list shows physical letter Receive Date and Query answered online Date.
Now if you fill the physical letter Dispatch Date as shown in the figure given below, the query will remain no longer pending with the State Government/Organisation.

Now Click on the Second option “Display Cases where State Govt/Organisation response given but not physically received by Centre”. 
The system will display all those cases where reply to a query has been answered online as well as physically dispatched, but the letter is not physically received by the centre. Centre in this case can view your response online against a particular query raised against a reference number.

Now select third option “Display Cases where State Govt/Organisation response given and physically received by Centre” and click Submit Button.
The list will show all the cases where State/Organisation has responded a query and it has been physically received by the Centre. The Query is no longer pending with the respective State Govt/Organisation.

### List of Case where response is given by (MADHYA PRADESH) and letter is physically received by Centre

<table>
<thead>
<tr>
<th>SNo</th>
<th>Ref. No/Applicant Name</th>
<th>Query Letter Date/Termination Details</th>
<th>Query Subject</th>
<th>Physical Letter Rec. Date</th>
<th>Online Resp. Date</th>
<th>Physical Dispatch Date</th>
<th>Receipt Date by Centre</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2019</td>
<td>21/08/2014</td>
<td>NO. OF BASTI/CHAWALI.IS TO AN AREA 4.459 Hect. IN VILLAGE(DIVANBAG) OF DISTRICT SAGAR (MADHYA PRADESH) IN HONOR OF LT COL. RAJARAM YADAV WHO DIED IN ACTION. FOR THE PERIOD OF 30 YEARS.</td>
<td>07/05/2014</td>
<td>22/05/2014</td>
<td>22/05/2014</td>
<td>22/05/2014</td>
</tr>
</tbody>
</table>

### 1.2 Update LOI Details (For State Governments Only)

Now Click on “Update LOI details”
The window showing the State Name and cutoff date (Date after which case is approved by Centre) would be displayed. You can change this cutoff date to any date less than the current date.

Click on the Submit Button. A list showing the Approved cases along with the LOI details would be displayed. If you have edit permission then click on Reference Number.
The respective Case for updating LOI data would be displayed. LOI data may be updated here after clicking Update Button.

The following window would appear if the LOI data is updated successfully.
Now in the list the case would be displayed showing the LOI details.

### 2.0 Public Reports

These reports are available for the general public also.

#### 2.1 Status of a Case

Any person who has applied for the PL/ML/RP can view the status of his/her case.
2.2 Statewise Status of Cases

Statewise status can be viewed using this report.
### Mineral Concession Proposals Returned/Rejected by Central Govt or Withdrawn by State Govt between 1/4/2014 - 27/8/2014

<table>
<thead>
<tr>
<th>No.</th>
<th>File No.</th>
<th>Name of Applicant</th>
<th>Type of Concession</th>
<th>Name of Mineral(s)</th>
<th>Area</th>
<th>Village/Dist</th>
<th>State</th>
<th>Date of Return/Withdrawal by State Govt</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>5/14/2013-M IV</td>
<td>Mrs. Shanghai Infrastructure M.P. Ltd</td>
<td>ML</td>
<td>Limestone</td>
<td>143.24 Hect.</td>
<td>Prayagraj</td>
<td>KOL</td>
<td>MAHYA</td>
</tr>
<tr>
<td>7</td>
<td>5/19/2013-M IV</td>
<td>Mrs. Translink Industries Pvt. Ltd</td>
<td>PL</td>
<td>Iron Ore</td>
<td>301.300 Hect.</td>
<td>Madurai</td>
<td>UNIDENTIFIED/DISTRICT</td>
<td>MAHYA</td>
</tr>
</tbody>
</table>

#### 3.0 Centre/State Reports
3.1 Status Reports

This report generates output based on the combination of the various input parameters.

3.2 Statistical Reports

This report gives pendency statistical data in the Ministry of Mines based on a given period. The report can be further drilled down to a case level.
3.3 Pendency Analysis

This report gives pendency analysis under various status in the Ministry of Mines. The table can further be drilled down to case level.
3.4 Agewise Pendency

This report gives Agewise pendency analysis (Statewise) for various type of concessions. The table can further be drilled down to case level.

3.5 Status of Query sent to State Government

This report gives status of all type of queries sent to the respective State Governments. The table can further be drilled down to case level.
4.0 Password

4.1 Change Your password

This option can be used to change your password. The form is self-explanatory.
In case of any query about MCAS, you may kindly contact the NIC-Mines officials

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Email: snkhan@nic.in
<table>
<thead>
<tr>
<th>Sl No</th>
<th>Name of State</th>
<th>User Ids</th>
<th>Password</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Andhra Pradesh</td>
<td>AP11, AP22 &amp; AP33</td>
<td>User Id followed by @Mom Example: User Id: ap11 Passwd: ap11@Mom</td>
</tr>
<tr>
<td>2.</td>
<td>Chhattisgarh</td>
<td>CT11, CT22 &amp; CT33</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Goa</td>
<td>GA11, GA22 &amp; GA33</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Gujarat</td>
<td>GJ11, GJ22 &amp; GJ33</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Jharkhand</td>
<td>JH11, JH22 &amp; JH33</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Karnataka</td>
<td>KA11, KA22 &amp; KA33</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Kerala</td>
<td>KL11, KL22 &amp; KL33</td>
<td>Note: Password for user having suffix 33 would be provided in person.</td>
</tr>
<tr>
<td>8.</td>
<td>Madhya Pradesh</td>
<td>MP11, MP22 &amp; MP33</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>Maharashtra</td>
<td>MH11, MH22 &amp; MH33</td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>Manipur</td>
<td>MN11, MN22 &amp; MN33</td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>Meghalaya</td>
<td>ML11, ML22 &amp; ML33</td>
<td></td>
</tr>
<tr>
<td>12.</td>
<td>Orissa</td>
<td>OR11, OR22 &amp; OR33</td>
<td></td>
</tr>
<tr>
<td>13.</td>
<td>Rajasthan</td>
<td>RJ11, RJ22 &amp; RJ33</td>
<td></td>
</tr>
<tr>
<td>14.</td>
<td>Tamil Nadu</td>
<td>TN11, TN22 &amp; TN33</td>
<td></td>
</tr>
<tr>
<td>15.</td>
<td>West Bengal</td>
<td>WB11, WB22 &amp; WB33</td>
<td></td>
</tr>
<tr>
<td>16.</td>
<td>IBM</td>
<td>IBM11, IBM22 &amp; IBM33</td>
<td></td>
</tr>
<tr>
<td>17.</td>
<td>GSI</td>
<td>GSI11, GSI22 &amp; GSI33</td>
<td></td>
</tr>
<tr>
<td>18.</td>
<td>DAE</td>
<td>DAE11, DAE22 &amp; DAE33</td>
<td></td>
</tr>
</tbody>
</table>

**Note:**

Users are requested to kindly change their password after first login. Password must follow the following convention-

1. Minimum length of password must be 8 characters
2. It must contain at least One capital, one small English alphabet, one special character like @$# and one numeric number (0-9).