

MARY ANN PRITCHARD  
DIRECTOR



MARY FALLIN  
GOVERNOR

STATE OF OKLAHOMA  
DEPARTMENT OF MINES

September 25, 2017

The Oklahoma Department of Mines (ODM) is changing its production reporting frequency requirements. Instead of monthly reporting, **only quarterly reporting will be required**. This will reduce the amount of time you need to prepare these reports and will also reduce paperwork. Therefore, the production reporting form has also been revised for quarterly use only – no more monthly reports. We believe you will find it clearer and easier to complete than the current forms.

In addition, House Bill 1844 amended 45 O.S. 2011, Section 931, as follows:  
“Section 931. B. All operators of noncoal mining operations shall pay to the Department of Mines a fee of ~~one cent (\$0.01)~~ one and one-fourth cents (\$0.0125) per ton of mineral produced.”  
“This act shall become effective November 1, 2017.”

For your convenience, this packet contains reporting forms to use for the next four (4) quarters – October, November, December 2017; January, February, March 2018; April, May, June 2018; and, July, August and September 2018.

- The production fee for October 2017 is \$0.01 per ton of mineral produced.
- The production fee from November 1, 2017 onward will be \$0.0125 per ton of mineral produced.

What's not changing?

- Who reports -Any operator having a current mining permit is required to submit a quarterly report for each permit, even if a particular mine site has no current production.
- Due dates of reports and late fees - Your **quarterly reports and payments** are due no later than the **last day of the month** following the end of a quarter. For example, reports and payments for the quarter from October 1 through December 31 are required to be accurate, and must be submitted no later than January 31. Any payments received after this date are assessed a 10% late fee. The quarterly report is required to be notarized before being submitted to the Department of Mines.

You may complete your quarterly production reports on line at <http://mines.ok.gov>. As always, you may also print additional forms from the website.

If you have any questions, please contact Debbie Wheeler at extension 210.

I appreciate your cooperation in this matter.

Sincerely,

Suzen Rodesney, Chief Financial Officer



## NON-COAL QUARTERLY REPORT

Quarter and Year Reporting **JAN, FEB, MAR** 20 \_\_\_\_\_ Permit # \_\_\_\_\_

Operator's Company Name: \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Street OR Box No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Mine Name (if applicable) \_\_\_\_\_

Land Description: Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ County \_\_\_\_\_

Method of Mining: Auger \_\_\_\_\_ Dredging \_\_\_\_\_ Hydraulic \_\_\_\_\_ Quarrying \_\_\_\_\_ Stripping \_\_\_\_\_  
Drag Line \_\_\_\_\_ Loading & Hauling \_\_\_\_\_ Room & Pillar \_\_\_\_\_

Mineral Produced \_\_\_\_\_

**JANUARY** 20 \_\_\_\_\_ Tons \_\_\_\_\_ X (times) \$0.0125 = \$ \_\_\_\_\_

**FEBRUARY** 20 \_\_\_\_\_ Tons \_\_\_\_\_ X (times) \$0.0125 = \$ \_\_\_\_\_

**MARCH** 20 \_\_\_\_\_ Tons \_\_\_\_\_ X (times) \$0.0125 = \$ \_\_\_\_\_

Total Tonnage \_\_\_\_\_ Total Tonnage Fee \$ \_\_\_\_\_

Round to the nearest whole number.

**IF PAID THIRTY (30) DAYS AFTER QUARTER ENDS ADD 10% PENALTY.**

10% Penalty Fee \$ \_\_\_\_\_ Total Due \$ \_\_\_\_\_

NUMBER OF INDIVIDUALS WORKING DURING EACH MONTH JAN \_\_\_\_\_ FEB \_\_\_\_\_ MAR \_\_\_\_\_

NUMBER OF DAYS THE MINE WORKED DURING EACH MONTH JAN \_\_\_\_\_ FEB \_\_\_\_\_ MAR \_\_\_\_\_

HAS AN ACCIDENT OCCURRED ON THE MINESITE DURING THIS QUARTER? YES NO

**If yes, Departmental Rules require an accident report to be filed with the Department of Mines.**

**Contact the Oklahoma City Office IMMEDIATELY to complete an accident report, if it has not already been filed.**

Name of Person filling out this report: \_\_\_\_\_ Phone # \_\_\_\_\_

Subscribed and sworn to me before this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

My commission expires \_\_\_\_\_

Commission No. \_\_\_\_\_ Notary Public \_\_\_\_\_



## NON-COAL QUARTERLY REPORT

Quarter and Year Reporting **APR, MAY, JUN 20** \_\_\_\_\_ Permit # \_\_\_\_\_

Operator's Company Name: \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Street OR Box No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Mine Name (if applicable) \_\_\_\_\_

Land Description: Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ County \_\_\_\_\_

Method of Mining: Auger \_\_\_\_\_ Dredging \_\_\_\_\_ Hydraulic \_\_\_\_\_ Quarrying \_\_\_\_\_ Stripping \_\_\_\_\_  
Drag Line \_\_\_\_\_ Loading & Hauling \_\_\_\_\_ Room & Pillar \_\_\_\_\_

Mineral Produced \_\_\_\_\_

**APRIL 20** \_\_\_\_\_ Tons \_\_\_\_\_ X (times) \$0.0125 = \$ \_\_\_\_\_

**MAY 20** \_\_\_\_\_ Tons \_\_\_\_\_ X (times) \$0.0125 = \$ \_\_\_\_\_

**JUNE 20** \_\_\_\_\_ Tons \_\_\_\_\_ X (times) \$0.0125 = \$ \_\_\_\_\_

Total Tonnage \_\_\_\_\_ Total Tonnage Fee \$ \_\_\_\_\_

Round to the nearest whole number.

**IF PAID THIRTY (30) DAYS AFTER QUARTER ENDS ADD 10% PENALTY.**

10% Penalty Fee \$ \_\_\_\_\_ Total Due \$ \_\_\_\_\_

NUMBER OF INDIVIDUALS WORKING DURING EACH MONTH APR \_\_\_\_\_ MAY \_\_\_\_\_ JUN \_\_\_\_\_

NUMBER OF DAYS THE MINE WORKED DURING EACH MONTH APR \_\_\_\_\_ MAY \_\_\_\_\_ JUN \_\_\_\_\_

HAS AN ACCIDENT OCCURRED ON THE MINESITE DURING THIS QUARTER? YES NO

**If yes, Departmental Rules require an accident report to be filed with the Department of Mines.**

**Contact the Oklahoma City Office IMMEDIATELY to complete an accident report, if it has not already been filed.**

Name of Person filling out this report: \_\_\_\_\_ Phone # \_\_\_\_\_

Subscribed and sworn to me before this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

My commission expires \_\_\_\_\_

Commission No. \_\_\_\_\_ Notary Public \_\_\_\_\_



## NON-COAL QUARTERLY REPORT

Quarter and Year Reporting **JUL, AUG, SEPT 20** \_\_\_\_\_ Permit # \_\_\_\_\_

Operator's Company Name: \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Street OR Box No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Mine Name (if applicable) \_\_\_\_\_

Land Description: Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ County \_\_\_\_\_

Method of Mining: Auger \_\_\_\_\_ Dredging \_\_\_\_\_ Hydraulic \_\_\_\_\_ Quarrying \_\_\_\_\_ Stripping \_\_\_\_\_  
Drag Line \_\_\_\_\_ Loading & Hauling \_\_\_\_\_ Room & Pillar \_\_\_\_\_

Mineral Produced \_\_\_\_\_

<b>JULY</b>	<b>20</b>	_____ Tons _____	X (times) \$0.0125 = \$ _____
<b>AUGUST</b>	<b>20</b>	_____ Tons _____	X (times) \$0.0125 = \$ _____
<b>SEPTEMBER</b>	<b>20</b>	_____ Tons _____	X (times) \$0.0125 = \$ _____
		Total Tonnage _____	Total Tonnage Fee \$ _____
<i>Round to the nearest whole number.</i>			
<b>IF PAID THIRTY (30) DAYS AFTER QUARTER ENDS ADD 10% PENALTY.</b>			
10% Penalty Fee \$ _____		Total Due \$ _____	

NUMBER OF INDIVIDUALS WORKING DURING EACH MONTH JUL \_\_\_\_\_ AUG \_\_\_\_\_ SEPT \_\_\_\_\_

NUMBER OF DAYS THE MINE WORKED DURING EACH MONTH JUL \_\_\_\_\_ AUG \_\_\_\_\_ SEPT \_\_\_\_\_

HAS AN ACCIDENT OCCURRED ON THE MINESITE DURING THIS QUARTER? YES NO

**If yes, Departmental Rules require an accident report to be filed with the Department of Mines.**

**Contact the Oklahoma City Office IMMEDIATELY to complete an accident report, if it has not already been filed.**

Name of Person filling out this report: \_\_\_\_\_ Phone # \_\_\_\_\_

Subscribed and sworn to me before this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

My commission expires \_\_\_\_\_

Commission No. \_\_\_\_\_ Notary Public \_\_\_\_\_



## NON-COAL QUARTERLY REPORT

Quarter and Year Reporting **OCT, NOV, DEC** 20 \_\_\_\_\_ Permit # \_\_\_\_\_

Operator's Company Name: \_\_\_\_\_

Mailing Address \_\_\_\_\_  
 Street OR Box No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Mine Name (if applicable) \_\_\_\_\_

Land Description: Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ County \_\_\_\_\_

Method of Mining: Auger \_\_\_\_\_ Dredging \_\_\_\_\_ Hydraulic \_\_\_\_\_ Quarrying \_\_\_\_\_ Stripping \_\_\_\_\_  
 Drag Line \_\_\_\_\_ Loading & Hauling \_\_\_\_\_ Room & Pillar \_\_\_\_\_

Mineral Produced \_\_\_\_\_

<b>OCTOBER</b>	20	_____	Tons _____	X (times) \$0.0125 =	\$ _____
<b>NOVEMBER</b>	20	_____	Tons _____	X (times) \$0.0125 =	\$ _____
<b>DECEMBER</b>	20	_____	Tons _____	X (times) \$0.0125 =	\$ _____
Total Tonnage _____			Total Tonnage Fee \$ _____		
Round to the nearest whole number.					
<b>IF PAID THIRTY (30) DAYS AFTER QUARTER ENDS ADD 10% PENALTY.</b>					
10% Penalty Fee \$ _____			Total Due \$ _____		

NUMBER OF INDIVIDUALS WORKING DURING EACH MONTH    OCT \_\_\_\_\_ NOV \_\_\_\_\_ DEC \_\_\_\_\_

NUMBER OF DAYS THE MINE WORKED DURING EACH MONTH    OCT \_\_\_\_\_ NOV \_\_\_\_\_ DEC \_\_\_\_\_

HAS AN ACCIDENT OCCURRED ON THE MINESITE DURING THIS QUARTER?                    YES                    NO

**If yes, Departmental Rules require an accident report to be filed with the Department of Mines.**

**Contact the Oklahoma City Office IMMEDIATELY to complete an accident report, if it has not already been filed.**

Name of Person filling out this report: \_\_\_\_\_ Phone # \_\_\_\_\_

Subscribed and sworn to me before this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

My commission expires \_\_\_\_\_

Commission No. \_\_\_\_\_ Notary Public \_\_\_\_\_