

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, there are now separate forms for underground coal and surface coal.

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.

What's not changing?

- Who reports -Any operator having a current underground or surface coal permit is required to submit a quarterly report for each permit, even if a particular mine site has no current production.
- Production fee – The production fee is \$0.075 per ton.
- 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.

In addition to the forms provided in this correspondence, forms are available on the website which can be filled in on-line at <http://mines.ok.gov> and downloaded for printing and notarization. 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



## SURFACE COAL QUARTERLY REPORT

Quarter and Year Reporting JAN, FEB, MAR 20 Permit Number \_\_\_\_\_  
Operator's Company Name: \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Street OR Box No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Mine Name (if applicable) \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ County \_\_\_\_\_  
Land Description: Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_  
Mine Status: Actively Mining Coal: Yes \_\_\_\_\_ No \_\_\_\_\_ Coal Mining Ceased Date: \_\_\_\_\_  
Type of Coal Produced \_\_\_\_\_ Method of Removal \_\_\_\_\_  
Acres mined this quarter \_\_\_\_\_ Acres Graded \_\_\_\_\_ Acres Seeded \_\_\_\_\_  
Has the mine changed owners during the quarter? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, Old Owner: \_\_\_\_\_ Date of change \_\_\_\_\_  
New Owner: \_\_\_\_\_

<b>JANUARY</b>	<b>20</b>	_____ Tons _____	X (times) \$0.075 = \$ _____
<b>FEBRUARY</b>	<b>20</b>	_____ Tons _____	X (times) \$0.075 = \$ _____
<b>MARCH</b>	<b>20</b>	_____ Tons _____	X (times) \$0.075 = \$ _____
		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 \$ \_\_\_\_\_

AVERAGE NUMBER OF MEN WORKING DURING EACH MONTH JAN \_\_\_\_\_ FEB \_\_\_\_\_ MAR \_\_\_\_\_  
NUMBER OF DAYS THE MINE WORKED DURING EACH MONTH JAN \_\_\_\_\_ FEB \_\_\_\_\_ MAR \_\_\_\_\_  
NUMBER OF FATAL ACCIDENTS \_\_\_\_\_ NUMBER OF COMPENSABLE NON-FATAL ACCIDENTS \_\_\_\_\_  
HAVE YOU REPORTED ALL ACCIDENTS TO THIS OFFICE FOR 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 \_\_\_\_\_  
Title \_\_\_\_\_ Date \_\_\_\_\_

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

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

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



## SURFACE COAL QUARTERLY REPORT

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

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

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

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

City \_\_\_\_\_ County \_\_\_\_\_

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

Mine Status: Actively Mining Coal: Yes \_\_\_\_\_ No \_\_\_\_\_ Coal Mining Ceased Date: \_\_\_\_\_

Type of Coal Produced \_\_\_\_\_ Method of Removal \_\_\_\_\_

Acres mined this quarter \_\_\_\_\_ Acres Graded \_\_\_\_\_ Acres Seeded \_\_\_\_\_

Has the mine changed owners during the quarter? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, Old Owner: \_\_\_\_\_ Date of change \_\_\_\_\_

New Owner: \_\_\_\_\_

<b>APRIL</b>	<b>20</b>	Tons _____	X (times) \$0.075 =	\$ _____
<b>MAY</b>	<b>20</b>	Tons _____	X (times) \$0.075 =	\$ _____
<b>JUNE</b>	<b>20</b>	Tons _____	X (times) \$0.075 =	\$ _____
		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 \$ _____		

**AVERAGE NUMBER OF MEN WORKING DURING EACH MONTH** APR \_\_\_\_\_ MAY \_\_\_\_\_ JUN \_\_\_\_\_

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

**NUMBER OF FATAL ACCIDENTS** \_\_\_\_\_ **NUMBER OF COMPENSABLE NON-FATAL ACCIDENTS** \_\_\_\_\_

**HAVE YOU REPORTED ALL ACCIDENTS TO THIS OFFICE FOR THIS QUARTER?** Yes \_\_\_\_\_ No \_\_\_\_\_

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

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Title \_\_\_\_\_ Date \_\_\_\_\_

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

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

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



## SURFACE COAL QUARTERLY REPORT

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

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

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

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

City \_\_\_\_\_ County \_\_\_\_\_

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

Mine Status: Actively Mining Coal: Yes \_\_\_\_\_ No \_\_\_\_\_ Coal Mining Ceased Date: \_\_\_\_\_

Type of Coal Produced \_\_\_\_\_ Method of Removal \_\_\_\_\_

Acres mined this quarter \_\_\_\_\_ Acres Graded \_\_\_\_\_ Acres Seeded \_\_\_\_\_

Has the mine changed owners during the quarter? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, Old Owner: \_\_\_\_\_ Date of change \_\_\_\_\_

New Owner: \_\_\_\_\_

<b>JULY</b>	<b>20</b>	Tons _____	X (times)	\$0.075 =	\$ _____
<b>AUGUST</b>	<b>20</b>	Tons _____	X (times)	\$0.075 =	\$ _____
<b>SEPTEMBER</b>	<b>20</b>	Tons _____	X (times)	\$0.075 =	\$ _____
		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 \$ _____		

**AVERAGE NUMBER OF MEN WORKING DURING EACH MONTH** JUL \_\_\_\_\_ AUG \_\_\_\_\_ SEPT \_\_\_\_\_

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

**NUMBER OF FATAL ACCIDENTS** \_\_\_\_\_ **NUMBER OF COMPENSABLE NON-FATAL ACCIDENTS** \_\_\_\_\_

**HAVE YOU REPORTED ALL ACCIDENTS TO THIS OFFICE FOR THIS QUARTER?** Yes \_\_\_\_\_ No \_\_\_\_\_

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

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Title \_\_\_\_\_ Date \_\_\_\_\_

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

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

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



## SURFACE COAL QUARTERLY REPORT

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

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

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

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

City \_\_\_\_\_ County \_\_\_\_\_

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

Mine Status: Actively Mining Coal: Yes \_\_\_\_\_ No \_\_\_\_\_ Coal Mining Ceased Date: \_\_\_\_\_

Type of Coal Produced \_\_\_\_\_ Method of Removal \_\_\_\_\_

Acres mined this quarter \_\_\_\_\_ Acres Graded \_\_\_\_\_ Acres Seeded \_\_\_\_\_

Has the mine changed owners during the quarter? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, Old Owner: \_\_\_\_\_ Date of change \_\_\_\_\_

New Owner: \_\_\_\_\_

<b>OCTOBER</b>	20	_____ Tons	_____ X (times)	\$0.075 =	\$ _____
<b>NOVEMBER</b>	20	_____ Tons	_____ X (times)	\$0.075 =	\$ _____
<b>DECEMBER</b>	20	_____ Tons	_____ X (times)	\$0.075 =	\$ _____
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 \$ \_\_\_\_\_

AVERAGE NUMBER OF MEN WORKING DURING EACH MONTH OCT \_\_\_\_\_ NOV \_\_\_\_\_ DEC \_\_\_\_\_

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

NUMBER OF FATAL ACCIDENTS \_\_\_\_\_ NUMBER OF COMPENSABLE NON-FATAL ACCIDENTS \_\_\_\_\_

HAVE YOU REPORTED ALL ACCIDENTS TO THIS OFFICE FOR THIS QUARTER? Yes \_\_\_\_\_ No \_\_\_\_\_

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Title \_\_\_\_\_ Date \_\_\_\_\_

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