

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



UNDERGROUND COAL MINING 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 _____

Kind of Opening: Drift _____ Slope _____ Shaft _____ Fan _____ Kind of Power _____

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: _____

JANUARY	20	Tons _____	X (times) \$0.075 =	\$ _____
FEBRUARY	20	Tons _____	X (times) \$0.075 =	\$ _____
MARCH	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 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.

Superintendent _____

Mine Foremen _____

Fire Boss _____ Fire Boss _____ Fire Boss _____

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 _____



UNDERGROUND COAL MINING 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 _____

Kind of Opening: Drift _____ Slope _____ Shaft _____ Fan _____ Kind of Power _____

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: _____

APRIL	20	Tons _____	X (times) \$0.075 =	\$ _____
MAY	20	Tons _____	X (times) \$0.075 =	\$ _____
JUNE	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 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.

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

Superintendent _____

Mine Foremen _____

Fire Boss _____ Fire Boss _____ Fire Boss _____

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 _____



UNDERGROUND COAL MINING 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 _____

Kind of Opening: Drift _____ Slope _____ Shaft _____ Fan _____ Kind of Power _____

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: _____

JULY	20	Tons _____	X (times) \$0.075 =	\$ _____
AUGUST	20	Tons _____	X (times) \$0.075 =	\$ _____
SEPTEMBER	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 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.
 Contact the Oklahoma City Office IMMEDIATELY to complete an accident report, if it has not already been filed.

Superintendent _____

Mine Foremen _____

Fire Boss _____ Fire Boss _____ Fire Boss _____

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 _____



UNDERGROUND COAL MINING 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 _____

Kind of Opening: Drift _____ Slope _____ Shaft _____ Fan _____ Kind of Power _____

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: _____

OCTOBER	20	Tons _____	X (times) \$0.075 =	\$ _____
NOVEMBER	20	Tons _____	X (times) \$0.075 =	\$ _____
DECEMBER	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 _____

**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.**

Superintendent _____

Mine Foremen _____

Fire Boss _____ Fire Boss _____ Fire Boss _____

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 _____