LICENCE APPLICATION PROCESS			
APPLICA- TION Client lodges new application with Mining and Cadas- tre Office (MCO), with all relevant attachments MCO registers application in the Mining Cadastre system. Application num- ber created Payment of appli- cation fee to bank NMA issues receipt after inspecting bank payment slip MCO issues appli-	VALI- DATION MCO validates a p p l i c a t i o n (check availabil- ity) using GPS c o o r d i n a t e s submitted by applicant A p p l i c a t i o n Area can be: • Available • Adjusted • Not Avail- able Validate result registered in Cadastre system	APPROVAL MCO forwards Application and Validation result to approving body; Minerals Advisory Board (MAB) Approving body takes decision and informs MCO Decision incor- porated into Cadastre System MCO informs Applicant about the decision	PAYMENT MCO issues Order to Pay License Fee to Applicant Applicant pays fees to bank NRA issues receipt stating the Applica- tion Number to Ap- plicant Payment registered in Cadastre System MCO Produces Li- cence Minister Signs, Seals and issues licence to Applicant Applicant registers Licence document with Registrar Gen- eral's Office

#### LICENCE MANAGEMENT

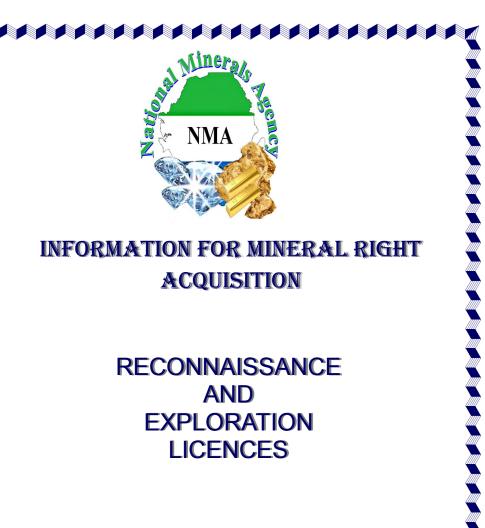
Payments and Reporting Renewals Transfers Partial Surrender Relinquishment Suspensions Under review Termination

#### **CONTACT US**

The NMA is here to serve you. You are assured of prompt and efficient service delivered in a professional manner.

You can contact us at our Headquarters, 13 Wilkinson Road in Freetown or visit our website www.nma.gov.sl. We have a customer service section located at the first floor of the NMA building that provides information and services relating to geo-data; mineral liceces; precious minerals trading, including valuation; etc.

You are always welcome.



Ensuring Maximum Benefits for Sierra Leoneans from our Mineral Resources

# **RECONNAISSANCE LICENCE**

Maximum Area: 10,000 Square Kilometers

**Duration:** 1 year and renewable 1 time for year

**Operation:** Surface level sample collection and airborne reconnaissance activities

### Approving Body

Minister's Approval required for first year. Minerals Advisory Board (MAB) certification required for subsequent year.

# **Application Requirements:**

- 1. Completed application form (form B1, B3, B15, B18)
- 2. Copy of certificate of incorporation, certificate of business registration and certified copy of its memorandum and articles of association (attach)
- 3. Company profile including number of employees (technical, administration and others), and capitalization.
- 4. Evidence of technical & financial resources available to applicant
- 5. Certified copy of audited accounts for the year immediately preceding (where applicable)
- 6. Map/plan of proposed licence area (map should be drawn such that it indicates relevant geological features)
- Work programme (including equipment expected to be used) \* see Guidelines E1
- 8. Expenditure commitment commensurate with proposed work programme (refer to Table A4)
- Environmental Assessment Details of any significant adverse effects that the programme is likely to have on the environment or on any monument or relic, together with an estimated cost of combating such adverse effects
- 10. Statement of proposals with regard to employment of Sierra Leone citizens
- 11. Tax Clearance Certificate
- 12. Proof of Tax Identification Number (TIN) Certificate
- 13. Any other additional information
- 14. A non-refundable application fee as prescribed.

# EXPLORATION LICENCE

#### Maximum Area: 250 sq km

Duration: Nine (9) years maximum, as follows:

Initial period of 4years and two renewals of 3 years and 2 years respectively. **Operation:** Testing the mineral bearing qualities of the land, define the extent and determine the economic value of mineral deposits using approved exploration methods as stipulated in the Mines and Minerals Act 2009.

# Approving Body:

Application certified by the Minerals Advisory Board and approved by Minister.

# **Application Requirements:**

- 1. Completed application form (form B1, B3, B15, B18).
- Copy of certificate of incorporation, certificate of Business Registration and certified copy of its memorandum and articles of association (attach).
- 3. Company profile including number of employees (technical, administration and others), and capitalization.
- 4. Evidence of technical & financial resources available to applicant.
- Certified copy of audited accounts for the year immediately preceding (where applicable).
- Map of proposed licence area (map should be drawn such that it indicates relevant geological features)
- Work programme for first year (including equipment expected to be used) plus indicative work programme for subsequent years applied for (attach refer to Guidelines E1)
- 8. Expenditure commitment commensurate with proposed work programme (refer to Table A4)
- Environmental Assessment Statement outlining details of any significant adverse effects that the programme is likely to have on the environment or on any monument or relic, together with an estimated cost of combating such adverse effects
- 10. Statement of proposals with regard to employment of Sierra Leone citizens
- 11. Tax clearance certificate
- 12. Tax Identification Number (TIN) Certificate
- 13. Any other additional information
- 14. A non-refundable application fee as prescribed.