

**GOVERNMENT OF MEGHALAYA  
MINING & GEOLOGY DEPARTMENT**

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**NOTIFICATION**

**No.MG.38/2020/Pt II/6**

**Dated Shillong, the 22<sup>nd</sup> October, 2021**

**Sub: Standard Operating Procedure (SOP) for issuance of Mineral Transport Challans and monitoring of transportation of seized coal/ extracted coal auctioned by Coal India Ltd.**

Whereas the Hon'ble Committee constituted by Hon'ble National Green Tribunal vide order dated 31.08.2018 in OA No. 110(THC)/2012 vide order dated 10.12.2020 directed the State Government to install centralized server, uploading transport permit/challans and tracking of coal loaded trucks through GPS and RFID tags as stipulated in Appendix XII to EIA Notification, 2016 and also introduce high security mineral transport challan to prevent and detect multiple use of transport challans;

Now therefore, in compliance of order of Hon'ble NGT Committee Meghalaya, the Government of Meghalaya hereby notifies the following Standard Operating Procedure (SOP) for issuance of Mineral Transport Challan and monitoring of Transportation of seized coal/ extracted coal auctioned by Coal India Ltd as follows and this supersedes all previous orders and instructions in this regard:-

1. The successful bidder of the auctioned coal/ seized coal has to submit a formal application to the office of Directorate of Mineral Resources, Shillong for issuance of challans containing the following details:
  - a) Name and address
  - b) Name of Depot and Lot Number
  - c) Confirmation letter and payment invoice from MSTC/proof of payment
  - d) Truck registration number.
  - e) Type of truck
  - f) Quantity in MT.
  - g) Destination/s and quantity for each destination
  - h) GPS device number and GPS SIM number installed and activated against each truck.
  - i) EPIC/ PAN card.
  - j) Up to date Professional Tax clearance certificate and Trading license in case of non tribals issued from the concerned Autonomous District Council.
  - k) Attested Specimen signature.
  - l) 1(one) passport size photograph.
  - m) Up to date income tax certificate in case of non tribal.
2. Centralized server and online portal under Meghalaya Mineral Truck Scanning and Monitoring System (MMT-SMS) shall established for QR code generation, uploading of transport challans, online monitoring of coal transportation and tracking of coal laden trucks through GPS and RFID tags.
3. On receipt of the application with above details, the QR Code will be generated for each Mineral Transport Challan(MTC) which will be pasted on the duplicate and Quadruplicate copy of the Mineral Transport Challan.
4. The office of the Directorate of Mineral Resources, Shillong will issue the RFID tags for each truck to Depot manager/concerned officer. Depot

manager/concerned officer shall paste RFID tag on windshield of truck after loading of coal from the depot. The cost of RFID tags will be collected from successful bidder **at a rate notified by the DMR.**

5. Mineral Transport Challan will be issued in quadruplicate copy to the successful bidders and shall include the following details:
  - a. Book number
  - b. Serial number
  - c. QR code.
  - d. Name and address of the consignor
  - e. Details of permit
  - f. Name of mineral
  - g. Quantity
  - h. Vehicle registration number
  - i. Place of dispatch
  - j. Route
  - k. Destination
  - l. Validity
6. After entering the details of GPS device number, SIM number and RFID tag details, the issuing authority in the office of Directorate of Mineral Resources, Shillong will hand over the three copies of MTC to the successful bidder which in turn will be handover to the depot manager in the designated depot for loading of coal from the allotted Lot. After monitoring the loading in the depot, the depot manager will Countersign in the all three copies MTC, paste the RFID tag in the windshield and retain the triplicate copy of the Mineral Transport challan for onward submission to DMR. In case of auction of extracted coal, the MTC shall also be countersigned by the Officials of CIL. Depot manager will hand over original copy and duplicate copy of MTC to successful bidder after obtaining signature of buyer in acknowledgment of receipt of col. The Depot Manager has to ensure that the weight of the consignment has to be in accordance with the weight specified in the Mineral Transport Challan.
7. A fluorescent sticker '**Coal sold under Supreme Court order**' shall be pasted on the windshield from inside of the truck for transportation of extracted coal auctioned by CIL. Trucks transporting coal shall have valid Registration Certificate from Transport department.
8. The route of coal loaded trucks from source to destination will be tracked by DMR using GPS tracking and RFID tags.
9. In case of breakdown, the owner/transporter will intimate the same to the Directorate of Mineral Resources, Shillong in writing and surrender the already issued Mineral Transport Challan after which the consignment will be allowed to be shifted to a new vehicle (equipped with GPS tracking device and RFID tag) with the fresh issue of Mineral Transport Challan along with triggered RFID tag.
10. The transporter/consignor shall produce Mineral Transport Challan to the DMR checkgate at State Exit point.
11. The officer in charge of DMR checkgate shall physically verify consignment, scan QR code, scan/read RFID tags using Android application in Smartphone and place his signature and seal on MTC. He shall capture photo of duplicate

copy of MTC and upload in the central server of application and retain the original copy and hand over duplicate copy to consignor. The truck will be allowed to proceed towards the destination.

12. The challans shall be properly stamped and QR code scanned at the exit point so that they cannot be reused. An endorsement 'Used Challan' shall also be inscribed on the MTC.
13. The details of challans and truck shall be entered in the ledger maintained for that purpose at checkgate which shall contain signature of officials of DMR.
14. In case the system detects duplicate or fake MTC, expired MTC, used MTC after scanning QR code or the approved route for the aforementioned truck is different, the appropriate action shall be initiated by authorized officer.
15. If the transportation of the auctioned coal/ seized coal is in violation of the above SOP, the penal action under the relevant provisions of law would be initiated.
16. It is to be ensured by all concerned that no mineral can be transported without Mineral Transport Challan to be issued by the office of the Directorate of Mineral Resources and the violation of this would attract legal action under the provisions of the MMDR Act.
17. It is also to be ensured that the Trucks carrying coal must enter the assigned DMR checkgate for verification of minerals by the officials of DMR. Any attempt to escape from or avoiding DMR checkgate is a serious offense and penal action could be taken against such truck driver/ owner under relevant laws.
18. All SOP relating to Covid-19 issued by Health & Family Welfare Department, Government of Meghalaya from time to time should be strictly adhered to.

**Sd/-**

(Dr Manjunatha C, IFS)  
Secretary to Government of Meghalaya  
Mining and Geology Department

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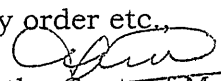
**Memo No.MG.38/2020/Pt II/6**

**Dated Shillong, the 22<sup>nd</sup> October, 2021**

Copy to:-

1. P.S to Chief Minister of Meghalaya for kind information of Honble Chief Minister.
2. The P.S to the Chief Secretary to the Govt. of Meghalaya for kind information of the Chief Secretary.
3. The P.S to the Director General of Police, Govt. of Meghalaya for kind information of the Director General of Police.
4. The Secretary to the Govt. of Meghalaya Home (Police) for kind information.
5. The Secretary to the Govt. of Meghalaya, Transport Department for kind information.
6. The Commissioner of Customs (Preventive) North Easter Region, Shillong for information.
7. The Director of Mineral Resources, Meghalaya Shillong for information and necessary action.
8. The Commissioner of Transport Department, Shillong for kind information and necessary action.
9. All the Deputy Commissioners, Meghalaya for kind information and necessary action.
10. All Superintendent of Police, Meghalaya for kind information and necessary action.
- ✓ 11. State Informatics Officer, NIC Shillong, Meghalaya with a request to upload in Government website.

By order etc.

  
Under Secretary to the Govt. of Meghalaya  
Mining and Geology Department