



Citizen's / Client's Charter for
Government of India
Ministry of Mines
National Mineral Exploration Trust

Address : 325-326, 3rd Floor, F Wing, Udyog Bhawan, New Delhi – 110011
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Introduction

The National Mineral Exploration Trust (NMET) was established by the Government of India under Section 9(C) of the Mines and Minerals (Development and Regulation) Act, 1957 vide gazette notification dated 14.08.2015. It is a autonomous non-profit body set up to expedite mineral exploration across the country. The NMET has a two-tier structure comprising of a Governing Body (GB) and an Executive Committee (EC).

The apex body is the Governing Body, which is chaired by the Union Minister In-charge, Ministry of Mines and having members from Union Ministries of Coal, Petroleum & Natural Gas and Atomic Energy. Besides this, Minister in-charge of Department of Mines and Geology from six States Governments are also members of GB.

The Executive Committee is chaired by Secretary, Ministry of Mines and having representatives from Ministry of Coal, Petroleum & Natural Gas and Atomic Energy. The representatives from four State Governments are also members on rotation basis. The Secretary, Mines & Chairperson, Executive Committee administer and manage its activities.

Vision

To use the funds accrued to the Trust for carrying out regional and detailed exploration for augmentation of mineral resource of the country.

Mission

1. Exploration and Research:
 - Funding studies to identify, extract, and process deep-seated or concealed mineral deposits.
 - Prioritizing strategic and critical minerals for detailed exploration.
2. Sustainability and Modern Practices:
 - Promoting sustainable mining and adoption of advanced scientific techniques.
 - Undertaking studies on mineral development and extraction technologies.
3. Collaboration and Coordination:
 - Consulting with the Central Geological Programming Board to set exploration priorities.
 - Facilitating projects that enable granting mineral concessions.
4. Advanced Surveys and Projects:
 - Supporting geophysical and geochemical surveys and brownfield exploration for high-risk mineral deposits.
 - Completing detailed exploration where prior stages have been accomplished.
5. Capacity Building and Infrastructure:
 - Organizing training programs to enhance the skills of exploration personnel.
 - Establishing a national core repository for geological research.
6. Strategic Utilization:
 - Allowing the Governing Body to use the fund for conservation, development, and sustainable exploitation of mineral resources.

Main Services/Transaction

NMET facilitates & incentivize Notified Exploration Agencies (NEAs) & Notified Private Exploration Agencies (NPEAs) to carry out mineral exploration across the country by providing funding support under various schemes. The main activities carried out by NMET are as under:

S. No.	Service / Transaction	Process	Timeline
1	Submission of Project Proposals by Stakeholders (Central Government Organizations, State DGMs/DGMs / Organization of State Governments / NEAs / NPEAs)	1) Scrutiny by NMET Secretariat. 2) Obtaining the comments of GSI, MECL & Concerned States DGM. 3) After it is ascertained that the proposal is complete & comments are received, if any, from concerned agencies, the proposal is placed before the concerned TCC for evaluation.	The process is completed within one month of receipt of proposal from agencies.
2	Organizing the meeting of the Technical-cum-Cost Committees	Meetings of TCC-I & TCC-II usually held on in the last week of the respective month to review the ongoing approved projects and new project proposals received from the exploration agencies by 15 th to 20 th of the respective month.	Meetings of TCC-I and TCC-II are held in the 3 rd or 4 th week of every month.
3	Organizing the meeting of the Executive Committee	Meeting of EC usually held in every two months to review and approve the project proposals recommended by TCCs and any other matter pertaining to functioning of NMET.	At least one meetings of EC held in every quarter.
4	Issuance of Sanction Orders		Within 10 working days from the date of issuance of minutes of meeting of EC.
5	Release of Grants		07 working days from the date of issuance of sanction orders.

List of Stakeholders

S. No.	Stakeholders / Clients
1.	Central Government Organizations / PSUs
2.	State Governments / State Government Organizations / PSUs
3.	Notified Private Exploration Agencies
4.	Research Institutions / Startups etc. through JNARDDC

Grievance Redress Mechanism / RTI CPIO

S. No.	Name of the Public Grievance Officer	Helpline Number	Email	Mobile No
1.	Shri. Jayant Gupta	011-23061763	nmet-mines@gov.in	895514395

Contact Persons

S. No.	Name of Division	Contact details of Dealing Officer	Contact details of Escalation Officer
1	Project Division	Smt. Anju C.S. Superintending Geologist Tel. No.: 011-23061763 Email: nmet-mines@gov.in	Smt. Geetika Sharma Deputy Secretary & HoD Tel. No.: 011-23381172 Email: Geetika.sharma@gov.in
2	Monitoring Division	Shri Seababrata Das Sr. Geologist Tel. No.: 011-23061763 Email: nmet-mines@gov.in	
3	Administration & Legal	Shri Rajiv Kumar Joint Director Tel. No.: 011-23061763 Email: nmet-mines@gov.in	
4	Finance & Accounts	Shri Ravi Dutt Cost Accounts Officer Tel. No.: 011-23061763 Email: nmet-mines@gov.in	