

# Ministry in Brief

## Main Functions

Ministry of Mines is responsible for survey and exploration of all minerals, other than natural gases, petroleum and atomic minerals, for mining and metallurgy of non-ferrous metals like aluminium, copper, zinc, lead, gold, nickel, etc. and for administration of the Mines and Minerals (Regulation and Development) Act, 1957 in respect of all mines and minerals other than coal, natural gas and petroleum. A list of subjects allocated to the Ministry of Mines and subordinate offices, Public Sector Undertakings and Research Institutions under the administrative control of Ministry of Mines is given below:

The following subjects are allocated to Ministry of Mines:-

1. (a) Legislation for regulation of mines and development of minerals within the territory of India, including mines and minerals underlying the ocean within the territorial waters or the continental shelf, or the exclusive economic zone and other maritime zones of India as may be specified, from time to time by or under any law made by Parliament.  
  
(b) Regulation of mines and development of minerals other than Coal, Lignite and Sand for stowing and any other mineral declared as prescribed substances for the purpose of the Atomic Energy Act, 1962 (33 of 1962) under the control of the Union as declared by law, including questions concerning regulation and development of minerals in various States and the matters connected therewith or incidental thereto.
2. All other metals and minerals not specifically allotted to any other Ministry/Department, such as Aluminium, Zinc, Copper, Gold, Diamond, Lead and Nickel.
3. Planning, development and control of, and assistance to, all industries dealt with by the Ministry.
4. Geological Survey of India
5. Indian Bureau of Mines
6. Metallurgical Grade Silicon.

## Subordinate Offices

At present there are two subordinate offices under the Ministry:-

- Geological Survey of India (Head Quarters at Kolkata).
- Indian Bureau of Mines (Head Quarters at Nagpur).

### **Public Sector Undertakings**

There are four Public Sector Undertakings under the Ministry of Mines namely:-

- National Aluminium Company Limited (NALCO), Bhubaneswar
- Hindustan Copper Limited (HCL), Kolkata
- Mineral Exploration Corporation Limited (MECL), Nagpur
- Bharat Gold Mines Limited (BGML), Kolar Gold Fields, Karnataka
- Bharat Gold Mines Limited (BGML) has been closed under Section 25(O) of the Industrial Disputes Act, 1947 from 1.3.2001.

### **Disinvested Companies**

There are two Companies, which have been disinvested with transfer of management control to Strategic Partners. The Ministry holds minority share-holding in these two companies :

- Bharat Aluminium Company Limited (BALCO), Korba, Chhattisgarh
- Hindustan Zinc Limited (HZL), Udaipur, Rajasthan.

### **Autonomous Bodies**

There are three Research Institutions which are Autonomous Bodies of this Ministry, namely:-

- Jawaharlal Nehru Aluminium Research Development and Design Centre (JNARDDC), Nagpur.
- National Institute of Rock Mechanics (NIRM), Kolar
- National Institute of Miners' Health (NIMH), Nagpur.

## Organisational Structure

The Ministry of Mines is headed by the Cabinet Minister, assisted by the Minister of State. The Secretary to the Government of India in the Ministry is the Chief Advisor to the Minister.

The Secretary heads the Secretariat of the Ministry which includes an Additional Secretary, two Joint Secretaries and one Joint Secretary cum Financial Adviser, who is common for Ministries of Coal and Mines, nine Directors / Deputy Secretaries and five Under Secretaries. The total number of sanctioned posts for the Secretariat of the Ministry of Mines is 65 Gazetted and 169 Non-Gazetted. The details of sanctioned and working strength of officers and staff is given in Table 2.1.

### Sanctioned strength and present incumbency of the Ministry of Mines, Sanctioned as on 31.03.2009

	Sanctioned Strength	Total Number of incumbents	Number of SC / ST / OBC / Minority / Women out of Present incumbents.				
			SC	ST	OBC	Minority	Women
Group-A	28	20	2	1	-	1	3
Group-B	37	32	3	1	1	1	7
Group-B (NG)	48	45	4	2	3	2	16
Group-C	61	48	7	4	2	1	4
Group-D	60	53	15	1	1	-	5
Total	234	198	31	9	7	5	35

The Ministry has constituted a SC/ST Cell, which looks after the welfare of SC/ST/OBC employees. A Women Cell has also been constituted in this Ministry to look into the complaints, if any, regarding sexual harassment of women working in the Ministry.

To ensure transparency in the functioning of the Ministry of Mines, a Public Information Cell has been constituted under Right to Information Act, 2005 comprising of a Public Information Officer, Assistant Public Information Officer, Section Officer and one Assistant.

## IT Support by NIC at Ministry of Mines

National Informatics Centre (NIC) of the Department of Information Technology is providing network backbone and e-Governance support to the Ministry of Mines. The NIC Computer Centre was set up in the Ministry of Mines in 1985 and since then it is committed to strengthen the IT infrastructure in Ministry of Mines to meet its information requirements. To improve the working environment in the Ministry, NIC has identified several areas and most of them have been computerised. NIC with its continuous endeavour has helped to create an IT culture in the Ministry.

Local Area Network (LAN) has been established in the Ministry, which interconnects various officers/staff in the Ministry. Documents can be shared among the Officers & Sections on the computer. This helps in speedy action on the documents and files. LAN provides E-mail facility for sending and receiving messages globally. The users can also browse various websites & pages and can access subject-based data from INTERNET. At present approximately one hundred forty users have been connected to the LAN of the Ministry of Mines.

Website of Ministry of Mines has been completely redesigned for improved look, feel & ease of navigation which provides comprehensive information on various subjects like Acts & Rules and working of the Ministry, Right to Information Act, National Mineral Policy, Information about the Indian Mineral Sectors, latest status of the Revision Petitions, online status of PL/ML & Public Grievances cases, Annual Report of the Ministry and provides links to its PSUs, subordinate offices, States and to important international organisations in the mineral sector. The website is completely bilingual.

Ministry of Mines with the help of National Informatics Centre (NIC) is implementing various decision support system required for better planning, monitoring and decision making. To make the information available on a single window, related to various areas of the day-to-day functioning of the Ministry, an intranet based web portal for the Ministry of Mines has been developed. The key driver for this intranet based website is to reduce the Ministry's workload & increase overall efficiency by promoting 'self service'. The computerization has been done in the area of approvals of Prospecting Licenses & Mining Leases, File & Receipt tracking, Revision Applications, Payroll, Public Grievances, Court Case Management. The various applications which are operational in the Ministry are as follows:

- IntraMines – An intranet based website of Ministry of Mines
- Mineral Concession Approval System
- Revision Application System
- OPA(Office Procedure Automation)
- Court Case Management System
- Comprehensive DDO System

- RTI Monitoring System
- Public Grievance Monitoring System
- ACC Vacancy Monitoring System
- Complaint Monitoring System - equipments
- E-Notice Board
- Network Call & Asset Management System

**Mineral Concession Approval System:** The present system capture information for the proposals received from the State Governments for prior approval of Central Government for granting mineral concession. It is proposed to enhance the system to capture down stream information on grant of mineral concession on all the major minerals and the present status of the concession.

**Revision Application System:** The Ministry receives revision applications from the applicants against the State Governments' order for non grant of concessions, etc. The proposed system would facilitate effective monitoring of the revision applications and their speedy disposal.

**Training:** NIC Unit imparts time-to-time training to the staff of the Ministry on various subjects like E-mail, Internet, File sharing, Power Point, Excel and Word processing.

The PSUs/ Organization-wise distribution of Approved Outlay for Annual Plan 2009-2010 showing Internal Resources (IR), Extra Budgetary Resources (EBR), Gross Budget Support ( GBS), Net Budget Support ( NBS) and NER, is given in the Table 2.2.

#### Annual Plan -2009-2010

(Rs. in Crores)

S.No.	Orgnisation	OUTLAY	IR	EBR	G.B.S.	N.B.S.	NER
1	National Aluminium Company Ltd.	1391.00	1391.00	-	-	-	-
2	Hindustan Copper Ltd.	40.00	40.00	-	-	-	-
3	Mineral Exploration Corporation Ltd.						
	- Promotional	10.00	-	-	10.00	10.00	-
	- Capital	10.00	10.00	-	-	-	-
4	Geological Survey of India	160.00	-	-	160.00	160.00	16.00

	-Construction	7.00	-	-	7.00	7.00	-
5	Indian Bureau of Mines	19.00	-	-	19.00	19.00	1.90
	-Construction	1.00	-	-	1.00	1.00	-
6	Science & Technology	9.82	6.32	0.50	3.00	3.00	-
	<b>Total :</b>	<b>1647.82</b>	<b>1447.32</b>	<b>0.50</b>	<b>200.00</b>	<b>200.00</b>	<b>17.90</b>

1. 10% of BS of only GSI & IBM is earmarked for expenditure in NER.
2. GBS in respect of loss making PSUs as well as those having no activities in North East Region and Foreign Aid component are exempted from earmarking of 10%.