

**MINERALS COMMISSION /INSPECTORATE DIVISION**  
**MONTHLY RETURNS ON INDUSTRIAL MINERAL PRODUCING**  
**COMPANIES**

Reporting Month.....Year .....

**A. COMPANY DETAILS**

1. Name of Company.....Mineral(s).....

*(For items 2-6 below, please, provide answers for the first time and advise when changes occur)*

2. Address.....

3. Working Place .....Location/Concession.....

4. Fax.....Website .....e-mail.....

5. Company Directors

- |         |         |
|---------|---------|
| a)..... | d)..... |
| b)..... | e)..... |
| c)..... | f)..... |
| g)..... |         |

6. Company Shareholding

Name of Shareholder	% Shareholding
a).....	.....
b).....	.....
c).....	.....
d).....	.....
e).....	.....
f).....	.....
g).....	.....

## **B. MONTHLY PRODUCTION REPORT**

### 1. Production Summary

	Month		Cumulative (calendar year)	
	MT*	M <sup>3</sup> *	MT	M <sup>3</sup>
Mineral Produced (mine to plant)				
Mineral Processed				

### 2. Classification of End Products and By-products:

	Size / Type	Produced		Sold	
		MT	M <sup>3</sup>	MT	M <sup>3</sup>
a)					
b)					
c)					
d)					
e)					
f)					

\* MT – Metric Tonne      M<sup>3</sup> – Cubic Meters

## **C. MONTHLY PRODUCTION EXPENDITURE**

1. Total Production Cost, excluding depreciation (in US\$ or Cedis).....

2. Breakdown of Production Cash Cost:

- i) Salaries / Wages / Allowances .....
- ii) Stores .....
- iii) Power .....
- iv) Compensation .....
- v) Sundries .....
- vi) Interest Expense .....

vii) Consumables (please add items not listed)

No	Item	Country of Origin	Quantity		Value	
			Value	Unit	FC (US\$)	LC (₱)
1	Lime					
2	Steel Granules					
3	Paint					
4	Algaecide / Flocculent					
5	Gear Oil					
6	Petrol					
7	Diesel					
8	Cement					
9	Lubricants					
10	Others (please list)					
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						

\*FC – Foreign Component      LC – Local Component;

\*\* Please provide copy of Mines Department Explosives Returns - ER 1970, Reg. 40(3)

	<u>Payable</u>	<u>Paid</u>
3. Royalty	.....	
4. Corporate Tax	.....	.....
5. Capital Expenditure (US\$ or Cedis)		
Machinery & Equipment		.....
Vehicles		.....
Buildings		.....
Roads		.....
Utilities		.....
Others		.....
TOTAL		.....

**D. MONTHLY REVENUE REPORT**

	<u>Export (US\$)</u>	<u>Local Sales (¢)</u>
Gross Revenue from Mineral Sales:		
a)	.....	.....
b)	.....	.....
c)	.....	.....
d)	.....	.....
e)	.....	.....

**E. APPLIED MONTHLY EXCHANGE RATE** (Cedis / US Dollar).....

**F. MONTHLY LABOUR STRENGTH** (Including Contractors)

Expatriate:	Male	.....
	Female	.....
Ghanaian: Senior:	Male	.....
	Female	.....
	Junior: Male	.....
	Female	.....

**G. WASTE DISPOSAL** *(You may attach additional sheet(s) if necessary)*

**H. ENVIRONMENTAL BRIEF** *(Please provide copy of EPA Form MO1)*

**I HEREBY CERTIFY THAT THE INFORMATION AS PROVIDED ABOVE IS TRUE**

Name .....Signature.....

Designation.....Date.....

**INSPECTORATE DIVISION**  
**MONTHLY STATUTORY RETURNS**

**NAME OF COMPANY:**.....

**ADDRESS:**.....

**FAX:**.....

**MONTH:**

**YEAR:**

<b>FINE METALS</b>	<b>WEIGHT OZ</b>	<b>VALUE \$</b>
<b>GOLD</b>		
<b>SILVER</b>		

I HEREBY CERTIFY THAT THIS IS A TRUE STATEMENT OF THE PARTICULARS SET FORTH.

**DATE:**.....

**SIGNATURE OF MANAGER:** .....