



Department of Energy and Mines
Mineral Lands Division

**Guide to the
Quarry Management and Administration Portal (QMAP)**

Creating a QMAP Account and Managing Account Access

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Overview

The Government of Newfoundland and Labrador is introducing the Quarry Management and Administration Portal (QMAP), a new online system exclusively to support the Department of Energy and Mines' Quarry Program.

Launching **Fall 2026**, QMAP is a public-facing system that will enable quarry operators to apply for, manage, and maintain quarries in a single convenient platform. QMAP will allow individuals and organizations to apply for quarry permits and leases, submit required documentation, complete annual reporting requirements, and make fee and royalty payments. The system will also issue automated email reminders to permit and lease holders of renewal and expiry deadlines.

Quarry operators are now invited to create an account to ensure existing quarry sites are assigned to their accounts and provide seamless access to new applications when the Portal becomes fully available in October.

Going forward, all applicants and holders of quarry permits, subordinate quarry permits, and leases must have a QMAP account.

Registration is now open for all quarry operators. Click [here](#) to create an account.

The system will be launched in two stages:

August 2026 - Registration

Individuals and companies are invited to register for an online account.

Fall 2026 – Portal Launch

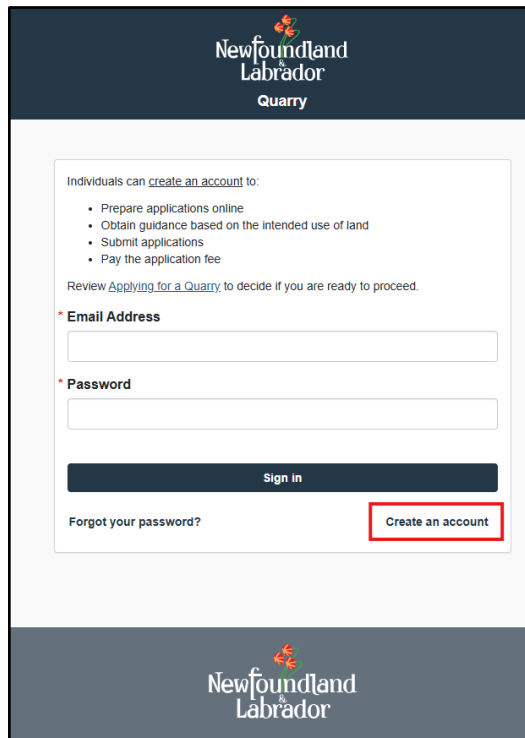
Registered individuals and companies will have full access to the Quarry Portal to:

- apply for quarry permits, subordinate quarry permits and quarry leases,
- check the status of existing permits and leases,
- re-apply for quarry permits and leases,
- transfer a quarry lease,
- submit statutory returns and pay royalty payments,
- receive notifications about completed quarry inspections and provide updates on directed compliance-related remediation work, and
- request to close a quarry.

Accessing the Quarry Portal to Create an Account

To create a new Quarry Account, click the following link to go to the website:

<https://www.quarry-portal.gov.nl.ca>



The screenshot shows the top of the Newfoundland Labrador Quarry portal. The header is dark blue with the logo. Below it, a white box contains instructions for creating an account, a list of steps, and a link to 'Applying for a Quarry'. There are input fields for 'Email Address' and 'Password', a 'Sign in' button, and a 'Create an account' button which is highlighted with a red rectangle. A 'Forgot your password?' link is also present.

Newfoundland
Labrador
Quarry

Individuals can [create an account](#) to:

- Prepare applications online
- Obtain guidance based on the intended use of land
- Submit applications
- Pay the application fee

Review [Applying for a Quarry](#) to decide if you are ready to proceed.

* Email Address

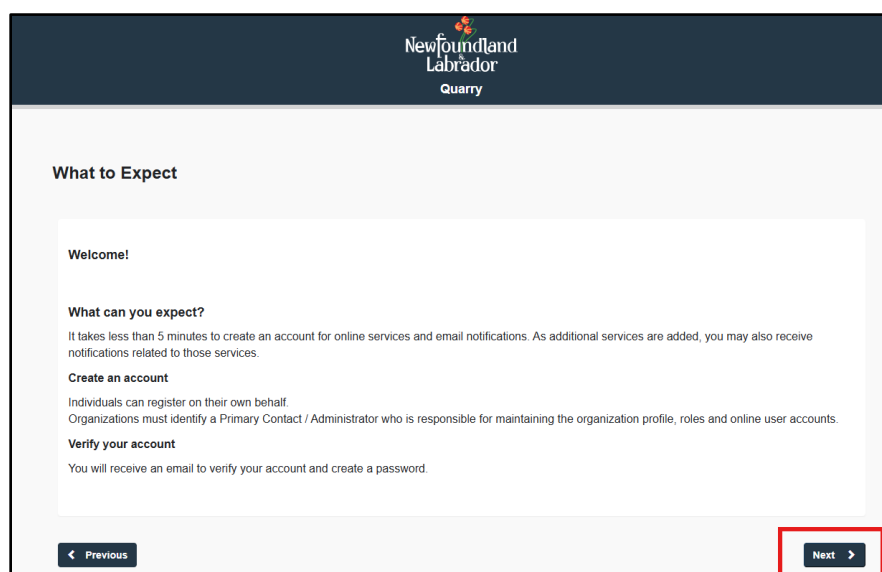
* Password

Sign in

Forgot your password? [Create an account](#)

Newfoundland
Labrador

From the main Quarry Portal page, click **Create an account**. The “What to Expect” page will open.



The screenshot shows the 'What to Expect' page. The header is dark blue with the logo. The main content area is white and contains a 'Welcome!' message, a 'What can you expect?' section with a paragraph, and two sub-sections: 'Create an account' and 'Verify your account'. At the bottom, there are 'Previous' and 'Next' buttons, with the 'Next' button highlighted by a red rectangle.

Newfoundland
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Quarry

What to Expect

Welcome!

What can you expect?

It takes less than 5 minutes to create an account for online services and email notifications. As additional services are added, you may also receive notifications related to those services.

Create an account

Individuals can register on their own behalf.
Organizations must identify a Primary Contact / Administrator who is responsible for maintaining the organization profile, roles and online user accounts.

Verify your account

You will receive an email to verify your account and create a password.

Previous Next

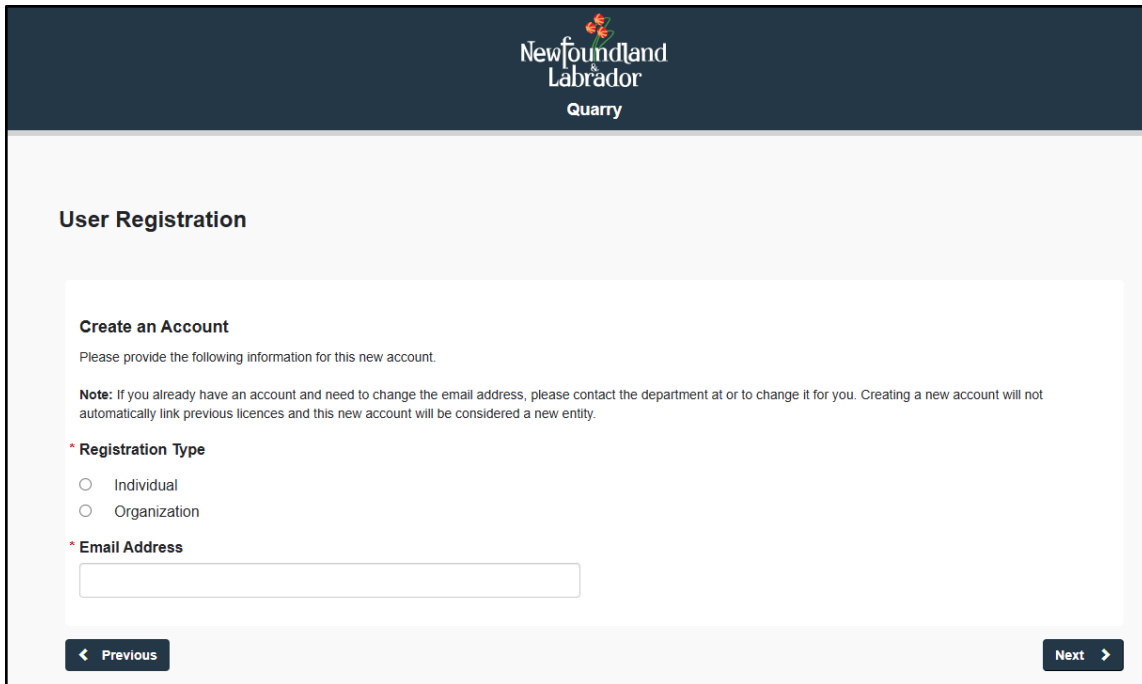
Review the information and click **Next** to continue to the “User Registration” page.

Choose an Account Type

There will be two (2) account types to choose from:

1. **Individual Account**, or
2. **Organization Account**.

You must select one account type. The difference between each is described below.



The screenshot shows a web form titled "User Registration" for the "Newfoundland and Labrador Quarry" department. The form is titled "Create an Account" and asks the user to provide information for a new account. It includes a note about changing email addresses and a section for "Registration Type" with radio buttons for "Individual" and "Organization". Below this is a field for "Email Address". Navigation buttons for "Previous" and "Next" are at the bottom.

Newfoundland and Labrador Quarry

User Registration

Create an Account

Please provide the following information for this new account.

Note: If you already have an account and need to change the email address, please contact the department at or to change it for you. Creating a new account will not automatically link previous licences and this new account will be considered a new entity.

* **Registration Type**

☐ Individual

☐ Organization

* **Email Address**

[< Previous](#) [Next >](#)

Individual Account

An **Individual** account is intended for:

- people who hold quarry permits or leases in their personal name, **OR**
- individuals that will be designated representatives for an organization account.

Registration Form

Account Registration

Create an Account

Provide the following information.

* Given Name(s)

* Last Name

* Country

P. O. Box

Unit Type

Unit #

* Street #

* Street Name

* Street Type

* City / Town

* Province / State

Postal / Zip Code

Phone Numbers

* Primary Phone Number

Alternate Phone Number

Previous

Next



Please note that any permits or leases issued through the Individual account will be issued under the given First and Last names. Be sure this information is entered exactly how you want it to appear on permits/leases, official documents and correspondence.

Organization Account

Choose this option if permits or leases will be held by:

- A company,
- A business (including sole proprietorships),
- A municipality,
- A government department or agency,
- Another organization or entity.

Organization Requirements:

- The **Organization Legal Name** will appear as the permit or lease holder.

- **IMPORTANT:** If the organization is a registered company, the legal name must match the name registered with the Registry of Companies.
- For a Company to be issued a quarry permit or lease, it must be in good standing with the Companies and Deeds Online (CADO) registry. If a company is not in good standing, a quarry permit or lease, issuance will be delayed until the issue has been resolved.
- Each organization's account must have one assigned **Primary Contact/Administrator**.
- The Primary Contact manages access to the account and may authorize additional users as **Designated Representatives**.

Designated Representatives:

- Multiple Designated Representatives may be added after the account has been created and activated.

Registration Form

Account Registration

Create an Account

Provide the following information.

* Organization Legal Name

* Country

P. O. Box

Unit Type

Unit #

* Street #

* Street Name

* Street Type

* City / Town

* Province / State

Postal / Zip Code

Phone Numbers

* Primary Phone Number

Alternate Phone Number

< Previous

Next >



Members

Identify the Primary Contact / Administrator

The Primary Contact / Administrator is responsible for maintaining the organization profile, organizational roles and online user accounts.

* Given Name(s)

* Last Name

* Email Address

Previous

Next

The Terms and Conditions must be agreed to before continuing.

Terms and Conditions

Please read the following carefully:

Registration for a Quarry Administration Portal account is subject to the following terms and conditions:

- No person may withdraw, cancel, or chargeback any fees, deposits, or other charges made through the account without prior written approval from the Mineral Lands Division with the Department of Energy and Mines. The registered account holder is jointly and severally liable for any and all costs incurred to recover such fees, charges, or other penalties including recovery of court costs on a solicitor and own client basis.
- The registered account holder assumes responsibility for managing and monitoring access to the account for the purpose of applying for and maintaining quarry tenure. The registered account holder is jointly and severally liable for all fees, charges, or costs incurred through the use of the account by any person.
- The registered account holder is responsible for informing the Mineral Lands Division with the Department of Energy and Mines of any changes to the status of their company or quarry tenure.
- The Department of Energy and Mines retains discretion to cancel the account and take other remedial actions.
- The Department of Energy and Mines disclaims any liability for any damage caused by or related to the use of the online administration portal account including but not limited to damage to hardware, software, or other property whether based in contract, tort, strict liability, or otherwise including any direct, indirect, incidental, consequential, or special damages.
- The Department of Energy and Mines does not warrant or guarantee the accuracy of any information provided by the online administration system and assumes no responsibility for the consequences of any action taken on the basis of information contained therein. The Registered Account Holder is responsible for the accuracy of the information entered into the account.
- The information provided by the registered account holder is for the purpose of the registration for an online quarry administration account in accordance with the requirement of the Quarry Materials Act. Although Government has made every reasonable effort to create a secure online administration system, Government nonetheless accepts no liability or responsibility for the security of the transmission of information the reception of the information or the use of the information contained in the form by the registered account holder or any other party. The registered account holder agrees that use of the online system is at the sole risks of the user and, by such use, the registered account holder acknowledges acceptance of the conditions set out herein respecting use and liability.
- Under the authority of the Access to Information and Protection of Privacy Act, 2015 (ATIPPA, 2015), personal information is collected in order to process, manage and issue the programs or services of the Department of Energy and Mines. Personal information is kept confidential as required by ATIPPA, 2015, but may be released under request in accordance with ATIPPA, 2015. If you have questions pertaining to the collection, use and/or disclosure of this information please contact the ATIPP Coordinator at 729-7751.

☐ I accept and agree to all the terms and conditions.

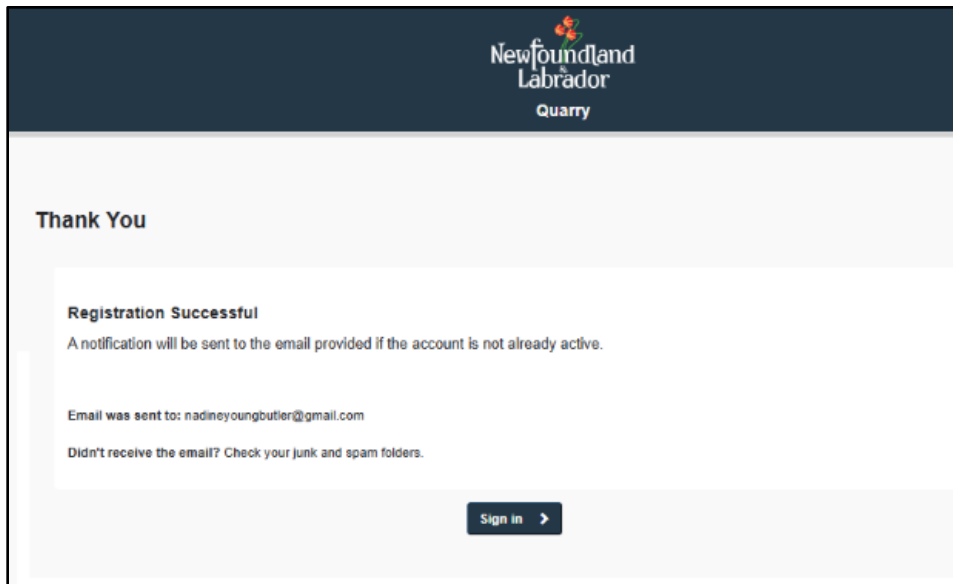
Previous

Create Account

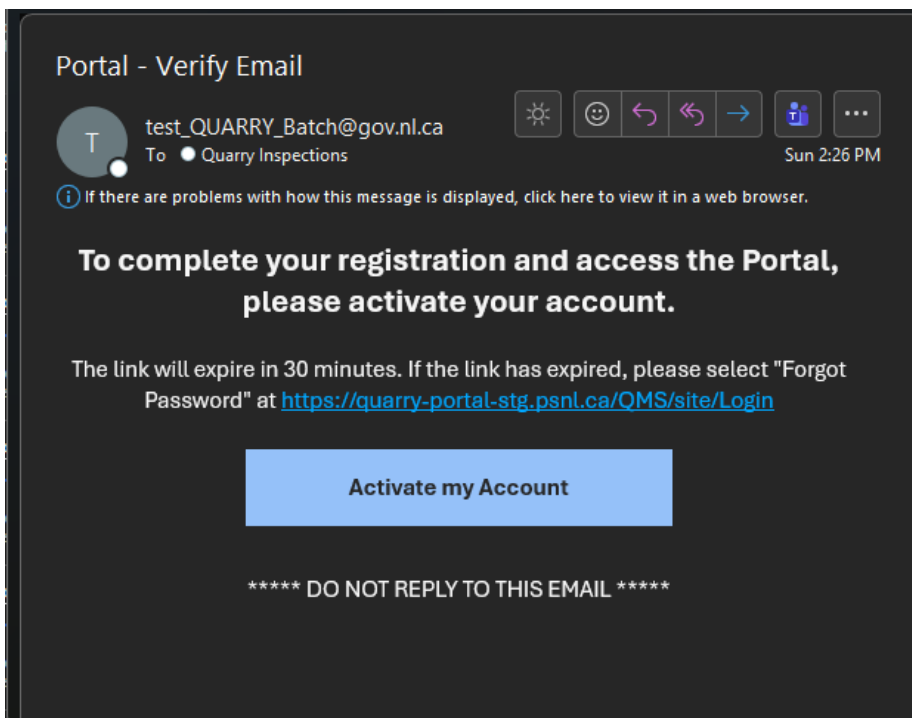
Click the **Create Account** button to complete the registration.



To activate, an email will be sent to the primary contact email address.



The user will receive an email to activate the Quarry portal account. Click the **“Activate my Account”** button.



When the user logs back into the Quarry portal, the account created will be listed under **“Your Clients”**. Select and click the **Next** button.

Select Client

Your Account

Ensure information is accurate and update if necessary.

Nadine Young
22 West Lane St. John's NL A1G1Q1 A1G1Q1
7095552222 (Work)
nadinebutler@gov.nl.ca

Update Account

Change Password

Your Clients

Select the client you are representing.

Filter items

Showing 1 to 1 of 1 entries | Show 10 entries

	Name	Type	Address	Email Address
	Nadine Test Limited	Organization	22 West Lane	nadinebutler@gov.nl.ca

Logout

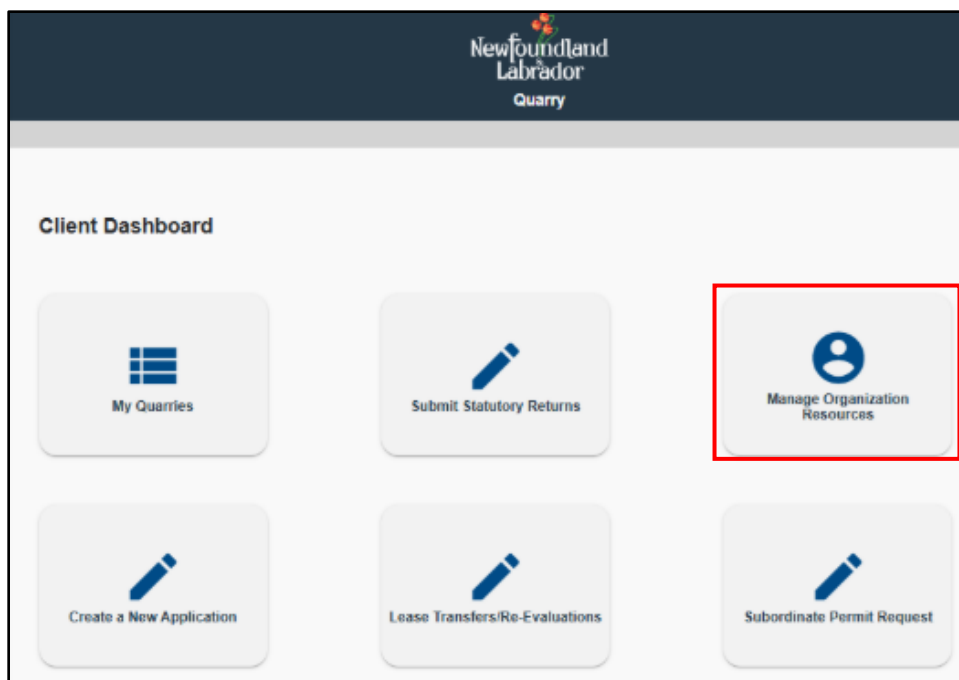
Next >

Manage Account Access (Organization Accounts Only)

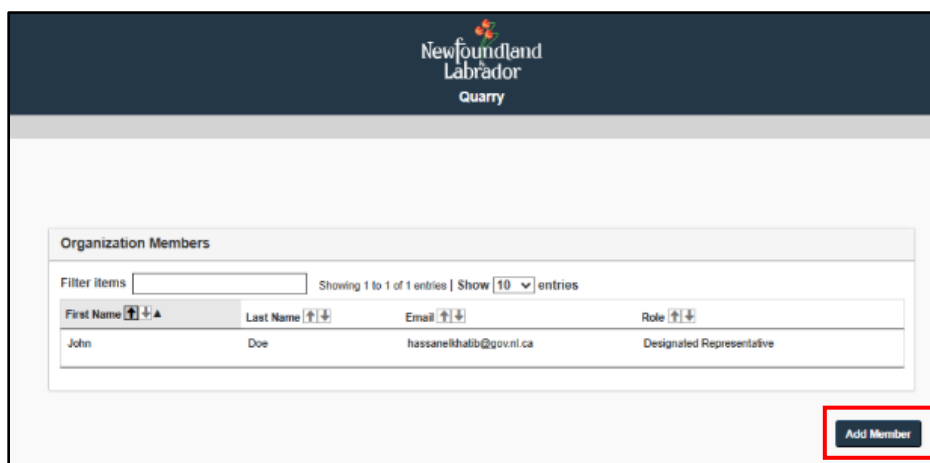
For organization accounts, the **Primary Contact/Administrator** can select **Manage Organization Resources** to add other users who require access to the organization's account. These users can perform tasks such as submitting applications, paying fees, and managing account information.

Examples of people you may want to add include:

- Administrative or technical staff with the company,
- Consultants working on behalf of the organization.



To add another user to an organization account, select the “**Add Member**” button to associate an individual to your quarry account.



The name and email of the individual you want to add as a **Designated Representative** must be provided.

Newfoundland Labrador Quarry

People Search

Identify Organizational Role

Please enter the email address for the person to identify as a role within your organization.

* Email Address

[Search](#)

This email address is already on file. Identify their role with your organization.

* Given Name(s) Last Name
 Start Date * Role

[Add](#)

[Back](#)

If the email address you enter is not currently in the Quarry Portal system, you can invite that individual to register.

Newfoundland Labrador Quarry

The specified email does not correspond to an existing people record. If you wish to send an invitation to this person to register for an account, please click on the invite button.

[Cancel](#) [Invite](#)

Once the individual has registered for their own individual account, they can be added as a **Member**, and their name will appear in the Organization Members list.

Organization Members

Filter items Showing 1 to 2 of 2 entries | Show 10 entries

First Name	Last Name	Email	Role
John	Doe	hassanelkhatib@gov.nl.ca	Designated Representative
Nadine	Doe	nadinedoe@gmail.com	Designated Representative

[Add Member](#)

When the designated representative logs into their account on the Quarry Portal, they will see all Quarry accounts they can access under the **'Your Clients'** section.

Your Clients

Select the client you are representing.

Filter items Showing 1 to 1 of 1 entries | Show 10 entries

Name	Type	Address	Email Address
Nadine Test Limited	Organization	22 West Lane	nadinebutler@gov.nl.ca

[Logout](#) [Next](#)

If you are a designated representative for more than one client, such as in a consulting role, you will see a list of your clients when you log in. Select the client you are representing to continue using the portal.

What's Next

Throughout the month of August, registered users will be able to update their account information and, for organizational accounts, manage designated representatives. **No other portal functions will be available at this time.**

As individuals and organizations / companies are registered, Quarries staff will work to associate all existing permits, leases, and applications with the appropriate registered accounts.

When the Quarry Management and Administration Portal launches this Fall, registered users will be able to view their existing permits and leases in their accounts. Due to the current backlog of new quarry applications, application records will be added to the system over the coming months. To determine whether an application has been added to the portal, users should consult the **Quarry Application Tracking Log**: [Quarry Application Tracking Log - Google Sheet](#)

User guides and instructional materials will be available on the Quarries website when the portal launches. These resources will explain how to use the system to manage permits and leases and to submit new applications. Department staff will also be available to provide assistance as needed.

Questions?

If you have questions about registration or the Quarry Management and Administration Portal, please contact the Quarries Section Staff:

- Quarries@gov.nl.ca
- 709-729-6447
- 709-729-4044