

NEWFOUNDLAND COMPUTERIZES ITS CLAIMS-RECORDING OFFICE

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INTRODUCTION

Management of Newfoundland's Ground-Staked Exploration Licences has entered the 'Computer Age'. In March of 1991, the final phase of the development and implementation of a computerized Mineral Rights Ground-Staked Licencing System was completed. This computerized claims-recording and licence-management system was developed by Newfoundland and Labrador Computer Services Limited from specifications prepared by Newfoundland's Mineral Rights Recorder.

SYSTEM GENERAL

The Mineral Rights System is a networked application allowing simultaneous use by several users. As installed, the Mineral Rights System runs on a Novell ELS Level II Network. It is a microcomputer system using a Dell 310 PC as a file server, and four other Dell PC's as work stations. The file server has a 90 Mb hard drive with 4 Mb of RAM and is used in the non-dedicated mode. All of the work stations have hard drives ranging from 20 to 40 Mb, consequently, they may be used as stand alone units.

SYSTEM STRUCTURE

The Mineral Rights System is relatively large, with respect to the software image size and the number of database and index files accessed, hence the system is partitioned into three smaller subsystems as follows:

- A. Main Subsystem
- B. Licencing Subsystem
- C. Report Production Subsystem

Also, the Backup, Restore and Archive utilities are separated out and are performed using SYTOS batch files. The SYTOS software itself is used in conjunction with the TLC LEGACY tape backup unit to perform these functions. The SYTOS software is relatively large (over 140K) and thus it could not be incorporated into one of the three Mineral Rights subsystems.

To link all the subsystems and utilities together, the Novell menu system is used with a Mineral Rights System template. As a bonus, a Novell Utilities sub-menu has also been included whereby the user can perform such functions as monitoring the LAN print queues, obtain a LAN logon list, send messages to other users logged on to the LAN, and execute DOS commands. For more information on the Novell

Utilities the user can consult the relevant Novell documentation.

Figure 1 represents a flow chart of the system.

SOFTWARE

The program is written in dBase III (Ashton-Tate) and compiled with the Clipper Compiler (Nantucket). The program is compiled and this allows it to be used independent of the dBase software.

PURPOSE

The system provides fast and efficient storage, retrieval and management of the ground-staked licence records. Exploration statistics and various reports are produced in order to chart the trends in the mineral exploration industry to enable better resource management.

In addition, manual preparation of time-consuming correspondence has been eliminated. Preparation of licences and covering letters, acknowledgment of receipt of applications, cancellation notices for the licence holder, and display notices have been automated.

SYSTEM OPERATING HIGHLIGHTS

In Newfoundland, a ground-staked mineral licence is comprised of any number of claims and claim blocks. A claim is a 400 m² and a claim block is any number of claims staked in a square or rectangular group, up to and including 64 claims. A prerequisite to staking is the purchase and use of claim tags. The system maintains a list of claim tags that have been sold and the tag status, which could be active, used or returned.

Upon receipt of an application for a licence, all relevant information to create a licence record is entered into the system, such as name, location and staking particulars. The system will assign a correspondence file number, a licence number, the recording date, the issuance date and the work report due date (Screen L17).

A file of statutory holidays is maintained to ensure that the assigned dates are working days only. In addition, a letter of acknowledgment for the applicant, a mailing label and central registry correspondence file-folder label are generated and printed (Screen L61).

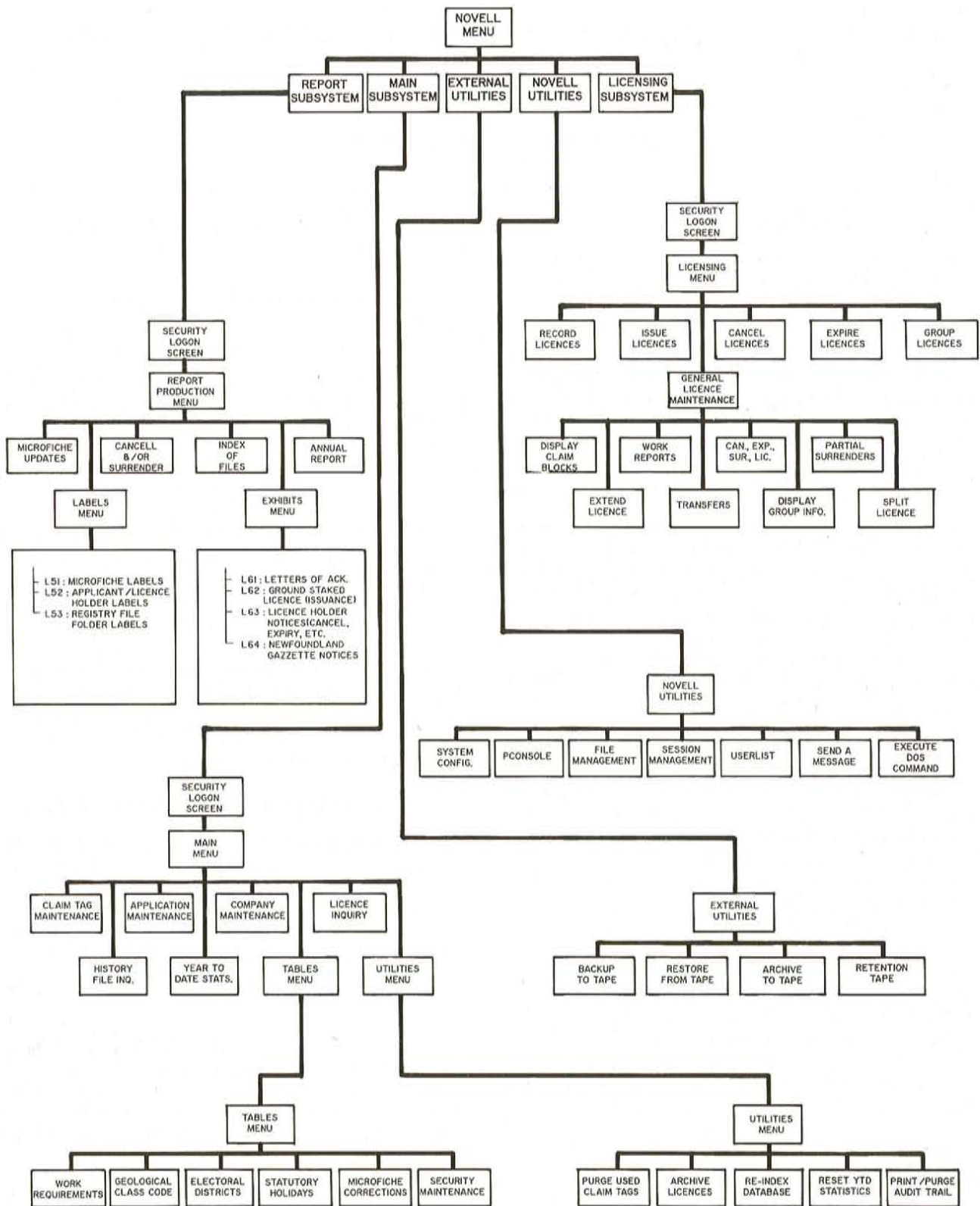


Figure 1. Schematic of the Mineral Rights System.

90.03.02 General Licence Maint.	Department of Mines and Energy Mineral Rights Database	Screen L17
File No. <input type="text"/>	Licence No. <input type="text"/>	Status <input type="text"/>
Licence Holder <input type="text"/>		
Stake Date <input type="text"/>	Record Date <input type="text"/>	
Issurance Date <input type="text"/>	Work Report Due Date <input type="text"/>	
Map Sheet No's <input type="text"/>	<input type="text"/>	<input type="text"/>
Original No. Claims <input type="text"/>	Current No. Claims <input type="text"/>	
Location <input type="text"/>	District Code <input type="text"/>	
Hold Status <input type="text"/>	<input type="text"/>	

Zoom/Ret/Beg/End/Next/Prev/Modi/List/Fill/Tally/Quit ? L

90.03.02 General Licence Maint.	Department of Mines and Energy Mineral Rights Database	Screen L17
File No. <input type="text"/>	Licence No. <input type="text"/>	
Record Fee <input type="text"/>		
Receipt No.'s <input type="text"/>	Receipt Date's <input type="text"/>	<input type="text"/>
Geological Codes <input type="text"/>	<input type="text"/>	<input type="text"/>
Comments <input type="text"/>		
Extend Work Report Due Date 60 Days <input type="checkbox"/>		

Zoom/Ret/Beg/End/Next/Prev/Modi/List/Fill/Tally/Quit ? L

Display Claim Block Information

90.03.02 General Licence Maint.	Department of Mines and Energy Mineral Rights Database	Screen L17
File No. <input type="text"/>	Licence No. <input type="text"/>	Status <input type="text"/>
Licence Holder <input type="text"/>		
Claim Block No. <input type="text"/>		
Claims per Claim Block <input type="text"/>		
Claim Block Status <input type="text"/>	<input type="text"/>	<input type="text"/>

Ret/Beg/End/Next/Prev/List/Tally/Quit ? L

Screen L17

Print Letters of Acknowledgement

90.03.02 Letters of Ack.	Department of Mines and Energy Mineral Rights Database	Screen L61
File No.	Application Date	Company
		Number of Letters <input type="checkbox"/>
Print All Letters of Acknowledgement		
Reprint Letter <input type="text"/>		

Use Up/Down Arrow keys to select Letters to Print and press <Enter>
Press <Esc> to Return to Previous Menu

Screen L61

In order to avoid typographical errors in the licence holder name and for convenience of entering, all names are maintained in a company file. Therefore, whenever it is necessary to enter a name, such as for new applications, issuance of new claim tags or transfer of licences, the name is available from the company file by accessing it via a pop-up menu and automatically assigning it to the record.

The regulations require that applications shall not be accepted (recorded) until after the expiry of 30 days from

the date of staking. Also, licences cannot be issued until after the expiry of 30 days from the date of acceptance. Therefore, the system is prompted daily for recording and issuing dates (Screen L11 and 12).

Record Licences

89.07.18 Record Licences	Department of Mines and Energy Mineral Rights Database	Screen L11
File No.	Lic No.	Record Date
	Cls Location	Map Sheet Numbers
		Status
Record All Licences <input type="text"/>		

Use CrsUp, CrsDn, and Enter Keys to Select Licences, Esc Key to Quit

Issue Licences

89.07.18 Issue Licences	Department of Mines and Energy Mineral Rights Database	Screen L12
File No.	Lic No.	Issuance Date
	Cls Location	Map Sheet Numbers
		Status
Issue All Licences <input type="text"/>		

Use CrsUp, CrsDn, and Enter Keys to Select Licences, Esc Key to Quit

Screen L11 and 12

Licences are recorded and issued by a simple stroke of the 'ENTER' key. The licence itself is computer generated, and printed together with a covering letter for the licence holder (Screen L62).

Print Ground Staked Licences

90.03.02 Print Licences	Department of Mines and Energy Mineral Rights Database	Screen L62
File No.	Lic. No.	Company
		Number of Letters <input type="checkbox"/>
Print All Ground Staked Licences & Covering Letters		
Reprint Ground Staked Licence/Covering Letter <input type="text"/>		

Use Up/Down Arrow keys to select Licences to Print and press <Enter>
Press <Esc> to Return to Previous Menu

Screen L62

In a similar way, work report due dates are checked and licences that are deficient in assessment work credit may be cancelled automatically (Screen L13).

Cancel Licences

89.07.18 Cancel Licences	Department of Mines and Energy Mineral Rights Database	Screen L13
File No.	Lic No.	Work Rpt. Due Date
	Cls Yr	Required Expend.
		Actual Expend.
		Excess Expend.
		Status
Cancel All Licences <input type="text"/>		

Use CrsUp, CrsDn, and Enter Keys to Select Licences, Esc Key to Quit

Screen L13

Licences with sufficient excess assessment work credit for the next year are highlighted so that the excess credit may be carried forward. Also, the work report due date is automatically moved up a year.

When licences are cancelled, a notice for the licence holder informing him of the cancellation and the reason for the cancellation is generated and printed. An appropriate display notice declaring the lands covered by the cancelled licence to be open for staking at a fixed date is also produced. Similarly, expiry dates are checked and licences that have expired are noted and the appropriate correspondence is printed.

Yearly assessment work calculations are automatic. For example, as assessment work reports are accepted, it is a simple matter to retrieve the licence or licences covered by the report and enter the date the report was received, reviewed and the value of the assessment work expended. The required value of the work for the year covered by the report, and any excess work credit is computed by the system and the record is updated. Yearly work requirements per claim are stored by the system to facilitate this computation (Screen L17).

Display/Enter Work Report Information

90.03.02 General Licence Maint.		Department of Mines and Energy Mineral Rights Database		Screen L17
File No.	<input type="text"/>	Licence No.	<input type="text"/>	Status <input type="text"/>
Licence Holder <input type="text"/>				
Year	<input type="text"/>	Mod. File No.	<input type="text"/>	
Receive Date	<input type="text"/>	Review Date	<input type="text"/>	
Actual Expenditure	<input type="text"/>	Excess Expenditure	<input type="text"/>	
Extension Date	<input type="text"/>	Security Deposit	<input type="text"/>	
Receipt Date	<input type="text"/>	Receipt No.	<input type="text"/>	

Ret/Beg/End/Next/Prev/Modi/Add/Del/List/Tally/Quit ? L

Screen L17

Newfoundland regulations allow for the grouping of two or more coterminous licences, provided all of the licences to be grouped have passed their first anniversary date and are in good standing. To group two or more licences, it is only necessary to enter the date of the grouping and the licence numbers to be grouped. The computer produces a number for the new grouped licence. A complete new grouped licence record is generated, which includes the number of claims and any excess work credits calculated from the grouped licences. In addition, the new licence and a covering letter for the licence holder is automatically printed.

A licence holder may surrender a part of any licence at any time by submitting a notice of surrender. Complete claim blocks or portions of claim blocks may be surrendered by restaking the area(s) to be kept. Areas to be retained may be coterminous or consist of one or more separate areas. In the latter case, new reduced licences are issued. All combinations of partial surrenders are easily handled by the system. The Department need only highlight the claim blocks being surrendered, add the new claim blocks and assign any new licences with the appropriate blocks. In a similar manner to grouping, complete new records are generated by the system, with new reduced licences and covering letters being printed. Also, display notices for the blocks being surrendered are printed.

The system will allow records to be noted when licences have been transferred. We simply retrieve the licence, zoom to the transfer screen and add the transferee, transfer date, transfer fee, receipt number and date, and the volume and folio numbers that indicate the filing location of the transfer document (Screen L17).

Display/Enter Transfer Information

90.03.02 General Licence Maint.		Department of Mines and Energy Mineral Rights Database		Screen L17
File No.	<input type="text"/>	Licence No.	<input type="text"/>	Status <input type="text"/>
Licence Holder <input type="text"/>				
Previous Holder	<input type="text"/>			
Transferee	<input type="text"/>			
Transfer Date	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Transfer Fee	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Receipt No.	<input type="text"/>			
Receipt Date	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Volume/Folio	<input type="text"/>			

Beg/End/Next/Prev/Modi/Add/Del/List/Tally/Quit ? L

Screen L17

The retrieval of licence records is as easy as entering a licence number or a claim block number. A complete record relating to the licence (block) is available for viewing or printing. See Figure 2 for a sample printout.

Report production is an integral part of the system. Several standard reports are generated and printed when needed. The three main ones being a monthly microfiche update report, which consists of a record of all changes and additions to the database for every month. A quarterly cancellation/surrenders/expiry report, which contains a listing of all licences surrendered, cancelled, partially surrendered and expired for any given quarter, and an annual report, containing a listing of all licences issued for a given year (Screen L21 and L24).

It is possible to sort through the main database and filter out selected data. For example, we can list all licences held by a particular company, all licences issued during a given period, all licences contained within a particular map sheet, all licences at a given location, and combinations. For example, all licences issued to company 'X' during period 'Y' for a given map sheet.

Current year to date statistics respecting number of claims staked, number of claims cancelled/surrendered/expired, and total number of claims in good standing are available. The statistics are also available for any year back to 1980.

A Backup and Restore utility is provided in order to facilitate system security. The system is backed up daily using a three tape rotation, and a monthly backup using one tape. Security of the system is further enhanced by providing each user with a logon id and a password for both the Network and the Mineral Rights Database.

91.04.23

 DEPARTMENT OF MINES & ENERGY
 MINERAL RIGHTS
 LICENCE INQUIRY

Licence Number: 3577
 File Number: 771:2028
 Original Holder: Ionex Limited
 Current Holder: Cominco Ltd.
 Address: 2200-120 Adelaide St. West
 Toronto, ON
 M5H 1T1

Licence Status: Issued
 Location: Lake Ambrose, Central Nfld
 Electoral Dist.: 14 Windsor-Buchans
 Staked Date: 88.12.08
 Recorded Date: 89.01.09
 Issuance Date: 89.02.09
 Work Due Date: 92.04.09
 Org. No. Claims: 113
 Cur. No. Claims: 113
 Recording Fee: 565.00
 Receipt(s): 10305 (89.01.09)
 Map Sheet No(s): 12A/10
 Geo. Class(es):

Comments:

Refund \$20.00 First year expend. are prel.

Claim Blocks:

15985 48

15986 50

15987 15

Work Reports:

Yr	Receive Date	Review Date	Actual Expenditure	Excess Expenditure
1	90.03.02	90.05.31	32,356.23	9,756.23
2	91.02.20	91.02.20	39,844.93	21,351.16

Licence Transfers:

	Transfer Date	Fee	Receipt Number	Receipt Date	Volume/ Folio
Cominco Ltd.	89.01.05	10.00	10305	. .	7,41

Partial Surrenders: None

This Licence replaces Licence Number(s): None

This Licence is replaced by Licence Number(s): None

Figure 2. An example of a sample printout.

Annual Report

90.03.02 Annual Report	Department of Mines and Energy Mineral Rights Database	Screen L24
Annual Report for Licences Issued During Fiscal Year: <input type="text"/>		

Enter year and press <Enter> to produce report or <Esc>

Microfiche Update Report

90.03.02 Microfiche Update Report	Department of Mines and Energy Mineral Rights Database	Screen L21
Microfiche Update Report for: <input type="text"/> Month <input type="text"/>		

Enter desired month and year and press <Enter> to produce report

Screen L21 and 24

SUMMARY

The highly competitive and fast moving nature of the mineral exploration industry dictates that any recording office be able to respond to the industries needs in an efficient and

timely manner. Our computerized system allows us to process claim information and compile statistics faster, thereby allowing us to respond promptly to the queries of the industry. Also, this tool allows the Department to perform its task of administering Newfoundland's mineral regulations fairly and effectively.

CONTACTS

Further information is available from:

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