



**REPUBLIC OF NAMIBIA**  
**THE MINISTRY OF MINES AND ENERGY**  
**PRIVATE BAG 13297**  
**WINDHOEK**  
**REPUBLIC OF NAMIBIA**

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**ANNUAL REPORT**  
**(Industrial Minerals)**

**A. GENERAL**

*THIS REPORT MUST BE SUBMITTED TO THE OFFICE OF THE CHIEF MINERAL ECONOMIST AS SOON AS POSSIBLE AFTER THE END OF EACH YEAR BUT NOT LATER THAN THE 1st OF MARCH OF THE FOLLOWING YEAR. DEFAULT IN THIS RESPECT WILL RENDER THE MANAGER OR MINERAL RIGHTS HOLDER LIABLE FOR PROSECUTION IN TERMS OF SECTION 101 (1) (4) OF THE MINERALS (PROSPECTING AND MINING) ACT OF 1992.*

*IT IS THE DUTY OF EVERY MANAGER OR MINERAL RIGHTS HOLDER TO OBTAIN THE BLANK FORMS FOR THIS PURPOSE, THESE BEING AVAILABLE FREE OF CHARGE ON APPLICATION TO THE ABOVE ADDRESS AND ON THE MINISTRY'S WEBSITE ([www.mme.gov.na](http://www.mme.gov.na)).*

1. REPORT FOR THE YEAR:      JAN – DEC <b>20</b> .....	
2. NAME OF THE MINE OR QUARRY:	
3. REGISTERED NAME OF COMPANY OR INDIVIDUAL:	
4. NAME AND NUMBER OF FARM/MINING CLAIM AND/OR MINING AREA	
5. REGION/MAGISTERIAL DISTRICT:	
6. MINERALS/COMMODITIES PRODUCED:	
7.      POSTAL ADDRESS:	
	8.TEL:
	FAX:
	EMAIL:
9. ENQUIRIES TO:	
10. I HEREBY CERTIFIED THAT TO THE BEST OF MY KNOWLEDGE THE PARTICULARS GIVEN IN THIS RETURN ARE CORRECT.	
DATE: ...../...../.....	..... MANAGER/OWNER

**SECTION 1  
SHAREHOLDING**

	NAME OF SHAREHOLDER	PERCENTAGE OF SHAREHOLDING	NATIONALITY
1			
2			

**SECTION 2  
LABOUR AND WAGES**

EMPLOYEES	AVERAGE NO IN SERVICE							
	NAMIBIAN		NON-NAMIBIAN			EMPLOYERS CONTRIBUTION TO:		
STAFF TYPE	MALE	FEMALE	MALE	FEMALE	GROSS PAY (N\$)	SOCIAL SEC.	PENSION FUND	MEDICAL FUND
<b>PERMANENT:</b>								
Skilled								
Semi-Skilled								
Unskilled								
<b>TEMPORARY:</b>								
Skilled								
Semi-Skilled								
Unskilled								
<b>CONTRACTORS:</b>								
Skilled								
Semi-Skilled								
Unskilled								
TOTAL								

**SECTION 3**  
**CAPITAL EXPENDITURE (Please append list if space is insufficient)**

EXPENDITURE TYPE	DESCRIPTION	QUANTITY	UNIT PRICE	COST(N\$)
MOVABLE PROPERTY				
IMMOVABLE PROPERTY				
<b>TOTAL</b>				

**SECTION 4**  
**OPERATING EXPENDITURE (ON MINE)**

	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL COST
ENERGY	ELECTRICAL POWER: NAMPOWER			
	OTHER: SPECIFY			
	CHARCOAL			
<b>TOTAL</b>				
FUEL(LIQUID)	PETROL			
	DIESEL			
	OTHER: SPECIFY:			
	1)			
	2)			
	3)			
<b>TOTAL</b>				
OTHER	WATER			
	CEMENT			
	EXPLOSIVES: 1)			
	2)			
	SPARES			
	GENERAL STORES			
	CONSUMABLE			
<b>TOTAL</b>				
(EXCLUDES:	TRANSPORT			
LABOUR COST,	(OTHER COST. SPECIFY)			
CAPITAL COST,	1)			
OFF MINE COST)	2)			
	3)			
	4)			
<b>GRAND TOTAL</b>				

PLEASE SPECIFY ANY ITEM REPRESENTING MORE THAN 5% OF OPERATING EXPENDITURE

**SECTION 5  
OFF-MINE COST**

	COMMODITY	MASS	COST (N\$)
FREIGHT: ROAD			
RAIL			
AIR			
SEA			
TREATMENT			
MANAGEMENT/DIRECTOR'S FEES			
ROYALTIES			
OTHER: SPECIFY			
(1)			
(2)			
		<b>GRAND TOTAL</b>	

**SECTION 6  
PROSPECTING  
A. PROSPECTING AND DEVELOPMENT (ON MINE)**

MINING AREA OR CLAIM	PURPOSE	SURFACE		UNDERGROUND		TOTAL COST
		METRES	COST N\$	METRES	COST N\$	
	DRILLING:					
	OTHER *					
TOTAL EXPENDITURE						

**B. PROSPECTING (OFF MINE)**

MINING AREA OR CLAIM	PURPOSE	SURFACE		TOTAL COST N\$
		METRES	COST N\$	
	SAMPLE ANALYSIS			
	DATA PROCESSING			
	AIRBORNE SURVEY			
	OTHER *			
TOTAL EXPENDITURE				

\* SPECIFY

**SECTION 7**  
**MINERALS PURCHASES (STATE NIL IF NO PURCHASES)**

[illegible]

**SECTION 8  
MINING OPERATION**

Locality	Overburden Stripped (Ton M3)	Commodity	Description	Mass Mined (T)	Wasted mass	Actual Production	Grade	Quality	Essay Value(N\$)

**SECTION 9  
SALES (INCLUDING MINERAL PURCHASES SECTION IV)  
A. LOCAL**

DATE	COMMODITY	DESCRIPTION	MASS	MASS UNIT	GRADE	QUALITY	VALUE(N\$)	RECIPIENT

**B. EXPORT**

[illegible]

**SECTION 10**

**GENERAL**

PLEASE COMMENT ON EACH OF THE FOLLOWING ASPECTS:

1. **LABOUR**

1.1. AVAILABILITY:

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1.2. LABOUR RELATIONS:

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1.3 TURNOVER/ RETRENCHMENT:

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1.4 MEASURES TAKEN TO IMPROVE PRODUCTIVITY AND/OR CONDITION OF EMPLOYMENT:

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1.5 STRIKES:

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1.6 ACCIDENT:

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1.7 MEASURES TAKEN TO REDUCE ACCIDENTS:

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## 2. MINING METHODS AND DEVELOPMENTS

### 2.1 UNDERGROUND

#### 2.1.1 CHANGES AND IMPROVEMENTS:

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#### 2.1.2 DEVELOPING AND SHAFT SINKING:

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#### 2.1.3 MECHANISATION:

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#### 2.1.4. TRANSPORT OF ORE:

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### 2.2 SURFACE

#### 2.2.1 CHANGES AND IMPROVEMENTS:

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#### 2.2.2 DEVELOPING:

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#### 2.2.3 MECHANISATION:

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#### 2.2.4 TRANSPORT OF ORE:

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2.3 INCREASE OR DECREASE/STOPPAGE OF MINING  
OPERATIONS:

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3. PROSPECTING (DETAILS OF MAJOR ACTIVITIES):

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4. SALES

4.1 PROBLEMS:

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4.2 PRICES/MARKETS:

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5. FUTURE PROGRAMME

5.1. PROPOSED SHAFTS/DEVELOPMENT:

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5.2 GENERAL EXPLANATION OR REDUCTION IN ACTIVITIES  
PROPOSED DURING THE YEAR:

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6. ANY COMMENTS OR CONCERNS REGARDING FOLLOWING YEAR(S)

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[illegible][illegible]

### ORE RESERVES

ESTIMATION TYPE	MASS	MASS UNIT	GRADE
(A) MEASURED			
(B) INDICATED			
(C) INFERRED			

### SECTION 12 PLANNED PRODUCTION AND SALES FOR THE YEAR.....

Commodity	PLANNED PRODUCTION				PLANNED SALES		
	Mass	Mass Unit	Value(N\$)	Assay Value	Mass to be sold	Mass Unit	Value(N\$)

### SECTION 13 PLANNED PROSPECTING/DEVELOPMENT/SALES FOR FOLLOWING YEAR

## A. PLANNED PROSPECTING/DEVELOPMENT ON MINE OR NEW MINE

[illegible]

## B. PLANNED PROSPECTING - OFF MINE

[illegible]

## SECTION 14

## SOCIAL RESPONSIBILITY CONTRIBUTIONS

[illegible]

**Note:** <sup>1</sup> Refers to any contribution to local schools, clinics, sports Hiv/Aids etc.

<sup>2</sup> Assistance refers to any kind, be it training, equipment, marketing etc.

## SECTION 15

## CONTRIBUTION TO THE ECONOMY

[illegible]

## SECTION 16

## MINERAL SPECIMEN COLLECTION AND SALES

[illegible]