Instructions to the MERT users

- Privilege to edit uploaded data will remain with uploading agency only.
- The data should be uploaded only through the online MERT template.
- Through MERT template, data is uploaded in two phases. Phase one uploads the general metadata that is referred as **Dataset Details** and **Area Details**. Phase two uploads the original data files along with additional metadata details for each of the exploration related projects.
- Projects that directly deals with or aids to mineral exploration, can be of four types. Under
  Dataset Details, **Project Type** drop down menu contains these four types.

  a. **Exploration Data:** Data that is essentially collected during mineral exploration in a specific block or area. It will primarily contain borehole data which may include a single compiled file containing all the information, or may contain multiple files for Collar data, Deviation, Downhole Geophysics, Downhole Geochemistry, Litholog etc.

  b. **Geophysical Data:** Data acquired from any kind of geophysical survey conducted from air, surface or along boreholes, which aid to mineral exploration.

  c. **Baseline Data:** Geological and Surface Geochemical data that serve as the basis or foundation for further study that is necessary for mineral exploration

- In case of unavailability of **year of publishing**, year of uploading can be filled in mm/yyyy format.
- **Geographical Extent** should contain at least 3 coordinates, to be given in real world co- ordinate system so that a closed polygon can be formed. Special care must be taken while entering the coordinate values as the spatial search and the availability of the data is dependent on this polygon. If no **Geographical Extent** is entered, spatial search results will be dependent on the bounding co-ordinates of the entered toposheets.
- Data files collected for each **Project Type** is further subdivided into four data types. More than one file can be uploaded for each data types by clicking on the **+** (Plus) sign adjacent to **Data Type**.

  a. **Reports & Documents:** Any textual report documents that is saved in .doc,
     .docx, .pdf, .txt formats.

  b. **Georeferenced Maps & Images:** Any georeferenced image file that is saved in
     .JPG, .PGN, .TIFF, .GeoTIFF, .BMP, .SHP, .GDB, .DWG, .DGN formats. Data files
     that requires additional accessory files to access can be uploaded
     as .ZIP or .RAR format.

  c. **Non-georeferenced Images:** Any non-georeferenced image file that is saved in
     .JPG, .PGN, .TIFF, .BMP, .DWG, .DGN formats. Data files that requires additional accessory files to access can be uploaded as .ZIP or .RAR format.

d. **Tabular & Other Data:** Any tabular (.Excel, .CSV etc) or non-tabular data (3D data, video clips) that is related to the project. Data files that requires additional accessory files to access can be uploaded as .ZIP or .RAR format.

- If **Geophysical Data** is selected as **Project Type** in general metadata, user will be asked to input **Geophysical Primary Theme, Geophysical Secondary Theme, Instruments** and **Data Status** of the ground geophysical data from the drop down menu. If the proper option is unavailable in the drop down menu, user can key-in the necessary option into the blank box provided beside.

- For each dataset/project data being uploaded, a unique project ID (UPID) will be created by the system after the data is approved by the Data Curator or Administrator. This UPID will be tagged to all the files of the project data and will be the primary identifier of the data in the NGDR system.User can anytime check and remove the uploaded files before submission. User can **SAVE** anytime and resume uploading later from the saved state.

- Update or deletion of **SUBMIT**ted data has to be done through sending request to the administrator by the uploading agency only.

Instructions for Data Uploading

- All the geoscience data including project reports uploaded into NGDR are for open dissemination, free of charge.
- Continuous update of the uploaded geoscience data has to be done periodically.
- Maps of restricted area cannot be distributed without NOC from Survey of India and Ministry of Defense (MoD) and signing of the non-disclosure certificate. So, maps of restricted area cannot be uploaded into NGDR.
- Reports of restricted area cannot be distributed without NOC from Survey of India and Ministry of Defense (MoD) and signing of the non-disclosure certificate. So, maps of restricted area cannot be uploaded into NGDR.
- Sponsored project reports shall neither be displayed in public domain nor be made available in hard/ soft copy.
- Magnetic data in 1:50K scale has to be rounded off to 5 nT for non-restricted areas and 100 nT for restricted areas (as per MOD guidelines).
- Gravity data values should be rounded off to 1 mgal for non-restricted areas and 20 mgal for restricted areas (as per MOD guidelines).
- Airborne spectrometric maps on 1:50K scales with digital data on total count and   data having magnetic values should be rounded off to 5 nT for non-restricted areas and 100 nT for restricted areas (as per MOD guidelines).
- Base line geoscience data pertaining to Specialized Thematic Mapping (STM, 1:25K) will be made available in digital format after obtaining clearance from SOI and MOD.
- Marine bathymetric maps with contours of 10m interval between 0-100m depth, 100m contour interval between 100-500m depth and 500m interval beyond 500m depth can be uploaded.
- Marine Surface Sediment distribution maps for areas beyond 200m depth from coastline can be uploaded.
- Marine magnetic anomaly values should be rounded to 10 nT and marine gravity anomaly maps should be rounded to 1 mgal interval.
- Sub-bottom profiles without depiction of depth of sea bed can be shared.