

PROCEDURES TO UPLOAD THE STATUATORY WORK REPORT AND RELATED DOCUMENTS IN GESTIM

This directive enters into force on May 6, 2026. It renders null and void any previous directives on the same subject. The directive is adopted pursuant to [section 72](#) of the Mining Act (CQLR, chapter M-13.1):

72. Subject to sections 73 and 75 to 81, the holder of the exclusive exploration right shall, before the expiry of his exclusive exploration right, perform on the land that is subject to his exclusive exploration right work of the nature and for the minimum cost determined by regulation. However, the amounts spent on property examination and technical assessment work shall not be accepted unless the work is performed within 48 months following the date on which the exclusive exploration right was registered.

The holder of an exclusive exploration right must, not later than that day, report to the Minister on all the work performed, including work for which an exploration allowance or a pre-production development allowance may be claimed under the Mining Tax Act ([chapter I-0.4](#)), whether or not it actually is. The report shall be in the form and accompanied with the documents prescribed by regulation.

The holder of an exclusive exploration right (DEE) must report to the Minister all work performed on the land subject to the DEE **before its expiry date**. The report must be made in accordance with the [Mining Regulation](#) and accompanied by the documents indicated therein.

In order to enhance the digital client service offering, a new feature now allows DEE holders to **directly upload the statutory report and related documents into the work declaration form available in GESTIM**, thus simplifying the process and improving information traceability.

Therefore, the report related to the form and all technical documents required by the Mining Act and its regulation may be submitted either by filing them in the “Documents” section of the application or by mailing them to the Bureau du registraire:

1- Uploading via GESTIM

- File the statutory report and all related documents directly in GESTIM's work declaration form application under the “Documents” section. The exception to this is **LiDAR acquisition data**, which must be **sent by mail**.
- Send documents as **compressed files (.zip)**. Enter the description of the files based on their content.
- Respect the maximum limit of **12 GB per zip file**, each batch of documents must be compressed accordingly.

For the same application, the DEE holder may file documents after the submission, provided that the filing is done before the expiry date of the relevant DEEs.

An explanatory guide detailing the steps to be taken, the types of documents required and good practices for uploading is available in [GESTIM](#) to support holders in this process.

2- Filing by mail

- Mail the documents to the Bureau du registraire, located at 5700, 4e Avenue Ouest, bureau C-320, Québec (Québec) G1H 6R1, within a maximum of fifteen calendar days following the submission of the work declaration form in GESTIM, and imperatively before the expiry date of the DEEs concerned.
- Clearly identify the application number associated with the work declaration form on the submitted documents to ensure proper processing.

Any documents received at the Bureau du registraire after the DEE expiry date will be refused.

It is important to note that, as of May 6, 2026, any reports that do not meet the above criteria will be rejected.

FOR MORE INFORMATION

Centre de services des mines

Telephone: 418-627-6278

Toll-free: 1-800-363-7233 (toll-free in Canada and the United States)

Email: services.mines@mrnf.gouv.qc.ca

Opening hours:

Monday, Tuesday, Thursday and Friday: 8:30 a.m. to 12 p.m. and 1 p.m. to 4:30 p.m.

Wednesday: 10 a.m. to 12 p.m. and 1 p.m. to 4:30 p.m.

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