

# Mining Claims Geographic Index

**Menu Option:** Pub MC Geo Index.

**Purpose:** This index is used to list claims by geographic area. The report includes geographic information (meridian, township, range, section, subdivision), county, district, serial number, case type, claim name/number, claimant(s), lead file number, county book/page, location date, last assessment year, and a case closed date when applicable.

**Selection Criteria:** The criteria input for the report is found in the Public Mining Claims Reports menu grouping from the Reporting Application. This report allows you to search by a combination of required and optional criteria.

The required criteria include administrative state, case disposition and either County, or Meridian/Township/Range, or Meridian/Township/Range/Section.

Additional criteria that can be used include geographic state, county (if not used as required criteria), district, resource area, quadrant, and administrative agency.

## Procedure:

1. Select **Pub MC Geo Index** from the reporting menu.

The screenshot shows a web form titled "PUB MC GEO INDEX (LR2000 PUBLIC REPORTS)". Below the title is a blue header with the text "Please Choose Which Criteria You Would Like to Filter On". The form is divided into three main sections:

- MANDATORY CRITERIA:** This section has a blue header. It contains two rows, each with a checked checkbox and a label: "Admin State \*1" and "Case Disposition \*2".
- MUST CHOOSE ONE AND ONLY ONE OF THE FOLLOWING CRITERIA:** This section has a blue header. It contains three rows, each with an unchecked checkbox and a label: "County \*3", "Mer Twp Rng \*3", and "MTRS \*3". Each row is separated from the next by a red dashed line with the text "OR" in the center.
- CHOOSE ANY OF THE FOLLOWING CRITERIA:** This section has a blue header. It contains six rows, each with an unchecked checkbox and a label: "Geo State", "County", "District", "Resource Area", "Quadrant", and "Admin Agency".

At the bottom of the form is a blue button labeled "Select Criteria".

2. Click to select one of the required criteria groups that are separated by the --OR-- lines.
3. Click to place a checkmark by the optional criteria you want to include in the search.
4. Click **Select Criteria** to specify search criteria values.

Return to Application Menu | Return to Report Menu | Return to Criteria Selection

PUB MC GEO INDEX (LR2000 PUBLIC REPORTS)

Please Set the Limits You Would Like to Filter On

**MANDATORY CRITERIA**

Admin State

Mer Twp Rng

Case Disposition

**OPTIONAL CRITERIA**

Geo State

County

District

Resource Area

Quadrant

Admin Agency

**Note:** To change criteria selection, click Return to Criteria Selection.

**TIP:** To select multiple values for a criterion, enter each code separated by a comma in the text field or use the ALT key (for non-sequential items) or Shift key (for sequential items) and select multiple items in the list box. Click Close or click Set for another criterion to retain the search criteria.

***Identify the Required Information:***

5. Click **Set** for **Admin State** to specify the administrative state in which to report information.  
Type the two-letter state code in the text field or select it from the list.
6. Click **Set** for **Case Disposition**.  
Enter the numeric case disposition code or select the desired case disposition(s). Select multiple by holding down the Ctrl key to select non-sequential criteria or holding down the Shift key and selecting sequential criteria.  
To search for current claims, select "Active."
7. Click **Set** for the second mandatory criterion.

a. If the individual options of Mer Typ Rng or MTRS are selected as required criteria, click **Set** for **Mer Twp Rng** or **MTRS**. There are two options for entering legal land descriptions. Option 1 is the easiest method to use.

MTRS

MTRS Format:  
06 0010S 0980W 001

Meridian: 06 - 6TH PM

Township: 1 Fraction: Any Direction: North

Range: 1 Direction: East

Section: 1

Add to MTR List Clear Above Values

08 0010N 0010E 001 (Option 2)

06 0010N 0010E 001

Select All

Remove

Run Report Reset

**Option 1 for Setting: Mer Twp Rng or MTRS.**

Click on the arrow next to meridian and select the meridian.

Click in Township and enter the township number.

Click on the arrow for Direction and select North or South

Click on Range and enter the range number.

Click on the arrow for Direction and select East or West.

Click on Section and enter the section number.

Click on the ADD To MTR List.

You can add more townships and ranges or sections by double clicking in the appropriate field, typing in the new description, and clicking on the ADD to MTR List button.

If you need to enter a 1/2 township use the fraction button next to township. If you need to select a duplicate township use the fraction button next to range to select Dup A or Dup B.

### **Option 2 for Setting Mer Twp Rng or MTRS.**

Click in the field next to the green check mark and enter your description as shown below. Once you have entered the data, click on the green check mark.

**MTR** must be entered as:

2 digits for Meridian Space 5 digits for Township Space 5 digits for Range.  
For example to enter T1N, R1E in Idaho, you would enter 08 0010N 0010E.

**MTRS** must be entered as:

2 digits for Meridian Space 5 digits for Township Space 5 digits for Range Space 3 digits for section. For example to enter T1N, R1E, section 1, in Idaho, you would enter 08 0010N 0010E 001.

**ALWAYS USE UPPERCASE LETTERS AS THIS IS HOW THE DATA IS STORED. IF YOU USE LOWERCASE LETTERS, YOU WILL NOT GET ANY DATA RETURNED.**

b. If the county is selected, click **Set** for **County** to narrow down the reporting to one or more specific counties.

#### ***Identify the Optional Information:***

8. Click **Set** for **Geo State** to limit the report to a smaller area within the admin state.

If an Admin State has been selected, only the geo states associated with the admin state appear in the Geo State selection box. If the Admin State has not been selected yet, all states appear in the selection box.

Enter the two-letter state code(s) in the text field or select from the list box.

9. Click **Set** for **County** (if it was not used as mandatory criteria) to narrow down the state search to one or more specific counties.

The counties that display in the list box are those associated with the selected admin state and geographic state (if identified).

This type of criteria selection provides the option between using an operator (such as “begins with”), an optional not, (to state that the code does not “begin with” the entry) and two text fields to enter all or part of the county code or county text name. Select multiple by placing a comma between the entries.

OR

Select the county from the list box. Select multiple by holding down the Ctrl key to select non-sequential criteria or holding down the Shift key and selecting sequential criteria.

Close County

Format: State and Three Digits  
ie. CO025

Not

Operator for the County Code

Enter County code

--- OR ---

Enter County Text

--- OR ---  
or Select County

Sort Code Sort Desc

Select here to clear values  
MT001 - BEAVERHEAD  
MT003 - BIG HORN  
MT005 - BLAINE  
MT007 - BROADWATER  
MT009 - CARBON  
MT011 - CARTER  
MT013 - CASCADE

10. Click **Set** for **District**.

The values displayed in the selection box are based on the selected administrative state and geographic state codes. Selection for these criteria works the same way as the County criteria.

Use an operator (such as “begins with”), an optional not, (to state that the code does not “begin with” the entry) and two text fields to enter all or part of the code or district text. Select multiple by placing a comma between the entries.

OR

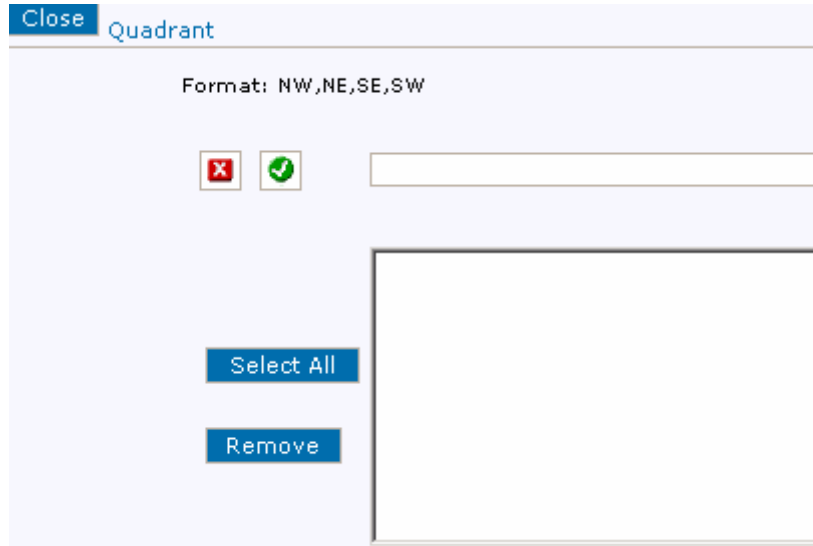
Select the District value from the list box. Select multiple by holding down the Ctrl key to select non-sequential criteria or holding down the Shift key and selecting sequential criteria.

11. Click **Set** for **Resource Area**.

Use an operator (such as “begins with”), an optional not, (to state that the code does not “begin with” the entry) and two text fields to enter all or part of the code or resource area text OR select the value(s) from the list box.

12. Click **Set** for **Quadrant** to sort by a specific quadrant within a section. This button is the only one where you can isolate a certain quadrant(s). However, keep in mind that if you have selected a township and/or two or more sections the quadrant selection will apply to all sections that appear in the report.

Enter the 2 character quadrant in upper case and click the green checkmark.



13. Click **Set** for **Admin Agency**.

Selection for these criteria works the same way as the County criteria.

***Process Report:***


14. Click **Run Report**.

15. Click **OK** to confirm the report criteria.

If all required criteria have not been identified, a message specifies the criteria that must be set. Click OK, identify criteria values and run the report again.

***Print Report:***

To print the report, the report must first be converted into a pdf. Printing from the original display of the report will just print the information displayed in the report window.

1. Click the  (pdf) icon on the tool bar.

The system converts the information to Adobe Reader format, showing an hour glass while the conversion is processing.

2. When the pdf displays, click the printer icon or select File > Print.

**Example:**

The following report example uses the selection criteria:

Admin State = ES

Disposition = Active

Mer Twn Rng = 29 0170S 0270E

When the report finishes process the Banner Page will appear. Click Geographic Index in the gray Sections area to view or print the report.

Run Time: 01:59 PM

UNITED STATES DEPARTMENT OF INTERIOR  
 BUREAU OF LAND MANAGEMENT  
 MINING CLAIM GEOGRAPHIC INDEX REPORT  
 ACTIVE CLAIMS

Geo State: FL

County: LAKE

MER	LEGAL TWN	DESC RNG	SEC	SUB DV	Geo Ctv	BLM Dist	Ser No	Case Type	Claim Name/Number	Claimant	Lead File	Cou Boo
29	0170S	0270E	008	NE NW SW SE	FL069	02	ESMC11927	LODE CLAIM	TMR II #1	TMR II MNG ASSN		
				NE NW SW SE	FL069	02	ESMC11927	LODE CLAIM	TMR II #1	TMR MNG ASSN		
			009	NE NW SW SE	FL069	02	ESMC11927	LODE CLAIM	TMR II #1	TMR II MNG ASSN		
				NE NW SW SE	FL069	02	ESMC11927	LODE CLAIM	TMR II #1	TMR MNG ASSN		
			016	NE NW SW SE	FL069	02	ESMC11926	LODE CLAIM	TMR I	TMR II MNG ASSN		
				NE NW SW SE	FL069	02	ESMC11926	LODE CLAIM	TMR I	TMR MNG ASSN		
				NE NW SW SE	FL069	02	ESMC11927	LODE CLAIM	TMR II #1	TMR II MNG ASSN		
				NE NW SW SE	FL069	02	ESMC11927	LODE CLAIM	TMR II #1	TMR MNG ASSN		
				NE NW SW SE	FL069	02	ESMC11930	LODE CLAIM	TMR II #2	TMR II MGN ASSN		
				NE NW SW SE	FL069	02	ESMC11930	LODE CLAIM	TMR II #2	TMR MNG ASSN		
			017	NE NW SW SE	FL069	02	ESMC11927	LODE CLAIM	TMR II #1	TMR II MNG ASSN		
				NE NW SW SE	FL069	02	ESMC11927	LODE CLAIM	TMR II #1	TMR MNG ASSN		

An example of the Banner Page.

Run Time: 02:00 PM

Run Date: 03/31/2005

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
Selection Criteria for Mining Claim Geographic Index Report

System Id = MC

Blm Adm St = ES

Geo State =

Case Disp Txt = ACTIVE

Geost County Cd =

Admst Dist Ra Cd =

Mer Twp Rng = 29 0170S 0270E

Mtrs =

Aliquot Part Between

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