

F. No. 27/105/2009
Government of India
Ministry of Mines

New Delhi the 17th Sept., 2010

To

1. Director (SK), Ministry of Mines	A A. Director General, Geological Survey of India.
2. Sr.PPS to Secretary (M) / PPS to AS(M)	B Sr.DDG (STSS)/ DDG(ASS)/ DDG (P) DDG(F), GSI, Kolkata DDG (PSS) DG Camp Office, N. Delhi
3. Sr. AO/SO/Mines-II	C Director (TCS), CHQ, Kolkata.

The undersigned is directed to send herewith a copy of the Minutes of fortnightly review meeting held on 16.09.2010 on GSI Establishment matters. Director, NIC, Ministry of Mines with the request to upload minutes in Website of MoM and Dy. Director General (IT), GSI, CHQ, with the request to upload in GSI Portal.

Sd/-

(Y.P. Rawat)

Senior Administrative Officer

Ministry of Mines

Minutes of the 3rd fortnightly review meeting (II half year 2010)
on GSI Establishment matters taken by Dir. (SK) on, 16th Sept., 2010.

Sr . No	Decision taken earlier	Action points	Action By	Concern ed GSI Officer
1	RRs for Finance and Administrative streams as per HPC recomm. RRs of Group. B & C:- MM Division, Engineering Stream, Geology, Chemistry, Drawing, Survey and Hindi.	As minuted in First Meeting <i>"Functional justification for merger of different posts into one Grade Pay in administrative and other streams may be called from GSI.</i> <i>Copies of the notified RRs and amendment if any, thereafter may be called.</i> <i>Recently was delegated powers to send RRs of Group 'C' both technical & non-technical in consultation with branch law Secretariat.</i> <i>RRs of other streams may</i>	A.O.(R)	DDG(P) There is no progress from from GSI.

		<p><i>be processed."</i></p> <p>Aforesaid was repeated in Second Meeting.</p> <p>In view of slow progress a DO issued to DG, GSI on 28.07.2010 and reminder dated 25.08.2010. A reminder letter may be issued to DG, GSI.</p>		
2	<p>Providing lap top to Shri Y.P. Rawat, Sr. A. O.</p>	<p>As minuted in First Meeting</p> <p><i>"Camp Office, Director (SK) spoken "Sr. A.O. to pursue DDG with DG to DDG (PSS) today. The issue pending since Nov.2009. It is seen that how long GSI takes to provide the Laptop."</i></p> <p>Aforesaid was repeated in Second Meeting.</p>	Sr.A.O.(R)	DG,GSI
3	<p>OPA pendency in respect of each section to be brought down to a single digit.</p>	<p>Pendencies are till more than single digit. These may be brought to single digit by 20.09.10. All the pendencies >30days may be put up by 20.09.10.</p>	All	
4	<p>Monitoring of contempt cases <u>CAT & Court Cases</u></p>	<p>To monitor monthly DO letter from DG, GSI to Secy.(M) as per performa (s) for item 4&5.</p> <p>AAP of GSI is still awaited.</p> <p>Reminder to be issued by 24.09.10.</p>	Sr.A.O (M)	DG,GSI
5	<p>The monthly DO from DG GSI on status of progress on the various matters dealt by</p>		A.O(R)	

	the M-II section.			
6	<u>Lapses in handling Court Cases</u> Delhi Office 3 cases Nagpur One case	A reminder DO Letter was sent on 30.06.10. This was XIV reminder. A reminder was issued on 16.08.10. Another reminder may be issued.	Sr.A.O(M)	DG,GSI
7	Updating of Standard Note to be checked with Director (T).	May be updated before winter session of the Parliament.	Sr.A.O.(R)	
8	Pending VIP references.	Pending VIP reference have been reduced from 12 to 5. All VIP references received 15 days ago to be disposed before the next fortnightly Meeting of Secretary (M). Time limit of 15 days for sending replies must be adhered to.	Sr.A.O.(R)	DG,GSI DDG(P) Nodal Officer Sh.B.M. Galav
9	DR and DPC proposals for the year 2009-10 and 2010-2011 vis-vis deadlines set out in Annual Action Plan (AAP)	Proposal for ADG posts may be called from GSI. DO to Sh.N.M.Mugadur was issued. Regular monitoring may be done.	A.O(S)	DDG(P)
10	DR post of Group 'B' & 'C' through SSC to be examined. Revival of the posts.	Technical/non-technical Group 'B' & 'C' post to be filled up as per recommendations of HPC.	AO(SS) M-II C	
11	Hindi Salahakar Samiti- proposal for amendment of RRs of Hindi Translator.	DO to Joint. Secretary UPSC may be put up.	A.O(R)	
12	Channel of submission of various cases as reform in	File for appointment of DA, RA & AA for disciplinary cases may be put up by 24.09.2010.	Sr.A.O.(R)	

	Administrative matter including that of vigilance matter.			
13	Delegation of Financial Powers – GSI down the line.	File may be put up on examining comment of ADG(F) by 24.09.10.	A.O(R)	DDG(F)
14	ECS system to be made operational in GSI. AT present app. 90% disbursal are made by cheque and 5% by ECS and cash respectively.	It is learnt that RBI user code has been obtained by GSI Delhi/Faridabad. Status of other stations may obtained from GSI by 24.09.10.	A.O(R)	DG, GSI
15	Change of Bank: GSI is facing problem from UCO Bank due to non-cooperation for ECS, poor ATM.	Meeting with Secretary (M) held on 9.08.2010. DO reminder sent to CCA. Spoken to CCA on 16.09.10. Follow up may be done with CCA.	A.O(R)	DDG(F)
16	Recruitment of DG, GSI, relaxation of age.	Follow up may be done with DOPT.	S.O(M)	
17	<u>Drilling & Workshop</u> i) Training and redeployment to Drilling ii) Workshop machine disposal iii) Condemnation & disposal of old vehicles.	Meeting held on 27.08.10 Target dates were fixed. Follow up may be taken.	A.O(R)	Sr.DDG (STSS)
18	All Orders uploaded in the website shall be bilingual. Old irrelevant orders may be requested for removal from website	DO may be put up to JD (OL).	AO(R) To put up compliance	
19	RR of Geology	Liaison may be done with	A.O.(S)	

	stream	the Ministry of Law.		
20	Cabinet note on restructuring of GSI	Matter may be followed up with DOPT.	AO (S)	
21	Reference from association	May be put up by 24.09.2010.	Sr.AO (R)	
22	All Sr.AO/S.O. of Mines-II Sec. to visit record room to sort out files for weeding out.	All Sr. A.O./S.O.Report may be submitted by 24.09.2010.	All	
23	Major Works	Meeting were held for land matters of Chennai, Pune & Hyderabad on 6.09.10 and 16.09.10. Further follow up may be taken.	AO (R)	Dir.(TCS)
24	Pending Grievance cases	Report from Grievance Officers is to be received by 16.8.2010. All previous cases most of NFSG cases and remaining 50% cases have to be disposed off and completion reported. Secretary (M) has decided that performance will be reflected in the ACRs of the Grievance Officer. Next meeting has been fixed on 29.09.2010. Before this the actual pendency of GSI may be reconciled by 22.09.2010.	Sr.A.O(R)/ (SK)	