

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

New Delhi the 12<sup>th</sup> August, 2010

To

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

The undersigned is directed to send herewith a copy of the Minutes of fortnightly review meeting held on 11.08.2010 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.

  
 (Y.P. Rawat)  
 Senior Administrative Officer  
 Ministry of Mines

Minutes of the 2<sup>nd</sup> fortnightly review meeting (II half -2010) on GSI Establishment matters taken by Dir. (SK) on, 11<sup>th</sup> Aug., 2010.

Sr. No	Decision taken earlier	Action points	Action By	Concerned 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.	<b>As minuted in Ist meeting</b> <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 &amp; non-technical in consultation with branch law Secretariat.</i> <i>RRs of other streams may be</i>	Sr.A.O. (R)	DDG(P) There is no progress from GSI.

		<i>processed."</i> In view of slow progress DO may be issued to DG, GSI.		
2	Providing lap top to Shri Y.P. Rawat, Sr. A. O.	<b>As minuted in Ist meeting</b> <i>"Sr. A.O. to pursue DDG with DG Camp Office, Director (SK) spoken to DDG (PSS) today. The issue pending since Nov.2009. It is seen that how long GSI takes to provide the Laptop."</i>	Sr.A.O. (R)	DG,GSI
3	OPA pendency in respect of each section to be brought down to a single digit.	Pendencies are till more. These may be brought to single digit by 16.08.10.	All	
4	Monitoring of contempt cases <u>CAT &amp; Court Cases</u>	<b>As minuted in Ist meeting</b> <i>"The performa for furnishing information were personally given to DG, GSI on 13.07.10 with request to send the information in these performa as per Annexures to the monthly DO after doing the review. A DO may be put up to DG, GSI, if information is not received of Aug.'10, a DO may be addressed to DG. "</i>	Sr.A.O (M)	DG,GSI
5	The monthly DO from DG GSI on status of progress on the various matters dealt by the M-II section.	Let us await DO for Aug.  AAP of GSI is still awaited Reminder to be issued.	A.O(R)	
6	<u>Lapses in handling Court Cases</u> Delhi Office 3 cases Nagpur One case	<b>As minuted in Ist meeting</b> <i>A reminder DO Letter was sent on 30.06.10. This was XIII reminder. Next reminder may be issued.</i>	Sr.A.O (M)	DG,GSI
7	Updating of Standard Note to be checked with Director (T).	May be up dated before 13.08.10.	Sr.A.O. (R)	
8	Pending VIP	Pending VIP reference	Sr.A.O.	DG,GSI

	references.	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.	(R)	-DDG(P) Nodal Officer -Sh.B.M. Galav Sr. A.O.
9	DR and DPC proposals for the year 2009-10 and 2010-2011 vis-vis deadlines set out in Annual Action Plan (AAP)	<b>As minuted in 1st meeting</b> <i>"Proposal for ADG posts 2011-12 may be called from GSI."</i>  Regular monitoring may be done.	A.O(S)	DDG(P)
10	Proposal regarding DR to Group 'C' through SSC to be examined. Revival of the posts.	Regular Monitoring may be done	SO(SJ)	
11	Hindi Salahakar Samiti- proposal for amendment of RRs of Hindi Translator.	Weekly monitoring may be done. The matter may be completed and file may be sent to UPSC by 12.08.2010.	A.O(R)	
12	Channel of submission of various cases as reform in Administrative matter including that of vigilance matter.	File for appointment of DA, RA & AA for disciplinary cases may be put up by 16.08.2010.	Sr.A.O. (R)	
13	Delegation of Financial Powers to be put again including minor works	Matters may be pursued with IF Division.	A.O(R)	DDG(F)
14	Proposal for amendment of RRs of DG, GSI -	Discussion with Ministry of Culture may be held. Compliance report by	A.O(S)	

	search cum selection committee	13.10.2010.		
15	ECS system to be made operational in GSI. AT present app. 90% disbursal are made by cheque and 5% by ECS and cash respectively.	RBI user code has to be obtained by DGCO, New Delhi through UCO Bank. DO to DG, GSI by 13.08.2010.	A.O(R)	DG, GSI
16	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. Follow up may be done.	A.O(R)	DDG(F)
17	Recruitment of DG, GSI post in Employment News.	Advertisement published on 27.3.2010. Further follow up may be taken.	S.O(M)	
18	<u>Drilling &amp; Workshop</u> i) Training and redeployment to Drilling ii) Workshop machine disposal iii) Condemnation & disposal of old vehicles.	DO for sluggish pace and target fixed by Secy. (M) in AAP, otherwise disciplinary proceedings will be initiated, may be put up. Meeting is fixed on 20.08.10 with Sr DDG (STSS)	A.O(R)	Sr.DDG (STSS)
19	All Orders uploaded in the website shall be bilingual. Old irrelevant orders may be requested for removal from website	All Sr. A.O/S.O./A.O.to put up a note separately for their area concern. Compliance by 16.08.10	AO(R) To put up compliance by 16.08.10	
20	RR of Geology stream	Liaison may be done with the Ministry of Law.	A.O(S)	
21	Cabinet note on restructuring of	Note to Secretary (Personnel) may be	OSD-IC & AO	

	GSI	finalized.	(S)	
22	Reference from association	May be put up by 13.08.2010.	Sr.AO (R)	
23	G.K. Pancholi's case regarding implementing the pariting with IAS for Geology Stream	Matter may be pursued with Ministry of Law.	Sr. AO(M)	
24	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 19.08.2010.	All	
25	Fortnightly Report from DG Camp office.	<b>As minuted in 1st meeting</b> <i>"Fortnightly reports are not being received. Reminder may be sent to DDG (PSS), Delhi."</i> If the report for this fortnight is not received, matter will be reported to Secretary (M)	SAO (R)	DG, DDG(PSS) Delhi
26	Major Works	Monthly monitoring - may be called from DG,GSI particularly: Hyderabad Chennai Shillong Banglore	AO (R)	Dir.(TCS)
27	Pending Grievance cases	Report from Grievance Officers is to be received by 16.8.2010. Next meeting is schedule on 23.8.2010. All previous cases most of NFSG cases and remaining 50% cases have to be disposed off and completion reported on 16.8.2010. Secretary (M) has decided that performance will be reflected in the ACRs of the Grievance Officer	Sr.A.O. (M)/ (SK)	DG All HODs, DDG(P), Grievance Officers