

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

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The fortnightly review meeting on GSI Establishment matters to be taken by Director (SK) on, 18th March 2010.

Sr. No	Decision taken earlier	Action points
1	RRs for Finance and Administrative streams as per HPC recommendations. RRs of Group B & C:- MM Division, Engineering Stream, Geology, Chemistry, Drawing, Survey and Hindi.	A letter along with check list to be sent to GSI. Draft RRs to be formulated in compliance with the instructions issued by MOF & DOPT and as per the check list.
2	OPA pendency in respect of each section to be brought down to a single digit.	Pendency not to exceed single digit in any of subsection of M II
3	Monitoring of contempt cases <u>CAT & Court Cases</u>	i) Sr.A.O.(G) to talk to DDG, ER in Banwari Lal case. ii) Judgment from CAT, Hyderabad may be forwarded to WR, Jaipur ot defend contempt of Sh. Anil Kumar Sharma.
4	<u>Lapses in handling Court Cases</u> Delhi Office 3 cases Nagpur One case	DO Letter from Director (SK) to be put up.
5	Updating of Standard Note to be checked with Director (T).	Updated on 1.03.2010.
6	Pending VIP references.	All VIP references received 30 days ago to be disposed before the next fortnightly Meeting of Secretary (M).
7	DR and DPC proposals for the year 2009-10 and 2010-2011 vis-vis deadlines set out in Annual Action Plan (AAP)	1. Proposals for Sr. DDG (STSS) received & vigilance clearance sought. 2. UPSC asked for separate proposals for DDG(D) & DDG(ME). GSI to send the proposal. 3. DO letter to DG, GSI that DPCs shall be timely held be put up.
8	Proposal regarding DR to Group 'C' through SSC to be examined. Revival of the posts.	A DO reminder letter to be issued to DDG (P), indicating proposal be sent to SSC and ATN be reported to the Ministry.

9	Meeting relating to Anomaly Committee-proposal from GSI.	Reminder letters to be issued:
10	Foreign Deputation/Training	A letter to be issued to GSI for invariably giving HRIMS input. DO letter issued on 17.3.10 & 18.03.10
11	Hindi Salahakar Samiti- proposal for amendment of of RRs of Hindi Translator.	RR file sent to DOPT. Sr.A.O.(R) to ensure the same is cleared by 22.3.10. RRs are translated by 25.3.10 and notified by 5.4.10.
12	Channel of submission of various cases as reform in Administrative matter including that of vigilance matter.	File under submission. Follow action may be taken.
13	The monthly DO from DG GSI on status of progress on the various matters dealt by the M-II section.	All information as per annexures are not provided. A letter to be issued to DG, GSI to send complete information in future along with monthly DO.
14	Guidelines for major works	Must be submitted by 22.3.10.
15	Delegation of Financial Powers to be put again including minor works	To put up again with provision of enhancement of RCA.
16	Providing lap top to Shri Y.P. Rawat, Sr.A.O.	Sr.A.O. to persue.
17	Proposal for amendment of RRs of DG, GSI – search cum selection committee	To put up the file.
18	ECS system to be made operational in GSI. AT present app. 90% disbursal are made by cheque and 5% by ECS and cash respectively.	Reminder letter to be issued for status report by 25.3.10.
19	Change of Bank: GSI is facing problem from UCO Bank due to non-cooperation for ECS, poor ATM service and poor network of branch all over India.	Letter received from GSI may be put up.
20	Recruitment of DG, GSI post in Employment News.	Advertisement to be published on 27.3.2010. Follow up action may be taken.
21	DPC proposals for ADG and DDG level posts.	D.O. from Dir.(SK) to UPSC for ADG(Geology) post. Proposal sent to DOPT for ACC approval for 12 posts of DDG(Geology). DO letter from Director (SK) to Sri A. Sundaramoorthy, DDG by 23.3.2010.

22	<u>Drilling & Workshop</u> i) Training and redeployment to Drilling ii) Workshop machine disposal iii) Condemnation & disposal of old vehicles.	D.O. to be put up from Dir.(SK) by 24.3.2010 to Sh.Jaswant Singh, Sr.DDG.
23	All Orders uploaded in the website shall be bilingual.	All Sr.A.O./S.O to ensure the same is done.
24	Follow up of HRMIS data in GSI portal.	Daily monitoring to be done.
25	non submission of field reports by GSI officers	Fortnightly Monitoring.
26	RR of Geology stream	Weekly monitoring to be done

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The fortnightly review meeting on GSI Establishment matters taken by Director (SK) on, 15th April 2010.

Sr. No	Decision taken earlier	Action points
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.	A D.O. letter to be put up from SS(M) to DG, GSI.
2	OPA pendency in respect of each section to be brought down to a single digit.	Pendency not to exceed single digit in any of subsection of M II. Sh. Sukla AO and Sh. Rajiv AO may ensure their pendencies do not exceed at single digit.
3	<u>Monitoring of contempt cases</u> <u>CAT & Court Cases</u>	Sr.A.O.(G) to talk to DDG, ER in Banwari Lal case. i) Judgment from CAT, Hyderabad may be forwarded to WR, Jaipur of defend contempt of Sh. Anil Kumar Sharma. ii)DOPT may be pursued for G.K.Pancholi's case.
4	<u>Lapses in handling Court Cases</u> Delhi Office 3 cases Nagpur One case	A reminder Letter to be sent by Sr.AO (M).
5	Updating of Standard Note to be checked with Director (T).	Updated on 5.04.2010.
6	Pending VIP references.	All VIP references received 30 days ago to be disposed before the next fortnightly Meeting of Secretary (M).
7	DR and DPC proposals for the year 2009-10 and 2010-2011 vis-vis deadlines set out in Annual Action Plan (AAP)	It is seen from monthly reports the DPCs delegated to GSI for holding/processing are not being done as per Schedule. To put up a DO Letter from SS(M) to DG, GSI.
8	Proposal regarding DR to Group 'C' through SSC to be examined. Revival of the posts.	A DO reminder letter to DG from SS(M) may be put up, indicating proposal be sent to SSC and ATN be reported to the Ministry.
9	Meeting relating to Anomaly Committee-proposal from GSI.	Reminder letters to be issued.
10	Hindi Salahakar Samiti- proposal for amendment of of RRs of Hindi Translator.	May be notified before next fortnightly meeting.

11	Channel of submission of various cases as reform in Administrative matter including that of vigilance matter.	Order under process. Further action for appointment of DA, RA & AA for disciplinary cases may be put up.
12	The monthly DO from DG GSI on status of progress on the various matters dealt by the M-II section.	All information as per annexures is not provided, a letter to be issued to DG, GSI to send information for all annexures in future along with monthly DO.
13	Delegation of Financial Powers to be put again including minor works	Submitted to IF Division on 05.04.2010. To be pursued.
14	Providing lap top to Shri Y.P. Rawat, Sr.A.O.	Sr.A.O. to pursue.
15	Proposal for amendment of RRs of DG, GSI – search cum selection committee	File sent to DOPT on 6.04.2010. Matter may be pursued.
16	ECS system to be made operational in GSI. AT present app. 90% disbursement are made by cheque and 5% by ECS and cash respectively.	Status report as on 31.03.10 may be asked from GSI and over phone as well.
17	Change of Bank: GSI is facing problem from UCO Bank due to non-cooperation for ECS, poor ATM service and poor network of branch all over India.	GSI may be requested for complete details.
18	Recruitment of DG, GSI post in Employment News.	Advertisement published on 27.3.2010. Further follow up may be taken.
19	DPC proposals for ADG and DDG level posts.	Revised proposal on the basis of draft RRs may be called so that in either case whether RRs are notified or relaxation is received the processing time will be saved.
20	<u>Drilling & Workshop</u> i) Training and redeployment to Drilling ii) Workshop machine disposal iii) Condemnation & disposal of old vehicles.	Matter may be pursued over phone with Sr.DDG (STSS). Report for March is not yet received.
21	All Orders uploaded in the website shall be bilingual.	All Sr.A.O./S.O to ensure the same is done.
22	Follow up of HRMIS data in GSI portal.	Daily reports are not being received. Put up a DO from SS(M).
23	Non submission of field reports by GSI officers	Fortnightly Monitoring. DO reminder may be put up.
24	RR of Geology stream	Weekly monitoring to be done. Status with UPSC taken.
25	Cabinet note on restricting of GSI	Cabinet note may be finalized.
26	Reference from association	May be put up Urgently.

27	Region wise expenditure to be monitored.	Budget allocation to Regions & CHQ in the GSI may be called.
28	G.K.Pancholi's case regarding implementing the pariting with IAS for Geology Stream	Matter be taken up again with DOPT and pursued vigorously.

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The fortnightly review meeting on GSI Establishment matters taken by Director (SK) on, 12th May 2010.

Sr. No	Decision taken earlier	Action points
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.	A letter to be put up from SS(M) to DG, GSI.
2	OPA pendency in respect of each section to be brought down to a single digit.	Pendency not to exceed single digit in any of subsection of M II. Sh. Sukla AO and Sh. Rajiv AO may ensure their pendencies do not exceed at single digit.
3	Monitoring of contempt cases <u>CAT & Court Cases</u>	Status may be put in file.
4	<u>Lapses in handling Court Cases</u> Delhi Office 3 cases Nagpur One case	A reminder Letter to be sent by Sr. AO (M).
5	Updating of Standard Note to be checked with Director (T).	Updated on 5.04.2010.
6	Pending VIP references.	All VIP references received 30 days ago to be disposed before the next fortnightly Meeting of Secretary (M).
7	DR and DPC proposals for the year 2009-10 and 2010-2011 vis-vis deadlines set out in Annual Action Plan (AAP)	DPC of selection grade officers may be held urgently.
8	Proposal regarding DR to Group 'C' through SSC to be examined. Revival of the posts.	This is to be covered under letter to be put up from SS(M) to DG, GSI at Sl. No.1.
9	Meeting relating to Anomaly Committee-proposal from GSI.	This is to be covered under letter to be put up from SS(M) to DG, GSI at Sl. No.1.
10	Hindi Salahakar Samiti- proposal for amendment of RRs of Hindi Translator.	Matter may be pursued with UPSC.

11	Channel of submission of various cases as reform in Administrative matter including that of vigilance matter.	Action for appointment of DA, RA & AA for disciplinary cases may be put up by 17.05.2010.
12	The monthly DO from DG GSI on status of progress on the various matters dealt by the M-II section.	All information as per annexures is not provided, a letter to be issued to DG, GSI to send information for all annexures in future along with monthly DO.
13	Delegation of Financial Powers to be put again including minor works	RCA matters be put up.
14	Providing lap top to Shri Y.P. Rawat, Sr. A. O.	Sr. A.O. to pursue.
15	Proposal for amendment of RRs of DG, GSI – search cum selection committee	File sent to DOPT on 6.04.2010. Matter may be pursued. RRs of ADG may be put up on similar lines.
16	ECS system to be made operational in GSI. AT present app. 90% disbursal are made by cheque and 5% by ECS and cash respectively.	Reply to Controller of Accounts may be put up.
17	Change of Bank: GSI is facing problem from UCO Bank due to non-cooperation for ECS, poor ATM service and poor network of branch all over India.	Matters may be pursued. Reminder may be issued.
18	Recruitment of DG, GSI post in Employment News.	Advertisement published on 27.3.2010. Further follow up may be taken.
19	DPC proposals for ADG and DDG level posts.	Proposal of DDG (Geology) may be called urgently on the basis of proposed revised RRs.
20	<u>Drilling & Workshop</u> i) Training and redeployment to Drilling ii) Workshop machine disposal iii) Condemnation & disposal of old vehicles.	Matter may be pursued over phone with Sr. DDG (STSS). Report for March is not yet received.
21	All Orders uploaded in the website shall be bilingual.	All Sr. A.O.(R) to put up a note by 13.5.2010.
22	RR of Geology stream	Weekly monitoring to be done. Status with UPSC taken.
23	Cabinet note on restricting of GSI	Cabinet note may be finalized.
24	Reference from association	May be put up Urgently.
25	Region wise expenditure to be monitored.	Budget allocation to Regions & CHQ in the GSI may be called.

26	G.K. Pancholi's case regarding implementing the pariting with IAS for Geology Stream	Matter be taken up again with DOPT and pursued vigorously.
27	All S.O. of Mines-II Sec. to visit record room to short out files for weeding out.	All Sr. A.O./S.O.

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The fortnightly review meeting on GSI Establishment matters taken by Director (SK) on, 25^h June, 2010.

Sr. No	Decision taken earlier	Action points
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.	Functional justification for merger of different posts into one Grade Pay in administrative and other streams may be called from GSI. Copies of the notified RRs and amendment if any, thereafter may be called. RRs of other streams may be processed.
2	Providing lap top to Shri Y.P. Rawat, Sr. A. O.	Sr. A.O. to pursue.
3	OPA pendency in respect of each section to be brought down to a single digit.	Recently pendencies are more which may be brought to single digit.
4	Monitoring of contempt cases <u>CAT & Court Cases</u>	Reminder DO letter may be issued from SS(M) on monthly DO from DG, GSI to Secretary (M) as it does not include about monitoring on these issues and other administrative issues as pointed under item No.12.
5	<u>Lapses in handling Court Cases</u> Delhi Office 3 cases Nagpur One case	A reminder Letter to be sent by Sr. AO (M).
6	Updating of Standard Note to be checked with Director (T).	Updated on 5.04.2010.
7	Pending VIP references.	All VIP references received 15 days ago to be disposed before the next fortnightly Meeting of Secretary (M). A DO letter to DG, GSI may be put up to stick to the time schedule.
8	DR and DPC proposals for the year 2009-10 and 2010-2011 vis-vis deadlines set out in Annual Action Plan (AAP)	Regular monitoring may be done.
9	Proposal regarding DR to Group 'C' through SSC to be examined. Revival of the posts.	ATN for all streams may be called.

10	Hindi Salahakar Samiti- proposal for amendment of RRs of Hindi Translator.	DO reminder from SS(M) may be issued to JS UPSC.
11	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 02.07.2010.
12	The monthly DO from DG GSI on status of progress on the various matters dealt by the M-II section.	All information as per annexures is not provided, a letter to be issued to DG, GSI to send information for all annexures in future along with monthly DO. A DO letter may be put up.
13	Delegation of Financial Powers to be put again including minor works	Matter under discussions with JS&FA..
14	Proposal for amendment of RRs of DG, GSI – search cum selection committee	File sent to DOPT on 6.04.2010. A reminder may be issued and the RRs of ADG may be put up on similar lines.
15	ECS system to be made operational in GSI. AT present app. 90% disbursement are made by cheque and 5% by ECS and cash respectively.	Reminder may be issued to CCA, even PAO (mines) Delhi not adopting ECS for DG, Camp Office GSI.
16	Change of Bank: GSI is facing problem from UCO Bank due to non-cooperation for ECS, poor ATM.	Matters may be pursued. Reminder may be issued.
17	Recruitment of DG, GSI post in Employment News.	Advertisement published on 27.3.2010. Further follow up may be taken.
18	DPC proposals for ADG and DDG level posts.	Proposal of DDG (Geology) may be called urgently on the basis of proposed revised RRs.
19	<u>Drilling & Workshop</u> i) Training and redeployment to Drilling ii) Workshop machine disposal iii) Condemnation & disposal of old vehicles.	Matter may be pursued over phone with Sr. DDG (STSS). Report for April/ May is not yet received.
20	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.
21	RR of Geology stream	Weekly monitoring to be done. Status with UPSC taken.
22	Cabinet note on restricting of GSI	Cabinet note may be finalized.
23	Reference from association	May be put up Urgently.

24	Region wise expenditure to be monitored.	Budget allocation to Regions / CHQ, Coal, Marine, AMSE and Training Instt. in the GSI may be called.
25	G.K. Pancholi's case regarding implementing the pariting with IAS for Geology Stream	Matter be taken up again with DOPT and pursued vigorously.
26	All Sr.AO/S.O. of Mines-II Sec. to visit record room to short out files for weeding out.	All Sr. A.O./S.O.Report may be submitted by 2.07.2010.
27	Fortnightly Report from DG Camp office.	Reminder may be issued to send report for last fortnight.
28	Advance for high altitude expedition.	File may be put up by 28.06.2010.
29	Pay Parity issue.	Reference to DOPT may be put up.