

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

New Delhi the 23rd July, 2010

To

1. Director (SK), Ministry of Mines	A A. Director General, Geological Survey of India.
2. PPS to SS(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 22.07.2010 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 fortnightly review meeting on GSI Establishment matters taken by Director (SK) on, 22nd July, 2010.

Sr. No	Decision taken earlier	Action points	Action By	Concerned GSI Office
1	RRs for Finance and Administrative streams as per HPC recomm. RR 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. Recently was delegated powers to send RRs of Group 'C' both technical & non-technical in consultation with branch law Secretariat. RRs of other streams may be processed.	Sr.A.O (R)	DDG(P)

		In view of recent delegation comprehensive DO may be issued to DG, GSI.		
2	Providing lap top to Shri Y.P. Rawat, Sr. A. O.	Sr. A.O. to pursue DDG with DG Camp Office, Director (SK) spoken to DDG (PSS) today.	Sr.A.O . (R)	DG,GSI
3	OPA pendency in respect of each section to be brought down to a single digit.	Recently pendencies are more than single digit which may be brought to single digit by 26.07.10.	All	
4	Monitoring of contempt cases <u>CAT & Court Cases</u>	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 by 29/07/10.	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.		Sr.A.O . (R)	
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 XIII reminder.	Sr.A.O (M)	DG,GSI
7	Updating of Standard Note to be checked with Director (T).	May be up dated before 31.07.10.	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.	SO(SJ)	DG,GSI DDG(P)

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. 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.	ATN for all streams may be called.	SO(SJ)	
11	Hindi Salahakar Samiti-proposal for amendment of RRs of Hindi Translator.	Weekly monitoring may be done. DO reminder from SS(M) for this issue and for holding DPC of DDG posts may be put up. If RRs not received 04.08.10.	SO(SJ) / Sr.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 24.07.2010.	SO(SJ)	
13	Delegation of Financial Powers to be put again including minor works	As desired by JS&FA (M), DDG(F), GSI may sent his comments on the enhancements of financial limits as at Annexure 'A'. Reply to the letter issued on 21.07.10 may be called.	Sr.A.O . (R)	DDG(F)
14	Proposal for amendment of RRs of DG, GSI – search cum selection committee	Discussion with Ministry of Culture may be held.	A.O(S)	
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.	If ECS is not started for DG Camp Office for July'2010, the reminder DO be put up.	Sr.A.O . (R)	DG, GSI
16	Change of Bank: GSI is facing problem from UCO Bank due to non-cooperation for ECS, poor ATM.	Matters may be pursued.	Sr.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 & 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 July is not yet received. DO for sluggish pace may be put up.	Sr.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 27.07.10	SO(SJ) To put up compliance	
20	RR of Geology stream	Liaison may be done with the Ministry of Law.	A.O(S)	
21	Cabinet note on restricting of GSI	Cabinet note may be finalized.	OSD- IC & AO (S)	
22	Reference from association	May be put up Urgently.	Sr.AO (R)	
23	G.K. Pancholi's case regarding implementing the pariting with IAS for Geology Stream	DO letter from SS(M) sent to DOPT on 15.07.10, Matter with DOPT to be pursued vigorously.	Sr. AO(M)	
24	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. Report submitted on 22.07.10.	All	
25	Fortnightly Report from DG Camp office.	Reminder may be issued today to send report for last fortnight by 26.07.10.	Sr.AO (R)	
26	Major Works	Monthly monitoring – may be called from DG,GSI particularly: Hyderabad Chennai Shillong Banglore	Sr.AO (R)	Dir.(TCS)

