

**GEOLOGICAL SURVEY OF INDIA
CENTRAL REGION, NAGPUR**

MINUTES OF 1st MONTHLY REVIEW MEETING HELD ON 17.02.2010

01.01.00	Minutes of the 1 st Monthly Review meeting held on 17 th February in Conference Hall, GSI, Bhopal under the Chairmanship of Shri K.K.K.Nair, Deputy Director General & HOD, GSI, CR. List of participants who attended the meeting is enclosed.
01.02.00	<p style="text-align: center;">WELCOME ADDRESS BY DIRECTOR OP:MPCG, BHOPAL</p> <p>Shri Mukul Tiwari Director (SG) GSI, Bhopal extended warm welcome to Shri K.K.K.Nair, Dy. Director General & HOD, CR and Directors, and officers from various units of GSI, CR. He hoped that deliberation and discussion would be very much interactive during the meeting. Shri Tiwari informed the house that RAC meeting will be held quarterly and as decided henceforth Monthly Review Meeting will be held every month.</p>
01.03.00	<p style="text-align: center;">OPENING REMARKS BY THE CHAIRMAN</p> <p style="text-align: center;">Shri K.K.K. Nair, Dy. Director General & HOD, GSI, CR welcomed all the participants. He informed the house about the various activities and developments in GSI after 93rd RAC meeting.</p>
01.03.01	<p>At the outset he appreciated the team work of various Operational units of Central Region for the satisfactory work done in respect of clearing of Progress reports and HRMS module. He informed the house that there are only three reports, prior to F.S. 08-09 which are pending for circulation, from Operation Maharashtra and advised Shri R.C. Mishra, Director C (T), OPM to look into the matter and circulate these reports as early as possible.</p> <p style="text-align: right;">Action: Director C (T) OPM.</p>
01.03.02	<p>He also advised all the Directors, C (T) Divisions to make all efforts so that all the Progress Reports pertaining to F.S. 2008-09 could be circulated by 31st March 2010.</p> <p style="text-align: right;">Action: All Directors CT- Divisions</p>
01.03.03	<p>He informed the house that, since we have already started working in Mission mode therefore all the Human resources wherever they are can be pooled and the personnel can be transferred to Mission Headquarters based on their expertise and experience. As per the Transfer Policy a collegium will be constituted under the HODs to identify the personnel and recommend the transfers accordingly. All Directors C (T) should prepare a list of officers with their expertise/ experience and posting histories and submit to HOD of the Region for better utilization of human resources. All Directors of CT Divisions were advised to submit the list of officers with the above details within 15 days.</p> <p style="text-align: right;">Action: All Directors, CT Divisions</p>

01.03.04	<p>He also sought the opinion of all the participants regarding change of F.S. Period from October – September to April – March to match F.Y. The matter was thoroughly discussed. It was unanimously agreed upon that in view of the climatic conditions of the Region, the present F.S. period i.e October – September is more suitable; wherein the field workers after doing the hard work mostly in the winter/spring seasons get sufficient time for Laboratory/other works at HQ’s for synthesis of their field data.</p> <p>All the Divisional/Project Heads are advised to submit their view in writing so that the same can be forwarded to CHQ/MoM.</p> <p style="text-align: right;">Action: All Divisional/Project Heads.</p>
01.03.04	<p>He also informed the house that the FSP 2009-10 has been uploaded in GSI Portal and Approval Obtained online. He advised that all Divisional/Project Heads that the FSP Programmes should be brought to Execution Stage immediately.</p> <p style="text-align: right;">Action: All Divisional/Project Heads.</p>
01.04.01	<p>Dr D.M.Mohabey Director C (T), GSI, CR also informed the house about the other activities and developments in GSI, CR after 93rd RAC meeting</p>
01.04.02	<p>GSI, CR successfully conducted the Indo-Australian workshop on “Technical & Policy exchange, mining and mineral exploration capacity building in India” from 3rd to 4th, December 2009 and 25th All India GSI Volleyball Tournament from 6th 8th January 2010.</p>
01.04.03	<p>He also said that the material presented by GSI, CR in the Exhibition of 46th CGPB held at New Delhi on 11th & 12th February 2010 was well appreciated.</p>
01.04.04	<p>The Chairman informed the house regarding the Target vs Achievements for the period ending January 2010, though satisfactory, there were shortfalls in certain FSP Items. In this connection he also advised all the Divisional/Project Heads that field officers should visit HQ’s with their prior Approval only.</p> <p style="text-align: right;">Action: All Divisional/Project Heads</p>
01.05.00	<p>REVIEW OF WORK DONE TILL JANUARY 2010 S/Shri R.C.Mishra, Eshwara, A.B. Sabale Director C (T) OPM, Nagpur & Pune, OP: MPCG, Bhopal respectively and Shri J.N.Solanki Senior Geologist OP: MPCG, Jabalpur presented the work carried out by the various Divisions/ Projects.</p>
	<p>The following actionable points were discussed in detail:</p>
01.05.01	<p>Regarding preparation of geological notes (1:50 k maps) and uploading of metadata on the portal, a meeting with Director, Geodata, CR, will be called and style sheet will be finalized.</p>
01.05.02	<p>Director C (T) OPM, Nagpur to call Shri C.Joshi Senior Geologist to Nagpur in connection with preparation of geological notes on 1:50K and uploading of metadata pertaining to OPM, Pune.</p> <p style="text-align: right;">Action: Director C (T) OPM</p>
01.05.03	<p>All GCM Project Directors should ensure that NGCM samples should be regularly submitted for analysis during the current FSP</p> <p style="text-align: right;">Action: Directors Project GCM/MAPPING</p>

01.05.04	<p>Director, Chemical Division, OP:MPCG, Bhopal to train one Chemist for collection of water sample in the field and collect water samples for item of Project GCM of OP:MPCG, Jabalpur also.</p> <p>Action: Director CHEMICAL Division, OP: MPCG, BHOPAL</p>
01.05.05	<p>Director, Chemical Division, OP: MPCG, Bhopal to make immediate arrangement for procurement of Chemicals and to prepare Phosphorite Kit for Field parties of Phosphorite investigations of Bhopal and Raipur.</p> <p>Action: Director CHEMICAL Division, OP: MPCG, BHOPAL</p>
01.05.06	<p>Director, Project GCM, OP;MPCG, Bhopal to provide the sample details in NGCM format to Shri K.C. Mahapatra, Senior Geologist for the GCM samples of Bhopal office, transferred from Jabalpur to Dhargaon Plant, NGCM storage, Nagpur.</p> <p>Action: Director Project GCM, OP: MPCG, BHOPAL</p>
01.05.07	<p>All Director/Project Heads are advised to supply regularly Photos to Photo gallery and Case Histories of the work done by their officers for uploading in the portal to Director C (T) –I, CR, Nagpur</p> <p>Action: All Divisional/Project Heads.</p>
01.05.08	<p>Director C (T) & HOO, OP: MPCG, Jabalpur Office to take immediate action for installation of A0 plotter in the office.</p> <p>Action: Director C (T)& HOO, OP: MPCG, Jabalpur</p>
01.05.09	<p>The BBS Obervatory, Jabalpur – the problem of non-functioning i.e problem in data acquisition since January 2010 was viewed very seriously by the Chairman.</p> <p>Neither the officer attending to nor the Director C (T), OP: MPCG, Jabalpur has informed DDG & HOD, CR regarding the problem in writing.</p> <p>Director C (T), GSI, CR, Nagpur to ask for explanation from the concerned officials.</p> <p>Action: Director C (T)-I,CR, NAGPUR, C(T) OP:MPCG, JABALPUR</p>
01.06.00	<p><u>DATABASE OF EXPLORATION BLOCKS</u></p> <p>As per the directives from the CHQ, database of Exploration block has to be prepared. In this regard, the Chairman, Dy. Director General, & HOD, CR has expressed his displeasure over slow progress and desired that the data base of exploration block should be completed as early as possible (Last date was by 15th January 2010.)</p> <p>Action: Directors C (T)/PROJECT: ECO.GEO, OPM, MPCG, BHOPAL, JABALPUR, RAIPUR.</p>

01.06.01	<p>Regarding providing coordinates for the Database of various Exploration Blocks- the coordinates of only 16 blocks were submitted OP:MPCG, Jabalpur Office (out of 57 Data universe), the matter was viewed seriously. Director Shri Mukul Tiwari suggested to OP:MPCG, Jabalpur Office to send the available reports to Director C (T) OP:MPCG, Bhopal for preparation of the database and sending it to CR, Nagpur The reports for which maps are not available with Jabalpur office, arrangements may be made to obtain it from the Director Publication, GSI, CR, Nagpur</p> <p style="text-align: right;">Action: Director C (T) OP: MPCG, JABALPUR</p>
01.06.02	<p>Regarding providing coordinates for the Database of various Exploration Blocks- the coordinates of only 31 blocks were submitted OPM, Nagpur Office (out of 195 Data universe), the matter was viewed seriously. The Director C (T), OPM in consultation with Director, Project: Economic Geology to look into the matter and the data base of exploration blocks should be completed as early as possible.</p> <p style="text-align: right;">Action: Director C (T) OPM, PROJECT: ECONOMIC GEOLGY, OPM.</p>
01.07.00	<p><u>PROCUREMENT AND WRITE OFF OF EQUIPMENTS:</u></p> <p>Head of Office, GSI, CR, Nagpur gave a detailed account of procurement/requirement vis-à-vis the fund position.</p>
01.07.01	<p>All Heads of Office have been advised to submit the procurement plan for next five years at the earliest.</p> <p style="text-align: right;">Action: Directors/Divisional/Project Heads, HOO- ALL OPN.UNITS.</p>
01.07.02	<p>All Heads of Office have been also advised to submit budget requirements for the various projects in mission mode in the prescribed proforma to be supplied by Director Finance, GSI, CR, Nagpur</p> <p style="text-align: right;">Action: Director's/ HOO's OF ALL OPN.UNITS.</p>
01.07.03	<p>All Operational units to prepare inventory of unserviceable stores, Survey of committee to be formed if not already existing for write off/Disposal.</p> <p style="text-align: right;">Action: Director's/ HOO's OF ALL OPN.UNITS.</p>
01.07.04	<p>Dr. Mohabey, Director CT-I informed that very soon the Bhopal office is going to get one Leica microscope. He also suggested that the spare Metler's balance available in Regional Petrology Lab., CR can be transferred and with additional procurement of Refractometer the possibility of establishing Gem Testing Laboratory can be explored and necessary proposal to be submitted to DDG & HOD GSI, CR, Nagpur.</p> <p style="text-align: right;">Action: Directors C (T)/PETROLOGY, GSI, CR, NAGPUR & OP: MPCG, BHOPAL</p>

01.08.00	<p align="center"><u>LEGAL CASES:</u></p> <p>Shri S.K.Sinha, RAO, CR informed that out of 48 cases 7 CAT cases 1 High Court case have been disposed. 1 High Court case is pending for want clearance from CHQ. Total 40 Caes are pending till date.</p>
01.09.00	<p align="center"><u>GENERAL DISCUSSION:</u></p>
01.09.01	<p>Head of Office, GSI, CR, Nagpur advised all the Heads Of Office to clear all the bills by 10th March 2010 and surrender the remaining funds by 15.03.2010.</p> <p align="right">Action: All Divisional/Project Heads.</p>
01.09.02	<p>The Chairman advised that during the formulation of FSP 2010-11 one GCM cell will have to be formed in GSI, CR, Nagpur to monitor the analytical results of GCM samples received, their interpretation and for further processing of the GCM reports exclusively.</p> <p align="right">Action: Director C (T), GSI, CR, NAGPUR.</p>
01.09.03	<p>To prepare the budget in Mission mode, Shri Mondal, Director (Finance) and HOO, GSI, CR have been advised to devise a format and circulate the same to all Divisional/Project Heads for submission of budget proposals.</p> <p align="right">Action: Director FINANCE/HOO, GSI, CR, NAGPUR</p>
01.09.04	<p>The Chairman also advised that the FSP 2010-11 to be submitted only online in portal by all concerned. The Divisional/Project heads and officers are advised to get well acquainted /trained in FSPMIS module of the GSI Portal (Manual for the same is also available in the Portal).</p> <p align="right">Action: All Divisional/Project Heads.</p>
01.09.05	<p>The Chairman advised that Director C (T) OP: MPCG, Bhopal to discuss with DGM office, Madhya Pradesh regarding the training needs of their officers and submit the details to DDG & HOD GSI, CR, Nagpur at the earliest.</p> <p align="right">Action: Director C (T) OP: MPCG, JABALPUR</p>

The following officials attended the 1ST Monthly Review Meeting held on 17th February, 2010 in Conference Hall, GSI, OP: MPCG, BHOPAL.

Sl. No.	Name of the officer/Designation	Division
1.	Shri K.K.K.Nair, Dy. Director General & HOD	GSI, CR, NAGPUR
2.	Shri Mukul Tiwari, Director	OP: MPCG, BHOPAL
3.	Dr. D.M.Mohabey, Director	C (T)-I, NAGPUR
4.	Shri G.Gonnade, Director	C(T)-II, NAGPUR
5.	Shri R.C.Misra, Director	CT, OPM, NAGPUR
6.	Shri Eshwara, Director	CT, OPM, PUNE
7.	Shri A.B.Sabale, Director	C(T), BHOPAL
8.	Shri V.K.Jain, Director	HOO, OP: MPCG, BHOPAL
9.	Shri O.P.Joshi, Director	PROJECT: GCM, OP: MPCG, BHOPAL
10.	Shri H.Athavale, Director	DIVISION: MC&P, OP: MPCG, BHOPAL
11.	Shri R.L.Sahu, Director	ENGINEERING GEOLOGY, OP: MPCG, BHOPAL.
12.	Shri Susham Kiran, Director	CHEMICAL DIVISION, OP: MPCG, BHOPAL
13.	Shri P.K.Mondal, Director	FINANCE, GSI, CR, Nagpur
14.	Shri S.K.Sinha,	RAO, GSI, CR, NAGPUR
15.	Shri J.N.Solanki, Senior Geologist	CT-DIVISION, OP: MPCG, JABALPUR
16.	Shri H.S.Srivatava, Senior Geologist	CT -OP: MPCG, BHOPAL
17.	Shri K.K.Chhatri, Senior Geologist	GEO DATA DIVISION, OP: MPCG, BHOPAL
18.	Shri S.Sekar, Senior Geologist	CT-I, NAGPUR
19.	Shri K.C.Mahapatra, Senior Geologist	HOO, OPM, NAGPUR
20.	Shri V.K.Khadse, Senior Geologist	C(T)-II, NAGPUR