

**Minutes of the Meeting Convened by Dy. D. G. & HOD, GSI, WR at the GSI
Operation Gujarat, Gandhinagar on 23rd November 2009**

1. All field officers to depart for field by 1st December, 2009 and prorata target till December should be achieved.
2. Two case studies by each officer (except new recruits) should be submitted by 10th December 2009, based on the work carried out by them.
3. Good photographs should be submitted by field officers, which are supposed to be placed on GSI Portal.
4. 65 samples recently submitted by Shri S.K.Gupta, Geologist (Sr) shall be analysed by Chemical Division by end of November 2009.
5. Digital Cameras are being procured by the Western Region and shall be provided.
6. New Geologists may be attached with some senior officers and then they may be sent for the FSP items for which no officer has been provided.
7. Requisition for lap tops may be sent to Western Region Office.
8. Four computers shall be provided as replacements by the WR.
9. All the progress reports for the FS 2008-09 have been submitted.