



भारतीय भूवैज्ञानिक सर्वेक्षण/ GEOLOGICAL SURVEY OF INDIA  
केंद्रीय मुख्यालय / CENTRAL HEADQUARTER  
27, जवाहर लाल नेहरू मार्ग / 27, J. L. NEHRU ROAD  
कोलकाता / KOLKATA-700016

**Deputy Director General**  
**PSS, P&M**

सं./ No...../Misc./PSS/P&M/46F/KOL/2018

दिनांक / **Dated:07/08/2018**

कार्यालय आदेश / **Office Order**

In view of the operationalization of OCBIS and mandatory use of all modules, the usage metrics of monthly diary module from OCBIS show that the 2530 officers of all stream have used the module which are far less than the expected. The matter has been viewed seriously by the Director General, GSI and he advised for mandatory submission of monthly diaries through OCBIS.

It is therefore informed that the monthly diaries must be submitted through OCBIS by all the gazetted officers (Group A & B), field going and HQ based, upto the level of Dy. DGs.

This issues with the approval of DG, GSI.

(प्रदीप्त तरफ़दार / PRADIPTA TARAFDAR)  
उप महानिदेशक / DEPUTY DIRECTOR GENERAL  
पी.एस.एस, पी. एंड. एम/PSS, P&M