

MINUTES OF THE 23rd STRUCTURED MEETING OF STATE UNIT: JAMMU & KASHMIR, JAMMU.

The 23rd Structured Meeting of State Unit: Jammu & Kashmir was held on 24th July 2019, at Jammu, under the Chairmanship of Shri D. V Ganvir, Deputy Director General, to discuss various administrative and financial matters of GSI, SU: Jammu and Kashmir, Jammu.

Shri Harish Bhauguna, Director & HoO , SU: J&K welcomed Shri D.V.Ganvir, Dy. Director General and requested him to chair the meeting. He also welcomed all the participants present in the meeting.

Shri D.V. Ganvir, Dy. Director General, SU: J&K, Jammu & Chairman welcomed all the participants of the meeting and emphasized that main objective of this meeting is to identify the pending issues of the individuals/office and resolve them within stipulated time so as to avoid any grievance. After welcoming all the participants in the meeting, the discussion on Action Taken Report (ATR) of minutes of 22nd Structured Meeting were take up point wise and were unanimously confirmed by the house.

AGENDA ITEMS FOR DISCUSSION

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01. TA/DA Claims

SU: J&K, Jammu	<p>DDO informed that bills of Rs. 25 Lakh are pending under DTE head due to want of funds.</p> <p>The Chairman advised HOO & DDO to constantly liaison with the Director (Finance), NR, Lucknow for requirement of funds so that the pending bills under various heads could be cleared.</p> <p style="text-align: right;">(Action: HOO/DDO)</p>
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02. LTC Claims

SU: J&K, Jammu	<p>Head of Office informed the house that due to want of funds, 2 bills are pending. The same will be cleared on receipt of funds from NR.</p> <ol style="list-style-type: none">1. Sh. Wagh Rajkumar Limbraj, Geologist.2. Dr. Zameer Ahmad Shah, Geologist <p style="text-align: right;">(Action: HOO/DDO)</p>
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03. GPF Advance/Withdrawal cases.

SU: J&K, Jammu	<p>Head of Office informed that no bill is pending under GPF advance/Withdrawal cases.</p>
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04. Medical Claims.

SU: J&K, Jammu	01 medical bill of Shri P.T Ilamkar, Suptdg. Geologist is under process. (Action: HOO/DDO)
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05. Arrears claims (Pay Fixation/Increment/TPT Allowance.

SU: J&K, Jammu	DDO intimated that arrears against pay fixations in respect of newly promoted officers, Sh. Deepak Kumar, Sh. Varun Mandotra, Mohd. Ibrahim and Sh. Surinder Lal, Senior Geologists from GSI, office Jammu and Sh. Riyaz Ahmad Mir, and Sh. Zaheed Habib, Senior Geologists from GSI, office Srinagar has been processed, however the claim could not be clear due to guidelines from CHQ, not to clear bills under salary head except salary. (Action: HOO/DDO)
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06. CEA/Tuition Fees /Hostel Subsidy claims.

SU: J&K, Jammu	Head of office intimated that three bills under CEA are pending and will be cleared on instructions from CHQ to clear the bills under salary head. <ol style="list-style-type: none">1. Sh. Rajesh Joshi, Director2. Sh. Parveen Kumar, Sr. Geologist3. Sh. F.A Nazar, MTS (Srinagar office)
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07. Pensionary benefits.

SU: J&K, Jammu	The Chairman enquired about the status of Pension cases. DDO informed that the case of Sh. G. N. Ganai, MTS and M.A Mir , MTS Srinagar has been submitted to PAO, NR after attending to the requisite corrections on 19/07/2019. (Action: HOO)
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08. Pending Audit paras (Internal/AG Audit).

SU: J&K, Jammu	Head of office intimated that Internal Audit conducted in respect of Jammu office for the period from 1.04.2016 to 31.03.2018 and 5 Nos. of new para generated by the internal Audit Wing. DDO intimated that reply of 03 Nos. of para is received from the concerned section and reply of 02 Nos. of para are awaited. (Action: HOO/DDO)
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09. New Pension scheme.

SU: J&K, Jammu	DDO intimated that Employee Id of Sh. Anand Kumar, LDC has been received while the PRAN No. is under process at PAO, NR, Lucknow. <p style="text-align: right;">(Action: HOO/DDO)</p>
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STRU_JK_23

10. Maintenance of Service Documents and allied matters.

SU: J&K, Jammu	DDO intimated the house that two letters have been sent to DDG, SU: UttaraKhand, in the month of June & July 2019 for sending the service book of Sh. Harish Bahuguna, Director, GSI, Jammu at the earliest. <p style="text-align: right;">(Action: Director & HOO/DDO)</p>
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STRU_JK_23

11. Rajbhasha matters.

SU: J&K, Jammu	<p>अध्यक्ष महोदय ने राज्य इकाई : जम्मू एवं कश्मीर से प्रकाशित होने वाली दूसरी हिंदी पत्रिका के प्रकाशन के विषय में राजभाषा अधिकारी से जानकारी ली।</p> <p>श्री बलबीर सिंह, राजभाषा अधिकारी ने बताया कि हिंदी पत्रिका के दूसरे अंक के संबंध में कार्य प्रगति पर है और इस सन्दर्भ में कई और अधिकारियों एवं कर्मचारियों से हिंदी लेख, कवितायें एवं संस्मरण प्राप्त हुए हैं।</p> <p>अध्यक्ष महोदय ने राजभाषा अधिकारी को श्री संतोष कुमार, सहायक निदेशक, हिंदी प्रशिक्षण संस्थान, जम्मू से राज्य इकाई : जम्मू एवं कश्मीर के अधिकारियों एवं कर्मचारियों के लिए प्रशिक्षण हेतु विचार विमर्श करने का निर्देश दिया।</p> <p style="text-align: right;">कार्यवाही: राजभाषा अधिकारी, राज्य इकाई : जम्मू एवं कश्मीर</p>
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STRU_JK_23

12. Transport (Vehicle), status of vehicle/ Condemnation of vehicle/Drivers related issues.

SU: J&K, Jammu	OIC Transport informed the house that vehicle No UP32BG-0082, have go to RTO Lucknow on or before 12 th July 2019 and vehicle No. UP32BG-0080 on or before 30 th July 2019 for renew of their fitness certificate. Vehicle No. UP64G-0014 (Jeep), RC expire on 18/08/2019, moreover the vehicle crossed 1, 70,000 Km and it should be consider for condemnation. The chassis of the vehicle is cracked and welded at some places.
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	<p>The Chairman instructed to initiate procedure for condemnation of vehicle and submit a request for 8 nos. of new vehicles to NR, justifying the field items of SU in rough/inaccessible terrain of Himalayas and technical difficulty in getting outsourced vehicle in such terrain (Tourist State).</p> <p style="text-align: right;">(Action: OIC, Transport)</p>
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STRU_JK_23

13. Estate related issues.

<p>SU: J&K, Jammu</p>	<p>The Chairman enquired about the status of digitization of documents of building plan and instructed Sh. Vijay Shivgotra, Director for speedy completion of said work. He also enquired from the Estate officer about submission of a note on inspection of Seismic Observatory done by Sh. Devender Singh, Sr. Geologist and Nodal officer for Seismic Observatory at Jammu by Dr. Sanjeev Kumar Bhattacharya, Sr. Geophysicist and Nodal officer of Seismic Observatories CHQ Kolkata. He further enquired about the preliminary estimates of Chemical Laboratory, to be provided by CPWD. He also advised OIC Estate to submit a proposal for 5KV UPS and 04 nos. of Air conditioner.</p> <p>(Action: Sh. Vijay Shivgotra, Director Geoinformatics & OIC, Estate)</p>
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STRU_JK_23

14. Legal issues.

<p>SU: J&K, Jammu</p>	<p>The Chairman enquired about the status of the case of Sh. Gandhi Ram LIA.</p> <p>Sh. Gopal Dass, Sr. Geologist & OIC Legal informed that the matter will be discussed with Smt. Satinder Dhillon, Suptdg. Geologist & Law officer Chandigarh and status will be apprised.</p> <p style="text-align: right;">(Action: OIC, Legal)</p>
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STRU_JK_23

15. Store related issues.

<p>SU: J&K, Jammu</p>	<p>State Approval Committee (SAC) met on 24.7.2019, to verify and process the procurement proposals of SU.</p> <ol style="list-style-type: none"> 1. Tables and Chairs 2. Computer Tables and Chairs. 3. Air Conditioners. 4. Xerox Machine. 5. Fax Machine. 6. Stationary. <p>Steel Racks for Record Room.</p> <p style="text-align: right;">(Action: HOO/ OIC, Stores)</p>
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STRU_JK_23**16. Srinagar office related issues.**

SU: J&K, Jammu	<p>The Chairman enquired about the status of vehicle No. UP32AA-1384 and Geophysical instrument lying in the Srinagar office.</p> <p>He instructed Sh. Tarsam Kumar, Sr. Geologist & DDO to issue a reminder letter to the concerned officer at NR.</p> <p style="text-align: right;">(Action: HOO/ OIC, Stores)</p>
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Concluding Remarks: The Chairman expressed his satisfaction on the working of all sections of administration at SU: J&K and praised the efforts put in by the Officer in Charges and Staff of all sections. He asked them to continue the work with same dedication and hard work. He wished that all the matters discussed in the meeting and decision should be taken up for implementation seriously. He advised HOO & DDO to process the bills immediately on receipt of funds.

The meeting ended with the vote of thanks by Shri Tarsam Kumar, Senior Geologist & DDO.

List of Participants		
Sl.No.	Name	Designation
1.	Shri Dinesh V. Ganvir	Dy. Director General
2.	Shri Harish Bahuguna	Director & HoO
3.	Shri Vijay Shivgotra	Director
4.	Shri Tarsem Kumar	Sr. Geologist & DDO
5.	Shri Gopal Dass	Sr. Geologist
6.	Shri Sanjay Jungral	Sr. Geologist
7.	Shri. Balbir Singh	Sr. Geologist & OIC Store
8.	Shri Rajesh Kumar	Assistant
9.	Shri Arvind Bakshi	Assistant
10.	Shri Gandhi Ram	LIA
11.	Shri Anand	LDC
12.	Shri Shiv Dayal	MTS