

**GOVERNMENT OF INDIA
GEOLOGICAL SURVEY OF INDIA**



**MINUTES OF HoD MEETING
[1/2019-20]**

CHQ, Kolkata, 26th September 2019

Geological Survey of India
Minutes of the HoD Meeting
[1/2019-20]
26th September, 2019, GSI, CHQ, Kolkata

The 1st HoD meeting of Geological Survey of India pertaining to Field Season 2019-20 was held on 26th September, 2019 through video-conferencing from Oldham hall, GSI, CHQ, Kolkata. The meeting was chaired by Shri S. N. Meshram, Director General, Geological Survey of India and was attended by Heads of all the Regions, National Missions, M&CSD, RSAS and Support Systems as well as other senior officers of GSI. Shri R. S Garkhal, Addl Director General, PSS welcomed all participants present during the meeting from different Regional offices through VC and CHQ and started the proceedings with a request to Director General, GSI to chair the 1st HoD meeting of FS 2019-20. He also highlighted the activities of PSS: P&M Division, as part of DG office and supports Director General on planning, monitoring and policy decision. In his inaugural address, Shri S. N Meshram, Director General, GSI welcomed all senior officers in the HoD meeting and conveyed that the current field season 2019-20 has already been initiated and requested all HoD's to start the region-wise deliberations as per the agenda points.

The agenda items were discussed as below:

1/2019-20.1 Status of spill over item of FS 2018-19	<p>As directed by DG, GSI, Shri P. C Patra, Dy. Director General, PSS P&M raised the agenda item on the status of spill over items for FS 2018-19.</p> <p>SR – ADG & HOD, SR informed the house that drilling has been completed in all the 6 spill over items of SR for FS 2018-19 in the month of August, 2019.</p> <p>ER – ADG & NMH-II informed the house that all the spillover drilling of ER for FS 2018-19 will be completed by November 2019.</p> <p>CR – ADG & HoD, CR informed the house that there are no spill over items for CR for FS 2018-19.</p> <p>NR – ADG & HoD, NR informed the house that in Naraul-Danala item, drilling achievement is only 205m out of the target of 1000m and 2 months extension upto December</p>
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	<p>2019 is required for completion of target.</p> <p>NMH-II. ADG & Head, NM-II raised concern regarding the slow progress of drilling in Naraul-Danala item.</p> <p>DDG PSS P&M requested to submit the proposal for extension of timeline through O/o NMH-II.</p> <p>WR – DDG & HoD, WR informed that 1 spillover item of WR will be completed by 10th October 2019.</p> <p>NER –DDG & HoD, NER informed that NER has 6 drilling spillover programmes, where work is not initiated due to local issues and monsoon. He also proposed to drop drilling for bauxite in Nongstoin area due to local problems.</p> <p>DDG, PSS: P&M requested to expedite drilling and provide a deadline for completion of spillover drilling for each item. He also requested that all reports pertaining to completed spill over items are to be circulated within the stipulated timeline. CE, CHQ informed the house that much time is lost in shifting of drilling rigs from one site to another.</p> <p style="text-align: right;">[Action: All HoDs/Chief Engineer, CHQ]</p>
<p>1/2019-20.2</p> <p>Status of implementation of Annual Programme: 2019-20 (Achievement vs. Pro-rata target)</p>	<p>DDG, PSS P&M informed the house that all pro-rata targets upto 15th September, 2019 have been achieved in the FSP items of FS 2019-20 except for the drilling targets. He also requested to ensure timely completion of all drilling targets so that there is no spillover.</p> <p style="text-align: right;">[Action: ADG & HoD/RMH-II, all Regions and Chief Engineer, CHQ]</p> <p>Chief Engineer pointed out that Stratigraphic drilling pertaining to CR to drill 1900m in a single borehole is difficult to execute due to empanelment restriction for outsourcing drilling to a maximum depth of 1500m in single bore hole. It is also informed that, by in-house instrument the geophysical logging can be done only to a maximum depth of 1500m. It has also informed that</p>

	<p>empaneled drilling agencies are only for drilling work and not for geophysical work.</p> <p>DDG & RMH-I, NR suggested that both drilling and geophysical logging may be outsourced to reach the proposed depth of 1900m.</p> <p>DDG, PSS: P&M requested the ADG & HoD, CR to initiate the tendering proposal and send the same to DG office, CHQ for approval.</p> <p style="text-align: right;">[Action: ADG & HoD, CR]</p> <p>ADG & HoD, SR informed the house that three items are held up due to local agitation and that drilling rigs are standing idle. He also informed that the matter will be taken up with Chief Secretary if the situation persists.</p>
<p>1/2019-20.3 Status of disbursement of RCA for field going officers</p>	<p>ADG & HoD's informed the house that RCA has been disbursed in all items of SR, ER, CR, NR and WR. For NER, RCA in all items has been disbursed except 1 NGPM item which is not to be initiated due to shortage of manpower. In RSAS, the RCA has been disbursed in 1 item only; for other items RCA will be disbursed by 1st week of October, 2019.</p>
<p>1/2019-20.4 Status of Chemical analyses pertaining to FS 2018-19</p>	<p>DDG, M-IVC (addl. Charge of DDG, Chemistry), CHQ, Kolkata informed the house that chemical analyses for non-NGCM samples have already been completed in the month of August, 2019 for all the Regions except for WR. DDG & HoD, WR informed that analyses of non NGCM samples will be completed by November 2019.</p> <p>NGCM samples for package-A & H, NR has already been completed in the month of August, 19; for NER it will be completed by October, 2019; for WR and CR it will be completed by December, 2019 but for ER and SR completion of NGCM sample analyses time extension upto January 2020 is required. DDG, PSS: P&M requested to complete all NGCM analyses by December, 2019.</p> <p>In response DDG, Chemistry informed that it is not</p>

	<p>possible to pre-pone the time line at this juncture, however, all possible efforts would be made to complete the task at the earliest.</p> <p>DDG, Chemistry also reported that there is an urgent requirement of more number of accessories such as platinum crucible, pulverizer, hot-plates etc. with the Regions for timely completion of chemical analyses. DDG, PSS: P&M requested to explore the possibility of remoulding of old platinum crucibles to meet the present requirement and submit the proposals for the same and for fund allotment.</p> <p style="text-align: center;">[Action: ADG & HoD, all Regions/ADG, STSS/DDG (Chemistry)/AP&M Divisions of all Regions]</p> <p>Director General, GSI instructed that since platinum crucibles are integral part of ICPMS, certification can be obtained from DDG (Chemistry) for purchasing the same under ME head.</p> <p>It was the submission of the DDG (Chemistry) that a certificate to this effect has been issued by the DDG (Chemistry). He further requested that an order may be issued from the finance wing so that the procurement of crucible can be made from ME head. The proposal was agreed by DG, GSI. It was suggested by DG that in future with purchase of new ICPMS at least 100 new Platinum crucible should be purchased.</p> <p style="text-align: center;">[Action: ADG & HoD, all Regions, DDG (Chemistry)]</p>
<p>1/2019-20.5</p> <p>Status of report finalization pertaining to FS 2018-19 and auctionable blocks</p>	<p>ADG, PSS requested all concerned to ensure timely circulation of all reports pertaining to FS 2018-19.</p> <p style="text-align: center;">[Action: ADG & HoD, all Regions, ADG & NMH-II/III/IV]</p> <p>Shri D. Mohan Raj, ADG & NMH-II informed the house that 14 G-2 reports (auctionable) pertaining to FS 2018-19 shall be handed over to respective State Governments during 59th CGPB meeting.</p>

<p>1/2019–20.6</p> <p>Status of outsourced drilling pertaining to FS 2019–20 and initiative taken for FS 2020–21</p>	<p>Chief Engineer, CHQ informed the house that work plan has been received from the empaneled drilling agencies. He has also requested all the regions to please ensure the timely release of borehole locations, geophysical logging as well timely release of borehole payment. He further said if everything moves on smoothly outsourced drill rigs may be mobilized from October, 2019 and work may be initiated in November 2019. He also informed that from FS 2020–21 onwards, there will not be any delay in initiation of O/s drilling as the empanelment is now for five years so site visits may be plan even in the month of April. He also requested to ensure timely completion of geophysical logging to avoid delay in shifting of rigs.</p> <p>[Action: ADG & HoD, all Regions/ADG & NMH–I & II/RMH–I & II/Geophysics Division, all regions]</p>
<p>1/2019–20.7</p> <p>Budget issues: Status of budget utilization for financial year 2019–20</p>	<p>ADG (F), CHQ congratulated the finance teams of GSI for excellent performance and thanked each one with a request to try the best to achieve the maximum expenditure during this year. He also informed the house regarding excellent achievement and disposing off internal audit para for last Financial Year. He further stressed on the following matters:</p> <ul style="list-style-type: none"> (i) Monitoring of DDO wise allotment and strict actions are required from HoDs of the regions because the matter is being viewed very seriously at MoM. (ii) Fund under DAP ST and DAP SC is huge and expenditure is not being incurred as desired. He also suggested mentioning “Tribal area” during project formulation stage itself. (iii) Mission–II and Mission–IV may send the status/demand of budget with justification. (iv) Submission of salary data needs to be provided in time as JS (FA), MoM conveyed that the Finance matter should not be taken casually.

	<p>(v) The expenditure under 'Capital head' is very slow and not up to the mark. It needs to be expedited as the projected budget for the next FY 2020-21 is huge under Capital head.</p> <p>(vi) 'Capital head' requirements are need to be sent to CHQ at the earliest.</p> <p>(vii) Bills worth of Rs. 20 Crore are pending with PAO as on the date. He requested all concerned to be in touch with PAOs and ensure that all the bills get cleared by September, 2019.</p> <p>DDG (Chemistry) raised the issue regarding unavailability of fund causing difficulty in running the labs. ADG (F) replied that sudden increase of demand in budget may not be feasible in comparison to last three years budget. However, he said that the matter will be looked into by Director (F) and Director, PSS-P&M-6.</p> <p>SR:</p> <ul style="list-style-type: none"> • Requested for funds under DTE head. ADG (F) assured that the fund will be provided. • Outsourced drilling work not yet started due to which expenditure is low. Director (F) requested that ways may be thought of to spend the budget in M-IV & V and further conveyed that the budget for O/s drilling should be spent within current FY itself. • CE, CHQ presented the status of drilling and informed that the drilling parties have visited the field areas and will be submitting the work plans in last week of September, 2019. • Director& H.O.O proposed that the samples belonging to Tribal areas may be analyzed from fund under Tribal head. DDG, PSS-P&M conveyed that the proposal will be looked into by Director (F) and Director, PSS-P&M-6.
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	<p>ER:</p> <ul style="list-style-type: none"> • ADG & HoD requested for fund under ME head. DDG, PSS-P&M suggested that the pending bills of ME head needs to be submitted to STSS at the earliest and PSS (ER) may pursue the matter with PAO. <p>CR:</p> <ul style="list-style-type: none"> • ADG & HoD requested for Rs. 2.45 Crore for Mission-I stratigraphic deep drilling. • Director (F) raised the issue of low expenditure (12%) under IT (OE) head. PSS, CR replied that procurement of 84 desktop-computers is under process. <p>NR:</p> <ul style="list-style-type: none"> • ADG & HoD informed the house regarding shortage of funds under OE, DT and wages head. Director (F) requested to send a compiled data for funds requirement to CHQ in this regard. <p>WR:</p> <ul style="list-style-type: none"> • Director (F) raised the issue of low expenditure under IT (OE) head. • Director & H.O.O informed the house regarding shortage of D & A Wages for Mission-II. Director (F) replied that 4 Crore deficit in GSI and request letters have been sent to MoM. <p>NER:</p> <ul style="list-style-type: none"> • DDG & HoD informed about funds crunch under Mission-I/II and IV and requested to provide fund. • Director (F) enquired about the low (7%) expenditure under IT (OE) head. <p>RSAS:</p> <ul style="list-style-type: none"> • Director (F) informed that the huge amount is with RSAS for TOASS; if RSAS is not spending then the fund can be withdrawn and utilized by other
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	<p>regions, under Mission-I.</p> <p>M&CSD:</p> <ul style="list-style-type: none"> • DDG & HoD requested for additional fund under Mission-I head. Director (F) clarified the matter and conveyed that CHQ is trying its best to provide the required fund. <p>GSI Training Institute:</p> <ul style="list-style-type: none"> • No issue. <p>STSS:</p> <ul style="list-style-type: none"> • DDG, STSS informed the house that late financial sanction for HR-SIMS has hampered the expenditure under Capital head. <p>O/o NMH-II:</p> <ul style="list-style-type: none"> • ADG & NMH-II informed about the fund crisis under Wages head. 43 drilling machines will be deployed in Tribal areas and re-appropriation needs to be done. ADG (F) advised to send the proposals so that re-appropriation can be done. <p>[Action: ADG (F)/Director (F), CHQ; ADG & HoD of all regions; DDG, STSS; ADG & NMH-IV; Director, PSS-P&M-6]</p>
<p>1/2019-20.8 Status of formulation of Field Season Programmes for FS: 2020-21</p>	<p>Director, PSS-P&M-3 informed the house that 983 items have been uploaded in OCBIS till date.</p>
<p>1/2019-20.9 Personnel, Legal and grievance matters</p>	<p>Director, (P) presented the status pertaining to personnel matters.</p> <p>DG, GSI desired that the DPC calendar needs to be followed strictly.</p> <p>Director (F) informed the house that there is no shortage of fund under 'salary' head. He also submitted that the salary of 417 posts has been included in this year budget and if the personnel do not join, the percentage of desired expenditure may not be met.</p>

	<p>SR: ADG & HoD raised the issue regarding pending DPC of Geophysics stream as well as Asst. Geologist. Director (P) replied that the proposals have already been sent to MoM and reply in this respect is awaited.</p> <p>ER: ADG & HoD informed that AO has not yet joined SU: Jharkhand. The status of shortage of manpower is being sent to Director (P) cell on regular basis. He also raised the issue of pending disciplinary actions at Personnel Division, CHQ. Director (P) replied that matter has already been sent to MoM and it has been conveyed back that the action may be taken when regular DG is appointed.</p> <p>CR: ADG & HoD requested for providing MTS and Stores personnel.</p> <p>NR: ADG & HoD informed the house about the shortage of Surveyor, AO, Joint Director, LDC, UDC and Technical personnel in drilling division.</p> <p>WR: DDG & HoD requested for providing MTS.</p> <p>NER: DDG & HoD informed the house about the acute shortage of AO and other staffs.</p> <p>RSAS: DDG & HoD requested for providing AO and store officers. It has been agreed that the store personnel from STSS may be sent on tour to complete the job.</p> <p>M&CSD: DDG & HoD requested for providing AO.</p> <p>O/o NMH-I: No issue</p> <p>O/o ADG & NMH-II requested to deploy a driver. ADG & HoD, CR agreed to provide a driver.</p> <p>ADG & NMH-IV informed that there has been no store officer since last three years. DDG (Chemical) assured to spare one Store Officer to O/o NMH-IV;</p> <p>DDG, PSS: P&M requested to send a requisition in this respect.</p> <p style="text-align: center;">[Action: ADG (STSS), DDG (P&A), DDG (HRD)]</p> <p>Director (G) and NO (Law) presented the status of pending legal cases. At the instance for DG, GSI; DDG, PSS-P&M</p>
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	<p>suggested to dispose of all the pending contempt cases on time and compliance report should be submitted on time to avoid the contempt.</p> <p style="text-align: center;">[Action: ADG & HoD of all the regions]</p> <p>Director & Nodal officer (Grievance) presented the status of total pending cases. He requested all the Nodal officers to dispose the cases within six weeks.</p> <p style="text-align: center;">[Action: Nodal officer (Grievance) of all the regions]</p>
<p>1/2019–20.9</p> <p>Issues related to procurement</p>	<ul style="list-style-type: none"> • DDG (M–IIIB) with additional charge of STSS requested all concerned to monitor the expenditure under ‘Capital head’ and stressed that much care needs to be taken for third quarter expenditure due to shortage of fund during first and second quarter. • Fortnightly status on expenditure under GeM needs to be submitted to STSS timely and regularly. • Requested for procurement through GeM. • ADG & HoD, SR raised issues to streamline the procurement procedure as it involves the role of HoD at every stage which may attract vigilance clauses. <p style="text-align: center;">[Action: ADG (STSS), ADG & HoD of all the regions]</p>

The meeting ended with vote of thanks to the Chair.

ANNEXURE –I

List of Officers participated in the 1st HoD Meeting, FS 2019–20 from CHQ, Kolkata

	Name	Designation
1.	Shri S. N Meshram	Director General
2.	Shri Kamalakanta Panda	Addl. Director General (Finance)
3.	Shri R. S. Garkhal	Addl. Director General (PSS)
4.	Dr. S. Raju	Addl. Director General & Head, NM–IV

5.	Shri R. Baskaran	Addl. Director General, AdSS, CHQ with additional charge of Addl. Director General, NM-III
5.	Shri P. C. Patra	Dy. Director General, PSS P&M
6.	Smt. Sanjukta Sahoo	Dy. Director General, HRD
7.	Smt. Neeharika Jha	Dy. Director General, NM-IIIB with additional charge of ADG, STSS
8.	Shri M. Raghupathy	Dy. Director General, IA & IGC
9.	Shri M. R. Asoka Kumar	Dy. Director General, NEnR, NM-IIB
10.	Shri A. P. Rai	Dy. Director General, NM-IVC with Addl. Charge of DDG (Chemistry)
11.	Shri G. K. Kesari	Dy. Director General, NM-IA
12.	Shri Ajay Agarwal	Chief Engineer, CHQ
13.	Shri T. G. Mohankar	Dy. Director General, IT
14.	Shri S. K. Biswas	Director, NM-IB, Kolkata
15.	Shri S. K. Dash	Director, NM-IA, Kolkata
16.	Shri V. Aneel Kumar	Director, NM-IIIA, CHQ
17.	Dr. Debkumar Bhattacharyya	Director, NM-IIIA, CHQ
18.	Shri S. Roychaudhuri	Suptdg. Geologist, PSS P&M-1, CHQ
19.	Shri Subrata Sarkar	Director, PSS P&M-2, CHQ
20.	Shri R. R. Mahapatra	Suptdg. Geologist, PSS P&M-3, CHQ
21.	Shri Asish Kumar Nath	Director, PSS P&M-4, CHQ
22.	Dr. Shailendra Singh	Director, PSS P&M-5, CHQ & TS to DG, GSI
23.	Shri R. L. Sarkar	Director, PSS P&M-6, CHQ
24.	Shri Soumen Sarkar	Director, PSS-P&M-7, CHQ
25.	Shri N. R. Bhattacharjee	Director (Finance), CHQ & Director Estate, CHQ
26.	Shri Ajai Kumar	Suptdg. Geologist, PSS-P&M-7, CHQ
27.	Shri A. K. Roy	C.O.S. (I), CHQ

28.	Md. Naushad	Sr. Geologist, PSS-P&M-7, CHQ
29.	Shri Arindam Das	Sr. Geologist, PSS-P&M-2, CHQ
30.	Shri Bhaskar Mazumder	Sr. Geologist, PSS-P&M-2, CHQ

List of Officers who participated in the 1st HoD Meeting, FS 2019-20 through VC
ADGs & HoDs of Regions, DDG : RSAS, TI & MCSD along with senior officers