

**Minutes of the Annual Meeting of the Heads  
of the Offices of all the Centre of SLUSI held  
at HQ Office on 12<sup>th</sup> March, 2014**

**SOIL & LAND USE SURVEY OF INDIA**  
**Ministry of Agriculture**  
**Department of agriculture & Cooperation**  
**I.A.R.I. Campus, New Delhi**

## **Minutes of the Annual Meeting of the Heads of the Offices of all the Centres of SLUSI held at HQ Office on 12<sup>th</sup> March, 2014**

Annual Meeting of all the Head of the Offices of Soil & Land Use Survey of India (SLUSI) was held on 12<sup>th</sup> March, 2014 at HQ office under the chairmanship of Sh. R. B. Sinha, Joint Secretary (NRM), Department of Agriculture & Cooperation (DAC), Ministry of Agriculture, New Delhi to review the technical and administrative matters with special emphasis on reviewing the progress in respect of Physical and Financial Targets/Achievements during the year 2013-14 and formulation of Action Plan for the year 2014-15. The meeting was also attended by Sh. C. M. Pandey, Additional Commissioner (NRM), Department of Agriculture & Cooperation (DAC), Ministry of Agriculture, New Delhi. List of participants is appended.

Dr. Ramesh Kumar, Chief Soil Survey Officer, SLUSI welcomed Sh. R. B. Sinha, Joint Secretary (NRM), Sh. C. M. Pandey, Additional Commissioner (NRM) and all participating officers. He also presented the achievements made by different centres in respect Physical and Financial Targets allotted for the year 2013-14.

Joint Secretary (NRM) in his opening remarks emphasised the need of detailed soil health data for precision farming. He advised that SLUSI should generate data required for soil health management and should also improve the performances and delivery of output. He suggested that such data should be generated on large scale, preferably on 1:10000 and Global Positioning System (GPS) should be used for marking Profile /Sampling site on the map. The data should have sufficient information so that it could be used for execution of various development programmes at micro/village level.

The progress of all the centres in respect of physical targets and achievements during the year 2013-14 was reviewed. The action plan for the year 2014-15 was also discussed in detail and physical targets regarding soil survey, clearance of pending reports, preparation of state wise Microwatershed Atlas and short duration course/ training programmes for user departments were finalised.

The technical matter and administrative issues were discussed in detail and the following action points were emerged:

1. The achievements made by different centres against the physical targets allotted for the year 2013-14 were reviewed by the Joint Secretary (NRM) and the poor performance by Hyderabad and Kolkata was viewed seriously. He advised HQ to keep a constant watch on the progress of achievements made against the targets allotted to different centres. The officers from HQ should visit every centre periodically, to review the progress in this regard. ***The performance of the officers should be evaluated in respect to their achievement made against the physical targets allotted to respective centres and any deficiency thereon should be reflected in their APAR.***

**(Action: HQ & Centres)**

2. Even after clear instruction of HQ vide Action Point 7 of the Minutes of the Technical Review Meeting (TRM) held on 12<sup>th</sup> September, 2013 large numbers of soil survey reports are still pending for publication with different centres and none of the centre has cleared the backlog of pending reports as assured in the meeting. ***In this regard, poor***

*performance by Hyderabad, Ahmedabad and Ranchi centres has been viewed very seriously by Joint Secretary (NRM) and directed to call for explanation of Head of the Offices of these centres.*

*It was decided that there should not be any backlog of the reports for the current survey and the reports must be published within six months after the completion of the field work.* Simultaneously, the backlog of the old reports should also be cleared, with the priority to DSS and then SRM reports. The work has to be taken up on priority basis. *In case of pendency, Head of the Office would be held responsible.*

**(Action: HQ & Centres)**

3. As decided in the Annual Meeting held on 22<sup>nd</sup> March, 2013 and Technical Review Meeting on 12<sup>th</sup> September, 2013, Detailed Soil Survey (DSS) will be the core activity of SLUSI which shall be carried out using large scale Remote Sensing (RS) data; preferably Cartosat/LISS-IV merged data on 1:10000/1:12500 scale.

The DSS would be taken up in rainfed districts. All centres would identify the priority area for DSS in advance in consultation with Stakeholders like State Governments. HQ shall also approach different Divisions of DAC regarding the need of such data for various developmental projects.

The requirement of satellite data may be submitted to HQ in Data Order Form, well in advance. However, in case of non availability of Remote Sensing data cadastral maps may also be used for this purpose. The data generated through DSS should be precise enough and also include village wise soil fertility status for soil health management programmes and precision farming.

**(Action: HQ & Centres)**

4. For generating, precise digital spatial database on soil and land resources, it was decided that during the field survey Global Positioning System (GPS) should be used for marking Profile/Sampling site on the map. The DSS data should have sufficient information so that it could be used for execution of various soil and land based development programmes at micro/village level. It was decided to procure thirty (30) numbers of hand held GPS; four for each of the seven centres and two for Remote Sensing Cell of HQ.

**(Action: HQ)**

5. The morphological/ physico-chemical parameters for DSS need to be modified in light of requirements of various development projects. In this regard, guidelines issued by HQ from time to time must be followed, strictly. A few guidelines have already been issued in this regard. *Apart from soil samples collected from profiles, sufficient soil samples (at least 16 samples per village covering all the four sides) must be collected during the DSS for preparation of soil fertility maps of the area.*

**(Action: HQ & Centres)**

6. It is decided to constitute a coordination committee comprising the officers of SLUSI and NBSS&LUP to avoid the duplicity in type of soil survey being undertaken by both of the organisations. Joint Secretary (NRM) suggested that SLUSI should continue to take up Detailed Soil Survey and NBSS&LUP may take up research and pilot projects for development of methodology.

**(Action: HQ & Centres)**

7. It was decided that all the Soil Survey Officers, Assistant Soil Survey Officers and Assistant Soil Chemist should review the field work for seven to ten days per month in

the field and submit their tour diary to HQ giving full details for every day regarding work done by them. At least three to four days should be devoted for reviewing the field work of one field party. Apart from field work, the reviewing officer must check profile book, auger book, maps, daily diary, etc. A random review of the field parties, for which the field review has already been undertaken by the officers of concerned centre, will be undertaken the officers of HQ. ***The daily diary of the field party as well as reviewing officer should be submitted to HQ. The performance of field party as well as reviewing officers would be reflected in their APAR.***

**(Action: HQ & Centres)**

8. Every field party must achieve the allotted targets irrespective to any number of days stay in the field. In some cases it is observed that field parties are returned to their HQ immediately after review which shows casual attitude of the reviewing officer as well as of the field party. ***The concept of 55 days stay in the field should not be followed in future and every field party has to stay in the field till allotted targets are not achieved. The field parties would conduct the survey for six months (in two slots) in a year and during rest of six months they would complete the report writing work.***

**(Action: HQ & Centres)**

9. As decided in the Annual Meeting held on 22<sup>nd</sup> March, 2013 and Technical Review Meeting on 12<sup>th</sup> September, 2013 a Nodal Soil Analytical Laboratory at national level has to be established at Noida centre especially for micro/macro nutrient analysis. Noida centre has been assigned the responsibility to prepare a proposal for procurement of the equipments needed for this purpose and submit to HQ. The procurement of Atomic Absorption Spectrophotometer (AAS) is already in process and expected to be completed by the end of this financial year i.e. 2013-14. ***The proposal for remaining equipments if needed must be submit by the centre latest by 30.04.2013 for seeking administrative approval and financial sanction of the Ministry.***

**(Action: HQ & Noida)**

10. As decided in the Annual Meeting held on 22<sup>nd</sup> March, 2013 and Technical Review Meeting on 12<sup>th</sup> September, 2013 to overcome the constraint of manpower, retired employees of SLUSI may be considered for being engaged on contract basis as consultant. It is unfortunate that no such proposals have so far been submitted by any centre except one from Noida and one from Kolkata. However, all the centres are always highlighting the shortage of manpower while asked about the shortfall in achieving the targets. Any centre facing the problem of shortage of manpower the proposal may be submitted to HQ latest by 15<sup>th</sup> April, 2014. In case retired employees of SLUSI are not available proposal for engaging other qualified persons suitable for assigned job may also be submitted. ***The physical targets allotted to different centres for the year 2014-15 should be achieved timely and without fail.*** Any shortfall in the achievements due to constraint of manpower will not be accepted in future.

**(Action: HQ & Centres)**

11. It is decided that four (4) short duration course/ training programmes will be conducted during the current year the 2014-15 one each by Bangalore, Nagpur, Hyderabad and Kolkata centres. Bangalore centre shall conduct the training for the states of Karnataka, Kerala, Tamilnadu and Puducherry in the month of May-June, 2014; Kolkata centre for the states of Assam, Sikkim and Arunachal Pradesh in the month of October-November, 2014; Nagpur centre for the states Maharashtra, Madhya Pradesh, and Goa in the month

November-December, 2014 and Hyderabad centre for the states of Andhra Pradesh and Orissa in the month of January, 2015.

**(Action: HQ, Bangalore, Kolkata, Nagpur & Hyderabad)**

12. As decided in the Technical Review Meeting held on 12<sup>th</sup> September, 2013 the possibilities of making a Documentary Film on the activities of SLUSI are being explored by HQ which is expected to be complete by December, 2014. It is also decided all the centres will prepare state wise brochure on soils database generated by SLUSI. The centre wise responsibility for different states will be assigned separately.

**(Action: HQ & Centres)**

13. The Joint Secretary (NRM) appreciated SLUSI for earning the revenues through the consultancy projects and urged SLUSI to step up its efforts to get more consultancy projects. The concerned centres may approach Agriculture, Forest and Rural Development departments of these states for taking up consultancy projects.

**(Action: HQ & Centres)**

14. During the Review Meeting (TRM) held on 12<sup>th</sup> September, 2013 Joint Secretary (NRM) suggested that SLUSI should submit a proposal to the Ministry to create a **“Revolving Fund”** for the revenue earned by SLUSI through different consultancy projects which may be utilised to update the Remote Sensing & GIS laboratory and other infrastructure like soil analysis laboratory and also hiring for consultants/manpower. Accordingly, a proposal has already been submitted to the Ministry. It is decided to pursue the matter with the Ministry.

**(Action: HQ & Ministry)**

15. The terms of reference in respect of implementation of Official Language has also been discussed. Even after repeated instructions of HQ none of the centre is following the guidance of implementation of Official Language and not fulfilling the norms for making correspondences with “A”, “B” and “C” regions as indicated in the Annual Programme 2013-14. It is decided that Annual Programme of Official Language especially the section 3(3) of Official Language Notification 1963 must be strictly implemented by all centres. The correspondence in Hindi should be increased so that the target fixed in Annual Programme of official Language 2013-14 may be achieved.

**(Action: HQ & Centres)**

16. To overcome the shortage of Drivers at some centres it is decided to explore the possibilities to utilise the services of MTS having valid driving licence or drivers may be hired on contract basis till the vacancies are filled up.

**(Action: All Centres)**

17. The work should be allotted to all the staff in writing especially field, cartography and soil laboratory staff. In case one does not complete the given job in time he may be called for an explanation.

**(Action: HQ & Centres)**

18. The revision of jurisdiction of different centres was also discussed in detail as the DSS to be taken up in rainfed districts of different state. Therefore, it is decided to assign the responsibility of various states to different centres. However, orders in this regard will be issued separately after approval of the Ministry.

**(Action: HQ & All Centres)**

**1. Review of the Achievements made in respect of Physical and Financial Targets allotted for the year 2013-14**

**1.1. Physical Targets and Achievements for the year 2013-14**

The centre-wise physical targets and achievements in respect of Detailed Soil Survey (DSS) and Soil Resource Mapping (SRM) during the year 2013-14 are furnished below.

**A. Programmes on Different Types of Soil Survey**

(Area in lakh ha)

S. No.	Centre	Type of Survey	Targets	Achievement (28.02.2014)	Area Details
1.	RSC (HQ)	RS&GIS	Uttrakhand Punjab Delhi	Uttrakhand Punjab Delhi	<b><i>“Desertification Status Mapping of India – 2<sup>nd</sup> Cycle”</i></b> of Uttrakhand, Punjab & Delhi on 1:500000 scale has been completed
2.	Ahmadabad	DSS	0.50	0.35	Sabarmati Catchment, Gujarat & Rajasthan
		SRM	15.36	15.32	Kutch, Porbandar & Valsad districts of Gujarat
3.	Bangalore	DSS	0.20	0.10	Kole Land, Thrissur district
			*	-	High Intensity DSS for Soil Fertility Mapping for KSLUB - <b><i>Consultancy Project</i></b>
			*	-	High Intensity DSS for Soil Fertility Mapping for Coffee Board - <b><i>Consultancy Project</i></b>
		SRM	10.38	9.17	Wayanad, Kannur, Thrissur & Kottayam districts of Kerala for KSLUB - <b><i>Consultancy Project</i></b>
4.	Hyderabad	DSS	0.60	0.45	Nagarjunasagar & Pennar to Krishna Catchment.
		SRM	37.50	27.50	Karimnagar, Khammam & Medak of A.P.
5.	Kolkata	DSS	0.20	0.20	3C2 & 3C3 Catchment of Bhramputra Basin
		SRM	58.00	50.68	Different districts of Assam, Meghalaya, West Bengal, Nagaland and Tripura
6.	Nagpur	DSS	1.20	1.26	Narmada and Jayakwadi Catchment
7.	Noida	DSS	1.40	1.42	Ken and Ramganga FPR Catchments
8.	Ranchi	DSS	0.60	0.53	2B1C & D of Lower & Upper Rapti and 2C3C of Sindh Kuanwari Catchment
		RRS	0.00	***1.43	Mahanadi Non-RVP/FPR
<b>Total</b>		<b>DSS</b>	<b>**4.70</b>	<b>4.32</b>	<b>(91.9%)</b>
		<b>SRM</b>	<b>121.24</b>	<b>102.67</b>	<b>(84.7%)</b>
		<b>RRS</b>	<b>0.00</b>	<b>***1.43</b>	

\* Consultancy projects in the process of finalization.

\*\* Excluding above two consultancy projects.

\*\*\* No Targets were assigned.

## B. Short Course Training Programme on “Soil & Land Resource Database for Integrated Watershed Management”

S. No.	Centre	Period	Venue	Trainees		States
				Nos.	Departments	
1.	Kolkata	13 <sup>th</sup> to 16 <sup>th</sup> May, 2013	State Institute of Rural Development (SIRD), Nongsder, Shillog, Meghalaya	27	Agriculture, Forest Horticulture, and Soil & Water Conservation	Meghalaya, Tripura, Arunachal Pradesh, West Bengal
2.	Noida	17 <sup>th</sup> to 19 <sup>th</sup> Sept., 2013	C S K Himachal Pradesh Agriculture University Palampur, Himachal Pradesh	19	Agriculture, Forest & Wildlife	Himachal Pradesh, Punjab and Jammu & Kashmir
3.	Ranchi	5 <sup>th</sup> to 7 <sup>th</sup> Feb., 2014	Birsa Agriculture University, Kanke, Ranchi, Jharkhand	32	Agriculture, Forest, Horticulture & Soil Conservation	Bihar, Chhattisgarh & Jharkhand

## C. Programmes on Application of Remote Sensing and GIS, RSC (HQ)

S. No.	Activities	Description
1.	SRM	<ul style="list-style-type: none"> <li>• Generation of SRM reports of nine districts of Himachal Pradesh.</li> <li>• Soil Classification &amp; Series association for all the districts of Uttarakhand</li> </ul>
2.	Scanning, Map Composition and Printing	<ul style="list-style-type: none"> <li>• Scanning of 497 toposheets and mock-ups of Uttar Pradesh.</li> <li>• Composition and Printing of 122 FCC on 1:50000 scale for SRM Kuchh, Valsad and Porbander districts of Gujarat and 182 Google maps on 1:12500 scale for DSS of Ken and Ramganga catchments.</li> </ul>
3.	State wise Microwatershed Atlas	<ul style="list-style-type: none"> <li>• Himachal Pradesh, Chandigarh &amp; Delhi have been completed.</li> <li>• Digitization of 135 toposheets in respect of microwatershed atlas of Uttar Pradesh has been completed.</li> </ul>
4.	Website of SLUSI	<ul style="list-style-type: none"> <li>• Regular updating of website for tenders, training, seniority list, RTI, etc.</li> <li>• Creation of catchment-wise, centre-wise, actual area, reported area tables from database.</li> <li>• Regular rectification of database in respect of Rapid Reconnaissance Survey (RRS) as per the feedback received from different centres.</li> <li>• Assigned new watershed codes against old for Detailed Soil Survey (DSS) and generated summary tables for Compendium on Soil &amp; Land Resource Database.</li> </ul>
5.	Info-SLUSI	<ul style="list-style-type: none"> <li>• Programmatically generated various tables of RRS, DSS and LDM for Compendium on Soil &amp; Land Resource Database.</li> </ul>
6.	Other Works	<ul style="list-style-type: none"> <li>• Printing of various posters for display, Guidelines for National Mission for Sustainable Agriculture (NMSA) and Compendium on Soil &amp; Land Resource Database.</li> </ul>

#### D. Review of the progress for the preparation of State wise Microwatershed Atlas

Centre	State	Date of Completion Assured in Last Meeting	Status	Achievement (%)		
				Codification	Digitization	
					Drainage	HU
Bangalore	Andhra Pradesh	31.10.2013	Under finalization	100	100	100
Hyderabad	Orissa	31.12.2013	Under process	54	0	0
Nagpur	Maharashtra	31.10.2013	Under finalization	100	100	100
Noida	Uttar Pradesh	31.03.2014	Under process	67	36	36
Ranchi	Bihar	31.01.2014	Under progress	80	100	10

#### E. Progress of Platform Free Microwatershed Atlas at RSC/ NIC

S. No.	State	Status
1.	Chhattisgarh	Uploaded on Web site
2.	Goa	
3.	Gujarat	
4.	Haryana	
5.	Karnataka	
6.	Kerala	
7.	Madhya Pradesh	
8.	Pondicherry	
9.	Punjab	
10.	Sikkim	
11.	Tamil Nadu	
12.	Tripura	
13.	Uttarakhand	
14.	Mizoram	
15.	Rajasthan	
16.	Chandigarh	
17.	Delhi	With RSC, Under QC
18.	Andaman & Nicobar Islands	
19.	Himachal Pradesh	
20.	West Bengal	
21.	Nagaland	With RSC, QC will be taken up
22.	Jharkhand	
23.	Dadra & Nagar Haveli	
24.	Daman & Diu	

#### 1.2 Expenditure against the Budget Allocation for the year 2013-14

The centre-wise expenditure for the year 2013-2014 against of the Budget allocations is furnished in **Annexure-I** and tentative budget allocation for the year 2014-2015 is presented in **Annexure -II**.



## 2. Formulation of the Action Plan of Physical & Financial Targets for the year 2014-15

### A. Soil Survey Programmes: Centre wise Physical Target in respect of DSS and SRM

(Area in lakh ha)

S. No.	Centre	Type of Survey	Area	Remarks
1.	HQ	SRM	28.93	Outsourcing of SRM in respect of nine districts of Bihar will be taken up through Odisha Space Application Centre (ORSAC), Bhubaneswar and two districts of Jammu & Kashmir through Department of Ecology Environment and Remote Sensing (DEERS), Jammu
2.	Ahmadabad	DSS	1.80	Rainfed Area
3.	Bangalore	DSS	1.20	Rainfed Area
		SRM	*	Two district of Kerala under consultancy project of KSLUB
		RS&GIS	4	Monitoring & Evaluation of Microwatershed Development Programme under Consultancy project of NABARD, Bangalore and Chennai
4.	Hyderabad	DSS	1.20	Rainfed Area
5.	Kolkata	DSS	0.75	Rainfed Area
6.	Nagpur	DSS	1.35	Rainfed Area
7.	Noida	DSS	1.20	Rainfed Area
8.	Ranchi	DSS	1.20	Rainfed Area
<b>Total</b>		<b>DSS</b>	<b>8.70</b>	
		<b>SRM</b>	<b>*28.93</b>	Extent of the area will be known after district are allotted
		<b>RS&amp;GIS</b>	<b>4</b>	

### B. Preparation of State wise Microwatershed Atlas of remaining states

S. No.	State /UT	Centre	Date of Completion
1.	Andhra Pradesh	Banglore	31.08.2014
2.	Arunachal Pradesh	Kolkata	31.08.2014
3.	Assam	Kolkata	31.12.2014
4.	Meghalaya	Kolkata	31.01.2015
5.	Bihar	Ranchi	30.06.2014
6.	Maharashtra	Nagpur	30.07.2014
7.	Manipur	Nagpur	31.01.2015
8.	Jammu & Kashmir	Noida	31.01.2015
9.	Orissa	Hyderabad	31.07.2014
10.	Uttar Pradesh	Noida	31.12.2014
11.	Lakshadweep	Ahmedabad	30.09.2014

**3. Review of the action taken on the minutes of the last Technical Review Meeting held on 12<sup>th</sup> & 13<sup>th</sup> September, 2013**

S. No.	Action Point	Action Taken
1.	<p>The achievement made by different centres up to 31.08.2013 against the physical targets allotted for the year 2013-14 was reviewed by the Joint Secretary (NRM) and the poor performance in this regard has been viewed seriously. He advised HQ to keep a constant watch on the progress of Targets/Achievements allotted to different centres. The officers from HQ should visit every centre periodically, to review the progress in this regard. <i>Joint Secretary (NRM) specifically mentioned that the performance of the officers should be evaluated in respect to their achievement made against the physical targets allotted to their centres and any deficiency thereon should be reflected in their APAR.</i></p> <p>(Action: HQ &amp; Centres)</p>	<p><b>HQ:</b> Performance of centres is being watched  <b>Ahmadabad:</b> Will be achieved by March 2014  <b>Bangalore:</b> Achieved full target  <b>Hyderabad:</b> Will be achieved by March 2014  <b>Kolkata:</b> Will be achieved by March 2014  <b>Nagpur:</b> Achieved  <b>Noida:</b> Will be achieved by March 2014  <b>Ranchi:</b> Being followed</p>
2.	<p>It has been observed that some of the officers are directly communicating and making unwarranted correspondence with the Ministry avoiding the official hierarchical setup which is obviously an act of insubordination. This has been viewed very seriously by Joint Secretary (NRM). He specifically, pointed out Soil survey Officer, Ranchi who is unnecessarily disturbing him by sending text messages. <i>All the Officers/Officials are advised not to avoid the official hierarchical setup, in future by making unnecessary communication/correspondence with the higher officer and if necessary they can get appointment through proper channel. Stern action will be taken against such Officer/Official for not following these instructions in future.</i></p> <p>(Action: HQ &amp; Centres)</p>	<p><b>HQ:</b> Issued instruction to all the centres  <b>Ahmadabad:</b> Advise being followed  <b>Bangalore:</b> Advised is being followed  <b>Hyderabad:</b> Advised is being followed  <b>Kolkata:</b> Advised is being followed  <b>Nagpur:</b> Advised is being followed  <b>Noida:</b> Advised is being followed  <b>Ranchi:</b> Advised is being followed</p>
3.	<p><i>The achievements made by Hyderabad and Ranchi centres were not found satisfactory at all.</i> Ranchi centre has achieved only 5% of the targets allotted under DSS. However, an achievement 1.43 lakh ha has been shown under RRS while no targets were allotted in this respect. Moreover, the field work conducted under RRS is not at all satisfactory. Only 72 observations (43</p>	<p><b>HQ:</b> SSO Hyderabad has been asked to submit explanation in this regard  <b>Hyderabad:</b> The centre has achieved 50% under DSS and 70% under SRM. Likely to achieve targets up to March, 2014  <b>Ranchi:</b> Instructions is being followed</p>

S. No.	Action Point	Action Taken
	<p>Profiles and 29 Auger bores) were taken during a field visit of 131 days, which is a mere wastage of energy and government funds. Similarly, Hyderabad centre has achieved only 4% of the targets allotted under DSS and only 21% under SRM. <i>The very poor performance by these two centres was viewed seriously. Joint Secretary (NRM) directed to issue a show cause to Soil Survey Officer, Hyderabad for stoppage of two increments for his poor performance.</i></p> <p><b>(Action: HQ, Ranchi &amp; Hyderabad)</b></p>	
4.	<p>The Joint Secretary (NRM) advised HQ to explore the possibilities of making a Documentary Film on the activities of SLUSI which may include field survey work, use of Remote Sensing &amp; GIS, generation of digital spatial database, etc. The Chief Soil Survey Officer suggested to prepare brochure on soils database generated by SLUSI for different states.</p> <p><b>(Action: HQ &amp; Centres)</b></p>	<p><b>HQ:</b> Possibilities are being explored  <b>Ahmadabad:</b> Center has no Digital Camera  <b>Bangalore:</b> Action is being initiated  <b>Hyderabad:</b> Action initiated  <b>Kolkata:</b> Brochure on Sikkim is being prepared  <b>Nagpur:</b> Field work Photographs sent to HQ  <b>Noida:</b> Action to be taken by HQ  <b>Ranchi:</b> Being followed</p>
5.	<p>The Financial powers delegated to the Chief Soil Survey Officer were also discussed in detail as SLUSI is facing extreme problems in purchase and maintenance of computers, peripherals, etc. because no financial powers have been delegated to CSSO in this regard. The Additional Commissioner (Forestry) suggested to submit a proposal to the Ministry for revision of such powers, wherever SLUSI is facing such problems, with full facts &amp; data.</p> <p><b>(Action: HQ)</b></p>	<p><b>HQ:</b> The proposal has already been submitted to the Ministry</p>
6.	<p>It has been observed that during the field work number of observations (Profiles &amp; Auger bores) taken against the total number of days stay in the field are not satisfactory in most of the centres. This shows that instructions in respect of Action Point 2 of Minutes of the Annual meeting held on 22<sup>nd</sup> March, 2013 are not being followed. <i>It is very poor in case of Ranchi where out of the total 241 days stay in the field only 162 days were spent for actual field work. Moreover, only 85 Profiles and 79 Auger bore were studied during 162 days.</i></p>	<p><b>HQ:</b> Officers from HQ are being deputed for field review to ensure that norms are followed by the centres  <b>Ahmadabad:</b> Being followed  <b>Bangalore:</b> Being followed  <b>Hyderabad:</b> Being followed  <b>Kolkata:</b> Being followed  <b>Nagpur:</b> Being followed  <b>Noida:</b> Being followed  <b>Ranchi:</b> Being followed</p>

S. No.	Action Point	Action Taken
	<p><i>Similarly, it is also not satisfactory in case of Kolkata and Nagpur.</i> It is again advised that while deputing field parties for survey work all the Head of the Offices must ensure that all the norms are being followed strictly in term of quality of field work, number of days of stay in the field, number of profiles studied and labour engaged for digging the profile, etc. <i>For any deviation from the norms in this regard, the Party Leader, Reviewing Officer as well as Head of the Office of the centre concerned would be held responsible.</i></p> <p style="text-align: center;"><b>(Action: All Centres)</b></p>	
7.	<p>Even after clear instruction of HQ vide Action Point 9 of the Minutes of the Annual Meeting held on 22<sup>nd</sup> March, 2013 large numbers of Soil Survey reports are still pending for publication with different centres. It is unfortunate that none of the centre has cleared the backlog of pending reports as assured during the Annul Meeting. <i>Only one report has been published during the last three years by Hyderabad centre. Similarly, very poor performance has been shown by Noida and Ranchi centre.</i> This has been viewed very seriously by the Joint Secretary (NRM) and directed to call for explanation of Soil Survey Officer Hyderabad and Ranchi centres for their poor performance. <i>There should not be any backlog of the reports for the current survey and the reports must be published within six months after the completion of the field work. In case of pendency, Head of the Office would be held responsible.</i> However, the backlog of the old reports should also be cleared, simultaneously. The work has to be taken up on priority basis.</p> <p style="text-align: center;"><b>(Action: HQ &amp; Centres)</b></p>	<p><b>HQ:</b> All the heads are regularly instructed to clear the pending soil survey reports  <b>Ahmadabad:</b> The back log is because three numbers of AFO/FO have been retired, without submitting the report and Sh. Mahender Singh, F.O. has been transferred without submitting the report. Lack of chemical analysis for all the soil parameter is also a constraint. I have also joined the centre in month of June, 2013, it will take some time to get acquainted with the pendency of Soil Survey Reports  <b>Bangalore:</b> Major backlogs cleared  <b>Hyderabad:</b> Action initiated and one officer has been deputed for the speedy and timely preparation of the report  <b>Kolkata:</b> Action has been taken to clear pendency of reports  <b>Nagpur:</b> So far 3 reports are already published and 3 reports are approval by HQ, 3 more reports are to be sent to HQ for final approval.  <b>Noida:</b> Five reports are submitted to HQ.  <b>Ranchi:</b> Being followed (Subject to timely clearance/approval from HQ)</p>
8.	<p>The Joint Secretary (NRM) suggested that SLUSI should submit a proposal to the Ministry to create a <b>“Revolving Fund”</b> for the revenue earned by SLUSI through different consultancy projects which may be utilised to update the Remote Sensing &amp; GIS laboratory and other infrastructure like</p>	<p><b>HQ:</b> The proposal in this regard has already been submitted to Ministry</p>

S. No.	Action Point	Action Taken
	soil analysis laboratory and also hiring for consultants. Proposal should be submitted latest by 30.11.2013. <b>(Action: HQ &amp; Ministry)</b>	
9.	At some centres there is shortage of staff in some sections which has arisen due to non-acceptance of promotion to the higher posts and as a result there is blocking of recruitment at entry level. <i>To overcome this problem the Joint Secretary (NRM) has suggested that in case an official does not accept promotion due to change of place, the SLUSI may consider transferring the employee concerned, if possible, under existing transfer policy of the Government so as to discourage this trend.</i> <b>(Action: HQ)</b>	<b>HQ:</b> Action has already been taken by HQ
10.	As decided in the Annual Meeting, Detailed Soil Survey (DSS) will be the core activity of SLUSI which shall be carried out using large scale Remote Sensing (RS) data, preferably Cartosat or LISS-IV data on 1:12500 scale. All centres would identify the priority area for DSS in advance in consultation with Stakeholders like State Governments. HQ shall approach different Divisions of DAC regarding the need of such data for various developmental projects. The requirement of satellite data may be submitted to HQ in Data Order Form, well in advance. However, in case of non availability of Remote Sensing data Cadastral / Google map may also be used for this purpose. The data generated through DSS should be precise enough to use for soil health management programmes and precision farming. <b>(Action: HQ &amp; Centres)</b>	<b>HQ:</b> The Cartosat data will be procured for during 2014-15 <b>Ahmadabad:</b> Submitted requirement to HQ, but later on HQ communicated us to use the Google Earth data. <b>Bangalore:</b> Instructions are being followed <b>Hyderabad:</b> Action taken <b>Kolkata:</b> Cartosat/LISS IV data on 1:12500 scale not available therefore Google data has been used <b>Nagpur:</b> On line indent for Cartosat was submitted to HQ. However, Google data was used for this year's soil mapping. <b>Noida:</b> Google map on 1:12500 scale used <b>Ranchi:</b> Being followed
11.	The morphological / physico-chemical parameters for DSS need to be modified in light of requirements of various development projects. In this regard, guidelines will be issued by HQ depending on the requirements of project. However, the general guidelines for DSS will be prepared and issued by HQ 15.11.2013. <b>(Action: HQ &amp; Centres)</b>	<b>HQ:</b> Guidelines have been issued <b>Ahmadabad:</b> Being followed <b>Bangalore:</b> Being followed <b>Hyderabad:</b> Being followed <b>Kolkata:</b> Being followed <b>Nagpur:</b> Being followed <b>Noida:</b> Being followed <b>Ranchi:</b> Being followed

S. No.	Action Point	Action Taken
12.	<p>It was decided to establish a Nodal Soil Analytical Laboratory at national level preferably at Noida centre especially for micro/macro nutrient analysis. Noida centre will prepare a proposal for the equipments needed for this purpose and submit to HQ latest by 31.10.2013 for seeking administrative approval and financial sanction of the Ministry.</p> <p style="text-align: center;"><b>(Action: HQ &amp; Noida)</b></p>	<p><b>HQ:</b> Proposal for AAS has been submitted to Ministry  <b>Noida:</b> procurement of AAS is under process and proposal of others instruments has been submitted to the HQ</p>
13.	<p>As decided in the last Annual Meeting three short duration course/training programmes has to be conducted during the current year (2013-14). One such training has already been conducted by Kolkata centre at Shillong during 13<sup>th</sup> to 16<sup>th</sup> May, 2013 and one by Noida centre at Palampur from 17 to 19<sup>th</sup> September, 2013. One more training programme has to be conducted by Ranchi centre for the states of Jharkhand, Bihar and Orissa in the month of November/December, 2013.</p> <p style="text-align: center;"><b>(Action: HQ &amp; Ranchi)</b></p>	<p><b>HQ:</b> Training has been organized at Ranchi  <b>Ranchi:</b> Training conducted successfully during 5<sup>th</sup> to 7<sup>th</sup> February, 2014</p>
14.	<p>To overcome the constraint of manpower, retired employees of SLUSI may be considered for being engaged on contract basis at consultant. However, such retired employees should be in good physical and mental health to undertake field work. Initially the contract appointment may be given for six months and further be extended on the basis of their performance.</p> <p style="text-align: center;"><b>(Action: HQ &amp; Centres)</b></p>	<p><b>HQ:</b> More manpower is required at RSC  <b>Ahmadabad:</b> Needed for drafting of Reports but no retired persons are interested.  <b>Bangalore:</b> Presently not required  <b>Hyderabad:</b> Retired persons not available  <b>Kolkata:</b> Proposal for engaging one retired employees has been sent to HQ.  <b>Nagpur:</b> Shortage of staff in administrative section but no one is interested.  <b>Noida:</b> Proposal for engaging one retired employees has been sent to HQ.  <b>Ranchi:</b> No retired person is interested</p>
15.	<p>To overcome the backlog and workload of soil analytical work, qualified Assistant Field Officer (AFO) may be trained in soil analysis and may be deputed to Soil Analytical Laboratory. The soil laboratories be updated with necessary instruments and glass apparatus for proper functioning. Possibilities for hiring suitable persons on contract basis for soil analytical laboratory may also be explored.</p> <p style="text-align: center;"><b>(Action: HQ &amp; Centres)</b></p>	<p><b>HQ:</b> Permission for purchase of equipments labs are given to different centres.  <b>Ahmadabad:</b> NA  <b>Bangalore:</b> No pendency  <b>Hyderabad:</b> One AFO has been engaged. Only Lab Attendant is posted in the lab.  <b>Kolkata:</b> As per the instruction of HQ 300 samples have been sent to Noida centre for soil chemical analysis  <b>Nagpur:</b> The laboratory is Working properly  <b>Noida:</b> The laboratory is Working properly  <b>Ranchi:</b> Being followed</p>

S. No.	Action Point	Action Taken
16.	To overcome the shortage of Drivers at some centres it was decided to explore the possibilities to utilise the services of MTS having valid driving licence till the vacancies are filled up or drivers may be hired on contract basis. <b>(Action: All Centres)</b>	<b>Ahmadabad:</b> No shortage of drivers <b>Bangalore:</b> Being managed with four MTS <b>Hyderabad:</b> There is no shortage of Driver <b>Kolkata:</b> No shortage of drivers. <b>Nagpur:</b> No shortage of Driver <b>Noida:</b> One MTS having DL is engaged <b>Ranchi:</b> No such MTS available
17.	The work should be allotted to all the staff in writing especially in field, cartography and soil laboratory. In case one does not complete the given job in time his/her an explanation may be called for. <b>(Action: HQ &amp; Centres)</b>	<b>HQ:</b> No problem with the staff <b>Ahmadabad:</b> Instructions being followed <b>Bangalore:</b> Instructions being followed <b>Hyderabad:</b> Action has already been taken <b>Kolkata:</b> Action taken <b>Nagpur:</b> Instructions being followed <b>Noida:</b> Being followed <b>Ranchi:</b> Being followed
18.	The Joint Secretary (NRM) appreciated SLUSI for earning the revenues through the consultancy projects and urged SLUSI to step up its efforts to get more consultancy projects and informed that there are good opportunities for such projects in the states of Tamil Nadu, Orissa and Bihar. The concerned centres may approach Agriculture, Forest and Rural Development departments of these states for taking up consultancy projects. Rainfed area may also be included in the priority area for conducting Detailed Soil Survey (DSS). <b>(Action: HQ &amp; Centres)</b>	<b>HQ:</b> Possibilities are being explored <b>Ahmadabad:</b> Students approaching for data <b>Bangalore:</b> Completed six projects with KSLUB and Monitoring & Evaluation study with NABRD for taking up <b>Hyderabad:</b> Action initiated to conduct priority rain fed area for DSS work <b>Kolkata:</b> District wise fertility mapping of West Bengal with Department of Agriculture is under process. <b>Nagpur:</b> Monitoring of Vidharbha intensive Irrigation Development Project <b>Noida:</b> Centre did not find any request by user agencies <b>Ranchi:</b> No requisition from users agency

#### 4. Review of the pending soil survey reports, draft reports submitted to HQ for approval and reports issued during the year 2012-13 & 2013-14

##### A. Reports pending as on 28.02.2014 and assured to be cleared by Sept., 2014 & Feb., 2015

Centre	RRS	DSS			SRM			Total
		Total	Sept., 2014	Feb., 2015	Total	Sept., 2014	Feb., 2015	
RSC (HQ)	-	-	-	-	13	13	-	13
Ahmadabad	1	6	2	2	18	4	4	25
Bangalore	0	7	4	3	9	5	4	16
Hyderabad	4	4	3	1	3	1	2	11
Kolkata	16	7	3	4	29	10	10	52
Nagpur	6	8	7	-	2	1	1	16
Noida	18	7	7	-	0	-	-	25
Ranchi	4	2	2	-	2	1	1	8
<b>Total</b>	<b>49</b>	<b>41</b>	<b>28</b>	<b>10</b>	<b>76</b>	<b>35</b>	<b>22</b>	<b>166</b>

The detail pending reports is given in **Annexure-III**

**B. Draft Report submitted to HQ for approval & Reports issued during the year 2012-13 & 2013-14**

Centre	2012-13		Pending as on 31 <sup>st</sup> March, 2013	Assured to be cleared by 31 <sup>st</sup> March, 2014	2013-14 (up to 28.02.14)		
	Draft Submitted	Issued			Draft Submitted against Assured		Issued
					Total	%	
Ahmadabad	0	1	15	5	2	40	1
Bangalore	15	13	11	10	6	60	3
Hyderabad	1	1	11	4	1	25	0
Kolkata	0	1	50	9	9	100	5
Nagpur	7	7	8	6	7	100	3
Noida	2	1	22	7	5	71	0
Ranchi	4	1	10	6	2	33	3
<b>Total</b>	<b>29</b>	<b>25</b>	<b>127</b>	<b>47</b>	<b>32</b>	<b>68</b>	<b>15</b>

**5. Review of Staff position, Field Parties and Vehicles**

**A. Staff Position:** The centre wise staff position in respect of various groups is shown in Annexure-VI and the overall position is summarized below.

Group	Sanctioned	In Position	Vacant
Group A	40	22	18
Group B	190	104	86
Group C	218	143	75
<b>Total</b>	<b>448</b>	<b>269</b>	<b>179</b>

**B. Review of Field Parties and Vehicles**

The centre-wise position of Field Parties, Vehicles and Drivers

S. No.	Centre	Field Party Position		No. of Drivers		Vehicle Position			
		Sanctioned	In Position	Sanctioned	In Position	Total	Fit for Work	Condemned & Disposed-off	To be Condemned
1.	HQ/ RSC	7	5	4	3	5	5	-	-
2.	Ahmedabad	19	12	7	6	7	5	-	2
3.	Bangalore	22	11	9	4	8	8	-	-
4.	Hyderabad	18	9	6	4	6	6	-	-
5.	Kolkata	22	9	10	9	10	10	-	-
6.	Nagpur	22	12	12	5	8+1*	8+1*	-	-
7.	Noida	22	10	8	4	15	7	3	5
8.	Ranchi	18	10	5	4	6	4	-	2
	<b>Total</b>	<b>150</b>	<b>78</b>	<b>61</b>	<b>39</b>	<b>65+1*</b>	<b>53+1*</b>	<b>3</b>	<b>9</b>



## 6. Review of pending Court/RTI Cases, Audit Paras and other Administrative Matters

### A. Court cases

Centre	Cases
HQ	<ul style="list-style-type: none"> <li>• <b>Hight Court of Allahabad:</b> C.M.P.W.P. No.38978/2006 Sh. Shadab Ali S/o Late Dr. Sharafat Ali (Petitioner Vs Union of India &amp; Others (Respondent). A writ Petition has been filed by Sh. Shadab Ali S/o Late Dr. Sharafat Ali, Ex-Sr. Soil Survey Officer of SLUSI for not appointing him on compassionate grounds after the death of his father. All the relevant documents have been filed in the court. No action is pending on the part of GOI. Next listing date 15.04.2014.</li> </ul>
Ahmedabad	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Bangalore	<ul style="list-style-type: none"> <li>• <b>Civil Court:</b> Case No.96/2002 pertaining to Smt. Shivamma Vs UOI regarding declaration of inheritor and Family Pension. The next date of hearing is fixed on 26.04.2014.</li> <li>• <b>High Court:</b> Writ petition No.46375/2013 (S-CAT) in Sh. G. S. Srinivas Rao Phadnis Vs Union of India &amp; others regarding benefit of 2<sup>nd</sup> financial upgradation under ACP scheme. Sh. Aniyam Joseph, is Govt. Standing Counsel. The case has been dismissed.</li> <li>• <b>CAT:</b> 351/2012 Smt. Sudhamani Vs Union of India &amp; others regarding benefit of 2<sup>nd</sup> financial up gradation under ACP scheme. Sh. Swayam Prakash M. is Govt. Standing Counsel. Next date of hearing 21.04.2014</li> </ul>
Hyderabad	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Kolkata	<ul style="list-style-type: none"> <li>• <b>High Court:</b> Case No. GA No. 3651/2010 (APO 465/1999, WP 674/1995) Kolkata UOI Vs Shambhu Lal Mani Lal. A draft petition prepared by Sh. B. P. Banerjee, Central Govt. counsel in connection with restoration as well as substitution of Union of India Vs Sambhulal Manilal has been approved by HQ and sent to Law cell, Ministry of Law &amp; Justice, Kolkata for further process.</li> </ul>
Nagpur	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Noida	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Ranchi	<ul style="list-style-type: none"> <li>• <b>Court of Special Subjudge:</b> Money suit No.53 of 2008 Sh. Prem Saran, S/O Late Siyabar Saran, Owner of house No.417-B, Ashok Nagar Vs Union of India regarding payment of arrears dues of municipal taxes, difference of rent of the previous hired office accommodation. Case is running under hearing of argument.</li> <li>• <b>High Court:</b> No. W.P. (S) No.2010/WP(S) 445/2010: Shri Vikash Kumar Tirkey, S/o Late Devi Lal, Ex-Khallasi V/s union of India regarding appointment on compassionate ground. Advocate informed that case is pending.</li> <li>• <b>CAT:</b> O. A. 051/00031/14 with M. A. 051/00010/14- Ram Kumar Vs Union of India and Others: The Case is disposed vide court order dated 17.02.2014</li> </ul>

### B. RTI Cases

Centre	Query Points	Reply
HQ	Nil	
Ahmedabad	Nil	
Bangalore	Nil	
Hyderabad	Nil	
Kolkata	Nil	
Nagpur	Nil	
Noida	Nil	
Ranchi	Nil	

### C. Audit Paras

Centre	Audit Para
HQ	<ul style="list-style-type: none"> <li>• Audit paras are being attended on priority basis.</li> </ul>
Ahmedabad	<ul style="list-style-type: none"> <li>• Internal Audit for the period, 2009-12 has been conducted from 19.11.12 to 23.11.2012. Audit report has been received on 04.02.2013. The reply has been sent to IAW (HQ), New Delhi. Many paras have been cleared and some paras will be cleared in next audit.</li> </ul>
Bangalore	<ul style="list-style-type: none"> <li>• The External Audit report has been received and necessary reply is being made.</li> <li>• Paras pertaining to technical matters have been sent to HQ for necessary action.</li> <li>• Paras pertaining to recovery of excess claims have been sent to HQ.</li> <li>• Certain fixation cases are to be attended by the HQs and action awaited.</li> </ul>
Hyderabad	<ul style="list-style-type: none"> <li>• Internal audit inspected the records of Hyderabad Centre and report is awaited.</li> <li>• AG Audit has raised one para of physical verification of stores which has already conducted. The reply to this effect will be submitted to AG in due course.</li> </ul>
Kolkata	<p><b>Internal Audit:</b></p> <ul style="list-style-type: none"> <li>• Compliance report sent on 24.07.13</li> <li>• Para 4, 7, 8, 9, 10, 12, 13, 14, 15 &amp; 16 have been dropped subject to verification for next audit.</li> <li>• Progress will be intimated to audit regarding Para 1, 2, 3, 5, 6, 11, 17, 18 &amp; 19.</li> <li>• Internal audit was done during the period 10<sup>th</sup> to 13<sup>th</sup> December, 2013 and review audit report yet to come.</li> </ul> <p><b>External Audit:</b> Held on 18.12.12 for the period from 01.04.11 to 30.11.12</p> <ul style="list-style-type: none"> <li>• <b>Para-6.1:</b> Unserviceable items awaiting for disposal Proposal for disposalable unserviceable items received from HQ in GFR-17 and unserviceable store items will be disposed shortly.</li> <li>• <b>Para-6.2:</b> Irregular payment of property tax Payment of property tax has been discontinued by this office after raising objection in the audit para by the External audit. A letter has been sent to Kolkata Municipal Corporation in this regard but response yet to receive.</li> </ul>
Nagpur	<ul style="list-style-type: none"> <li>• Para wise reply to the Audit report has been sent on 23.09.2013. The audit of Accounts was taken up between 23.12.2013 and 30.12.2013. The Audit report is yet to be received by the office.</li> </ul>
Noida	<ul style="list-style-type: none"> <li>• Reply already sent to Principal C.A.O.</li> </ul>
Ranchi	<p><b>Internal Audit: Year of Inspection 2009-2010(27.07.2009 to 31.07.2009)</b></p> <ul style="list-style-type: none"> <li>• Para 1: Non-deduction of Income Tax at source of payment of rent of Office Building amounting to Rs.1,41,000/-. Action has been taken by the office and informed to External Audit, A.G., Ranchi vide this office letter No.8-4-2/RSC/95/642, dated 23.07.2009.</li> </ul> <p><b>External Audit: Year of Inspection 2009-2010(25.05.2009 to 02.06.2009)</b></p> <ul style="list-style-type: none"> <li>• <b>Para 1:</b> Non-deduction of Income Tax of office building rent at amounting to Rs. 1,41,000/-. Action has been taken.</li> <li>• <b>Para 2:</b> Recovery of irregular payment of food bill Rs.1,73,700/- . Action has been taken.</li> <li>• <b>Para 3(a):</b> Recovery of TA &amp; LTC advance amounting to Rs.11,200/-. Action has been taken. TA and LTC advances with penal interest have been recovered vide bill No.117, dated 29.09.2008 of Ahmadabad Centre.</li> <li>• <b>Para 3(b):</b> Irregular payment of LTC/recovery of excess payment of Rs. 3,123/-. The amount has been recovered and deposited by TR 5, 671, dated 14.07.2009.</li> </ul>

#### D. Administrative Matters

Centre	Administrative Matters
HQ	• Nil
Ahmedabad	• Sh. R. K. Vaghla, Safaiwala is working on temporary status since 1998 His case for giving permanent status may be considered sympathetically.
Bangalore	• There is Shortage of staff in the Administration section. Revised Recruitment Rules are awaited for filling of one vacant post of Stenographer. • Filling of two post of Driver and one post of MTS is under process.
Hyderabad	• Nil
Kolkata	• There is Shortage of staff in Survey and Mapping Section, Cartography, soil analytical laboratory & administrative section.
Nagpur	• There is shortage of staff and officers. • Filling of two posts of LDC is under process.
Noida	• Nil
Ranchi	• Nil

#### 7. Review of the progress in respect of implementation of Annual Programme of Official Language (Raj Bhasha) i.e. Hindi/ हिंदी (राजभाषा) का वार्षिक कार्यक्रम के कार्यान्वयन के संबंध में प्रगति की समीक्षा

Centre	Audit Para
HQ	• मुख्यालय में हिंदी के कार्य में प्रशंसनीय वृद्धि हुई है। हिंदी में कार्य की प्रतिशतता राजभाषा के द्वारा जारी वार्षिक कार्यक्रम के अनुरूप है। जहाँ धारा 3(3) के अंतर्गत किए गए कार्य शतप्रतिशत हैं, वहीं हिंदी में कार्य करने की प्रगति में पिछले वर्ष की तुलना में 89 प्रतिशत की वृद्धि हुई है। 2013 में हिंदी की पुस्तकों की भी शतप्रतिशत खरीद की गई है। राजभाषा कार्यान्वयन समिति के गठन के उपरांत इस वर्ष नियमित रूप से प्रत्येक तिमाही में बैठक की जा रही है, साथ-साथ बैठक में दिए गए सुझावों पर अनुवर्ती कार्रवाई भी की जाती है। इस वर्ष मुख्यालय कार्यालय नगर राजभाषा कार्यान्वयन समिति के सदस्य नामित किया गया। राजभाषा कार्यान्वयन समिति की बैठक नियमित रूप से की गई, जिसमें मंत्रालय के वरिष्ठ हिंदी अधिकारी आमंत्रित किए गए। हिंदी दिवस के उपलक्ष्य में कार्यशाला का भी आयोजन किया गया। इस प्रकार मुख्यालय में हिंदी के कार्य में उतरोत्तर वृद्धि हो रही है।
Ahmedabad	• Attended the 62 <sup>nd</sup> meeting of Nagar Raj Bhasha Karyawan Samati (NARAKAS) Ahmedabad on 15.07.2013. • Attended the 63 <sup>rd</sup> meeting of Nagar Raj Bhasha Karyawan Samati (NARAKAS) Ahmedabad on 20.12.2013. • Dr. Shekhar Sarabhai, Technical Officer participated in “Tippan Aalekh & Aanuwad Pratiyogita” on 17.09.2013 organised by NARAKAS, Ahmedabad and won the consolation prize. • Sh. R. K. Suman, Asstt. Field Officer participated in “Samanya Gyan Pratiyogita” organized by NARAKAS, Ahmedabad on 19.09.2013. • Sh. Birendra Giri, Asstt. Field Officer participated in “Chitra Dekho Kahani Likho Pratiyogita” organised by NARAKAS, Ahmedabad on 23.09.2013. • Sh. Anurag Saxena, Asstt. Field Officer participated in “Aashu Bhasan Pratiyogita” organised by NARAKAS, Ahmedabad on 24.09.2013. • Attended Workshop on 20.02.2014 for Online user ID registration organized by NAKARAS, Ahmedabad at Physical Research Laboratory, Ahmedabad
Bangalore	• Annual Programme of Official Language (Raj Bhasha) i.e. Hindi is being implemented successfully. • Hindi language is being used in Administration and technical matters successfully with further improvement needed.

Centre	Audit Para
Hyderabad	<ul style="list-style-type: none"> <li>• Two officials has been trained in Hindi Computer</li> <li>• One official has been deputed for Prabodh/ Praveen/ Pragma</li> <li>• Hindi Fortnight was observed during the month of September, 2013</li> <li>• All the forms pertaining to administration section have been prepared in Bi-Lingual</li> <li>• Dispatch and diary work will be done in Hindi</li> <li>• One word per day will be observed in office</li> </ul>
Kolkata	<ul style="list-style-type: none"> <li>• Raj Bhasha implementation work is already started in Soil Survey Reports, Name &amp; designation board, Attendance Registers and all training programme etc. All the office seal has been prepared in Bi-Lingual. Bi-Lingual office letter is to be done shortly.</li> </ul>
Nagpur	<ul style="list-style-type: none"> <li>• Many letters are drafted in Hindi and formats like GPF Advance / Withdrawal, Earned Leave; Casual Leave has been prepared in Hindi.</li> <li>• Raj Bhasha week was celebrated in the office and annual Hindi Magazine “मृदा सौरभ” was published.</li> </ul>
Noida	<ul style="list-style-type: none"> <li>• Dr. S. P. Singh, Soil Survey Officer and Dr. A. K. Yadav, Asstt. Soil Chemist attended the meeting of Hindi workshop at NTPC, NOIDA on 13.12.2013.</li> <li>• Dr. A. K. Yadav, Asstt. Soil Chemist attended the meeting of Hindi Vartani Pratiyogita in V. V. Giri National Labour Institute, NOIDA on 27.12.2013.</li> <li>• Dr. S. P. Singh, Soil Survey Officer and Dr. A. K. Yadav, Asstt. Soil Chemist attended the meeting of Town Official Language Implementation Committee, Noida on 13.08.2013.</li> <li>• All Govt. office seal are made Bi-Lingual.</li> <li>• Office board and name plate are made Bi-Lingual.</li> <li>• Attendance Register, Despatch Register, etc. are made in Hindi.</li> </ul>
Ranchi	<ul style="list-style-type: none"> <li>• The Instructions are being followed for implementation of Official Language (Raj Bhasha) i.e. Hindi</li> </ul>

#### 8. Any other item with the permission of the Chair

Centre	Audit Para
HQ	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Ahmedabad	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Bangalore	<ul style="list-style-type: none"> <li>• Whitewashing, painting and other maintenance works undertaken by CPWD and is under final phase. However, electrical work is pending.</li> <li>• Landscaping has to be done in the office campus- permission needed.</li> </ul>
Hyderabad	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Kolkata	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Nagpur	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
Noida	<ul style="list-style-type: none"> <li>• Three numbers of new Computer System, two numbers of AC for Conference Hall and one AC for computer room are required.</li> </ul>
Ranchi	<ul style="list-style-type: none"> <li>• Vacant post of ASSO is required to be filled up at Ranchi centre to assist the SSO for technical report and field work. Well qualified Officers and staff are very much needed for quantitative and qualitative work.</li> <li>• GIS Lab. have two license of Auto Cad Map-2011 but not in use due to lack of trained officials.</li> <li>• Four PC for establishment and one A0 colour scanner required for GIS Lab.</li> </ul>

## **List of Participants**

1. Sh. R. B. Sinha, Joint Secretary (NRM), DAC, Ministry of Agriculture
2. Sh. C. M. Pandey, Additional Commissioner (NRM), DAC, Ministry of Agriculture
3. Dr. Ramesh Kumar, Chief Soil Survey Officer, SLUSI, HQ
4. Dr. T. K. Deb, Sr. Soil Survey Officer, SLUSI, HQ
5. Dr. V. Ranga Rao, Computer Programmer, SLUSI, RSC, HQ
6. Sh. R. K. Sharma, Assistant Soil Survey Officer, SLUSI, HQ
7. Dr. Munish Kumar, Assistant Soil Survey Officer, SLUSI, RSC, HQ
8. Sh. R. L. Meena, Soil Survey Officer, SLUSI, Bangalore Centre
9. Sh. Mahesh Chand, Soil Survey Officer, SLUSI, Ranchi Centre
10. Sh. Dinesh Patel, Soil Survey Officer, SLUSI, Hyderabad Centre
11. Sh. Ravinder Kulkarni, Soil Survey Officer, SLUSI, Nagpur Centre
12. Dr. S. Roychowdhury, Soil Survey Officer, SLUSI, Kolkata Centre
13. Dr. S. P. Singh, Soil Survey Officer, SLUSI, Noida Centre
14. Sh. Bhajan Lal, Assistant Soil Survey Officer, SLUSI, Noida Centre
15. Dr. A. K. Yadav, Assistant Soil Chemist, SLUSI, Noida Centre
16. Sh. Pradeep Jha, Assistant Soil Survey Officer, SLUSI, Ahmedabad Centre

**Statement showing Expenditure against Budget Allocation for the Year  
2013-14 (Up to 28.02.2014)**

(Rupees in lakhs)

Head and Sub-Head	H.Q.		Ahmedabad		Bangalore		Hyderabad		Kolkata		Nagpur		Noida		Ranchi		TOTAL	
	BE	EXP	BE	EXP	BE	EXP	BE	EXP	BE	EXP	BE	EXP	BE	EXP	BE	EXP	BE	EXP
<b>PLAN</b>																		
010001- Salary	133.00	124.46	157.50	157.48	175.00	172.58	149.50	145.73	175.50	163.55	170.00	153.63	187.00	178.84	150.00	137.14	129.75	123.40
010002- Wages	4.30	0.25	1.50	0.81	1.50	0.95	1.70	1.48	3.00	1.95	1.50	1.02	2.50	1.98	1.50	0.77	17.50	9.21
010003- OTA	1.05	0.35	0.10	0.00	0.20	0.18	0.20	0.16	0.20	0.06	0.20	0.11	0.45	0.27	0.10	0.05	2.50	1.18
010006- Medical Treatment	8.50	4.42	8.00	5.06	10.00	0.95	2.00	0.16	7.00	1.44	5.00	0.37	12.00	8.34	2.00	0.07	54.50	20.80
010011- Domestic Travel Expenses	9.00	4.70	5.00	4.70	5.00	3.70	5.00	4.26	10.00	7.07	6.00	4.08	8.50	6.11	3.50	2.01	52.00	36.63
010013- Office Expenses	82.00	73.07	9.00	5.36	28.00	8.68	15.00	9.16	15.00	12.99	17.00	11.82	31.00	19.87	13.00	9.35	210.00	150.30
010014- Municipal Taxes, Rent Ch. Etc.	-	-	1.60	1.00	-	-	-	-	1.50	0.00	-	-	2.90	2.81	-	-	6.00	3.80
010027- Minor Works	40.00	38.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00	38.24
010028- Professional Services	40.00	0.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40.00	0.00
010030- Other Contractual Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL MH : 2402</b>	<b>317.85</b>	<b>245.49</b>	<b>182.70</b>	<b>174.41</b>	<b>219.70</b>	<b>187.05</b>	<b>173.40</b>	<b>160.95</b>	<b>212.20</b>	<b>187.05</b>	<b>199.70</b>	<b>171.02</b>	<b>244.35</b>	<b>218.21</b>	<b>170.10</b>	<b>149.38</b>	<b>172.00</b>	<b>149.56</b>
010053- Capital Outlay Major Head:4402	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL MAJOR HEAD (2402 +4402)</b>	<b>317.85</b>	<b>245.49</b>	<b>182.70</b>	<b>174.41</b>	<b>219.70</b>	<b>187.05</b>	<b>173.40</b>	<b>160.95</b>	<b>212.20</b>	<b>187.05</b>	<b>199.70</b>	<b>171.02</b>	<b>244.35</b>	<b>218.21</b>	<b>170.10</b>	<b>149.38</b>	<b>172.00</b>	<b>149.56</b>
<b>NON-PLAN</b>																		
010001- Salary	46.50	32.86	-	-	47.50	44.96	-	-	47.50	47.46	51.00	58.06	47.50	43.83	-	-	240.00	227.17
010002- Wages	0.06	0.06	-	-	0.08	0.07	-	-	0.08	0.06	0.10	0.10	0.08	0.06	-	-	0.40	0.35
010003- OTA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
010006- Medical Treatment	0.40	0.22	-	-	0.20	0.06	-	-	0.40	0.26	0.40	0.33	0.40	0.30	-	-	1.80	1.18
010011- Domestic Travel Expenses	0.40	0.09	-	-	0.80	0.53	-	-	0.80	0.75	0.80	0.80	0.80	0.79	-	-	3.60	2.96
010013- Office Expenses	0.40	0.25	-	-	0.50	0.50	-	-	0.50	0.44	0.50	0.50	0.50	0.50	-	-	2.40	2.19
010027-Minor Works	1.80	0.00	-	-	0.00	0.00	-	-	0.00	0.00	0.00	0.00	0.00	0.00	-	-	1.80	0.00
<b>TOTAL MH : 2402</b>	<b>49.56</b>	<b>33.49</b>	<b>-</b>	<b>-</b>	<b>49.08</b>	<b>46.12</b>	<b>-</b>	<b>-</b>	<b>49.28</b>	<b>48.97</b>	<b>52.80</b>	<b>59.79</b>	<b>49.28</b>	<b>45.48</b>	<b>-</b>	<b>-</b>	<b>250.00</b>	<b>233.84</b>

## Centre wise tentative Budget Allocation for the year 2014-15

Head and Sub-Head	H.Q	Ahmad abad	Banga lore	Hydera bad	Kolk ata	Nag pur	Noi da	Ran chi	TOT AL
<b>PLAN</b>									
010001- Salary	145.00	145.00	180.00	145.00	180.00	180.00	180.00	145.00	<b>1300.00</b>
010002- Wages	7.00	3.00	3.00	3.00	3.00	3.00	4.00	3.00	<b>29.00</b>
010003- OTA	1.50	0.20	0.25	0.20	0.25	0.20	0.20	0.20	<b>3.00</b>
010006- Medical Treatment	8.00	5.00	10.00	2.00	7.00	5.00	7.00	2.00	<b>46.00</b>
010011- Domestic Travel Expenses	10.00	4.00	9.00	4.00	9.00	9.00	9.00	4.00	<b>58.00</b>
010013- Office Expenses	102.00	17.00	25.00	17.00	25.00	25.00	25.00	17.00	<b>253.00</b>
010014- Municipal Taxes, Rent Ch. Etc.		1.60			1.50		2.90		<b>6.00</b>
010027- Minor Works	45.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	<b>45.00</b>
010028- Professional Services	30.00	-	-	-	-	-	-	-	<b>30.00</b>
<b>TOTAL MH : 2402</b>	<b>348.50</b>	<b>175.80</b>	<b>227.25</b>	<b>171.20</b>	<b>225.75</b>	<b>222.20</b>	<b>228.10</b>	<b>171.20</b>	<b>1770.00</b>
010053- Capital Outlay Major Head:4402	30.00	-	-	-	-	-	-	-	<b>30.00</b>
<b>Grand Total Major Head (2402 +4402)</b>	<b>378.50</b>	<b>175.80</b>	<b>227.25</b>	<b>171.20</b>	<b>225.75</b>	<b>222.20</b>	<b>228.10</b>	<b>171.20</b>	<b>1800.00</b>
<b>NON-PLAN</b>									
010001- Salary	50.00	-	52.00	-	50.00	50.00	50.00	-	<b>252.00</b>
010002- Wages	0.00	-	0.00	-	0.00	0.00	0.00	-	<b>0.00</b>
010003- OTA	-	-	-	-	-	-	-	-	<b>-</b>
010006- Medical Treatment	0.40	-	0.40	-	0.40	0.40	0.40	-	<b>2.00</b>
010011- Domestic Travel Expenses	1.00	-	1.00	-	1.00	1.00	1.00	-	<b>5.00</b>
010013- Office Expenses	1.00	-	0.50	-	0.50	0.50	0.50	-	<b>3.00</b>
010027-Minor Works	2.00	-	0.00	-	0.00	0.00	0.00	-	<b>2.00</b>
010028- Professional Services	-	-	-	-	-	-	-	-	<b>-</b>
<b>TOTAL MH : 2402</b>	<b>54.40</b>	<b>-</b>	<b>53.90</b>	<b>-</b>	<b>51.90</b>	<b>51.90</b>	<b>51.90</b>	<b>-</b>	<b>264.00</b>

## Total Staff Position as on 28.02.2014

Post	Pay band	GP	HQ			BAN			KOL			NAG			NOIDA			AHM			HYD			RAN			Total			
			S	F	V	S	F	V	S	F	V	S	F	V	S	F	V	S	F	V	S	F	V	S	F	V				
<b>Group 'A'</b>																														
Chief Soil Survey Officer	37400-67000	8700	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Sr. Soil Survey Officer	15600-39100	7600	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0
Soil Survey Officer	15600-39100	6600	0	0	0	1	1	0	1	1	0	1	1	0	1	1	0	1	0	1	1	0	1	1	0	1	7	6	1	
Computer Programmer	15600-39100	6600	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	
Asstt. Soil Survey Officer	15600-39100	5400	3	2	1	3	1	2	3	2	1	4	2	2	3	1	2	2	1	1	1	0	1	2	1	1	21	10	11	
Asstt. Soil Chemist	15600-39100	5400	0	0	0	1	1	0	1	0	1	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	4	2	2	
Catographic Officer	15600-39100	5400	0	0	0	1	1	0	1	0	1	1	1	0	1	0	1	0	0	0	0	0	0	0	0	0	4	2	2	
Printing Officer	15600-39100	5400	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	
<b>Sub Total</b>			<b>7</b>	<b>4</b>	<b>3</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>6</b>	<b>3</b>	<b>3</b>	<b>7</b>	<b>4</b>	<b>3</b>	<b>6</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>40</b>	<b>22</b>	<b>18</b>	
<b>Group 'B'</b>																														
Administrative Officer	9300-34800	4600	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	
Field Officer	9300-34800	4600	2	2	0	2	2	0	2	2	0	2	2	0	2	2	0	2	2	0	1	0	1	1	1	0	14	13	1	
Technical Officer	9300-34800	4600	0	0	0	1	1	0	0	0	0	1	1	0	0	0	0	1	1	0	0	0	0	1	0	1	4	3	1	
Asstt. Field Officer	9300-34800	4200	5	3	2	20	9	11	20	7	13	20	10	10	20	8	12	17	10	7	17	9	8	17	9	8	136	65	71	
Asstt. Technical Officer	9300-34800	4200	0	0	0	1	0	1	2	1	1	3	1	2	2	2	0	0	0	0	1	0	1	2	1	1	11	5	6	
Sr. Cartographic Asstt.	9300-34800	4200	1	1	0	0	0	0	1	0	1	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	3	2	1	
Sr. Photographic Asstt.	9300-34800	4200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	
Office Suprintandent	9300-34800	4200	2	2	0	2	1	1	2	2	0	1	0	1	1	1	0	1	1	0	1	0	1	1	0	1	11	7	4	
Stenographer Grade I	9300-34800	4200	2	2	0	0	0	0	0	0	0	1	0	1	1	1	0	0	0	0	1	1	0	0	0	0	5	4	1	
Jeep Driver Spacial Grade	9300-34800	4200	0	0	0	0	0	0	1	1	0	1	1	0	2	1	1	0	0	0	0	0	0	0	0	0	4	3	1	
<b>Sub Total</b>			<b>14</b>	<b>12</b>	<b>2</b>	<b>26</b>	<b>13</b>	<b>13</b>	<b>28</b>	<b>13</b>	<b>15</b>	<b>29</b>	<b>15</b>	<b>14</b>	<b>29</b>	<b>16</b>	<b>13</b>	<b>21</b>	<b>14</b>	<b>7</b>	<b>21</b>	<b>10</b>	<b>11</b>	<b>22</b>	<b>11</b>	<b>11</b>	<b>190</b>	<b>104</b>	<b>86</b>	
<b>Group 'C'</b>																														
Photographic Asstt.	5200-20200	2800	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	
Jr. Cartographic Asstt.	5200-20200	2800	1	0	1	1	1	0	3	3	0	3	2	1	3	1	2	2	2	0	2	2	0	1	1	0	16	12	4	
Senior Accountant	5200-20200	2800	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	
Jeep Driver Grade I	5200-20200	2800	2	2	0	4	4	0	3	3	0	3	2	1	2	1	1	6	6	0	4	4	0	2	2	0	26	24	2	
Stenographer Grade II	5200-20200	2400	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	
Upper Divisional Clerk	5200-20200	2400	5	4	1	1	1	0	1	1	0	2	1	1	2	2	0	1	0	1	1	1	0	1	1	0	14	11	3	
Jeep Driver Grade II	5200-20200	2400	1	1	0	3	0	3	5	5	0	5	0	5	4	2	2	1	0	1	2	0	2	1	0	1	22	8	14	
Draftsman	5200-20200	2400	0	0	0	4	4	0	4	0	4	4	3	1	4	1	3	1	1	0	1	1	0	2	1	1	20	11	9	
Lower Divisional Clerk	5200-20200	1900	3	0	3	1	0	1	2	0	2	2	0	2	2	0	2	1	1	0	1	1	0	1	0	1	13	2	11	
Jeep Driver Ordinary Grade	5200-20200	1900	1	0	1	2	0	2	1	0	1	3	2	1	0	0	0	0	0	0	0	0	0	2	2	0	9	4	5	
Multi Tasking Staff	5200-20200	1800	8	6	2	15	12	3	14	10	4	14	12	2	14	11	3	10	7	3	9	3	6	11	9	2	95	70	25	
<b>Sub Total</b>			<b>22</b>	<b>14</b>	<b>8</b>	<b>33</b>	<b>22</b>	<b>11</b>	<b>33</b>	<b>22</b>	<b>11</b>	<b>36</b>	<b>22</b>	<b>14</b>	<b>31</b>	<b>18</b>	<b>13</b>	<b>22</b>	<b>17</b>	<b>5</b>	<b>20</b>	<b>12</b>	<b>8</b>	<b>21</b>	<b>16</b>	<b>5</b>	<b>218</b>	<b>143</b>	<b>75</b>	
<b>GrandTotal</b>			<b>43</b>	<b>30</b>	<b>13</b>	<b>65</b>	<b>39</b>	<b>26</b>	<b>67</b>	<b>38</b>	<b>29</b>	<b>72</b>	<b>41</b>	<b>31</b>	<b>66</b>	<b>37</b>	<b>29</b>	<b>46</b>	<b>32</b>	<b>14</b>	<b>43</b>	<b>23</b>	<b>20</b>	<b>46</b>	<b>29</b>	<b>17</b>	<b>448</b>	<b>269</b>	<b>179</b>	