



## **ABSTRACT**

Industries – Department of Geology and Mining – Duties and Responsibilities for the post of Regional Joint Directors in the Department of Geology and Mining – Orders - Issued.

### **Industries (E.1) Department**

**G.O.(Ms.)No.250**

**Dated: 03.12.2020**

சார்வரி – கார்த்திகை, 18  
திருவள்ளூர் ஆண்டு, 2051

**Read:**

From the Director of Geology and Mining, Letter Rc.No.3299/  
PM1/2020, Dated: 24.08.2020.

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### **ORDER:**

Based on the request of the Director of Geology and Mining in the letter read above, the Government hereby fix the following Duties and Responsibilities for the post of Regional Joint Directors in the Department of Geology and Mining and order accordingly:-

#### **A. MINERAL ADMINISTRATION**

1. To implement the policy decision of Government in mineral exploration and mineral administration in the regions.
2. To implement the announcements made by the Hon'ble Chief Minister and Hon'ble Minister in the regions.
3. To conduct meetings with the Deputy Directors, Assistant Directors, Assistant Geologists, Assistant Directors and Assistant Geologists of Geo Technical Cell, flying squad and mineral check posts in the first week of every month. The progress on collection of revenue from mineral resources both current and arrears, dead rent, seigniorage fee, surface right compensation, cost of minerals, collection of audit amount, collection of District Mineral Foundation Trust fund, collection of National Mineral Exploration Trust fund, status of exploration projects, status of projects taken up under District Mineral Foundation Trust fund, disposal of petitions by Taluk level task force and District level task force, disposal of petitions and appeals received from the RTI, insurance coverage for minor quarry workers, seizure of vehicles, inspections of mines by the District Officers, settlement of audit paragraphs and disposal of public grievances petitions and other subjects of interest shall be reviewed.
4. To conduct annual inspections of the District Offices and submit notes of inspections to the Directorate of Geology and Mining.

5. To co-ordinate with the Revenue Department, Police Department, Forest Department, Chennai and Thoothukudi Ports for effective functioning of the Flying Squad and Mineral Check Post.
6. To send periodicals on all subjects to the Directorate of Geology and Mining adhering to the time limit.
7. To report important incidents / accidents happening in the region to the Directorate of Geology and Mining.
8. To discharge any duties assigned by the Government and Director of Geology and Mining.
9. To monitor the disposal of applications received for issue of clearances, certificates for construction of buildings, roads etc.,
10. To guide, co-ordinate and monitor the Geo Technical studies in the landslide prone areas in Kodaikanal and Nilgiris taken up by the Directorate of Geology and Mining.
11. To take necessary action for good mineral administration so as to take State of Tamil Nadu in premier position in the Index of ease of doing business.

#### B. MINERAL EXPLORATION

12. To inspect the areas of exploration taken up by Geological Survey of India, Government of India notified agencies such as Mineral Exploration Corporations Limited, Karnataka Iron Ore Corporation Limited and to send the stages of exploration to the Directorate of Geology and Mining every month.
13. To recommend explored areas fit for commercial extraction of minerals to the Directorate of Geology and Mining to auction those areas.
14. To ensure that the rough stone quarries in Government lands are brought under tender cum auction every year.
15. To monitor the offline / online mode of transaction for granting mineral concession.
16. To apportion the holograms to the districts, to monitor that holograms are properly used and accounted for by the District Mining Officers.
17. To preserve the core samples, fossil samples and rock samples collected from the areas of exploration by the regional officers.
18. To inspect atleast 10 mines and 10 quarries in the region in a month and to send the inspection reports to the Directorate of Geology and Mining every month.
19. To carryout surprise checking of vehicles for the prevention of illegal quarrying / mining by transportation of minerals.
20. To inspect the mineral stock yards in their region to check the compliance of rule provision.
21. To inspect the areas of mining and quarries where triggers are received from the Indian Bureau of Mines and to report to the Directorate of Geology and Mining.
22. To ensure that quarry leases of Archeological Importance / historical monuments found in the region is not recommended for mining.



### C. MINERAL TRUST

23. To inspect the projects taken up under District Mineral Foundation Trust fund and to expedite the completion of the projects as per norms.
24. To ensure the transfer of 1% of District Mineral Foundation Trust fund to the Directorate of Geology and Mining by 10<sup>th</sup> of every month.

### D. AUDIT

25. To attend the meeting convened by the Public Accounts Committee, Estimate Committee, Assurance Committee and Parliamentary Committee visiting the Districts.
26. To send reports on audit paragraphs and Public Accounts Committee's observations to the Directorate of Geology and Mining.

### E. COURT CASES

27. To interact with the Law Officers of the Government in various legal forums and assist the District Officers in preparation of draft counter affidavit, draft reply affidavit and special leave petitions for cases filed in the Courts.

### F. ONLINE WORK

28. To ensure ease of doing business and maintain data base on mineral concessions, etc., pertaining to the region.
29. To ensure uploading of datas pertaining to District Mineral Foundation Trust fund in the Hon'ble Pradhan Mantri Khanij Kshetra Kalyan Yojana Portal, e-sameeksha and Pragati Portals.

**(BY ORDER OF THE GOVERNOR)**

**N. MURUGANANDAM  
PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Director of Geology and Mining, Guindy, Chennai – 600 032.

All District Collectors (Through the Director of Geology and Mining)

All Regional Joint Directors (Through the Director of Geology and Mining)

✓ All Additional Directors / Joint Directors / Deputy Directors/ Assistant Directors/  
Assistant Geologists (Through the Director of Geology and Mining)

Copy to:

Special Personal Assistant to the Hon'ble Minister (Law, Courts and Prisons),  
Chennai – 600 009.

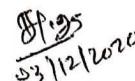
The Personnel and Administrative Reforms Department, Chennai – 600 009.

Industries (OP.II) Department, Chennai – 600 009.

SF/SCs.

**// Forwarded / By Order //**

  
**SECTION OFFICER**

  
53/12/2020