

कोल इण्डिया लिमिटेड

(भारत सरकार का उपक्रम)

COAL INDIA LIMITED

(A Govt. of India Enterprise)

कोल भवन "COAL BHAWAN"

PREMISES NO: 04, MAR, PLOT NO: AF-III

ACTION AREA-1A, NEW TOWN, RAJHARHAT

KOLKATA-700156 (WB)



महारात कंपनी

A Maharatna Company

(An ISO 9001:2015 & ISO 50001:2011 Certified Company)

PERSONNEL DIVISION

POLICY CELL

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CIN:L23109WB1973GOI028844

Ref: CIL/C-5A(PC)/Conveyance/2184

Dated: 30.06.2017

OFFICE ORDER

Sub: Amendments in the CIL Executive Conveyance Advance Rules

The CIL Board of Directors, in their 341st meeting held on 29.05.2017 at Kolkata, accorded approval for the following amendments to the CIL Executive Conveyance Advance Rules.

Accordingly, the provisions of the CIL Executive Conveyance Advance Rules shall stand amended, as below, with immediate effect.

Cl. No	Existing Provision	Amendments
1.	<p>Eligibility</p> <p>Under these rules a Motor car, Motor cycle or scooter advance will be admissible to the following:</p> <p>(i) Motor Car or Motor cycle/ Scooter/ Moped advance will be admissible to the Company's officers drawing a pay of Rs. 1500/- and above and a Motor cycle/ scooter/ moped advance will be admissible to the officers drawing a pay below Rs. 1500/- subject to discretion of the Sanctioning Authority as to whether a Motor car/ Motor cycle/ Scooter/ Moped is necessary for the efficient discharge of duties. Chairman cum Managing Director/ Functional Directors would, however, have the discretion to sanction Motor Car Advance to the officers drawing pay less than Rs. 1500/- per month.</p>	<p>Scope and applicability</p> <ol style="list-style-type: none">1. The scheme to provide advance for the purchase of motor car, motor cycle, scooter/ moped is admissible to all Board level & below Board level executives of CIL and its subsidiaries.2. Advance under this scheme will be granted to Management Trainees on regular appointment after completion of initial probation period of one year.3. Advance under this scheme is not admissible to deputationist.4. Advance under this scheme will not be claimed as a matter of right. Operation of this scheme and grant of advance will be at the discretion of the management.

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- (ii) Temporary and Quassi-permanent officers, provided they furnish surety of a permanent Company officer of comparable or higher status.
- (iii) In the case of probationers it will be for the sanctioning authority to decide if a surety should be furnished by the applicant or not.
- (iv) A contract officer may also be given the advance provided he furnishes surety of a permanent Company officer and agrees to repay the full amount with interest within the period of contract if it is less than the maximum period prescribed for repayment by regular Company Officers.

2. **Amount**

Vehicle	Maximum Advance	Mode of Recovery (Principal + Interest)
Motor Car	Rs. 80,000/-	In not more than 100 equal monthly installments
Motor Cycle / Scooter/ Moped	Rs. 8000/-	In not more than 72 monthly equal installments

Amount of Advance

Grant of an advance for the first time for purchase of a conveyance shall be limited to the following ceiling or actual cost, whichever is less

Vehicle	Maximum Advance	Mode of Recovery (Principal + Interest)
Motor Car	Limited to equivalent of 10 months' salary of the Executive (Basic + DA) or cost of the vehicle, whichever is less.	In not more than 100 equal monthly installments with an option to pay more than one instalment in a month.
Motor Cycle / Scooter/ Moped	Limited to Rs. 80,000 or actual cost of the vehicle, whichever is less.	In not more than 72 monthly equal installments with an option to pay more than one instalment in a month.

(Signature)

7.	Sanctioning Authority The powers of the sanctioning authority under these rules will be exercised by the Functional Directors at the Apex Office and the Managing Directors at the Divisions. This power may be delegated to subordinate officers, if required.	Sanctioning Authority The Functional Directors of CIL and its Subsidiaries are authorized to approve the advance after satisfying themselves that the employee has the capacity to repay the same in the stipulated period.
11	Interest rate: The interest on loans and advances for purchase of a conveyance will be charged at the rates applicable to the Govt. employees from time to time.	Interest rate: The interest would be charged at the rates applicable to Central Government employees as prescribed by Ministry of Finance, Government of India from time to time.
13	New provision added	The executive shall, within one month of payment of advance, intimate regarding purchase of the vehicle.
14	New provision added	Liability on accidents/ mishaps. Use of vehicle will be the sole responsibility of the borrower. The company is not liable, directly or vicariously or partly, to any litigation or claims arising out of any accident or mishaps or loss to the borrower and/ or to any other party. The borrower will submit an undertaking to this effect at the time of hypothecation.
15	New provision added	All applications should be decided in a time bound manner within 15 working days and the status are to be updated in the company's website for information of the applicants.

This is for information and implementation by all concerned.


(Charles Juster)

Dy. General Manager (P/PC)

Distribution:

1. The Director (P&IR)/ Director(T)/ Director (M)/ Director (F), CIL
2. The CMDs, ECL/BCCL/CCL/NCL/WCL/SECL/MCL/CMPDIL
3. The CVO, CIL

4. The Director (F)/(P)/(T), ECL/BCCL/CCL/NCL/WCL/SECL/MCL
5. The Director (T/RD&T)/(T/CRD)/(T/P&D)/(T/ES), CMPDIL, Ranchi
6. The GM/TS to Chairman, CIL
7. The GM/ HOD(P/EE), CIL/ECL/BCCL/CCL/NCL/WCL/SECL/MCL/CMPDIL/NEC
8. The GM(Finance), CIL
9. The ED (I/C), IICM, Ranchi
10. The GM(System), CIL – with a request to upload the same on CIL website.