

Minutes of the 1st Meeting of the CIL Ethics and Integrity Club held on 04.11.2016 at 4.00 P.M. in the Club House of CIL.

The meeting was presided over by Chairman, CIL. The list of members present is annexed.

At the outset, Shri Manoj Kumar, Chief Vigilance Officer, CIL welcomed all the Executives present in the meeting and explained about the background of formation of Coal India Ethics and Integrity Club (CEIC). He elaborated the important functions of CEIC, such as, implementation of action plan, conducting sensitization programmes, organizing lectures / seminars/debate, etc., preparation of annual action plan, organizing training programmes, conducting feedback service, bringing to the notice of the competent authority about the non-compliance of code of conduct, organizing ethical retreats, etc. He said that Chapter of this club may be opened at Subsidiaries, Areas, NEC and IICM. The activities of the Area chapters shall be monitored by Subsidiary chapter and the activities of the Subsidiary, NEC & IICM chapters shall be monitored by CIL Hq. Based on this, ranking of the various chapters may be done.

Chairman, CIL, in his address, applauded the steps taken by CVO, CIL in the form of system improvement, IT Initiatives and various programmes on ethics. He said that in the meeting held in Shimla, the Ethical Governance Action Plan was proposed and agreed by CMDs of all Subsidiaries of CIL. Ethical Governance is a part of Good Governance and formation of CEIC is a firm step in this direction. We may be member of different clubs, but this club has different objectives altogether and the members should meet and address core values. It should be structured and deal with meaningful things. He said that we can also send the members of CEIC to other Companies for interaction where Ethical Club is functioning. He suggested for establishing library to inculcate reading habits. Films and Movies on ethical philosophy may be screened time to time like "Seemabaddha". He also suggested for conducting ethical tests through dedicated application. He informed the house that CIL is now an ISO Certified Company and we should try to maintain quality in our work including our commitment to provide right quality of Coal.

Thereafter, discussion on Agenda Point started.

1) Approval of draft Charter of Constitution.

The draft Charter of Constitution of CEIC was circulated through E-mail to all the members. The same was also presented during the meeting and invited suggestions for addition/ deletion/modification in the clause. After discussion, it was decided to make the following changes in the draft:

- i) The Word 'Committee' to be inserted in clause 5(viii)
- ii) The Word 'Serving' is to be included in the First Sentence of clause 6
- iii) Clause 6b to be deleted.
- iv) A new provision of Sub-Committee to be inserted (Clause 11)
- v) The word 'Cessation' to be inserted in clause 14 along with its provision as 14(viii)
- vi) A provision of formation of Chapters at Subsidiary and its Areas and their structure etc. to be included as clause 17.
- vii) Provision for Subsidiary/Area Chapter included in Clause 03
- viii) Definition of Chapter added in Clause 4
- ix) The word CMD/CVO of Subsidiaries ,Chapter inserted in Clause 5(viii)
- x) The provision of No. of Members for the Club included in Clause 6.
- xi) The word 'Subsidiaries/Area' inserted in clause 15.
- xii) The word 'Political and derogatory posts' inserted in clause 16.
- xiii) The word 'CIEC at CIL and of CIL' inserted in clause 18.

2) Election of Office Bearers-

As per the Charter of Constitution approved by general body, Chairman, CIL shall be the President of the Club and all Functional Directors of CIL shall be Vice President of the Club.

Chairman, CIL nominated CVO, CIL as Working President of the Club which was welcomed by all the members.

Shri S. N. Singh, GM (CSR) was elected as Secretary of the club.

Shri S. K. Thakur, Sr. Manager (Pers. /Vig) was elected as Joint Secretary.

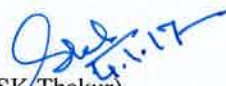
The following Executives were elected as members of executive committee:

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|----|----------------------|---|------------------------|
| 1) | Shri D. D. Tripathy | - | GM(S&R) |
| 2) | Shri Charles Juster | - | HOD, Policy Cell. |
| 3) | Smt. Renu Chaturvedi | - | Sr. Manager (Pers.) |
| 4) | Shri R. K. Gupta | - | Chief Manager(Finance) |
| 5) | Shri Rahul | - | Dy. Manager (System) |

CVO, CIL shared future programmes on training/seminars on Ethics and Integrity which are given below:-

1. Training of senior executives at Asia Plateau, Panchgani from 19-23rd Dec 2016
2. Training of trainers at Asia Plateau either in Jan or April
3. Centralised programme for senior executives on Ethics in public Governance either at Panchgani or IICM (3 to 4 in a year)
4. Future training programmes at Subsidiaries by trainers trained by IC Centre with additional resource persons identified by IC Centre at least once a quarter
5. Training programme at Isha foundation Coimbatore, Art of living foundation Bangalore, Brahma kumari Ashram at Mt Abu etc.
6. IICM to include ethics related inputs in all courses and one day exclusive inputs in training of MTs. Resource persons to be sourced both internally and outside.
7. Speech by eminent personalities every month
8. One day's workshop/seminar on Ethical Governance bi-annually at CIL and subsidiary HQ.
9. Online ethics self-test
10. Film show relating to ethics & Integrity
11. Standardisation of online feedback survey and stake holders' perception index

The meeting ended with thanks to the Chair.


(SK/Thakur)
Sr. Manager (P)-Vig
Joint Secretary, CEIC

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Distribution:-

1. All FDs, CIL
2. CVO, CIL/Working President-CEIC
3. TS to Chairman, CIL
4. Sri S N Singh, GM (CSR)

5. Shri D. D. Tripathy , GM(S&R)
6. Shri Charles Juster, HOD, Policy Cell.
7. Smt. Renu Chaturvedi, Sr. Manager (Pers.)
8. Shri R. K. Gupta, Chief Manager (Finance)
9. Shri Rahul, Dy. Manager (System)

ANNEXURE

LIST OF CEIC MEMBERS PRESENT IN THE MEETING ON 04.11.2016 AT CLUB HOUSE, CIL HQ

Sr. No.	Name	Designation
1.	Shri S Bhattacharya	Chairman, CIL
2.	Shri Manoj Kumar	CVO, CIL
3.	Shri S P Dutta Majumdar	CGM/TS to Chairman, CIL
4.	Shri S K Shrivastava	GM (Min)/Vig
5.	Shri A K Nath	GM (Min)/ TS to DT, CIL
6.	Shri L K Mishra	GM (S&M)
7.	Shri P C Mishra	GM (System)
8.	Shri D D Tripathi	GM (Safety)
9.	Shri P R Prasad	Chief Manager (Min)
10.	Shri C Juster	Chief Manager (Pers.)
11.	Shri R K Gupta	Chief Manager (Fin)
12.	Shri Mahavir Mukherjee	Chief Manager (Excv)
13.	Shri S P Pandey	Chief Manager (Min)
14.	Smt. Swapna Sarkar Roy	Manager(Sectt)
15.	Shri SV Ravindranath	Sr. Manager (Pers.)
16.	Shri Renu Chaturvedi	Sr. Manager (Pers.)
17.	Shri R C Nagar	Manager (Min)
18.	Shri Rahul Mishra	Manager (System)
19.	Shri Rajesh Shaw	Asstt. Manager(Rajbhasa)
20.	Shri R N Dubey	Chief manager(F)
21.	Shri K Sunil Kumar	Sr.Manager(CC&PR)
22.	Shri S Vijay Sagar	Sr.Manager(CC&PR)
23.	Shri Ved Prakash	Sr.Manager(P)
24.	Shri M Upadhyaya	CM(MM)
25.	Shri A K Singh	CM(MM)

LIST OF CEIC MEMBERS PRESENT IN THE MEETING ON 04.11.2016 AT CLUB HOUSE, CIL HQ

26.	Shri A Saha	CM(System)
27.	Shri B K Giri	Sr.Manager(F)
28.	Shri S Majumdar	Sr.Manager(Min)
29.	Shri P Mohan	Sr.Manager(MM)
30.	Shri S K Thakur	Sr.Manager(P)
31.	Shri Bhaskar Mandal	Sr.Manager(Min)
32.	Shri H Mukherjee	Sr.Manager(E&M)
33.	Shri M D Bandopadhyay	Asstt manager(Sectt)
34.	Shri Sushrut Tiwari	MT(E&T)
35.	Md Talib Ahemad	MT(System)
36.	Shri Abhijit Ganguly	CM(F)
37.	Shri Nitish Shrivastava	Sr.Manager(Excv)
38.	Shri K Sudhakar	Sr.Manager(Min)