

कोल इण्डिया लिमिटेड

(भारत सरकार का उपक्रम)

COAL INDIA LIMITED
(A Govt. of India Enterprise)

कोल् भवन "COAL BHAWAN"

PREMISES NO: 04, MAR, PLOT NO: AF-III
ACTION AREA-1A, NEW TOWN, RAJHARHAT
KOLKATA-700156 (WB)



महारत्न कंपनी

A Maharatna Company

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

PERSONNEL DIVISION
POLICY CELL

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CIN:L23109WB1973GOI028844

Ref. No. CIL/C5A(PC)/PMS/2104

Date: 20.05.2017

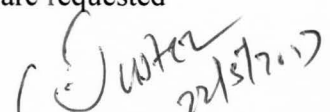
OFFICE MEMORANDUM

Subject: Appraisal Schedule of PRIDE/ PAR for the FY 2016-17

The following schedule will be followed for the final appraisal of Online PRIDE/ PAR in respect of the FY 2016-17:

Task	Responsibility	Normal Timeline	Extended Timeline with penalty
Self-Appraisal	Executive concerned	From 1 st June, 2017 to 20 th June, 2017	From 21 st June, 2017 to 25 th June, 2017
Review by Reporting Authority under PRIDE/ PAR	Reporting Authority	By 30 th June, 2017	From 1 st July, 2017 to 5 th July, 2017
Appraisal by the Accepting Authority under PRIDE	Accepting Authority	From 6 th July, 2017 to 25 th July, 2017	From 26 th July, 2017 to 31 st July, 2017
Review by Reviewing Authority under PAR	Reviewing Authority	By 15 th July, 2017	
Appraisal by the Accepting Authority under PAR	Accepting Authority	From 16 th July, 2017 to 31 st July, 2017	
Review of 'Poor' ratings by the Appellate Authority under PRIDE	Appellate Authority	From 1 st August, 2017 to 15 th August, 2017	

The System will be active from 01.06.2017 for appraisal & all the Executives are requested to complete their appraisal process as per the above schedule.


(Charles Juster)
Dy. General Manager (P/PC)

Distribution:

1. The Director (P&IR)/ Director (T)/ Director (F)/ Director(M), CIL
2. The CMDs of ECL/ BCCL/ CCL/ NCL/ WCL/ SECL/ MCL/ CMPDI
3. The CVO, CIL
4. The Director (P), ECL/ BCCL/ CCL/ NCL/ WCL/ SECL/ MCL
5. The Director (T/ES), CMPDI
6. The GM/TS to Chairman, CIL
7. The GM(P/EE), CIL
8. The HOD, IICM
9. The GM(ICT), CMPDIL
10. The GM/HOD(P/EE), ECL/ BCCL/ CCL/ NCL/ WCL/ SECL/ MCL/ CMPDI/ NEC
11. The GM (System) CIL: with a request to upload the same in CIL website under
Circulars – Soft copy emailed.