

# कोल इण्डिया लिमिटेड

एक महारत्न कम्पनी

(भारत सरकार का एक उपक्रम)

10, नेताजी सुभाष रोड, कोलकाता-700 001

फोन: 033 2248 8099, ग्राम: कोल इण्डिया

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वेबसाइट: [www.coalindia.co.in](http://www.coalindia.co.in)



**Coal India Limited**

**A Maharatna Company**

**(A Govt. of India Enterprise)**

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Ref No CIL/C5A(V)/CRC/IPR/ 3332

Dated 10.05.2013

## CIRCULAR

Conduct Discipline and Appeal Rules, 1978 under Rule 19 stipulates for intimation of Acquisition/Disposal of Moveable and Immovable Property in Form IV(A), IV(B) and VA, VB and VC by executives of Coal India Limited and its subsidiaries. It has also been made mandatory under Rule 19.5 that every employee shall, every year submits to the competent authority a Return of Immovable Property inherited/owned/acquired during a year latest by 31<sup>st</sup> January of the following year in Form VB.

Non-compliance is a misconduct and attracts disciplinary action under the provisions of CDA Rules.

Stoppage of Vigilance and Departmental clearance may be contemplated for violating timely submission of Annual Property Returns i.e. 31<sup>st</sup> January every year.

It must be ensured that Annual Property Return by executives are submitted within the stipulated time. Defaulters should be reminded through personal letters. A compliance report be sent to this office given total number of executives on roll, number of Annual Property Return submitted by 31<sup>st</sup> of January and action taken for defaulting cases.

( Dr Sanjay Kumar )  
General Manager(Personnel)

17/5/13  
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