



COAL INDIA LIMITED
10 NETAJI SUBHAS ROAD
KOLKATA – 700001

No. CIL/C-5A(vi)/ CCC/ 1458

Date : 01.07.2010

OFFICE MEMORANDUM

Sub : Designation of Below Board Level Executives of Coal India Limited

The Board of Directors of CIL in their 257th Meeting held on 31st May & 1st June 2010 at Kolkata, has approved the under mentioned designation for Executives of Coal India Limited.

Grade	Designation	
	All Disciplines (except Medical)	Medical
E-1	Management Trainee (In case of Fresh Recruitment)	
	Officer (In case of Dept. candidates)	
E-2	Sr. Officer	Medical Officer
E-3	Asst. Manager	Specialist/ Sr. Medical Officer
E-4	Deputy Manager	Sr. Specialist / Dy. Medical Supdt.
E-5	Manager	Medical Supdt.
E-6	Sr. Manager	Dy. Chief Medical Officer
E-7	Chief Manager/ If designated HoD then Dy. General Manager	Chief Medical Officer
E-8	General Manager	Chief of Medical Services / Executive Director
E-9	Executive Director	

- (i) The above mentioned designations in each grade which will be followed by the discipline to which the executive belongs. For eg. Sr. Officer(Finance), Asst. Manager(Survey), Manager(Personnel), Sr. Manager(Mining)/Agent.
- (ii) In case of statutory designation, the executive holding the said post will carry the said statutory designation along with the organizational designation. For eg. Asst. Manager(Mining)/Safety Officer.
- (iii) The executives holding the designation of Chief General Manager will continue with the said designation, which will be personal to them.

The designations of Executives will be as per the respective grades mentioned above with immediate effect.

Necessary action for implementation of the said decision be taken accordingly.

This issues with the approval of Competent Authority.


61/07
(H. Kujur)

General Manager (Personnel)

Distribution:

1. CMD, ECL/BCCL/CCL/SECL/WCL/NCL/MCL/CMPDI
2. D (P&IR)/D (F)/D(T)/D (Mktg), CIL, Kolkata
3. CVO, CIL, Kolkata
4. D (P)/D (F), ECL/BCCL/CCL/WCL/SECL/NCL/MCL/CMPDIL
5. D (RD&T)), CMPDI, Ranchi
6. ED, IICM, Ranchi
7. CGM(P)/GM(P), ECL/BCCL/CCL/WCL/SECL/NCL/MCL/CMPDIL
8. CGM, NEC//CGM, CIL, New Delhi
9. Company Secretary, CIL, Kolkata.
10. GM(Telecom),CIL – with a request to upload the same in CIL website intranet under CIL Rules / internet under Info – Circulars. Soft Copy e-mailed.
11. President, CMOAI (Apex)
12. Secretary general, CMOAI(Apex)
13. Guard File