

कोल इण्डिया लिमिटेड

महारत्न कम्पनी

न्यू टाउन, राजारहाट, कोलकाता- 700 156

कॉर्पोरेट पहचान सं.

L23109WB1973GOI028844

फोन: 033 22236615



An ISO 9001 :2015, ISO 14001:2015 &
ISO 50001:2011 Certified Company

Coal India Limited
(A Maharatna Company)
Coal Bhawan, New Town, Rajarhat
KOLKATA-700156 (WB)
WEBSITE : www.coalindia.in
CIN No. L23109WB1973GOI028844

संख्या: No: CIL/C-5A(ii)/15years/52036/2217

दिनांक 22.11.2018

सेवा में,

The General Manager(P-EE),
ECL/BCCL/CCL/WCL/SECL/NCL/MCL/NEC

विषय : "Preference of posting(Maximum 03 companies)" from Executives of all grades (except Medical Discipline) who are posted in your subsidiaries and have completed/likely to complete 15(fifteen) years or more as on 31.03.2019

महोदय/महोदया,

This is in reference to Office Memorandum on "CIL Executive Job Rotation and Transfer Policy" circulated vide CIL letter No. CIL/C5A(PC)/Transfer/2849 dated 21.5.2018.

You are hereby requested to advise the Executives of all disciplines and grades (except Medical Discipline) who are posted in your subsidiaries and have completed/likely to complete 15(fifteen) years or more as on 31.03.2019, to submit their preference of posting (Maximum 03 companies) in the CIL HRIS portal on or before 10.12.2018 so that such preferences may be considered while transferring Executives on Promotion or for manpower rationalization or completion of 15 years. In case an Executive fails to give his/her preferences, he/she will be transferred keeping in view the vacancy position and requirement of the company.

This is for your kind information and further necessary action.

भवदीय,

22/11/18
(तृप्ति पराग शॉ)
महाप्रबंधक(कार्मिक)

प्रतिलिपि:-

1. GM/TS to Chairman, CIL, Kolkata
2. GM/TS to Director(Tech.), CIL, Kolkata
3. GM(System),CIL,Kolkata- with a request to upload in the CIL website
4. GM(System/ICT), CMPDIL, Ranchi
5. GM(P/Policy), CIL, Kolkata
6. CM/TS to Director(Marketing), CIL, Kolkata
7. CM/TS to Director(Finance), CIL, Kolkata
8. CM/TS to Director (P & IR), CIL, and Kolkata
9. The Sr. Manager(C5A(iv), CIL(HQ)- with a similar request to circulate the same in respect of Executives posted in CIL(HQ)/RSO's and Delhi Office.