



COAL INDIA LIMITED

(A Govt. of India Undertaking) (A
MAHARATNA Company)

NOTIFICATION FOR ENGAGEMENT OF DOCTORS ON CONTRACT BASIS AT CIL, DELHI OFFICE

Notification No: CIL/DELHI/MEDICAL/2021

Coal India Limited (CIL) - A Schedule A, "MAHARATNA" Public Sector Undertaking under Ministry of Coal, Government of India. It has mining operations of coal spread over the states of W.B., Jharkhand, Odisha, Chhattisgarh, Madhya Pradesh and Maharashtra.

CIL is looking for dedicated and enterprising Medical Specialist to work at Delhi Office **on temporary contract basis**. If you are ready to accept the challenge and meet our requisite criteria, this is your best opportunity to work with CIL.

Details of requirement at Coal India Limited, Delhi :

Sl. No.	Category of Doctor	Number of Post	Monthly Consolidated Honorarium
1.	Doctors with MBBS-MD (Medicine) Specialization	1	Rs. 1,25,000 /-

For details about Consolidated Honorarium and benefits, etc, please refer to CIL's policy/guidelines circulated vide OM no. CIL/C5A(PC)/Dr-Paramedical/622 dt. 20.04.2021 and 625 dt.23.04.2021 issued by General Manager (P)/PC, CIL (attached below).

General Role profile:

- A. The Services of Medical Specialist will be utilized to work at Coal India Limited, Delhi and to provide medical advice and assistance for its employees posted at Delhi in different offices and ministry.
- B. The specialists should be able to provide different medical assistance as well as attainment of required specialty solutions of the specialty in which he has been engaged for the employees working in the establishments.
- C. Such Medical Specialist is required to attend medical emergencies any time as and when required for its employees posted at Delhi.
- D. Apart from Medical services, he is expected to liaise with Hospitals, Central/State Govt. Agencies for logistics i.e medicines, beds, oxygen, ambulance, laboratory tests etc.
- E. Such Medical Specialist should be able to examining & treating patients, screening cases needing specialized medical attention and refer them to higher centers.
- F. Such Medical Specialist should ensure/ make PME (Periodical Medical Examination) of employees & Initial Medical Examination of contractual workers.
- G. Such Medical Specialist should be able to make suitable arrangements for services for proper diagnosis of doubtful cases and provide guidance to employees.
- H. Such Specialists should ensure maintenance of the prescribed records and submission of reports and returns.
- I. Such Medical Specialist should be able to educate people on disease prevention measures and health maintenance.
- J. Such Medical Specialist should ensure preparedness to meet emergencies and outbreak of epidemic/pandemic such as Covid-19 in the Project/ Colliery/Area/Hq.
- K. Such Specialists should adhere to company's rule and guidelines.

Eligibility Criteria: -

- I. **Maximum age limit:** 65 years as on the date of notification.
- II. **Minimum Experience required:** 5Years as on the date of notification.

III. Minimum qualification required:

- a. MBBS from recognized Institute/ College approved by Medical Council of India/ State Medical Council with recognized Post Graduate Degree/ Diplomat National Board (DNB) with 03 Years post qualification experience in General Medicine.
- b. Should not have been awarded with any punishment under disciplinary rules of previous organization in the last 5 years of the service to be certified by ex-employer.

IV. **Antecedent Verification:** Details will be furnished by the candidate in the prescribed format of CIL which will be subject to verification from the authorities concerned.

V. For ex-employee of CIL or its subsidiaries/other government organization/PSUs:

1. Last 5 years performance record for ex-employee to be certified by ex-employer.
2. Should have worked in the relevant specialty for at least 5 years during their service to be certified by ex-employer.
3. Should have scored minimum „Good“ ratings in the last 5 years of service to be certified by ex-employer.
4. Should not have been awarded with any punishment under CDA rules/ disciplinary rules of the company in the last 5 years of the service to be certified by ex-employer.
5. For private practitioner/private sector experience holders a self-certified performance/disciplinary certificate to be produced along with the application.

How to apply :

The application form is attached herewith. The candidates will be required to send the duly filled in application form through email at cil.delhi@coalindia.in or speed-post/courier/in person to **The General Manager, Coal India Limited, Core-2, 5th Floor, SCOPE Minar, Laxminagar District Centre, Delhi – 110092** within the stipulated time by(Date)... (**till 05:00PM**).

If more than one application is received from a candidate, most recent (current) application will be considered as final.

Documents to be submitted are as mentioned in the application format.

Mode of Selection:

The mode of selection will be based on personal interview through Video Conference.

Other Terms & Conditions:

- I. Incomplete application in any form will be rejected.
- II. Offer of engagement on temporary basis will be subject to physical verification of all the documents, if found in order.
- III. The engagement of Specialist shall be subject to medical fitness to be certified by Company Medical officer (Refer point no.4.2 (c) of CIL's policy/guidelines circulated vide OM no. CIL/C5A(PC)/Dr-Paramedical/622 dt. 20.04.2021 and 625 dt.23.04.2021 issued by General Manager (P)/PC, CIL(attached below).
- IV. Selection of Medical Specialist is subject to character and antecedent verification of the candidate, which would be done post appointment. In case, any discrepancy or concealment of information is found, the contract period of such Medical Specialist will be terminated with immediate effect without any notice.
- V. Such Medical Specialist shall not engage in private practice during their period of engagement and shall be available at any time for emergencies.
- VI. Medical Specialist have to maintain the integrity and secrecy of the company's business and shall not engage himself/herself with any other business during his/her tenure of engagement.
- VII. They shall perform the duties of the Specialists Doctor efficiently, diligently and shall devote their whole time to the company. He/she shall honestly and faithfully serve the company during the period of engagement.
- VIII. The duration of the contract period will be up to 31-03-2022.
- IX. The contract will automatically cease to exist on expiry of the period of contract and for this, no separate notice would be necessary.

- X.** The contract may be terminated by either side by giving one month notice.
- XI.** The requirement may further be revised after assessing the situation after six months i.e. after 31st October, 2021.
- XII.** The period of engagement is liable to be terminated at any time without assigning any reason thereof after giving one month notice.
- XIII.** Retired Employees (Executives/ Non-executives) covered under the respective Contributory Post Retirement Medicare Scheme will continue to be governed by the said scheme during their period of engagement. However, the outsourced Doctors will be entitled for medical benefits for self and spouse in the company's hospital, to the extent available and will not be eligible for referral outside.
- XIV.** The temporary contractual appointee is required to join within 7 days from the date of issuance of offer of engagement. No TA/ DA will be given for joining.
- XV. Termination of contract:**
- Due to malpractice/misconduct or rendering of unsatisfactory by the Medical Specialist.
 - In the event of any legal conviction by any State/Central Government Authority/Court against the Specialist
 - CIL Management reserves the right to terminate the contract of the Medical Specialist without assigning any reason whatsoever.
 - In case during the engagement period the doctor joins any private/govt. organization the contract shall stand terminated.
- XVI. Leave :** The Medical Specialist shall be entitled for paid leave of 2 days per month in addition to the paid holidays (PH) of the establishment. The said leave shall stand lapsed on expiry of period of engagement.
- XVII.** Director (P & IR), CIL reserves the right to suspend, alter, amend or withdraw partly or fully any of these guidelines at his/her discretion for reasons to be recorded in the interest of the Company.
- XVIII.** Other Terms and Conditions or any further clarification will be as per CIL's policy/guidelines circulated vide OM no. CIL/C5A(PC)/Dr-Paramedical/622 dt. 20.04.2021 and 625 dt.23.04.2021 issued by General Manager (P)/PC, CIL. Candidates in their own interest may go through details of the Policy.
- XIX.** Any amendment/modification regarding the notification will be notified only in CIL website i.e www.coalindia.in

General Manager
COAL INDIA LIMITED, DELHI



Application form for engagement of Medical Specialist on temporary contract basis at CIL, Delhi

Registration No. (MCI) _____

Name:		Recent passport size self attested photo				
Father's/Spouse's Name:						
Gender:						
Nationality:						
Date of birth:	Date of Retirement/ Separation (if applicable):	Grade/ Post at the time of Retirement/Separation (if applicable):				
Address of communication						
House No. /Flat No.:						
Street:						
Post Office:		Pin Code:				
District:		State:				
Mobile No.:		e-Mail ID:				
PAN No.:		AADHAR No.:				
Qualification Details (MBBS/Specialization)						
Sl . No.	Examination passed	Speciali- zation	Year of passing	Name of Institute	Board/ University	% of marks

Experience details of last 5 years working in CIL/Subsidiary/Other Govt.Organisation/PSUs etc.

Sl. No.	Name of organization	Post held	From Date	To Date

Enclosures (may be verified at the time of joining):

The following documents are to be scan-mailed/enclosed along with the application form:

1. Passport size photograph.
2. Self attested copy of proof of Date of Birth.
3. Self attested copy of ADHAR and residence proof.
4. Self attested copy of Qualification certificates.
5. Self attested copy of Superannuation/relieving letter from ex-employer if any.
6. Self attested copy of self certified experience certificate along with performance certificate/disciplinary certificate to be produced by ex-employee of CIL/ Govt. organization/PSUs/Private organization/Private Practitioner.

Declaration:

I do hereby declare that the above information as furnished by me is true to the best of my knowledge. I also give undertaking that at any point of time, if any of the above information is found false, it will automatically lead to cancellation of my contract and will also make me liable for prosecution under law.

I also certify that I am not facing any charge nor have been convicted in any corruption/ illegal gratification/ criminal case.

Station:

Date:

Signature of the Applicant

कोल इण्डिया लिमिटेड
(भारत सरकार का उपक्रम)
COAL INDIA LIMITED
(A Govt. of India Enterprise)
कोल भवन "COAL BHAWAN"
PREMISE NO- 04, MAR, PLOT NO: AF-III
ACTION AREA-1A, NEW TOWN, RAJHARHAT
KOLKATA-700156 (WB)



एक महारतन कंपनी
A Maharatna Company

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

PERSONNEL DIVISION
POLICY CELL

CIN:L23109WB1973GOI028844
E-MAIL: policycell.cil@coalindia.in
TEL: 033-7110 4271
WEBSITE: www.coalindia.in

संदर्भ सं: CIL/C5A (PC)/Dr-Paramedical/622

दिनांक: 20.04.2021

कार्यालय ज्ञापन

विषय: Revised Guidelines for Engagement of Doctors & Paramedical Staff on temporary contract basis to combat COVID-19

The Competent Authority of CIL has approved the revised Guidelines for Engagement of retired Doctors & Paramedical Staff on temporary contract basis to combat COVID-19 for implementation with immediate effect.

A copy of the approved guidelines is enclosed for implementation.

This is for information and compliance by all concerned.

(Handwritten signature)
20/4/21

(नीला प्रसाद)

महाप्रबंधक (का./ नीति)

ई-मेल के माध्यम से वितरण:

1. D(T)/ D (P&IR)/ D (F)/ D(M), CIL
2. CMD, BCCL/ CCL/ CMPDIL/ ECL/ MCL/ NCL/ SECL/ WCL
3. CVO, CIL
4. D(P), BCCL/ CCL/ ECL/ MCL/ NCL/ SECL/ WCL
5. D(T/CRD), CMPDIL
6. CVO, BCCL/ CCL/ CMPDIL/ ECL/ MCL/ NCL/ SECL/ WCL
7. ED (Coordination), CIL
8. ED (Medical Services), CIL
9. GM(P/EE)/ (F), CIL
10. GM, NEC
11. Dy.GM (System), CIL

Coal India Limited- Guidelines for engagement of Doctors & Paramedical Staff on temporary contract basis to combat COVID-19

Keeping in view of the shortage of Doctors & Paramedical staff in the Hospitals/ Dispensaries of CIL/ Subsidiaries and need to prepare well to prevent or address the outbreak of Corona Virus (COVID-19), the following guidelines for engagement of Doctors & Paramedical staff of CIL/ Subsidiaries on temporary contract basis may be followed:

These guidelines will be effective for a period of eleven months i.e. till 31st March, 2022.

1. Vacancy for engagement on temporary contract basis

The assessment of requirement of doctors, their speciality and also requirement of paramedical staff for the above engagement will be done directly by the subsidiary concerned through their CMS I/C.

Necessary statutory requirements will be met by subsidiaries for such hiring.

2. Contract period

- a) The contract period may be up to 31st March, 2022.
- b) The contract will automatically cease to exist on expiry of the period of contract and for this, no separate notice would be necessary.
- c) The contract may be terminated by either side by giving one month notice.
- d) The requirement may further be revised by the subsidiaries after assessing the situation after six months i.e. after 31st October, 2021

3. Consolidated Honorarium

Doctors & Paramedical Staff engaged after their retirement under these guidelines are eligible only for consolidated honorarium and other benefits as prescribed thereunder. They are not eligible for retiral benefits like Gratuity, PF, Post-retiral medical benefits and pension for the period of their engagement under these guidelines. However, the Doctors and Paramedical staff who are already availing their regular retiral benefits will continue to receive such benefits during their period of engagement under these guidelines as well.

In case of engagement of Doctors & Paramedical staff who have not retired earlier, other statutory benefits will be admissible as per the statute till attaining the age of 60 years.

Consolidated monthly honorarium payable on engagement on temporary contract basis shall be as under:

Category of Doctor	Monthly Honorarium (in ₹)	Category of Paramedical Staff	Monthly Honorarium (in ₹)
Doctors with MBBS qualification	90,000	Nurse/ Pharmacist/ Physiotherapist	35,000
Doctors with MBBS plus Specialization	1,25,000	Lab Technician	32,500
		Dresser	31,000
		Ward boy/Sweeper	30,000

Note:

- a) Qualified Doctors to be engaged may be from outside as well as retired from PSU/Govt either through outsourced agencies or directly.
- b) Efforts will be made for engagement of Paramedical Staff through outsourced agencies. Thereafter, if the requirement still exists, subsidiaries may go for direct contractual engagement except for Ward Boy/Sweeper.
- c) Maximum age limit for all such category of engagement will be 65 years.
- d) In case of direct engagement of Doctors/Paramedical Staff, the subsidiaries may decide about the criteria/ methodology of selection etc.
- e) In case of nurses, the final year students of Nursing College whose academic sessions are over may also be hired subject to clearance from the concerned State Govt.

4. Norms for direct engagement

4.1 Offer of engagement

Offer of engagement will be issued in writing by the designated Officer to whom the power has been delegated for this purpose by the Director (Personnel) of the concerned Company. A sample offer of engagement is attached as **Annexure I**.

4.2 Terms & Conditions of engagement

Doctor/Paramedical Staff engaged under these guidelines will be subjected to the following terms and conditions during the period of engagement:

a) Medical

Retired Employees (Executives/ Non-Executives) covered under the respective Contributory Post Retirement Medicare Scheme will continue to be governed by the said scheme during their period of engagement.

However, the outsourced Doctors and Paramedical staff will be entitled for medical benefits for self and spouse in the company's hospital, to the extent available and will not be eligible for referral outside.

b) Leave

They shall be entitled for paid leave of 2 days per month in addition to the paid holidays (PH) of the establishment. The said leave shall stand lapsed on expiry of period of engagement.

c) Medical fitness

The engagement shall be subject to medical fitness to be certified by the Company Medical Officer. The Medical Officer shall use his/ her own discretion as to the scope of the general physical examination in each case; get a history of present and past illnesses and treatment being undertaken, if any. Thereafter he/she shall judge cases on their merits taking into consideration the factors of age, prevalence of diseases and prospective duties of the temporary contractual appointees. The main object of medical examination is to secure continuous effective service from them during the temporary contract period.

d) Prohibition

Their engagement will be on full time basis and during the period of engagement, they will not indulge in any private practice etc.

e) Joining

The temporary contractual appointee is required to join within 7 days from the date of issuance of offer of engagement. No TA/ DA will be given for joining.

5. Interpretation

Interpretation of these guidelines will be reserved with the Director (Personnel) of the concerned Subsidiary and his/ her interpretation will be final for engagement in that Subsidiary.

6. Savings

Director (P&IR), CIL reserves the right to suspend, alter, amend or withdraw partly or fully any of these guidelines at his/ her discretion for reasons to be recorded in the interest of the Company.