



COAL INDIA LIMITED
"COAL BHAWAN"
10 NETAJI SUBHAS ROAD
KOLKATA - 700001

No. CIL/C-5A(vi)/CCC/ED/1592

Date : 17.06.2011

OFFICE ORDER

Sub : **Creation of two Executive Director (ED) – E9 posts in the pay scale of Rs.62,000-Rs.80,000 in CIL(HQ) -**
(a) Executive Director (Corporate Affairs)
(b) Executive Director (Internal Audit)

The Board of Directors of CIL in their 270th Meeting held on 25th May'2011 at Kolkata, has approved to create 2 posts in E9 Grade in pay scale of Rs.62,000 – Rs.80,000 of Executive Directors i.e. Executive Director (Corporate Affairs) and Executive Director (Internal Audit).

The eligibility norms for promotion for the Executive Director are given below :

SN	Post	Grade	Outside Recruitment		Promotion		Remarks
			Minimum Qualification	Minimum Experience	Minimum Qualification	Minimum Experience	
Reporting to Chairman, CIL							
1	Executive Director (Corporate Affairs)	E9	---	---	Company Secretary (Preference to candidate with Chartered / Cost Accountant)	2yrs experience in E8 grade.	
Reporting to Director (Finance), CIL							
2	Executive Director (Internal Audit)	E9	---	---	Chartered / Cost Accountant	2 yrs experience in E8 grade.	

It also includes the guidelines for promotion from E8 to E9 grade issued vide office order No. CIL/C5A(vi)/CCC/1586 dated 02.06.2011.

This issues with the approval of Competent Authority.


17.06
(H KUJUR)

GENERAL MANAGER(P)

Distribution:

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