

कोल इण्डिया लिमिटेड  
( महारत्न कंपनी )  
कोल भवन, प्रिमिसेस कं.04 एम.ए.आर  
प्लॉट सं. ए.एफ.3, राजारहाट,  
कोलकाता 700156 (प.बं.)  
वेबसाइट : www.coalindia.in



**Coal India Limited**

(A Maharatna Company)  
Coal Bhawan/Premises No:04 MAR  
Plot No:AF-III/Action Area 1-A  
New Town/Rajarhat  
KOLKATA-700156 (WB)  
WEBSITE : www.coalindia.in  
CIN No.L23109WB1973GOI028844

Ref No:CIL/GM(P)/OM/PRP/B-788

Date: 8<sup>th</sup> June 2016

### OFFICE MEMORANDUM

In further reference to Office Memorandum No:CIL/GM(P)/OM/PRP/B-689 dated 19.05.2016 wherein it was advised to ensure that the deduction towards stagnation increment pertaining to pay revision of executives prior to 1.01.2007 (1997-2006) and other dues, if any, be made from the PRP amount against separated executives, pending decision of the CIL Board, on the issue.

Furtherance to subject Office Memorandum, it is reiterated that in case of executives who have separated from the services of Coal India Limited and its Subsidiaries by superannuation/death/resignation etc., the following action be taken after audit and adjustment of all other outstanding dues, if any :

- i) If the separated executive was granted excess stagnation increment, the same be adjusted from the payable PRP amount and the balance amount be released.
- ii) The separated executive who were not recipient of excess stagnation increment, their PRP amount be released at the earliest.

All the concerned are advised to take necessary action, accordingly.

( Bijay Swaroop )  
General Manager(Personnel)

#### Distribution:

1. The Chairman, CIL.
2. The Director(P&IR)/ Director(T)/ Director(M)/ Director(F), CIL, Kolkata.
3. The CMDs, ECL/BCCL/CCL/NCL/WCL/SECL/MCL/CMPDIL.
4. The CVO, CIL, Kolkata.
5. The Director(F)/(P)/(T), ECL/BCCL/CCL/NCL/WCL/SECL/MCL.
6. The Director(T/RD&T)/(T/ES), CMPDIL, Ranchi.
7. The GM(Fin.), CIL, Kolkata – for needful action.
8. The GM/HOD(P/EE), ECL/BCCL/CCL/NCL/WCL/SECL/MCL/CMPDIL.
9. The GM(Mining), CIL, New Delhi Office.
10. The Head of IICM, Ranchi.
11. The GM(Fin.) Mktg. Division, CIL.
12. ALL RSMs, CIL.
13. ALL HODs, CIL, Kolkata.
14. The GM(System), CIL - for needful with further request to upload the same on CIL website.