

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 महारत्न 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 4225

FAX: 033-2324 4140

WEBSITE: www.coalindia.in

संदर्भ सं: CIL/C5A (PC)/VRS/447

दिनांक: 04.07.2020

कार्यालय ज्ञापन

विषय: Executive Retirement before Superannuation Scheme

CIL Board in its 406th meeting held on 26.06.2020 approved amendments in Voluntary Retirement Scheme of Common Coal Cadre including the name of the Scheme as "Executive Retirement before Superannuation Scheme" for implementation with immediate effect.

The revised Scheme is enclosed for information and compliance by all concerned.

नीला प्रसाद
4/7/2020

(नीला प्रसाद)

उप 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/ES), CMPDIL
6. CVO, BCCL/ CCL/ CMPDIL/ ECL/ MCL/ NCL/ SECL/ WCL
7. GM/TS to Chairman, CIL
8. GM(P/EE), CIL
9. GM, NEC
10. GM, NDLO
11. GM/ HoD, IICM
12. HoD (System), CIL – with a request to upload the same in CIL website for information and compliance by all concerned.



Executive Retirement before Superannuation Scheme

1.0 Scope

This scheme shall cover all whole-time Executive cadre employees of Coal India Limited and its Subsidiary companies.

2.0 Conditions

The Executive cadre employees governed by Coal India's terms and conditions of service and scales of pay, who have put in not less than 20 years of approved qualifying service including service rendered under the mine/ Company from which the employee was taken over, may retire from Coal India's service before superannuation subject to the following:

- (a) The Competent Authority will have absolute discretion to refuse permission to an Executive for retirement before superannuation without assigning any reason.
- (b) Before an Executive gives notice for early retirement from service, he/ she should satisfy himself by means of a reference to the appropriate authority that he/ she has actually completed 20 years' qualifying service.
- (c) An employee shall give notice of at least 3 months to the Competent Authority to retire early from service. A notice of less than 3 months may also be accepted by the Competent Authority in deserving cases.
- (d) The Company will not have the right to retire any Executive on its own under this Scheme.
- (e) If an Executive wishes to retire under this Scheme while he/ she is on study leave, the retirement shall take effect from the date of commencement of such leave and the leave salary paid in respect of such leave, shall be recovered from the dues payable to him/ her on early retirement.
- (f) A notice of early retirement may be withdrawn subsequently only with the approval of the Competent Authority provided the request for such withdrawal is made before the expiry of the notice period.
- (g) An Executive against whom disciplinary proceedings are pending/ prosecution sanctioned or contemplated in terms of Conduct, Discipline and Appeal Rules, 1978, shall not be allowed to retire early under this Scheme. Further, vigilance clearance will be required to allow an Executive to retire early under this Scheme.
- (h) Executives who would be retiring under Compulsory Retirement should be excluded from the Scheme.
- (i) DPE guidelines issued in future from time to time in respect of such retirement before attaining the age of superannuation would be applicable.

3.0 Benefits

Executives retiring before attaining the age of superannuation under this Scheme, shall be entitled to all retirement benefits of the Company at par with the Executives on superannuation as per applicable statutes/ DPE guidelines/ rules of the Company for the purpose of Gratuity, CPRMSE, CMPF/ CMPS, defined contribution pension (CIL EDCPS 2007), leave encashment, transfer benefits (TA), etc. All the terminal



dues admissible to the Executive shall be settled within one month from the date of the acceptance of the retirement.

However, on such retirement, the Executives would not be eligible for any other ex-gratia payment.

4.0 Definition of Competent Authority

'Competent Authority' for approval of retirement before attaining the age of superannuation shall be the Chairman, CIL.

5.0 Commencement of the Scheme

The amended Scheme shall come into force with immediate effect.

6.0 Interpretation

The power to interpret the Scheme is reserved with the Director (P&IR), CIL and his/her interpretation will be final.

7.0 Savings

The Chairman, CIL reserves the right to relax, alter, amend or withdraw partly or fully any of the provisions of this policy at his/ her discretion or on administrative grounds in the interest of the Company for reasons to be recorded in writing.