

कोल इण्डिया लिमिटेड

(भारत सरकार का एक उपक्रम)

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(A Govt of India Undertaking)

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संदर्भ सं :CIL:Rectt: 737

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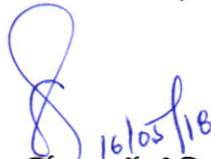
/ OFFICE MEMORANDUM /

Subject: Guidelines for transfer on promotion / appointment from Non-executive Cadre to Executive Cadre from one subsidiary to another.

The following guidelines have been decided by the Competent Authority in the meeting held on 18th April 2018, to be followed in case of transfer of Non-Executives on promotion / appointment to Executive Cadre posts.

1. On promotion / appointment from Non-Executive Cadre to Executive Cadre, each employee will be asked to give 3 options for his/her posting in different subsidiaries of CIL, other than the one in which he/she is posted at present, within one week from the date of issue of notice in this regard.
2. As per practice, vacancy arising due to posting of such employees out of subsidiary may be filled by posting equal number of employees in that respective subsidiary, as far as possible.
3. The posting will be made as per the seniority and the first option chosen, subject to the number of vacancy in a subsidiary. In case number of vacancy in the subsidiary gets over his/her second option will be the criteria for posting and so on for third option.
4. In case someone does not submit his/her choice of posting or there is no vacancy in a subsidiary left out consequent to deciding the posting of his/her seniors or the same is received after the cutoff date, his/her posting will be done as per the vacancy left out in a subsidiary considering his/her seniority and the alphabetical order of the subsidiary companies excluding one's present company.

The above guidelines shall be followed in all such cases of promotion from Non-Executive Cadre to Executive Cadre posts in future also where compulsory change in posting to a different subsidiary other than that of the subsidiary where one is working is envisaged.


महाप्रबंधक (कार्मिक/भर्ती/नीति)

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