



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

No. CIL/C-5A(PC)/BSC/ 277

Date : 26.03.2013

OFFICE MEMORANDUM

Sub : Implementation of the Balanced Scorecard - Performance Management System for Executives in CIL & its Subsidiaries w.e.f 2013-14.

The Human Resource Management Committee, a sub-committee of CIL Board in its 7th meeting held on 23.02.2013 at Kolkata accorded its approval for implementation of the Balanced Score Card - Performance Management System for Executives in CIL & its Subsidiaries w.e.f 2013-14.

Accordingly the present EER system of performance rating based on TAAD is replaced with the Balanced Score Card - Performance Management System w.e.f. 1st April' 2013. The Executives of E1 grade to E7 grade except Management Trainees will be now evaluated on the basis of key performance indicators in the new performance appraisal form called "PRIDE".

The "PRIDE" will be circulated amongst the executives of E1 to E7 grade in the month of April and the time schedule of evaluation will be as under :

Sl.No	Activity	Time Schedule	
		From	To
1	Target Setting	1 st April	30 th April
2	Half Year Review	1 st October	31 st October
3	Self & Final Assessment	1 st April	30 th April
4	Final Rating & Moderation		31 st May

The Executives will finalize the key performance indicators along with its weightage and target in discussion with the reporting officer and select the same from the position score card / KPI inventory at the beginning of the assessment year. The filled in "PRIDE" will follow the schedule as given above. The various FAQs are available in the PMS manual.

The Executive Establishment Division of CIL & its Subsidiaries are the implementing authority. The said division will ensure the timely adherence of the time schedule and the various other procedures to be followed every year for evaluation of the Executive. Each Subsidiary will have a nominated officer for each area for coordinating between the assessee, reporting officer, accepting officer & the Subsidiary EE Division.

The General Manager (P/EE), CIL will be the nodal officer in implementing the said PMS in CIL & its Subsidiaries.

The "PRIDE" along with position score card / KPI inventory & PMS Manual is available in CIL website www.coalindia.in.


(R Mohan Das)
Director (P&IR)

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