

एक कदम स्वच्छता की ओर

# CENTRAL COALFIELDS LIMITED



## HUMAN RESOURCE DEVELOPMENT

2018-19

An organization's ability to learn and translate that learning into action rapidly is the ultimate competitive advantage

## MISSION POLICY & OBJECTIVE OF HRD DEPARTMENT

**Mission** Making the workforce to learn and think creatively, manage and solve work problems through training programme for self development and achieving the organizational goal.

**Policy** Human Resource Development, Ranchi is committed for training and development of employees of Central Coalfields Limited through need based training programme

**Objective** The growing concern over environmental degradation and depletion of conventional energy sources has made the task more challenging. The technical and managerial knowledge acquired from the academic institutions need to be supplemented with the applied technical and managerial skills. These skills are to be regularly updated for employees of CCI to cope with the ever progressing and constantly advancing technologies being introduced in the mining sector.

## TRAINING CENTRES UNDER HRD DEPARTMENT

### MANAGEMENT TRAINING CENTRE

#### RANCHI

The institute is established mainly for training and development of employees of Central Coalfields The main function of this department are the following:-

- Conducting training programmes on:
  - Induction & Orientation for newly recruited Management Trainees.
  - Management development for executives of all discipline.
  - Functional skill up gradation for young managers of
- Skill up gradation of Front line Supervisors.
- Cross functional programmes like mining for `non mining, finance for non finance discipline.
- HR for all discipline.



#### Computer Training.

- Women empowerment.
- Value refresher( Ethics of Governance).
- Grooming of executives for their elevation to next higher grade.
- Rajbhasa
- Organising Workshops & Seminars
- Monitoring with areas for Mentorship Programmes.
- Monitoring training of non executives, supervisors and employees of BTTI.
- NODAL Agency for Implementation of Apprentice Act.
- Nominating executives for external training programmes.
- Nominating executives for IICM training programmes.
- Monthly Meeting with Area Training Officers.
- Coordinating With CIL HRD, BOPT Easter Region, RDAT Eastern Region Kolkata.
- Procedure for nomination of executives for all programmes. On the basis of seniority of executives of all disciplines as maintained in the data bank.

## **BHURKUNDA TECHNICAL TRAINING INSTITUTE, BHURKUNDA**

The institute is established for training of Supervisors & workers for their skill development and re-training of existing workmen to cope up with the advance technology and also to meet the demand of skilled manpower.



It also imparts Mining Sirdarship training to

- a) SC/ST candidates for opening their employment avenue.
- b) nominated sons of female optees under SFVRS
- c) Imparting ITI training in electrician trade to PAPs for their capacity building.

## **CENTRAL EXCAVATION TRAINING INSTITUTE BARKAKANA**

Central Excavation Training Institute Barkakana was established with an objective of developing skilled manpower for opencast mines. The main function of the institute is: To provide opportunity to the employees with requisite potential for imparting skill in the operation and maintenance of Heavy Earth Moving Machinery (HEMM) and filling up the need in



respect of HEMM operators and mechanics from the existing employees as well as new recruits.

To update and refresh the knowledge, in HEMM operations and maintenance of existing employees by competent faculty members.

The centre also aims at imparting six months certificate course in electrician and welder trade to 25 PAPs in a group every year

for their capacity building and to make them employable. It is the Multi Skill Development Centre and is affiliated with SCMS.

## **VOCATIONAL TRAINING CENTRE**

As per the VT Rules, all workman including contractual workers are to be provided with initial training before they are deployed in mines. There are various training modules circulated by DGMS for underground, opencast and surface workmen. There is provision for refresher training for these workmen. The workmen also have to undergo special training under VT Rules as and when required. Following are the Vocational Training Centres

- 1.G VTC Argada Area
- 2.GVTC Barka Sayal Area
- 3.G VTC B&K Area
- 4.G VTC Dhori Area

- 5.G VTC Kathara Area
- 6.G VTC Kuju Area
- 7.G VTC N.K. Area
- 8.G VTC Piparwar Area

- 9.G VTC Rajrappa Area
10. GVTC Hazaribagh Area

## SECURITY TRAINING INSTITUTE

The STI was established with the following objectives:

To conduct basic training on security for newly recruits

To update and refresh the knowledge of the existing security personnel .

To update the security personnel about the working of the company.

### ACHIEVEMENT OF HRD 2017-18

#### CIL MoU Achievement

- Target – CIL fixed a target of imparting training through premier institute like IIT, IIM, IICM, ASCI Hyderabad for 5% of total strength of executives of CCL i.e. **120**(5% of 2399)
- **266 nos.** of executives have been imparted training as per the MoU and the target has been achieved.

#### Vocational Training

- CCL HRD imparts short term vocational training to the students of the leading institutions/ colleges/ institutions in all faculty of Engineering /Mining / BBA / MBA / Medical and Para Medical. During the year 2017-18,CCL has imparted vocational training to **1234 nos. of** students in different faculties of various colleges / institutions / university.
- **9234 nos** of employees have been imparted training during the year 2017-18.
- **6180 nos** of employees including contractual workers were imparted Recognition of Prior Learning (RPL) programme and achieved the target set by CIL Kolkata during 2016-17

### ACHIEVEMENT OF BTTI BHURKUNDA

Sl.No.	Name of the training programme	Target for the year 2017-18	Achievement	Remarks
1.	SHORT COURSE /SKILL DEVELOPMENT/CAREER GROWTH TRAINING PROGRAMME FOR EMPLOYEES OF CCL AS PER AAP CALENDER	600	614	
2	MINING SIRDAR TRAINING PROGRAMME FOR 25 NOS SC/ST PAP TRAINEES	25	23 NOS ARE TAKING UNDERGROUND PRACTICAL TRAINING AFTER SUCCESSFUL COMPELTION OF THEORITICAL COURSE	02 NOS TRAINEES LEFT THE COURSE
3	MINING SIRDAR TRAINING PROGRAMME FOR 40 NOS SC/ST TRAINEES	40	40 NOS ARE TAKING UNDERGROUND PRACTICAL TRAINING AFTER SUCCESSFUL COMPELTION OF THEORITICAL COURSE	
4	ITI BATCH 2015-17	19 TRAINEES TOOK ADMISSION IN THIS SESSION	AFTER PASSING OUT THE FINAL EXAMINATION ALL GOT THE PLACEMENT	
5	ITI BATCH 2016-18	19 TRAINEES TOOK ADMISSION IN THIS BATCH	APPEARED IN THE 3RD SEMESTER EXAM IN JAN-FEB 2018	
6	ITI BATCH 2017-19	21 TRAINEES TOOK ADMISSION IN THIS SESSION	APPEARED IN THE FIRST SEMESTER EXAMINATION IN JAN -FEB 2018	

### Details of External Training of Executives in premier Institutions 2017-18

Name of the Premier Institution	Name of Renowned Faculty
IIT Kharagpur	Prof. KhanindraPathak , Prof. B.K.Prusty
IIT BHU	Dr. B.K.Shrivastava
IIT ISM Dhanbad	Dr. N.Pal, Dr.Tanmaymaity
IIM Lucknow	Dr. Ashutoshsinha
IIM Ranchi	Prof. S.K.singh
XLRI	Prof.M .Srimannarayana
ASCI Hyderabad	Dr. Reshmi Nair

CCL has conducted various external training programmes of duration of a week days time by sending the executive from E1 level to E7 of the company for up gradation in the renowned premier institutions of the country named IITs ,IIMs, ASCI Hyderabad, XLRI, IICM etc in the following major subjects

- |  |  |
|--|--|
| 1.Challenges and Techno-Economics for future coal mining               | 14. Challenges& solution for modern mine management            |
| 2.Electrical safety in mines and future prospects                      | 15. Electrical safety and mines protection in mines            |
| 3. Advance mines surveying technology                                  | 16. Leadership engagement and development                      |
| 4.Coal quality management and utility                                  | 17.PLC programming troubleshooting and application in industry |
| 5. Advance techniques of project management, monitoring and evaluation | 18. recent trends in accident prevention and safety management |
| 6. Mining equipment safety practices                                   | 19. material science engineering, failure analysis             |
| 7. lubrication technology in mining industry                           | 20. Social cost benefit analysis of project                    |
| 8. labour laws for managers  | 21.mining technology and mining machinery for surface andUG    |
| 9.Effective land settlement and rehabilitation                         | 22. ground control for mine safety                             |
| 10. Slope stability  | 23. Mine closure and post mining liability management          |
| 11.Environment management in mines and allied industries               |  |
| 12. Project management, monitoring and evaluation                      |  |
| 13. Mines safety, legislation, rescue and recovery                     |  |

### Details of External Training of Executives in premier Institutions

No of programmes attended by executives of CCL	84
No of executives participated	328
No of executives participated E-1 to E-5	262
No of executives participated E-6 and above	66

## Details of External training of executives in leading institutions of the country during 2017-18

External training programmes of short duration for executives of E1 to E7 level were conducted at different leading institutions of the country named **National Productivity Council, ICM Hyderabad, ISTD, IMI New Delhi Jaipuria Institute of Management, ESCI, ISMAA Kolkata, Hyderabad, Institute of Public Enterprise Hyderabad, ICSI CII Chandigarh ICWAI, AIMA BIT Mesra** etc. on the following main subjects:

- |   |  |
|---|--|
| 1. Recent Rock blasting trend in mining             | 9. Managerial leadership & team building.              |
| 2. Strategic Industrial Relation in India           | 10. Corporate strategy for Risk Mgt.                   |
| 3. Good governance & transparency through RTI.      | 11. Enhancing Organizational Productivity through ICT. |
| 4. Building Corporate strategy for CSR.             | 12. Labour Laws reforms on Contract Labour Mgt.        |
| 5. Modern safety & performance improvement in mines | 13. Project Mgt. monitoring & evaluation.              |
| 6. 3D LASER land scanner for Mines                  | 14. Good governance.                                   |
| 7. GEOVIAMinex Mine Planning & Scheduling software. | 15. Work life balance & Stress Mgt.                    |
| 8. Demystifying GST.                                | 16. Cost Governance                                    |
|   | 17. Effective Public procurement                       |

No of programmes attended by executives	109
No of executives participated	610
No of executives participated E-1 to E-5	419
No of executives participated E-6 and above	191

## SUCCESS STORY OF HRD 2017-18

### ACHIEVING MOU TARGET OF CIL

Target – CIL fixed a target of imparting training through premier institute like IIT, IIM, IICM, ASCI Hyderabad for 5% of total strength of executives of CCL i.e. 120(5% of 2399)

### Achievement – 266 nos. (i.e. 212%) as per the MoU Target.

Grooming programme for E-7 level executives

No. of Executives participated	:- 46	
No. of Executives appeared for interview from different discipline out of 46	:- 26	
No of Executives elevated to E-8 level	21	Success rate :-80.76%



## RESPONSIBILITY TOWARDS SOCIETY

### Placement of passing out candidates of ITI, BTTI, Bhurkunda

Batch 2015-17

No of successful students :- 19

SC 02 ;ST 07;OBC 05;Gen 05 ,

All 19 students have been offered with appointment

at Jaikara Techno an associate of Cummins Pvt. Ltd.

**377** students have been imparted with underground mining practical training in preparatory course for Mining Sirdar examination, out of which **194** students are of General category and **183** are Wards.



## VOCATIONAL TRAINING

CCL HRD imparts short term vocational training to the students of the leading institutions/ colleges/ institutions in all faculty of Engineering /Mining / BBA / MBA / Medical and Para Medical. During the year 2017-18, CCL has imparted vocational training to 1234 nos. of students in different faculties of various colleges / institutions / university. It helps the students to get the job.

## PROGRAMME BRIEF FOR 2018-19

- **Foundation Programme for Fresher:**  
The objective of this programme is to familiarise the new entrants with the working of the coal industry and orient them towards structure, system, policies and procedure of the company.
- **Technical/Functional Competency Dev. Programme:** Separate programmes for the level E-1 to E-5 depending on the specific competency requirements designed for specific cluster of technical competencies under each key function.
- **Behavioural/Managerial Competency Dev Programme:** Designed for specific/cluster of behavioural competencies under each grade/function as per the competency framework given in PMS.
- **Leadership Dev. Programme:** Designed for executives across different management level. The basic leadership programme is for executive of level E-3 to E-5 on basic leadership competencies, advanced leadership development programme is for executives of level E-6 – E-7 for equipping them in assuming higher role. Transformational leadership programmes are for senior executive level of E-8 – E-9.
- **General Management Programme:** It is for the executives of level E-6 to E-8 to meet the challenges confronting organization and to make them capable for taking corporate decision by imparting training on communication, strategy planning, financial and operational management, problem solving, decision making etc.
- **Value Refresher Programme:** All executives of CCI are required to project highest level of values at all time. The participation of this programme once in four years is compulsory.
- **Cross Functional Training:** The objective of this programme is to encourage executives of level E-3 to E-7 to acquire competencies in multiple functional areas of management to cope up the emerging business challenges.

## FUTURE INITIATIVES

- ❖ Engagement of Apprentices in different trades upto 1238 persons
- ❖ ie 2.5% of total work force including Contractual Workers
- ❖ Registration of all areas as establishment for Apprentice training
- ❖ Up gradation of infrastructures at GVTCs
- ❖ Augmentation of infrastructure of HRD department CCL Ranchi
- ❖ Establishing GVTC at M&A and Rajhara area
- ❖ Posting of trainers at HRD HQ and BTTI
- ❖ Starting of Centre of Excellence.
- ❖ Training of redeployed manpower Electrician trade/Operators and Security.
- ❖ Quality training programmes for all level executive from premier institution of the country
- ❖ Skill up gradation and skill development programme for super-visors and employees.
- ❖ Training on e-Office, ERP, ERM.
- ❖ Training on Cyber security

\* PROCESS OF NOMINATION: As per PEAK (PORTAL)



**ANNUAL TRAINING PROGRAMME 2018-19 OF MTC, HQ****1<sup>ST</sup> QUARTER (APRIL TO JUNE, 2018)**

Sl.No	Programme Name	Duration	Programme Coordinator
1	Foundation Programme for fresher's	09.04.2018 to 13.04.2018	Sri S. Baksi, Chief Manager (P)
2	IR Refresher for Young Managers	23.04.2018 to 28.04.2018	Sri JBR Kujur, Sr. Manager (P)
3	Training programme on Reservation for Office Bearer for SC/ST Association	07.05.2018 to 08.05.2018	Sri S. Baksi, Chief Manager (P)
4	Mining for Non mining	4.05.2018 1to 19.05.2018	Sri A.K. Singh, Sr. Manager (M)
5	General Management Programme	18.06.2018 to 23.06.2018	Sri A.K. Singh, Sr. Manager (M)

**2<sup>nd</sup> QUARTER (JULY TO SEPT, 2018)**

Sl.No	Programme Name	Duration	Programme Coordinator
a.	Training on Ethics in Public Governance	05.07.2018 to 07.07.2018	Sri S. Baksi, Chief Manager (P)
b.	Training of Two Weeks for Young executive for knowledge enhancement &update (Mining)	16.07.2018 to 28.07.2018	Sri A.K. Singh, Sr. Manager (M)
c.	Sales for All	06.08.2018 to 10.08.2018	Sri S. Baksi, Chief Manager (P)
d.	HR for Line Managers	10.09.2018 to 15.09.2018	Sri JBR Kujur, Sr. Manager (P)
e.	Soft Skill for Managers	24.09.2018 to 26.09.2018	Sri S. Baksi, Chief Manager (P)

**3<sup>rd</sup> QUARTER (OCT TO DEC, 2018)**

Sl.No	Programme Name	Duration	Programme Coordinator
a.	Women Empowerment of Female Employees	08.10.2018 to 10.10.2018	Ms. PrabhaBhagat, Dy. Manager (P)
b.	Programme on reservation policy for SC/ST/OBC	29.10.2018 to 03.11.2018	Sri JBR Kujur, Sr. Manager (P)
c.	Finance for Non finance	12.11.2018 to 17.11.2018	Sri S. Baksi, Chief Manager (P)
d.	Refresher on e-Office	03.12.2018 to 05.12.2018	Sri Manish Ranjan, Asstt. Manager (E&M)
e.	Training of Two Weeks for Young executive for knowledge enhancement & updatation (Excavation and E&M)	10.12.2018 to 22.12.2018	Sri Manish Ranjan, Asstt. Manager (E&M)

**4<sup>th</sup> QUARTER (JANUARY TO MARCH, 2018)**

Sl.No	Programme Name	Duration	Programme Coordinator
a.	Foundation Programme for Young Managers	07.01.2019 to 11.01.2019	Sri A.K. Singh, Sr. Manager (M)
b.	Skill Development Programme for Non-Executives	14.01.2019 to 19.01.2019	Sri S. Baksi, Chief Manager (P)
c.	Functional Programme for Quality & Sales	11.02.2019 to 16.02.2019	Sri Manish Ranjan, Asstt. Manager (E&M)
d.	Soft Skill for Managers	25.02.2019 to 27.02.2019	Sri S. Baksi, Chief Manager (P)
e.	Refresher Programme for Management Trainees	11.02.2019 to 16.02.2019	Sri JBR Kujur, Sr. Manager (P)

## IN HOUSE SPECIAL TRAINING PROGRAMME OF MTC

SL NO	NAME OF THE PROGRAM	DURATION OF PROGRAM	NAME OF FACULTY WITH PROFILE	LEVEL OF PARTICIPANTS	PROG. COORDINATOR	NO. OF DAYS OF PROGRAM
1	SUSTAINABLE DEVELOPMENT IN COAL MINING SECTOR	3 <sup>rd</sup> Week of JUNE	PROF. KHANINDRA PATHAK, <b>IIT KHARAGPUR</b>	E6-E8	SRI A. K SINGH, SR. MGR (MIN.)	1 DAYS
2	IMPROVEMENT IN CAPACITY UTILIZATION	Last Week of JUNE	<b>CMD &amp; FDS&amp; OTHER FACULTIES</b>	E4-E7 OF MINING /EXCAVATION	SRI A. K SINGH, SR. MGR (MIN.)	2 DAYS
3	EMPOWER-MENT AND LEADERSHIP FOR WOMEN EXECUTIVES	JULY	DURGA KHAITHAN , <b>JUDGE KOLKATA HIGHCOURT</b> ,MS. ANITA SARKAR, <b>XLRI</b> , JAMSHEDPUR/ /MALVIKA	ALL FEMALE EXECUTIVES	SMT. PRABHA BHAGAT(DY. MGR.P)	1 DAYS
4	RESOLVING MANAGEMENT DILEMMA	JULY	FR.OZZIE MASCARENHAS, S.J, <b>XLRI</b> , JAMSHEDPUR	E7- E8	S. BAKSHI, CHIEF MANAGER, P	1 DAY
5	UNDERSTAND -ING AND CUSTOMIZATION OF RESERVATION POLICY	AUGUST	PROF.N.UNIKRISHNAN,	E3-E5	SRI KUJUR, SR. MGR.(P)	2 DAYS
6	STRATEGY, INNOVATION AND LEADERSHIP	AUGUST	PROF. VIDYANAND JHA,PH. NO:0334678300-8304, <b>IIM KOLKATA</b> , - AN ORGANIZATIONAL BEHAVIOURAL EXPERT	E7-E8	S. BAKSHI, CHIEF MANAGER , P	1 DAY
7	ADVANCED FINANCIAL MANAGEMENT PROGRAMME FOR COAL SECTOR EXECUTIVES	SEPTEMBER	PROF. S. SHIVSHANKAR, <b>IIM RANCHI</b>	E3-E6 OF FINANCE	S.BAKSHI, CHIEF MANAGER, (P)	3 DAYS
8	SAFETY IN COAL MINES	SEPTEMBER	PROF. SAMIR KUMAR DAS, <b>IIT KHARAGPUR</b> , FORMER EXECUTIVE CIL, FORMER DIRECTOR NIT JALANDHAR PUNJAB, FORMER HOD, MINING, THE PAPUA NEW GUINEA UNIVERSITY OF TECHNOLOGY	E3-E4, OF MINING	A. K SINGH , SR. M GR(P)	2AYS
9	GROOMING PROGRAM FOR APPEARING IN INTERVIEW OF GENERAL MANAGERS		<b>CMD AND FDS EX-GMs &amp;GMs</b>	E7	SRI KUJUR, SR. MGR(P)	4 DAYS

**ACTION PLAN OF BTTI BHURKUNDA**

1.	SKILL DEVELOPMENT /CAREER GROWTH PROGRAMME ON GENERAL SAFETY IN O.C AND UG MINE	09.04.18 TO 13.04.18	05	ALL CATEGORIES EMPLOYEES
2	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME ON FIRE FIGHTING	16.04.18 TO 20.04.18	05	ALL CATEGORIES
3	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME FOR WORKMEN INSPECTOR (MIN), (ELECT.) & (MECH.)	23.04.18 TO 27.04.18	05	WORKMEN INSPECTORS (MIN),(ELECTRICAL & MECHANICAL)
4	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME FOR MANSOON PREPARATION	07.05.18 TO 11.05.18	05	ALL CATEGORIES
5.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME PREPARATORY COURSE FOR ELECTRICIANS.	14.05.18 TO 26.05.18	12	INTERESTED CANDIDATES TO BECOME ELECTRICIANS
6.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME COACHING FOR GAS TESTING	04.06.18 TO 08.06.18	05	ALL CATEGORIES
7.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME ON PERSONNEL MANAGEMENT FOR MINISTERIAL STAFF	18.06.18 TO 22.06.18	05	MINISTERIAL STAFF
8.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME FOR NEWLY RECRUITTED MINING SIRDARS	02.07.2018 to 18.07.18	15	NEWLY RECRUITTED MINING SIRDARS
9.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME ON EXPLOSIVE HANDLING	23.07.18 TO 27.07.18	05	EXP. CARRIER, SHOTFIRER ,O/MAN,MIN.SIRDAR ,
10.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME ON MINE SURVEYING	30.07.18 TO 03.08.18	05	ASSTT.SURVEYORS, SURVEY MAZDOORS.
11	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME ON AWARENESS FOR SAFETY, HEALTH, HYGINE AND WELFARE.	06.08.18 TO 10.08.18	05	ALL CATEGORIES
12.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME FOR FRONTLINE SUPERVIROS (MIN)	27.08.18 TO 31.08.18	05	OVERMAN AND MINING SIRDAR
13.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME ON FIRST AID.	03.09.18 TO 07.09.18	05	ALL CATEGORIES
14.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME FOR PIT SAFETY COMMITTEE MEMBERS	10.09.18 TO 14.09.18	05	PIT SAFETY COMMITTEE MEMBERS
15.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME ON PERSONNEL MANAGEMENT FOR MINISTERIAL STAFF	24.09.18 TO 28.09.18	05	MINISTERIAL STAFF

16	SKILL DEVELOPMENT/CARRER GROWTH COACHING FOR MINING SIRDAR & OVERMAN	08.10.2018 to 12.10.2018	05	ALL CATEGORIES
17.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME FOR NEWLY RECRUITED ELECTRICIAN AND EXISTING ELECTRICIAN.	22.10.18 TO 26.10.18	05	ELECTRICIAN AND ELECTRICAL HELPER
18.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME ON SAFETY AWARENESS FOR ALL CATEGORIES.	29.10.18 TO 02.11.18	05	ALL CATEGORIES
19.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME GENERAL SAFETY IN OPENCAST AND UNDERGROUND	26.11.18 TO 30.11.18	05	ALL CATEGORIES OF O.C. AND UG.
20.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME ON FIRE FIGHTING	03.12.18 TO 07.12.18	05	ALL CATEGORIES
21.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME ON AWARENESS FOR SAFETY, HEALTH, HYGINE AND WELFARE.	17.12.18 TO 21.12.18	05	ALL CATEGORIES
22	SKILL DEVELOPMENT/CAREER GROWTH TRAINING PROGRAME ON EXPLOSIVE HANDLING	07.01.2019 TO 11.09.2019	05	EXP. CARRIER, SHOTFIRER ,O/MAN,MIN.SIRDAR , MAG. CLERK ETC.
23.	SKILL DEVELOPMENT/CAREER GROWTH TRAINING PROGRAME FOR PIT SAFETY COMMITTEE MEMBERS	21.01.19 TO 25.01.19	05	PIT SAFETY COMMITTEE MEMBERS.
24.	SKILL DEVELOPMENT/CAREER GROWTH TRAINING PROGRAME ON GAS TESTING	04.02.19 TO 08.02.19	05	ALL CATEGORIES
25.	SKILL DEVELOPMENT/CARRER GROWTH TRAINING PROGRAMME ON SAFETY AWARENESS FOR ALL CATEGORIES.	11.02.19 TO 15.02.19	05	ALL CATEGORIES

*The great end of learning is not knowledge but action.*

*Peter Honey.*

**EXTERNAL PROGRAM IN RENOWED FORUMS OF THE COUNTRY**

<b>SL. N O</b>	<b>NAME OF PROGRAM</b>	<b>FORUM</b>	<b>PERIOD OF TIME</b>	<b>LEVEL OF PARTICIPANTS</b>
1.	BUSINESS TUNAROUND AND GROWTH STRATEGY	<b>XLRI</b>	4 DAYS IN MONTH OF AUGUST	E8
2.	PROJECT MANAGEMENT		5 DAYS IN MONTH OF NOVEMEBER	E6-E8
3.	STRATEGY INNOVATION AND LEADERSHIP		3 DAYS IN MONTH OF DECEMBER	E7-E8
4.	EFFECTIVE LAND ACQUISITION, RESETTLEMENT,REHABILITATION	<b>ASCI</b>	5 DAYS IN MONTH OF SEPTEMBER, 24-28 SEPT	LAND AND REVENUE E-3 to E-5
5.	ENVIRONMENTAL IMPACT ASSESSMENT FOR PROJECTS		11-13 JUNE	MINING/ENVIRONMENT E-4 to E-7
6.	E- PROCUREMENT		25-27 JUNE	E3- E5
7.	DEVELOPING STRATEGIC MINDSET FOR FUNCTIONAL MANAGERS	<b>ASCI</b>	23-27 JULY	E5-E8
8.	CORPORATE GOVERNANCE, PAST, PRESENT AND FUTURE	<b>DPE</b>	AUG 2018	E8
9	INVENTORY AND SUPPLY CHAIN MANAGEMENT		NOV2018	E5-E7/MM/CIVIL/SALES
10	BUSINESS ACUMEN FOR LEADERSHIP	<b>IIM KOLKATA</b>	16th JULY to 20th JULY	E-6 to E-8
11	MANAGEMENT OF ORGANISATIONAL CHANGE		30 th JULY to 3rd AUG 2018	E-7 E-8
12	STRATEJIC COST AND PERFORMANCE MANAGEMENT		22ndAUG to 25th AUG 2018	E-5 to E-7
13.	APPLIED CORPORATE FINANCE		NOV 2018	E-5 to E-7
14.	WORKLIFE BALANCE & STRESS	<b>NPC</b>	JUNE 2018	E-4 to E-7
15.	NEGOTIATION & CONFLICT MGT.			E-7 to E-8



**PROGRAMMES OF IICM RANCHI2018-19**

<b>SL.NO</b>	<b>NAME OF PROGRAMME</b>	<b>PERIOD</b>	<b>PARTICIPANT'S PROFILE</b>
1	OVER BURDEN HANDLING,TECH. SKILL DEV. PROGRAMME	EVERY MONTH	M1
2	FUNCTIONAL SKILL DEV. PROGRAMME	EVERY MONTH	M1
3	SLOPE FAILURE& SLOPE STABILITY	MAY,SEP	E3-E6
4	CONTRACT MGT.PROGRAMME	EVRY ALTRNATIVE MONTH	E3-E6
5	MENTORSHIP DEV. PROGRAMME	MAY,JUNE,JUL,SEP,OCT,NOV,	E3-E7
6	MANAGERIAL SKILL DEV. PROGRAMME	MAY,JUN,AUG,SEP,OCT,NOV,DEC,JA N 19	ALL EXECUTIVE OF ALL DEPTT.
7	TALENT ACQUISITION KNOWLEDGE MGT.	MAY,JUL	E4-E6
8	PROGRAMME ON QUALITY	JUN,AUG,MARCH19	E3-E7
9	PROGRAMME ON FINANCE ISSUES	MAY,JUL,AUG,SEP,NOV,DEC,	E3-E7
10	E-PROCUREMENT	OCT,NOV,FEB19	E3-E6
11	E-OFFICE	MAY,JUN, JAN19	E3-E6
12	SENIOR MGT. PROGRAMME	JUN,AUG	E3-E6
13	GEN.MGT.PROGRAMME	JUL,SEP	E5 AND ABOVE
14	PROGRAMME ON LEGAL ISSUES	SEP,JAN19	E4-E7
15	PROGRAMME ON ENVIRONMENT ISSUES	AUG,OCT,MARCH19	E3-E6
16	CAPACITY UTILIZATION&PRODUCTIVIT Y IMPROVEMENT	JUN,NOV	E3-E6
17	PROGRAMME ON MINING	JUN,DEC,JAN,19,FEB19	E3-E5
18	PROGRAMME ON EXCAVATION	JUN,AUG,SEP,OCT	E4-E6
19	ETHICS&VALUES IN GOVERNANCE	JUL,SEP	E4-E6
20	PROGRAMME FOR RETIRING EXECUTIVES	JUN,OCT	ABOVE 55YRS

TRY TO LEARN EVERYTHING OF SOMETHING AND SOMETHING OF EVERYTHING

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Thomas Huxley

The above efforts of HRD department could enhance the capabilities of human resource of Central Coalfields Limited by converting them into professionals who in turn by their professional skill not only meeting the focused needs of the organisation and achieving the targeted goal of the company but also making the image and goodwill to the pinnacle

Making "**know oneself**" has long been the dictum of HRD department's heritage. In the organizational domain where the ultimate responsibility rests upon the instrument of desired change that is the HUMAN RESOURCE DEVELOPMENT DEPARTMENT. It is imperative, therefore that this department know one's own internal terrain before conquering the external milestones.

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