

Central Coalfields Limited

(A Subsidiary of Coal India Limited)

Personnel/NEE Department

Darbhangha House, Ranchi-834029

Phone No. 0651-2360049/Extn-5341

CIN: U10200JH1956GOI000581

E-mail Id: personnel@cccl.coil.co.in

Website: <http://www.cccl.coil.co.in>

एक मिनिट्क कंपनी
A Miniratna Company

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आज़ादी का
अमृत महोत्सव

Ref. No. CCL/NEE/2023-2024/4454-94(11)

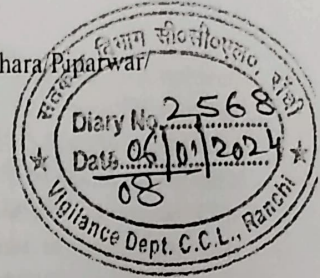
Dated 06.01.2024

To,

The General Manager(Hazaribagh/CRS-Barkakana/Barka-Saya/Argada/NK/Rajhara/Paparwar/Rajrappa/Kuju/B&K/Dhori/Kathara/AP&CGP/MG&SG/Giridih) Area.

The CMS I/C, GNH, CCL, Ranchi.

The CMS I/C, CH Ramgarh.



Sub: - Uniformity in Selection process of Clerk Grade-III, Store Issue Clerk, Grade-III etc through DPC.

Dear Sir,

It has come to the notice of the Management that different practices are being followed in Areas in selection of Clerk Gr. III , Store Issue Clerk, Grade-III through DPC which has been viewed very seriously by the Higher Authority.

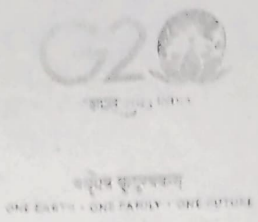
To have uniformity in all Areas of CCL, following modalities may be followed while selecting Clerk, Grade-III, Store Issue Clerk, Grade-III other ministerial staff through DPC where mode of promotion is "Selection/Test" as per provision of Cadre Scheme:

1. Application may be invited from permanent employees for selection of the aforesaid post through an Internal Notification mentioning the details like vacancy position (Category wise), eligibility criteria as per Cadre Scheme, cut off date for qualification & eligibility, opening & Last date of receipt of application etc.
2. Employees in higher grade may not be allowed to apply however employee in the same grade may be allowed to apply.
3. The application from employees of shortage/statutory category may not be allowed to apply.
4. That a "Selection Test" may be taken for the post for the shortlisted eligible candidates.
5. The qualifying/pass marks in the Selection test for the General category employees will be 40% of the total marks & for the SC/ST Category it will be 30% of the total marks.
6. There will be no marks for seniority & ACR.
7. However, the candidate must have minimum "Good" ACR rating in all for immediately preceding 03 years.
8. Vigilance/ Departmental clearance of the candidates should be "Clear".
9. The selected candidates shall be empanelled on the basis of merit as per the marks obtained in the selection test. If the same marks is obtained by more than one candidate in

TS to C/O / S. Vishwas V

Shri. Deepak
update SR file.
08/1/24

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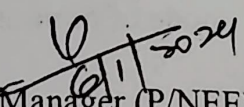
Central Coalfield's Limited
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- the selection test, their merit shall be decided based on the date of appointment & subsequently the date of birth (i.e. senior in age will be the senior).
10. That it may be ensured that DPC to be conducted & its proceedings may be recorded strictly adhering the requisite guidelines & norms.
 11. The joining on the selected post will be effective only on reporting at the place of posting on selection within 30 days of issuance of selection order as per guideline issued by CIL vide ref No. CIL/C-5B/JBCCI-X/SC/Determining of seniority/33 dated 11.02.2021.
 12. All selected candidate will be on probation for a period of 06 months before being regularised in respective post.
 13. No promotional benefit of one increment may be give in case of "Selection". However the selected candidates will be eligible for pay protection as per rule.

You are requested to ensure that DPC may be conducted and proceedings are recorded strictly adhering to the above guidelines.

Yours faithfully,


General Manager (P/NEE),
CCL, Ranchi.

Copy to:-

1. ✓ General Manager (Vigilance), CCL, Ranchi
2. HOD (P&IR), CCL, Ranchi.
3. HOD (MP), CCL, Ranchi.
4. TS to D (P), CCL, Ranchi.
5. Chief Manager (P/NEE), CCL, Ranchi.
6. All Staff Officer (P&A) (Hazaribagh/CRS-Barkakana/Barka-Sayal/Argada/NK/ Rajhara/ Piparwar/Rajrappa/Kuju/B&K/Dhori/Kathara/AP&CGP/MG&SG/Giridih) Area
7. Manager (P/GNH), CCL, Ranchi.
8. Manager (P/NEE), CCL, Ranchi.
9. Dy. Manager (Pers.), CH Naisarai.