

Ref. No. ECL/C-5(D)/Prom/Estb-10/HR/1886896/EE/727

OFFICE ORDER

On being promoted to the post of Senior Manager (HR), in E-6 Grade in the scale of pay ₹90,000-2,40,000/- and posted at ECL in terms of CIL's order no. CIL/C5A(CC)/Prom.E5-E6_Pers/2024/B-195 dated 26-02-2025 & subsequently released from CCL with immediate effect vide office order no. CCL/GM(HR-EE)/HR/Transfer/25/5916-40 dated 24-04-2025 of the Dy. Manager (HR/EE), CCL HQ, & subsequent office order no. GM(A)/PD/Officer/Transfer/2025/239 dated 24-04-2025 of the Manager (HR), GM Unit, Argada Area, CCL, and subsequent office order no. PO(SG)/Sirka/Trans-Release/25-26/159 of the Project Officer (SG), Sirka Colliery, CCL, **Ms Supriya Laxmi (EIS No. 90277104)**, has reported at ECL on 25-04-2025 (AN) and assumed charge as Senior Manager (HR) in E-6 grade.

Ms Laxmi is hereby posted at Sodepur Area, ECL, till further order. She is advised to report to the Area General Manager, Sodepur Area, ECL, for further assignments.

On promotion, the concerned executive will be on probation for a period of one year at the first instance.

Ms Laxmi is also advised to fill up her new 'PRIDE' form for the year 2025-26 within 15 days of her joining/assuming charge at her new place of posting, after taking new assignment in consultation with her Reporting Authority, failing which it will be the sole responsibility of the executive concerned.

This is issued with the approval of the Competent Authority.


(Subrata Dasgupta)

General Manager (HR/EE)

Distribution Overleaf:

Distribution:

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Dir(F)/Dir(T)OP/D(HR)/Dir(T)P&P/C.V.O., ECL
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HOD(WBE)/HOD(PF/Pension)/HOD(Manpower)/HOD(E&T)/HOD(Admin), ECL
GM/Area HR Manager/AFM, Sodepur Area, ECL
TS to D(T)Op/TS to D(T)P&P/TS to D(F)/TS to D(HR)/TS to CVO, ECL
Sr. Manager (HR/MP)/Nodal Officer (SAP/HCM), Manpower Cell, ECL HQ
Sr. Manager (HR/EE)/Nodal Officer (PMS), ECL HQ
Sr. Manager (Fin-Estb.), ECL HQ
Manager (Excv.)/Local Admin (e-Office), System Dept., ECL HQ
Manager (HR/EE)/Nodal Officer (SAP), ECL HQ
Concerned Executive – **with a request to send her Charge Assumption Report**
Personal File

Attendance Particulars of the concerned executive at EE Dept., ECL HQ:

The concerned executive has marked her attendance at EE Dept., ECL HQ on 25-04-2025.
However, no salary has been prepared from EE Dept., ECL HQ.