

Ref. No. ECL/C-5(D)/Estb-B15/1912574/Pers/EE/914

Dated: 27<sup>th</sup> May, 2025

### OFFICE ORDER

Consequent upon superannuation of **Sri PINAKI CHATTARAJ** (EIS No 90050733), Chief Manager (HR)/HOD (PR) & HOD (Rajbhasha), ECL HQ, w.e.f. 31-05-2025 (A/N), **Sri MADAN MOHAN KUMAR** (EIS No. 90075151), General Manager (Mining), presently posted as GM/HOD (HRD), ECL, is hereby assigned with the additional charge of HOD (Rajbhasha), ECL, in addition to his existing assignments and **Sri DIBYAJYOTI GHOSH** (EIS No. 90045048), Chief Manager (HR), presently posted as HOD (Empl. & Rectt.), ECL, is hereby assigned with the additional charge of HOD (PR), ECL, in addition to his existing assignments, till further order.

Both the concerned executives will take over the charge of their respective assignments from **Sri PINAKI CHATTARAJ** (EIS No 90050733), Chief Manager (HR), on his superannuation from the service of ECL/CIL w.e.f. 31-05-2025 (AN) and will report to Director (HR), ECL.

**The concerned executives are also advised to fill up their new 'PAR'/'PRIDE' form for the year 2025-26 within 15 days of their joining/assuming charge of new assignment, in consultation with their Reporting Authority. It is the sole responsibility of the concerned executives for completion of PAR/PRIDE cycle on time.**

This is issued with the approval of the Competent Authority.

गौरव मिश्र  
(Gaurav Mittal) 27/05/2025

Sr. Manager (HR)/HOD (EE)

#### Distribution:

Chairman-cum-Managing Director, ECL

Dir(F)/Dir(T)OP/Dir(HR)/Dir(T)P&P/C.V.O., ECL

GM(Co-Ord)/TS to CMD/GM(Vig)/GM(Fin)/GM(Sys)/GM(HRD)/GM(HR/IR), ECL

All Area GMs/HODs, ECL

HOD(MP-Adm-PF/Pen-Empl./Rectt.-WBE-PR-Rajbhasha-E&T), ECL

TS to D(HR)/TS to D(T)Op/TS to D(T)P&P/TS to D(F)/TS to CVO, ECL

Sr. Manager (HR/MP)/Nodal Officer (SAP/HCM), ECL HQ

Sr. Manager (HR/EE)/Nodal Officer (PMS), ECL HQ

Sr. Manager (Fin-Estb.), ECL HQ

Manager (Excvt./Local Admin(e-Office), System Dept., ECL HQ

Manager (HR/EE)/Nodal Officer (SAP), ECL HQ

Concerned Executives **-with a request to send Charge Assumption/Handover-Takeover Report**

Personal Files

पंजीकृत कार्यालय / Regd. Office

अधिकारी स्थापना विभाग, अध्यक्ष-सह-प्रबंधक, निदेशक कार्यालय / Executive Establishment Dept., Office of The Chairman-cum-Managing Director  
सांकतोड़िया, पोस्ट- डिसेरगढ़, जिला: पश्चिम बर्द्धमान (प. बं.), पिन -713333 / Sanctoria, P.O. - Dishergarh, Dist. -Paschim Bardhaman (W.B.), PIN-713333

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