

ECL



ईस्टर्न कोलफील्ड्स लिमिटेड
Eastern Coalfields Limited
(कोल इंडिया की एक अनुषंगी)
(A Subsidiary of Coal India Limited)

(A Govt. of India Undertaking)
(भारत सरकार का एक उपक्रम)

Ref No.-ECL/C-5(D)/Estb-B15/Civil/E-2210333/EE/ 156

Dated: 20.01.2026

OFFICE ORDER

On being appointed by the General Manager (Human Resource/ Recruitment) CIL, following Management Trainee (Civil) have joined ECL on the dates as mentioned against their names:

Sl. No.	Name of the Executive	CIL Reg No.	Date of Birth	Caste	Reported on	Appt Letter No & dated.	Posted at
1.	Shubhajit Das	CILG240001511	18.07.1995	SC	02.01.2026	14639 & 01.01.2026	Kenda Area
2.	Sonu Kumar Rajak	CILG240000280	14.06.2000	SC	03.01.2026	14637 & 01.01.2026	Bankola Area

The above-mentioned MTs are hereby advised to report to the Concerned Area General Manager for their further assignments.

As per terms and conditions of the appointment as **Management Trainee (Civil)**, they are entitled to get initial basic pay of ₹ 50,000/- per month in the scale of pay ₹ 50,000 – 1,60,000/- etc. as admissible to the executives of CIL & its Subsidiaries as per Rules/Orders framed/issued from time to time.

On being appointed in the company, they will have to serve a minimum of 60 months during which a deduction of Rs 5000/- per month as retention amount from the stipend/salary will be made. In the event of failure on their part to serve the Company for the minimum period of 60 months, the amount so deducted as retention amount would be forfeited and they will have to deposit the balance of the bond amount after adjusting the retention amount so deducted. However, on completion of minimum period of service of 60 (Sixty) months, the said amount shall be refunded to the concerned Executive without any interest.

The appointment is provisional and subject to verification of certificates from the concerned authorities and in case at any subsequent stage of appointment, if it is detected that the certificates are not genuine, their services can be terminated based on the verification report of the concerned authorities.

Other terms & conditions will be applicable as per the Appointment letter & "Terms & Conditions" issued to the above Management Trainee (Civil).

This is issued with the approval of the Competent Authority.

HSDas
20/01/26

(Himadri Shekhar Das)
Dy. Manager (HR/EE)

Dy. Manager (P/EE)
ECL HQ, Sanctorla

Distribution Overleaf

पंजीकृत कार्यालय / Regd. Office

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

दूरभाष / Phone : 0341-2520545, फैक्स / Fax : 0341-2523574, ई-मेल / E-mail : hodee.ecl@coalindia.in

सीआईएन / CIN : U1010WB1975GO1030295, वेबसाइट / Website : www.easterncoal.nic.in

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1. CMD, ECL
2. Director (F)/ Director(T) OP / Director (HR) / Director(T)P&P / C.V.O ECL
3. TS to CMD/ TS to D(F)/ TS to D(T)OP/ / TS to D(HR)/ TS to D(T)P&P, ECL HQ
4. GM / HoD – Fin (I/C) / Civil / Systems / HRD / Vig / Admin / E&T, ECL HQ
5. Area GM / AM (HR) / AFM –Kenda / Bankola Area
6. Sr. Manager (HR/MP), Nodal officer (ERP/HCM), ECL HQ
7. Sr. Manager (HR/EE), Nodal officer "PRIDE/PAR", ECL HQ
8. Manager (HR/EE), Nodal Officer (SAP), ECL HQ
9. Executive Concerned- with a request to send a joining report to this office for records
10. Personal file

Attendance Particulars of the MTs reported at EE Dept., ECL HQ:

- i) Shri Shubhajit Das has marked his physical attendance at EE Department, ECL HQ from 02.01.2026 till 20.01.2026 (Except Sundays and Holidays)
- ii) Shri Sonu Kumar Rajak has marked his physical attendance at EE Department, ECL HQ from 03.01.2026 till 20.01.2026 (Except Sundays and Holidays)

However, no salary has been prepared at ECL HQ.

पंजीकृत कार्यालय / Regd. Office

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सांकतोड़िया, पोस्ट- डिसेरगढ़, जिला: पश्चिम बर्द्धमान (प. ब.), पिन -713333 / Sanctoria, P.O. - Dishergarh, Dist.-Paschim Bardhaman (W.B.), PIN-713333

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