

Ref. No. ECL/C-5(D)/Estb-B15/MM/MT/2151522/EE/2321

Dated: 20th November, 2025

OFFICE ORDER

On being appointed by CIL vide Appointment Letter no. as indicated against their names, the following Management Trainees (MM), joined ECL on **17-11-2025**. They are hereby posted at the Areas as mentioned against their names.

They are hereby advised to report to the concerned Area General Managers, for their further assignments.

SL. NO	CIL REG NO.	NAME OF THE EXECUTIVES (SRI)	DATE OF BIRTH	CATEGORY	APPOINTMENT LETTER NO. & DATE	PLACE OF POSTING
1	CIL2025025112	SURAJ KUMAR	21/May/1997	OBC (NCL)	14483 DT. 12-11-2025	BANKOLA AREA
2	CIL2025018529	VAIBHAV SABAR	23/Aug/1994	ST	14485 DT. 12-11-2025	RAJMAHAL AREA

As per terms and conditions of the appointment as **Management Trainee (MM)**, 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, the above Management Trainees (MM) will have to serve the company for a minimum period of 60 months during which deductions of ₹.5000/- per month as security deposit will be made from their salary as per terms and conditions of the Appointment and Bond so executed. The amount will be subject to deduction of Provident Fund etc. Failure on their part to serve the Company/in the event of their leaving the job or in case their services are terminated before the period of 60 (Sixty) months would result in forfeiture of the retention amount. However, on completion of minimum period of service of 60 (Sixty) months, the said amount shall be refunded to the concerned Executives.

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 found that the certificates are not genuine, their service can be terminated based on the verification report of the concerned authorities.

Other terms & conditions will be applicable as per the Appointment Letters & "Terms & Conditions" issued to the above Management Trainees (MM).

This is issued with the approval of the Competent Authority.

गौरव मिश्रा
 20/11/2025
 (Gaurav Mittal)

Sr. Manager (HR)/HOD(EE)

Distribution Overleaf:

पंजीकृत कार्यालय / Regd. Office

अधिकारी स्थापना विभाग, अध्यक्ष-सह-प्रबंधक, निदेशक कार्यालय / Executive Establishment Dept., Office of The Chairman-cum-Managing Director
 सांकतोडिया, 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

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Concerned Executives - **with a request to send their joining reports at their concerned places of posting**
Personal Files

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

The concerned MTs have marked their attendance at EE Dept., ECL HQ from 17-11-2025 to 20-11-2025.

