Fwd: Revised MoC Office Memorandum dated 19.08.2024 reg Selection of officers for appointment on Deputation basis to the posts in CCO.

From: Shri Naresh Kumar <csdelhi@nic.in>

Tue, Aug 20, 2024 01:28 PM

Subject: Fwd: Revised MoC Office Memorandum dated 19.08.2024 reg Selection of

officers for appointment on Deputation basis to the posts in CCO.

To: Sh Anil Kumar Singh < secservices@nic.in>

ø1 attachment

From: "SO Establishment" <soest-moc@gov.in>

To: "Neerabh Kumar Prasad, IAS" <cs@ap.gov.in>, "Dharmendra" <cs-arunachal@nic.in>, "Dr. Ravi Kota" <csassam@nic.in>, "Chief Secretary, Bihar" <cs-bihar@nic.in>, "Chief Secretary Office Chhattisgarh" <csoffice.cg@gov.in>, "Puneet Kumar Goel IAS Chief Secretary" <cs-goa@nic.in>, chiefsecretary@gujarat.gov.in, "Sh. T.V.S.N Prasad, IAS" <cs@hry.nic.in>, "Prabodh Saxena" <cs-hp@nic.in>, "cs-jandk" <cs-jandk@nic.in>, "L.Khiangte, IAS" <cs-jharkhand@nic.in>, cs@karanataka.gov.in, officeofcs@gmail.com, "DR VENU V IAS" <chiefsecy@kerala.gov.in>, "Veera Rana" <cs@mp.nic.in>, cs@maharashtra.gov.in, "cs-manipur" <cs-manipur@nic.in>, "MSRao" <raoms@gov.in>, "cs miz" <cs_miz@rediffmail.com>, csmizoram@gmail.com, "Jan e Alam, Chief Secretary Nagaland" <csngl@nic.in>, "Shri Manoj Ahuja" <csori@nic.in>, "Chief Secretary, Punjab" <cs@punjabmail.gov.in>, csraj@rajasthan.gov.in, "Vijay Bhushan Pathak" <cs-skm@hub.nic.in>, cs@tn.gov.in, "CS Talangana" <cs@telangana gov.in>, "cs tripura" <cs tripura@nic.in>, "CLUEE SECRETARY OFFICE COVE OF LID" Telangana" <cs@telangana.gov.in>, "cs-tripura" <cs-tripura@nic.in>, "CHIEF SECRETARY OFFCE GOVT OF UP" *CS-LITPUTA COS-LITPUTA COS

Sent: Tuesday, August 20, 2024 12:40:26 PM

Subject: Revised MoC Office Memorandum dated 19.08.2024 reg Selection of officers for appointment on Deputation basis to the posts in CCO.

Sir/Madam,

PFA Please

With regards, Santosh Ray, Section Officer, (Establishment) Ministry of Coal, Shastri Bhawan, New Delhi Tel: 011-233866867

Regards O/o The Chief Secretary, Delhi

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No.CCO-Gen/2/2024-ESTABLISHMENT Government of India (Ministry of Coal)

Shastri Bhawan, New Delhi Dated: August, 2024

OFFICE MEMORANDUM

Subject: Selection of officers for appointment on Deputation (Including short term contract) basis to the posts in Coal Controller's Organisation (a subordinate office of Ministry of Coal)

The undersigned is directed to enclose herewith circular inviting applications through proper channel in the Proforma at **Annexure-A** from eligible officers for appointment to the post as mentioned in the table below:

SI.	Name of the Post & Pay	No of Posts	Initial Place of Posting	Proposed Method o
No.	Level	proposed to fill up		Recruitment
01.	Dy. Coal Controller (L-13)	02	CCO Delhi-02	Transfer or Deputation basis (including short term contract)
02.	Coal Superintendent (L-12)	07	Delhi:- 02 Dhanbad- 01 Ranchi- 01 Nagpur- 01 Bilaspur- 01 Sambalpur-01	-do-
03.	Secretary to Coal Controller (L-11)	01	CCO Delhi-01	-do
04.	Asstt. Coal Superintendent (Grade- I) (L-11)		Delhi:- 05 Dhanbad- 01 Kolkata- 01 Kothegudem- 01	-do-

- 2. These posts will be filled by Transfer on Deputation (including short term contract) basis at the offices of CCO Delhi as per details enclosed. These posts will be governed by the existing relevant rules and will be governed by the new recruitment rules once such rules are notified afresh.
- 3. It is requested that the vacancy be circulated widely among the officers under your jurisdiction and applications from the interested/willing and eligible officers forwarded to the office of the Coal Controller's Organisation (CCO), Scope Minar, 5th Floor, Core-II,

Laxmi Nagar, Delhi-110092 along with their bio-data, vigilance clearance and photocopies of ACRs/APARs for the last five years duly attested by a Group A officer on or before 30.09.2024.

4. It is also requested that the application (in triplicate) in the enclosed proforma along with up-to-date ACR/APAR dossiers (duly attested on each page with seal) of the willing officers, who could be spared in the event of their selection, may be sent to the office of the CCO (address as indicated above) on or before 30.09.2024. Applications received after the last date or without upto date ACR dossiers or otherwise found incomplete will not be considered at all. While forwarding the applications, it may please be certified that the particulars furnished by the officers are correct and that no disciplinary/vigilance case is pending or contemplated against the officers along with the statement of penalty imposed, if any, integrity certificate, cadre clearance/employers permission (duly attested on each page with seal).

Encl: as above

(Rishan Ryntathiang)
Under Secretary to the Government of India

To

1. All Ministries/Departments of the Governments of India.

2. Chief Secretaries of All State Government and Union Territories.

Copy to for similar action:-

1. The Chairman Coal India Ltd

2. The CMDs of subsidiary coal companies of CIL.

3. The CMD, SCCL, NLCIL, IBM, NMDC, SAIL, NTPC

Copy to:

1.Technical Director, NIC Cell, Ministry of Coal for uploading the vacancy on the website of the Ministry.

2. Ms. Aarti Mahawar, Dy. Director, O/o Coal Controller, Scope Minar, 5th Floor, Core-II, Laxmi Nagar, Delhi-110092

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Filling up the 02 posts of Dy. Coal Controller (Group-A) in Level-13 of Pay Matrix (123100- 215900) in the C.C.O, Delhi by Transfer on Deputation (Including short term contract) basis for the period of maximum four (4) years.

SI. No.	Item	Detailed Description	Remarks
01.	Name of post	Dy. Coal Controller	11.1.1
02.	Pay Level In Pay Matrix	L-13	
03.	Number of Posts	02	
04.	Method of recruitment	Officers under the Central /State Government, Semi-Government/Autonomous Bodies/Public Sector Undertakings: (a) (i) holding analogous posts on regular basis or (ii)with 3 years regular service in posts in scale of Rs. 1500-1800 (Prerevised) now in Level L-12 (revised as per 7th CPC) or equivalent or (iii) with 5 years regular service in posts in the scale of Rs. 1100-1600 (pre revised) now in L-11 (revised as per 7th CPC) or equivalent and (b) Possessing the following education qualifications and experience: (i) Degree or equivalent diploma in mining Engineering or equivalent from any recognized University or equivalent (ii) First Class Certificate or competency under the Mines Act, 1952 (iii) 7 years experience in Coal Mines	
05.	Period of Deputation	The department Officers in the feeder category who are in the direct line of promotion will not be eligible to consideration for appointment on deputation. Similarlydeputationists shall not be eligible for consideration for appointment by Promotion. (Period of deputation including period of deputation in another Ex-cadre posts hold immediately proceeding this appointment in the same organisations/department shall not ordinarily exceed 4 years)	
06.	Place of Posting and No of Vacancy	Coal Controller Organisation at Delhi:- 02	

The selected Officer will be entitled to deputation duty allowances at the rate prescribed by Government of India as amended from time to time.

Last date of receipt of applications – The applications routed through proper channel on plain paper in the proforma enclosed and envelops superscribed "Applications for the post of Dy. Coal Controller", addressed to Ms. Aarti Mahawar, Dy. Director, O/o Coal Controller, Scope Minar, 5th Floor, Core-II, Laxmi Nagar, Delhi-110092, under Registered cover, along with

duly attested copies of the upto date ACR/APAR for last five years (5) and necessary certificates that the particulars furnished by the officers are correct and that no disciplinary/vigilance case is pending or contemplated against the officers alongwith the statement of penalty imposed, if any, integrity certificate, cadre clearance/employers permission (all documents duly attested on each page) must reach the Ministry of Coal positively on or before 30.092024. Applications incomplete or received after the stipulated time shall not be considered.

Note 1 – The selection will be made in consultation with Ministry of Coal.

Note 2 – The period of deputation would initially be for one year but to be extended further maximum period of four (4) years..

ANNEXURE 'A'

BIO DATA PROFORMA

	BIOT	DATA PROFORMA
1	Name and address in block letters	gref suitai a ta
2	Date of Birth (in Christian era)	en at 1
3	Date of retirement under Central/State Govt. Rules	endre
4	Educational Qualifications	The state of the s
5	Whether educational and other qualification required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)	Contract the second of the sec
	Qualification/experience Required	Qualification/experience Possessed by the officer
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Desired	(i)	
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	(iii)	- Johann Complete Actions - Late Office and Action - Late Office Actions - Late Office Action - Late Office Acti
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6	Please state clearly whether in the light of the entries made by you above, you meet the requirements of the post.	promote a control of a series galler More San (1995) and a series of a series
7	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.	
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Office/Instt/Orgn	Post held	From	То	Scale of pay	Nature of duties.
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Contd......2/-Nature of present employment i.e. adhoc or temporary or quasi permanent or permanent In case the present employment is held on deputation basis please state: The date of initial appointment Period of appointment on deputation Name of the parent office/organization (c) to which you belong 10. Additional details about present employment. Please state whether working under Central Government State government Are you in revised Scale of Pay? If yes, give date from which the revision took place and also indicate the pre revised scale. 12 Total emoluments per month now drawn Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet if the above space is insufficient. Whether belong to SC/ST Remarks Signature of the Candidate

Address:

Date:

Signature of the Candidate

Countersigned-----

(Employer)

DUTIES AND RESPONSIBILITIES OF THE DEPUTY COAL CONTROLLER IN THE OFFICE OF THE COAL CONTROLLER, DELHI.

Generally, the following works under statutory acts and Rules are to be looked after/performed by the Dy. Coal Controller of this Organisation -

Statutory Act & Rules: -

- a) Colliery Control Order- 2000 and subsequent Colliery Control Rule 2004 and subsequent amended to Colliery Control Rule, 2021
- b) Coal Conservation and Development Amendment Rule, 2011
- c) Collection of Statistical Act, 2008 and Rule thereunder.
- d) Coal Bearing (Areas and Acquisition) Act, 1957
- e) Coal Mines (Special Provision) Act, 2015 and rules there under.

In addition to this, there are some guidelines/Notifications under which CCO functions which are as follows: -

- a) Guidelines issued by Ministry of Coal dated 29 th May, 2020 for Scrutiny and Approval of Mining Plan and Mine Closure Plan of Coal & Lignite Mines.
- b) Guidelines for preparation of Mine Closure Plan and Opening of Escrow Accounts.
- c) Functions of Coal Controller as erstwhile Commissioner of Payments.
- d) Assistance given to Ministry of Coal in various Court case matters.
- e) Quantification of Bridge/Tapering Linkage of coal as per recommendation of Standard Linkage Committee (LT).
- f) Regulation and disposal of Coal Washery and allied products
- g) Determination of Star Rating of Coal and Lignite Mines of India.
- h) Monitoring of Coal Production from captive coal blocks as per approved Mining Plan.
- i) Any other technical works as entrusted to CCO by MOC.
- j) Acts as over allincharge of Technical Officer in CCO and to act as coordinator with officers posted at field office of CCO in discharge of technical duties assigned to CCO.
- k) Advisory roles to Coal Controller in dealing with Technicalmatter including operative and policy matters.

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and experience:- (i) Degree or on nearing or c University or (ii) First Class C Minos Act, 1 (iii) 7 years' expe The departin gory who will not 1 n ppointn	uivalent diploma is equivalent from a cognivalent. requivalent or compel 952. rienco in Coal Min to direct in to discora in the direct line to eligible for coostent on doputati	mining Engi- ny resognisad ency under the est. ' ne feeder cate- sof promotion idention for on. Similarly,	tion she a pprovi	he Procedings of the ide Committee relations to the Committee relations. If however, they the Commission a partmental Promotic resided over by the Commission a hard the Union Public shall be held.	mmission for eara not ap frash mostia n Committo nairman ore	r 	

Filling up the 07 posts of Coal Superintendent (Group-A) in Level-12 of Pay Matrix (78800-2092200) in the C.C.O, Delhi by Transfer on Deputation (Including short term contract) basis for the period of maximum three (03) years.

SI. No.	Item	Detailed Description	Remarks
01.	Name of post	Coal Superintendent	<u> </u>
02.	Pay Level In Pay Matrix	L-12	
03.	Number of Posts	Seven (07)	
04.	Method of recruitment	Officers under the Central /State Government, Public Sector Undertakings/Autonomous Bodies/Statutory Organisation: (c) (i) holding analogous posts on regular basis or (ii)with 5 years regular service in posts in scale of Rs. 1100-1600 (Pre revised) now in Level L-11(revised as per 7th CPC) or equivalent and (d) Possessing the following education qualifications and experience: (iv) Degree or equivalent diploma in mining Engineering or equivalent from a recognized University or equivalent (v) First Class Certificate or competency under the Mines Act, 1952 (vi) 5 years experience in Coal Mines	
05.	Period of Deputation	The department Officers in the feeder category who are in the direct line of promotion will not be eligible to consideration for appointment on deputation. Similarlydeputationists shall not be eligible for consideration for appointment by Promotion. (Period of deputation including period of deputation in another Ex cadre posts hold immediately proceeding this appointment in the same organisations/department shall not ordinarily exceed 3 years)	
06.	Place of Posting and No of Vacancy	Coal Controller Organisation at Delhi:-02 Dhanbad-01 Ranchi-01 Nagpur-01 Bilaspur-01 Sambalpur-01	

The selected Officer will be entitled to deputation duty allowances at the rate prescribed by Government of India as amended from time to time.

Last date of receipt of applications - The applications routed through proper channel on plain paper in the proforma enclosed and envelops superscribed "Applications for the post of Coal Superintendent", addressed to Ms. Aarti Mahawar, Dy. Director, O/o Coal Controller, Scope Minar, 5th Floor, Core-II, Laxmi Nagar, Delhi-110092, under Registered cover, along with duly attested copies of the upto date ACR/APAR for last five years (5) and necessary certificates that the particulars furnished by the officers are correct and that no disciplinary/vigilance case is pending or contemplated against the officers alongwith the statement of penalty imposed, if any, integrity certificate, cadre clearance/employers permission (all documents duly attested on each page) must reach the Ministry of Coal positively on or before 30.09.2024. Applications incomplete or received after the stipulated time shall not be considered.

Note 1 – The selection will be made in consultation with Ministry of Coal.

Note 2 - The period of deputation would initially be for one year but to be extended further maximum period of three (3) years..

ANNEXURE 'A'

1		DATA PROFORMA
l	Name and address in block letters	
2	Date of Birth (in Christian era)	The state of the s
3	Date of retirement under	The second secon
	Central/State Govt. Rules	
1	Educational Qualifications	
5	Whether educational and other qualification required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)	
	Qualification/experience Required	Qualification/experience Possessed by the officer
Esse	ential (i) (ii)	

6	Please state clearly whether in the	\	
	light of the entries made by you		
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Desired

(i) (ii) (iii)

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7	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.		get 11 (2 in 15 de republicate) , de la gerga e polo de distribue l'expensionage de mét substitutes dense a misse de l'ajale engle la tr la marche e ginning 1. agements
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Office/Instt/Orgn	Post held	From	To	Scale of pay	Nature of duties.
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Contd......2/-Nature of present employment i.e. adhoc or temporary or quasi permanent or permanent In case the present employment is held on deputation basis please state: The date of initial appointment Period of appointment on deputation Name of the parent office/organization to which you belong Additional details about present 10. employment. Please state whether working under Central Government State government Are you in revised Scale of Pay? If yes, give date from which the revision took place and also indicate the pre revised scale. Total emoluments per month now 12 drawn Additional information, if any, which 13. you would like to mention in support of your suitability for the post. Enclose a separate sheet if the above space is insufficient. Whether belong to SC/ST Remarks

Signature of the Candidate

Address:

Date:

DUTIES AND RESPONSIBILITIES OF THE COAL SUPERINTENDENT IN THE OFFICE OF THE COAL CONTROLLER, DELHI.

Generally, the following works are to be looked after/performed by the Coal Superintendent of this Organisation –

Statutory Act & Rules: -

- a) Colliery Control Order- 2000 and subsequent Colliery Control Rule 2004 and subsequent amended to Colliery Control Rule, 2021
- b) Coal Conservation and Development Amendment Rule, 2011
- c) Collection of Statistical Act, 2008 and Rule thereunder.
- d) Coal Bearing (Areas and Acquisition) Act, 1957
- e) Coal Mines (Special Provision) Act, 2015 and rules there under.

In addition to this, there are some guidelines/Notifications under which CCO functions which are as follows: -

- a) Guidelines issued by Ministry of Coal dated 29 thMay, 2020 for Scrutiny and Approval of Mining Plan and Mine Closure Plan of Coal & Lignite Mines.
- b) Guidelines for preparation of Mine Closure Plan and Opening of Escrow Accounts.
- c) Functions of Coal Controller as erstwhile Commissioner of Payments.
- d) Assistance given to Ministry of Coal in various Court case matters.
- e) Quantification of Bridge/Tapering Linkage of coal as per recommendation of Standard Linkage Committee (LT).
- f) Regulation and disposal of Coal Washery and allied products
- g) Determination of Star Rating of Coal and Lignite Mines of India.
- h) Monitoring of Coal Production from captive coal blocks as per approved Mining Plan.
- i) Any other technical works as entrusted to CCO by MOC.
- j) Acts as over allincharge of Technical Officer in CCO and to act as coordinator with officers posted at field office of CCO in discharge of technical duties assigned to CCO.
- k) Advisory roles to Coal Controller in dealing with Technicalmatter including operative and policy matters.

[PART 11-SEC. -3(i)] 6 7

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1. Joint Deputy Coal 1 (1986) General Coural Service Group 'A Rt. 1500-60-1800. Notapplicable Not Applicable *Subject to variation dependent Controller (Coordina. Non-Ministerial. Carolled. on workload 8 9 10 11 12

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Not Applicable Not Applicable Nat Applicable

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By promotion/Transtaron deputation.

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Promotion/transfor on deputation:

Officers under the Contral/State Governments:—

(a) (i) holding analogous posts on regular basis; or

- (II) with 3 y.mrs&rogular service to posts to the scale of Rs. 1300-1700 or equivalent; or
- (iii) with 5 years' regular-carries in post in the scale of Rs. 1100-1600 or equivalent; and
- teals of Rs. 1100-1600 or aquivalent; and bishmont, Accounts, Budget and Logal matters. Departmental Secretary to Coal Controller with Syans; regular service in the strade shall also be considered and in case he is selected for appointment to the post, the sume shall be deemed to have been filled by permetten. The departmental officers in the feedered togory who are in the direct line of permetten will not be eligible for consideration for appointment on deputation. Similarly deputations is shall not be eligible for consideration for appointment by permetten. (Period of deputation in an other exceeding post held immediately preceding this appointment in the scane organization/deputation shall ordinarily not exceed 3 years.)

Group 'A' Departmental Promotion Committee.

Selection shall be made in Consultation with the Union Public Service Commission

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(for considering confirmation);

1. Joint Sourciary, Department of Cont

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-Chairman.

R3. 1500-60-

2. Director, Department of Coal

-Moniber.

a. Coal Controller,

-Mombor.

Note: —The Proceedings of the Donartmental Promotion Committee relating to confirmation shall be sont to the Commission for approval. If, however, these are not approved by the Commissiona fresh acoling of the Dopurtmental Promotion Committee to be provided over by the Chairman or a Member of the Union Public Service Commission shall be hold.

4. (1) Coal Superintendent (1)
(ii) Deputy Coal
Superintendent
(1)

Selection

Not applicable

No

General Central
(13-1) Service Group
'A' Non-Ministerial Onzetted.

*Subject to variation dependent on work-load.



11 11 [1- per 3(i)] गारक का राज्यव : नवस्पर 15, 1980/वर्गिक 24, 1903 3345 10 11 12 By promotion failing which by transfer on deputation ing Promotion:

Assistant Coal Superintendent Orado-I with 5 years regular service in the grade and possessing the educational qualifications as mentioned at (b) (f) and (ii) below.

Transfer on deputation (including short-term contract):

Officers under Central/State Governments Public Sector Undertakings Autonomous Bodies Statutory Organisations:—

(A) (i) holding unalogous posts on regular basis; or (ii) with 5 years' regular service in posts in the scale of Rs. 1100-1600 or equivalent and (b) Possessing the following educational qualifications and experience:—

(i) Degree or equivalent diploma in Milang Engineering or equivalent from a recognised University of equivalent.

(ii) First Class Colliery Manger's certificate of competency under the Mines Act, 1952.

(iii) 3 years' experience in Coal Mines.

The departmental officers in the feeder category who are in the direct line of promotion will not be cligible for consideration for appointment by promotion.

(Period of deputation including period of deputation Assistant Coul Superintendent Orado-I with 5 years cluding short-term contract. i promotion.

(Period of deputation including period of deputation in another exceller post hold immediately preceding this appointment in the same, organisation) department shall ordinarily not exceed 3 years). İ ______ Selection for appointment by transfer on deputation

Chairman

Member made in consultation with the Union
Public Service Commission. Group 'A' Departmental Promotion Committee
(for promotion):
1. Chairman/Member, Union Public Service Commission
2. Joint Secretary, Department of Coal
3. Coal Controller
Group 'A' Departmental Promotion Committee
(for confirmation):
1. Joint Secretary, Department of Coal
2. Directur, Department of Coal
3. Coal Controller
NOTE: The proceedings of the Departmental Promoti - Chnicmon - Meinber 3. Coal Controller

NOTE: The proceedings of the Departmental Promotion Committee relating to configurations shall be tent to the Commission for Approval. If, however, these are not approved by the Commission of fresh meeting of the Departmental Promotion Committee to be presided over by the Chairman or a Member of the Union Public Service Commission shall be held.

1 2 3 4 5

5. Axistant Coal 5* General Central Rs. 1100-50- Selection Service Group 1600.

A Non-Ministerial, Gazeted 1 Not exceeding 40 years.
(Relaxable for Covernment servants upto 5
years in accordance with the instructions or order issued by the Central Government.).
Note: The crucial date for determining the age limit shall to the closing date for receipt of applications from candidates la India tother than those in Andama and Nicobar Islands and Lokshadweep. į. Subject to variation dependent on work-load. į 1042 01/86-6

3. Filling up the 01 post of Secretary to Coal Controller (Group-A) in Level-11 of Pay Matrix (67700-208700) in the C.C.O, Delhi by Transfer on Deputation (Including short term contract) basis for the period of maximum three (03) years.

SI. No.	Item	Detailed Description	Remarks
01.	Name of post	Secretary to Coal Controller	
02.	Pay Level In Pay Matrix	L-11	
03.	Number of Posts	One (01)	
04.	Method of recruitment	Transfer on deputation (including short term contract) Officer under the Central /State Government: a. (i) holding analogous posts on regular basis or (ii) with 5 years regular service in posts in scale of Rs. 700-1300 (Pre revised) now in Level L-10 [56100-177500](revised as per 7th CPC) or equivalent or (iii) with 8 years regular service in posts in the scale of Rs. 650-1200 (pre revised) now in L-7 (44900-142400) and b. Possessing the experience in	
	and the second s	b. Possessing the experience in Administration and Accounts matters.	
05.	Period of Deputation	The department Officers in the feeder category who are in the direct line of promotion will not be eligible to consideration for appointment on deputation. Similarlydeputationists shall not be eligible for consideration for appointment by Promotion. (Period of deputation including period of deputation in another Ex cadre posts hold immediately proceeding this appointment in the same organisations/department shall not ordinarily exceed 3 years)	
06.	Place of Posting and No of Vacancy	Coal Controller Organisation at Delhi:- 01	

The selected Officer will be entitled to deputation duty allowances at the rate prescribed by Government of India as amended from time to time.

Last date of receipt of applications – The applications routed through proper channel on plain paper in the proforma enclosed and envelops superscribed "Applications for the post of Secretary to Coal Controller", addressed to Ms. Aarti Mahawar, Dy. Director, O/o Coal Controller, Scope Minar, 5th Floor, Core-II, Laxmi Nagar, Delhi-110092, under Registered cover, along with duly attested copies of the upto date ACR/APAR for last five years (5) and necessary certificates that the particulars furnished by the officers are correct and that no disciplinary/vigilance case is pending or contemplated against the officers alongwith the statement of penalty imposed, if any, integrity certificate, cadre clearance/employers permission (all documents duly attested on each page) must reach the Ministry of Coal

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positively on or before 30.09.2024. Applications incomplete or received after the stipulated time shall not be considered.

Note 1 – The selection will be made in consultation with Ministry of Coal.

Note 2 – The period of deputation would initially be for one year but to be extended further maximum period of three (3) years..

ANNEXURE 'A'

BIO DATA PROFORMA

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1			dress in block letters		
2			(in Christian era)		_
3			ment under		
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4	A Share Selection of Artist		Qualifications		
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Nature of present employment i.e. adhoc or temporary or quasi permanent or permanent In case the present employment is held on deputation basis please state: (a) The date of initial appointment (b) Period of appointment on deputation	
on deputation basis please state: (a) The date of initial appointment	
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(h) Davied of appointment on deputation	
(b) Period of appointment on deputation	KIRLE
(c) Name of the parent office/organization to which you belong	ngulas a ens na nej 1460
10. Additional details about present employment. Please state whether working under	
(a) Central Government	
(b) State government	
11. Are you in revised Scale of Pay? If yes, give date from which the revision took place and also indicate the pre revised scale.	
12 Total emoluments per month now drawn	
13. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet if the above space is insufficient.	
14. Whether belong to SC/ST	
15. Remarks	

Signature of the Candid	late
Address:	
Countersigned	علمانه
Countersigned(Employ	

DUTIES AND RESPONSIBILITIES OF THE SECRETARY TO COAL CONTROLLER IN THE OFFICE OF THE COAL CONTROLLER, DELHI.

Generally, the following work are to be looked after/performed by the Secy to Coal Controller of this Organisation -

- Overall incharge of Administration and Accounts section of CCO
- · All type of Administrative and Establishment matters
- · Residual work
- Overall work of Budget& Accounts & DDO
- CPIO(RTI Matters)
- · Hindi Liaison Officer
- · Liaison Officer for SC/ST/OBC/PWD
- · Pension Matter
- · Legal Works
- · Purchase stationary items through GEM
- All Vigilance clearance matter.
- · Any other works to be assigned as desired by Competent Authority.
- · To act as Officer of overall Administrative and Accounts In charge in CCO.

Besides the above work, the Secy to Coal Controller may also be looked after the statutory work viz. (a) Collection of Coal data under the Statistics Act, 2008 (b) Coal Mines (Conservation & Development) Act,1974 and Coal Mines(Conservation & Development) Rules,1975 and amended the same in 2011 which cover Disbursement of Subsidy to Coal Companies, Opening of Mine Closure Escrow Account, Issue of Opening/re-opening permission of coal mines/seams (c) Coal Bearing Area (Acquisition and Development) Act, 1957 and (d) the Colliery Control Rule, 2004.

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[410 I[-wax 3(i)] भारत का गामपत .. नवन्तर १५, १८४ द्वितर्विश २४, १८०० 12 Officers under the Central/State Governments:—
(a) (i) holding analogous posts on regular basis; 13 Commission-Chairman 2. Joint Secretary, Department of Coul. or

(ii) with 5 years' regular service in posts in the scale of Rs, 700-1300 or equivalent; or

(ii) with 8 years' regular service in posts in the scale of Rs, 650-1200 or equivalent; and

(b) Passessing experience in Administration, Ettablishment and Accounts matters.

The departmental officers in the feeder category who are in the direct line of grounding will not be slight. ...-Member.

J. Coul Controller-Member.

Group 'A' Departmental Promotion Controller-(for considering confirmation):

1. Joint Secretry: Department of Coul
—Chaleman. Director, Department of Coal-Member. are in the direct line of promotion will not be eligible for appointment on deputation. Similarly, deputation its shall not be eligible for consideration for Note:—The Proceedings of the Note:—The Proceedings of the Departmental Promotion Committee relating to confirmation shall be sent to the Commission for approval. If, however, these are not approved by the Commission a fresh meeting of the Departmental Promotion Committee to be presided over by the Chairman or a Member of the Union Public Service Continuision a shall be held.

4

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5,700.40.000. appointment by prom otion.

(Period of deputation including period of deputation in another excadre post held immediately preceding this appointment in the same organisation department shall ordinarily not exceed 3 years). 7. Assistant Cont Superin-tendent Grade-II Not exceeding 35 years (Relaxable for Government Servants upto 5 years in accordance with the instructions or orders Issued by the Government).

Note: The crucial date for determining the age limit shall be the closing dute for receipt of applications from candidate in India (other than those in Andaman and Nicobar Island and Lakshadweep). General Central 25,700-40-900 Not EB-40-1100-50 Applicable. 1300. (1986) Service Orun 'A' *Subject to variation dependent un workload. (sland and Lakshadweep) 10 By direct Not Group 'A' Departmental Promotion Committee (for confirmation): ESSENTIAL: Not Applicable, 1 year Selection shall. be made in consultation essential.:

(i) Degree or equivalent dip-toma in Mining Enginee-ring or equivalent from a recognised university or recruitment Applicable 1. Joint Secretary, De-partment of Conl... Chairman. with the Union Public Service equivalent. equivalent.

(ii) First Class Colliery Manager's Certificate of competency under the Mines Act, 1952.

Note:—Qualifications are relaxable at the discretion of of the Union Public Service Commission in case of candidates otherwise well qualified. Commission. 2. Director, Department of Coal-Member. of Coal—Member.

3. Coal Controller—
Member.

Note:—The proceedings of the Departmental Promotion Committee relating to Confirmation shall be sent tothe Commission for approval. If, however, these are not approved to the Report of the Promotion for approval. filal. are not approved by the Commission a fresh meeting of the Depart-mental Promotion Committee to be presided over by the Chairman or a Member of the Union Public Service Commission shall be held.

4. Filling up the 08 posts of Assistant Coal Superintendent Grade-I (Group-A) in Level-11 of Pay Matrix (67700- 208700) in the C.C.O, Delhi by Transfer on Deputation (Including short term contract) basis for the period of maximum three (03) years.

Sl. No.	Item	Detailed Description	Remarks
01.	Name of post	Assistant Coal Superintendent Grade-I	
02.	Pay Level In Pay Matrix	L-11 (1998) (199	
03.	Number of Posts	Eight (08)	
04.	Method of recruitment Period of Deputation	Transfer on Deputation (Including short term contract):- Officers under the Central /State Government, /Semi Government/Public Undertaking/Autonomous Bodies/Statutory Organisation a. (i) holding analogous posts on regular basis or (ii)with 5 years regular service in posts in scale of Rs. 700-1300 (Pre revised) now in Level L-10 [56100-177500](revised as per 7th CPC) or equivalent or (iii) with 8 years regular service in posts in the scale of Rs. 650-1200 (pre revised) now in L-7 (44900-142400) and (a) Possessing the following education qualifications and experience:- (vii) Degree or equivalent diploma in mining Engineering or equivalent from a recognized University or equivalent (viii) First Cass Colliery Manager Certificate of competency under the Mines Act, 1952 (ix) 3years experience in Coal Mines The department Officers in the feeder category who	
03.	1 eriou of Deputation	are in the direct line of promotion will not be eligible to consideration for appointment on deputation. Similarlydeputationists shall not be eligible for consideration for appointment by Promotion. (Period of deputation including period of deputation in another Ex cadre posts hold immediately proceeding this appointment in the same organisations/department shall not ordinarily	
		exceed 3 years)	No.



 No of Vacancy	Dhanbad-01
	Kolkata-01
	Kothegudem-01
· 1	

The selected Officer will be entitled to deputation duty allowances at the rate prescribed by Government of India as amended from time to time.

Last date of receipt of applications – The applications routed through proper channel on plain paper in the proforma enclosed and envelops superscribed "Applications for the post of Assistant Coal Superintendent (Grade-I)", addressed to Ms. Aarti Mahawar, Dy. Director, O/o Coal Controller, Scope Minar, 5th Floor, Core-II, Laxmi Nagar, Delhi-110092, under Registered cover, along with duly attested copies of the upto date ACR/APAR for last five years (5) and necessary certificates that the particulars furnished by the officers are correct and that no disciplinary/vigilance case is pending or contemplated against the officers alongwith the statement of penalty imposed, if any, integrity certificate, cadre clearance/employers permission (all documents duly attested on each page) must reach the Ministry of Coal positively on or before 30.09.2024. Applications incomplete or received after the stipulated time shall not be considered.

Note 1 – The selection will be made in consultation with Ministry of Coal.

Note 2 – The period of deputation would initially be for one year but to be extended further maximum period of three (3) years..

ANNEXURE 'A'

BIO DATA PROFORMA

1	Name and address in block letters	
2	Date of Birth (in Christian era)	the second secon
3	Date of retirement under Central/State Govt. Rules	
1	Educational Qualifications	
5	Whether educational and other qualification required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)	
-	Qualification/experience Required	Qualification/experience Possessed by the officer
-		

Essential	(i)	the state of the s
Table 1	(ii)	
Desired	(i)	

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	(iii)	્રો (મેજ) (plantable & જેડજર ન સફરી? મેરી ઉપલાસભાઇ

6	Please state clearly whether in the light of the entries made by you above, you meet the requirements of the post.	aare eer eer eer eer eer eer eer eer eer
7	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.	A Company of the above of the state of the s

Office/Instt/Orgn	Post held	From	То	Scale of pay	Nature of duties.
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			- 1111 - 121		19

Contd......2/-Nature of present employment i.e. adhoc or temporary or quasi permanent or permanent In case the present employment is held on deputation basis please state: The date of initial appointment Period of appointment on deputation (b) Name of the parent office/organization (c) to which you belong Additional details about present 10. employment. Please state whether working under Central Government (a) State government (b) Are you in revised Scale of Pay? If yes, give date from which the revision took place and also indicate the pre revised scale. Total emoluments per month now 12 Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet if the above space is insufficient. Whether belong to SC/ST Remarks

209/0

		Signature of the Candidate
	Address:	
Date:		
		Countersigned
		(Employer)

DUTIES AND RESPONSIBILITIES OF THE ASSISTANT COAL SUPERINTENDENT GRADE-I IN THE OFFICE OF THE COAL CONTROLLER, DELHI.

Generally, the following works are to be looked after/performed by the Assistant Coal Superintendent (Grade-I) of this Organisation –

Statutory Act & Rules: -

- a) Colliery Control Order- 2000 and subsequent Colliery Control Rule 2004 and subsequent amended to Colliery Control Rule, 2021
- b) Coal Conservation and Development Amendment Rule, 2011
- c) Collection of Statistical Act, 2008 and Rule thereunder.
- d) Coal Bearing (Areas and Acquisition) Act, 1957
- e) Coal Mines (Special Provision) Act, 2015 and rules there under.

In addition to this, there are some guidelines/Notifications under which CCO functions which are as follows: -

- a) Guidelines issued by Ministry of Coal dated 29 thMay, 2020 for Scrutiny and Approval of Mining Plan and Mine Closure Plan of Coal & Lignite Mines.
- b) Guidelines for preparation of Mine Closure Plan and Opening of Escrow Accounts.
- c) Functions of Coal Controller as erstwhile Commissioner of Payments.
- d) Assistance given to Ministry of Coal in various Court case matters.
- e) Quantification of Bridge/Tapering Linkage of coal as per recommendation of Standard Linkage Committee (LT).
- f) Regulation and disposal of Coal Washery and allied products
- g) Determination of Star Rating of Coal and Lignite Mines of India.
- h) Monitoring of Coal Production from captive coal blocks as per approved Mining Plan.
- i) Any other technical works as entrusted to CCO by MOC.
- iii)Inspection of Coal & Lignite Mines on routine manner for determination of Grading, Star Ratings of Coal mines and Disposal of Washery Rejects of coal.
- iv) Inspection of Mines under Mines closure activities as per standard parameters.

v) Settlement of disputes and advisory to Coal Controller under CBA Acts 1957.

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Assistant Coul Superintendent Orade-I with 5 years
regular service in the grade and possessing the
educational qualifications as mentioned at (b) (j) educational qualifications as mentioned at (b) (f) and (ii) below.

Transfer on depulation (including short-term contract):

Officers under Central/State Governments Public Sector Undertakings Autonomous Bodies Statutorry Organisations:—

(h) (i) holding unalogous posts on regular basis; or (ii) with 5 years' regular service in posts in the scale of Rs. 1100-1600 or equivalent and (b) Possessing the following educational qualifications and experience:—

(i) Degree or equivalent diploma in Mining Engineering or equivalent from a recognised University of equivalent.

(ii) First Class Colliery Manger's certificate of competency under the Mines Act, 1952.

(iii) 5 years' experience in Coal Mines.

The departmental officers in the feeder category who are to the direct line of promotion will not be cligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

(Period of deputation including period of deputation in another ex-endre post hold immediately praceding this appointment in the same, organisation) department shall ordinarily not exceed 3 years). cluding short-term and (ii) below. contract. 1 -- ---- . . --------14 Group 'A' Departmental Promotion Committee Selection for appointment by transfer on deputation
(including short-term contract) shall be
imade in consultation with the Union
Public Service Commission. (for promotion):
1. Chairman/Member, Union Public Service Commission - Chairman - Member - Member - Meinber - Meinber NOTE: The proceedings of the Departmental Promotion Committee reluting to confirmation shall be sent to the Commission for approval. If, however, these are not approved by the Commission a fresh meeting of the Departmental Promotion Committee to be presided over by the Chiffman or a Member of the Union Public Service Commission shall be held. ; Not encoding 40 years.
(Relaxable for Covernment servants upto 5
years in necordance
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or order issued by the
Central Government.).
Note: The crucial date
for determining the
age limit thall be the
closing date for receipt of applications
from candidates in India
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