#### No.℃CO-Gen/2/2024-ESTABLISHMENT Government of India (Ministry of Coal)

Shastri Bhawan, New Delhi Dated: MAugust, 2024

#### CORRIGENDUM

Attention is invited to office Memorandums of even no. dated 25.07.2024 and 19.08.2024 (copies attached). The last date of submission of applications against the posts specified in the aforesaid O.M's is 30.09.2024 and will be effective from the initial O.M. i.e.25.07.2024.

(Rishan Ryntathiang) Under Secretary to the Government of India

To

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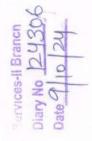
- 1. All Ministries/Departments of the Governments of India.
- 2. Chief Secretaries of All State Government and Union Territories.

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



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

Shastri Bhawan, New Delhi Dated: 25 July 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. No.	Name of the Post & Pay Level	No of Posts proposed to fill up		Proposed Method of Recruitment
01.	Dy. Coal Controller (L-13)	02	CCO Delhi-02	Transfer on 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)	08	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 within 30 days of issue of this O.M.

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) within 30 days of the date of advertisement of the vacancy in the Employment News. 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

3. DAVP, Soochna Bhavan, CGO Complex, Lodi Road, New Delhi, 110003. For publication in the employment News.

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.

Sl. No.	Item	Detailed Description	Remarks
01.	Name of post	Dy. Coal Controller	
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 7 <sup>th</sup> 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 7 <sup>th</sup> 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	
06.	Place of Posting and No of Vacancy	exceed 4 years)  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 within 60 days of issue of this O.M. in the Employment News. 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 I	DATA PROFORMA
1	Nam	e and ad	dress in block letters	
2	Date	of Birth	(in Christian era)	
3	Date	Date of retirement under Central/State Govt. Rules		
4		Educational Qualifications		
5			cational and other required for the post If any qualification has as equivalent to the one the rules, state the	
	Quali	fication	experience Required	Qualification/experience Possessed by the officer
Fee	ential	(i)		
LIGO	Cittai	(ii)		
		(11)		
Des	ired	(i)		
000	med	(ii)		
		(iii)		
		(111)		
6	Please state clearly whether in the light of the entries made by you above, you meet the requirements of the post.		tries made by you	
7			order. Enclose a duly authenticated by	

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 (a) 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 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		
		Address:	Signature of the Candidate
Dat	e:		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 <sup>th</sup>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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deputation. Similar not be eligible for ment by promotion	consideration for	appoint-					
(Period of deputation tation in another ex- ly preceding this misstion/departmen	t-codre post held in appointment in th	e same orga-					
3	2	. 3		4	5	6	. 7
Z. Deputy Coal Controller	1° (1986) "Subject to variation depar- dention depart- load.	General Centra Group 'A' Non Ministerial Gaz		Rs. 1800-100-2000.	Selsotton.	Not Applied ble	No.
8		9		10		11	
No: Applicable	Aga : No Educational in Colum	qualifications as No. 17.	manilono	Not Applicable		on failing which t n (including sho	
	12			13		14	***************************************
the educational guand (ii) below: Transfer on deputatio Officers under the Co Governments/Auto Undertskings:— (a) (i) holding and (ii) with 3 years scale of Re. (iii) with 5 years scale of Rs. (iii) with 5 years scale of Rs. (ii) passessing the fic and experience:— (i) Degree or or nearing or University of (ii) First Class C Minos Aut, (iii) ×7 years' expe The departing gory who will not a ppoint	rvice in the grade alifections as man in [Including short-ontral/State Governomous Bodies/ onomous Bodies/ in grade action of the service if a source alifect of the service if a source alifect of the service in the service in the service in the service of	rintendent with and possessing utloned at (b)(i) term contract): rements, Semi-Public Sector a posts in the atent; or a posts in the atent; and at qualifications in mining Enging resognised tency under the feeder cate-sof promotion sideration for ion. Similarly, eligible for con-	(for pron 1. Chalm Comm 2 Joint S 3. Cost C Group'A tice. (for cosh 1. Joint S 2. Directe 3. Cost C Note: Promo tion sh n pprov proved the De ta be p Month	mission but mission in	cubic Sarvice  —Chairman, of Coal— Momber fember, otion Compil  (of Coal Chairman II—Member Member IDopartment ingto conflict tomission for eare not a; a fresh mostic thairman or chairman	by transfero (including contract) shoot transfero Union Pu Commission	n deputation short-term sall be made in with the blic Service

(Period of deputation including period of deputation in another ex-endre pest hold immadiately preceding this appointment in the same organisation/department shall not ordinatily exceed 4 years). 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.

Sl. No.	Item	Detailed Description	Remarks
01.	Name of post	Coal Superintendent	
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 within 60 days of issue of this O.M. in the Employment News. 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

		BIO	DATA PROFORMA
	Name a	and address in block letters	
7.		Birth (in Christian era)	
	Date of	f retirement under l/State Govt. Rules	
	Educat	ional Qualifications	
5	qualificare satisbeen tr	er educational and other cation required for the post isfied (If any qualification he eated as equivalent to the or bed in the rules, state the	ne
	authority for the same) Qualification/experience Required		Qualification/experience Possessed by the officer
Ess	ential	(i)	
Ess	ential	(i) (ii)	
	ential	(ii) (i)	
		(ii)	

light of the entries made by you above, you meet the requirements of

	the post.	
7	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is	
	insufficient.	

- 11	True ma	To	Scale of pay	Nature of duties.
Office/Instt/Orgn Post held	From	10	1 /	

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:	
a)	The date of initial appointment	
b)	Period of appointment on deputation	
c)	Name of the parent office/organization to which you belong	
0.	Additional details about present employment. Please state whether working under	
(a)	Central Government	
(b)	State government	70.0
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.	e
14.	Whether belong to SC/ST	
15.		

Signature of the Candidate

Address:

Date:

Countersigned	1
	(Employer)

### 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 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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1. Joint Deputy Coal Controller (Coordina- tion)	1* (1986) *Subject to variation depondent on workload,	General Ceutra Service Group Non-Ministeria Gazetted.	'A'	09-60-1800. Nota polica	ble Not Applicat	ola No
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. Joint Secretary, Departm		-Chairman.				
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<ol> <li>Coal Controller.</li> <li>Note: —The Proceedings of two relating to confirmati approval. If, however, assign a fresh meeting of the to be presided over by the</li> </ol>	on shall be sont t these are not app a Departmental 1 : Chairman or a	e the Commission traved by the Com Promotion Commi	imi- for imi-			
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Not applicable

Not applicable

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10 Not applienble

By promotion failing Promotion which by transfer on deputation including short-term contract.

Assistant Coal Superintendent Grado-1 with 5 years regular service in the grade and possessing the educational qualifications as mentioned at (b) (j) and (ii) below.

Transfer on deputation (including short-term contract):

Officers under Central/State Governments Public Sector Undertokings Autonomous Bodies Statu-tory 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 qualific-

tions 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 entegory who are to the direct the of promotion will not be eligible 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-cadre post hold immediately pre-ceding this appointment in the same organisation/ department shall ordinarily not exceed 3 years).

Selection for appointment by transfer on Group 'A' Departmental Promution Committee deputation (including short-term contract) shall be (for promotion): 1. Chairman/Member, Union Public Service Commission Chairman made in consultation with the Union Public Service Commission. Member 2. Joint Secretary, Department of Coal Member 3. Coal Controller
Group 'A' Departmental Promotion Committee (for confirmation) : Chairman 1. Joint Secretary, Department of Coal Meinher 2. Director, Department of Coal 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 Cummission a fresh meeting of the Departmental Promo-tion Committee to be presided over by the Chairman or a Member of the Union Public Service Commission shall be held.

and the same and the same				Δ	5	(1	
5. Assistant Con Superinton- don! Grade-1	(1986)	Service G 'A' Non- Ministeria Gayetted	roup I,	Rs. 1100-50- 1900.	Selection	Not exceeding 40 years. IR clarable for Government's servants upto 5 years in accordance with the instructions or order issued by the Central Government.). Note: The cruckal date for determining the age limit shall be the closing date for receipt of applications from candidates in India tother than those in Andema and Nicobar Ilands and Lakshadweep.	λes

10-12 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.

Sl. No.	Item	Detailed Description	Remarks
	Name of post	Secretary to Coal Controller	
01.	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 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. Similarly deputationists 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

positively within 60 days of issue of this O.M. in the Employment News. 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'

-	Name	and addre	ess in bloc			ROFORM		
			Christian			- nomen		
	Date of	f retireme	ent under					
			ovt. Rules					
			alification					
_	Wheth	er educat	ional and	other		ull		
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	Qualif	ity for the	xperience	Required	Qualific	cation/exp	erience Posses	sed by the
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		(ii)						
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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	
The date of initial appointment	
Period of appointment on deputation	
Name of the parent office/organization to which you belong	
Additional details about present employment. Please state whether	
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 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	
	hoc 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 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 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

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

# 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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\$ CECCNITY!				9 18c : 80	Yearfor	25 °C by ro	motion failing
(ii) Degree or e aquivalent (ii) Ist Class (	Comme & WATHAR	ploma in Mining Enginesis of Country of Constitution of Country of	to the ere.	of cross such as a second	directrecruit- ment	depunitjo:	y timesfer of a (includic m contract) an direct rectal
(iii) Three year						10.00	
Note: Qualification of the Communication of the Service Communication of the Communication of	ons a reirelaka mission in ca	bleatthe discretion of so of candidates otherw	the Union ise cell				
Note 2: The qualities he discretion of the	e Union Publ	i the experience isfarera lic Sorvice Commission i uled Castes and Schedul	d Tribes				
f. a tany stago of sa	dection, the l	Inion Public Service Co number of candidates for isite experience are not li	om these				
vailable to All up t	he vacancies	reserved for them.		115	41.41.		
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Officers under Ceveromode/Public Statutory Organist (a) (i) holding and (ii) with 3 you of Rs. 76 (iii) 8 yous ro Rs. 650- (b) postersing the rience postrik. The department in holding that appointment by proposition of the status of the sta	perul/State Undertaking, Itions: dogous posts reregularser 00-1300 oreq gularjervico 1200 or equi- ted ford frecti- neal officers i a of promotio- promotion- martion indu- me dare post and in the same	ngshort-form contract): Governments/Stmi Go- (Autonomous Bodies, on regular basis; or vice in posts in the scale uivalont; or in posts in the scale uivalont; or in posts in the scale qualifications and expe- recruit under Column 8, on the fige for category whe m will not be eligible for andeputation Similarly le for consideration for dins the period of depu- held Immediately precod corganization/flepart- d 3 years).	2 Joint So 3. Coal ( Group 'A (for cent 1. Joint S Coal 2. Direct 3. Coa Note: 1 ion Ch to the ( are no of the previde Union	Controller  Departmental Formation): ecretary Department (for Department (for Department (for Proceedings) commission for a propertmental departmental departmental departmental departmental departmental	rount in a Committee of Curl — M	Choiman  Gember  Gember  Jember  Jembe	
· · · · · · · · · · · · · · · · · · ·	2	3	4	5	0		
6. Secretary to Cost Controller	(1986)  *Subject to variation dependent on work-load.	Service Group 'A' I Non-Ministerial	s, 1100-50- 600	Selection	Not Applic		
			6-0-1492 km 440	10		11	
Not Applicable		Nat Applicable	)	Not Applicable		otion failing	which by tra
				17			14
Promotion :	Coal Control	les with 5 years' regular	Group 'A' mittee (for conside		romotion Com-	Transier	or appointment on deputation de in consult

[414 II-44 3(i)] मारस का राज्यत . गंबाबर 15, 1835 देशावित 24, 1808 12 13 Officers under the Central/State Governments :-Commission-Chairman. (a) (i) holding analogous posts on regular basis; 2. Joint Secretary, Department of Coul. ... Member. (ii) with 5 years' regular service in posts in the 3. Coul Controller-Member. scale of Rs.700-1300 or equivalent; or Group 'A' Departmental Promotion Con-(iii) with 8 years' regular service in pasts in the mintee. scale of Rs. 650-1200 or equivalent; and (for considering confirmation): (b) Passessing experience in Administration, Esta-1. Joint Secretary, Department of Coal blishment and Accounts matters. -Chairman. The departmental officers in the feeder eategory who 2. Director, Department of Coal-Member. are in the direct line of promotion will not be eligibe 3. Cool Controller-Member. for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for Note:-The Proceedings of the Departmental appointment by promotion. Promotion Committee relating to confirma-(Period of deputation including period of deputation tion shall be sent to the Commission for in another excadre post held immediately preceapproval. If, however, there are not approding this appointment in the same organisation? ved by the Commission a fresh meeting of department shall ordinarily not exceed 3 years). the Departmental Promotion Committee to be presided over by the Chairman or a Member of the Union Public Service Contmission shall be held. 7. Assistant General Central Rs.700-40-200. Not Not exceeding 35 years (1986) Coal Superin-E8-40-1100-50- Applicable. Service Group 'A' (Relaxable for Governtendeni Grade-II Non-Ministerial, 1300. ment Servants upto 5 \*Subject to Gazetted. years in accordance variation with the instructions or dependent orders I stued by the Goun workvernment). load. Note: The crucial date for determining the age limit shall be the closing dute for receipt of applications from candidates in India fother than those in Andaman and Nicobar (sland and Lakshadweep), 14 ESSENTIAL: Group 'A' Departmental Not Applicable. 1 year By direct Selection shall (i) Degree or equivalent dip-Promotion Committee recruitment Applicable be made in Ioma in Mining Enginee-(for confirmation): consultation ring or equivalent from a 1. Joint Secretary, Dewith the Union recognised university or partment of Cont ... Public Service equivalent. Chairman. Commission. (ii) First Class Colliery Mana-2. Director, Department ger's Certificate of comof Cost-Member. petency under the Mines 3. Coxt Controller... Act, 1952.-Meniber. Note :- Qualifications are re-Note :- The proceedings laxable at the discretion of of the Departmental of the Union Public Service Promotion Committee Commission in case of capdidates otherwise well quali-

filed.

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
Commission shall he

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.

	*	Detailed Description	Remarks
Sl. No.	Item	Assistant Coal Superintendent Grade-I	
01.	Name of post	L-11	
02.	Pay Level In Pay		
	Matrix	Eight (08)	
03.	Number of Posts	Transfer on Deputation (Including short term	
04.	AAAA TOO TOO TOO TOO TOO TOO TOO TOO TOO	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 Manage Certificate of competency under the Mines Act, 1952  (ix) 3years experience in Coal Mines	n n m er ne
05.	Period of Deputation	The department Officers in the feeder category what are in the direct line of promotion will not a sideration for appointment	
		eligible to consideration for appointment deputation. Similarlydeputationists shall not eligible for consideration for appointment Promotion.  (Period of deputation including period of deputation another Ex cadre posts hold immediate proceeding this appointment in the satisfactory organisations/department shall not ordinate exceed 3 years)	be by ion ely me
06.	Place of Posting and	d Coal Condition of Samoan	

No of Vacancy	Dhanbad-01
	Kolkata-01
	Kothegudem-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 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 within 60 days of issue of this O.M. in the Employment News. 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)	
3	Date of retirement under Central/State Govt. Rules	
	Educational Qualifications	
	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)	
	(ii)	
Desired	(i)	

(ii) (iii)	
Please state clearly whether in the light of the entries made by you bove, you meet the requirements of	
Details of Employment, in thronological order. Enclose a eparate sheet duly authenticated by your signature, if the space below is	
i I I	lease state clearly whether in the ght of the entries made by you bove, you meet the requirements of ne post.  Details of Employment, in hronological order. Enclose a eparate sheet duly authenticated by

Office/Instt/Orgn Post held	From	То	Scale of pay	Nature of duties.

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 (a) 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:

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 <sup>th</sup>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.
- ii) 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.

3345 मार्थ का राज्यक : नक्कर 13, 1990/मार्थिक 24, 1908 11 [1-act 3(i)] A 10 By promotion failing Promotion Not applicable Not applicable Net applicable Assistant Coal Superintendent Grade-1 with 5 years regular service in the grade and possessing the which by transfer on deputation ineducational qualifications as mentioned at (b) (i) cluding short-term and (ii) below. contract. Transfer on deputation (including short-term contract) : Officers under Central/State Government) Public Sector Undertakings Autonomous Bodies Statutory Organisations:-(A) (i) holding analogous 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 qualifictions 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, 1982.

(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 eligible for consideration for appointment on deputation. Similarly, deputationists shall not he eligible for consideration for appointment by promotion. (Period of deputation including period of deputation

Selection for appointment by transfer on Group 'A' Departmental Promotion Committee deputation (for promotion): (inclduing short-term contract) shall be 1. Chairman/Member, Union Public Service Commission Chairman made in consultation with the Union 2. Joint Secretary, Department of Coal Member Public Service Commission. 3. Cont Controller Group 'A' Departmental Promotion Committee (for confirmation): 1. Joint Secretary, Department of Coal 2. Director, Department of Coal Member Coal Controller 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 freth meeting of the Departmental Promo-tion Committee to be presided over by the Chairman or a Member of the Union Public Service Commission shall be held. 5. Assistant Conl 5\* General Central Rs. 1100-50-Selection (1986) Service Group
"A" NonMinisterial,
Gazetted 1460. Superinten-dent Grade-1 Subject to variation dependent on work-load

Not encoding 40 years. Relaxable for Government servants upto 5 years in accordance with the instructions of order issued by the Central Government.). Nute: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India tather than those in tother than those in Andams and Nicobar

in another ex-endre post hold immediately preceding this appointment in the same organisation/ department shall ordinarily not exceed 3 years).

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(PART 11--SEC. 3(i))

11 25% by romotion failing 1 Year for Age: an ESSENTIAL : which by tunsfer of (i) Degree or equivalent diploma in Mining Engineering or Educational direct recruitdepunition (including equivateur from a recognised University or equivalent. qualifications: mert. short-term contract) and (iii let Class Colliery Manager's Certificate of competency Yes. 75% by direct recruitunder the Mines Mer. 1952. mei.t. (fii) Three years esperience in Cral Mines Note: Qualifications a re relaxable at the di cretion of the Union Public Service Commission in case of candidates otherwise vell qualified. NAte 2: The qualification(s) and the experience is/are relaxable at the discretion of the Union Public Service Commission in the case of ca alda tes belonging to Scheduled Castes and Scheduled Tribes if. at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities pass, using the requisite experience are not likely to be aveilable to Aff up the vacancies reserved for them. 14 Commission shall Group 'A' Departmental Promotion Committee PROMOTION: he consulted (for considering Promition): Assistant Coal Superintendent Grade-II with Syears' while making 1. Chairman/Member, Union Public Service regular service in the grade. direct recini ment Commission — Chairman
Laiot Socretary, Department of Coal — Member Transfer and epittetion (including short-term contract): and selecting an Officers under Contral/State Governments/Sami Governments/Public Undertaking/Autonomous Bodies, officerfor appo-1. Coal Controller irtmont, transfer Stantary Organi, ations : on departution Group 'A' Departmental Frome lie n Commit et (a) (i) holding analogous posts on regular basis; or cincluding short-(for ec af rmation) : (il) with I your regular service in posts in the scale term contracts. 1. Joint Secretary Department of of Rs. 700-1300 or equivalent: or - Chuhman (lii) Eyoas' rogular gervice in posts in the scale of Cost 2. Director Deportment of Cast - Member Rs. 650-1200 or equivalent: and 3. CostController — Member
Note: The Procostings of the Departmental Promo-(b) possessing the sharational qualifications and experience pescribed for direct recruit under Column 8. tion Committee relating to confirmatin shall be sent The departmental officers in the feeter a tegory who to the Commission for approval if however these are not approved by the Commission a fred meeting are in the direct line of promotion will not be eligible for consideration for appointment and epittation Similarly. of the Departmental Promotion Committee to be deputationists shall no the eligile for consideration for presided over by the Chairman er a Member of the appointment by promotion. (Perlod of deputation including the period of depu-Union Public Service Commission shall be bold. tation in another ex-cadre post hold immediately preceding his appointment in the same organisation/departmost shall ordinarily not exceed 3 years) Not Applicable Rs. 1100-50-Selection General Central 6. Secretary Service Group 'A' (1986) to Cost Non-Ministerial Controller \*Subject to Gazerted. variation dependent on workhad. - 10 - 11 By promotion failing which by transfer Not Applicable Not Applicable Not Applicable on deputation. Group 'A' Departmental Promotion Com- Selection for appointment by transfer on deputation shall Deputy Assistant Coal Controller with 5 years' regular mittee (for considering Promotion): be made in consultation service in the grade. 1. Chairman/Member, Union Public Service with the Commission. Transfer on deputation :

THE GAZETTE OF INDIA: NOVEMBER 15, 1986/KARTIKA 24, 1908