

कोल इण्डिया लिमिटेड

(महारात कंपनी)
(भारत सरकार उपक्रम)

भर्ती विविजन,

'कोल भवन', प्रेमिसिज सं.04 एमएआर,
प्लॉट सं.-एएफ-III, एक्शन एरिया-1 ए, न्यूटाउन, राजरहाट,
कोलकाता-700 156

वेबसाई: www.coalindia.in
सी आई एन सं. L23109WB1973GOI028844



5 DECADES OF UNEARTHING ENERGY

COAL INDIA LIMITED

(A Maharatna Company)
(A Govt. of India Undertaking)

Recruitment Division,
'Coal Bhawan', Premises No.04-MAR,
Plot No-AF-III, Action Area -1A,
New Town, Rajarhat
Kolkata - 700 156

Website: www.coalindia.in
CIN No.L23109WB1973GOI028844

संदर्भ सं: CIL:Rectt: Prom /Selection: Company Secretary: 210

दिनांक:05/05/2026

ORDER

Consequent upon qualifying in the Computer Based Test (CBT) held on **29th November 2025** against Notification No. **02/2025 dated 25th February 2025** for promotion / selection of departmental employees from Non-Executive to Executive Cadre in Company Secretary Discipline, and recommendation of DPC, in its meeting held on **14th March 2026** at CIL HQ, Kolkata, the following departmental employees are hereby promoted / selected from Non-Executive to Executive Cadre to the post of **Senior Officer(Company Secretary) in E2 Grade** and posted as such in the Company as indicated against their names, with immediate effect, till further orders:

Sl. No.	Registration No	Name of Employee (Shri / Smt.)	DOB	Category	Present Company	Place of Posting
1	CILD250006083	SANGEET SAURAV	24/06/1989	UR	ECL	CIL
2	CILD250005579	MOHIT KUMAR GUPTA	20/03/1985	UR	CIL	SECL

On promotion / selection in E2 Grade in Executive Cadre, the above-named employees shall be on training / probation for a period of **one (01) year** at the first instance. In the event that the performance of any such employee during the training / probation period is not found satisfactory, their training / probation period may be extended by the Competent Authority, or the concerned employee may be reverted to their substantive post in the Non-Executive Cadre, as deemed appropriate.

The promotion / selection shall be effective on and from the date the concerned employee assumes charge of the promoted / selected post at the new place of posting. The notional pay fixation in E2 Grade shall be with effect from the date of issuance of this order, and the actual financial benefit thereof shall accrue to the employee only on and from the date of assumption of charge of the promoted / selected post.

In the event that any employee fails to join the promoted / selected post within **60 days** from the date of issuance of this Promotion / Selection Order, the Order shall automatically stand cancelled with respect to that employee without any further reference, and such employee shall have no claim whatsoever to the promoted / selected post.

On promotion / selection to E2 Grade, the above-named employees shall be governed by the **Coal India Executives' Conduct, Discipline and Appeal Rules**, as amended from time to time. Their service conditions shall be the same as applicable to Executive Cadre employees of Coal India Limited and its Subsidiary Companies, in accordance with the rules and regulations in force.

(Signature)

कोल इण्डिया लिमिटेड

(महारत्न कंपनी)

(भारत सरकार उपक्रम)

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The above-named employees shall furnish **original as well as self-attested copies** of certificates in support of their Educational / Professional Qualifications and Caste Certificate, if applicable, at the time of joining at their respective place of posting, for record and verification. In case any discrepancy, misrepresentation, suppression of material facts, or anything adverse is found at any stage, the concerned employee shall be liable for disciplinary action as per the extant rules and procedures of the Company.

This Order is issued with the approval of the Competent Authority.

Borapureddy
05/05/26.
(सुरपुरेड्डी. वी. रविंद्रनाथ)
महाप्रबंधक (मानव संसाधन/भर्ती)
dm

Distribution:

1. D (HR)/D (Mkt) /D (F) /D (T)/D(BD), CIL, Kolkata.
2. CVO, CIL Kolkata.
3. CMD – BCCL/CCL/CMPDIL/ECL/MCL/NCL/SECL/WCL.
4. D (HR)/D (T) / D (F) – BCCL/CCL/CMPDIL/ECL/MCL/NCL/SECL/WCL.
5. ED(HR)/ED(Fin)/ED(CS), CIL, Kolkata
6. GM(HR/EE)/GM(Legal)/ GM(HR/PC)/ GM(ERP), CIL, Kolkata
7. GM (Coordination), CIL Kolkata.
8. GM (System), with a request to upload the same in CIL website
9. GM (HR/EE) / HoD (EE), BCCL/CCL/CMPDIL/ECL/MCL/NCL/SECL/WCL - With a request to arrange verification of all certificates of the candidates within six (06) months of their joining.
10. TS to D(HR)/D (Mkt) /D (F) /D (T)/D(BD), CIL, Kolkata
11. Manager (HR/Rectt), CIL, Kolkata
12. Employee concerned through CMD of the respective subsidiary company.
13. OS (Roster), Rectt Dep, CIL, Kolkata
14. Guard File