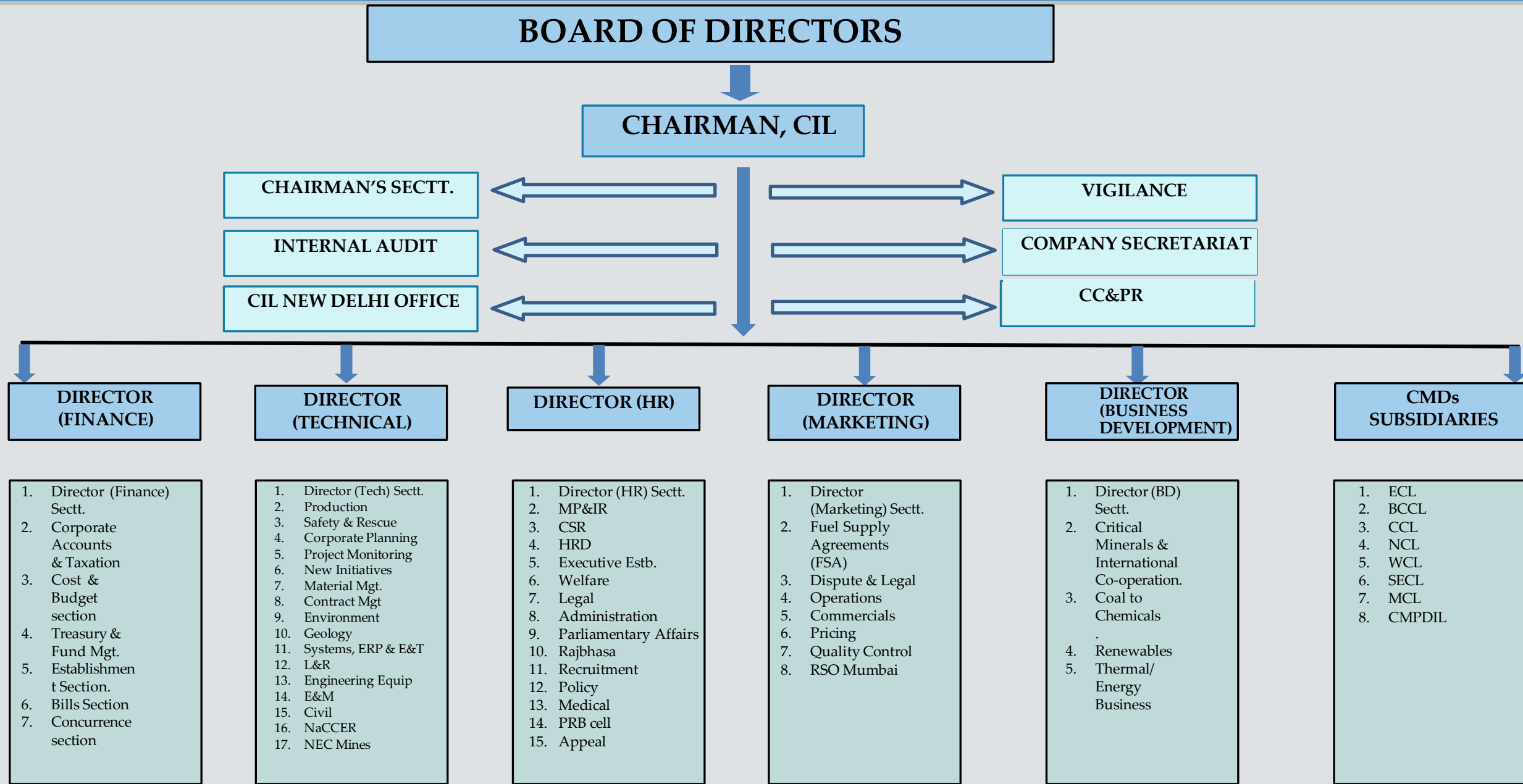


**THIRD PARTY DISCLOSURE UNDER RTI ACT'2005**  
**for FY 2025-26**

<b><u>Sl no. 1.1 (1.1.1 to 1.1.6):</u></b>	
<b><u>Particulars of Organization, functions and duties [Section 4 (1)(b)(i)]:</u></b>	
<b>Name and address of the Organization</b>	Coal India Limited (A Maharatna Company) Coal Bhawan Premise No. 04 MAR Plot No. AF-III, Action Area-1A Newtown, Rajarhat, Kolkata-700156      CIN: L23109WB1973GOI028844
<b>Head of the organization</b>	Shri B. Sairam, Chairman, CIL
<b>Vision, mission and key objective</b>	<p><b><u>Vision-</u></b> To emerge as a global player in the primary energy sector committed to provide energy security to the country by attaining environmentally &amp; socially sustainable growth through best practices from mine to market.</p> <p><b><u>Mission-</u></b> To produce and market the planned quantity of coal and coal products efficiently and economically in an eco-friendly manner with due regard to safety, conservation and quality.</p>
<b>Function and Duty</b>	May access CIL Website ( <a href="https://www.coalindia.in/about-us">https://www.coalindia.in/about-us</a> )
<b>Any other details- the genesis, inception, formation of the department and HoD's from time to time as well as committee from time to time have been dealt.</b>	<p>May access CIL Website (<a href="https://www.coalindia.in/history">https://www.coalindia.in/history</a>)</p> <p>Overall management of the Company rests with the Board of Directors of the Company, the highest decision making body within the Company. The Board of Directors is accountable to the shareholders of the Company, which is the ultimate authority of a Company. Since 63.13% of the Equity share capital is held by the Govt. Of India, CIL is a Government Company, therefore the Board of Directors of the Company is also accountable to Government of India. The primary role of the Board is that of trusteeship to protect and optimize shareholder's value. The Board oversees the Company's strategic direction, reviews corporate performance, authorizes and monitors strategic decision, ensures regulatory compliance and safeguards interests of shareholders. The Board ensures that the Company is managed in a manner that fulfils stakeholder's aspirations and societal expectations. The day-to-day management of the Company is entrusted with the Chairman &amp; Managing Director who is supported by Functional Directors and other Officers and staffs of the Company.</p> <p>Constitution of CIL Board Level Sub-Committees w.e.f 30.04.2026</p> <p><b>Sub- committees of Boards are :-</b></p> <ol style="list-style-type: none"> <li>1. Audit Committee.</li> <li>2. Corporate Social Responsibility Committee</li> <li>3. Risk Management Committee</li> <li>4. Stakeholders Relationship Committee</li> <li>5. Share Transfer Committee</li> <li>6. Nomination &amp; Remuneration Committee</li> <li>7. Empowered Sub-Committee for Evaluation, Appraisal and Approval of Projects</li> </ol>

# Organisational Structure of Coal India Limited



**Sl no. 1.2 (1.2.1 to 1.2.4):****Powers and duties of its Officers and Employees [Section 4 (1)(b)(ii)]:****Powers and duties of its Officers and Employees**

For smooth discharge of their functions the Directors, Heads of Departments and Head of wings derive power from the Delegation of Power assigned to them by the Management. for which office orders are issued from time to time.

The duties of the officers and employees of Coal India Limited have been spelt out in different documents viz -Terms of Appointment of Directors, Common coal cadre, Job Nomenclature, Delegation of Powers, various statutes etc.

In addition, the officers and employees of the Company are also assigned duties by the Management for which administrative orders are issued from time to time.

[Updated Delegation of Powers Of Coal India Limited and its Subsidiaries](#)

**Sl no. 1.3 (1.3.1 to 1.3.5):****Procedures followed in the decision-making process [Section 4 (1)(b)(iii)]:****Procedures followed in the decision-making process, including channels of supervision and accountability:**

Overall management of the Company rests with the Board of Directors of the Company, the highest decision-making body within the Company.

The Board of Directors is accountable to the shareholders of the Company, which is the ultimate authority of a Company. Since 63.13% of the Equity share capital is held by the Govt. Of India, CIL is a Government Company, therefore the Board of Directors of the Company is also accountable to Government of India. The primary role of the Board is that of trusteeship to protect and optimize shareholder's value. The Board oversees the Company's strategic direction, reviews corporate performance, authorizes and monitors strategic decision, ensures regulatory compliance and safeguards interests of shareholders.

The Board ensures that the Company is managed in a manner that fulfils stakeholder's aspirations and societal expectations. The day-to-day management of the Company is entrusted with the Chairman & Managing Director who is supported by Functional Directors and other Officers and non-executive employees of the Company.

The Board of Directors has also set up several Committees with specific functions and powers. For effective discharge of functions, the Board of Directors has delegated substantial powers to the Chairman & Managing Director and CFDs. Some decisions are taken up with Committee of Functional Directors. The Chairman & Managing Director, in turn, delegated specified power to Functional Directors/Officers subject to due control being retained by him and subject to such conditions which are consistent with the need of prompt, effective and efficient discharge of responsibilities entrusted to such Directors/Officers.

The Chairman & Managing Director is accountable to the Board of Directors. Functional Directors are accountable to the Chairman & Managing Director. The Executive Officers are accountable to concerned HODs and finally to Functional Directors.

The various proposals are mooted by the different heads of departments in their respective fields to the concerned functional directors. The functional directors takes decisions on those proposals, which are within their delegation of powers. The matter, which require the approval/vetting by the Board of Directors, are placed before the Board for approval vis a vis decisions.

Certain matters which require approval of the shareholders of the company are taken up in the general meeting or the shareholders as per provisions of the Company's Act 2013. Similarly, some matters, which require the decision of the government in terms of various directives issued by the government from time to time are sent to Ministry of Coal. Still, some matters require the decision of different Functional Directors. In that event, decisions on such matters are taken by the Functional Directors together. Then, some matters are also to be decided by the CMDs of all subsidiaries and Functional Directors of CIL together in CMDs meet.

As per the provisions of the Companies Act, 2013 certain matters require the approval of the shareholders of the Company in general meeting. Similarly, in terms of the Articles of Association of the Company and guidelines of Department of Public Enterprises certain

matters require the approval of the President of India.

**Sl no. 1.4 (1.4.1 to 1.4.5):**

**Norms for discharge of functions [Section 4 (1)(b)(iv)]:**

**The Norms set by CIL for the discharge of function by the various departments**

The norms set for discharge of functions:

Well defined procedure and guidelines for discharge of various functions are available which are as under:-

**Delegation of powers:** Functions are discharged as per the laid down policies and guidelines of the company. Further, for effective discharge of the same, the function and power are also being delegated to lower tiers of organizational hierarchy.

**Manuals:** CIL has procedural manuals covering all important activities like Finance Manual, HR Manual, Purchase Manual, Manual for civil Engineering and Contract Management Manual. The executives while discharging their duties follow the provisions of these manuals and thereby maintain uniformity. These manuals make sure that activities are carried out in a systematic and organised manner which are also updated from time to time as per requirement.

**Guidelines of Department of Public Enterprises:** CIL being a PSU follows the guidelines of Department of Public Enterprises and directions of Government of India issued from time to time.

**Guidelines of Chief Vigilance Commission:** CIL being a PSU follows the guidelines of Chief Vigilance Commission (CVC) issued from time to time.

**Compliance of provisions of statutes, etc.:** While discharging the respective functions, executives are required to comply with the applicable provisions of Indian Constitution, Statutes and Rules & Regulations applicable to the company.

**Sl no. 1.5 (1.5.1 to 1.5.3):**

**Acts, Rules, Regulations, Instruction, Manuals and Records, for discharging functions [Section 4 (1)(b)(v)]:**

**The Rules, Regulations, Instruction, Manuals and Records, Held By The Company or under its control or used by its employees for discharge its functions:**

Important internal rules, regulations, manuals and records, which are used by the employees of the company in discharge of their functions are given below:

Statutory Laws & Regulations: -

Memorandum & Articles of Association SEBI (LODR)'2015 & other Regulations. Companies Act'2013

Other applicable Acts & Rules Various Manuals & Policies of the Company Delegation of powers ,etc

Matters pertaining to works, contract, commercial, procurement, etc. : <https://www.coalindia.in/rti-act/section-4b-v/gazette/>

Matters pertaining to Personnel and Industrial Relations: <https://www.coalindia.in/info-bank/circulars/>

**Sl no. 1.6 (1.6.1 to 1.6.2):**

**Categories of documents that are held by the Authority or under its control [Section 4 (1)(b)(vi)]:**

**A statement of**

Documents pertaining to incorporation- Memorandum & Article of Association

<p><b>the categories of documents that are held by the company or under its control:</b></p>	<p>Documents pertaining to Accounts - Annual Reports &amp; Accounts Statement of Quarterly Financial Results Finance Manual Documents pertaining to company affairs- Statutory Registers under the Companies Act, 2013 Annual Returns under the Companies Act, 2013 Returns &amp; Forms under the Companies Act filed with the Registrar of Companies etc. Documents pertaining to Board Meeting &amp; General Meeting : Agenda papers of Board Meetings Minutes Book meeting of the Board of Directors Minutes Book of General Meeting of the Shareholders etc. Documents pertaining to establishment matters- Documents containing the details of Employees Executive Evaluation Records &amp; other records.</p>
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**Sl no. 1.7 (1.7.1 to 1.7.8):**  
**Boards, Councils, Committees and other bodies constituted as part of Public Authority [Section 4 (1)(b)(viii)]:**

<p><b>Name of Boards, Council, Committee etc. Composition with dates. Term/Tenure Powers and functions. Whether their meetings/minutes are open to public? Place where the minutes if open to the public are available?</b></p>	<p>The Management of the Company is vested with the Board of Directors. There are some statutory Committee as well as some other non Statutory Committee. None of the meetings of Board/Committees are open to public. However, the shareholders of the company can attend the Annual General Meeting of the company. The updated list of Statutory Committee is uploaded in the website under the link:-</p> <p><a href="https://d3u7ubx0okog7j.cloudfront.net/documents/Constitution_of_Sub-Committees_30.04.pdf">https://d3u7ubx0okog7j.cloudfront.net/documents/Constitution_of_Sub-Committees_30.04.pdf</a></p> <p>The list of Statutory Committee as and when reconstituted are uploaded in the website.</p>
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**Sl no. 1.8 (1.8.1 to 1.8.2):**  
**Directory of officers and employees [Section 4 (1)(b)(ix)]:**

<p><b>Directory with name &amp; Designation, Telephone, fax &amp; email id</b></p>	<p>“CIL Directory”, comprising Name, Designation, Telephone Number, Fax, email is updated on official website of Coal India Limited</p>
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**Sl no. 1.9 (1.9.1 to 1.9.2):**  
**Monthly Remuneration received by Officers & employees including system of compensation [Section 4 (1)(b)(x)]:**

<p><b>List of employees with Gross monthly remuneration. System of Compensation as provided in its regulations</b></p>	<p>The remuneration of the officers of the company is governed by the guidelines of the Department of Public Enterprise, Government of India. The pay scales of the officers are of Industrial pattern. Whereas the wages of the Non Executives are fixed through negotiations with the Central Trade Unions.  <u>Pay Revision of Board Level and Below Board Level Executives of CIL and its Subsidiary Companies w.e.f. 01.01.2017 (OM No.2972 dt 08.08.2018)</u>  Wage Agreement of CIL and SCCL with CTUs NCWA-XI  <a href="https://www.coalindia.in/info-bank/circulars/ncwa/">https://www.coalindia.in/info-bank/circulars/ncwa/</a></p>
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**Sl no. 1.10 (1.10.1 to 1.10.2):**  
**Name, designation and other particulars of Public Information Officers: [Section 4 (1)(b)(xvi)]:**

<p><b>The names, designation and other particulars of First Appellate Authority, Central Public Information Officers &amp; Asst. Public Information Officers:</b></p>	<p>Bikram Das General Manager (Mining) (PAD)/ First Appellate Authority, Coal India Limited, Premise No-04 MAR, Plot No-AF-III, Action Area-1A New town, Rajarhat, Kolkata-700156. Telephone no. (033) Mob. Email: <a href="mailto:faacil@coalindia.in">faacil@coalindia.in</a></p> <p>Smt. Ekta Manager (HR)/ Central Public Information Officer Coal India Limited, Premise No-04 MAR, Plot No-AF-III, Action Area-1A New town, Rajarhat, Kolkata-700156. Telephone no. (033)71104247 Mob. 9564219028 Email: <a href="mailto:rti.cilhq@coalindia.in">rti.cilhq@coalindia.in</a></p> <p>Shri Anupam Rana, Manager (PR) /Assistant Public Information Officer, Coal India Limited, Premise No-04 MAR, Plot No-AF-III, Action Area-1A, Newtown, Rajarhat, Kolkata-700156. Telephone No:(033) 7110. Mob. Email: <a href="mailto:apio.cil@coalindia.in">apio.cil@coalindia.in</a></p>
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**Sl no. 1.11**  
**No. of employees against whom Disciplinary action has been proposed/taken [F No. 1/6/2011-IR dt. 15.04.2013]:**

<p><b>No. of employees posted at CIL HQ against whom Disciplinary action has been proposed/taken during the yr. 2025-26:</b></p>	<p>Status as on 31.03.2026 in respect of CIL level executives, as sought, is tabulated below in the required format:</p> <table border="1" data-bbox="352 1128 1401 1314"> <thead> <tr> <th data-bbox="352 1128 636 1240">Penalty Status</th> <th data-bbox="636 1128 884 1240">Pending Minor Penalty</th> <th data-bbox="884 1128 1054 1240">Pending Major Penalty</th> <th data-bbox="1054 1128 1222 1240">Finalized Minor Penalty</th> <th data-bbox="1222 1128 1401 1240">Finalized Major Penalty</th> </tr> </thead> <tbody> <tr> <td data-bbox="352 1240 636 1314">No. of Employees</td> <td data-bbox="636 1240 884 1314">NIL</td> <td data-bbox="884 1240 1054 1314">NIL</td> <td data-bbox="1054 1240 1222 1314">NIL</td> <td data-bbox="1222 1240 1401 1314">01</td> </tr> </tbody> </table>	Penalty Status	Pending Minor Penalty	Pending Major Penalty	Finalized Minor Penalty	Finalized Major Penalty	No. of Employees	NIL	NIL	NIL	01
Penalty Status	Pending Minor Penalty	Pending Major Penalty	Finalized Minor Penalty	Finalized Major Penalty							
No. of Employees	NIL	NIL	NIL	01							

**Sl no. 1.12**  
**Programmes to advance understanding of RTI: [Section 26]:**

<p><b>For the year 2025-26- Name of training (relating to RTI Act) Training of APIO/CPIO- NIL</b></p>	<p>NIL</p>
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**Sl no. 1.13**  
**Transfer Policy & Transfer Orders (F No. 1/6/2011-IR dt. 15.4.2013)**

<p><b>Transfer Policy and transfer orders:</b></p>	<p>There is detailed process and policy for transfer of executives. The details is available in HR Manual of CIL. The manual as well orders are available on CIL website: <a href="https://www.coalindia.in/employee-corner/career-cil/">https://www.coalindia.in/employee-corner/career-cil/</a></p> <p>Transfer Policy for Non-Executives: <a href="https://www.coalindia.in/info-bank/circulars/">https://www.coalindia.in/info-bank/circulars/</a></p>
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**Sl no. 2.1:**  
**Budget allocated to each agency, including all plans, proposed expenditure and reports on disbursement made [Section 4 (1)(b)(xi)]:**

<p><b>Total Budget of</b></p>	<p>CIL prepares capital budget every year for its ongoing projects as well as new projects and other</p>
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<b>public Authority</b>	<p>schemes. CIL also prepares revenue budget every year. Expenditure incurred by CIL is governed by these budgets.</p> <p>Capital &amp; Revenue Budget of the Company is approved by the Board of the Director every year.</p> <p>CAPEX for the last five year is given below:  FY 2025-26- 19,607.16 Cr  FY 2024-25- 21,775.99 Cr  FY 2023-24 – 23,475.41 Cr  FY 2022-23 – 18,619.27 Cr  FY 2021-22 – 15,400.96 Cr  FY 2020-21 – 13,283.83 Cr  FY 2019-20 – 6,269.65 Cr</p>
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**Sl no. 2.2:**  
**Foreign and Domestic Tours [F No. 1/8/2012-IR dt. 11.09.2012]:**

<b>Budget &amp; Foreign and Domestic Tours by ministries and officials</b>	<p>Budget &amp; Foreign and Domestic Tours by ministries and officials of the rank of Joint Secretary to the Government of India and above, as well as the Heads of the Department: -</p> <p>The number of total participants attended/ nominated in foreign &amp; domestic training/ tour/ conference/ workshops in FY 2025-26 are as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">SL. No.</th> <th style="width: 60%;">Details</th> <th style="width: 30%;">No. of Participant attended/ nominated (Nomination issued by CIL (HQ) only)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Foreign</td> <td>229</td> </tr> <tr> <td>2</td> <td>Domestic/ External</td> <td>677</td> </tr> </tbody> </table>	SL. No.	Details	No. of Participant attended/ nominated (Nomination issued by CIL (HQ) only)	1	Foreign	229	2	Domestic/ External	677
SL. No.	Details	No. of Participant attended/ nominated (Nomination issued by CIL (HQ) only)								
1	Foreign	229								
2	Domestic/ External	677								

**Sl no. 2.3:**  
**Manner of execution of subsidy programme [Section 4 (1)(b)(xii)]:**

<b>The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes of such amounts:</b>	<p><b>Corporate Citizen:</b>  CIL is one of the highest CSR spenders amongst the PSUs. CSR activities undertaken by the Company includes Healthcare, Sanitation, Nutrition, Education, Skilling &amp; Livelihood, Environment Conservation, Rural Development, Sports Promotion and Disaster Management. CIL and its subsidiaries have spent ₹987.08 crores on CSR activities during 2025-26 out of which Rs. 156.56 cr. were spent by CIL (HQ).</p> <p><b>High-impact CSR initiatives undertaken by CIL are:</b>  <b>Healthcare &amp; Nutrition</b></p> <ul style="list-style-type: none"> <li>• <b>Nanha Sa Dil</b> — Funds congenital heart disease screenings (1.4 lakh+) and surgeries (1,000+) for underprivileged patients across 6 coal-bearing states at an investment of ₹35.38 Cr.</li> <li>• <b>Thalassemia Bal Sewa Yojana</b> — Finances bone marrow transplants for Thalassemia and Aplastic Anemia patients, with 1,000+ BMTs completed across 21 empanelled hospitals nationwide at a cost of ₹100 Cr.</li> <li>• <b>Nikshay Mitra</b> — Provides nutrition basket support to TB patients in Jharkhand and West Bengal through CCL and ECL (₹4.91 Cr).</li> <li>• <b>Centralised Kitchen, Ramgarh</b> — Delivers mid-day meals to 50,000 students across 538 schools in Jharkhand through CCL (₹22.09 Cr).</li> <li>• <b>Medical Infrastructure, Odisha</b> — Develops health infrastructure at SCB Medical College, AIIMS Bhubaneswar, and Community Health Centres in Kandhamal through MCL (₹73.11 Cr).</li> <li>• <b>Project Sushruta (WCL)</b> — Conducts free genetic disorder screenings (Sickle Cell, Thalassemia) for 50,000+ individuals in WCL operational areas (₹4.33 Cr).</li> <li>• <b>500-Bed Hospital &amp; Cardiac Care Centre, Odisha</b> — Operates two running tertiary care hospitals in Angul and Jharsuguda serving the state of Odisha, built at ₹596 Cr.</li> <li>• <b>Premashraya</b> — Provides a transit home for underprivileged cancer patients attending Tata Medical Centre, Kolkata (₹41.11 Cr).</li> <li>• <b>Cancer Care Support, Ranchi</b> — Offers diagnostics and treatment support to 2,200+</li> </ul>
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underprivileged cancer patients through CMPDI (₹2.97 Cr).

- **Cancer Centre Upgradation, Varanasi (NCL)** — Funds construction and facility augmentation at Homi Bhabha Cancer Hospital, Varanasi (₹23.77 Cr).

- **Combating Genetic Diseases, Vidisha (SECL)** — Provides screening and supplementary nutrition to 20,000 children and 40,000 pregnant women in Madhya Pradesh (₹30.93 Cr).

Education

- **Digital Vidya** — Sets up smart classrooms and ICT/STEM labs in 335 government schools across 11 districts of Jharkhand, creating 2,300+ smart classrooms (₹45.36 Cr).

- **State Library, Ranchi (CCL)** — Constructs a 5,000-seater ICT-enabled library in Ranchi to provide a peaceful academic environment for students (₹65.25 Cr).

- **CIL-ASHIS** — Awards ₹45,000/year scholarships to children orphaned during COVID-19 to ensure continuity of their education (₹29.61 Cr).

- **Eklavya Model Residential Schools (EMRS) Support** — Supports digital education, menstrual hygiene, and student mentorship in 68 EMRS across CIL operational districts (₹10 Cr).

- **Competitive Exam Coaching (CCL ke Laal/Laadli; SECL ke Sushrut; WCL TARASH Super 30)** — Funds coaching for JEE/NEET/civil services aspirants at ₹1.5 lakh per student, benefitting 194+ students so far.

- **NIRMAN** — Provides ₹1 lakh financial assistance per candidate for UPSC Civil Services preparation, with 7 final selections and 18 Mains qualifications across 99 beneficiaries in two years.

- **Girls' Hostel, Odisha (MCL)** — Constructs a girls' hostel to improve access to higher education for women in MCL operational areas (₹42.69 Cr).

- **Model Schools, Singrauli (NCL)** — Converts 10 government schools into model schools to improve learning outcomes in NCL districts (₹30.30 Cr).

Employment & Skill Development

- **Multi-Skill Training Programs** — Trains 655 unemployed youth in trades like electrician, culinary, and hospitality across Nagpur, Varanasi, Assam, and Chhindwara (₹4.25 Cr).

- **Tribal Women Empowerment (NCL)** — Provides end-to-end poultry support to 750 tribal women in Madhya Pradesh, covering feed procurement through marketing (₹9.03 Cr).

- **Project PRAGATI (WCL & SECL)** — Delivers vocational training to Project-Affected Persons and apparel training to women, benefitting 1,000+ youth annually (₹10.26 Cr).

- **Plastic Engineering Training** — Offers fully free residential training at ₹60,000 per candidate to 3,500 youth in CIL operational districts (₹21 Cr).

- **Multi-Skill Development Institutes (MSDIs)** — Establishes skilling hubs in mining districts to provide contemporary, employment-oriented training to local youth (₹3–4 Cr avg. per institute).

Sports

- **Khelgaon Sports Academy, Ranchi** — Runs a fully residential sports training facility in a 50:50 partnership with the Government of Jharkhand, producing medal-winning athletes (1,809 total medals, 15 international).

- **Sports Hostels & Complexes** — Funds three sports hostels (Gwalior, Bengaluru, Sonapat) through NSDF and sports infrastructure in Odisha (₹75 Cr + ₹35 Cr combined).

Major Awards

1. **Golden Peacock CSR Award** — Received by CIL in 2024 and NCL in 2025, recognising premier excellence in corporate social responsibility.

2. **Green World Award 2024** — Global recognition awarded to CIL for its flagship Thalassaemia Bal Sewa Yojana project.

3. **National CSR Awards** — Consistent recognition received by CIL across multiple award categories and years at the national level.

4. **PSU & Industry Awards** — Acknowledged industry-wide through CSR Times Awards, CSR Impact Awards, and ICC Awards across various categories.

**Sl no. 2.6:****CAG & PAC paras [F No. 1/6/2011-IR dt. 15.04.2013]:**

Paras and ATRs after these have been laid on the table of both houses of the Parliament	No. of Paras received	No. of Paras replied	Remarks
	08	08	Printed paras

**Sl no. 3.3 : Dissemination of information widely and in such form and manner which is easily accessible to the public (3.3.1)**

Use of the most effective means of communication - internet (website)	Any person or stakeholders can visit website of CIL ( <a href="https://www.coalindia.in">https://www.coalindia.in</a> )
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**Sl no. 3.4: Form of accessibility of information manual /Handbook 4(1) (b)(3.4.1 to 3.4.2)**

Information manual /handbook available in electronic format	<a href="https://www.coalindia.in/info-bank/manuals/">https://www.coalindia.in/info-bank/manuals/</a>
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**Sl no. 4.1 & 4.2: E-Governance**

	<p>Form of accessibility of information manual/handbook: E form of all the manual/handbook are available on the CIL website and easily accessible to public.</p> <p>Whether information manual/handbook available free of cost or not: Yes, it is free of cost, by downloading from CIL Website.</p> <p>Language in which information Manual/Handbook available: Hindi and English</p> <p>When was the information Manual/Handbook last updated- All are latest updated by the year 2026.</p>
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**Sl no. 4.3:****Information available in electronic form [Section 4 (1)(b)(xiv)]:**

Details in respect of information available to or held by the company, reduced in an electronic form:	<p><a href="https://www.coalindia.in/info-bank/manuals/">https://www.coalindia.in/info-bank/manuals/</a> <a href="https://www.coalindia.in/policies/">https://www.coalindia.in/policies/</a></p> <p>The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use:</p> <p>CIL is maintaining a website <a href="https://www.coalindia.in/">https://www.coalindia.in/</a> interested people can visit this website for desired information. If the required information is not available in the website they can send letters to the Company seeking the desired (available) information.</p> <p>Any Citizen of India who desires to obtain any information under the Right to Information Act, 2005 may make a request preferably in the application format in writing or through electronic means to the Public Information Officer/Assistant Public Information Officer.</p>
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**Sl no. 4.4: Particulars of facilities available to citizen for obtaining information [Section 4 (1)(b)(xv)]:**

Name & location of facility, Working Hours & Contact person & details	<p>The information is available in electronic form at CIL's website.</p> <p>Names, designation, contact &amp; address of First Appellate Authority, Central Public Information Officer &amp; Asst. Public Information Officer are available on website.</p> <p>Address of the Office-</p> <p>Coal India Limited, Premise No-04 MAR, Plot No-AF-III, Action Area-1A, Newtown, Rajarhat, Kolkata-700156.</p>
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**Sl no. 4.5: Such other information as may be prescribed under Section 4 (1)(b)(xvii):**

Grievance Redressal System,	CPGRAMS Portal (Centralized Public Grievance Redress and Monitoring System) is an online initiative of the DARPG (Department of Administrative Reforms and Public
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<b>Details of Contracts Annual report etc.</b>	<p>Grievances). Grievances received at the portal from employees and the general public/stakeholders are redressed within the stipulated period of time.</p> <p>Annual Report available at <a href="https://www.coalindia.in/performance/financial-statements/">https://www.coalindia.in/performance/financial-statements/</a></p> <p>Information related to various departments are available at <a href="https://www.coalindia.in/departments/">https://www.coalindia.in/departments/</a></p>
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**Sl no. 4.6: Receipt & Disposal of RTI applications & Appeals [F No. 1/6/2011-IR dt. 15.04.2013]:**

<b>Details of Applications received and disposed</b>	Information available at <a href="https://www.coalindia.in/rti-act/section-25/">https://www.coalindia.in/rti-act/section-25/</a>
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**Sl no. 4.7: Replies to questions asked in the Parliament [Section 4 (1)(b)(xvii)]:**

<b>Details of questions asked &amp; replied</b>	<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="5"><b>List of Parliamentary Questions for F.Y. 2025-2026</b></th> </tr> <tr> <th>S.I. No.</th> <th>Parliamentary Session</th> <th>Unstarred</th> <th>Starred</th> <th>Other Ministry</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Monsoon Session 2025</td> <td>102</td> <td>10</td> <td>4</td> </tr> <tr> <td>2</td> <td>Winter Session 2025</td> <td>57</td> <td>4</td> <td>8</td> </tr> <tr> <td>3</td> <td>Budget Session 2026</td> <td>104</td> <td>13</td> <td>18</td> </tr> <tr> <td colspan="2"><b>Total Questions</b></td> <td><b>263</b></td> <td><b>27</b></td> <td><b>30</b></td> </tr> <tr> <td colspan="2"></td> <td><b>290</b></td> <td></td> <td><b>30</b></td> </tr> </tbody> </table>	<b>List of Parliamentary Questions for F.Y. 2025-2026</b>					S.I. No.	Parliamentary Session	Unstarred	Starred	Other Ministry	1	Monsoon Session 2025	102	10	4	2	Winter Session 2025	57	4	8	3	Budget Session 2026	104	13	18	<b>Total Questions</b>		<b>263</b>	<b>27</b>	<b>30</b>			<b>290</b>		<b>30</b>
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**Sl no. 5: Such other information as may be prescribed:**

<b>Details of Current CPIOs &amp; FAAs from 1.1.2015 Details of Third Party audit of Voluntary Disclosure</b>	<p>Information available at- <a href="https://www.coalindia.in/rti-act/section-4b-xvi/">https://www.coalindia.in/rti-act/section-4b-xvi/</a>  <a href="https://www.coalindia.in/rti-act/section-41b/">https://www.coalindia.in/rti-act/section-41b/</a></p>
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**Sl no. 6: Information disclosed on own Initiative**

<b>Information disclosed so that public have minimum resort to use RTI Act</b>	<p>Are the details of policies/decisions, which affect public, informed to them: Dissemination of information widely and such form and manner which is easily accessible to the public: Coal India website is easily accessible to public.</p> <p>Information related to various departments are available at <a href="https://www.coalindia.in/departments/">https://www.coalindia.in/departments/</a></p>
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<b>STQC Certification of Website</b>	<p>Website security audit has been performed by Certain Empanelled Information Security Auditing Organization in January 2026 and is valid for 1 year.</p> <p>The certificate is available at website : <a href="https://www.coalindia.in/website-security-audit-certificate/">https://www.coalindia.in/website-security-audit-certificate/</a></p>
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<b>Other Information</b>	<p>Form of accessibility of information manual/handbook: E form of all the manual/handbook are available on the CIL website and easily accessible to public.</p> <p>Whether information manual/handbook available free of cost or not: Yes, it is free of cost, by downloading from CIL Website.</p> <p>Language in which information Manual/Handbook available: Hindi and English When was the information Manual/Handbook last updated- All are latest updated by the year 2023.</p>
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