

Coal India Limited**Coal Bhawan**

Premises No.04, Plot No. AF-III, Action Area 1A,
New Town, Rajarhat, Kolkata 700 156 WB (India)

Website: www.coalindia.in

**HRD Division**

Fax No. : 033-23244203

Phone No: 033-71104272

Mail Id: gmhrd.cil@coalindia.in

(An ISO 9001:2015 & ISO 50001:2011 Certified Company)

संदर्भ सं. CIL:HRD:/अधिकारी प्रयोजन/2020-21/14714

दिनांक:- 06/07/2020

कार्यालय ज्ञापन

विषय: भारतीय प्रबंधन संस्थान (आईआईएम) में एक वर्षीय स्नातकोत्तर कोर्स हेतु प्रायोजन (स्पॉन्सरशीप) योजना ।

सीआईएल बोर्ड ने दिनांक 26/06/2020 को आयोजित अपनी 406 वीं बैठक में "भारतीय प्रबंधन संस्थान (आईआईएम), अहमदाबाद, बंगलौर, कलकत्ता, लखनऊ और इंदौर में एक वर्षीय स्नातकोत्तर कोर्स प्रायोजन (स्पॉन्सरशीप) योजना", सीआईएल के उच्च प्रदर्शन तथा पात्र अधिकारियों को जो इन आईआईएम द्वारा संचालित एक वर्षीय अधिकारी प्रबंधन कार्यक्रम के लिए पात्रता रखते हैं, का अनुमोदन किया है। कार्यान्वयन के लिए अनुमोदित योजना की एक प्रति संलग्न है।

यह योजना तत्काल प्रभाव से लागू होगी ।

hi
6/7/20

(एस. के. सिंह)

महाप्रबंधक (एचआरडी एवं सीएसआर)

वितरण:

1. निदेशक (तक.) / निदेशक (का. एवं औ.स.) / निदेशक (वित्त) / निदेशक (विपणन), सीआईएल
2. अध्यक्ष एवं प्रबंध निदेशक, बीसीसीएल / सीसीएल / सीएमपीडीआईएल / ईसीएल / एमसीएल / एनसीएल / एसईसीएल / डब्ल्यूसीएल
3. सीवीओ, सीआईएल
4. निदेशक (का.) / निदेशक (वित्त), बीसीसीएल / सीसीएल / ईसीएल / एमसीएल / एनसीएल / एसईसीएल / डब्ल्यूसीएल
5. निदेशक (टी / ईएस), सीएमपीडीआईएल
6. महाप्रबंधक/ अध्यक्ष सीआईएल के तकनीकी सचिव
7. महाप्रबंधक / एचओडी, एचआरडी बीसीसीएल / सीसीएल / ईसीएल / एमसीएल / एनसीएल / एसईसीएल / डब्ल्यूसीएल
8. महाप्रबंधक (पी / ईई), सीआईएल/ बीसीसीएल / सीसीएल / ईसीएल / एमसीएल / एनसीएल / एसईसीएल / डब्ल्यूसीएल
9. महाप्रबंधक, एनईसी
10. महाप्रबंधक, एनडीएलओ
11. महाप्रबंधक / एचओडी, आईआईसीएम
12. विभागाध्यक्ष (प्रणाली), सीआईएल - सभी संबंधितों द्वारा अनुपालन और सूचना के लिए सीआईएल वेबसाइट पर अपलोड करने के अनुरोध के साथ।

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Ref No: CIL/HRD/Exe. Sponsor/2020-21/ 14714

Date: 06/07/2020

Office Memorandum

Subject: Sponsorship Scheme for one-year Post Graduate Course in Indian Institute of Management (IIM).

CIL Board in its 406th Meeting held on 26 June' 2020 approved "Sponsorship Scheme for one-year Post Graduate Course in Indian Institute of Management (IIM), Ahmedabad, Bangalore, Calcutta, Lucknow and Indore" to sponsor high performing and eligible executives of CIL who qualify for one-year Executive Management Program conducted by these IIM's. A Copy of the approved scheme is enclosed for implementation.

The scheme shall come into force with immediate effect.

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6/7/20

S. K. SINGH

GENERAL MANAGER (HRD&CSR)

Distribution:

1. D(T)/D(P&IR)/D(F)/D(M), CIL
2. CMD, BCCL/CCL/CMPDIL/ECL/MCL/NCL/SECL/WCL
3. CVO, CIL
4. D(P)/D(F), BCCL/CCL/ECL/MCL/NCL/SECL/WCL
5. D(T/ES), CMPDIL
6. GM/TS to Chairman, CIL
7. GM/HoD(HRD), BCCL/CCL/CMPDIL/ECL/MCL/NCL/SECL/WCL
8. GM/HoD(P/EE), CIL/BCCL/CCL/CMPDIL/ECL/MCL/NCL/SECL/WCL
9. GM, NEC
10. GM, NDLO
11. GM/HoD, IICM
12. HoD (System), CIL – with a request to please upload the same in CIL website for information and compliance by all concerned.

Sponsorship Scheme for one year Executive MBA Programme in IIMs

Background:

CIL Board in its 354th Board meeting held on 8th Jan 2018 has advised to finalise a suitable scheme for sponsoring Executives to IIM, Ahmedabad, Bangalore, Calcutta for obtaining MBA degree.

Accordingly, the present scheme is designed to sponsor high performing and capable executives of CIL who wish to go for one year executive management programmes conducted at IIMs, Ahmedabad, Bangalore, Calcutta, Lucknow and Indore

The Indian Institute of Management at Ahmedabad, Bangalore, Calcutta, Lucknow and Indore are recognized globally as institutions for imparting quality management education and have been playing a pioneering role in professionalizing Indian Management through their various programmes and consulting activities. The one year Executive MBA Programme enable practicing executives to upgrade their management skills to respond to the changing needs of the company.

A. Programme:

Post Graduate Programme in Management for Executives (PGPX), IIM, Ahmedabad.

Post Graduate Programme for Executives (PGPEX), IIM, Calcutta

Executive Post Graduate Programme in Management (EPGP), IIM, Bangalore

International Programme in Management for Executives (IPMX), IIM Lucknow

The Executive Post Graduate Programme in Management (EPGP), IIM Indore

B. Eligibility Criteria:

- E4-E6 level Executives.
- Minimum 5 years of experience in CIL
- Minimum 10 years of service left for superannuation from the date of joining of course.
- PRIDE rating of 4 Outstanding in last 5 years
- No charge sheet pending/punishment awarded in last 3 years
- Should have been selected for the above mentioned course at IIMs (Each of the IIMs' Executive Management Programmes, require GMAT/GRE score and fulfilment of other criteria for selection to the course)

C. Selection Procedure:

- I. If an executive satisfying all eligibility criteria of the scheme secures a seat through regular selection process in any of the IIMs mentioned, he/she may apply for the sponsorship by CIL.

II. Eligible executives would apply in the prescribed application form (attached as A) available in CIL website and submit the same to General Manager, HRD, CIL through proper channel. Link of the same will be made available at CIL website.

III. The executives will also submit a brief write-up giving her/his background, like qualifications, experience, and submit a note on how the sponsorship will help him/her to contribute to the company.

IV. A list of special achievement of executive is to be given in the format enclosed (page 2 of Annexure A) by CMD concerned of subsidiary company where executive is presently posted and it will be sent to Executive Establishment Department of CIL, HQ

V. A committee of GM/HOD- HRD, EE and Policy Cell of CIL, HQ will examine the applications received and merit list will be prepared among the applications received based on the following:

Particulars	Years experience of	Last 5 Years appraisal	Special Achievement	Total Marks
Maximum Marks	35	55	10	100
Bifurcation of Marks	5 Marks for every completed year after 5 Years up to 35 marks	OS – 11 VG – 10 Good – 8 Fair – 6 Poor – 0	A list of special achievements approved by the concerned CMD will to be submitted by the candidates	

VI. The committee will submit their recommendations to Director (P&IR), CIL. GM/HOD (HRD) will be the Member Secretary of the committee.

VII. Final approval will be accorded by Chairman, CIL for sponsoring for the programme.

D. Salary, perks and other benefits to sponsored executives:

- The company will sponsor 100% of cost of study as the case may be, hostel charges and continue to pay salary and perks as applicable to an on-roll executive including medical benefits.
- If the time is short between the declaration of result and admission at IIMs, then the candidate can proceed to take admission if he/she fulfils the selection criteria under the scheme gets covered. Reimbursement of the fee will be done by CIL.
- TA will be admissible as per rules of the company for journeys between the place of posting to the institute and back for joining. TA for journey performed for personnel reasons or availing vacation will not be reimbursed by company.
- Leaves/Holidays will be as per the rules/curriculum of the concerned Institution. Sponsored executives will have to maintain minimum attendance as per the criteria of the Institution.
- Sponsored candidate will not be allowed Daily Allowance and Mess Charges.

- f. Salary of the sponsored candidates will be paid from the place of posting after obtaining monthly attendance from the concerned institution.
- g. The PRIDE/PAR rating of the executive for the entire course period will be equivalent to the average rating of the previous 3 (three) years immediately preceding the assessment year. This will only be for the purpose of promotion, the executive will not be entitled to the PRP for the duration of the course period.
- h. The entire duration of the course will be treated as on duty, the seniority and period of eligibility for consideration for promotion to next higher grade of such executives would be reckoned as they have spent their period on duty.
- i. The executives will be allowed to retain their allotted quarters on payment of licence fee and other applicable charges like electricity charges etc. However, If an executive vacates his quarter then he will be allotted quarter again on priority basis after completion of the course but no HRA will be payable during the study period.
- j. The executive can carry a two wheeler from the place of posting to the institute by train through shortest route and he/she can claim the reimbursement of the amount.
- k. After completion of the course concerned subsidiary/CIL will ensure the executive will be given specific responsibility so that their service could be effectively utilized.

E. Other Terms and Conditions:

- i. Maximum 16 (preferably 2 each from coal producing subsidiary, 1 from CMPDIL and 1 from CIL, HQ & other establishments). If more numbers of applicants qualify in a particular year, Chairman, CIL is empowered to decide on whether to increase the number or adjust the seat from one subsidiary or other in case of need.
- ii. Reservations for SC/ST/OBC (Non-Creamy Layer)/PwD (Percentage of Disability - 40% or above)/EWS candidates will be provided as per guidelines of Govt. of India for the purpose. The reservation for PwD is on horizontal basis.
- iii. The qualifications obtained through this sponsorship would not entitle the candidate to claim any promotion, preferred posting or any additional increment.
- iv. The selected applicant would be required to sign a service bond to serve in CIL for at least 5 years post completion of the course to get full sponsorship of the fee. The candidate will have to reimburse the entire cost incurred by the company including salary and perks received from CIL on pro-rata basis for the period not served. However, in case of any eventuality beyond the control of the individual this would not be insisted on the approval of Chairman, CIL based on recommendation of Director (P&IR), CIL.
- v. After admission to the course on sponsorship, if any candidate fails to complete the course for which he/she has been selected or is expelled by the Institute prior to completion of the course, or fails to qualify for award of the certificate for reasons other than ill-health (which doesn't allow completion of the course), the course fee charged by

- the IIM for the admission would be recovered from his/her salary. Provided that for such ill-health the certificate of the Chief of Medical Services nominated by CIL shall be conclusive. The acceptance of any other exceptional grounds will be at the discretion of Chairman, CIL based on the merit of the case.
- vi. A quarterly progress report of the sponsored candidate may be obtained from the institute for the perusal of CIL Management, if so needed.
 - vii. After completion of the course, the executive would normally go back to the earlier place of posting. However, Management reserves the right of posting such executives as per organisational requirement and/or skill/knowledge acquired to any other place.
 - viii. For any interpretation of terms and condition of the scheme D(P&IR), CIL will be the final authority.

CIL reserves the right to modify, amend, suspend or withdraw the scheme from a prospective date, any time without notice with approval of Chairman, CIL.

Application form for Sponsorship Scheme

for one year Executive MBA Program in IIM's

1. Name of the Applicant:
2. Date of Birth:
3. Category (SC/ST/OBC/PWD/EWS):
4. Designation:
5. EIS Number:
6. Date of Joining at CIL:
7. Pride Rating in Last 5 Years:

Year:	Year:	Year:	Year:	Year:
Rating	Rating	Rating	Rating	Rating

8. Place of posting:

Department:

9. Select the Course, you have been selected for:

- ☐ Post Graduate Programme in Management (PGPX), IIM, Ahmedabad
- ☐ Post Graduate Programme for Executives (PGPEX), IIM, Calcutta
- ☐ Executive Post Graduate Programme in Management (EPGP), IIM, Bangalore
- ☐ International Programme in Management for Executives (IPMX), IIM, Lucknow
- ☐ The Executive Post Graduate Programme in Management (EPGP), IIM, Indore

Brief write up by the applicant giving her/his background, like qualification, experience and how the sponsorship will held him/her to contribute to the company.

I have read all the terms and conditions of CIL sponsorship scheme for one year executive MBA program in IIMS.

Signature of Applicant

(PTO)

For official use

This is to certify that the information from sl no. 1 to sl. no 8 furnished by applicant is correct and there is no charge sheet/disciplinary proceeding against him/her.

Signature of HoD, EE of concerned subsidiary

Special achievement of applicant through concerned Director of Subsidiaries.

Signature of Director of concerned subsidiary

Signature of Concerned CMD