

कोल इण्डिया लिमिटेड
(भारत सरकार का उपक्रम)
COAL INDIA LIMITED
(A Govt. of India Enterprise)
कोल भवन "COAL BHAWAN"
Premise No. 04, MAR, Plot No. AF-III
Action Area-1A, Newtown, Rajarhat
KOLKATA-700156 (WB)



एक महारत्न कंपनी
A Maharatna Company

PERSONNEL DIVISION
POLICY CELL
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(An ISO 9001:2015, ISO 14001:2015 & ISO 50001:2011 Certified Company)

संदर्भ सं: CIL/C5A (PC)/CS training/554

दिनांक: 28.01.2021

कार्यालय ज्ञापन

विषय: Amendments in the Scheme for imparting practical training to the students who have passed Executive/ Professional Programme of ICSI

The Competent Authority of CIL has approved the following amendments in the Scheme for imparting practical training to the students who have passed Executive/ Professional Programme of ICSI for implementation with immediate effect:

Cl. No.	Existing provision	Amended provision										
1.0	<p>Scope of work of the students</p> <p>The Students after passing Executive/ Professional Programme of ICSI will be under training for the following period on whole time basis:</p> <table border="1"> <tr> <td>For Students who have passed Executive Programme</td> <td>2 years</td> </tr> <tr> <td>For Students who have passed Professional Programme</td> <td>1 year</td> </tr> </table> <p>They shall provide services in the various fields viz (i) liaison with offices of the RoC for filing various e-forms/ returns (ii) assisting in organizing Board meetings/ Annual General Meetings/ Extra-ordinary General Meetings (iii) assisting court cases relating to arbitration matters, etc. (iv) assisting in the matter of disinvestments/ IPOs (v) assisting in various other Secretarial and Legal matters (vi) assisting in formation of Joint Venture/ Subsidiary Companies.</p>	For Students who have passed Executive Programme	2 years	For Students who have passed Professional Programme	1 year	<p>Scope of work of the students</p> <p>The Students after passing Executive/ Professional Programme of ICSI will be under training for the following period on whole time basis:</p> <p>I. Under old training structure of ICSI (applicable to students registered in CS Executive Programme on or after 01.04.2014)</p> <table border="1"> <tr> <td>For Students who have passed Executive Programme</td> <td>2 years</td> </tr> <tr> <td>For Students who have passed Professional Programme</td> <td>1 year</td> </tr> </table> <p>II. Under new training structure of ICSI (w.e.f. 03.02.2020)</p> <table border="1"> <tr> <td>For Students who have passed Executive Programme</td> <td>21 months after completion of one month Executive Development Programme</td> </tr> </table>	For Students who have passed Executive Programme	2 years	For Students who have passed Professional Programme	1 year	For Students who have passed Executive Programme	21 months after completion of one month Executive Development Programme
For Students who have passed Executive Programme	2 years											
For Students who have passed Professional Programme	1 year											
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For Students who have passed Professional Programme	1 year											
For Students who have passed Executive Programme	21 months after completion of one month Executive Development Programme											

Cl. No.	Existing provision	Amended provision									
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6.0 a)	<p>Working Hours and Terms & Condition</p> <p>The students shall be entitled to one-day leave for every 20 days excluding normal rest day and holidays.</p>	<p>Working Hours and Terms & Condition</p> <p>The students shall be entitled to leaves as under:</p> <table border="1"> <thead> <tr> <th>Leave entitlement</th> <th>Executive qualified students</th> <th>Professional qualified students</th> </tr> </thead> <tbody> <tr> <td>Under old training structure of ICSI</td> <td>72 days for entire period of 2 years.</td> <td>12 days for entire period of 1 year.</td> </tr> <tr> <td>Under new training structure of ICSI</td> <td>52 days for entire period of 21 months</td> <td>Not applicable.</td> </tr> </tbody> </table>	Leave entitlement	Executive qualified students	Professional qualified students	Under old training structure of ICSI	72 days for entire period of 2 years.	12 days for entire period of 1 year.	Under new training structure of ICSI	52 days for entire period of 21 months	Not applicable.
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This is for information and compliance by all concerned.

नीला प्रसाद
28/1/21

(नीला प्रसाद)

महाप्रबंधक (का./ नीति)

वेस्टर्न कोलफील्ड्स लिमिटेड
कार्मिक विभाग, कोल इस्टेट, सिविल लाईन, नागपुर- 440001.

संदर्भ. संख्या.: WCL/PER/EE/453

दिनांक: 03rd February '21

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Copy forwarded for information and further needful:

1. The Area General Manager, WCL, All Areas.
2. The Head, All Departments, WCL HQ.
3. The General Manager (Min)/(CA)/ TS to D(P)/ D(T)Op/ D(T)P&P/ D(F), WCL HQ.
4. The General Manager (System), WCL HQ- with a request to upload in WCL's website.
5. The Dy.Manager(Secttl) to CMD/ D(P)/ D(T)Op/ D(T)P&P/ D(F)/ CVO, WCL HQ.

(आर जी गेडाम)

महाप्रबंधक (कार्मिक)/ईई