



# वेस्टर्न कोलफील्ड्स लिमिटेड Western Coalfields Limited

(मिनीरत्न कंपनी) (A Miniratna Company)  
(कोल इंडिया लि. की अनुषंगी कंपनी) (A Subsidiary of Coal India Limited)



एक कदम स्वच्छता की ओर

## कार्मिक विभाग

Email : [gme.wcl@coalindia.in](mailto:gme.wcl@coalindia.in)

CIN : U10100MH1975GOI018626

ISO 9001:2015 Certified

## Department of Personnel

☎/FAX: 0712-2512352

🌐 [www.westerncoal.in](http://www.westerncoal.in)

पंजी.का.:कोयला विहार, सिविल लाइन्स, नागपुर (महाराष्ट्र) - 440001 Regd. Off.: Coal Estate, Civil Lines, Nagpur (MS) - 440001

संदर्भ. संख्या.: WCL/PER/EE/1644

दिनांक: 06-06-2024

## आदेश

On successful completion of one year of probation period and satisfactory performance, Mrs Ritu Varshney (95000574), Company Secretary Deptt. WCL Hq is hereby confirmed as Sr. Manager (Company Secretary) in E6 grade from the next date of completion of her probation period in WCL as per the terms and conditions of her appointment letter no. CIL:Rectt:Appt. Ltr.:10806 dated 21-03-2022 issued by Dy. General Manager/ HoD(Pers. Rectt.), CIL, Kolkata.

Sl. No.	EISNo	Empnam	Disp	Gr	Desgn	Deptt	Date of joining CIL/WCL	Date of confirmation in E6 grade
1	95000574	Ritu Varshney	Company Secretary	E6	Sr.Manager	Hq-Com Secy	25-04-2022	25-04-2023

This issues with approval of the Competent Authority.

भवदीय,

(अनिल कुमार सिंह)

महाप्रबंधक(कार्मिक)/ ईई

## वितरण:

1. Executive Concerned.
2. The General Manager (Per)/EE, CIL, Kolkata.
3. The General Manager (Per)/ Rectt, CIL, Kolkata.
4. The General Manager(Min)-(CA)/ TS to D(P)/ D(F)/ D(T)Op/ D(T)P&P, WCL HQ.
5. The General Manager (System), WCL HQ - with a request to upload in WCL's website.
6. The General Manager(Fin)I/c / General Manager (Per)-(HRD), WCL HQ.
7. The Manager/ Astt.Mgr(Secttl) to CMD/ D(P)/ D(F)/ D(T)Op/ D(T)P&P/ CVO, WCL HQ.
8. CR Cell/ SAP/ Personal File.