



Coal India Limited
A MAHARATNA COMPANY

Coal Bhawan, Core-2, 3rd Floor, Premises No.04 MAR,
Plot No.AF-III, Action Area-1A, New Town, Rajarhat,
Kolkata 700156.

PHONE: 033 - 23246526, FAX:033 - 23246510

Email – mviswanathan2.cil@coalindia.in

WEBSITE: www.coalindia.in

CIN – L23109WB1973GOI028844

RefNo.CIL:XI(D):04027:2022: 28949 .

Dated: 3rd Aug'2022

CMD,
ECL/BCCL/CCL/NCL/SECL/WCL/MCL & CMPDIL.

Sub : Clarifications for queries on Revised Delegation of powers

During the course of implementation of Revised DOP, some queries were received from the Subsidiaries. These were deliberated by the Committee on DOP. The Committee recommended that no further modifications in Revised DOP are necessitated and only clarifications are to be issued for these queries. This has the approval of Chairman,CIL.

Accordingly, the clarifications are attached as **Annexure-A**.

Yours faithfully,

M.Viswanathan
3/8/22

(M.Viswanathan)
Company Secretary

1. Director (Finance) ECL/ BCCL/CCL/SECL/MCL/WCL/NCL
2. Company Secretary ECL/ BCCL/CCL/SECL/MCL/WCL/NCL/CMPDI
3. HOD(Finance), CMPDI



CLARIFICATIONS TO BE ISSUED TO SUBSIDIARIES - NO MODIFICATIONS PROPOSED

ANNEXURE-A

MCL :-

Sl.no	Particulars	Existing DOP	Proposed DOP	DOP Committee recommendations
1.	Re-allocation of Capital Budget	CFDs of CIL/Subsidiary - Full powers within the approved Budget CMDs of CIL/Subsidiary -Within 15% of the approved Budget	-	No modification is proposed. CIL Board in its 444 th Meeting held on 8 th July '2022 had authorised Committee of Functional Directors (CFDs) of CIL/Subsidiaries for re-appropriation of head-wise CAPEX from one head to another or within the same head subject to total capital provision of PR is not exceeded.
2.	Advance/deposit against work (subject to the underlying condition that no cost escalation is allowed on such job): - (a). Central/ State Government authorities /bodies, Central/ State PSUs like Railways, RITES, IPRCL etc.	CMDs of CIL/Subsidiary – Full powers FDs/CVO of CIL – Upto ₹ 5 Crores in each case EDs/GMs/HODs of CIL - Upto ₹ 10 lakhs in each case	GMs/HODs of Subsidiaries - Upto ₹ 50 lakhs in each case	No modification is proposed. CMDs of Subsidiaries may sub-delegate this power to FDs/GMs/HODs of Subsidiaries within his DOP as specified in Enclosure-I of Revised DOP for operational necessity.
	(b). Other than above	CFDs of CIL/Subsidiary – Full powers CMDs of CIL/Subsidiary – Upto ₹25lakhs in each case DT,CIL - Upto ₹5 lakhs in each case	FDs of Subsidiaries - Upto ₹1 Crore in each case GMs/HODs of Subsidiaries – Upto ₹5 lakh in each case	No modification is proposed. CMDs of Subsidiaries may sub-delegate this power to FDs/GMs/HODs of Subsidiaries within his DOP as



		<i>ED/GMs/HODs, CIL – Upto ₹50000 in each case</i>		<i>specified in Enclosure-I of Revised DOP for operational necessity.</i>
3.	<i>To close any of the existing accounts of the Company or to transfer any of the accounts of the units of the Company from one branch of any Bank to Head Office or any other Branch of the Bank or any branch or Head Office of any other Bank</i>	-	<i>In terms of specific resolution of Subsidiary Board the enumerated power is exercised by CMD, D(F) & GMs of the subsidiaries.</i> <i>It is suggested to entrust the powers of sub delegation to Subsidiary Board.</i>	<i>No modification is proposed</i> <i>Subsidiary Board is empowered to exercise this power and sub-delegate the same to CMDs / DF/ GM(F) for operational necessity.</i>
4.	<i>To call for statement or statements from the branches or Head Offices of the Bank in which they have accounts or have deposited securities, debentures, shares certificates, title deeds or any other documents relating to any of the transaction or investments or deposits of the Company</i>	-	-Do-	<i>No modification is proposed</i> <i>Subsidiary Board is empowered to exercise this power and sub-delegate the same to CMDs / DF/ GM(F) for operational necessity.</i>
5.	<i>To notify the Banks about the appointment of authorised officers to operate the Bank Accounts and their powers and duties and to do all other things as may be required to be done and to enable the banks to fully carry out the purpose of this appointment.</i>	-	-Do-	<i>No modification is proposed</i> <i>Subsidiary Board is empowered to exercise this power and sub-delegate the same to CMDs / DF/ GM(F) for operational necessity.</i>



6.	<i>To authorise any official to operate any account in the Bank or banks and to notify such authorisation to the Bank</i>	-	-Do-	<i>No modification is proposed</i> <i>Subsidiary Board is empowered to exercise this power and sub-delegate the same to CMDs / DF/ GM(F) for operational necessity.</i>
7.	<i>To withdraw or cancel any authority granted to any officer of the Company to operate any of the accounts with any bank</i>	-	-Do-	<i>No modification is proposed</i> <i>Subsidiary Board is empowered to exercise this power and sub-delegate the same to CMDs / DF/ GM(F) for operational necessity.</i>
8.	<i>To deposit with or withdraw from any bank any security, debentures, shares certificates, title deeds or other documents relating to the transactions and assets of the Company.</i>	-	-Do-	<i>No modification is proposed</i> <i>Subsidiary Board is empowered to exercise this power and sub-delegate the same to CMDs / DF/ GM(F) for operational necessity.</i>
9.	<i>Investment of Company's surplus fund for short term/long term period (As per rules of the Company)</i>	-	-Do-	<i>No modification is proposed</i> <i>Subsidiary Board is empowered to exercise this power and sub-delegate the same to CMDs / DF/ GM(F) for operational necessity.</i>
10.	<i>To release fund to Areas and other units of the Company on conditions as may be considered desirable</i>	-	-Do-	<i>No modification is proposed</i> <i>Subsidiary Board is empowered to exercise this power and sub-delegate the same to CMDs / DF/ GM(F) for operational necessity.</i>



11.	<i>Pay/discharge on behalf of Company all liabilities, debts, claims etc. admitted by the Company</i>	-	-Do-	<p><i>No modification is proposed</i></p> <p><i>Subsidiary Board is empowered to exercise this power and sub-delegate the same to CMDs / DF/ GM(F) for operational necessity.</i></p>
12.	<i>To deal with financial institutions and other bodies on behalf of the Company in respect of all financial matters.</i>	-	-Do-	<p><i>No modification is proposed</i></p> <p><i>Subsidiary Board is empowered to exercise this power and sub-delegate the same to CMDs / DF/ GM(F) for operational necessity.</i></p>
13.	<i>Purchase of accessories / spare parts for computers, laptops and other peripherals, repairing of computers, laptops, printers and other equipments and purchase of software licence etc. other than those under the approved scheme, if not available in GeM portal</i>	<p><i>CFDs, CIL/Subsidiary – Full powers</i></p> <p><i>CMDs of CIL/Subsidiary - Upto ₹5.00 Crores per annum</i></p> <p><i>DT, CIL – Upto ₹3.75 Crores per annum</i></p>	<i>Clarification on modalities of procurement for exercising the power is required</i>	<p><i>i. Purchase of accessories / spare parts for computers, laptops and other peripherals and software licence etc. other than those under the approved scheme if not available in GeM portal</i></p> <p><i>[To be dealt as per provisions of Purchase Manual]</i></p> <p><i>ii. Repairing of computers, laptops, printers and other equipment and if not available in GeM portal</i></p> <p><i>[To be dealt as per extant guidelines and manuals]</i></p> <p><i>CMDs of Subsidiaries may sub-delegate this power to FDs/GMs/HODs of Subsidiaries within his DOP as specified in Enclosure-I of Revised DOP for operational necessity.</i></p>



14.	<i>Sanction purchase and repairs & maintenance of Office furniture & fixtures</i>	<i>Specific powers delegated to FDs/EDs/GMs/HODs of CIL</i>	<i>More clarity is required, whether the power mentioned here can be exercised in "normal cases" or in case of "exigencies".</i>	<i>No modification is proposed as this DOP does not stipulate "exigencies".</i>
15.	<i>Sanction purchase and repairs & maintenance of electrical fittings, office equipment, AC, Generators, Water-pumps etc</i>	<i>-Do-</i>	<i>-Do-</i>	<i>No modification is proposed as this DOP does not stipulate "exigencies".</i>
16.	<i>Sanction hiring of furniture and office equipment, building, P&M, vehicles etc.</i>	<i>-Do-</i>	<i>-Do-</i>	<i>No modification is proposed as this DOP does not stipulate "exigencies".</i>
17.	<i>Sanction printing, binding, stationery and courier expenses</i>	<i>-Do-</i>	<i>-Do-</i>	<i>No modification is proposed as this DOP does not stipulate "exigencies".</i>
18.	<i>Sanction purchase of stores, spare parts, other accessories, petrol, oil, lubricants required for repair, maintenance of company's vehicles, properties, plant & machinery, office, guest house and holiday homes, training institutes/college etc.</i>	<i>-Do-</i>	<i>-Do-</i>	<i>No modification is proposed as this DOP does not stipulate "exigencies".</i>
19.	<i>Sanction of Estimates for award of works & services</i>	<i>Area GMs – Rs.2 Crores for Revenue items</i>	<i>Area GMs – Rs.3.75 Crores for Revenue items</i>	<i>No modification is proposed</i>



CMPDIL

<i>Sl.no</i>	<i>Particulars</i>	<i>Existing DOP</i>	<i>Proposed DOP</i>	<i>DOP Committee recommendations</i>
20.	<i>Sanction of Miscellaneous advances to employees for official purposes</i>	<i>CMDs of CIL/Subsidiary – Full powers</i>	<p><i>FDs/CVO of CIL/Subsidiary - Upto ₹50,000/- in each case, subject to a limit of ₹5 lakhs per annum</i></p> <p><i>EDs of CIL - Upto ₹25,000/- in each case, subject to a limit of ₹2.5 lakhs per annum</i></p> <p><i>GMs/HODs of CIL/Subsidiary - Upto ₹10,000/- in each case, subject to a limit of ₹1 lakh per annum</i></p>	<i>No modification is proposed</i>
21.	<i>Inclusion of new capital activities which were not included in the capital Budget approved by the Board needs to be approved by the Board itself or can the same be sub-delegated to CoFD's.</i>	-	-	<p><i>No modification is proposed.</i></p> <p><i>Inclusion of new capital activities which were not included in the capital Budget approved by the Board needs to be approved by the Board itself.</i></p>
22.	<i>Premature Survey-off</i>	<i>Full powers to CIL/Subsidiary Board</i>	<i>May be sub-delegated to a lower authority</i>	<i>No modification is proposed</i>



NCL

<i>Sl.no</i>	<i>Particulars</i>	<i>Existing DOP</i>	<i>Proposed DOP</i>	<i>DOP Committee recommendations</i>
23.	<i>In case of Revenue expenditure bundled with Capital expenditure, the Delegation of Power relevant to Capital expenditure would apply</i>	<i>Applicable on Procurement of Goods and Award of Works & Services (Annexure-I/II)</i>	-	<i>No modification is proposed</i> <i>The note is also applicable on Indent approval (Annexure-III) & Estimate approval (Annexure-IV)</i>
24.	<i>Appointment of Consultants</i>	<i>The appointment of Consultants must adhere to the following limits :</i> <i>i. Committee of Functional Directors headed by CMD : Full powers for Individual / Company/ Partnership Firm/ LLP</i> <i>ii. Chairman / CMD : Upto ₹50 lakhs in each case for Company / Partnership Firm/ LLP</i>	<i>The appointment of Consultants must adhere to the following limits :</i> <i>i. Committee of Functional Directors headed by CMD : Full powers for Individual / Company/ Partnership Firm/ LLP/ Institutions of National repute like IITs, IIMs, ISM, ICAI, ICSI, ICMAI and similar bodies established under an Act of Parliament / Institutes of national or international repute and likewise</i> <i>ii. Chairman / CMD : Upto ₹50 lakhs in each case for Company / Partnership Firm/ LLP/Institutions of National repute like IITs, IIMs, ISM, ICAI, ICSI, ICMAI and similar bodies established under an Act of Parliament / Institutes of national or international repute and likewise</i>	<i>No modification is proposed</i> <i>Consultants include Institutions of National repute like IITs, IIMs, ISM, ICAI, ICSI, ICMAI and similar bodies established under an Act of Parliament / Institutes of national or international repute and likewise</i>



		<p>iii. <i>Functional Directors for respective functions : Upto ₹25 lakhs in each case for Company / Partnership Firm/ LLP</i></p> <p>iv. <i>Executive Directors for respective functions : Upto ₹10 lakhs in each case for Company/Partnership Firm/LLP</i></p> <p>v. <i>GM for respective functions : Upto ₹5 lakhs in each case for Company/Partnership Firm/LLP</i></p>	<p>iii. <i>Functional Directors for respective functions : Upto ₹25 lakhs in each case for Company / Partnership Firm/ LLP/ Institutions of National repute like IITs, IIMs, ISM, ICAI, ICSI, ICMAI and similar bodies established under an Act of Parliament / Institutes of national or international repute and likewise</i></p> <p>iv. <i>Executive Directors for respective functions : Upto ₹10 lakhs in each case for Company/ Partnership Firm /LLP/ Institutions of National repute like IITs, IIMs, ISM, ICAI, ICSI, ICMAI and similar bodies established under an Act of Parliament / Institutes of national or international repute and likewise</i></p> <p>v. <i>GM for respective functions : Upto ₹5 lakhs in each case for Company/Partnership Firm/ LLP/ Institutions of National repute like IITs, IIMs, ISM, ICAI, ICSI, ICMAI and similar bodies established under an Act of Parliament / Institutes of national or international repute and likewise.</i></p>	
25.	Procurement of decentralised Capital & Revenue	-	Full powers to GM/HOD (E&M/MM) of CIL/Subsidiaries	No modification is proposed.



	<i>items/Goods to be procured at HQ level</i>			<i>Powers to be exercised as per existing DOP of respective executives.</i>
26.	<i>Power to give permission for doing academic/professional courses – Executives / Non-Executives</i>	-	<i>Full powers to GM/HOD(P/EE) / GM / HOD(MP&IR) of CIL/Subsidiary</i>	<i>No modification is proposed Powers to be exercised as per extant procedures</i>
27.	<i>Power to sanction study leave for non-executives</i>		<i>Full powers to GM/HOD(MP&IR) of CIL/Subsidiary</i>	<i>No modification is proposed Powers to be exercised as per extant procedures</i>
28.	<i>Power to give permission for applying for VISA and Passport - Executives/Non-Executives</i>		<i>Full powers to GM/HOD(P/EE) / GM / HOD(MP&IR) of CIL/Subsidiary</i>	<i>No modification is proposed Powers to be exercised as per extant procedures</i>
29.	<i>Power to approve Panel of Advocates and their Schedule of Fee</i>		<i>Full powers to D(P) of CIL/Subsidiary</i>	<i>No modification is proposed Powers to be exercised as per extant policy on empanelment of Advocates</i>
30.	<i>Power to approve Officiating arrangement</i>		<i>Full powers to concerned Functional Directors of CIL/Subsidiary</i>	<i>No modification is proposed</i>



Personnel Dept., CIL

31.	<i>Select/promote non-executives on the basis of recommendation of Selection committee/ DPC</i>	-	<i>GM(P)/ HoD(P)/ Area General Manager/ Sub Area Manager/ Agent, as the case may be, of the respective level for zone of consideration for promotion as mentioned in the Cadre Scheme</i>	<i>No modification is proposed</i>
32.	<i>Select /appoint /promote/ non-executives on the basis of recommendation of Selection Committee/ DPC as per Rules</i>	<i>D(P&IR),CIL – Full powers on recommendation of the Selection Committee</i>	<i>Select / appoint / promote/ non-executives on the basis of recommendation of Selection Committee/ DPC as per Rules</i> <i>Full powers to GM(MP&IR),CIL on recommendation of the Selection Committee</i>	<i>No modification is proposed</i>