



Ref. No. MCL(HQ)/GM(HRD)/PDPT/PAPs/2021-22/ 2123

Date : 02.09.2021

To,  
The General Managers  
Talcher/Jagannath/Lingaraj/BHPA/Kaniha/Hingula/Subhadra/Bhubaneswari/CWS(Excv), Talcher  
IB Valley/Orient/Lakhanpur/Basundhara/Mahalaxmi/CWS(Excv.), IB Valley  
The CMS, NSCH, Talcher

The General Managers/HODs, MCL(HQ)/MCL, Bhubaneswar

Sub: Notification for inviting applications for engagement of Sons/Daughters of MCL Employees/Ex-Employees/PAPs in Post Diploma Practical Training in Mining Discipline for one year in Underground Mines of Talcher and Orient Areas under Apprentice Act 1961 through NATS portal.

Dear Sir,

Applications are invited for engagement of Sons and Daughters of MCL Employees/Ex-Employees/PAPs for Post Diploma Practical Training in Mining Discipline for one year in Underground Mines of Talcher and Orient Areas under Apprentice Act 1961. Interested candidates may be advised to submit their application in the prescribed format (as per terms and conditions of the company given below) through the Area Personnel Manager of the concerned Area and Area GM and through GM(Pers & IR), MCL HQ for HQ candidates on or before 01<sup>st</sup> October 2021. The application must be reach to the office of The General Manager (HRD), MCL HQ on or before 05.00 PM of 4<sup>th</sup> October 2020.

**Terms and Conditions:**

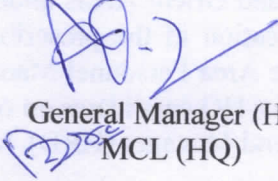
1. Applicant should apply in prescribed application form for the Post Diploma Practical Training (PDPT) in Mining Discipline for the Sons/Daughters of Employees/Ex-employees/Project Affected Persons of MCL which can be downloaded from MCL website [www.mahanadicoal.in](http://www.mahanadicoal.in) (A copy of application form and check list is attached).
2. The candidate should have passed the Mining Diploma Certificate Examination during or after 2019.
3. The candidate must have registered their name as per guidelines of BOPT in NATS portal i.e. [www.mhrdnats.gov.in](http://www.mhrdnats.gov.in) and must have a valid enrolled number.
4. The candidates will be selected on seniority basis:
  - 4.1 Candidates passing earlier will have precedence over those passing in later year.
  - 4.2. For candidates passing in same year, those with higher marks will have precedence.
  - 4.3. In the event of tie in first two conditions, candidate born earlier will get preference.
5. This scheme is for Sons/ Daughters of Employees/Ex- Employees/PAPs only.
  - a. For Sons/Daughters of Employees/Ex-employees – 80% seats.
  - b. For Sons/ Daughters of PAPs – 20% seats.  
(vacant seats will be interchangeable).
6. After selection, list of selected candidates will be sent to BOPT(ER), Kolkata for approval, there after award letter for training will be issued to eligible candidates for their PDPT training at different underground mines of Orient Area and Talcher Area, of MCL.

*(Handwritten signature)*  
2.9.21

Contd....P/2

7. Application must be submitted alongwith self attested copy of :-
  - a) Matriculation Certificate
  - b) Diploma Certificate
  - c) Mark sheet (both diploma and Matriculation),
  - d) Passport size Photograph
  - e) Aadhaar Card,
  - f) Caste Certificate
  - g) Registration copy of NATS portal (Student Valid Enrolment Number)
  - h) Photo I. Card with address of the applicant
  - i) Identity card :
    - i. For Employees/Ex-employees of MCL – Official Photo I. Card/Certificate issued by MCL.
    - ii. For PAPs – Photo I. Card/Certificate issued by concerned Area of MCL
8. All attested copy of documents must be verified from the original document by the office of APM of concerned Area before forwarding the application.
9. All applications must be routed through concerned Area (through APM and Area GM for Area and GM(P&IR), MCL HQ for HQ). **Direct application will not be entertained.**
10. **Timeline** – Application to be submitted at respective Area in the office of APM for Area and GM(P&IR), MCL HQ for HQ **within 30 days** from the date of publication of notice.

You are requested to kindly arrange to give wide publicity by displaying it on the notice boards and any other means as deemed fit and to follow the established company policy.

  
General Manager (HRD)  
MCL (HQ)

**Encl:**

- i. Application Format
- ii. Checklist

**For kind information:**

1. Director (Personnel), MCL

**Copy to:**

1. TS to CMD, TS to Dir. (Pers)/Dir (Fin.)/Dir.(T/P&P)/Dir(T/O), MCL
2. The Director of Training, BOPT(ER), Sector - I, (Opposite Labony Estate) PO: Saltlake City, Kolkata-64 → **For kind information and necessary action please.**
3. General Manager (System), MCL HQ → **For uploading in MCL website**
4. Area Personnel Managers, Talcher/Jagannath/Lingaraj/Bharatpur/Kaniha/Hingula/Subhadra/CWS(Excv), Talcher/NSCH,Talcher/IB Valley/Orient/Lakhanpur/Basundhara/ Bhubaneswari/Mahalaxmi/CWS (Excv), IB Valley & HOD, MCL, Bhubaneswar → **With a request to arrange for publicity through Area/Project/Establishment Notice Boards and Project Affected villages through Mukhia/Sarpanch for wide publicity.**
5. All Area Training Officer/Principal, MEETI, Talcher/ Principal, BTI, Lakhanpur/All GVTOs of GVTCs, – **For wide publicity**

**APPLICATION FORM FOR THE POST DIPLOMA PRACTICAL TRAINING (PDPT) IN MINING DISCIPLINE  
FOR THE SONS/DAUGHTERS OF EMPLOYEES/EX-EMPLOYEES/PROJECT AFFECTED PERSONS OF MCL**

To,

The General Manager (HRD)  
Mahanadi Coalfields Limited,  
Anand Vihar, PO: Jagriti Vihar  
Burla, Sambalpur – 768020 (Odisha)

**(Through Proper Channel)**



1. Name of the Candidate  
(in CAPITAL LETTER) \_\_\_\_\_
2. Father's Name \_\_\_\_\_  
**whether Son/Daughter of :**  
(Please tick in the BOX)
3. Designation  
(For Employee/Ex-Employee) \_\_\_\_\_
4. Employee Code  
(For Employee/ Ex-Employee) \_\_\_\_\_
5. Place of Posting for Employee and  
Last place of posting for Ex-Employee) Unit \_\_\_\_\_ Area \_\_\_\_\_
6. Name of the Project Affected Village  
/Area of MCL (For PAPs only) \_\_\_\_\_
7. Name of the Institute from where  
passed Diploma \_\_\_\_\_
8. Month & Year of passing  
(Diploma in Mining) Month \_\_\_\_\_ Year \_\_\_\_\_
9. Total Mark and Mark obtained  
(Diploma in Mining) Total Mark \_\_\_\_\_ Mark secured \_\_\_\_\_ % of marks \_\_\_\_\_
10. Student Valid Enrolment No & Date  
of Registration in NATS portal) \_\_\_\_\_
11. Date of Birth of Student Date \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_
12. Category (SC/ST/OBC/GEN/PH) \_\_\_\_\_
13. Permanent Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
14. Present Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
15. Contact No (Mob.) \_\_\_\_\_
16. E-mail Address \_\_\_\_\_

**Declaration:**

I do hereby declare that the above information given by me is correct. In the event of any information given above found to be false, my candidature for the PDPT in MCL will not be considered and I will be liable for disciplinary action deemed fit.

Signature of Employee/Ex-Employee/PAP

Signature of the candidate

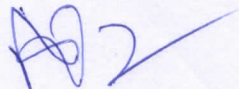
**CERTIFICATE FOR EMPLOYEES/EX EMPLOYEES OF MCL**

This is to certify that Sri/Miss \_\_\_\_\_ is Son/Daughter of \_\_\_\_\_  
\_\_\_\_\_ who is/was working as \_\_\_\_\_ at \_\_\_\_\_  
Project/Deptt. \_\_\_\_\_ Area/HQ, MCL.

**CERTIFICATE FOR PAPs OF MCL**

This is to certify that Sri/Miss \_\_\_\_\_ is ward of \_\_\_\_\_ who is a  
Project Affected Person (PAP) of \_\_\_\_\_ village of \_\_\_\_\_ District under \_\_\_\_\_  
\_\_\_\_\_ Area of MCL.

Signature of Area GM/HOD of the  
Area/Establishment



Signature of APM  
With seal

27/06  
2.9.21

## CHECK LIST

Sl. No.	Attested Copy of:	Submitted (Yes/No)	Checked by Area Authority
1.	Matriculation Certificate		
2.	Diploma Certificate		
3.	Mark sheet (both diploma and Matriculation)		
4.	Passport size Photograph		
5.	Aadhaar Card		
6.	Cast Certificate		
7.	Registration copy of NATS portal (Student <b>VALID ENROLLMENT</b> number)		
8.	Photo I. Card with address of the applicant		
9.	<b>Identity Card</b>		
a.	<b>For Employees of MCL</b> - Official Photo I. Card/Certificate issued by MCL		
b.	<b>For Ex-Employees of MCL</b> - Official Photo I. Card/Certificate issued by MCL		
C.	For PAPs - Photo I. Card/Certificate issued by concerned Area of MCL		

Signature of the candidate

Signature of Area Authority  
with Designation

Place: \_\_\_\_\_

Date : \_\_\_\_\_ 2021

**NB:**

1. Duly filled up application with check list will only be accepted.
2. Without submission of valid enrolment number which has been issued by National Apprentice Training Scheme (NATS) portal (i.e. [www.mhrdnats.gov.in](http://www.mhrdnats.gov.in)), the candidature will be automatically rejected even after selection.

