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PROGRESSIVE USE OF HINDI

- 13.1 Ministry of Coal along with its all Subordinate offices/ Companies and Autonomous Body continued efforts for propagating and spreading the progressive use of Official Language Hindi during the year 2009-10. This Ministry is committed to increase the progressive use of official language. Instructions received from Department of Official Language, Ministry of Home Affairs and Committee of Parliament on Official Language are circulated regularly among the Officers/sections of the Ministry as well as the Subordinate Offices/Companies and Autonomous Body under its control to ensure implementation of the statutory provisions of Official Language Policy of the Union and to fully achieve the targets fixed in the Annual Programme issued by Department of Official Language.
- 13.2. In order to increase the progressive use of Hindi in day-to-day official work, various circulars, orders and appeals have been issued regularly. With a view to facilitate noting and drafting in Hindi, bilingual standard drafts, dictionaries, help books etc. have been distributed among all officers/sections of the Ministry. A copy of the Annual programme issued by the Department of Official Language for the year 2009-10 for transacting the official work of the Union in Hindi has been circulated among all the officers & sections of the Ministry as well as Subordinate offices/Companies & Autonomous body under the Ministry for achieving the targets fixed for implementation of use of Hindi in official work.
- 13.3. The entire work of Ministry of Coal is fully computerized and bilingual facilities for using Hindi have also been provided to the PCs in all sections of the Ministry. Besides, the Website of the Ministry has been prepared in bilingual form (Hindi/English) and it is updated from time to time.
- 13.4. The Official Language Implementation committee is already functioning in the Ministry. The meetings of this committee are being organized in each quarter in the Ministry under the Chairmanship of Advisor (Coal). All Subordinate Offices / Public Sector Undertakings and Autonomous Body under its control are also organising such meetings wherein due emphasis is laid on increasing progressive use of Hindi in official work.

- 13.5. With a view to create consciousness to accelerate the use of Hindi as Official Language in official work in the Ministry and the Subordinate offices/Companies and Autonomous Body under its control, Hindi month, Hindi fortnight/Hindi week was organised in September, 2009 and officers/employees, who did excellent work in Hindi, were also awarded.
- 13.6. The Ministry organised ' Hindi Pakhwara ' from 01.09.2009 to 15.09.2009. During the Hindi Pakhwara, various Hindi Competitions were organised for each category of the employees. Cash award and certificates are given to the winners.
- 13.7. In order to remove the hesitation of officers and employees to work in Hindi, Ministry organizes Hindi workshop from time to time. The Ministry always lays emphasis on imparting training in Hindi Language, Hindi Stenography and Hindi Typing under Hindi Teaching scheme by nominating the employees.
- 13.8. The 3rd Sub Committee of Committee of Parliament on Official Language visited Western Coalfields Ltd., Nagpur, a subsidiary of Coal India Ltd. to oversee the progressive use of Hindi in Official work and to ensure that the provisions of Official Language Act and Rules made thereunder are properly complied with and also to suggest the ways and means for effective implementation of Official Language Act in the official work. In addition to above, the inspection team of the Ministry visited two offices i.e. Regional sales office, Chandigarh and North Eastern Coalfield, Guwahati to oversee the compliance of Official Language Act & Rules made thereunder and to suggest the ways & means for use of Hindi in official work.
- 13.9. Ministry purchases Hindi books for library each year so that conducive atmosphere can be created in order to increase the progressive use of Hindi and officers/ employees can promote their Hindi knowledge.
- 13.10. A board for display of new Hindi word to be written daily thereon is already placed in the corridor of the Ministry in order to propagate and promote Hindi among all the officers and employees of the Ministry.
- 13.11. During the period under review, materials relating to the meetings of the Standing Committee of Parliament, Consultative Committee, CAG audit-paras, Cabinet Notes, Parliament Questions, Parliamentary Assurances and other important materials were attended to efficiently and with dedication besides routine work received from various sections of the Ministry.
- 13.12. Ministry is already in process of reconstituting the Hindi Advisory Committee of the Ministry in consultation with the Deptt. of Official Language.

- 13.13. The Ministry is in the process of bringing out 9th issue of its Hindi Magazine "KOYAL" with a view to boost the atmosphere for working in Hindi.
- 13.14. Neyveli Lignite Corporation employees are being encouraged to study Hindi through Correspondence course organized by Central Hindi Training Institute, New Delhi. During 2009-10 about 241 employees have enrolled themselves in various courses such as Prabodh, Praveen and Pragya organized by Central Hindi Training Institute. Hindi workshops was also organized for one day in which about 250 Executives / Employees were trained in different aspects of Official Language Act and rules 1963 including spoken and written Hindi.
- 13.15. The Hindi Fortnight was conducted in NLC from 14th September 2009 to 28th September 2009 during which various competitions were conducted. Various formats of office orders, visiting cards, calendar, pamphlet containing list of official terms commonly used etc., are prepared in Bilingual.
- 13.16. The meetings of Official Language Committees are being organized in the department and also the Quarterly Progress Report is being sent to the Ministry at the end of every Quarter.
- "Learn One Hindi Word Per day" is displayed in all the Units and offices. The House Journal "Brown Coal" of NLC is printed in Trilingual for wide circulation. Various monthly, quarterly reports to Ministry are sent in bilingual.
- 13.17. Hindi Speaking Course books worth Rs. 11,37,500/- were purchased and distributed to those employees whose mother tongue is Tamil to learn Hindi through Tamil & English.