

WORK ALLOCATION AT JS LEVEL

As on 14.01.2019

JS/Advisor	Section/Work	Reporting To
JS(AU)	1. NA (Nominated Authority)– Auction process and allotment of coal blocks under CM(SP) Act, 2015 and rules made there- under; settlement of liabilities of prior allottees as per the Act.	Secretary
	2. LA&IR (Land Acquisition and Industrial Relations) – Land Acquisition under CBA Act; Law and order; National Coal Wage Agreement (NCWA); Joint Bi-partite Committee (JBCCI) on Coal Industry; Industrial Dispute cases; Sand and Coal Transportation.	Secretary through Addl. Secretary
	3. Raj Bhasha – All work related to translation and implementation of official language policy.	Secretary
JS(RKS)	1. CLD- (Coal Linkage & Distribution) - Coal Distribution; Logistics; Linkages for power and non-power sector; Coal e-auctions; Import Substitution; Quality Assurance.	Secretary through Addl. Secretary
	2. Administration – General Administration; Implementation of e-Office.	Secretary
	3. CBA-II (Coal Block Allocation) Identification of coal blocks under CM(SP) Act, 2015 for auction for captive use, Govt. dispensation and Tariff Based Bidding for power projects; Allotment of coal blocks under CM(SP) Act to State/Central PSUs; Approval of auction of coal blocks done by NA under CM(SP) Act, 2015.	Secretary
	4. IC (International Cooperation) – All matters related to bilateral and multilateral cooperation in coal sector with other countries and international bodies including UN.	Secretary
	5. IT (Information Technology)- All IT related work of the Ministry. Implementation of e-office. IT security.	Secretary
Adv(P)	1. CC&SD (Clean Coal & Sustainable Development)- Disaster Management; Fire Safety; Rescue; Quality; Energy Conservation; Central Sector Schemes; CCDAC matters.; Restoration; Mine Water Utilization.	Secretary through Addl. Secretary

	<p>2. CPAM (Coal Project Appraisal and Monitoring)– Standing committee under MMDR Act/ Rules/ Project Appraisal; Project Monitoring; Matters related to MOEF; Construction of new railway lines for movement of coal; Clean Energy Fund; CPMP portal; Approval of Mining Plan and Mine Closures Plan of allotted coal/lignite blocks; Administrative matters of CCO; Monitoring of improvement of living conditions and drinking water supply in Staff Quarters of CIL.</p>	Secretary through Addl. Secretary
	<p>3. CCNT (Clean Coal & New Technologies)- Underground Coal Gasification (UCG); Coal Bed Methane and Coal Mine methane (CBM/CMM) development; R&D; Heavy Earth Moving Machineries (HEMM) policy; Technology upgradation.; Exploration ; Crushing & Setting up of Washeries; Policy on Washery Rejects; Grading of Coal; TSP-Tribal Sub-Plan and monitoring cell for TSP.</p>	Secretary through Addl. Secretary
	<p>4. Work relating to Jharia & Raniganj Master Plan (CC&SD Section)</p>	Addl. Secretary
JS&FA	<p>1. IFD - (Integrated Finance Division)- Preparation of Budget; Outcome Budget, Expenditure Control, Standing Committee on Coal and Steel; Public Accounts Committee; Coordination of audit paras.</p>	Secretary
	<p>2. CASH- Preparation of bills and payment for salary and other expenditure of the Ministry of Coal.</p>	Secretary
Eco. Adviser	<p>1. PMS (Planning, Monitoring and Statistics) - Project Monitoring; Coal Production; Coal Import; Coal Statistics; Annual Action Plan and Annual Plan.</p>	Secretary through Addl. Secretary
	<p>2. CSR&W- Corporate Social Responsibility and Welfare; Personnel/Public Grievances; CPGRAM; Service Matters and Training of below board level officers in CIL and its subsidiaries; Skill Development; Residual issues of erstwhile Coal Mine Labour Welfare Organization.</p>	Secretary through Addl. Secretary
JS(BPP)	<p>1. Coordination – All matters of Coordination; Appointments of CPIO and Appellate Authority under RTI Act; Annual Report of MOC.</p>	Secretary
	<p>2. CMPF (Administration of Coal Mine Provident Fund Organisation) - All administrative matters related to CMPFO including amendment to the CMPF Act and rules and all other related matters.</p>	Secretary

	<p>3. Parliament- All parliamentary matters including Standing Committees- except those handled by JS&FA and JS(RPG).</p>	Secretary
	<p>4. CBA- I (Coal Block Allocation) Identification of coal block sunder MMDR Act for auction for captive use; Govt. dispensation and Tariff Based Bidding for power projects Allotment of coal blocks under MMDR Act to State/Central PSUs; Matters related to coal blocks allotted earlier including monitoring of court cases and all other related matters; Policy on disposal of surplus coal.</p>	Secretary through Addl. Secretary
JS(VT)	<p>1. Establishment – Appointments/Service matter of officers posted in MOC under Central Staffing Scheme & all senior officers; Appointments of CVOs in all PSUs; All establishment and service matters related to officers and staff belonging to Central Secretariat Services and Multi Tasking Staff.</p>	Secretary
	<p>2. BA (Board Level & Sr. level Subordinate/ Autonomous Bodies Appointments) Appointments/Service matters of Board level officers; Appointment of Coal Controller; Appointment of CMPFC.</p>	Secretary
	<p>3. Vigilance – All Vigilance matters relating to Ministry of Coal/CIL/NLC/CMPFO /CCO.</p>	Secretary
	<p>4. PCA (Policy and Corporate Affairs)– Administration of Acts & Rules; Corporate Affairs of CIL, NLC and SCCL; Pricing; Royalty of coal and lignite; prevention of illegal Mining; All matters relating to NLC India Ltd. including Industrial Relations, Planning & Development of Lignite resources in the Country; COPU (Committee on Public Undertakings) matters:- all MoU matters of PSUs; Ancillary Unit issues.</p>	Secretary through Addl. Secretary
DDG (Coal)	Swachh Bharat Mission , All statistical work of Ministry of Coal	Additional Secretary/D DG
