<table>
<thead>
<tr>
<th>SECTION</th>
<th>SUBJECT</th>
<th>CHANNEL OF SUBMISSION</th>
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</table>
| **BA (Board Level Appointments)** | Appointments/Service matters of Board level officers.  
Appointment of Coal Controller.  
Appointment of CMPFC | Secretary/Shri R.P. Gupta, JS(RPG)/Shri S. Ashraf, Director/ Shri Sanjib Bhattacharya, US/SO-VACANT |
| **Administration** | General Administration :  
**IT Cell:**  
All IT related work of the Ministry including implementation of e-office and e-governance initiatives. | Secretary/Shri Rajesh Kumar Sinha, JS(RKS)/Shri S. Ashraf, Director/Shri Rajnish Kwatra, US/ Shri M.P.A. Jaganathan, SO |
| **Establishment** | Appointments/Service matters of all officers posted in MOC under Central Staffing Scheme and of all other senior | Secretary/Shri Rajesh Kumar Sinha, JS(RKS)/Shri S. |
| CPAM (Coal Project Appraisal and Monitoring) | officers in the Ministry;  
All establishment and service matters related to officers and staff belonging to Central Secretariat Services and Multi-Tasking Staff;  
Distribution of work amongst sections and officers in the Ministry.  
Appointments of CVOs in all PSUs | Ashraf, Director/  
Shri Sanjib Bhattacharya-US/  
Shri M.P.A. Jaganathan- SO  
Secretary/Addl. Secretary/  
Shri D.N. Prasad, Advisor(P)/Shri Peeyush Kumar, Director(T)* /Shri A.K. Mandal- US/  
Smt. Anita Dhadra – SO  
*Admin matters of CCO are routed through Director (Estt.) |
| Coordination | Allocation of Business Rules; Monthly D.O to Cabinet; All matters of Coordination; Preparation of Annual Report of MOC; Nodal point of Ministry for RTI; Appointments of CPIO and Appellate Authority under RTI Act; Citizen’s Charter (w.e.f. 01.03.2017) | Secretary/  
R.P. Gupta, JS(RPG) /Smt. Alka Shekhar- US/  
Smt. Sumati Saklani -SO |
| CCNT (Clean Coal & New Technologies) | All matters relating to exploration and detailed drilling; National Mineral Exploration Trust; Make in India initiatives; development of transportation infrastructure for Coal; Underground Coal Gasification (UCG); Coal Bed Methane and Coal Mine Gasification | Secretary/  
Shri D.N. Prasad, Advisor(P) / Shri Peeyush Kumar, Director(T)/ Shri A.K. Mandal- US/  
Shri Manohar Lal - |
<table>
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<tr>
<th>Division</th>
<th>Responsibilities</th>
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<tbody>
<tr>
<td>Methane (CBM/CMM) development; R&amp;D; Heavy Earth Moving Machineries (HEMM) policy; Technology upgradation; Exploration; Crushing &amp; Setting up of Washeries; Policy on Washery Rejects; Grading of Coal</td>
<td>S.O</td>
</tr>
<tr>
<td>CC&amp;SD (Clean Coal &amp; Sustainable Development)</td>
<td>Disaster Management; Fire Safety; Rescue; Quality; Energy Conservation; Jharia- Raniganj Master Plan*; Central Sector Schemes; CCDAC matters; Customs Duty; FCIL and Explosives application based technologies; Restoration; Mine Water Utilization. <strong>Tribal Sub Plan (TSP) and Nodal Unit for TSP.</strong></td>
</tr>
<tr>
<td>CBA-I (Coal Block Allocation)</td>
<td>Identification of coal blocks under 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; Ultra Mega Power Projects (UMPP); matters related to small and isolated patches</td>
</tr>
<tr>
<td>CBA-II (Coal Block Allocation)</td>
<td>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; All matters relating to bidding, fixation of reserve price / floor price including matters relating to M/s CRISIL</td>
</tr>
</tbody>
</table>
## Infrastructure Advisory; All Matters relating to Auction/Post Auction (out of 204 cancelled coal blocks); Matter related to Valuation of Coal Blocks (Valuation Committee), Orders to NA etc.

All financial matters, Intrinsic Value Calculation, Maintaining Data base related to Coal Blocks; Monitoring of development of coal/lignite blocks allotted/auctioned under MMDR Act; Approval of auction of coal blocks done by NA.

### International Cooperation (IC)

All matters related to bilateral and multilateral cooperation in coal sector with other countries and international bodies including UN. Foreign visits of all officers of Ministry and PSUs in official capacity.

| Secretary/Shri Rajesh Kumar Sinha JS(RKS)/Shri S.Ashraf- Director/ Shri Rajnish Kwatra- US/ Vacant- SO |

### Vigilance

All Vigilance matters relating to Ministry of Coal/CIL/NLC/CMPFO /CCO.)

| Secretary/Shri Vivek Bhardwaj, JS(VB)/ Shri Anurag Kapil, Director/Smt. Alka Shekhar, US/ Shri Alok Roy Chowdhury- S.O |

### CLD (Coal Linkage & Distribution)

Coal Distribution; Logistics; Linkages for power and non-power sector; Coal e-auctions; Import Substitution; Quality Assurance; Sagarmala Project

(Detailed work allocation of the CLD Section at Annexure-I)

| Secretary/Addl.Secretary(Coal)/ Shri Rajesh Kumar Sinha. JS(RKS)/Shri Mukesh Chowdhury, Director/Shri A.K.Das, US/ Shri P.K. Das- S.O |

### Parliament

All Parliamentary matters including Standing Committees- except those

<p>| Secretary/Shri Rajesh Kumar |</p>
<table>
<thead>
<tr>
<th>Division</th>
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<tbody>
<tr>
<td><strong>IFD (Integrated Finance Division)</strong></td>
<td>Preparation of Budget; Outcome Budget, Expenditure Control, Standing Committee on Coal and Steel, Public Accounts Committee; Coordination of audit paras.</td>
<td>Shri M.P.A. Jaganathan - SO, Sinha, JS(RKS)/Reena Sinha Puri, JS&amp;FA/Shri A. K. Das, US/Vacant -SO</td>
</tr>
<tr>
<td><strong>PMS (Planning, Monitoring and Statistics)</strong></td>
<td>Project Monitoring; Coal Production; Coal Import; Coal Statistics; Annual Action Plan and Annual Plan</td>
<td>Secretary/Addl.Secy (Coal)/Shri Animesh Bharti, Economic Adviser/Shri Madanpal Singh, JD/Shri D.K. Sharma, AD</td>
</tr>
<tr>
<td><strong>LA&amp;IR (Land Acquisition and Industrial Relations)</strong></td>
<td>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.</td>
<td>Secretary/Addl. Secretary/Shri Vivek Bhardwaj JS(VB)/Shri N.K. Singh, DS/Sujeet Kumar, US/VACANT -SO</td>
</tr>
<tr>
<td><strong>CSR&amp;W (Corporate Social Responsibility and Welfare)</strong></td>
<td>Corporate Social Responsibility and Welfare; 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.</td>
<td>Secretary/Addl.Secy./Shri Animesh Bharti, (Eco. Adv.)/Shri Madanpal Singh, JD/Shri Sujeet Kumar, US/Shri A.K. Goel - S.O</td>
</tr>
<tr>
<td><strong>CMPF (Administration of Coal Mine Provident Fund Organization)</strong></td>
<td>All administrative matters related to CMPFO including amendment to the CMPF Act and rules and all other related matters; grievances/ Misc references relating to CMPF 1998 from</td>
<td>Secretary/Addl.Secy./Shri R.P. Gupta, JS(RPG) /Shri Mahendra Pratap,DS/Shri Dominic</td>
</tr>
<tr>
<td><strong>Raj Bhasha</strong></td>
<td>All work related to translation and implementation of official language policy.</td>
<td>Secretary/Shri R. P. Gupta,(RPG)/Shri Subodh Kumar, JD/ Shri C.K. Bedi, AD</td>
</tr>
<tr>
<td><strong>Cash</strong></td>
<td>Preparation of bills and payment for salary and other expenditure of the Ministry of Coal.</td>
<td>Secretary/ Smt. Reena Sinha Puri, JS&amp;FA/ Shri A.K. Das/ Shri S.Das Gupta - S.O</td>
</tr>
<tr>
<td><strong>NA (Nominated Authority)</strong></td>
<td>Auction process and allotment of coal blocks under CM(SP) Act, 2015 and rules made there-under; settlement of liabilities of prior allotees as per the Act.</td>
<td>Shri Vivek Bhardwaj, JS(VB)/Shri N.K. Singh, DS/ Shri Ajay Kumar- S.O</td>
</tr>
<tr>
<td><strong>PCA (Policy and Corporate Affairs)</strong></td>
<td>Administration of all Acts &amp; Rules except CBA Act; Corporate Affairs of CIL, NLCI and SCCL; All company related policy issues legal and financial matters of CIL, NLCI, Audit matters of PSUs; MoUs with CIL &amp; NLCI; Royalty of coal and lignite; Illegal Mining; All other matters relating to NLCI. Including Industrial Relations, Planning &amp; Development of Lignite resources in the country; Ancillary Unit issues. Committee on Public Undertakings (COPU)</td>
<td>Secretary/Shri R.P. Gupta, JS(RPG)//Shri Mahendra Pratap, DS./ Shri Kishore Kumar, US/ Vacant -SO</td>
</tr>
</tbody>
</table>
Details of work handled by CLD Section

- SLC (Long Term) meeting for Power, grant of Bridge Linkages
- All coal linkages issues related to the Power Sector (IPPs)/SEBs/Central PSUs
- Policy for grant of future linkages to Power Sector and signing of FSA with LoA holders
- All issues related to Auction of Coal Linkages to non-Regulated Sectors i.e. Sponge Iron/Steel/CPP/Cement
- IMC on auction of Coal Linkages of regulated sector
- Issues related to Coal Consumers Council
- Rationalisation of Sources for Power (IPPs)/Swapping of Coal – IMTF
- Revision of Norms in respect of non-power consumers
- Matter related to Flexibility in Utilisation of Coal
- Matters pertaining to e-auction/forward e-auction of coal
- Matters pertaining to Reject based Power Plants
- Issues related to NCDP
- UDAY issues
- Matters pertaining to Third Party Sampling, Quality, GCV, Grade billing, Grade slippage etc.
- Monitoring of supply of coal to critical thermal power plants and arrangements of Sub-Group meeting
- Movement/Transport/Supply of Coal/Materialisation/Supply of Rakes/Infrastructural constraints
- All matters of coal supply relating to Small Scale Industries (erstwhile non-Core sector)
- Matters pertaining to scrapping of coal linkages/Name change policy/e-samiksha/dashboard
- Issues pertaining to forwarding of bills of Court cases to coal companies.
- Coal linkages matters pertaining to PMG meeting
- All matters pertaining to references received from VIPs/PMO/RTI related to coal linkages. Complaints received from various associations/individuals. Preparation of status reports on all the above. All matters related to Hindi & Hindi Reports. Furnishing of various Monthly/Quarterly
reports/returns/Annual Report/Induction Material/Audit Paras/Inspection Reports

- Parliamentary Standing Committee/Consultative Committee matters related to coal linkages
- All issues pertaining to coal linkages from IFD
- Sagarmala Project
- All matters relating to Court Cases, preparation of Counter Affidavit, interaction with the Govt. Councils/ASGs/Legal Officers of CIL and its subsidiaries regarding status of the cases/next dated of hearing of various pending court cases related to sale of coal and coal linkages.