

Coal India Limited

कोल इण्डिया लिमिटेड

Coal Bhavan,

Premises- 04 MAR, Plot No.-AF-III,

Action Area- 1A, New Town,

Rajarhat, Kolkata -700156,

CIN/कॉ.प.सं. : L23109WB1973GOI028844

Website वेबसाइट : www.coalindia.in

Ref. No. संदर्भ संख्या: CIL/VIG/2016/30013/01 | 1705



(A Maharatna Company)

Vigilance Division

सतर्कता विभाग

कोल भवन,

परिसर - 04 MAR, प्लॉट नं.- ए.एफ.-III

एक्शन एरिया -1 ए, न्यू टाउन

राजारहाट, कोलकाता -700156,

Phone फोन-(033) 2324 4134/4152

Fax फ़ैक्स- (033) 2324 4055

email ई-मेल- cvo.cil@coalindia.in

Date दिनांक: 25.10.2016

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To,

All Heads of Departments
Coal India Limited
Kolkata

The Central Vigilance Commission has decided that this year the Vigilance Awareness Week -2016 will be observed by all organizations falling within the advisory jurisdiction of the CVC from 31st Oct 2016 to 5th Nov 2016. This year the main focus during observance of Vigilance Awareness Week will be is "Public participation in promoting Integrity and eradication corruption".

As a part of the observance of the Vigilance Awareness Week -2016, the following contests/competitions will be held. The details of the activities are further mentioned below:

- Inaugural and Pledge Ceremony on 31.10.2016 at 11 AM at CIL Auditorium.
- Essay Writing Competition in English and/or Hindi for the Employees of CIL HQ (Online or Physical Mode).
- Essay writing competition for spouses of employees of CIL HQ (Online or Physical Mode).
- Slogan Competition for employees of CIL HQ on 02.11.2016 at 11 AM.
- Quiz Competition for the Employees of CIL HQ on 03.11.16 at 11 AM.
- System Improvement Suggestions/New initiatives Competition for employees of CIL HQ (Online Mode).
- Elocution competition for above IX class school students and wards of employees of CIL HQ on 05.11.2016 at CIL residential Colony, Rohini Housing Complex at 5 PM.
- Seminar and Concluding Ceremony and Prize Distribution on 10.11.2016 at 3 PM at CIL Auditorium.

The details of the topic, competition, eligibility, requirement and scheduled dates are enclosed for each competition/activity and may also be viewed from CIL website at Coal India →Vigilance → Vigilance Awareness Week→2016. The contact numbers of event organizers also given in enclosed annexures.

The winners will be communicated personally through contact details provided by them and felicitated in a function to be held at CIL (HQ) during the Vigilance Awareness Week.

You are requested to give this wide publicity amongst all the employees of your department to evoke wide response from them and their families.


(Manoj Kumar)

Chief Vigilance Officer

Enclosed- As Above

Copy to:

- CGM/ TS to Chairman, CIL
- TS to Functional Directors, CIL

Coal India Limited
Vigilance Division
“VIGILANCE AWARENESS WEEK 2016”

In connection with the Vigilance Awareness Week –2016 to be held during 31.10.2016 to 05.11.2016, it is proposed to conduct following Competition/Activities. The Winners will be awarded during the concluding ceremony of Vigilance Awareness Week-2016 to be held on 10.11.2016 at Auditorium, CIL HQ. The winners will be through Contact NOs and Mail IDs provided by them.

Essay writing competition (English and/or Hindi) For Employees of CIL HQ

➤ Topic of the Essay :

"Challenges the country faces in 21st Century in combating corruption"

"भ्रष्टाचार का मुकाबला करने में 21 वीं सदी में देश के सामने चुनौतियां "

➤ Conditions for Participating in Competition :

- **The Competition is open and restricted to the employees of CIL HQ.**
- The Essay should be either hand written in legible condition or Computer printout in Hindi/English and signed at the end by the participant. The participant should give his/her particular in the format provided alongside and not anywhere in the Essay. . If shared in own email unsigned copy will be accepted.
- The Essay should be on A4 size paper with writing/printing only on one side.
- The Essay should consist of not more than 500 words.
- Only one entry either Hindi/English will be accepted per individual. However the prizes will be given for the best essay either Hindi or English.
- The total marks will be 100 with break up as under:

Application of Mind on the subject	-	25
Originality of ideas/thoughts	-	25
Quality of content	-	25
Presentation, Neatness, Introduction, Conclusion, Language	-	25
Total	-	100

- The Essay along with duly filled format should be submitted by Post or by Courier or by Hand to The Chief Vigilance Officer, Coal India Limited, Vigilance Division. The entries for Essay Writing Competition for employees, may be sent to Shri H Mukherjee at haradhanm.cil@coalindia.in or Shri Bhaskar Mandal at bmandal.cil@coalindia.in and must reach by 05.11.2016 by 5.30 PM.
- The entries of contest/ competition will be scrutinized and selected by the Panel of Judges selected by CVO, CIL.
- There are three cash prizes in this category I- Rs.5000, II-Rs.3000, III- Rs. 2000.
- The winners will be intimated personally and through the Contact NOs and Email IDs.
- The Prizes will be given away during the **Valedictory Function of VAW-2016.**
- Once submitted to Vigilance Division, CIL the Essay will become property of Vigilance Division, CIL and can be used for in house publications and Exhibition.
- In case of any query please contact above mail IDs or at Mobile 9433006041 or 9433031198

“VIGILANCE AWARENESS WEEK 2016”

**Coal India Limited
Vigilance Division**

FORMAT FOR ESSAY COMPETITION TO EMPLOYEES OF CIL HQ

1. Name of Participant :
2. PIS/UM No. :
3. Designation of Employee :
4. Department of Employee :
5. Residential Address :

6. Contact Details, L/L :
Mobile :
7. Contact Email ID :

Declaration

I hereby certify that the enclosed essay is original and bona fide work done by me and I have not copied or used earlier published works from any source.

Date:

Signature of Participant.....

Place:

Name of Participant.....

“VIGILANCE AWARENESS WEEK 2016”

**Essay writing competition (English and/or Hindi)
for Spouses of Employees of CIL HQ**

- Topic of the Essay : **“Role of family in enhancing Ethical Standards in society”**
" समाज में नैतिक मानकों/ मूल्यों को बढ़ाने में परिवार की भूमिका ".

- Conditions for Participating in Competition :

- **The Competition is open and restricted to the spouses of employees of CIL HQ.**
- The Essay should be either hand written in legible condition or Computer printout in Hindi/English and signed at the end by the participant. The participant should give his/her particular in the format provided alongside and not anywhere in the Essay. If shared in own email unsigned copy will be accepted.
- The Essay should be on A4 size paper with writing/printing only on one side.
- The Essay should consist of not more than 500 words.
- Only one entry either Hindi/English will be accepted per individual. However the prizes will be given for the best essay either Hindi or English.
- The total marks will be 100 with break up as under:

Application of Mind on the subject	-	25
Originality of ideas/thoughts	-	25
Quality of content	-	25
Presentation, Neatness, Introduction, Conclusion, Language	-	25
Total	-	100

- The Essay along with duly filled format should be submitted by Post or by Courier or by Hand to The Chief Vigilance Officer, Coal India Limited, Vigilance Division. The entries Essay Writing Competition for spouses of employees may be sent to Shri H Mukherjee at **haradhanm.cil@coalindia.in** or Shri Bhaskar Mandal at **bmandal.cil@coalindia.in** and must reach by **05.11.2016**.
- The entries of contest/ competition will be scrutinized and selected by the Panel of Judges selected by CVO, CIL.
- There are three cash prizes in this category **I- Rs.5000, II-Rs.3000, III- Rs. 2000** .
- The winners will be intimated personally and through the Contact NOs and Email IDs.
- The Prizes will be given away during the **Valedictory Function of VAW-2016**.
- Once submitted to Vigilance Division, CIL the Essay will become property of Vigilance Division, CIL and can be used for in house publications and Exhibition.
- In case of any query please contact above mail IDs or at Mobile 9433006041 or 9433031198

“VIGILANCE AWARENESS WEEK 2016”

**Elocution Competition for the wards of employees of CIL HQ
studying in Class IX to XII**

- Topic of the Speech :
“Corruption can be tackled only through improving ethical values in society.”

Conditions for Participating in Competition:

- The Competition is open to the wards of Employees of CIL HQ studying in Class IX to XII.
- The competition will be held at Rohini Club at 5 PM on 05.11.2016.
- Each speaker should be given a time of 5 Minutes to express their views.
- The total marks will be 100 with break up as under:

Application of Mind on the subject	-	25
Originality of ideas/thoughts	-	25
Quality of content	-	25
Style of Oration	-	25
Total	-	100

- The interested participants should fill the format given below and send the same to either by Post or by Courier or by Hand to The Chief Vigilance Officer, Coal India Limited, Vigilance Division Premises 04 MAR, Plot No. AF-III, Action Area 1A, New town, Rajarhat, Kolkata-700156. For nomination may be forwarded to Shri Bhaskar Mandal at **bmandal.cil@coalindia.in** or Shri N R Shrivastava at **nr.srivastava@coalindia.in** and/or through SMS at 9433031198 or 9433007061. The speaker will be allotted the time and serial no to speak at the venue.
- The last date for receipt of nomination is 12 Noon at 05.11.2016.
- The winners shall be judged by a Panel of Judges selected by CVO,CIL
- There are three cash prizes in this category I- **Rs.5000**, II-**Rs.3000**, III- **Rs. 2000**.
- The Prizes will be given away during the Valedictory Function of VAW-2016
- The winners will be intimated personally, through the Contact NOs and Email IDs.
- In case of any query please contact at above mobile numbers.

Coal India Limited
Vigilance Division
“VIGILANCE AWARENESS WEEK 2016

FORMAT FOR PARTICIPATION IN ELOCUTION COMPETITION

1. Name of Participant :
2. Name of Mother/ Father :
3. Name of Organization/Company :
4. Designation :
5. Department :
6. Residential Address :

7. Contact Details, L/L :
Mobile :
8. Contact Email ID :

Date:

Signature of Participant.....

Place:

Name of Participant.....

Coal India Limited
Vigilance Division

“VIGILANCE AWARENESS WEEK 2016”

- 1. Event** : **System Improvement Suggestion/New Initiatives Competition**
- 2. Objective** : The objective of the competition is to invite suggestions from the employees to improve functioning of the organization and transparency wherever such scope exists.
- 3. Who can participate** : **All employees of CIL HQ.**
- 4. Topics on which suggestions can be made** :
1. Substantial cost savings.
 2. Plugging loop holes for prevention of mal-practices.
 3. Simplification of Rules, Manuals, Policies, Procedures etc. covering all activities undertaken by the company and leading to higher efficiency.
 4. Auto compliance.
 5. Leading to more revenue earnings.
 6. Leading to higher employee motivation.
- 5. Procedure** : The suggestions should be written in English or Hindi and accompanied with cost benefit analysis/ demonstrable savings/ improvements (may be tangible/ non tangible). Wherever possible, the suggestion should be backed up with hard data. It should be neatly typed on A-4 size white paper. No names, employee no. etc. should be marked on the suggestion paper. However, such details should be mentioned on the forwarding format. The names and identity of the participants shall not be revealed to the judges to maintain objectivity. More than one entry per employee are welcome, however, only one prize will be given to the winner. To take part in the competition, the suggestions should be forwarded in a sealed envelope Super Scribing on the envelope **“System Improvement Competition”** along with duly filled format given below.
- 6 Judges** : The suggestions received will be analysed and examined by the Panel of Judges selected by CVO, CIL. The selected suggestion will be considered for implementation by CIL. The respective authors of suggestion selected will be invited to read out their suggestion in a function to be held at CIL (HQ) during the Vigilance Awareness Week.
- 7. Cash Prizes** : Three Cash Prizes of **I- Rs.5000, II-Rs.3000, III- Rs. 2000** and for all other participants, certificate of participation.
- 8. Last Date for suggestion** : **5.30 PM on 05.11.2016.**
- 9. To whom Forward** : Sri S K Shrivastava
General Manager (Min)/Vig
Coal Bhawan, Level IV
Premises -04 MAR, Plot No.-AF III,
Action Area 1A,
New Town ,Rajarhat,
Kolkata-700156
- The suggestion along with duly filled format (Attached Separately) may also be forwarded to email at Shri Abhijit Saha at asaha.cil@coalindia.in or Shri Sushrut Tiwari at stiwari.cil@coalindia.in . If send through owe/official mail to above mail the unsigned copies may be also be accepted.

Coal India Limited
Vigilance Division
“VIGILANCE AWARENESS WEEK 2016”

FORMAT FOR PARTICIPATION IN
SYSTEM IMPROVEMENT SUGGESTIONS /NEW INITIATIVES COMPETITION

1. Name of Participant :
2. PIS/UM No. :
3. Designation of Employee :
4. Department of Employee :
5. Residential Address :

6. Contact Details, L/L :
Mobile :
7. Contact Email ID :

Date:

Signature of Participant.....

Place:

Name of Participant.....

Coal India Limited
Vigilance Division
“VIGILANCE AWARENESS WEEK 2016”

QUIZ COMPETITION

The quiz competition is in paper mode multiple or subjective single answer questions. The question will be covered from Rules/Manuals/Policies/ Guidelines of CIL and other Anti Corruption laws, rules policies and agencies applicable in India. The purpose of the quiz is to get acquaint the participants with Anti corruption measures and Vigilance Administration in India. There are three cash prizes of I- Rs.5000, II-Rs.3000, III- Rs. 2000. The entries/nomination for Quiz Competition may be forwarded to Shri S K Thakur at skthakur.cil@coalindia.in or Shri Talib Ahemad at talib.ahemad@coalindia.in and/or through SMS at 9433002471 or 9433006057 on or before 5.30 PM of 02.11.2016. Competition to be held on 03.11.2016 at 11 AM at Multipurpose Hall , 6th Floor, CIL Office, Kolkata

FORMAT FOR QUIZ COMPETITION PARTICIPATION

1. Name of Participant :
2. EIS/PIS/UM No. :
3. Designation of Employee :
4. Department of Employee :
5. Residential Address :

6. Contact Details, L/L :
Mobile :
7. Contact Email ID :

Date:

Signature of Participant.....

Place:

Name of Participant.....

Coal India Limited
Vigilance Division
“VIGILANCE AWARENESS WEEK 2016”

SLOGAN COMPETITION

The Slogan competition will be organized on 02.11.2016 at 11 AM. The participant will attend the event at Multipurpose Hall of CIL HQ. The topic will be given on the spot. There are three cash prizes of I- Rs.5000, II-Rs.3000, III- Rs. 2000. The entries/nomination for Slogan Competition may be forwarded to Shri Manoj Upadhyaya at mupadhyaya.cil@coalindia.in or Shri B K Giri at bkgiri.cil@coalindia.in and/or through SMS at 8902497631 or 8902750401 on or before 5.30 PM 01.11.2016. Competition to be held on 02.11.2016 at 11 AM at Multipurpose Hall , 6th Floor, CIL Office, Kolkata

FORMAT FOR SLOGAN COMPETITION
PARTICIPATION

1. Name of Participant :
2. EIS/PIS/UM No. :
3. Designation of Employee :
4. Department of Employee :
5. Residential Address :

6. Contact Details, L/L :
Mobile :
7. Contact Email ID :

Date:

Signature of Participant.....

Place:

Name of Participant.....