

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/30/11/0001/2017/ 11367



(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: 13.10.2017

To,
All Heads of Departments
Coal India Limited
Kolkata

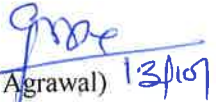
In compliance of directives of Central Vigilance Commission, the Vigilance Awareness Week-2017 will be celebrated from 30th Oct to 04th Nov'2017 at CIL HQ. This year the theme for observance of Vigilance Awareness Week is "My Vision-Corruption Free India" "मेरा लक्ष्य - भ्रष्टाचार मुक्त भारत". As a part of the observance of the Vigilance Awareness Week -2017, the following competitions/programmes will be held.

- Run for Vigilance Awareness 2017 at 8.00 AM from Office Building on 30.10.2017.
- Inaugural and Pledge Ceremony on 30.10.2017 at 10 AM at CIL Auditorium (Following the Morning Prayer).
- Essay writing competition for Spouses of employees of CIL HQ (Online or Physical Mode- Last date 30.10.17 at 5.30 PM).
- System Improvement /New initiatives Suggestions Competition for employees of CIL HQ (Online or Physical Mode- Last Date 31.10.17 by 5.00 PM).
- Essay Writing Competition in English and/or Hindi for the Employees of CIL HQ on 31.10.17 at 11 AM at Multipurpose Hall, 6th Floor.
- Quiz Competition for the Employees of CIL HQ on 31.10.17 at 3 PM at Multipurpose Hall, 6th Floor.
- Slogan Competition for employees of CIL HQ on 02.11.2017 at 11 AM at Multipurpose Hall, 6th Floor.
- Public Speaking Competition for employees of CIL HQ on 03.11.2017 at 11 AM at Multipurpose Hall, 6th Floor.
- Elocution competition for above IX class school students and wards of employees of CIL HQ on 04.11.2017 at 5 PM, at Rohini Club, CIL Residential Colony.
- Seminar -cum- Concluding Ceremony and Prize Distribution on 07.11.17 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 Home page of Vigilance Tab. 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.


(G P Agrawal) 13/10/17
General Manager (Vigilance)

Enclosed- As Above

Copy to:

- CGM/ TS to Chairman, CIL
- TS to Functional Directors, CIL
- GM (System), CIL – For upload in Home Page of Vigilance Tab
- GM (E&T),CIL- For upload in Digital Signage of all floors
- Shri Sushrut Tiwari/Shri Talib Ahemad- For follow up for website, digital display and share through mail/sms/whatsapp to all employees of CIL HQ.

Coal India Limited
Vigilance Division
“VIGILANCE AWARENESS WEEK 2017”

In connection with the Vigilance Awareness Week –2017 to be held during 30.10.2017 to 04.11.2017, it is proposed to conduct following Competition/Activities. The Winners will be awarded during the concluding ceremony of Vigilance Awareness Week-2017 to be held on 07.10.2017 at Auditorium, CIL HQ. The winners will be informed 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: “Digitization: a path towards corruption free India.”
“डिजिटलीकरण: भ्रष्टाचार मुक्त भारत के लिए एक रास्ता”
- Conditions for Participating in Competition:
- The Competition is restricted to the employees of CIL HQ.
 - Competition will be held at Multipurpose Hall, 6th Floor on 31.10.17 at 11 AM.
 - The competition is sit and write and hence participants need to attend the venue and given date and time. He/She will be given 2 hours’ time for essay writing. The necessary material will be provided to them at the venue. Essay should be hand written in legible condition and participants need not to sign or put their name in the sheet except writing the essay. A special number will be provided in each sheet corresponding to the participants.
 - The Essay should consist of not more than 1000 words.
 - The participants can write the essay in either Hindi or English. 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 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 and for all other participants, certificate of participation. However, if participated in other events, only one certificate of participation will be given combining all.
 - The 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 nomination may also be sent to Smt Shipra Rajpoot at srajpoot.cil@coalindia.in or Shri Sushrut Tiwari at stiwari.cil@coalindia.in or through SMS as Name_EIS_Essay to 9433002473 and/or 9433005069 and must reach by 31.10.2017 at 9.30 AM.
 - 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-2017.
 - 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.

“VIGILANCE AWARENESS WEEK 2017”

**Coal India Limited
Vigilance Division**

FORMAT FOR NOMINATION 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 2017”

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

➤ Topic of the Essay: “Role of Family in eradicating corruption”

“भ्रष्टाचार के उन्मूलन में परिवार की भूमिका”

➤ Conditions for Participating in Competition:

- The Competition is 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 through 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 1000 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 Smt Shipra Rajpoot at srajpoot.cil@coalindia.in or Shri Sushrut Tiwari at stiwari.cil@coalindia.in and must reach by 30.10.2017 at 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 and for all other participants, certificate of participation. However, if participated in other events, only one certificate of participation will be given combining all.
- 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-2017**.
- 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 Mobile Nos

“VIGILANCE AWARENESS WEEK 2017”

**Coal India Limited
Vigilance Division**

NOMINATION FOR ESSAY COMPETITION FOR SPOUSES OF EMPLOYEES OF CIL HQ

1. Name of Participant :
2. Name of Spouse (Employee)
3. PIS/UM No. of employee :
4. Designation of Employee :
5. Department of Employee :
6. Residential Address :

7. Contact Details of employee and/or participant:
L/L : Mobile :
8. Contact Email ID of employee and/or participant :

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.....

Elocution Competition for the Wards of Employees of CIL HQ studying in Class IX to XII

- **Topic of the Speech: “Ethical education is a good instrument to curb corruption”**
“नैतिक शिक्षा भ्रष्टाचार को रोकने के लिए एक उपयुक्त माध्यम”

Conditions for Participating in Competition:

- The Competition is restricted only for the wards of Employees of CIL HQ and studying in Class IX to XII.
- The competition will be held at **Rohini Club, Ultadanga at 5 PM on 04.11.2017.**
- Each speaker will be given a time of 10 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. The nomination may also be sent to Smt Shipra Rajpoot at srajpoot.cil@coalindia.in or Shri Sushrut Tiwari at stiwari.cil@coalindia.in or through SMS as **Name_EIS_Event (Elocution)** to 9433002473 and/or 9433005069 and must reach by **04.11.17 at 2 PM.**
- 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 04.11.2017.
- 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** and for all other participants, certificate of participation. However, if participated in other events, only one certificate of participation will be given combining all.
- The Prizes will be given away during the Valedictory Function of VAW-2017.
- 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 2017

FORMAT FOR PARTICIPATION IN ELOCUTION COMPETITION

1. Name of Participant :
2. Name of Employee (Parent working in CIL HQ) :
3. PIS/UM No. of employee :
4. Designation of Employee :
5. Department of Employee :
6. Residential Address :

7. Contact Details of employee and/or participant:
L/L : Mobile :
8. Contact Email ID of employee and/or participant :

Date:

Signature of Participant.....

Place:

Name of Participant.....

Coal India Limited
Vigilance Division

“VIGILANCE AWARENESS WEEK 2017”

- 1. Event** : **System Improvement /New Initiatives Suggestion 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.
- 7. Cash Prizes** : Three Cash Prizes of I- **Rs.5000**, II-**Rs.3000**, III- **Rs. 2000** and for all other participants, certificate of participation. However, if participated in other events, only one certificate of participation will be given combining all.
- 8. Last Date for suggestion** : **5.00 PM on 31.10.2017.**
- 9. To whom Forward** : Sri G P Agrawal
General Manager (E&M)/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 sent to Smt Shipra Rajpoot at srajpoot.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 2017”

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 2017”

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 acquainted the participants with Anti corruption measures & Vigilance Administration in India and relevant company rules applicable at that point of time.
- There are three cash prizes of I- Rs.5000, II-Rs.3000, III- Rs. 2000 and for all other participants, certificate of participation. However, if participated in other events, only one certificate of participation will be given combining all.
- 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. The nomination may also be sent to Smt Shipra Rajpoot at srajpoot.cil@coalindia.in or Shri Sushrut Tiwari at stiwari.cil@coalindia.in or through SMS as Name_EIS_Quiz to 9433002473 and/or 9433005069 and must reach by 31.10.17 at 2 PM.
- Competition will be held on 31.10.2017 at 3 PM 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
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"VIGILANCE AWARENESS WEEK 2017"

SLOGAN COMPETITION

- The Slogan competition will be organized on 02.11.2017 at 11 AM. The participant need to attend the event at Multipurpose Hall of CIL HQ.
- The topic for the slogan will be given on spot The Slogan should not be more than 20 words. The participants will be given 30 Minutes for writing down the slogan on topic.
- There are three cash prizes of I- Rs.5000, II-Rs.3000, III- Rs. 2000 and for all other participants, certifiacte of participation. However, if participated in other events, only one certificate of participation will be given combining all.
- 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. The nomination may also be sent to Smt Shipra Rajpoot at srajpoot.cil@coalindia.in or Shri Sushrut Tiwari at stiwari.cil@coalindia.in or through SMS as **Name_EIS_Slogan** to 9433002473 and/or 9433005069 and must reach by 02.11.17 at 9.30 AM.
- Competition will be held on 02.11.2017 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.....

Coal India Limited
Vigilance Division
“VIGILANCE AWARENESS WEEK 2017”

Public Speaking Competition for the employees of CIL HQ

- **Topic of the Speech : “ De-monetization: A Pill to Kill the Demon of Corruption.”**
“ डीमोनेटिज़ेशन: भ्रष्टाचार के दानव को नाश करने की एक दवा”

Conditions for Participating in Competition:

- The Competition is restricted only for Employees of CIL HQ
- The competition will be held at **Multipurpose Hall at 11 AM on 03.11.2017.**
- Each speaker will be given a time of 10 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. The nomination may also be sent to Smt Shipra Rajpoot at srajpoot.cil@coalindia.in or Shri Sushrut Tiwari at stiwari.cil@coalindia.in or through SMS as **Name_EIS_PS** to 9433002473 and/or 9433005069 and must reach by 03.11.17 at 9.30 AM.
- 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** and for all other participants, certificate of participation. However, if participated in other events, only one certificate of participation will be given combining all.
- The Prizes will be given away during the Valedictory Function of VAW-2017.
- The winners will be intimated personally, through the Contact NOs and Email IDs.
- In case of any query please contact at above mobile numbers.

FORMAT FOR PUBLIC SPEAKING 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.....