

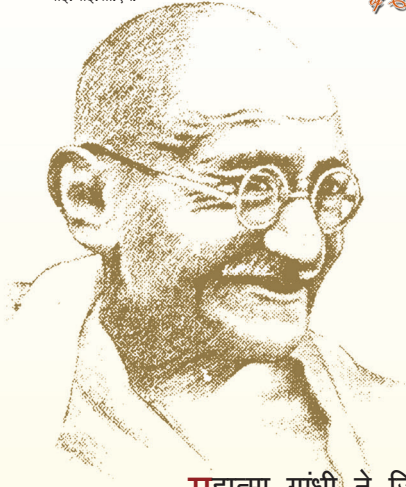
CELEBRATING
25
Years
of Excellence in Training

**ANNUAL
TRAINING PROGRAM
2018-2019**



इंडियन इंस्टिट्यूट ऑफ कोल मैनेजमेन्ट
INDIAN INSTITUTE OF COAL MANAGEMENT

Kanke, Ranchi - 834006, Jharkhand (India)



स्वच्छता शपथ

महात्मा गांधी ने जिस भारत का सपना देखा था उसमें सिर्फ राजनैतिक आजादी ही नहीं थी, बल्कि एक स्वच्छ एवं विकसित देश की कल्पना भी थी। महात्मा गांधी ने गुलामी की जंजीरों को तोड़कर माँ भारती को आजाद कराया। अब हमारा कर्तव्य है कि गंदगी को दूर करके भारत माता की सेवा करें।

मैं शपथ लेता हूँ कि मैं स्वयं स्वच्छता के प्रति सजग रहूँगा और उसके लिए समय दूँगा। हर वर्ष 100 घंटे यानी हर सप्ताह 2 घंटे श्रमदान करके स्वच्छता के इस संकल्प को चरितार्थ करूँगा। मैं न गंदगी करूँगा न किसी और को करने दूँगा। सबसे पहले मैं स्वयं से, मेरे परिवार से, मेरे मुहल्ले से, मेरे गाँव से एवं मेरे कार्य स्थल से शुरुआत करूँगा। मैं यह मानता हूँ की दुनिया के जो भी देश स्वच्छ दिखते हैं उसका कारण यह है की वहाँ के नागरिक गंदगी नहीं करते और न ही होने देते हैं। इस विचार के साथ मैं गाँव-गाँव और गली-गली स्वच्छ भारत मिशन का प्रचार करूँगा।

मैं आज जो शपथ ले रहा हूँ वह अन्य 100 व्यक्तियों से भी करवाऊँगा।

मुझे मालूम है कि स्वच्छता की तरफ बढ़ाया गया मेरा एक कदम पूरे भारत देश को स्वच्छ बनाने में मदद करेगा।

CELEBRATING
25
Years
of Excellence in Training



Mission

*Mission of the
Indian Institute of Coal Management
is to help create and nurture
for its customer organizations
a sound and healthy work culture
conducive to all-round excellence.*



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DISCLAIMER

All care has been taken while publishing this work to avoid possibility of any error, however there may be some typographical/ printing mistakes. Any suggestions for further improvement are always welcome. Although we stick to our programs as per schedule, some programs may be added, deleted or rescheduled due to unavoidable reasons.

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Policy

Indian Institute of Coal Management is committed to training and development of executives of its customer organizations through need based training programs while maintaining highest standards in quality of training and support services.

Objectives

- To strive to fulfill training needs through formal and non-formal means for meeting organisational goals.
- To disseminate knowledge through publications, workshops, conferences, seminars and distance education.
- To continuously improve upon the quality of deliverables based on direct and inbuilt feedback from participants.
- To catalyse creativity, fellowship bond, leadership, team spirit, discipline and respect for values.
- To provide a conducive ambience for learning through excellent hospitality and support services.
- To provide solutions to business related problems through organizational research and consultancy services to customer organizations.

Pedagogy

IICM has a mix of highly experienced and qualified core faculty as well as a group of visiting faculty from customer organisations and reputed academic institutions to combine theoretical rigour with application.

Eminent academicians, policy makers from government and senior executives from industry are frequently invited to deliver lectures at IICM.

The pedagogy is interactive and conducive for adult learning. Training sessions are generally focussed on getting fresh insights and generating common understanding over a problem through opportunities of horizontal learning.

The training methods include lectures, case studies, seminars, group discussion, business games, role plays, simulation exercises, structured & semi-structured group work and field visits. Training Program also includes study tour to industries, mines and institutes within the country and abroad.

Programs Proposed for 2018-19

Indian Institute of Coal Management (IICM) is an autonomous society registered under Societies Registration Act 1860. Established in the year 1994 at Ranchi, IICM is promoted by Coal India Ltd., a holding Company owned by Government of India. Chairman Coal India Ltd. is the Chairman of Board of Governors (BoG) and Chairman of Board of Trustees (BoT) of IICM. The institute functions as per the objectives laid down in Memorandum of Association of IICM and also as per the directions given by its BoG and BoT, from time to time.

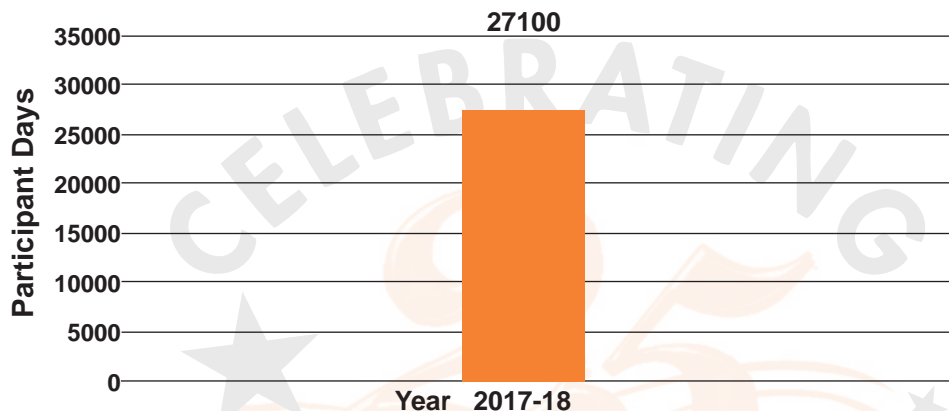
This booklet gives details of 190 programs to be organised at IICM during 2018-19. In addition, Probation Closure Examinations will also be conducted for Management Trainees at IICM. As compared to last year, IICM is going to offer 18 new types of programs on newer concepts during 2018-19, like Talent Acquisition Knowledge Management, Goods and Service Tax, Personality Development, Total Cycle of HEMM Procurement, Social Impact Studies for CSR Activity Assessment, Overview of Autocad for Engg Design, Structural Assessment-Testing, Repair and Strengthening Technique in Civil Engineering, Disposal of e-Waste Material Rules Regulation Notifications, Proficiency Testing on Coal for Ultimate Analysis, Ecology & Biodiversity for Environment and Newer Concepts and Role of Industrial Engineers in CIL etc.

These programs reflect the training needs of the coal companies, as expressed in the Academic Council Meeting (s) of IICM consisting of GM (HRD) CIL and CGM/GM(HRD) of Subsidiary Companies of CIL. Probation Closure Examination for MTs are planned on completion of their one-year training.

Annual booklet is divided into five different sections 1) Management Development Programs are especially for senior level executives to prepare them to meet contemporary challenges confronting the organisation 2) Functional Skill Program are organised to hone the skills required by executives for daily work in their respective functional areas 3) Entry Level Programs are designed keeping in view the new entrants i.e. Management Trainees in this mother industry 4) Thematic Programs – all the other remaining organised programs are kept in this category. 5) New Programs – these are newly added programs in this year as per latest developments and needs of the corporate world and our organisation.

Overview of Programs Organised During 2017-18

IICM organised 144 programs for executives during 2017-18. In all, 4057 executives participated in these programs. IICM organised a total of 692 training days recording 27,100 participant days during 2017-18 :



26 programs were organised by IICM for Management Trainees out of which 07 were TSDP, 04 MSDP and 09 Induction Programs, all these programs were of 12-day duration, further IICM also organised 06 Probation Closure Examinations for 431 Management Trainees during 2017-18.

IICM organised three General Management Program (GMP)s, three Leadership Development Program (LDP)s and six Mentorship Development Program (MDP)s for senior level executives.

Three Outbound Leadership Development Program with Tata Steel Adventure Foundation (TSAF), Jamshedpur were organised for young executives of Coal India Ltd. & its subsidiary companies.

Details of programs organised in 2017-18 are given on the following pages for ready reference.

Details of Programs Organised during 2017-18

| Program Name | Duration | No. of Training Days | No. of Participant |
|--|---------------------|----------------------|--------------------|
| APRIL, 2017 | | | |
| Contract Labour Regulation Act- 1970 | Apr. 05 to 06, 2017 | 2 | 14 |
| Communication & Presentation Skill | Apr. 05 to 07, 2017 | 3 | 12 |
| Overburden handling Slope failure etc. | Apr. 10 to 12, 2017 | 3 | 9 |
| Safety Management Prog. | Apr. 10 to 13, 2017 | 4 | 12 |
| Executive Dev. Prog. for Young Managers | Apr. 10 to 14, 2017 | 5 | 22 |
| Quality Circle Program | Apr.13 to 14, 2017 | 2 | 16 |
| Leadership Dev. Programme | Apr. 17 to 21, 2017 | 5 | 15 |
| TSDP | Apr. 17 to 29, 2017 | 13 | 33 |
| MSDP | Apr. 17 to 29, 2017 | 13 | 33 |
| e office | Apr. 20 to 26, 2017 | 7 | 34 |
| Enterprise Risk Management | Apr. 24 to 28, 2017 | 5 | 17 |
| Maintenance of Hydraulic Sys. Of HEMM | Apr. 26 to 28, 2017 | 3 | 14 |
| MAY, 2017 | | | |
| Case Study Methodology | May 02 to 04, 2017 | 3 | 11 |
| GMP | May 02 to 06, 2017 | 5 | 16 |
| e Procurement | May 03to 04, 2017 | 2 | 11 |
| Prep. Prog. for Retiring Exe. | May 08 to 10, 2017 | 3 | 24 |
| Mining for Non-mining Exe | May 08 to 12, 2017 | 5 | 25 |
| Tech. Skill Dev.Prog.for MTs | May 08 to 20, 2017 | 13 | 38 |
| Quality Conciousness | May 11 to 12, 2017 | 2 | 13 |
| M S Exel | May 15 to 17, 2017 | 3 | 21 |
| Contract Management Prog. | May 15 to 19, 2017 | 5 | 17 |
| e office | May 18 to 19, 2017 | 2 | 10 |
| Yoga Edu. Workshop for Stress Management | May 23 to 25, 2017 | 3 | 15 |
| Behavioural Competency | May 22 to 24, 2017 | 3 | 23 |
| Sustainabiity, "An approach towards ..." | May 25 to 26, 2017 | 2 | 13 |

| No. of Participant Days | BCCL | CCL | CMPDIL | CIL | ECL | MCL | NCL | SECL | WCL | Others | Total |
|-------------------------|------|-----|--------|-----|-----|-----|-----|------|-----|--------|-------|
| 28 | 3 | 3 | 0 | 1 | 3 | 0 | 0 | 4 | 0 | | 14 |
| 36 | 1 | 0 | 0 | 0 | 3 | 0 | 1 | 4 | 3 | | 12 |
| 27 | 1 | 0 | 1 | 0 | 5 | 0 | 0 | 0 | 2 | | 9 |
| 48 | 4 | 0 | 0 | 0 | 4 | 0 | 0 | 1 | 3 | | 12 |
| 110 | 1 | 0 | 3 | 0 | 4 | 0 | 6 | 7 | 1 | | 22 |
| 32 | 1 | 0 | 2 | 1 | 4 | 0 | 0 | 7 | 1 | | 16 |
| 75 | 1 | 0 | 0 | 0 | 3 | 3 | 0 | 6 | 2 | | 15 |
| 429 | 2 | 2 | 0 | 0 | 3 | 7 | 8 | 6 | 5 | | 33 |
| 429 | 1 | 5 | 0 | 0 | 6 | 5 | 9 | 4 | 3 | | 33 |
| 238 | 4 | 4 | 5 | 5 | 3 | 3 | 3 | 3 | 4 | | 34 |
| 85 | 0 | 0 | 0 | 0 | 3 | 6 | 2 | 5 | 1 | | 17 |
| 42 | 2 | 0 | 0 | 0 | 4 | 0 | 3 | 2 | 3 | | 14 |
| 33 | 2 | 0 | 0 | 0 | 3 | 2 | 0 | 3 | 1 | | 11 |
| 80 | 2 | 0 | 1 | 0 | 3 | 1 | 0 | 7 | 2 | | 16 |
| 22 | 2 | 0 | 4 | 0 | 4 | 1 | 0 | 0 | 0 | | 11 |
| 72 | 2 | 1 | 10 | 0 | 2 | 1 | 2 | 4 | 2 | | 24 |
| 125 | 4 | 0 | 5 | 0 | 4 | 0 | 0 | 8 | 4 | | 25 |
| 494 | 6 | 3 | 0 | 0 | 7 | 9 | 2 | 9 | 2 | | 38 |
| 26 | 1 | 0 | 1 | 0 | 3 | 2 | 2 | 3 | 1 | | 13 |
| 63 | 4 | 2 | 1 | 0 | 5 | 5 | 3 | 0 | 1 | | 21 |
| 85 | 4 | 0 | 1 | 0 | 4 | 3 | 0 | 3 | 2 | | 17 |
| 20 | 0 | 0 | 0 | 0 | 5 | 5 | 0 | 0 | 0 | | 10 |
| 45 | 1 | 0 | 4 | 1 | 4 | 3 | 0 | 0 | 2 | | 15 |
| 69 | 6 | 0 | 2 | 0 | 4 | 4 | 0 | 6 | 1 | | 23 |
| 26 | 0 | 0 | 0 | 1 | 3 | 5 | | 3 | 1 | | 13 |

| Program Name | Duration | No. of Training Days | No. of Participant |
|--|------------------------|----------------------|--------------------|
| Vigilance Awareness Program | May 29 to 31, 2017 | 3 | 20 |
| Finance For Non Finance Executives | May 29 to 31, 2017 | 3 | 22 |
| Technology Skill Development Program | May 29 to June 10, '17 | 13 | 22 |
| JUNE, 2017 | | | |
| Indirect Taxes | June 01 to 02, 2017 | 2 | 7 |
| Probation Closure Exam | June 02, 2017 | 1 | 42 |
| Ethics and Public Governance | June 05 to 13, 2017 | 9 | 39 |
| Mentorship Development Program | June 05 to 7, 2017 | 3 | 13 |
| Strategic Management Program | June 05 to 9, 2017 | 5 | 11 |
| e-Office | June 08 to 9, 2017 | 2 | 28 |
| Civil Engineering Manual | June 12 to 13, 2017 | 2 | 13 |
| Technology Skill Development Program | June 12 to 24, 2017 | 13 | 20 |
| Managerial Skill Development Program | June 12 to 24, 2017 | 13 | 69 |
| Purchase Manual | June 15 to 16, 2017 | 2 | 9 |
| Cybernetics | June 19 to 21, 2017 | 3 | 18 |
| Communication & Presentation Skill | June 28 to 30, 2017 | 3 | 21 |
| Mentorship development Program | June 28 to 30, 2017 | 3 | 12 |
| Competency Mapping | June 28 to 30, 2017 | 3 | 13 |
| JULY, 2017 | | | |
| General Management Program | July 03 to 07, 2017 | 5 | 9 |
| Project Management Program for Coal Cos. | July 03 to 07, 2017 | 5 | 18 |
| Technology Skill Development Program | July 03 to 15, 2017 | 13 | 22 |
| Probation Closure Exam | July 04, 2017 | 1 | 99 |
| Right to Information Act | July 10 to 11, 2017 | 2 | 13 |
| Purchase Manual | July 10 to 11, 2017 | 2 | 11 |
| Competency Mapping | July 12 to 14, 2017 | 3 | 19 |
| Yoga Edu. Workshop for Stress Mgmt. | July 13 to 15, 2017 | 3 | 9 |
| Mentorship Development Program | July 17 to 19, 2017 | 3 | 27 |
| Maintenance of Hydraulic System (HEMM) | July 17 to 19, 2017 | 3 | 15 |
| Technology Skill Development Program | July 17 to 29, 2017 | 13 | 33 |
| Contract Management Manual | July 20 to 21, 2017 | 2 | 20 |
| Probation Closure Exam | July 24, 2017 | 1 | 104 |

| No. of Participant Days | BCCL | CCL | CMPDIL | CIL | ECL | MCL | NCL | SECL | WCL | Others | Total |
|-------------------------|------|-----|--------|-----|-----|-----|-----|------|-----|--------|-------|
| 60 | 0 | 0 | 2 | | 3 | 5 | 0 | 7 | 3 | | 20 |
| 66 | 0 | 0 | 4 | 1 | 6 | 7 | 0 | 3 | 1 | | 22 |
| 286 | 3 | 5 | 0 | 0 | 1 | 3 | 0 | 4 | 6 | | 22 |
| | | | | | | | | | | | |
| 14 | 1 | 2 | 1 | 3 | 0 | 0 | 0 | 0 | 0 | | 7 |
| 42 | 1 | 9 | 11 | | 11 | 1 | 5 | 2 | 2 | | 42 |
| 351 | 3 | 7 | 6 | 6 | 2 | 5 | 3 | 3 | 4 | | 39 |
| 39 | 1 | 0 | 0 | 0 | 3 | 2 | 0 | 6 | 1 | | 13 |
| 55 | | | 1 | 0 | 5 | 1 | 0 | 4 | 0 | | 11 |
| 56 | 5 | 0 | 5 | 1 | 8 | 8 | 0 | 1 | 0 | | 28 |
| 26 | 0 | 0 | 1 | 6 | 0 | 3 | 0 | 1 | 2 | | 13 |
| 260 | 0 | 0 | 20 | 0 | 0 | 0 | 0 | 0 | 0 | | 20 |
| 897 | 5 | 5 | | | 12 | 12 | 9 | 19 | 7 | | 69 |
| 18 | 0 | 0 | 3 | 0 | 5 | 0 | 0 | 0 | 1 | | 9 |
| 54 | 4 | 2 | | | 6 | 2 | | 2 | 2 | | 18 |
| 63 | 3 | | 2 | 1 | 1 | 5 | 0 | 5 | 4 | | 21 |
| 36 | 1 | 0 | 0 | 0 | 2 | 4 | | 5 | 0 | | 12 |
| 39 | 2 | 0 | 3 | 0 | 1 | 0 | 0 | 6 | 1 | | 13 |
| | | | | | | | | | | | |
| 45 | 3 | 0 | 0 | 0 | 4 | 0 | 0 | 2 | 0 | | 9 |
| 90 | 4 | 2 | 0 | 0 | 5 | 0 | 0 | 6 | 1 | | 18 |
| 286 | 3 | 3 | 0 | 0 | 3 | 3 | 3 | 3 | 4 | | 22 |
| 99 | 12 | 15 | 0 | 0 | 18 | 12 | 18 | 14 | 10 | | 99 |
| 26 | 1 | 5 | 1 | 0 | 3 | | | | 3 | | 13 |
| 22 | 2 | 3 | 2 | 0 | 2 | | | | 2 | | 11 |
| 57 | 1 | 5 | 1 | 0 | 5 | 0 | 2 | 4 | 1 | | 19 |
| 27 | | | 2 | | 5 | | | | 2 | | 9 |
| 81 | 3 | 5 | 3 | 2 | 2 | 4 | 4 | 4 | 0 | | 27 |
| 45 | 2 | 2 | | | 4 | | 1 | 5 | 1 | | 15 |
| 429 | 2 | 4 | | | 4 | 6 | 1 | 6 | 10 | | 33 |
| 40 | 2 | 5 | | | 3 | 0 | 3 | 4 | 3 | | 20 |
| 104 | 13 | 7 | 17 | 4 | 16 | 13 | 12 | 12 | 10 | | 104 |

| Program Name | Duration | No. of Training Days | No. of Participant |
|---|------------------------|----------------------|--------------------|
| Program on HR Audit | July 24 to 28, 2017 | 5 | 18 |
| Ethics & Values in Governance | July 25 to 27, 2017 | 3 | 19 |
| Finance Manual | July 28 to 29, 2017 | 2 | 21 |
| Leadership Development Program | July 31 to Aug.04, '17 | 5 | 28 |
| Executive Development Program | July 31 to Aug.04, '17 | 5 | 34 |
| Internal Trainer Certification | July 31 to Aug.04, '17 | 5 | 20 |
| Mines Managers on Safety Mgmt, SAIL | July 13 to 15, 2017 | 3 | 20 |
| e-Office Local Administration | July 14 to 15, 2017 | 2 | 21 |
| August, 2017 | | | |
| Environment Forest & Sustainability | Aug. 08 to 10, 2017 | 3 | 19 |
| Finance for Non Finance | Aug. 08 to 10, 2017 | 3 | 42 |
| Probation Closure Exam for MT's | Aug. 16th, 2017 | 1 | 99 |
| Prep. Program for Retiring Executives | Aug. 17 to 19, 2017 | 3 | 31 |
| Strategic Gen. Management Program | Aug. 17 to 19, 2017 | 3 | 16 |
| Strategic Management Program | Aug. 21 to 25, 2017 | 5 | 20 |
| Coal Washeries : Environmental Issues | Aug. 21 to 23, 2017 | 3 | 18 |
| Contact Classes for Prof. Diploma in Cont. Mgmt | Aug. 21 to Sep.02, '17 | 0 | Cancelled |
| Func. Skill Program for system; Linux Adm | Aug. 22 to 26, 2017 | 5 | 17 |
| Outbound leadership Dev. Prog. at TASF | Aug. 24 to 26, 2017 | 3 | 21 |
| Probation Closure Exam for MT's | Aug. 26th, 2017 | 1 | 47 |
| Contract Mgmt: Procurement of Goods | Aug. 28 to 30, 2017 | 3 | 26 |
| Prog. On Safety Management | Aug.28 to Sep.01, '17 | 5 | 17 |
| September, 2017 | | | |
| Vigilance Awareness Programme | Sep. 04 to 06, 2017 | 3 | 14 |
| Ethics and Values in Governance | Sep. 04 to 06, 2017 | 3 | 27 |
| General Management Programme | Sep. 04 to 08, 2017 | 5 | 20 |
| Finance Manual | Sep. 07 to 08, 2017 | 2 | 38 |
| Communication & Presentation Skill | Sep. 11 to 13, 2017 | 3 | 37 |

| No. of Participant Days | BCCL | CCL | CMPDIL | CIL | ECL | MCL | NCL | SECL | WCL | Others | Total |
|-------------------------|------|-----|--------|-----------|-----|-----|-----|------|-----|-----------|-------|
| 90 | | 3 | | 2 | 3 | | 3 | 4 | 3 | | 18 |
| 57 | 1 | 1 | | 5 | 3 | | | 7 | 2 | | 19 |
| 42 | 2 | 2 | | 1 | 5 | | 4 | 4 | 3 | | 21 |
| 140 | 1 | 4 | 2 | 1 | 3 | 6 | 6 | 4 | 1 | | 28 |
| 170 | 0 | 2 | 3 | 3 | 9 | 7 | 5 | 4 | 1 | | 34 |
| 100 | 1 | 6 | | | 5 | 5 | 3 | 0 | 0 | | 20 |
| 60 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20 | 20 |
| 42 | 2 | 3 | 3 | 3 | 2 | 2 | 1 | 2 | 3 | | 21 |
| | | | | | | | | | | | |
| 57 | 4 | 2 | 4 | 0 | 1 | 2 | 1 | 5 | 0 | | 19 |
| 126 | 10 | 4 | 8 | 0 | 10 | 0 | 1 | 7 | 2 | | 42 |
| 99 | 3 | 8 | 8 | 2 | 20 | 16 | 10 | 15 | 17 | | 99 |
| 93 | 3 | 7 | 10 | 0 | 2 | 1 | 4 | 3 | 1 | | 31 |
| 48 | 0 | 1 | 0 | 2 | 3 | 0 | 4 | 3 | 3 | | 16 |
| 100 | 3 | 2 | 2 | 2 | 1 | 3 | 1 | 4 | 2 | | 20 |
| 54 | 5 | 1 | 1 | 0 | 0 | 3 | 1 | 6 | 1 | | 18 |
| | | | | Cancelled | | | | | | Cancelled | |
| 85 | 1 | 4 | 1 | 0 | 4 | 0 | 3 | 0 | 4 | | 17 |
| 63 | 4 | 0 | 0 | 1 | 5 | 0 | 3 | 5 | 3 | | 21 |
| 47 | 3 | 8 | 1 | 2 | 4 | 6 | 6 | 8 | 9 | | 47 |
| 78 | 6 | 2 | 3 | 0 | 7 | 6 | 2 | 0 | 0 | | 26 |
| 85 | 2 | 0 | 0 | 0 | 3 | 0 | 4 | 8 | 0 | | 17 |
| | | | | | | | | | | | |
| 42 | 2 | 1 | 0 | 0 | 2 | 0 | 2 | 6 | 1 | | 14 |
| 81 | 3 | 0 | 3 | 0 | 5 | 2 | 5 | 6 | 3 | | 27 |
| 100 | 0 | 0 | 0 | 0 | 3 | 6 | 5 | 6 | | | 20 |
| 76 | 2 | 6 | 1 | 4 | 8 | 2 | 8 | 6 | 1 | | 38 |
| 111 | 3 | 2 | 1 | 1 | 3 | 4 | 11 | 8 | 4 | | 37 |

| Program Name | Duration | No. of Training Days | No. of Participant |
|--|---------------------|----------------------|--------------------|
| Enterprise Risk Management | Sep. 11 to 15, 2017 | 5 | 36 |
| Use of Rajbhasha | Sep. 14 to 16, 2017 | 3 | 25 |
| Mentorship Development Programme | Sep. 18 to 20, 2017 | 3 | 18 |
| Cybernetics | Sep. 18 to 20, 2017 | 3 | 32 |
| Functional Skill for HR | Sep. 18 to 22, 2017 | 5 | 22 |
| Contract Management Manual | Sep. 21 to 22, 2017 | 2 | 33 |
| Overburden Handling, Slope Failure & Slope Stability | Sep. 21 to 23, 2017 | 3 | 34 |
| October, 2017 | | | |
| First class Coaching-Legislation | Oct.03 to 11, 2017 | 9 | 66 |
| Mentorship Development Program | Oct.04 to 06, 2017 | 3 | 14 |
| e Procurement | Oct.05 to 06, 2017 | 2 | 14 |
| Program on Legal Issues | Oct.09 to 11, 2017 | 3 | 28 |
| Corporate Image Building | Oct.12 to 13, 2017 | 2 | 26 |
| Coal Quality and Stock Management | Oct.09 to 11, 2017 | 3 | 12 |
| Thematic Program on equipment Mgmt. | Oct.12 to 14, 2017 | 3 | 11 |
| Induction Training Program for MTs. | Oct.16 to 28, 2017 | 13 | 100 |
| Training for Finance Executives | Oct.09 to 13, 2017 | 5 | 11 |
| November, 2017 | | | |
| Contract Mgmt. -Procurement of works | Nov. 01 to 03, 2017 | 3 | 21 |
| Preparatory Prog. For Retiring Executives | Nov. 01 to 03, 2017 | 3 | 19 |
| Leadership Development Program | Nov. 06 to 10, 2017 | 5 | 29 |
| Team Bldg. & conflict Resolution | Nov. 08 to 10, 2017 | 3 | 26 |
| Program on Legal Issues | Nov. 13 to 15, 2017 | 3 | 19 |
| Reservation Policy | Nov. 20 to 21, 2017 | 2 | 28 |
| Functional Skill Prog. for System - Java | Nov. 20 to 24, 2017 | 5 | 20 |
| Probation Closure Examination for MTs | Nov. 25, 2017 | 1 | 11 |
| Mentorship development Program | Nov. 27 to 29, 2017 | 3 | 18 |
| First Class Coaching - Method of working | Nov. 27 to 29, 2017 | 0 | deferred |

| No. of Participant Days | BCCL | CCL | CMPDIL | CIL | ECL | MCL | NCL | SECL | WCL | Others | Total |
|-------------------------|------|-----|--------|-----|-----|-----|-----|------|-----|--------|-------|
| 180 | 2 | 4 | 1 | 1 | 3 | 4 | 12 | 7 | 2 | | 36 |
| 75 | 3 | 3 | 2 | 1 | 4 | 6 | 2 | 4 | 0 | | 25 |
| 54 | 1 | 3 | 0 | 0 | 4 | 0 | 5 | 5 | 0 | | 18 |
| 96 | 8 | 2 | 4 | 0 | 1 | 2 | 9 | 6 | 0 | | 32 |
| 110 | 2 | 2 | 0 | 0 | 1 | 6 | 4 | 6 | 1 | | 22 |
| 66 | 7 | 2 | 4 | 3 | 4 | 1 | 8 | 1 | 3 | | 33 |
| 102 | 1 | 3 | 4 | 0 | 5 | 3 | 6 | 8 | 4 | | 34 |
| | | | | | | | | | | | |
| 594 | 3 | 28 | 2 | 0 | 10 | 6 | 8 | 5 | 4 | | 66 |
| 42 | 1 | 0 | 0 | 0 | 3 | 0 | 6 | 4 | 0 | | 14 |
| 28 | 1 | 2 | 0 | 1 | 3 | 2 | 3 | 0 | 2 | | 14 |
| 84 | 3 | 9 | 1 | 1 | 6 | 2 | 1 | 4 | 1 | | 28 |
| 52 | 2 | 4 | 0 | 1 | 4 | 2 | 4 | 6 | 3 | | 26 |
| 36 | 4 | 0 | 0 | 0 | 4 | 0 | 0 | 4 | 0 | | 12 |
| 33 | 0 | 0 | 0 | 0 | 7 | 0 | 0 | 4 | 0 | | 11 |
| 1300 | 27 | 28 | 1 | 3 | 11 | 1 | 27 | 2 | 0 | | 100 |
| 55 | 11 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 11 |
| | | | | | | | | | | | |
| 63 | 3 | 4 | 2 | 1 | 3 | 0 | 4 | 4 | 0 | | 21 |
| 57 | 2 | 4 | 2 | 0 | 3 | 3 | 3 | 2 | 0 | | 19 |
| 145 | 2 | 4 | 0 | 1 | 3 | 9 | 4 | 6 | 0 | | 29 |
| 78 | 3 | 4 | 1 | 2 | 6 | 1 | 4 | 5 | 0 | | 26 |
| 57 | 2 | 7 | 0 | 1 | 5 | 0 | 1 | 0 | 3 | | 19 |
| 56 | 1 | 5 | 0 | 1 | 5 | 0 | 7 | 9 | 0 | | 28 |
| 100 | 2 | 3 | 2 | 0 | 4 | 0 | 2 | 6 | 1 | | 20 |
| 11 | 0 | 1 | 2 | 0 | 1 | 0 | 1 | 4 | 2 | | 11 |
| 54 | 3 | 6 | 1 | 1 | 2 | 0 | 1 | 4 | 0 | | 18 |
| | | | | | | | | | | | 0 |

| Program Name | Duration | No. of Training Days | No. of Participant |
|--|-----------------------|----------------------|--------------------|
| Productivity & Capacity Utilisation | Nov. 13 to 15, 2017 | 3 | 9 |
| Awareness Program for ISO9001, 14001 OHSAS 18001 (NPP) | Nov. 13 to 14, 2017 | 2 | 23 |
| Induction Training Program for MTs | Nov. 04 to 17, 2017 | 14 | 120 |
| Induction Training Program for MTs | Nov.24 to Dec.07,'17 | 14 | 96 |
| December, 2017 | | | |
| e Procurement | Dec. 4 to Dec.5,2017 | 2 | 18 |
| Project Mgmt. for Coal Companies | Dec. 4 to Dec.8,2017 | 5 | 32 |
| Func. Skill Program for HR | Dec.11 to Dec.15,'17 | 5 | 12 |
| Training for Internal Audit | Dec.11 to Dec.15,'17 | 5 | 16 |
| CDA Rules and Domestic Enquiry | Dec.18 to Dec.19,'17 | 2 | 16 |
| Apprentice Training | Dec.18 to Dec.20,'17 | 3 | 15 |
| Application of Geo Spatial Technology | Dec.18 to Dec.20,'17 | 3 | 28 |
| Radar Technology | Dec.21 to Dec.22,'17 | 2 | 29 |
| Total Cost Management | Dec.27 to Dec.29,'17 | 3 | 20 |
| Highwall and Longwall Mining Technology | Dec.27 to Dec.29,'17 | 0 | deferred |
| Induction Training Program for MTs | Dec.15 to Dec.26,'17 | 12 | 116 |
| January, 2018 | | | |
| Induction Training Program for MTs | Jan.1to Jan. 12,2018 | 12 | 176 |
| Program on Legal Issues | Jan. 3 to Jan. 5,2018 | 3 | 23 |
| Procurement of Medicines | Jan. 4 to Jan. 5,2018 | 0 | deferred |
| Case Study Methodology | Jan.8 to Jan.10,2018 | 0 | deferred |
| Func. Skill Prog. For System- PHP & HTML | Jan.8 to Jan.12,2018 | 5 | 15 |
| Contract Management Program | Jan.15 to Jan.19,'18 | 5 | 26 |
| First Class Coaching -Mine Ventillation | Jan.15 to Jan.19,'18 | 0 | deferred |
| e Office | Jan.22 to Jan.23,'18 | 2 | 29 |
| Hospital Mgmt. & Adm. (continued/10 days) | Jan.22 to Feb.24,'18 | 10 | 29 |
| Contract Mgmt.- Procurement of Services | Jan.29 to Jan.31,'18 | 3 | 23 |
| Awareness Program for ISO 9001, 14001 OHSAS 18001 | Jan.29 to Jan.30,'18 | 2 | 13 |
| Certified Internal Audit Skill in Integrated Management System | Jan.15 to Jan.19,'18 | 5 | 24 |

| No. of Participant Days | BCCL | CCL | CMPDIL | CIL | ECL | MCL | NCL | SECL | WCL | Others | Total |
|-------------------------|------|-----|--------|-----|-----|-----|-----|------|-----|--------|-------|
| 27 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 5 | 0 | | 9 |
| 46 | 0 | 0 | 0 | 0 | 9 | 0 | 6 | 3 | 5 | | 23 |
| 1680 | 11 | 17 | 29 | 1 | 12 | 12 | 17 | 10 | 11 | | 120 |
| 1344 | 12 | 12 | 7 | 15 | 5 | 8 | 9 | 17 | 11 | | 96 |
| | | | | | | | | | | | |
| 36 | 1 | 4 | 3 | 0 | 6 | 0 | 4 | 0 | 0 | | 18 |
| 160 | 1 | 5 | 2 | 2 | 4 | 4 | 7 | 5 | 2 | | 32 |
| 60 | 1 | 0 | 0 | 0 | 2 | 1 | 2 | 5 | 1 | | 12 |
| 80 | 0 | 4 | 0 | 2 | 2 | 0 | 4 | 2 | 2 | | 16 |
| 32 | 1 | 3 | 0 | 0 | 4 | 3 | 2 | 2 | 1 | | 16 |
| 45 | 1 | 5 | 0 | 0 | 2 | 0 | 4 | 2 | 1 | | 15 |
| 84 | 0 | 8 | 4 | 0 | 5 | 1 | 6 | 4 | 0 | | 28 |
| 58 | 0 | 5 | 2 | 0 | 5 | 0 | 7 | 7 | 3 | | 29 |
| 60 | 1 | 3 | 3 | 1 | 4 | 1 | 2 | 2 | 3 | | 20 |
| | | | | | | | | | | | |
| 1392 | 20 | 21 | 5 | 4 | 12 | 15 | 5 | 14 | 20 | | 116 |
| | | | | | | | | | | | |
| 2112 | 28 | 44 | 2 | 4 | 17 | 12 | 40 | 16 | 13 | | 176 |
| 69 | 2 | 7 | 1 | 2 | 5 | 0 | 3 | 1 | 2 | | 23 |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| 75 | 1 | 5 | 2 | 0 | 2 | 0 | 3 | 0 | 2 | | 15 |
| 130 | 6 | 1 | 0 | 1 | 6 | 0 | 5 | 5 | 2 | | 26 |
| | | | | | | | | | | | |
| 58 | 2 | 4 | 4 | 1 | 10 | 0 | 3 | 3 | 2 | | 29 |
| 290 | 6 | 5 | 0 | 0 | 9 | 0 | 0 | 6 | 3 | | 29 |
| 69 | 2 | 3 | 2 | 0 | 5 | 4 | 4 | 3 | 0 | | 23 |
| 26 | 0 | 3 | 0 | 0 | 7 | 0 | 3 | 0 | 0 | | 13 |
| 120 | 0 | 0 | 6 | 4 | 5 | 4 | 5 | 0 | 0 | | 24 |

| Program Name | Duration | No. of Training Days | No. of Participant |
|--|-------------------------|----------------------|--------------------|
| Outbound Leadership Dev. Prog. at TASF | Jan. 3 to Jan. 5, 2018 | 3 | 10 |
| Advance Survey Techniques & Application | Jan. 8 to Jan. 12, 2018 | 5 | 24 |
| Induction Training Program for MTs | Jan. 19 to Jan. 30, '18 | 12 | 127 |
| February, 2018 | | | |
| Hospital Mgmt. & Admn. (contd.) | Jan. 22 to Feb. 24 '18 | 24 | 29 |
| Writing Skills | Feb. 1 to Feb 3, 2018 | 0 | deferred |
| Exe. Dev. Program for young Managers | Feb. 5 to Feb 9, 2018 | 5 | 30 |
| Sustainability – An Approach towards Stake Holders Engagement & Capacity Bldg. | Feb. 13 to Feb 14, '18 | 0 | deferred |
| Land Acquisition Process | Feb. 19 to Feb 21, '18 | 3 | 21 |
| Program on HR Audit | Feb. 19 to Feb 23, '18 | 5 | 14 |
| e Procurement | Feb. 22 to Feb 23, '18 | 2 | 22 |
| Induction Training Program for MTs | Feb. 06 to Feb 17, '18 | 12 | 108 |
| Induction Training Program for MTs (contd.) | Feb. 24 to Mar. 7, '18 | 15 | 115 |
| March, 2018 | | | |
| Induction Training Program for MTs (contd.) | Feb. 24 to Mar. 7, '18 | 15 | 115 |
| Civil Engineering Manual | Mar. 5 to Mar. 6, '18 | 2 | 17 |
| Preparatory Prog. for Retiring Executives | Mar. 5 to Mar. 7, '18 | 3 | 30 |
| Treatment of Mine Water, Conservation & Distribution | Mar. 12 to Mar. 14, '18 | 3 | 10 |
| Apprentice Training | Mar. 12 to Mar. 14, '18 | 3 | 7 |
| Project Management for Coal Companies | Mar. 19 to Mar. 23, '18 | 5 | 15 |
| Induction Training Program for MTs | Mar. 16 to 27, 2018 | 12 | 119 |
| Awareness Program for ISO 9001, 14001 OHSAS 18001 | Mar. 26 to Mar. 27, '18 | 0 | deferred |
| | | 692 | 4057 |

| No. of Participant Days | BCCL | CCL | CMPDIL | CIL | ECL | MCL | NCL | SECL | WCL | Others | Total |
|-------------------------|------|-----|--------|-----|-----|-----|-----|------|-----|--------|-------|
| 30 | 0 | 2 | 0 | 3 | 0 | 0 | 2 | 3 | 0 | | 10 |
| 120 | 0 | 4 | 5 | 0 | 3 | 3 | 6 | 3 | 0 | | 24 |
| 1524 | 18 | 20 | 4 | 5 | 12 | 17 | 18 | 16 | 17 | | 127 |
| | | | | | | | | | | | |
| 696 | 6 | 5 | 0 | 0 | 9 | 0 | 0 | 6 | 3 | | 29 |
| | | | | | | | | | | | |
| 150 | 1 | 1 | 4 | 2 | 9 | 0 | 6 | 7 | 0 | | 30 |
| | | | | | | | | | | | |
| 63 | 1 | 5 | 2 | 1 | 7 | 0 | 0 | 5 | 0 | | 21 |
| 70 | 0 | 1 | 0 | 0 | 5 | 0 | 4 | 4 | 0 | | 14 |
| 44 | 0 | 4 | 2 | 1 | 6 | 0 | 4 | 5 | 0 | | 22 |
| 1296 | 16 | 17 | 6 | 4 | 17 | 18 | 19 | 7 | 4 | | 108 |
| 1380 | 15 | 19 | 1 | 0 | 14 | 16 | 22 | 13 | 15 | | 115 |
| | | | | | | | | | | | |
| 805 | 15 | 19 | 1 | 0 | 14 | 16 | 22 | 13 | 15 | | 115 |
| 34 | 1 | 4 | 1 | 1 | 3 | 0 | 7 | 0 | 0 | | 17 |
| 90 | 3 | 1 | 8 | 6 | 4 | 0 | 4 | 4 | 0 | | 30 |
| 30 | 0 | 4 | 3 | 0 | 0 | 2 | 0 | 1 | 0 | | 10 |
| 21 | 2 | 1 | 0 | 0 | 0 | 0 | 4 | 0 | 0 | | 7 |
| 75 | 1 | 2 | | | 6 | | 6 | | | | 15 |
| 1428 | 20 | 19 | 5 | 2 | 20 | 14 | 14 | 12 | 13 | | 119 |
| | | | | | | | | | | | 0 |
| 27100 | 442 | 547 | 312 | 138 | 673 | 401 | 558 | 628 | 338 | 20 | 4057 |





Management Development Programs

- Advance Management Program (AMP)
- Leadership Development Program (LDP)
- General Management Program (GMP)
- Executive Development Program (EDP)
- Project Management for Coal Companies (PMCC)
- Strategic Management Program (SMP)
- Contract Management Program (CMP)
- Mentorship Development Program (MDP)



Advance Management Program (AMP)

Duration : 12 days

Program Aim :

To prepare top executives to meet contemporary challenges confronting organization and to shape their attitude to enable them to take breakthrough corporate decisions

Program Objective :

At the end of the program the participants should have developed an insight on :

- Contemporary issues including cost, quality and profit, sustainability and land acquisition, project management and tendering processes, marketing of coal and corporate governance
- Attitude competency & emotional intelligence, creative problem solving process and ethical issues in decision making

Program Contents :

- Contemporary issues related to coal sector, Corporate Governance
- Macro & micro economic considerations for business leaders
- Project management
- Joint ventures, mergers & acquisitions, foreign coal assets - key issues
- Tendering procedures, e-procurement, integrity pact
- Role of approving authority in tendering/procurement process
- Coal marketing - consumer orientation, linkages & FSAs
- Sustainability and Land Acquisition
- Leveraging financial indicators for decision making
- Values & ethics in decision making
- Interpersonal effectiveness & group dynamics
- Creative problem solving skills, Business simulation games
- Attitude competency & emotional intelligence
- Outbound reflective sessions on team building and learning from each other, exercises (peer learning/group learning) in intellectually stimulating locations

| Scheduled Dates | Who May Attend | Venue |
|-------------------|----------------|---------------|
| AMP-To be decided | To be decided | To be decided |

Leadership Development Program (LDP)

Duration : 5 days

Program Aim :

To further develop leadership qualities of the participants and to enhance their risk taking abilities and responsiveness in decision making process

Program Objective :

At the end of the program the participants should have developed an insight on:

- Leadership issues in the context of quality cost and profitability, HRM, implementation of RTI Act, contract management, supply chain management, sustainability and land acquisition
- They will also have an insight into different types of leadership and styles suitable in different contexts

Program Contents :

- Challenges & opportunities before coal sector, Strategic management & its relevance in coal industry, Financial management of Coal India Ltd.
- Dynamics of international coal business Leadership- key concepts
- Transformational leadership for leading change, Current trends in Indian Labour Laws
- Contract Management
- Right to Information Act – 2005
- Coal marketing- trends & challenges, Supply chain management
- Lead manager's role in managing creativity, CVC guidelines, tender and procurement, Information technology and its role in mining. Sustainable development of coal sector, Leveraging HR for growth

| Scheduled Dates | Who May Attend | Venue |
|-------------------------|----------------|--------|
| LDP-1 Apr 16 - 20, 2018 | E6-E7 | IICM |
| LDP-2 Aug 06 - 10, 2018 | E6-E7 | Ranchi |
| LDP-3 Oct 22 - 26, 2018 | E6-E7 | |

General Management Program (GMP)

Duration : 5 days

Program Aim :

To enable participants to understand behavioral process in organization and to make them better equipped in presentation skills and interpersonal effectiveness

Program Objective :

At the end of the program the participants should have developed an insight on:

- Behavioral Process in Organization, including values, ethics and attitude, EQ/IQ, team building and conflict resolution, communication and interpersonal effectiveness, leadership and motivation

Program Contents :

- Concept of Management-Behavioral Process in Organization
- Role of Attitude in Career Growth
- EQ/IQ : Application of Emotional Intelligence
- Conflict : Stages and evolution, classification, fundamental issues, functional and dysfunctional conflict, reasons of differences, conflict handling situations
- Interpersonal Effectiveness : Relationships - Self, Interpersonal, Group and Organization, component responsible for enhancing interpersonal relations, experiencing positivity and dynamism of personality
- Team Building : stages-storming, norming and performing; team alignment methods, activity based team strategies, breakdown to breakthrough, synergy, innovation and motivation
- Leadership styles-situational leadership
- Communication: Concept, Types, Roles, Modes, and Barriers
- Basics of presentation related communication, effective communication skills, communication and presentation strategies, planning the presentation and its delivery

| Scheduled Dates | Who May Attend | Venue |
|-------------------------|----------------|--------|
| GMP-1 Apr 23 - 27, 2018 | E-5 and above | IICM |
| GMP-2 Jul 02 - 06, 2018 | E5 and above | Ranchi |
| GMP-3 Sep 10 - 14, 2018 | E5 and above | |

Executive Development Program for Young Managers (EDP)

Duration : 5 days

Program Aim :

To develop managerial & leadership abilities of young managers working at operational level

Program Objective :

At the end of the program the participants should have developed an insight on:

- Contemporary challenges of coal sector in the overall energy scenario with SWOT analysis, quality, cost and profitability; basic understanding of company finance
- Procedural aspects of organization, viz., service rules including CDA and certified standing orders, IR and labour laws, tendering & procurement procedures, application of IT in mining and environmental clearance and R&R process
- Behavioral Process in Organization, including communication and interpersonal effectiveness, leadership and motivation

Program Contents :

- Challenges of coal sector in the overall energy scenario with SWOT analysis
- Tendering & procurement procedures
- Environmental & RR issues
- IR and Labour Laws
- IT application in mining
- Service Rules-CDA rules & certified standing orders
- Basic Finance-Ratio, B/S Analysis, Capital Budgeting, W C Management
- Communication skill, Interpersonal effectiveness
- Leadership, Team Building and Motivation

| Scheduled Dates | Who May Attend | Venue |
|-------------------------|----------------|--------|
| EDP-1 Apr 09 - 13, 2018 | E3-E6 | IICM |
| EDP-2 Aug 06 - 10, 2018 | E3-E5 | Ranchi |
| EDP-3 Feb 11 - 15, 2019 | E3-E5 | |

Project Management for Coal Companies (PMCC)

Duration : 5 days

Program Aim :

To understand fundamentals of project management concepts and reflect upon mechanism for its implementation in coal industry

Program Objective :

At the end of the program the participants should have developed an insight on:

- Basic project management concepts like project analysis, work breakdown structure, CPM/PERT, network analysis, application of network techniques, project decision based on risk and uncertainty, financial evaluation of coal projects
- Issues of implementation of project management orientation in different projects of Coal India Ltd.

Program Contents :

- Introduction to Project Management Project Analysis
- Work Breakdown Structure CPM/PERT
- Network Analysis
- Application of Network Techniques
- Project Decision based on Risk and Uncertainty Financial evaluation of coal projects

| Scheduled Dates | Who May Attend | Venue |
|--------------------------|----------------|--------|
| PMCC-1 Jul 02 - 06, 2018 | E3-E5 | IICM |
| PMCC-2 Nov 19 - 23, 2018 | E3-E5 | Ranchi |
| PMCC-3 Mar 25 - 29, 2019 | E3-E5 | |

Senior Management Program (SMP)

Duration : 5 days

Program Aim :

To enhance leadership potential and develop cross functional understanding for meeting contemporary business challenges & taking better decisions

Program Objective :

At the end of the program the participants should have developed an insight on:

- Strategic thinking; strategic thinking tools and techniques, KM Contemporary issues before Coal India Ltd. : MDO, environmental, land acquisition and R&R, IR and contract labour management, KM Application of IT in mining, supply chain management, contract management and tendering procedures, RTI Act, marketing of coal and corporate culture and image building
- Behavioral Process in Organization, including communication and presentation skills; IP effectiveness, group dynamics, values and ethics

Program Contents :

- Key issues in Indian economy-corporate strategy & corporate planning
- Tendering procedures, e-procurement, integrity pact
- Supply-chain management, IT application in mining
- Corporate culture & image building; Knowledge management
- Balanced score card for performance appraisal
- Coal marketing-consumer orientation, linkages & FSAs
- Environmental issues in coal mining, LA and R&R issues in coal sector
- Indian Labour Laws - judicial pronouncements; RTI Act 2005
- Deviations/irregularities commonly observed in procurement & contracts
- Understanding finance manual and systems
- Attitude competency, EQ/SQ, Values & ethics in decision making
- IP effectiveness, group dynamics, communication & presentation skills
- Creative excellence & business simulation games

| Scheduled Dates | Who May Attend | Venue |
|-------------------------|----------------|--------|
| SMP-1 Jun 11 - 15, 2018 | E3-E6 | IICM |
| SMP-2 Aug 27 - 31, 2018 | E5-E6 | Ranchi |

Contract Management Program (CMP)

Duration : 5 days

Program Aim :

To impart knowledge about the procedures and management of contracts related to public procurement and to update the participants about the best practices in industry this field and to sensitize them about the common irregularities found in the process

Program Objective :

At the end of the program the participants should have developed an insight on:

- Procedures of Contract: Contract Management Manual of CIL, Civil Engineering Manual of CIL, CVC Guidelines on Tenders and Contracts, Taxes and Duties Issues in Contract, Aspects of PPP/BOOT/BOM/EPC/Swiss Challenge, Designing of Bid Document, Purchase Manual of CIL
- Skills relating to designing of bid documents, role of TC and approving authority, post tender management of contract and common irregularities in tenders & contracts, procurement of services and small value items

Program Contents :

- e-Tendering
- Purchase, Contract Management & Civil Engineering Manual of CIL
- CVC Guidelines on Tenders and Contracts
- Taxes and Duties Issues in Contract
- Aspects of PPP/BOOT/BOM/EPC/Swiss Challenge
- Designing of Bid Document
- Common Irregularities in Tenders & Contracts
- Procurement of Medicines for Hospitals
- Role of Tender Committee & Approving Authority on Procurement
- Post Tender Management of Contracts
- Procurement of services
- Procurement of small value items
- Competition issues in Public procurement

| Scheduled Dates | Who May Attend | Venue |
|-------------------------|----------------|--------|
| CMP-1 May 07 - 11, 2018 | E3-E6 | IICM |
| CMP-2 Jan 14 - 18, 2019 | E3-E6 | Ranchi |

Mentorship Development Program

Duration : 3 days

Program Aim :

To transfer technical expertise to the new entrants & others and develop behavioral competencies for assuming higher roles.

Program Objective :

By the end of the program the participants should have been exposed to the following :

- To get sufficient knowledge and skills to support the new entrants in understanding the company's vision, mission, values and goals, and integrating them with the company's culture.
- To gain sufficient insights as to how to facilitate transfer of skills /knowledge of experienced people in the organization to the new entrants.
- To get ideas and insights as to how to provide support to the new entrants in locating and accessing resources and experts in the organization.
- To acquire knowledge and skills for effectively motivating new entrants for job performance, creativity and the acceptance of responsibility with confidence.
- To acquire abilities for supporting executives in critical roles for performance optimization and develop successors for critical positions.
- To acquire skills for optimizing performance of below par performers.
- To get knowledge and skills for socializing and acclimatizing the new entrants with the people, policies, programs and procedures in the organization.
- To get necessary KAP for assisting the new entrants in to acquiring technical and behavioral competencies.

Program Contents :

- Leadership Attributes and Styles
- Art of Listening and Counselling
- Developing Warmth in Work Relationship
- Responsibility Sharing and Delegation
- Interpersonal Effectiveness

Specific take aways of the program include the following :

- a. The Mentor should be able to follow GROW Model (Goal, Reality, Option, Will) of Mentoring. They should have the necessary templates to use the GROW model.
- b. The Mentor should be aware of the DISC Analysis framework (Dominance, Influence, Steadiness, Compliance) to draw insights about the Mentee which will help him setting developmental goals.
- c. The Mentor should have an understanding of FIRO-B framework for better appreciation of interpersonal relations orientation of the Mentee.
- d. The Mentor should have an insight of Johari Window and Transactional Analysis techniques to understand the behaviour pattern of the Mentee.
- e. The Mentor should have a fair understanding of critical incident analysis, constructive feedback giving, active listening.
- f. The Mentor should have a fair understanding of his Mentoring style.

of Excellence in Training

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|----------------|
| MDP-1 May 24-26, 2018 | E4-E6 | IICM Ranchi |
| MDP-2 Jun 05-07, 2018 | E3-E5 | |
| MDP-3 Jul 17-19, 2018 | E4-E6 | |
| MDP-4 Sep 18-20, 2018 | E4-E7 | |
| MDP-5 Oct 04-06, 2018 | E4-E7 | |
| MDP-6 Nov 27-29, 2018 | E4-E7 | |





Functional Skill Programs

- Functional Skill Program for HR Discipline
(Personnel & Administration)
- Functional Skill Program for Medical Discipline
- Functional Skill Program : Hospital Management &
Administration
- Functional Skill Program on Safety Management
- Functional Skill Program for System Discipline :
 - 1) Linux Administration
 - 2) JAVA/JSP
 - 3) PHP & HTML-5



Functional Skill Program for HR Discipline (Personnel & Administration)

Duration : 5 days

Program Aim :

To make participants understand new approaches to Human Resource Management and Industrial Relations in the changing business environment

Program Objective :

At the end of the program the participants should have developed an insight on:

- Basic concepts: creating & fostering work culture, employee empowerment, industrial relations, contact labour laws, manpower planning
- Schemes and procedures: disciplinary procedures, PMS, grievance handling, pension and productivity linked bonus

Program Contents :

- Overview of performance profile of CIL-key issues
- Changing boundaries of HRM, creating & fostering work culture
- Impact of wages on cost of Production and role of Personnel Executives in containing and controlling wage cost
- Manpower Planning-Job Analysis-Rationalization-Development of unskilled manpower
- Performance Appraisal System-PMS
- Key issues of Industrial Relations in Coal Sector Disciplinary procedures with judicial pronouncement Key issues in hiring & handling contractual workers Pension Scheme and Productivity Linked Bonus Grievance handling and negotiating skills
- Employee Empowerment, Succession Planning

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|--------------------------------------|--------|
| FSP-1 Sep 18-22, 2018 | Executives from HR / | IICM |
| FSP-2 Dec 11-15, 2018 | personnel discipline (E-4 to E-6) | Ranchi |

Functional Skill Program for Medical Discipline

Duration : 3 days

Program Aim :

The aim of the program is to refresh and update the knowledge of medical professional in their respective field.

Program Objective :

By the end of the program the participants would be able to have a fair idea of the following :

- Gastroenterology
- Critical Care & Medicine
- Gynaecology & Paediatrics
- Eye & E&T

Program Contents :

Functional Skill Program for Medical is organised by IICM, Ranchi in collaboration with Gandhi Nagar Hospital, CCL, Ranchi. The following programs are scheduled this year:

FSPM-1 : Gastroenterology

FSPM-2 : Critical Care & Medicine

FSPM-3 : Gynaecology & Paediatrics

FSPM-4 : Eye & E&T

Note : Above program details are tentative.

| Scheduled Dates | Who May Attend | Venue |
|--|--|----------------|
| FSPM-1 Apr 09-11, 2018 FSPM-2 Sep 03-05, 2018 FSPM-3 Nov 22-24, 2018 FSPM-4 Jan 03-05, 2019 | Executives from medical discipline (E4 to E7) | IICM Ranchi |

Functional Skill Program : Hospital Management & Administration

Duration : 5 weeks

Program Aim :

To manage hospitals effectively with new aspects in public health delivery system

Program Objective :

At the end of the program the participants should have developed an insight on:

Concepts and issues in hospital management; update on epidemics, risk management and fire fighting, security services, national health policy,

IT & HRM, PR issues, Consumer Protection Act, RTI Act, equipment management, EMS, laboratory services, ICU management, housekeeping and nursing services, diagnostic and image services, hospital infection control

Application of management techniques to medical health care: organizational behavior in hospitals, risk management, medical audit, medical records, store inventory and purchase

Program Contents :

- Planning and evaluation of medical services and medical audit
- Application of management techniques to medical care institutions
- Managing Organization Behavior - HRM, PR and IT in hospitals
- Hospital statistics and its utility for hospital management
- Hospital security, Fire Fighting and Risk Management
- National Health Policy; Consumer Protection Act; RTI Act
- Ethical issues, Stress and time management in hospitals
- Medical records, store inventory and purchase
- Equipment Management, Housekeeping and Nursing Services
- EMS, ICU Management; Laboratory, Diagnostic and image services
- Group work and presentations; visits to hospitals

| Scheduled Dates | Who May Attend | Venue |
|-----------------------------|---------------------|----------------|
| HMA-1 Jan 21 - Feb 23, 2019 | E-6 (GDMOs-MBBS) | IICM Ranchi |

Functional Skill Program on Safety Management

Duration : 4 days

Program Aim :

To make the participants aware of the importance of safety in every day production/organizational process

Program Objective :

By the end of this program the participants shall be able to :

- Learn and inculcate safety culture and value.
- Learn various statutory and responsive requirements pertaining to mine safety.
- Develop work procedures and build system for effective performance of safety measures in mining initiatives.

Program Contents :

- Standard Operating Procedure (SOP) in emergency situation.
- Machine Intelligence application in mines safety.
- Integrated approach in developing SMS in mines.
- Preparation for disaster management.
- Extra safe blasting procedure in coal mines.
- Preventing accidents in mines.
- SOP vis-a-vis work procedure.
- Awareness to people regarding safety with respect to coal mines.

| Scheduled Dates | Who May Attend | Venue |
|------------------------|------------------------------------|-------------|
| SM-1 Apr 02 - 05, 2018 | Mining, Excavation & E & (E4 - E6) | IICM Ranchi |

Functional Skill Program for System Discipline – Linux Administration

Duration 5 days

Program Aim :

The aim of this program is to impart knowledge of Linux and its applications.

Program Objectives :

At the end of the course, participants will be able to:

- Plan and perform installation of Linux.
- Install and support hardware devices and drivers on computers running Linux.
- Use the command line, and command line tools to carry out basic Linux administration tasks.
- Understand, navigate and search the Linux file system.
- Install & configure X Windows system & desktop managers/ environments.
- Use vi text editor to maintain system files.
- Install & configure apps. using package managers (RPM & debian)/from source.
- Manage system processes.

Program Contents :

- Install Linux from DVD and Add software and packages
- Boot and shutdown Linux and understand the boot process
- Administer the Linux File System and partition disks
- Understand the kernel and recompiling
- Introduction to Linux RAID and Logical Volume Management
- Configure Apache web server & Squid proxy server
- Configure Network File System services and Samba Windows server
- Setting up an FTP server, Install and configure the Domain Name Server
- Configure secure shell, network time protocol and DHCP services
- Configure the X Window system and Linux firewall
- Use the Security Enhanced Linux environment
- Troubleshoot a Linux system

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|------------------|----------------|
| SYS-1 Aug 27-31, 2018 | E2 - E6 (System) | IICM Ranchi |

Functional Skill Program for System Discipline : Java/JSP

Duration : 5 days

Program Aim :

To impart knowledge and skills of programming language JAVA.

Program Objective :

By the end of this program the participants shall be able to:

- Help participants to have proper understanding of programming language Java/JSP.
- Provide ability to develop application in Java.

Program Contents :

- Basics & Overview
- Basic syntax, Object & classes, Basic Datatypes.
- Modifier types, Basic Operators, Loop, Functions, Control Statements
- Strings, Array, Date & Time, Regular Expressions, File & I/O.
- Java database Connectivity (JDBC) & Uses
- The essentials of java server pages (JSP)
- The architecture of JSP
- JSP implicit objects, Client request, Server response, HTTP codes.
- Form processing, Cookies handling, Session tracking.
- File uploading, Auto Refresh, Sending Email
- Java servlet essentials.
- Advanced JSP- Standard Tag library, Database access, XML data, Exception Handling
- Object orientation and the enterprise
- J2EE model and Java Enterprise architecture
- Java beans, JDBC architecture
- EJB architecture and development
- Java remote method protocol, Java Security architecture
- Build a standard tabular report by using the report wizard
- Convert a full report definition (.rdf) file to an executable report (.rep) file

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|--|-------------|
| SYS-2 Nov 19-23, 2018 | Executives working in systems or those who require skills of computer programming (E-2 to E-6) | IICM Ranchi |

Functional Skill Program for System Discipline : PHP & HTML5

Duration : 5 days

Program Aim :

To impart knowledge and skills of Web designing through PHP & HTML5

Program Objective :

At the end of the program the participants should have developed skills on:

- Web designing Language PHP & HTML-5 and ability to develop Web pages and websites

Program Contents :

- PHP Overview, PHP common variables, constant, functions, parameters
- Sessions and cookies, Library functions
- PHP Development Environment; Whitespace and Comment
- Echo vs. Print; Single vs. Double Quotes
- Operators, Controlling the Flow of Execution
- Debugging PHP; Scaffolding Codes
- Arrays, Functions, External PHP, Runtime Error Handling
- Reading and Writing to a File, Configuration File
- Form Processing; Cookies and Sessions, Superglobals
- Database Storage, Object-Oriented Development
- Inheritance Demo, Common Threats, Security Demo and Exercise
- PHP Built-in Constants and Standard PHP Library
- Relational Database Management Systems and SQL Language
- Laying out a Page with HTML5
- The section Tag, The article Tag, Outlining, Accessibility in HTML5
- HTML 5: Supported Media Types, audio Element, video Element
- HTML 5 forms, attributes, field attributes, form elements
- HTML 5 Web storage, canvas, Integrated APIs

| Scheduled Dates | Who May Attend | Venue |
|-----------------|---|-------------|
| To be announced | Executives working in system discipline (E-2 to E-6) | IICM Ranchi |





Programs for Management Trainees

- Foundation Program – Common for all Disciplines
- Technology Skill Development Program (TSDP)
– Technical MTs
- Functional Skill Development Program (FSDP) –
Non-technical MTs
- Managerial Skill Development Program (MSDP)
– Common for all Disciplines
- On Job Training (OJT)
- Probation Closure Examination (PCE)

Training of Management Trainees

Present Scenario

The following structure of one-year training of MTs has been conceived and designed by IICM :

| Sl. No. | In-house Training Programs at IICM | Duration |
|---------|---|-------------------|
| 1. | Foundation Program (FP) | 2 weeks (12 days) |
| 2. | Technology Skill Development Program (TSDP) | 2 weeks (12 days) |
| 3. | Functional Skill Development Program (FSDP) | 2 weeks (12 days) |
| 4. | Managerial Skill Development Program (MSDP) | 2 weeks (12 days) |

Brief Introduction of Training Programs of Management Trainees :

- 1. Foundation Training:** After getting the Appointment letter all Management Trainees attend a two-week Foundation Training Program at IICM. The objective of this program is to familiarize the new entrants with coal industry in general and orient them towards company systems, structures, policies and procedures, so that they can appreciate CIL's Vision, Mission, Objectives and Goals. This program is mandatory for MTs of all disciplines.
- 2. Technology Skill Development Program (Technical MTs):** This is the Functional training designed for the Technical MTs. The objective of this program is to make the technical MTs (Mining, Excavation, E&M, Civil, MM, System, E&T, Environment, Geology, IE etc.) aware about the nuances of their own function in the company. This program is mandatory for MTs of Technical disciplines.
- 3. Functional Skill Development Program (Non-technical MTs):** The objective of this program is to make aware the Non - technical MTs (Finance, S&M, HR/P, Community Development, Legal, Raj Bhasha

etc.) about the nuances of their own function in the company. This program is mandatory for MTs of Non – technical disciplines.

4. **Managerial Skill Development Program :** The objective of this program is to make the participants able to develop management acumen essential for Frontline Managers. This program is mandatory for MTs of all disciplines.
5. **On Job Training (At place of posting of respective MT) : 46 weeks**
For On Job training program, IICM has provided discipline wise modules to all HRD heads of CIL subsidiaries. During On Job training, MTs learn about their Functional as well as cross functional activities in coal production.
6. **Probation Closure Examination (PCE) :** At the end of one-year probation period, all MTs have to attend the probation closure examination at IICM. For appearing in this examination MTs must attend all the above in – house training programs at IICM. They also have to undergo Field training at their place of posting before appearing in probation closure examination. Their probation period comes to an end after being successful in this examination.

*Years
of Excellence in Training*

Induction Training Program

Common Syllabus for All Disciplines

Duration : 12 days

Program Aim :

To prepare the MTs as frontline managers for taking up organizational challenges and responsibility.

Program Objective :

To familiarize the new entrants with coal industry in general and orient them towards company systems, structures, policies and procedures so that they can appreciate CIL's Vision, Mission, Objectives and Goals.

Program Contents :

- Management Exercise on Team Building
- Status and challenges of Coal Industry across the world
- History of coal mining and evolution of Coal India; its Vision, Mission, Strategies, MOUs, Organizational structure, systems and processes
- Coal Geology – subsidiary wise coal deposits and grades. Comparison of coal in CIL with that of other countries
- Mine planning procedures and role of CMPDIL; method of determining mine capacity and its life
- Selection of technology, equipment and their capacity
- Different stages in starting a new mine – issues like Land acquisition, Rehabilitation and Re-settlement.
- Mining hazards and safety in mines
- Introduction to Opencast coal mining technology and Equipment
- Introduction to Underground coal mining technology and Equipment
- Coal beneficiation and Quality control
- Financial Management in CIL
- Conduct, Discipline and Appeal Rules – CDA Rules

- CIL rules for career growth of executives – CCC
- Role of Vigilance in CIL
- Role of Corporate Communication and Public Relation
- Introduction of PMS (Performance Management System) for organizational development
- Sustainable Development, Corporate Social Responsibility, Community development and Welfare practices in CIL
- Health Services in Coal India
- Ethics and Values
- Visit to coal mine, Coal museum, Local industries / CMPDIL
- Extramural sessions on contemporary issues (in evening after normal sessions)

*CELEBRATING
25
Years
of Excellence in Training*

| Scheduled Dates | Who May Attend | Venue |
|-----------------|---|----------------|
| To be announced | Entry level executives of all disciplines (Management trainees) | IICM Ranchi |

Technology Skill Development Program (TSDP) – Mining

Duration :12 days

Program Aim :

To acquaint the MT (Mining) with prevailing technology at CIL and expose them to latest trends for safe production and improved productivity.

Program Objective :

At the end of this program, the participants should be aware of :

- Technology used in Opencast mines of CIL
- Technology used in Underground mines of CIL
- Latest technology available in the world of coal mining
- Production and Productivity issues in CIL mines
- Trends in Safety and Environmental issues

Program Contents :

- Coal – Deposit and types: access to the mineral deposits – Shaft sinking, Incline driveage.
- Sustainable choice of mining technology
- Planning and operating an Opencast mine
- HEMM deployment and resource utilization
- Design, construction and maintenance of Haul Roads
- Explosives used in mining; Blasting activities
- Water management in mines – improving pumping efficiency
- Electrical and mechanical safety rules; DGMS statutes, circulars
- Fire management – detection, dealing, prevention and control
- Risk Assessment and Safety management in mines
- Pit and Slope stability
- Bulk Material Handling System
- Highwall Mining

- Evolving technologies in Opencast mines
- IT in coal mining
- Truck Dispatch System
- Planning and operating an Underground mine
- Mine Ventilation and workplace environment
- Strata management in Underground mines
- Precision Survey for prevention of Inundation in Underground mines
- Mass production technology in Underground-
 - Longwall mining
 - Shortwall mining
 - Continuous Miner panel
- Coal Preparation in Underground mines
- Transportation in Underground mines – Vertical & Horizontal
- Prevention of explosion in Underground mines
- Communication system in Underground mines
- Pumping in Underground mines
- Disaster Management.
- Field Visit & Study Tour

| Scheduled Dates | Who May Attend | Venue |
|-----------------|---|-------------------|
| To be announced | Entry level executives of mining discipline (Management trainees) | STC, CMPDI Ranchi |

Technology Skill Development Program (TSDP) – E & M

Duration : 12 days

Program Aim :

To acquaint the MT(E&M) with prevailing Power Management System, Underground Equipment Maintenance and Electrical Safety for improved productivity.

Program Objective :

At the end of this program, the participants should be aware of:

- Power management system in Opencast and Underground mines
- Maintenance of Underground and Coal Beneficiation plant and equipment
- Maintenance of Electrical Installations in Townships, Safety in mines

Program Contents :

- Role of E&M Engineers in Opencast and Underground Coal mines
- Electrical safety rules and DGMS statutes for O/C and U/G mines
- Provisions of Electricity Act and Rules
- Management of Electrical sub – Stations, Distribution and Transmission
- Maintenance of Transformers, Cables, Earthing, Bus Bars, Switches, Insulation, Control Panels etc.
- Crushers, Bunkers, Conveyors, In – pit crushers, Rapid Loading system
- Maintenance of Longwall equipment and Continuous miner panel
- IT in coal mining – Operator Independent Truck Dispatch system
- Preventive maintenance (Flame Proof enclosures & Intrinsically safe equipment)
- Operation and maintenance of U/G face machines; SDL, LHD
- Transport in Underground mines by haulages
- Horizontal transport, Vertical transport – Classification of winders
- Pumping system in mines – O/C and U/G
- Electrical Energy conservation, energy audit (ISO 50001) and Power tariff

| Scheduled Dates | Who May Attend | Venue |
|-----------------|--|-------------------|
| To be announced | Entry level executives of E&M discipline (Management trainees) | STC, CMPDI Ranchi |

Technology Skill Development Program (TSDP) – Excavation

Duration : 12 days

Program Aim :

To acquaint the MT(Excavation) with prevailing Technology and Maintenance practices of HEMM, Maintenance of Availability norms and nuances of HEMM procurement in CIL

Program Objective :

- At the end of this program, the participants should be aware of:
- Present and upcoming technology in HEMM (Heavy Earthmoving Machinery)
- Maintenance practices of Opencast HEMM
- Norms of Availability and its maintenance
- Nuances of HEMM and Spares procurement

Program Contents :

- Opencast mining equipment and their key features – Shovel, Dumper, Dozer, Dragline, Drill etc.
- Maintenance of Opencast equipment – Infrastructure for maintenance of HEMM in CIL.
- Condition Based Maintenance (CBM)
- Procurement procedure of HEMM
- New concepts in maintenance – TPM, RCM
- Outsourcing of maintenance – MARC
- Capacity Utilization and Productivity of Opencast mines; Output norms – Availability and Utilization norms of HEMM
- Sub – assemblies in HEMM – their brief description and mechanism (Engine, Transmission, Final Drive, Hydraulic Cylinders, Gear boxes, Hydraulic pumps, Safety Valves etc.
- Pneumatics and Brake system in HEMM

- Procurement system of HEMM and Spares
- IT in coal mining – TDS, OITDS
- HEMM tyre maintenance and management
- Haulroad maintenance and effect on OTR tyres and equipment
- Electrical system of HEMM and its maintenance
- Hydraulic system of HEMM and its maintenance
- Reclamation and repair of structures of HEMM – Welding Technology
- Tribology – The science dealing with Wear, Friction and Lubrication. Safety measures of moving and rotating parts of equipment
- Field visits and Study tour



| Scheduled Dates | Who May Attend | Venue |
|-----------------|---|-------------------|
| To be announced | Entry level executives of excavation discipline (Management trainees) | STC, CMPDI Ranchi |

Technology Skill Development Program (TSDP) – Materials Management (MM)

Duration : 12 days

Program Aim :

To acquaint the MT(MM) with prevailing role and functions of Materials Manager; Inventory control and Spare Parts Management; Supply chain management and relevant manuals and E-procurement in Coal India Ltd.

Program Objective :

At the end of this program, the participants should be aware of:

- Role of Materials Managers, importance and functions
- Contract Management and related Manuals
- Inventory control and Spare Parts Management and related Manuals
- Supply Chain Management
- e-Procurement and related issues

Program Contents :

- Role of Materials Manager, importance and functions
- Contract Management and related issues
- Purchase procedures – A general approach
- Indent and Material Budget
- Stores and Purchase manual – Key features
- Spare Parts Management
- Tendering process / Type of Tenders
- Supply Chain Management
- e-Procurement
- Inventory control and Stores Management
- Scrap disposal and Survey off – Concept and process
- Issues related to Material handling, Loss due to theft, Pilferage / Fire and Mechanism to control

- Role of Ancillaries in procurement process and its development
- Inspection of Ancillary / Revival of sick ancillary
- Legal issues in Purchase and Procurement
- Online Materials Management System
- Physical verification of store items, Issues of Purchase order / Documentation and track of Purchase orders
- Accounting in Materials Management
- Cash Management System in Materials Management
- Field visits and Study tour



| Scheduled Dates | Who May Attend | Venue |
|-----------------|---|-------------------|
| To be announced | Entry level executives of MM discipline (Management trainees) | STC, CMPDI Ranchi |

Technology Skill Development Program (TSDP) – Civil

Duration : 12 days

Program Aim :

To acquaint the MT(Civil) with prevailing Contract Management procedure and their role in Construction and Maintenance of mining infrastructure including township.

Program Objective :

At the end of this program, the participants should be aware of:

- Civil Engineering manual of CIL
- Award of work through e – tendering
- Industrial Structures of coal mines
- Water Management
- Design, construction and maintenance of civil Infrastructures
- Role of Civil Engineering in Environmental Management

Program Contents :

- Design, construction and maintenance of Sewerage Treatment Plant
- Design, construction and maintenance of Haul roads and other types of roads
- Quality control in Civil Engineering works
- Role of Civil Engineers in Environmental Management
- Introduction to Civil Engineering Manual of CIL
- Award of contract through e – tendering
- Introduction to Industrial structures in coal mines – CHP, CPP, Work Shops, Underground structures, Railway siding
- Design, construction and maintenance of Water treatment plant and Effluent Treatment Plant, Water Quality Management
- Town administration and its importance
- Field visits and Study tour

| Scheduled Dates | Who May Attend | Venue |
|-----------------|--|-------------------|
| To be announced | Entry level executives of civil discipline (Management trainees) | STC, CMPDI Ranchi |

Technology Skill Development Program (TSDP) – Geology

Duration : 12 days

Program Aim :

To acquaint the MT (Geology) with coal geology, coal exploration, chemical and physical analysis of coal and coal beneficiation.

Program Objective :

At the end of this program, the participants should be aware of:

- Coal and Lignite deposits in India
- Coal exploration and interpretation of collated data
- Chemical, Physical and Petrographic Analysis of coal
- Geological Information System

Program Contents :

- Introduction to coal and lignite deposits of India
- Sedimentary geology, Coal geology, Hydrogeology
- Basin Analysis, Petrographic analysis, Chemical analysis of coal
- Coal exploration, Coal Beneficiation
- Clean Coal Technology, Mining technology
- Coal Bed Methane (CBM)
- Geophysical methods for coal exploration
- Geostatistical application
- Geological Information System, economic geology
- Interpretation of Geological maps
- Field data acquisition and processing
- Geological data processing and modeling with computer application
- Laboratory analysis
- Field visits and Study tour

| Scheduled Dates | Who May Attend | Venue |
|-----------------|--|-------------------|
| To be announced | Entry level executives of geology discipline (Management trainees) | STC, CMPDI Ranchi |

Technology Skill Development Program (TSDP) – Environment

Duration : 12 days

Program Aim :

The aim of this program is to impart required knowledge and skill pertaining to environment management to the Management Trainees (Environment Engineering) who have recently joined Coal India Ltd. The program also aims to facilitate these Management Trainees in their transition to be effective Environmental Managers at Coal India Ltd.

Program Objective :

At the end of this program, the participants should be aware of:

- Identify the current environmental issues and challenges being faced by the coal industry
- Learn various statutory and regulatory requirements pertaining to environment and Forest clearance for ongoing as well as future projects in CIL
- Develop work procedures and build system for effective performance of environmental measures mitigating adverse effects due to mining
- Be a coherent member in mining team to achieve highest safety and environmental standards

Program Contents :

- Environmental Impact Assessment (EIA) and Terms of Reference (TOR)
- Forestry Clearance processes in mining sector
- Techniques and Tools of Project Report Preparation
- Environmental Auditing
- Attributes of Mine Planning
- Forest and Sustainability
- Use of GIS in Environmental Management
- Ecology and Biodiversity

- Environmental clearances of Coal mining projects
- Fly Ash backfilling in mine voids Legislation, Environment issues and management
- Corporate Social Responsibility (CSR) and its present status in CIL – Resettlement, Rehabilitation issues
- Baseline Environmental Data generation and Tender document preparation
- Environmental Management Legislative Framework
- Environmental Laws and SPCB role towards Pollution Control
- Solid Waste Management
- Watershed development and Water conservation
- Acid mine drainage
- Occupational Health
- Biodiversity and Environment Management
- Noise Pollution, its measurement and analysis
- EIA Notification 2006 and EC process
- Eco system and carrying capacity
- Water pollution control measures in coal mining areas
- Impact on Biodiversity due to Coal mining
- Slope Stability and management
- Fire and its management in O/C and U/G mines
- Subsidence – Causes, effects and prevention
- Field visits and Study tour

| Scheduled Dates | Who May Attend | Venue |
|-----------------|--|-------------|
| To be announced | Entry level executives of environment discipline (Management trainees) | IICM Ranchi |

Technology Skill Development Program (TSDP) – Coal Preparation

Duration : 12 days

Program Aim :

To acquaint the MT (CP) with coal washing, coal washing technology, chemical and physical analysis of coal and coal beneficiation.

Program Objective :

To orient new entrants towards different functions of CP discipline in CIL.

Program Contents :

- Brief outline of need of coal washing and role of CMP division. Washing capacity of CIL and future plan, R&D in Coal Preparation
- Laboratory analysis of coal and graphical representation of Test data
- Pre-washing / Raw coal handling system – Raw coal receipt in washery
- Study of Feeders, Screens, Crushers, Hoppers and Discharge Bunkers – their maintenance, Deshaling and Blending
- Coal Washing Technology for coking and non – coking coals – Jig washing, Heavy Media washing, Fine coal washing
- Dewatering: Water requirement and dewatering in Coarse / Fine Coal Washing system; Clean water recycling
- Water Clarification: Study on equipment of thickeners, classifiers and flocculent equipment – types and application
- Environmental concerns: Impact study on environment of washery operation – effects and challenges
- Clean Coal Technology, Quality control in coal preparation and washing
- Drive control systems; Instrumentation; Automation
- Electrical and control system in coal washery
- Maintenance issues and practices in coal washery, Bid process management
- Visit to Washery, Coal Preparation Laboratory and Study tour

| Scheduled Dates | Who May Attend | Venue |
|-----------------|---|-------------------|
| To be announced | Entry level executives of CP discipline (Management trainees) | STC, CMPDI Ranchi |

Technology Skill Development Program (TSDP) – E&T

Duration : 12 days

Program Aim :

To acquaint the MT (E&T) with new latest communication trends and technologies.

Program Objective :

To orient new entrants towards different functions of E&T discipline in CIL.

Program Contents :

- Role of E&T Engineers in CIL
- Principles of Communication System. Brief idea of T.V, HD Transmission, LCD, LED techniques
- Digital Communication technique, Ground Communication; Walkie-Talkie
- Antenna theory, Maxwell Equation and Electromagnetic wave
- Electronic Infrastructure for communication in CIL
- Working of Landline phones (POTS)
- OSI Layers, Different Switching circuits and Packet Switching; ISDN
- Mobile communication Technology; CDMA, GSM and WLL
- Satellite Communication and its Components on earth
- Working principle of Wi-Fi; Hot Spots and SIM Wi-Fi; 3G and 4G mobile
- Hub, Switch, Bridge, Router and Gateway
- Communication / Data Transfer through wire / Controlled Media
- Data transfer through wireless / Uncontrolled media
- Different media; Cats, Coax, UTP, STP and Networking
- Optical communication; Li-Fi technology; Different types of Network
- Brief view of Coal Net and its working
- Working principles of GPS
- Visit to CMPDI Electronic Lab

| Scheduled Dates | Who May Attend | Venue |
|-----------------|--|-------------------|
| To be announced | Entry level executives of E&T discipline (Management trainees) | STC, CMPDI Ranchi |

Technology Skill Development Program (TSDP) – System / EDP

Duration : 12 days

Program Aim:

To acquaint the MT (System) with new latest IT trends and technologies, IT infrastructure in CIL and future plans of CIL.

Program Objective :

To orient new entrants towards different functions of Systems discipline in CIL.

Program Contents :

- Coal Net & its working
- Online Materials Management System
- Financial Accounting
- Salary Processing
- Coal Sale System
- Networking and its interface
- Project Planning and Monitoring by MS project
- Mine Planning by Auto CAD
- ERP – Principles and application for organizational growth
- e-Pocurement
- Visit to CMPDI Systems department

| Scheduled Dates | Who May Attend | Venue |
|-----------------|---|-------------------|
| To be announced | Entry level executives of system discipline (Management trainees) | STC, CMPDI Ranchi |

Functional Skill Development Program (FSDP) – Industrial Engineering (IE)

Duration : 12 days

Program Aim :

To acquaint the MT(IE) with prevailing role and functions of Industrial Manager and its various functions in Coal India Ltd.

Program Objective :

- At the end of this program, the participants should be aware of:
- Role of Industrial Engineering and its various functions in CIL
- Techniques of IE for improvement of manpower and equipment productivity
- Preparation of manpower budget and their deployment
- Preparation of operational norms of equipment
- Preparation of consumption norms of resources in mines

Program Contents :

- Role of Industrial Engineers in CIL and various functions of IE department
- IE techniques for improving Productivity, Case study
- Determination of norms for manpower requirement in Underground and Opencast mines, Formulation of incentive schemes in CIL
- Preparation of Manpower Budget, Skills upgradation of manpower
- Mine Capacity assessment of Underground & Opencast Mines
- Formulation of norms for POL consumption, HEMM Utilization study
- Transportation studies for establishing norms – number of trips / rates
- Formulation of Dumper factor and Pay Load – Coal and Overburden
- System Capacity Utilization for Underground & Opencast Mines
- Productivity improvement study in Washery / CHP / Feeder Breaker
- ERP – Principles and application for organizational growth
- Formulation of Powder Factor / Detonator Factor and norms for Explosive's consumption, Inventory Control and case study

| Scheduled Dates | Who May Attend | Venue |
|-----------------|---|----------------|
| To be announced | Entry level executives of IE discipline (Management trainees) | IICM Ranchi |

Functional Skill Development Program (FSDP) – Marketing & Sales (M & S)

Duration : 12 days

Program Aim :

To acquaint the MT (M & S) with prevailing coal products, domestic and global market of coal, coal pricing mechanism and Fuel Supply Agreement.

Program Objective :

At the end of this program, the participants should be aware of:

- Different products of coal and their characteristics
- Coal marketing in the monopoly market
- Coal Pricing mechanism and e-auction
- Logistics in coal marketing; Value addition to different coal
- Fuel Supply Agreement and its impact
- Value addition to different types of coal

Program Contents :

- Product: Introduction to coal, its different nature and traits
- Coal market (Domestic and Global) dynamics and its segmentation
- Quality of coal, Grade declaration, UHV, GCV
- Coal pricing mechanism – Past, Present and future practices
- Fuel Supply Agreement (FSA) – Its impact
- Logistics in coal marketing: past experience, current trend and future planning; siding and its maintenance
- Coal stock management and transportation, Rail – Road interface with coal transport
- Coal Sale billing, Realization / Reconciliation
- Quality control and customer satisfaction
- MIS in Marketing Management and database of marketing
- People factor in coal sales: Team building with Technical Inspectors, Siding Supervisors

- Relationship management with clients, Key Accounts Management, Dispute Settlement, Customer complain dealing – On-line / Off-line
- e-auction process, Internet bidding on coal prices
- Concept of EMD, Its refund process, Implications due to non – delivery of coal
- Demurrage concept and control mechanism
- Rake loading, Rapid Loading System, Interaction with Railway authorities
- Filing of appeal, Co-ordination with Legal department
- Field visits and Study tour (Sidings, Coal Stock, CHP/ CPP)



| Scheduled Dates | Who May Attend | Venue |
|-----------------|--|-------------|
| To be announced | Entry level executives of M & S discipline (Management trainees) | IICM Ranchi |

Functional Skill Development Program (FSDP) – HR/Personnel

Duration : 12 days

Program Aim :

To acquaint the MT (HR/Personnel) with prevailing Human Resource Management system, IR scenario, Legal issues, Welfare practices and Role of PR in CIL.

Program Objective :

- At the end of this program, the participants should be aware of:
- Recruitment of manpower and function of establishment section of CIL.
- Human Resource Information System (HRIS)
- Performance Management System (PMS)
- Management of IR and Trade Unions
- Employee Grievance Redressal system and Legal issues
- Employee Welfare Practices
- Role of PR

Program Contents :

- Manpower Recruitment Process at CIL
- Structure of Manpower and nomenclature
- Cadre scheme of employee and dealing promotion
- CIL Service Rules
- Procedure and mechanism of Joint Bipartite Consultative Committee of Industries (JBCCI) and National Coal Wage Agreement (NCWA) I-IX
- Collective Bargaining, Participative Management, Relationship with Trade Unions
- Certified Standing Orders, Departmental / Domestic Enquiry. Reservation Policy of GOI for SC/ST/OBC/PH, Roaster for appointment and promotion
- RTI Act, 2005
- The Contract Labour (R&A) Act, 1970

- The Industrial Dispute Act, 1947
- The Payment of Wage Act, 1936
- The Trade Union Act, 1926
- Workmen's Compensation Act, 1923
- Mines Act, 1952 and Mines Rules, 1957
- The Minimum Wages Act, 1948
- The Payment of Gratuity Act, 1972
- The Payment of Bonus Act, 1965
- The Coal Mines Pension Scheme, 1998
- CMPF and Miscellaneous Provision Act, 1948
- The Maternity Benefit Act, 1961
- Apprentices Act, 1961
- Employment on compassionate ground – CIL rules and provisions
- Outsourcing in CIL
- Performance Management System (PMS), Performance Appraisal
- Method of conciliation proceedings and dispute settlement
- Mechanism of handling grievance and various forums
- Provision of Leave, TA, LTC, HRA, Medical Attendance Rules of Executives and non-executives
- Salary and Wages administration and Post-Retirement benefits
- Employment related Court cases, Award and Supreme Court decisions
- Succession Planning
- Field visits and Study tour

| Scheduled Dates | Who May Attend | Venue |
|-----------------|---|-------------|
| To be announced | Entry level executives of HR/P discipline (Management trainees) | IICM Ranchi |

Functional Skill Development Program (FSDP) – Finance

Duration : 12 days

Program Aim :

To acquaint the MT(Finance) with prevailing Financial Management in CIL, nuances of prevailing financial practices and CIL's contribution towards country's economic growth.

Program Objective :

- At the end of this program, the participants should be aware of:
- Coal India's contribution towards country's Economic Growth and Energy Security
- Prevailing Financial Management & Nuances of Financial practices in CIL
- Relevant Acts, Taxes and Manuals

Program Contents :

- Coal India's Objective, its integration with country's energy policy
- Issues related to Concurrence of Financial proposals with reference to Reasonability, Propriety, DOP, Internal Audit and Corporate Governance
- Costing and Budgeting in CIL, Project costing and evaluation
- Cost Record Rule and Cost Accounting Standards
- Companies Act 2013, Goods and Service Tax
- Service Tax and Excise in CIL
- Finance Manual, Purchase Manual, Civil Manual
- Common errors in Contract and Tender from vigilance point of view
- Financial issues in Equipment procurement and maintenance
- Enterprise Risk Management
- Field visits and Study tour

| Scheduled Dates | Who May Attend | Venue |
|-----------------|--|-------------|
| To be announced | Entry level executives of finance discipline (Management trainees) | IICM Ranchi |

Functional Skill Development Program (FSDP) – Community Development (CD)

Duration : 12 days

Program Aim :

To acquaint MT (CD) with prevailing Community Development practices, CSR policy, procedure and preparing them for effective implementation of such schemes at CIL

Program Objective :

- At the end of this program, the participants should be aware of:
- Implementation of CSR Policy at CIL
- R&R Policies of CIL and respective State Government
- Different functions of Community Development discipline in CIL

Program Contents :

- Sustainable Development and Inclusive Growth
- Introduction and Historical perspective of CD
- Concept and Models of CD
- Community Organization and Development
- Discussion and Presentation of CD projects
- Approaches to CD and Components of community work
- CSR Provisions as per Companies Act, 2013
- CSR Policy of CIL and its Implementation
- R&R Policy of CIL and its Implementation
- Right to Fair Compensation Act, 2011
- Principles of Community work
- Participatory Rural Appraisal and other techniques of Community Organization and Community Development
- Sustainable Community organization
- Sustainable Development Schemes – Comparative Advantage defying (CAD), Comparative Advantage Following (CAF)

- Micro Financing for Inclusive Growth
- Community mobilization and Social contract
- The Panchsheela of Development
- Health, Social, and Economic development
- The role of community organizer
- Community organizer self-awareness
- Skill, knowledge and attitude of Community workers
- Discussion and Presentation
- Role of Local Government and NGOs in Community Development
- The Government programs and schemes of Community upliftment
- Visit to CD programs of any organization like KGVK and discussion with the workers
- Team work in Community Development
- Discussion and presentation
- Transformation of the Change Agent
- Group discussion and presentation
- Participatory monitoring and evaluation
- Planning, Reporting and Assignment
- Group discussion and presentation
- Field Visit to XISS CD projects
- Return and Discussion
- Recap of Program
- Presentation by participants

| Scheduled Dates | Who May Attend | Venue |
|-----------------|---|-------------|
| To be announced | Entry level executives of CD discipline (Management trainees) | IICM Ranchi |

कार्यात्मक कौशल विकास कार्यक्रम - राजभाषा

अवधि : 12 दिन

कार्यक्रम लक्ष्य :

इस कार्यक्रम का लक्ष्य प्रबंधन प्रशिक्षु को राजभाषा उपयोग की प्रचलित पद्धति से अवगत कराना तथा उन्हें तैयार करना ताकि वे राजभाषा का कोल इंडिया के कार्यालयीन संचारण में प्रभावकारी कार्यान्वयन कर सकें एवं अधिकाधिक लोगों को हिन्दी में कार्य करने को प्रोत्साहित कर सकें।

कार्यक्रम उद्देश्य :

इस कार्यक्रम के अंत में प्रतिभागी निम्नलिखित जानकारी/समझ प्राप्त करेंगे :

- राजभाषा और हमारा दायित्व
- राजभाषा के कार्यालयीन संचारण में व्यावहारिक निपुणता

कार्यक्रम विषय बिन्दु :

- राजभाषा हिन्दी की भूमिका, दशा एवं दिशा—वर्तमान परिपेक्ष्य में
- राजभाषा और हमारा दायित्व
- राजभाषा के संवैधानिक प्रावधान और हमारी जिम्मेदारियाँ
- हिन्दी राजभाषा का वैश्विक स्वरूप
- हिन्दी के कार्यान्वयन प्रयोग में आने वाली व्यावहारिक कठिनाइयाँ एवं इनके निराकरण के उपाय
- हिन्दी व्याकरण एवं टीका—टिप्पण लिखने में इसकी उपयोगिता
- राजभाषा के प्रयोग में सूचना प्रौद्योगिकी की सफल भूमिका एवं अपेक्षाएँ
- कार्यालय में राजभाषा का अधिकाधिक प्रयोग तथा इसके सुगम तरीके

| निर्धारित तिथि | वांछित अनुभागी | स्थान |
|----------------|---|-----------------------|
| घोषणा की जाएगी | राजभाषा विभाग के कार्यकारी (प्रबंधन प्रशिक्षु) | आई.आई.सी.एम. राँची |

Functional Skill Development Program (FSDP) – Legal

Duration : 12 days

Program Aim :

To acquaint MT (Legal) with various laws applicable in Mining Industry and preparing them for effective implementation of such rules at CIL

Program Objective :

At the end of this program, the participants should be aware of :

- Rules pertaining to different functions of the company
- Various Laws applicable in Mining Industry in India
- Rules pertaining to Service growth, Salary, Perks, Allowances, Leave, Medical treatment, Promotion, Superannuation of Executives
- Rules pertaining to Service growth, Salary, Perks, Allowances, Leave, Medical treatment, Promotion, Retirement of Non-executives
- Employee Grievance Redressal System and Legal issues, Employee Welfare Practices
- Issues related to NCWA, Pay Revision, PRP etc.

Program Contents :

- Opencast mining technology and equipment used
- Underground mining technology and equipment used
- Environmental Issues in Coal Mining
- Company's policy towards CSR, R&R, & Land Acquisition and compensation
- Common Coal Cadre, CDA Rules and Personnel policies
- Wage and salary Administration under NCWA
- Implementation of Terminal benefits
- Welfare schemes – Health, Safety, Sanitation, Education, Housing facilities etc. in CIL
- Certified Standing Orders – Its Provisions and Implementation

- Vigilance and CVC Guidelines
- Provisions in the Manuals applicable to Finance, Civil works, Purchase etc.
- Various Laws and Acts pertaining to mining of coal
- Various Laws and Acts pertaining to Environmental and Safety issues in coal mining
- Various Laws and Acts Pertaining to Contracts & Contracts Labour in Coal Mining
- Various Laws and Acts Pertaining to Employment, Retention and Separation of Employees
- Various Laws and Acts Pertaining to Import of Equipment, Spares, Technology in CIL
- Indian Electricity Act, 1910
- Indian Electricity Rules, 1956
- The Constitution of India
- Essential Commodities Act, 1955
- National Coal Wage Agreement I to IX & all other essential Acts.
- Proposed National Coal Wage Agreement X.

Years of Excellence in Training

| Scheduled Dates | Who May Attend | Venue |
|-----------------|--|-------------|
| To be announced | Entry level executives of legal discipline (Management Trainees) | IICM Ranchi |

Managerial Skill Development Program (MSDP) – Common for All Disciplines

Duration : 12 days

Program Aim :

To develop the MTs by making them aware of management theories and practices in various functional domains for accomplishing organizational objectives.

Program Objective :

At the end of this program, the participants would be able to develop management acumen essential for Frontline Managers.

Program Contents :

- Coal sector – A profile: Threats and Challenges
- SWOT Analysis of Coal India
- Planning, Organizing, Staffing, Directing, & Controlling
- Role of Frontline Manager
- Time Management
- Interpersonal Skills
- Leadership and Team Building
- Communication and Presentation Skill
- Industrial Dispute Act, 1947 and RTI ACT, 2005
- Mines Act, 1952
- Corporate Social Responsibility and its importance
- Financial Management
- ERP – A tool for organizational growth
- Etiquettes and Behaviour of a Frontline Manager
- Inventory Control and Spare Parts Management
- Contract Management and procurement procedures
- Internal Customer Satisfaction and TQM
- Management exercise / Outbound program

| Scheduled Dates | Who May Attend | Venue |
|-----------------|--|----------------|
| To be announced | Entry level executives of all discipline (Management Trainees) | IICM Ranchi |

On Job Training for Management Trainees

Duration : 46 weeks

Program Objective :

During their one-year training period, apart from the training days at IICM, Ranchi, MTs undergo field-on-job training at their respective places of posting.

Hand-on field training, depending upon the streams of the Management Trainees has been conceptualised to expose the fresh Management Trainees of CIL to the coal mining operation and support systems. The Management Trainees are required to study all the relevant systems & sub-systems of their respective discipline as well as other allied activities to acquire functional as well as cross functional competencies.

Probation Closure Examination (PCE)

Duration : 1 day

Management Trainees are required to appear in a probation closure examination at the end of their training period. The probation period of management trainees is closed after their clearing the said examination, and meeting other conditions prescribed by Coal India Ltd.

of Excellence in Training

Management Trainee Program Details 2018-19

| Program Code | Dates | Batch | Program Code | Dates | Batch |
|--------------|-----------------|--------------------|--------------|-----------------|---------------------------------------|
| TSDP-1 | Apr. 16-28 | ENV-1/17(12 NO.) | MSDP-1 | Apr. 16-28 | EXCV1/17/GEO01/17 |
| TSDP-2 | Apr. 16-28 | M1(A)/17(41 NO.) | MSDP-2 | May 21-Jun 02 | Legal, MM, M&S, PR, RAI, IE-01/17(62) |
| TSDP-3 | May 02-15 | M1/B/17(41 NO.) | MSDP-3 | Aug. 13-25 | M-1(A)/17(82 NO.) |
| TSDP-4 | May 21-Jun 02 | CIV/1/17(19 NO.) | MSDP-4 | Sep. 03-15 | CIV, E&M, ENV, 01/17 (52 NO.) |
| TSDP-5 | June 11-23 | EXCV1/1/17(39 NO.) | MSDP-5 | Oct. 01-15 | SYSTEM, ET, CP, GEO01/17 (52 NO.) |
| TSDP-6 | July 02-17 | E&M/1/17(21 NO.) | MSDP-6 | Nov. 01-17 | 01/17, FIN (82 NO.) |
| TSDP-7 | July 12-Aug. 04 | GEO/1/17(24 NO.) | MSDP-7 | Nov. 19-30 | 02/17, FIN (82 NO.) |
| TSDP-8 | Aug. 13-25 | SYS/1/17(14 NO.) | MSDP-7 | Nov. 19-30 | M-2(A), 2(B)/18-(75 NO.) |
| TSDP-9 | Sep. 03-15 | E&T/1/17(09 NO.) | MSDP-9 | Dec. 24-Jan. 04 | M-2(C), 2(D)/18-(75 NO.) |
| TSDP-10 | Sep. 24-Oct. 06 | CP/1/17(11 NO.) | FSDP-1 | May 02-15 | FIN/1/17(82 NO.) |
| TSDP-11 | Nov. 01-17 | M-2(A)/18(40 NO.) | FSDP-2 | June 04-18 | FIN/2/17(82 NO.) |
| TSDP-12 | Nov. 19-30 | M-2(A)/18(40 NO.) | FSDP-3 | July 02-17 | LEGAL/1/17(16 NO.) |
| TSDP-13 | Dec. 03-14 | M-2(A)/18(40 NO.) | FSDP-4 | July 23-Aug. 04 | LEGAL/1/17(16 NO.) |
| TSDP-14 | Dec. 17-28 | M-2(D)/18 (35 NO.) | | | |





Thematic Programs

- Vigilance Awareness
- Right to Information Act, 2005
- Contract Management : Procurement of Goods
- Contract Management : Procurement of Works
- Contract Management : Procurement of Services
- Contract Management : PDCM with IIMM
- Preparatory Program for Retiring Executives
- Stress Management through Self Management
- Enterprise Risk Management
- Training for Internal Audit
- Environment, Forest and Sustainability
- Contract Labour Regulation Act 1970
- Outbound Leadership Program with TSAF Jamshedpur
- Communication & Presentation Skills
- Team Building & Conflict Resolution
- CDA Rules and Domestic Enquiry
- Reservation Policy for SC/ST and OBC
- राजभाषा का प्रयोग
- Case Study Methodology
- Maintenance of Hydraulic System in HEMM
- Maintenance of Electrical System in HEMM



- Total Cost Management
- Finance for Non Finance
- MS Excel
- Quality Circle
- Quality Consciousness
- Behavioural Competency
- Internal Trainer Certification
- e-Procurement
- Ethics and Values in Governance
- Competency upgradation of environmental experts / planners
- Sustainability: an approach towards stakeholder engagement and capacity building
- Treatment of mine water, conservation and its distribution
- Program on Purchase Manual
- Program on Contract Management Manual
- Civil Engineering Manual
- Cybernetics
- e-office
- Writing skills
- Competency mapping
- Land Acquisition Process
- Program on Legal Issues
- Finance Manual
- First Class Coaching : Legislation
- First Class Coaching : Mine Ventilation
- First Class Coaching : Method of Working
- Overburden Handling, Slope, Failure & Slope Stability
- Highwall and Longwall Mining Technology
- Mining for Non Mining
- Program on HR Audit
- Apprenticeship Training
- Strategic General Management Program
- Radar Technology
- Training of Trainers for "Ethics in Public Governance"
- Corporate Image Building

Vigilance Awareness

Duration : 3 days

Program Aim :

The aim of the program is to make the participants aware of the objectives of vigilance functioning in an organization and to explain different rules and Acts relevant to a public servant. It is also aimed to give inputs about the disciplinary proceedings against public servants to make them aware about its objective and procedures.

Program Objective :

By the end of this program the participants will be able to understand:

- Activities and functioning of vigilance departments in Central Public Sector Enterprises.
- Different Rules, Acts and procedures pertaining to disciplinary and anti-corruption aspects relevant to public servants.

Program Contents :

- Interface between CVC, CBI and Vigilance Department.
- Vigilance Awareness
- CDA Rules and its Background
- Disciplinary Proceedings - Objectives
- Disciplinary Proceedings - Procedures
- Prevention of Corruption Act

| Scheduled Dates | Who May Attend | Venue |
|----------------------|----------------|--------|
| VA-1 May 22-24, 2018 | E3-E6 | IICM |
| VA-2 Aug 23-25, 2018 | E3-E6 | Ranchi |

Right to Information Act, 2005

Duration : 2 days

Program Aim :

The aim of the program is to impart knowledge to the participants about the relevant provisions, processes and techniques of RTI Act – 2005

Program Objective :

By the end of this program the participants shall be able to understand :

- Role & Function of PIO, APIO, FAA, etc., towards handling of RTI applications and appeals
- Disposal of RTI applications, exceptions from disclosure, penalty imposed by CIC, etc.

Program Contents :

- Quiz on RTI to assess the level of participants attending the program
- Background of RTI
- Role of PIO, APIO, FAA
- Disposal of RTI applications & appeal
- Exceptions from disclosure and proactive disclosure
- Lessons from penalty imposed by CIC and CIC decisions at a glance
- Mock Drill on RTI
- Review of mock drill
- Quiz on RTI to assess improvements in the understanding of RTI Act and its implementation.

| Scheduled Dates | Who May Attend | Venue |
|------------------------|----------------|----------------|
| RTI-1 July 09-10, 2018 | E3-E5 | IICM Ranchi |

Contract Management : Procurement of Goods

Duration : 3 days

Program Aim :

The aim of the program is to impart knowledge to the participants about the relevant guidelines and manuals, processes and techniques, statutory rules and common irregularities related to contracts dealing with procurement of goods.

Program Objective :

By the end of this program the participants shall be able to understand :

- Procedures and management of contracts related to procurement of goods.
- Best practices in this field and to sensitize them about the common irregularities found in the process.

Program Contents :

- Designing of Bid Document.
- Purchase Manual of CIL.
- Procurement of New Technologies.
- CVC Guidelines on Tenders and Contracts.
- Taxes and Duties Issues in Contract.

| Scheduled Dates | Who May Attend | Venue |
|--------------------------|---|-------------|
| CMG-1 Aug 27-29, 2018 | Executives of finance & materials management discipline (E3-E5) | IICM Ranchi |

Contract Management : Procurement of Works

Duration : 3 days

Program Aim :

The aim of the program is to impart knowledge to the participants about the relevant guidelines and manuals, processes and techniques, statutory rules and common irregularities related to contracts dealing with procurement of works.

Program Objective :

By the end of this program the participants shall be able to understand :

- Procedures and management of contracts related to procurement of works.
- Best practices in this field and to sensitize them about the common irregularities found in the process.

Program Content :

- Integrity Pact in Contract Management.
- Designing of Bid Document.
- Civil Engineering Manual of CIL.
- e-Tendering.
- Common Irregularities in Tenders and Contracts (Procurement of Works).
- Taxes and Duties Issues in Contract.

| Scheduled Dates | Who May Attend | Venue |
|--------------------------|---|----------------|
| CMW-1 Oct 03-05, 2018 | Executives of Civil, E&M, Excavation, Finance discipline (E3-E5) | IICM Ranchi |

Contract Management : Procurement of Services

Duration : 3 days

Program Aim :

The aim of the program is to impart knowledge to the participants about the relevant guidelines and manuals, processes and techniques, statutory rules and common irregularities related to contracts dealing with procurement of services.

Program Objective :

By the end of this program the participants shall be able to understand :

- Procedures and management of contracts related to procurement of services.
- Best practices in this field and to sensitize them about the common irregularities found in the process.

Program Content :

- Contract Labor (Regulation & Abolition) Act.
- Service Contracts – Emerging Trends & Management.
- Common Irregularities in Coal Transportation Contracts.
- Service Contracts – Information Technology
- Taxes and Duties Issues in Service Contract.
- Integrity Pact.

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|--|-------------|
| CMS-1 Jan 14-16, 2019 | Executives looking after coal transport, M & S, System, HR, Finance discipline (E3-E5) | IICM Ranchi |

Contract Management : PDCM with IIMM

Duration : 12 days

Program Aim :

The aim of the program is to impart knowledge to the participants about the relevant guidelines and manuals, processes and techniques, statutory rules and common irregularities related to contracts dealing with contracts and public procurement as a whole.

Program Objective :

By the end of this program the participants shall be able to understand:

- Procedures and management of contracts related to public procurement.
- Best practices in this field and to sensitize them about the common irregularities found in the process.

Program Contents :

- General Financial Rules - 2005
- Designing of Bid Documents
- Procurement of Goods.
- Procurement of Works.
- e-Procurement.
- Procurement of Medicines for Hospitals
- Global Tender
- CVC Guidelines on Tenders and Contract Management.
- Taxes and Duties Issues in Contracts.
- Common Irregularities in Tenders and Contract Management.
- Integrity Pact.

| Scheduled Dates | Who May Attend | Venue |
|-----------------|--------------------------------|----------------|
| To be announced | Enrolled candidates (E3-E6) | IICM Ranchi |

Preparatory Program for Retiring Executives

Duration : 3 days

Program Aim :

To prepare retiring executives with respect to managing personal finance, health and emotional issues.

Program Objective :

By the end of this program the participants will be able to gather helpful insights into :

- Managing post retirement finance, investments, tax liabilities and testimony
- Wellness and health care for aging population
- Managing emotional issues common to post retirement life

Program Contents :

- Preparing for Retirement – an Overview
- Psychological Aspects of Retirement
- Health & Quality of Life
- Management of Personal Finance & Financial Independence
- Post Retirement Benefits w.r.t. CIL
- Time Management – Negotiating with Sudden Void
- Post Retirement Living Arrangements, Social & Behavioural Changes
- Strength through Spirituality

| Scheduled Dates | Who May Attend | Venue |
|------------------------|----------------|----------------|
| PRE-1 June 11-13, 2018 | Above 55 years | IICM Ranchi |
| PRE-2 Aug 16-18, 2018 | Above 55 years | |
| PRE-3 Oct 29-31, 2018 | Above 55 years | |



Stress Management Through Self Management (SMTSM)

Duration : 3 days

Program Aim :

The aim of the program is to prepare the executives by creating awareness about the stress in life and at work place and its management and cure by the practice of relaxation techniques, meditation and SMTSM.

Program Objective:

By the end of the program the participants shall be able to understand and acquire basic skills for

- Managing their stress by practicing SMTSM techniques both at their work place and home.
- Their emotional and attitudinal wellness and better self health.
- Enjoying deep physiological rest by release of stress at subtler levels.

Program Content :

- Introduction to SMTSM
- Stress Management
- Mind Management
- Emotional Management
- Group Dynamics, team dynamics
- Environment and lifestyle
- IRT-Instant Relaxation Techniques
- QRT-Quick Relaxation Techniques
- DRT-Deep Relaxation Techniques

| Scheduled Dates | Who May Attend | Venue |
|--|-------------------------------|-------------|
| SMTSM-1 May 08-10, 2018 SMTSM-2 Jul 19-21, 2018 | Executives of all disciplines | IICM Ranchi |

Enterprise Risk Management

Duration : 5 days

Program Aim :

This training program is aimed to develop a comprehensive understanding of the participants towards company's risk assessment and its management.

Program Objective :

By the end of this program the participants shall be able to understand :

- Nature of Coal India's business and various types of risk
- Simple, systematic and effective tool to identify risks to the business, assessment and its prioritization.
- How to assess and what should be its mitigation plan.
- Clause 49 of listing agreement and Companies Act' 2013
- Quantification of risk, analyze and interpret risk matrix, move beyond compliance to value protection

Program Contents :

- Coal India's Objective, its integration with Country's Economy and Energy Policy
- Risk Assessment & Developing risk Matrices
- Enterprise Risk Management
- Risk in Coal Mining
- Quantitative Aspects of Risk Management
- Financial Risk Management

| Scheduled Dates | Who May Attend | Venue |
|--|----------------|----------------|
| ERM-1 Apr 09-13, 2018 ERM-2 Sep 10-14, 2018 | E4-E7 | IICM Ranchi |

Training for Internal Audit

Duration : 5 days

Program Aim :

This training program is aimed to enhance the understanding of the participants regarding the need, methods and benefits of internal audit in the organisation.

Program Objective :

By the end of this program the participants shall be able to understand :

- Different internal audit tools so as to enable them to discharge this important activity more effectively and
- Overview of the internal control system and role of different departments
- Specific standards and guidance for the practice of internal auditing.
- Necessity of internal audit for corporate governance and its contribution effectively in the productivity, profitability and achieving the organizational goals.

Program Contents :

- Internal Audit – A tool for strengthening Corporate Governance
- Key Elements of Financial Concurrence, Budget Analysis, Delegation of Power
- Standards on Internal Audit
- Internal Audit and Internal Control
- Policies of Coal India Limited
- CVC guidelines and vigilance perspective and audit
- e-Governance and use of technology in prevention of mistakes
- Difference Manuals of CIL
- Enterprise risk management and internal audit

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|----------------|
| TIA-1 Nov 26-30, 2018 | E4-E7 | IICM Ranchi |

Environment, Forest and Sustainability

Duration : 3 days

Program Aim :

The aim of this program is to provide understanding on latest provisions and procedures in Forest and Environment clearance for coal mining projects. The program also aims at giving insights into sustainable mining process.

Program Objective :

By the end of this program the participants shall be able to understand statutory obligations and develop perspectives regarding :

- Forest/Environment clearances
- Sustainable Mining

Program Contents :

- Biodiversity and Ecosystem services
- Forest Clearance of Mining Projects
- Environment Clearance of Mining/Washery Projects
- Environment Clearance-Processes and Procedures
- Integrated Watershed for sustainability
- Sustainable Mining Project in CIL
- Watershed development for sustainability
- Role of EAC & National Green Tribunal towards Environment, Forest and Sustainability

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|--------------------------|----------------|
| EFS-1 Aug 16-18, 2018 | E3-E5 (Mining & Env.) | IICM Ranchi |

Contract Labour Regulation Act 1970

Duration : 2 days

Program Aim :

The program aims at creating awareness and understanding of different legal requirements and operational issues in managing contractual workers, especially in the context of CIL.

Program Objective :

By the end of the program the participants will be able to understand and acquire skills in :

- Effective discharge of roles and functions of Principal Employer as per CLA, 1970
- Process and methods of statutory deductions of EPF and ESI
- Viewing current and past status of PF and ESI deductions by the contractors through their respective web portals
- Checking the wage bills submitted by contractors for payment (work order, wage sheet, PF and ESI compliance, statutory submissions to state authorities)

Program Contents :

- Contract Labour (Regulation & Abolition) Act, 1970 – Roles of Principal Employers & Contractors
- Hon'ble Supreme Court's Judgements – Effects
- Safeguards against sham Contracts
- Principal Employers rights & obligations
- Safe engagement of Contract Labour, Safe Contracts
- Vending in Guidelines for contract engagement.
- Contract Labour's interface with relevant Laws on Wages, ESI Act, PF, Gratuity
- Bonus, Employee Compensation, Industrial Disputes and Factories etc.
- Developing a Check list for employers
- Obligations and Responsibilities of Employer
- Various Reports & Returns
- Issues relating to Statutory Canteens etc.

| Scheduled Dates | Who May Attend | Venue |
|------------------------|----------------|----------------|
| CLRA-1 Apr 24-25, 2018 | E3-E5 | IICM Ranchi |



Outbound Leadership Development Program with TSAF, Jamshedpur

Duration : 3 days

Program Aim :

To develop leadership and team building skills through out-bound experiential learning method and discover their leadership potential in executives of CIL.

Program Objective :

By the end of the program the participants will be able to understand and acquire insights in :

- Better understanding of resource myopia and to understand how to get optimal output with minimum number of resources using in efficient way
- How to work in a team & how to lead a team
- Efficient planning, communication & quick decision making skills
- Co-ordination, Synchronization, Situational leadership, Time Management
- Self-motivation, Empathy and Adaptability

Program Contents :

Program is basically related to different activities which are done to improve/enhance following skills:

- Expedition Behavior
- Personal Competence
- Communication Skill
- Judgement and Decision Making
- Accepting Adversity & Uncertainty
- Gaining True Self Image and Self-Awareness

| Scheduled Dates | Who May Attend | Venue |
|------------------------|------------------------|--------------------|
| TSAF-1 Aug 23-25, 2018 | Age less than 35 years | TSAF Jamshedpur |
| TSAF-2 Oct 22-24, 2018 | Age less than 35 years | |
| TSAF-3 Feb 04-06, 2019 | Age less than 35 years | |

Communication & Presentation Skills

Duration : 3 days

Program Aim :

This program aims to equip the participants with effective inter personal communication, public speaking and written communication skills.

Program Objective :

By the end of the program the participants will be able to :

- Define and understand communication and the communication process
- List and overcome the filters/barriers in communication process
- Practice active listening
- Acquire skills of effective interpersonal communication
- Acquire skills of effective public speaking skills
- Acquire skills of effective written communication skills

Program Contents :

- Effective Inter-Personal Communication Skills:

Listening Skills (listening the heart of communication, reflective listening, physical listening, how to say vs what to say?)

Nonverbal Communication; Clarity and Concision; Friendliness; Confidence; Empathy; Open-Mindedness; Respect; Feedback; Picking the Right Medium

- Public Speaking Skills (Purposes, to entertain, inform, inspire convince, persuade; Delivery of public speaking in three parts namely (i) introduction (ii) body (iii) conclusion)
- Effective Writing skills (Principles of poor writing; Systematic approach for writing)

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|----------------|
| CPS-1 Apr 03-05, 2018 | E3-E6 | IICM Ranchi |
| CPS-2 Jun 28-30, 2018 | E3-E6 | |
| CPS-3 Sep 10-12, 2018 | E3-E6 | |





Team Building & Conflict Resolution

Duration : 3 days

Program Aim :

To understand and appreciate effective team building and conflict resolution process for higher performance

Program Objective :

By the end of the program the participants will be able to understand and appreciate :

- Group and group dynamics
- Team building process and skills
- Role of leadership in team building
- Functions of conflict
- Conflict and conflict resolution process

Program Contents :

- Team & its importance
- Management of conflict for organizational effectiveness
- Concept of conflict & types of conflict
- Causes of Conflict
- Conflict Resolution
- Leadership & Communication skills
- Synergic Work Culture
- Group Dynamics Process
- Leading a powerful team

| Scheduled Dates | Who May Attend | Venue |
|------------------------|--------------------------------------|-------------|
| TBCR-1 Nov 08-10, 2018 | Executives of all discipline (E6-E7) | IICM Ranchi |

CDA Rules and Domestic Enquiry

Duration : 2 days

Program Aim :

The program aims to clarify different aspects of CDA rules and to enable participants to understand the process involved in handling domestic enquiry.

Program Objective :

By the end of this program the participants shall be able to:

- To bring awareness about the service rules applicable among the executives of CIL
- To impart knowledge about conduct, misconduct, penalty proceedings and appeal.

Program Contents :

- Misconduct, Suspension, Charge-sheet, Appeal, Penalty Proceedings
- Preamble of Constitution, Article 12, 13, 14 & 21
- Principle of Natural Justice, Article 311 of Constitution
- CDA Rule & Certified Standing Orders, Rule 4 & 5 of CDA Rule
- Preconditions of Disciplinary Proceedings
- Preliminary Inquiry of Complaint, Investigation
- Appointment of Inquiring Authority & Presenting Officer
- Holding of Disciplinary Proceedings by I.A.
- Consideration of I.A.'s Report by Disciplinary Authority.
- Appeal against Penalty Order
- Grounds for Judicial Review
- Grounds for Challenging Charge-Sheet.

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|----------------|
| CDA-1 Dec 10-11, 2018 | E3-E6 | IICM Ranchi |

Reservation Policy for SC/ST and OBC

Duration : 2 days

Program Aim :

The aim of the program is to sensitise the participants regarding various guidelines and rules related to reservation policy of GOI and ensure its effective implementation.

Program Objective :

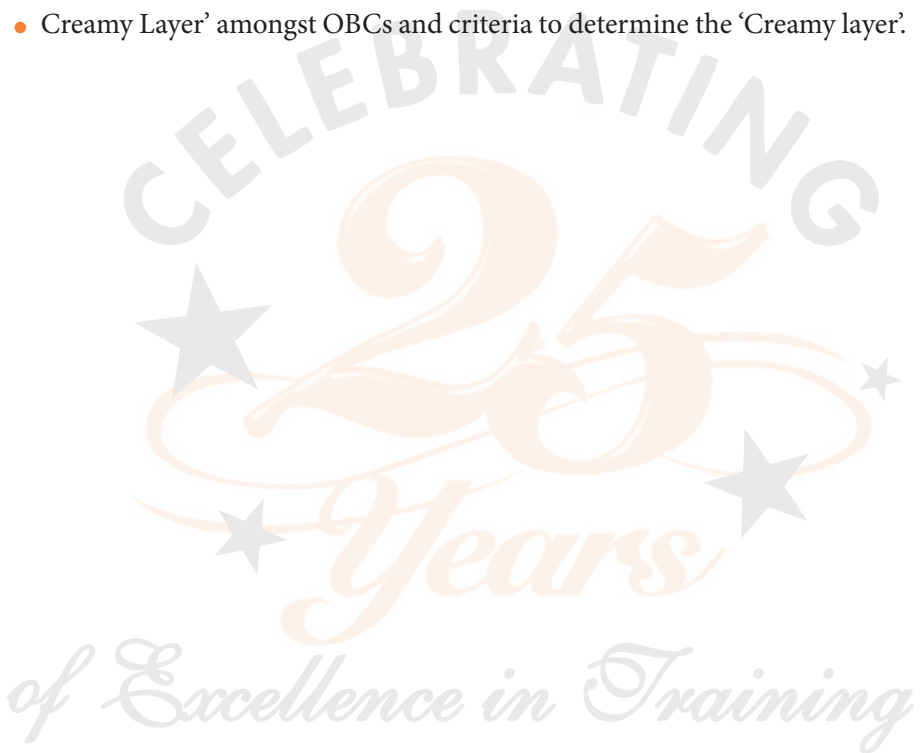
By the end of the program the participants would be able to have a fair idea of the following :

- The various provisions of constitution pertaining to reservation policy.
- The operational aspects of maintenance of Rosters, Concession/Relaxation in Recruitment & Promotion.
- The scope and applicability of reservation policy and reservations of persons with disability.
- The role of National Commissions, Parliamentary committee as well as liaison officers as well as verification of Certificates.

Program Contents :

- The policy of the Government on reservation for SCs, STs, and OBCs
- Key provisions of Reservation Policy
- Relaxations available to SCs, STs and OBCs; Own merit candidate
- Difference between post based reservation and vacancy based reservation
- Backlog vacancy and reasons for so many backlog vacancies in services
- Ceiling of 50% reservation applicable to backlog reserved vacancies of SCs, STs and OBCs
- Policy of government about appointment of less qualified SCs, STs and OBCs candidates
- Reasons for not giving reservation is case of promotion with in Group A
- Objective behind the issuance of case certificates to SCs and STs
- Procedure for issuing of SC/ ST/ OBC certificates and CA for the same

- Guidelines for scrutiny and verification of caste certificates of candidates at the time of their entry into Government service and whether it is fool proof so that genuine SC/ST are not deprived of their Constitutional rights
- Guidelines in case of migration of SCs/STs from one state to another state
- Action required when complaints are received about the genuineness of caste certificate and
- Procedure to be followed for punishing such an employee
- Creamy Layer' amongst OBCs and criteria to determine the 'Creamy layer'.



| Scheduled Dates | Who May Attend | Venue |
|-----------------|---|----------------|
| To be announced | Executives of all discipline (E4-E6) | IICM Ranchi |

राजभाषा का प्रयोग

अवधि : 3 दिन

कार्यक्रम लक्ष्य :

इस कार्यक्रम का लक्ष्य राजभाषा के प्रति जागरूकता एवं अभिरुचि पैदा करना है । साथ ही हिन्दी में काम करने के सुगम तरीके एवं इसकी उपयोगिता पर चिंतन करना भी है ताकि अधिकाधिक लोग हिन्दी में कार्य करने को प्रेरित हों ।

कार्यक्रम उद्देश्य :

इस कार्यक्रम के अंत में प्रतिभागी निम्नलिखित जानकारी/समझ प्राप्त करेंगे :

- राजभाषा के संवैधानिक प्रावधान
- हिन्दी में काम करने में आने वाली कठिनाइयाँ और उनके समाधान
- हिन्दी व्याकरण और मानक वर्तनी
- कार्यालय में राजभाषा के प्रयोग का व्यावहारिक पक्ष

कार्यक्रम विषय बिन्दु :

- राजभाषा हिन्दी की भूमिका, दशा एवं दिशा—वर्तमान परिपेक्ष्य में ।
- राजभाषा और हमारा दायित्व
- राजभाषा के संवैधानिक प्रावधान और हमारी जिम्मेदारियाँ
- हिन्दी राजभाषा का वैश्विक स्वरूप
- हिन्दी के कार्यान्वयन प्रयोग में आने वाली व्यावहारिक कठिनाइयाँ एवं इनके निराकरण के उपाय
- हिन्दी व्याकरण एवं टीका—टिप्पण लिखने में इसकी उपयोगिता
- कार्यालय में राजभाषा का अधिकाधिक प्रयोग तथा इसके सुगम तरीके

| निर्धारित तिथि | वांछित अनुभागी | स्थान |
|-------------------------|-------------------------------------|----------------------|
| राज.-1 सित. 03-05, 2018 | सभी विभागों के कार्यकारी (ई3-ई5) | आई.आई.सी.एम. रॉची |

Case Study Methodology

Duration : 3 days

Program Aim :

The aim of this program is to disseminate and generate industry wisdom with aid of specific case studies and developing customized procedures/processes in developing case studies in coal/mining industry.

Program Objective :

By the end of this program, the participants shall be able to:

- Understand relevance of case learning and teaching method in organizational setting
- Develop Case Writing Skills
- Identify and accept a topic to write a case and submit it in about three months time

Program Contents :

- Case studies
- Preparing Learning/Teaching notes
- Framing questions for discussions
- Generation of industry wisdom and its documentation
- Art of Interviewing in case study
- Writing skill of a case study

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|---------------------|----------------|
| CSM-1 May 28-30, 2018 | E3-E6 | IICM Ranchi |
| CSM-2 Nov 01-03, 2018 | Nomination from CIL | |
| CSM-3 Jan 07-09, 2018 | Nomination from CIL | |

Maintenance of Hydraulic Systems in HEMM

Duration : 3 days

Program Aim :

To enhance knowledge & skills of HEMM engineers for effectively & efficiently managing the equipment maintenance function.

Program Objective :

At the end of the program, the participants will get a fair understanding of the following:

- Basic concept of Hydraulics and its application in HEMMs.
- Maintenance of Hydraulic systems in HEMMs.

Program Contents :

- Basics of Hydraulics and its application in HEMMs.
- Maintenance of Hydraulic systems in HEMMs.
- Industrial Hydraulics and its application in different HEMMs.
- CBM of Hydraulic Systems in HEMMs.
- Trouble shooting in Hydraulic systems of HEMMs.

| Scheduled Dates | Who May Attend | Venue |
|-------------------------|------------------------|----------------|
| MEH-1 April 09-11, 2018 | E3-E6 (Excv. / E&M) | IICM Ranchi |

Maintenance of Electrical System in HEMM

Duration : 3 days

Program Aim :

To enhance knowledge & skills of HEMM engineers for effectively & efficiently managing the equipment maintenance function.

Program Objective :

At the end of the program, the participants should be aware of:

- Electrical Systems in HEMMs and its maintenance.
- Electrical Control devices in HEMMs and their maintenance.

Program Contents :

- Maintenance of Electrical systems in HEMMs.
- Introduction to Control Devices, its maintenance and Troubleshooting.
- Power Line equipment – Field Switch and cables.
- Indian Electricity Rules pertaining to Power Line equipment.

| Scheduled Dates | Who May Attend | Venue |
|------------------------|------------------------|----------------|
| MES-1 July 16-18, 2018 | E3-E6 (Excv. / E&M) | IICM Ranchi |

Total Cost Management

Duration : 3 days

Program Aim :

This program is aimed at bringing about cost consciousness amongst executives across functions and levels to enhance productivity competitiveness.

Program Objective :

By the end of this program the participants shall be able to:

- Understand a cost management system and its objectives
- Categorize different types of costs
- Understand a holistic framework to control and rationalize costs

Program Content :

- Understanding different types of cost in CIL
- Cost Categorizations
- Cost Breakdown Structure
- How Do We Manage Costs
- Activity Based Costing
- Target Costing
- Different rules regarding Cost Recording, Cost Calculation and Cost Management

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|--------|
| TCM-1 Dec 03-05, 2018 | E3-E5 | IICM |
| TCM-2 Dec 26-28, 2018 | E3-E5 | Ranchi |



Finance for Non Finance Executives

Duration : 5 days

Program Aim :

This training program is aimed to provide basic concepts of finance understanding which is required for an executive to discharge his/her roles effectively.

Program Objective :

By the end of this program the participants shall be able to :

- Enhances one's proficiency in basic financial terms and concepts
- Provide an overview of selected financial rules and regulations of the company
- Ability as an employee to handle financial objectives and decisions, particularly as TC member and also while framing NIT
- Understand and appreciate concerns of Finance Department and facilitate seeking financial approval of a proposal.

Program Content :

- Different financial terms
- Understanding the profit & loss account and balance sheet of the company
- Ratio analysis
- Basic understanding of different types taxes (Direct & Indirect)
- How to initiate different proposal and what are the different financial aspect kept in view
- Project evaluation technique
- General Financial Rules (GFR) - 2005
- Understanding financial and capital market

| Scheduled Dates | Who May Attend | Venue |
|--|---|----------------|
| FNF-1 Apr 11-13, 2018 FNF-2 Aug 23-25, 2018 | E3-E5 (Except Finance Discipline) E3-E5 (Except Finance) | IICM Ranchi |



MS Excel

Duration : 3 days

Program Aim :

This training program is aimed to develop a comprehensive understanding through hands on exercise on MS Excel Application for improving participant's efficiency at work place.

Program Objective :

By the end of this program the participants get fair understanding and workable hands on experience on the following :

Program Contents :

- The Basics
- Formatting a Worksheet
- Managing your workbooks
- Editing a Workbook
- Formulas
- Working with the Forms Menu
- Creating & Working with Charts
- Data Analysis & Pivot Tables

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|----------------|
| MSX-1 May 02-04, 2018 | E3-E5 | IICM Ranchi |

Quality Circle

Duration : 2 days

Program Aim :

To improve quality of process and output through problem identification, diagnosis and problem solving skills.

Program Objective :

By the end of the program the participants will gain fair understanding of the following :

- How to set up infrastructure for Quality Circle
- How to get commitment from management and employees?
- How to involve employees in continual improvement process?
- How to select QC projects; How to conduct QC meetings
- What is the QC problem solving methodology; How to validate the benefits and sustain it
- What are the criteria of evaluation to Participate in national and international competitions?
- How the initiative is deployed in other organisations?

Program Contents :

- Origin and objectives of QC
- 10 elements of successful QC, Infrastructure set up for QC
- Roles of coordinator, facilitator, leader and team members
- How to conduct QC meetings?
- QC and personal growth
- Problem solving tools and methodology; Identification of problem;
- Prioritisation of problem; Defining problem; Analysis of problem; Identification of root causes; Developing solution
- Resistance management; Implementation of solution; Benefit validation; Follow up and review
- Evaluation criteria of QCFI for national and international competitions
- Workshop & Case studies

| Scheduled Dates | Who May Attend | Venue |
|------------------------|----------------|--------|
| QC-1 April 06-07, 2018 | E3-E6 | IICM |
| QC-2 June 27-28, 2018 | E3-E6 | Ranchi |

Quality Consciousness

Duration : 2 days

Program Aim :

This program aims at imparting knowledge and insights on the concepts of ISO 9000, 9001:2000 and CMMI with specific discussion of the two integrated Disciplines-Quality Management and Process Improvement. It also presents a thorough discussion on Quality Management and Quality Systems implementation in Software Development.

Program Objective :

By the end of the program the participants will be able to understand:

- Provide an introduction to the fundamental concepts of statistical process control, total quality management, six sigmas and the application of these concepts, philosophies, and strategies to issues arising in government and industry.
- Enhance the participants understanding of the complexities of statistical analysis and control-chart interpretation and their work-place application.
- Provide skills in diagnosing and analyzing problems causing variation in manufacturing and service industry processes.
- Provide a basic understanding of “widely-used” quality analysis tools and techniques. Create an awareness of the quality management problem-solving techniques currently in use.

Program Contents :

- Computing Technology Concepts and Computer Use in Business
- Total Quality Management and Quality Management Systems
- 5S
- Quality Control Tools
- Six Sigma
- ISO 9001:2000 and ISO 9001:2008
- Software Development
- Software Quality
- Software Testing

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|---|----------------|
| QCO-1 May 11-12, 2018 | Executives of all Discipline (E6-E7) | IICM Ranchi |

Behaviorial Competency

Duration : 3 days

Program Aim :

To impart behavioural skills required for personal and organizational effectiveness

Program Objective :

By the end of the program the participants will be able to get insights into:

- His/her own behaviour
- Behaviour of others
- Behaviour Prediction
- Behaviour Modification

Program Contents :

- Understanding Self and Others
- Transactional Analysis
- Johari Window, FIROB
- Persuasive Communication
- Interpersonal Awareness
- Influencing Others
- Building Collaborative Relationships

| Scheduled Dates | Who May Attend | Venue |
|----------------------|--------------------------------------|-------------|
| BC-1 May 22-24, 2018 | Executives of all discipline (E3-E4) | IICM Ranchi |

Internal Trainer Certification Course

Duration : 5 days

Program Aim :

The program aims to leverage the existing knowledge and expertise within the organization and build a pool of certified internal trainers on specific areas. Thus, developing executives professionally in their own domain areas by providing essential trainers' skills so that they can impart training in their own areas of expertise as listed in para 1.10.6, Annexure 8 of CIL proposed L&D Policy.

Program Objective :

By the end of the program participants will get fair understanding of the following :

- Effective delivery of training and handling class
- Clarifying areas which participant want to pursue to become a certified trainer as per L&D Policy
- Get an opportunity to master trainers' skills by receiving expert feedback on delivering a mock lecture or learn through the presentation of his peers in the class

Program Contents :

- Principles of effective communication – “Getting the message across”
- Effective oral communication, The art of questioning
- Objectives of Training, the trainer's role and responsibility
- Methods of training – (i) Lecture Method (ii) Case Method (iii) Experiential Learning through role-play, games and exercises
- The art of session planning and delivering a presentation
- Mastering the training process-de-freezing, establishing rapport and credibility, handling distractions and deviant behaviour
- Types of training aids - How to make and use them
- Organizing and managing a training course, Evaluating training
- Testing trainee trainers - Individual presentations

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|-------------|
| ITC-1 Aug 06-10, 2018 | E5-E7 | IICM Ranchi |

e-Procurement

Duration : 2 days

Program Aim :

To input required knowledge of e-procurement and acquaint the executives to handle e-procurement in CIL.

Program Objective :

By the end of the program the participants will be able to understand:

- Need & benefits of e-procurement
- E-procurement process & prevailing practises in CIL
- E-procurement Manuals of Coal India Limited
- Challenges ahead

Program Content :

- Overview of e-commerce
- Basics of e-procurement
- e-procurement process in Coal India
- Discussion on different e-procurement manuals of Coal India (Goods, Works& Services)
- Live Demo/Case Study/Hands on Practices
- Drafting NITs for e-procurement (including intelligent Bill of Quantity formats)

| Scheduled Dates | Who May Attend | Venue |
|------------------------|----------------|----------------|
| EP-1 April 27-28, 2018 | E3-E6 | IICM Ranchi |
| EP-2 Oct 10-11, 2018 | E3-E6 | |
| EP-3 Nov 19-20, 2018 | E3-E6 | |
| EP-4 Feb 21-22, 2019 | E3-E6 | |

Ethics and Values in Governance

Duration : 3 days

Program Aim :

This program aims at refreshing and kindling ethical and value orientation already existing in our executives for taking organization into newer heights of performance, branding and credibility.

Program Objective :

By the end of the program the participants will be able to understand:

- Indian roots to ethics and human values
- Why ethical and value orientations are basic requirements for one's own growth and fulfilment within organization
- How to handle ethical dilemmas
- Ethical and value orientation as manual for leading happy and fulfilled life.

Program Contents :

- Sole nature walk: communication with nature
- Context settings, connection and orientation and what is ethics
- Framework of ethical governance
- Sharing in family
- Life's balance sheet
- Inner Governance: Listening to inner voice and finding inner compass
- Dealing with ethical dilemmas: How to live your best using creativity accountability & positivity
- Relationships at work and family, caring for public and improving the environment.
- Understanding purpose of my life: Leading a stress free, wholesome life in all dimensions
- Collective and Individual Action Plan

| Scheduled Dates | Who May Attend | Venue |
|--|----------------|----------------|
| EVG-1 July 23-25, 2018 EVG-2 Sept 03-05, 2018 | All executives | IICM Ranchi |

Competency Upgradation of Environmental Experts / Planners

Duration : 3 days

Program Aim :

To upgrade the knowledge of the Environmental experts / planners of EIA/EMP in terms of latest advancements in their area of expertise, use of appropriate tool for assessment of impact and planning.

Program Objectives :

At the end of the program the participants will be able to understand :

- Integration of land use related data/ information for assessing environmental impacts of developmental projects.
- Meteorology Air Quality Modelling & Prediction (AQ)
- Meteorology – measurement of wind speed, wind direction, relative humidity, wet and dry bulb temperature, rainfall etc.
- Selecting locations of sampling stations, monitoring / supervision of suspended and respirable particulate matter including handling of relevant equipment, collection and preservation of the samples
- Understanding of policies, guidelines and the legislation specifically related to air Pollution, water pollution, noise pollution etc.
- Ecology & Bio-diversity (EB) and conducting ecological/wildlife surveys, preparation of status report for rare, endangered and threatened species of animals and plants etc.
- Understanding of policies, guidelines and legislation related to R & R issues.
- Management of soil, Remediation of soil pollution /contaminated soils.

Program Contents :

- GIS based land use analysis and development
- Air Pollution Monitoring, Prevention & Control (AP)
- Water Pollution Monitoring, Prevention & Control (WP)
- Soil conservation, Air & water quality monitoring, Ecology & bio-diversity
- Adequate knowledge of EIA Legislation process in India
- Contribution to EIA documentation
- Socio-economic issues: Rehabilitation and Resettlement

| Scheduled Dates | Who May Attend | Venue |
|-------------------------|----------------|-------------|
| CUEP-1 June 11-15, 2018 | E4-E5 | IICM Ranchi |

Sustainability : An Approach Towards Stakeholder Engagement and Capacity Building

Duration : 2 days

Program Aim :

To make aware and build capacity through the techniques of engagements of Stake holders for the sustainable developments and achieving the sustainable Goals of the Company.

Program Objectives :

At the end of the program, participants will be able to understand :

- Concepts and building awareness on the key principles pertaining to Stakeholder Engagement.
- The benefit of engaging effectively with stakeholders for sustainable development.
- Importance of formal and informal engagements with stakeholders that occur throughout the coal mining cycle.
- The impact of stakeholder engagement in R&R issues; CSR projects, Environment Protection, supplier Relationship and customer Experience.
- Future strategy for using Stakeholder Engagement as an essential tool.

Program Contents :

- Sustainability and requirement of 'Sustainability Report' of the Company.
- Key principles pertaining to capacity Building through Stakeholder Engagement.
- Different aspects of Stakeholders Engagement.
- Impacts of Stakeholders engagement in R&R issues, CSR projects, Env't. Protection, Supplier relationship and customer relationship.
- Future strategy for using Stakeholder Engagement

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|--------|
| SUS-1 May 15-16, 2018 | E4-E5 | IICM |
| SUS-2 Feb 18-19, 2019 | E4-E5 | Ranchi |



Treatment of Mine Water, Conservation and its Distribution

Duration : 3 days

Program Aim:

To impart knowledge regarding Treatment of Mine water, Conservation and Distribution.

Program Objectives :

At the end of the program, participants will be able to:

- Understand Mine Pit Limnology and Mine water Quality.
- Understand different Criteria for Water quality monitoring and Water Testing
- Know different Process of Treatment of Water, Conservation and Reuse
- Understand key elements in preparing water supply Schemes
- Gain Fair idea of Rain Water harvesting and gainful Utilisation of Mine Water

Program Contents :

- Mine pit Hydrogeology, Water scarcity in surrounding Area and water Conservation & its reuse
- Mine Pit limnology and Water Quality
- Water quality monitoring and Water Testing
- Different Process of Treatment of Water, AMD Remediation
- Rain water harvesting.
- Design of water Supply schemes and Distribution
- Design of water Supply Scheme, pressure Filters, RO etc.

| Scheduled Dates | Who May Attend | Venue |
|------------------------|----------------|----------------|
| MWCD-1 Mar 12-14, 2019 | E3-E6 | IICM Ranchi |

Program on Purchase Manual

Duration : 2 days

Program Aim :

The aim of the program is to impart knowledge to the participants about the relevant guidelines and manuals, processes and techniques, statutory rules and common irregularities related to contracts dealing with procurement of goods.

Program Objectives :

- To impart knowledge about the procedures and management of contracts related to procurement of goods.
- To update the participants about the best practices in this field and to sensitize them about the common irregularities found in the process.

Program Contents :

- a) Designing of Bid Document.
 - Purpose of Bid Document & Salient Parts of Bid Document
 - General / Special Terms & Conditions of a Contract
 - Schedule of Requirements
 - Definitions & Interpretations, Avoidable Ambiguities
 - Obligations of Contractor and Employer
 - Safeguards in Bid Document Preparation
- b) Purchase Manual of CIL.
 - Standard Clauses of the Manual
 - Standard Bidding Document
 - Issues related to Purchase Manual
 - Provisions and Guidelines of the Manual
 - Case Studies
- c) Taxes and Duties Issues in Contract.
 - Obligation of Tax Deduction in Contract Management
 - Work Contract Tax
 - Goods & Services Tax
 - Tax Credits

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|--------|
| MP-1 May 18-19, 2018 | E3-E5 | IICM |
| MP-2 July 09-10, 2010 | E3-E5 | Ranchi |

Program on Contract Management Manual

Duration : 2 days

Program Aim :

The aim of the program is to impart knowledge to the participants about the relevant guidelines and manuals, processes and techniques, statutory rules and common irregularities related to contracts dealing with procurement of goods.

Program Objectives :

- To impart knowledge about the procedures and management of contracts related to procurement of goods.
- To update the participants about the best practices in this field and to sensitize them about the common irregularities found in the process.

Program Contents :

- a) Designing of Bid Document.
 - Purpose of Bid Document & Salient Parts of Bid Document
 - General / Special Terms & Conditions of a Contract
 - Schedule of Requirements
 - Definitions & Interpretations, Avoidable Ambiguities
 - Obligations of Contractor and Employer
 - Safeguards in Bid Document Preparation
- b) Contract Management Manual
 - Identification of Contract
 - Preparation & Compilation of Tender Documents
 - Sale of Tender Documents, Earnest Money
 - Tender opening, Evaluation & Award
 - Issue of LOI & Signing of Agreement
- c) Common irregularities in Contracts
- d) Taxes and Duties Issues in Contract
 - Obligation of Tax Deduction in Contract Management
 - Work Contract Tax
 - Goods & Services Tax
 - Tax Credits

| Scheduled Dates | Who May Attend | Venue |
|------------------------|--|-------------|
| MCM-1 July 19-20, 2018 | E4-E6 (Civil, E&M, MM, FIN, EXCV, M&S) | IICM Ranchi |
| MCM-2 Sep 27-28, 2018 | E4-E6 (Civil, E&M, MM, FIN, EXCV, M&S) | |

Civil Engineering Manual

Duration : 2 days

Program Aim :

To transfer technical expertise to the new entrants & others and develop behavioural competencies for assuring higher roles.

Program Objectives :

- Procedure and management of contracts related to civil works & services.
- Various insights of modified manual of civil engineering.
- Best practices in this field by rectifying common irregularities found in the process.

Program Contents :

- e-Procurement of works & services of CIL.
- Manual of civil engineering of CIL.
- Preparation of NIT for civil engineering works.
- Case studies / demo of e-procurement of works with reverse auction.

| Scheduled Dates | Who May Attend | Venue |
|--|----------------|----------------|
| MC-1 May 08-09, 2018 MC-2 Mar 04-05, 2019 | E3-E6 E3-E6 | IICM Ranchi |

Cybernetics

Duration : 3 days

Program Aim :

The aim of this program is to import training inputs and exposure in the domain of system and control that will supplement in their transition to be effective managers in Coal India Limited.

Program Objectives :

By the end of this program the participants shall be able to understand how the cybernetics has been used in various ways to attempt and manage the effective working of all manners of system – social, organizational, mechanical, electronic and others.

Program Contents :

- a) Technology Introduction
 - Technology evolution, Different parts of technology
 - How it impacted our lives
- b) Technologies in business
 - ICT, Internet, ERP, CRM, Supply Chain, HR
 - E-Commerce, Analytics
 - Business models that are changed by technology
- c) Impact of Mobile Technologies
 - Mobile Communication over the years, Access on the go
 - Mobile apps that changed the world
- d) New Technology that are reshaping the industry
 - IOT, AR/VR, Artificial Intelligence
 - Data analytics and visualization
- e) Impact of Technology in Coal Mining
 - Vehicle tracking system, IOT (Weigh Bridge)
 - UITDS, UAV
- f) Cyber Security
 - Risk of Technology, How do you protect ourselves
- g) World 2040

| Scheduled Dates | Who May Attend | Venue |
|----------------------|----------------|--------|
| CN-1 May 14-16, 2018 | E3-E6 | IICM |
| CN-2 Sep 24-26, 2018 | E3-E6 | Ranchi |

e-Office

Duration : 2 days

Program Aim :

To eliminate the huge paper work and to transit to less paper, make the system more efficient & transparent as per the Government of India initiative of Digital India.

Program Objectives :

- Moving from paper based office to less paper office
- Making system fast & transparent and manageable from anywhere at any time
- Make people accountable to organisation (ensure better file tracking system in office)

Program Contents :

- Introduction & need of e-office, scanning of its modules and e-mail creation, inbox & sending.
- Physical & e-file (e-mail Diversities), Digital signature, certificate registration and file movement reversed.
- File forwarding by time duration, packed file. (Correspondence with creation of file, attachment, draft for approval & movement of file and receipt.)

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|----------------|
| EO-1 May 22-23, 2018 | E3-E6 | IICM Ranchi |
| EO-2 June 29-30, 2018 | E3-E6 | |
| EO-3 Jan 21-22, 2019 | E3-E6 | |

Writing Skills

Duration : 3 days

Program Aim :

To develop written communication skill.

Program Objectives :

- Effective writing skill
- Able to write any communication logically
- Draft easy to understand official proposal

Program Contents :

- Definition and importance of writing skill
- Basic rules of effective writing
- Importance of written communication and strategies to improve writing
- Methods to start official writing and its process
- Types of writing and its commandments
- Different steps for developing effective writing skills
- Drafting of note sheet, proposal, enquiry report, charge sheet and official letters
- Need of making sure that the communications have the appropriate tone

| Scheduled Dates | Who May Attend | Venue |
|----------------------|----------------|----------------|
| WS-1 Feb 04-06, 2019 | E3-E4 | IICM Ranchi |



Competency Mapping

Duration : 3 days

Program Aim :

To inculcate Team Building concept among all level of executives with their counterpart, subordinate as well as seniors.

Program Objectives :

- To evaluate himself for better performance
- Concept of Team Building for better productivity
- Managers are able to more objectively appraise performance and be more specific in communicating to employees whatever is necessary for success

Program Contents :

- Introduction of Competency Mapping and Skill Gap Analysis
- Different types of Competency Mapping and benefits
- Competency mapping as a best tool of Business Development and benefits of using competency model
- Importance of competencies in the organization and limitation of Competency Mapping
- Action Plan for Competency Mapping and Strategies to fill up the gap
- Integrating 360° feedback with Performance Management System
- Competency mapping process and its steps for career pathway development

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|--------|
| CM-1 June 27-29, 2018 | E4-E6 | IICM |
| CM-2 July 11-13, 2018 | E4-E6 | Ranchi |

Land Acquisition Process

Duration : 3 days

Program Aim:

To equip the executives with basic facts of Land Acquisition.

Program Objectives :

- Concept and Meaning of Land Acquisition
- Process and Program related with compensation against acquired land
- R & R policy of CIL and different Acts related with Land Acquisition

Program Contents :

- Coal Bearing Act & new land Acquisition Act
- Forest Act and Procedure related with environmental clearance
- The R & R policy of Coal India
- Process adopted for payment of level compensation and giving employment against acquired land
- Types of legal cases related to land
- Rehabilitation of land losers
- Process adopted for assessing and payment of compensation to land losers
- Social Marketing of R & R policy, grievance handling and effect on Industrial Relations

of Excellence in Training

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|----------------|
| LAP-1 Feb 18-20, 2019 | E3-E6 | IICM Ranchi |

Program on Legal Issues

Duration : 3 days

Program Aim :

To make the executives aware of legal procedure and its implications.

Program Objectives :

- To generate awareness about service rules and their ethical value
- Concept of legal writing & methodology
- How to identify facts from available information
- How to avoid the illegal issues with practical approach

Program Contents :

- Process of identifying issues which may turn into legal cases in future against the company, definition of legal issues
- Common examples/types of legal issues in Coal Industry
- What is IRAC Method. Preparation of legal draft
- Service rules and regulations and its importance for ethical practice in job
- Role and importance of facts for legal Analysis
- Legal and ethical issues in Coal India Ltd
- Legal binding for implementation of the decisions of tribunal, High Court & Civil Court for the company
- Legal issues related to termination of services from the company and other labour issues
- Steps to be taken in case of breach of contract
- Types of legal cases related to land

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|--------------------|----------------|
| PLI-1 Sep 17-19, 2018 | E4-E7 (HR & Legal) | IICM Ranchi |
| PLI-2 Nov 01-03, 2018 | E4-E7 (HR & Legal) | |
| PLI-3 Dec 17-19, 2018 | E4-E7 (HR & Legal) | |
| PLI-4 Jan 03-05, 2019 | E4-E7 (HR & Legal) | |

Finance Manual

Duration : 2 days

Program Aim :

Development of basic understanding among the participants regarding general practices adopted during financial vetting / scrutiny. Awareness about role and responsibility of Finance Executives.

Program Objectives :

To update the participants about the best practices in this field and sensitise them about common irregularities found in the process.

Program Contents :

1. Finance Manual of Coal India Limited.
 - Personal Payments
 - Control cash management, stores payments etc.
2. General Financial Rules of Government of India.

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|--------|
| MF-1 July 26-27, 2018 | E3-E5 | IICM |
| MF-2 Sep 05-06, 2018 | E3-E5 | Ranchi |

First Class Coaching : Legislation

Duration : 10 days

Program Aim :

To train the 2nd Class Mining Certificate holders in the area of legislation, to enable them to pass first class Mine Manager Certificate.

Program Objectives :

By the end of the program, the participants would become fully aware and thorough in the aspects of mine legislations applicable to coal mines in India.

Program Contents :

- Mines Act, Mines Rules, VT Rules and Rescue Rules
- Opencast and underground working
- Inundation
- Mine fire
- Mine Explosion
- Dust
- General Lighting
- Mine hazard
- Haulage and winding
- CEAR 2010
- Explosive and Blasting
- Safety Management Plan
- Mine management
- Financial Management
- Environment Management
- Mines safety
- CMR 1957 and DGMS Circulars
- Duty and Responsibility of Statutory Persons

| Scheduled Dates | Who May Attend | Venue |
|------------------------|---------------------|--------|
| FCCL-1 Oct 08-12, 2018 | 2nd class Mining | IICM |
| FCCL-2 Oct 22-26, 2018 | Certificate Holders | Ranchi |

First Class Coaching : Mine Ventilation

Duration : 5 days

Program Aim :

To train the 2nd Class Mining Certificate holders in the area of Mine Ventilation, to enable them to pass first class Mine Manager Certificate.

Program Objectives :

By the end of the program, the participants would become fully aware and thorough in the techniques to be followed and safety aspects to be observed in the working of underground mines.

Program Contents :

- Centrifugal and Axial Flow Fan
- Mine and Fan Characteristics
- Natural Ventilation
- VEQ, Shanky diagram, Equivalent Orifice of Mine, geothermal gradient, SDB, Motive Column, Effective temperature
- Auxiliary and Booster Fans
- Selection of Mine Fan
- Efficacy of Mine Ventilation
- Statutory Provisions regarding Mine Ventilation
- Different types of Method used for Ventilating UG Mine
- Numerical Problems on Fan, Pressure- quantity, Atinkson Formula and Split
- Mine Fire
- Mine Inundation
- Mine Explosion
- Hazard in coal mines

| Scheduled Dates | Who May Attend | Venue |
|------------------------|--------------------------------------|-------------|
| FCCV-1 Jan 14-18, 2019 | 2nd class Mining Certificate Holders | IICM Ranchi |





First Class Coaching : Method of Working

Duration : 5 days

Program Aim :

To train the 2nd Class Mining Certificate holders in the area of underground and opencast coal mine working, to enable them to pass first class Mine Manager Certificate of DGMS.

Program Objectives :

By the end of the program, the participants would be fully aware of the techniques to be used in the working of underground and opencast coal mine keeping the safety aspects of prime importance.

Program Contents :

- Process of Shaft Sinking
- Methods used for winning UG Coal
- Opencast Working
- Slope Stability
- High wall Mining
- SMP
- SDL, CM, LHD and Surface Miner
- Strata Control
- Explosive and Blasting

| Scheduled Dates | Who May Attend | Venue |
|------------------------|--------------------------------------|-------------|
| FCCW-1 Nov 14-17, 2018 | 2nd class Mining Certificate Holders | IICM Ranchi |

Overburden Handling, Slope Failure & Slope Stability

Duration : 3 days

Program Aim :

To train executives of mining discipline in the area of opencast mine working, upgrade their knowledge, make them aware of best practices and inculcate in them the habit of keeping safety first.

Program Objectives :

By the end of the program, the participants would be fully aware of the best practices to be followed in open cast mining, techniques and planning to be used for optimum production while not at all compromising on safety.

Program Contents :

- Design of Haul Road
- Design of Bench
- Reasons of Dump Failure and Precaution taken
- Reasons of Slope Failure and Precaution taken
- Safety Management Plan
- Case Study
- Different types of slope and Dump failure

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|--------|
| OSS-1 May 02-04, 2018 | E3-E6 | IICM |
| OSS-2 Sep 27-29, 2018 | E3-E6 | Ranchi |

Highwall and Longwall Mining Technology

Duration : 3 days

Program Aim :

To train the executives of mining discipline in the area of mechanised underground and opencast mining. Upgrade their knowledge. Make them aware of the best practices and latest safety techniques to be constantly used in mines and inculcate in them the habit of keeping safety first always.

Program Objectives :

By the end of the program, the participants would be fully aware of the best and safe practices to be followed while working in mechanised underground mines. Techniques and planning to be used for optimum production while fully implementing best safety practices.

Program Contents :

- Reasons of Adoption of Highwall (HW) Mining
- Permission required for HW mining
- Safety taken in HW Mining
- Method of Working
- Brief description of Machineries used for HW Mining
- Case Study

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|---------------------------|-------------|
| HLW-1 Dec 03-05, 2018 | E3-E5 (Mining, Excv, E&M) | IICM Ranchi |
| HLW-2 Dec 26-28, 2018 | E3-E5 (Mining, Excv, E&M) | |

Mining for Non Mining

Duration : 5 days

Program Aim :

To make the participants aware of the legislations to be followed, best safety techniques & practices and general working of the coal mines.

Program Objectives :

By the end of the program, the participants would become fully aware of the workings of the coal mines and generally aware of the legislations, circulars and safety practices used in mines.

Program Contents :

- Mines Act and Subordinate Legislation
- Opencast and underground working
- Inundation
- Mine fire
- Mine Explosion
- Dust
- General Lighting
- Mine hazard
- Haulage and winding
- CEAR 2010
- Explosive and Blasting
- Safety Management Plan
- Mines safety
- CMR 1957 and DGMS Circulars

| Scheduled Dates | Who May Attend | Venue |
|------------------------|----------------|----------------|
| MNM-1 June 04-08, 2018 | E3-E6 | IICM Ranchi |

Program on HR Audit

Duration : 5 days

Program Aim :

To give an analytical, investigative and comparative process feedback about HR functions to enable and know about the effectiveness of personnel programs.

Program Objectives :

- To review every aspect of management of HR, to determine the effectiveness of each personnel program in an organisation.
- To seek explanation and information in respect of failure and success of HR.
- To evaluate implementation of policies.
- To evaluate the performance of personnel staff and employees.

Program Contents :

- HR Audit – Definition, Scope, Concept & Need
- Process & System
- Strength Based HR Audit
- HR as a system Perspective
- Analysis of an organisation

| Scheduled Dates | Who May Attend | Venue |
|---|---------------------------|----------------|
| HRA-1 July 24-28, 2018 HRA-2 Feb 19-23, 2019 | E4-E7 (Personnel, IED) | IICM Ranchi |



Apprenticeship Training

Duration : 3 days

Program Aim :

To create awareness & enhance skill for possible Apprentice.

Program Objectives :

By the end of the program the participants will be able to get insights into:

- The Basics of Apprentice Act and its Legal implications with the support of case study.

Program Contents :

- Apprentice Act – 2015 & 1961
- Meaning & Scope and limitation of Apprentice
- Skill Development & Apprenticeship for PAP.
- Case study related to termination of Apprenticeship contract.
- Settlement of Disputes with reference to court cases.
- Conduct & Discipline of Apprentice.
- Obligations of Employer as well as Apprentice.
- Work life, health, Safety and Welfare of Apprentice.

of Excellence in Training

| Scheduled Dates | Who May Attend | Venue |
|----------------------|---------------------------------|----------------|
| AT-1 Dec 10-12, 2018 | E3-E6 (Dealing with apprentice) | IICM Ranchi |
| AT-2 Feb 25-27, 2019 | E3-E6 (Dealing with apprentice) | |



Strategic General Management Program

Duration : 3 days

Program Aim :

To prepare top executives to meet contemporary challenges confronting organization and to shape their attitude to enable them to take breakthrough corporate decisions

Program Objectives :

At the end of the program the participants should have developed an insight on :

- Contemporary issues including cost, quality, profit, sustainability, land acquisition, project management, tendering processes, marketing of coal and corporate governance
- Attitude competency, emotional intelligence, creative problem solving process and ethical issues in decision making

Program Contents :

- Communication & Presentation Skill
- Leadership/Situational Leadership/Team Prodigality
- Strategy and Vision, Planning for growth
- Financial & Operational Management
- Preparing for the Interview, Attire/Physical Appearance, Goal of the Company, Approach to achieve the goal etc.
- Problem Solving & Decision Making

| Scheduled Dates | Who May Attend | Venue |
|------------------------|----------------|----------------|
| SGMP-1 Aug 23-25, 2018 | E6 & above | IICM Ranchi |

Radar Technology

Duration : 2 days

Program Aim :

To enable participants to understand the use of Radar Technology in Coal Mining.

Program Objectives :

By the end of the program the participants should have developed an insight about

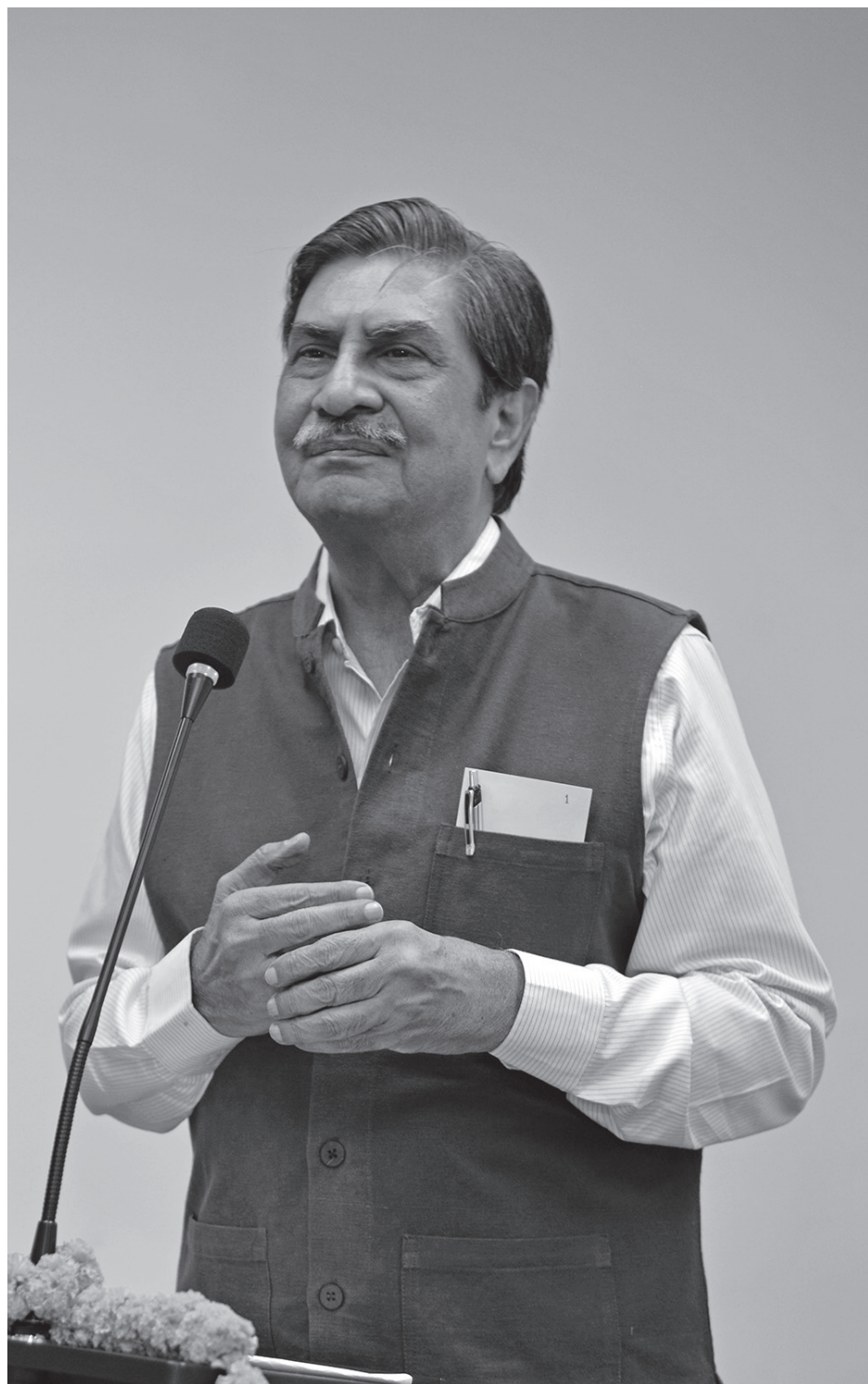
- What is Radar Technology?
- Basic Principal of Radar Technology
- Application of this technology in Mining Industry

Program Contents :

- Radar Technology
- Application of Radar Technology in O/C Mines.
- Application of Radar Technology in U/G Mines.
- Application of Radar Technology in Surveying.
- Other Applications.

| Scheduled Dates | Who May Attend | Venue |
|----------------------|----------------|----------------|
| RT-1 Dec 13-14, 2018 | E3-E5 | IICM Ranchi |





Training of Trainers for “Ethics in Public Governance”

Duration : 9 days

Program Aim :

The aim of the program is to create a pool of trainers on the subject of ethics in public governance at CIL and all its subsidiaries, who will in turn impart training to officers and staff at programs organized by HRD departments, so that the culture of ethical working gets deeply embedded at all levels in Coal India in all areas of its functioning.

Program Objective :

By the end of the program the participants shall be able to understand and acquire the skills for :

- Becoming an effective trainer on Ethics in Public Governance
- Be able to give examples from Coal industry and activities on ethical matters.
- Give training on ethics to officers and staff in a language which they can understand
- Share personal ethical experiences
- Be able to effectively motivate participants to act ethically in life & at workplace

Program Contents :

- Context and need of ethics in public governance
- Ethical dilemmas being faced
- Inclusive leadership, Effective living & ethical leadership
- Art of story telling and making effective power point presentations
- Inner search, Power of relationships, Good to great
- Go green-Creating awareness for mother earth and environment
- JOG with the POT, Care for India
- Continuous daily presentations by participants & feedbacks
- Life's Balance Sheet

| Scheduled Dates | Who May Attend | Venue |
|-----------------|--|-------------|
| To be decided | Participants selected by CEIC and its Chapters from CIL & Subsidiaries | IICM Ranchi |

Corporate Image Building

Duration : 2 days

Program Aim :

The aim of the program is to create awareness and sensitize the participants that a good corporate image of the organization is a necessary and critical corporate asset these days and directly linked to the success of the organization in all its areas of functioning.

Program Objective :

By the end of the program the participants shall be able to understand and acquire basic skills for

- Their correct behavioural pattern needed at the place they are posted, so that they can contribute to building of the better corporate image of CIL
- Best practices which contribute to the building of good corporate image
- An enthusiasm for contributing to the building of good corporate image of the organization – taking pride in being a Coal Indian and a good ambassador of Coal India

Program Content :

- Coal India's Objective, its integration with Country's Economy and Energy Policy
- Work done in Coal India especially in last ten years to enhance its corporate image
- CSR work being done in Coal India
- Green initiatives being taken by Coal India

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|-----------------|----------------|
| CIB-1 Oct 29-30, 2018 | E4-E6 (HR & PR) | IICM Ranchi |



Newly Introduced Programs

- Personality Development
- Capacity Utilization for Equipment
- Gender Sensitization
- System : Program on Internet of Things (IOT)
- System : Program on Android Application Development
- Maintenance of Hydraulic System – HEMM
- Emission Factor for Different Activity in Mining
- Total Cycle of HEMM Procurement
- Equipment Management in O/C Mines
- Procurement of Medicines
- Application of Geospatial Technology
- Ecology and Bio Diversity for Environment
- Record Maintenance
- Advance Survey Technique and its Application
- Advance Human Resource Management
- Overview of Autocad for Engineering Design
- Disposal of E-Waste Material : Rules, Regulations, Notifications
- Newer Concept & Roles of Industrial Engineering in CIL



Personality Development

Duration : 3 days

Program Aim :

The training module is aimed at the promotion of the strategies for the personality development of the participants. The rationale behind this endeavour is the recognition of the multifaceted influence of the personality of the employees upon organisational effectiveness.

Program Objectives :

The objective of the training programme is to bring about personality development with regard to the different behavioural dimensions that have far reaching significance in the direction of organisational effectiveness.

Program content :

- Introduction to Leadership
- Introduction to Interpersonal Relations, Analysis
- Relations of different ego states, Analysis of Transactions,
- Analysis of Strokes, Analysis of Life position
- Introduction to Communication, Flow of Communication, Listening, Barriers of Communication, How to overcome barriers of communication.
- Introduction to Stress, Causes of Stress, Impact Management of Stress, Managing Stress
- Group Dynamics Importance of groups in organization, and Team Interactions in groups, Group Building, Decision Taking, Team Building, Interaction with the Team, How to build a good team?
- Introduction to Conflict, Causes of Conflict, Managing Conflict
- Introduction to Performance Appraisal, Vertical Appraisal, Horizontal Appraisal,
- 360° Performance Appraisal,
- Techniques of Performance Appraisal.

- Time as a Resource, Identify Important Time
- Management Wasters, Individual Time Management
- Styles, Techniques for better Time Management.
- Introduction to Motivation, Relevance and types of Motivation, Motivating the subordinates,
- Analysis of Motivation



| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|----------------|
| PD-1 June 04-06, 2018 | E3-E6 | IICM Ranchi |

Capacity Utilization for Equipment

Duration : 3 days

Program Aim :

The Program is aimed at providing technical knowhow to participants in related field.

Program Objectives :

Participants will enhance and improve in areas of expert knowhow.

Program content :

- Surface Mining Methods (Strip Mining & Terrace Mining)
- Operation for Surface Mining Methods
- Equipment Configuration & Technical Specifications of all Open Cast Equipment
- Drilling & Blasting Design as per Required Production Rate
- Haul Road & OTR to match Equipment Annual Productivity
- Annual Productivity of Dragline, Drills & Dozers
- Annual Productivity of Loading & Hauling Equipments
- Surface Mine Service Infrastructure including Mine Water Reticulation,
- Capacity utilization of Open Cast Mine,
- Learning Test & Valedictory Session

| Scheduled Dates | Who May Attend | Venue |
|-----------------------------|------------------------------|----------------|
| CUEP-1 April 05-07, 2018 | E3-E6 (Excv, E&M, Mining) | IICM Ranchi |

Gender Sensitization

Duration : 2 days

Program Aim :

Aim is to make the participants aware about Gender roles discrimination, devaluation of woman and girls, gender identities including values of equality.

To identify the problems

- Raise awareness of biased
- Identify the biased based on gender & sexuality
- To change our attitudes

Program Objectives :

To contribute towards a gender sensitive society where solidarity, opportunities and responsibilities are shared by women and men in equal measure.

Program content :

- What is gender & gender sensitization
- Stereotype gender – constitutional provisions
- Laws related to women issues
- Sexual Harassment of women at work place (Prevention, Prohibition & Redressal) Act 2013
- Home & Health
- Women's movement
- Women & Media
- Violence against women

| Scheduled Dates | Who May Attend | Venue |
|----------------------|----------------|-------------|
| GS-1 Oct 29-30, 2018 | E3-E6 | IICM Ranchi |

System : Program on Internet of Things (IOT)

Duration : 5 days

Program Aim :

To impart knowledge about IoT application and scope in Consumer applications, Smart Home/ Home Automation, business and corporate settings (Enterprise IoT), Infrastructure Management etc.

Program Objectives :

By the end of this program the participants shall be able to :

Understand multiple technologies, including ubiquitous wireless communication, real-time analytics, machine learning, commodity sensors and embedded systems, wireless sensor networks, control systems, automation (including home and building automation), and all others contributing to enabling the Internet of things.

Program Contents :

Introduction – Concepts and Technologies

Overview

- IoT Application
- IoT System overview
- Machine Learning
- Artificial Intelligence

IoT Architecture

- Network and device architecture
- Client server model
- Publisher/Subscriber model

IoT Device design

- Sensors
- Temperature
- Humidity

- Motion
- Touch
- Pressure
- Current
- Ultrasonic Light

Interfacing with real world (Relay, Actuators)

Using Automation platforms

- Raspberry PI
- Node MCU
- ESP8266
- Arduino

Programming for devices

- Python
- Embedded C

Designing IoT Product

- Interfacing peripherals and programs
- Using GPIO
- Interrupt based data capture
- Polling based data capture
- Voice based automation (amazon alexa)
- Machine learning Demonstration

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|----------------|
| SYS-3 Dec 17-21, 2018 | E3-E6 | IICM Ranchi |

System : Program on Android Application Development

Duration : 5 days

Program Aim:

To impart knowledge and skills of Android Programming and application development.

Program Objectives:

By the end of this program the participants shall be able to :

- Have proper understanding of Android Programming
- Have ability to develop Android Applications

Program Contents :

Introduction to Java and Android

- Android Stack Introduction.
- Installing Android and creating first app on emulator
- Android Architecture and building blocks
- Android App build process.
- Java overview – Data types, Loops, Conditionals and Operators
- Android UI – resources, themes, threads etc
- Debugging in android
- Activities, Receivers, Adapters and Providers
- Telephony System Architecture of Android

Systems Programming and JNI Concepts

- Introduction to System programming in Android
- Java interface
- Native library implementation
- Building the sample native library
- Using native functions in Java code
- Security and Permissions.

- Android Graphics and Multimedia
- Basic Graphics - Input Handling, Audio / Video playback
- Assignments on playing audio and playing video
- Accessing Files system, SD Cards
- SQLite overview, Data Binding, Content Provider
- UI design aspects of Apps
- Gestures/touch/click handling
- Instantiate UI elements at runtime

Android Widget

- Other standard views in Android
- Android Widget Development

Android Networking

- Accessing the Internet
- Using Web services
- Location Sensing
- Client Server Programming
- Working with XML/JSON

Complete App Development

- Developing live App and modules
- Exposure to development on Phones/Tablets
- Developing custom launchers and skins.
- Applications utilizing location and maps

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|----------------|----------------|
| SYS-4 Jan 07-11, 2019 | E3-E6 | IICM Ranchi |

Maintenance of Hydraulic System – HEMM

Duration : 3 days

Program Aim :

The Program is aimed at providing technical knowhow to participants in related field.

Program Objectives :

Participants will enhance and improve in areas of expert knowhow.

Programme Contents :

- Basics of Hydraulics & HYD. Components of Hydraulic Equipment.
- Maintenance of Hydraulic Excavators.
- Troubleshooting of Hydraulic System of Hydraulic Excavators.
- Introduction to HYD Components of blast hole drill and troubleshooting.
- Condition based maintenance.

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|---------------------|----------------|
| MEH-1 Apr 09-11, 2018 | E3-E6 (Excv. / E&M) | IICM Ranchi |

Emission Factor for Different Activity in Mining

Duration : 2 days

Program Aim :

The Program is aimed at providing technical knowhow to participants in related field.

Program Objectives :

Participants will enhance and improve in areas of expert knowhow.

Programme Contents :

Effects due to Open Cast Mining & Underground Mining

- Problems & litigation
- Air
- Water
- Noise
- Vibration
- Dust

| Scheduled Dates | Who May Attend | Venue |
|------------------------|----------------|----------------|
| EFFM-1 Feb 25-26, 2019 | E3-E5 | IICM Ranchi |

Total Cycle of HEMM Procurement

Duration : 3 days

Programme Aim :

To make aware the participants for need recognition, Inspection and record HEMM procurement.

Programme Objective :

To fulfil target HEMM play a major role in CIL, which require efficient utilisation as HEMM are very costly. So timely planning for procurement is required.

Programme Content :

- HEMM population in Coal India and Role of HEMM in Coal production
- History of Procurement of HEMM in CIL and its Guidelines, Study of earlier NIT
- Need recognition/Equipment selection along with Price and terms
- Vigilance perspective, CIF and after Sale service
- Draglines, Excavator, Dumper ≥ 150 Te
- Procurement process and Loan from foreign Co.

| Scheduled Dates | Who May Attend | Venue |
|----------------------------|---|----------------|
| TCHP-1 July 26-28, 2018 | E4 – E6 (MM, Mining, E&M, Excav, Fin) | IICM Ranchi |

Equipment Management in O/C Mines

Duration : 3 days

Programme Aim :

To make aware the participants regarding how in open cast mines equipment especially HEMM management are important to achieve the target.

Programme Objectives :

In India 93-94% Coal are produced from O/C due to technology development and mechanisation, where equipment (HEMM) play a big role to achieve the target.

Programme Contents :

- Why open cast is profitable and till what time
- Why equipment Mngt; SoP, Study of Manual, Visit of OEM
- Inspection, PM and CM(Corrective Maintenance), Keeping record (Log book)
- Break Down maintenance, MTBF and MTTR
- Use of CMMS (Maintenance Mngt. System), Master Maintenance Plan
- Consequence of poor maintenance; AMC, CMC or Full service with parts warranty
- Performance monitoring and Evaluation

of Excellence in Training

| Scheduled Dates | Who May Attend | Venue |
|----------------------------|---------------------------------|----------------|
| EMOCM-1 Aug 16-18, 2018 | E4-E6 (Mining, Excav, & E&M) | IICM Ranchi |

Procurement of Medicines

Duration : 2 days

Programme Aim :

The aim of the program is to impart knowledge to the participants about the relevant guidelines and manuals, processes and techniques, statutory rules and common irregularities related to procurement of medicines in public sector.

Programme Objectives :

By the end of the programme the participants shall be able to understand :

- Procedures to be followed and management of contracts related to procurement of medicines.
- Best practices in this field and to sensitize them about the common irregularities found in the process of procurement of medicines.

Programme Contents :

- Overview of procurement of medicines in public sector.
- Purchase manual of CIL.
- Process of procurement of medicines in Coal India.
- CVC guidelines to be followed.
- Taxes and Duties issues.

of Excellence in Training

| Scheduled Dates | Who May Attend | Venue |
|-----------------------|---|----------------|
| PRM-1 Dec 18-19, 2018 | Executives Dealing in Medicine Procurement | IICM Ranchi |

Application of Geospatial Technology

Duration : 3 days

Programme Aim :

To input required knowledge of Geospatial technology to the participants. The programme will acquaint the executives about use of GPS, GIS and RS technology in Mining Industry for various applications.

Programme Objectives :

By the end of the programme the participants will be able to understand :

- Global Positioning System (GPS)
- Geographical Information System (GIS)
- Remote Sensing (RS)
- Different Equipments used in Geospatial Technology.

Programme Contents :

- Overview of Geospatial Technology, and its application in mining sector.
- Projection system
- Correlation survey using Gyromat.
- Global Positioning System (GPS) and its applications.
- Hands on data acquisition and data processing of GPS.
- Electronic Total Station (ETS) and its application
- Application of Drone and Digital Photogrammetry.
- Fundamental of Remote Sensing and GIS.
- Applications of Remote Sensing in Coal Mining.
- Applications of Geospatial Technology in Mineral Exploration.
- Applications of Geospatial Technology in Mining.
- Applications of Geospatial Technology in Environmental Management.
- GIS Applications.

| Scheduled Dates | Who May Attend | Venue |
|------------------------|----------------|----------------|
| AGST-1 Jan 28–30, 2019 | E4-E6 | IICM Ranchi |

Ecology and Bio Diversity for Environment

Duration : 2 days

Programme Aim :

Understanding **Biodiversity** and Ecosystem functioning in a changing world with special emphasis on Mining region. Preparing the participants for Bio diversity conservation as per statutes of EMP clearance.

Program Objective :

- To spread awareness about Ecology and Bio Diversity
- To learn about how diversity emerged, as plants, animals, and microbes became adapted to the environment and to each other.
- To take on the **ecological** and environmental challenges at local, national levels

Program Contents :

- Brief Introduction to Ecology and Biodiversity
- Impact Assessment of Mining on Ecology & Bio Diversity
- Scientific study of the distributions, abundance and relations of organisms and their interactions with the environment
- Flora and Fauna around our Mining Area
- Requirement of Ecological and Biodiversity study / reports in preparation of EMP

of Excellence in Training

| Scheduled Dates | Who May Attend | Venue |
|---------------------------|-------------------------|----------------|
| EBFE-1 Mar 25-26, 2019 | E3-E6 (Mining & Env't.) | IICM Ranchi |

Record Maintenance

Duration : 2 days

Programme Aim :

To explore possibilities in areas of record upkeep.

Program Objective :

Participants will enhance and improve in areas of expert knowhow.

Program Contents :

Records management, Policies directly impacting the effectiveness of an organization's day to day operations. Without control, records have the potential to raise operating/production costs. The course will deal in importance of record maintenance and good documentation.

| Scheduled Dates | Who May Attend | Venue |
|----------------------|----------------|----------------|
| RM-1 Nov 01-02, 2018 | E3-E5 | IICM Ranchi |

Advance Survey Technique and its Application

Duration : 5 days

Programme Aim :

To make participants aware of the latest survey techniques.

Program Objective :

To collect field data, prepare plan or map of the area surveyed, analyse and calculate the field parameters for setting out operations of actual engineering work through advance survey techniques.

Program Contents :

- As per Technical Aspect

| Scheduled Dates | Who May Attend | Venue |
|------------------------|--------------------------|----------------|
| ASTA-1 Oct 22-26, 2018 | E4-E7 (Civil, Survey) | IICM Ranchi |

Advance Human Resource Management

Duration : 5 days

Programme Aim :

To make participants aware of the latest Human Resource Management techniques.

Program Objective :

Participants will enhance and improve in areas of expert knowhow.

Program Contents :

- Understanding the Emerging Context of HRM
- Employee Sourcing
- Organization Socialization
- Employee Engagement
- Managing a Different Workplace
- Strategic Human Resource Management
- Strategic Thinking for HR Managers
- Balance Scorecard
- Leadership Development and Talent Management
- Employee Conduct and Discipline
- Reward & Recognition
- Employment Relations at Global Level
- HR Challenges in Mergers & Acquisitions
- Facing HR Challenges : Agenda Setting

| Scheduled Dates | Who May Attend | Venue |
|---------------------------|----------------|----------------|
| AHRM-1 Sep 24-28, 2018 | E4-E6 (HR) | IICM Ranchi |

Overview of Autocad for Engineering Design

Duration : 3 days

Programme Aim :

The aim of the programme is to impart knowledge to the participants about Computer Aided Drafting of Engineering Drawings.

Program Objective:

- To impart knowledge about the principles, conventions and applications of orthographic and isometric projections.
- To impart the knowledge about dimensioning principles and conventional representations.

Program Contents:

- Introduction to Computer Aided Drafting-I
- Introduction to Computer Aided Drafting-II
- Conventions and applications of Drawings along with dimensioning principles.
- Conventions and applications for 3D drawings.

| Scheduled Dates | Who May Attend | Venue |
|------------------------------|----------------|----------------|
| AUTOCAD-1 Sep 17-19, 2018 | E3-E6 | IICM Ranchi |

Disposal of *E-Waste* Material : Rules, Regulations, Notifications

Duration : 2 days

Programme Aim :

To acquaint and sensitise the participants regarding the relevant rules, regulations and procedures to be adopted for disposal of E-waste and its management. The aim of the program is to spread awareness about various issues involved in *e-waste management* and generation, particularly from *Indian* perspective.

Program Objective:

- To acquaint with the prevailing Rules & Regulations of E-waste management in India.
- Be able for effective management of E-waste
- To spread awareness about various issues involved in E-waste management & generation.

Program Contents:

- Overview of *E waste* generation & associated problems for its disposal.
- *E-waste (Management and Handling)* Rules, 2011
- Restrictions on usage of hazardous substances as per global best-practices
- Prevention of *E-waste* dumping in the country
- *E-waste* recycling and recovery

| Scheduled Dates | Who May Attend | Venue |
|-----------------------------|----------------|----------------|
| DEWM-1 Feb 04 – 05, 2019 | E3-E6 | IICM Ranchi |

Newer Concept & Roles of Industrial Engineering in CIL

Duration : 2 days

Programme Aim :

The aim of the programme is to give insights about newer concept of I.E. and impart knowledge about Roles of Industrial Engineers in CIL.

Programme Objectives :

By the end of this programme, the participants shall be able to understand about :

- Newer concept & Role of Industrial Engineers
- Concept of Total Productivity
- Industrial Engineering techniques used in Coal Mining.

Programme Contents :

- Roles of Industrial Engineers in CIL
- Higher productivity with human resource interface & concept of Total Productivity
- Industrial Engineering techniques used in coal mining
- Newer concepts of I.E. for 21st century
- ERP : a major tool for I.E. & its implementation

| Scheduled Dates | Who May Attend | Venue |
|---------------------------|----------------|----------------|
| NRIE-1 Jan 29-30, 2019 | E4-E6 | IICM Ranchi |



Annual Program Schedule

April 2018

| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
|---------|--------------|--|--------------------|-------------------------------------|--------------------|----------------------|
| 1 | SM - 1 | Safety Management | 4 | E4 - E6 (Mining, Excavation & E&M) | 02 - 05 April 2018 | G. K. Vaishnav |
| 2 | CPS - 1 | Communication & Presentation Skill | 3 | E3 - E6 | 03 - 05 April 2018 | D. Pandey |
| 3 | PCUE - 1 | Program on Capacity Utilisation for Improving Productivity | 3 | E3 - E6 (Excav, E&M, Mining) | 05 - 07 April 2018 | Dr. S. Dutta |
| 4 | QC - 1 | Quality Circle | 2 | E3 - E6 | 06 - 07 April 2018 | D. R. Sharma |
| 5 | MEH - 1 | Maintenance of Hydraulic System Hemm | 3 | E3 - E6 (Excav, E&M) | 09 - 11 April 2018 | B. P. Singh |
| 6 | FSPM - 1 | Functional Skill Program for Medical (Gastroenterology) | 3 | E3 - E6 (Medical) | 09 - 11 April 2018 | N. Prakash |
| 7 | EDP - 1 | Executive Development Program | 5 | E3 - E6 | 09 - 13 April 2018 | Shobha Jha |
| 8 | ERM - 1 | Enterprise Risk Management | 5 | E4 - E7 | 09 - 13 April 2018 | Tina Roy |
| 9 | FNF - 1 | Finance for Non Finance | 3 | E3 - E5 (Except Finance Discipline) | 11 - 13 April 2018 | R. Tanwar |
| 10 | LDP - 1 | Leadership Development Program | 5 | E6 - E7 | 16 - 20 April 2018 | Sanjay |
| 11 | CIAS - 1 | Certified Internal Audit Skills in Ms | 5 | E3 - E6 | 16 - 20 April 2018 | G. K. Vaishnav |
| 12 | TSDP - 1 | Technology Skill Development Program | 12 | Env - 1/17 (12 No) | 16 - 28 April 2018 | Dr. D. K. Maitin |
| 13 | TSDP - 2 | Technology Skill Development Program | 12 | M1(A)/17 (41 No.) | 16 - 28 April 2018 | STC, CMPDIL |
| 14 | MSDP - 1 | Managerial Skill Development Program | 12 | Excav 1/17/ Geo 01/17 (39+24) | 16 - 28 April 2018 | Ajit Singh |
| 15 | GMP - 1 | General Management Program | 5 | E5 and above | 23 - 27 April 2018 | Dr. S. Dutta |
| 16 | CLRA - 1 | Contract Labour Regulation Act | 2 | E3 - E5 | 24 - 25 April 2018 | Tina Roy |
| 17 | EP - 1 | e-Procurement | 2 | E3 - E6 | 27 - 28 April 2018 | Mohit Jain |

| May 2018 | | | | | | |
|----------|--------------|---|--------------------|---|----------------------|----------------------|
| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
| 1 | OSS - 1 | Overburden Handling, Slope Failure & Slope Stability | 3 | E3 - E6 | 02 - 04 May 2018 | B. Kishore |
| 2 | MSX - 1 | Ms Excel | 3 | E3 - E5 | 02 - 04 May 2018 | C. Pandey |
| 3 | TSDP - 3 | Technology Skill Development Program | 12 | M1/B/17(41 No.) | 02 - 15 May 2018 | STC, CMPDIL |
| 4 | FSDP - 1 | Functional Skill Development Program | 12 | Fin/1/17 (82 No.) | 02 - 15 May 2018 | Shobha Jha |
| 5 | CMP - 1 | Contract Management Program | 5 | E3 - E6 | 07 - 11 May 2018 | Dr. S. Dutta |
| 6 | MC - 1 | Civil Engineering Manual | 2 | E3 - E6 | 08 - 09 May 2018 | D. Pandey |
| 7 | SMTSM - 1 | Stress Management Through Self Management | 3 | Executives of all Disciplines | 08 - 10 May 2018 | Dr. D. K. Maitin |
| 8 | CN - 1 | Cybernetics | 3 | E3 - E6 | 14 - 16 May 2018 | C. Pandey |
| 9 | SUS - 1 | Sustainability : "An Approach Towards Stakeholder Engagement & Capacity Building" | 2 | E3 - E5 | 15 - 16 May 2018 | G. K. Vaishnav |
| 10 | GST - 1 | Goods and Service Tax | 2 | E3 - E6 | 18 - 19 May 2018 | A. Agarwal |
| 11 | MP - 1 | Purchase Manual | 2 | E3 - E5 | 18 - 19 May 2018 | Ajit Singh |
| 12 | TSDP - 4 | Technology Skill Development Program | 12 | Civ/1/17 (19 No.) | 21 May - 02 Jun 2018 | STC, CMPDIL |
| 13 | MSDP - 2 | Managerial Skill Development Program | 12 | Legal, MM, M&S, PR, Raj, IE - 01/17(63) | 21 May - 02 Jun 2018 | Dr. S. Dutta |
| 14 | EO - 1 | e-Office | 2 | E3 - E6 | 22 - 23 May 2018 | Mohit Jain |
| 15 | VA - 1 | Vigilance Awareness | 3 | E3 - E6 | 22 - 24 May 2018 | N. Prakash |
| 16 | MDP - 1 | Mentorship Development Program | 3 | E4 - E7 | 24 - 26 May 2018 | B. P. Singh |
| 17 | CSM - 1 | Case Study Methodology | 3 | E3 - E6 | 28 - 30 May 2018 | Ajit Singh |
| 18 | TAKM - 1 | Talent Acquisition Knowledge Management | 3 | E4 - E6 | 28 - 30 May 2018 | Shobha Jha |

June 2018

| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
|---------|--------------|--|--------------------|---|----------------------|----------------------|
| 1 | TSDP - 4 | Technology Skill Development Program (Contd.) | 12 | Civ/1/17 (19 No.) | 21 May - 02 Jun 2018 | STC, CMPDIL |
| 2 | MSDP - 2 | Managerial Skill Development Program (Contd.) | 12 | Legal, MM, M&S, PR, Raj, IE - 01/17(62) | 21 May - 02 Jun 2018 | Dr. S. Dutta |
| 3 | PD - 1 | Personality Development | 3 | E3 - E6 | 04 - 06 June 2018 | Sanjay |
| 4 | PCUE - 2 | Program On Capacity Utilisation & Productivity Improvement | 3 | E3 - E6 | 04 - 06 June 2018 | Dr. D. K. Maitin |
| 5 | MNM - 1 | Mining For Non Mining Executives | 5 | E3 - E6 | 04 - 08 June 2018 | B. P. Singh |
| 6 | FSDP - 2 | Functional Skill Development Program | 12 | Fin/2/17(82 No.) | 04 - 18 June 2018 | A. Agarwal |
| 7 | MDP - 2 | Mentorship Development Program | 3 | E4 - E7 | 05 - 07 June 2018 | Sandeep Kumar |
| 8 | PRE - 1 | Preparatory Program for Retiring Executives | 3 | Executives above 55 years | 11 - 13 June 2018 | Shobha Jha |
| 9 | SMP - 1 | Senior Management Program | 5 | E3 - E6 | 11 - 15 June 2018 | N. Prakash |
| 10 | CUEP - 1 | Competency Upgradation of Environmental Experts And Planners | 5 | E4 - E5 | 11 - 15 June 2018 | G. K. Vaishnav |
| 11 | TSDP - 5 | Technology Skill Development Program | 12 | Excvt/1/17 (39 No.) | 11 - 23 June 2018 | STC, CMPDIL |
| 12 | QC - 2 | Quality Circle | 2 | E3 - E6 | 27 - 28 June 2018 | Dr. D. K. Maitin |
| 13 | CM - 1 | Competency Mapping | 3 | E4 - E6 | 27 - 29 June 2018 | Sanjay |
| 14 | EMOCM - 1 | Equipment Management In Open Cast Mines | 3 | E4 - E6 | 27 - 29 June 2018 | Dr. S. Dutta |
| 15 | CPS - 2 | Communication & Presentation Skill | 3 | E3 - E6 | 28 - 30 June 2018 | Tina Roy |
| 16 | EO - 2 | e-Office | 2 | E3 - E6 | 29 - 30 June 2018 | C. Pandey |

| July 2018 | | | | | | |
|-----------|--------------|---|--------------------|--|----------------------|----------------------|
| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
| 1 | GMP - 2 | General Management Program | 5 | E5 and above | 02 - 06 July 2018 | C. Pandey |
| 2 | PMCC - 1 | Project Management for Coal Companies | 5 | E3 - E5 | 02 - 06 July 2018 | Dr. S. Dutta |
| 3 | TSDP - 6 | Technology Skill Development Program | 12 | Geo/1/17 (24 No.) | 02 - 17 July 2018 | STC, CMPDIL |
| 4 | FSDP - 3 | Functional Skill Development Program | 12 | Legal/1/17 (16 No.) | 02 - 17 July 2018 | B. P. Singh |
| 5 | RTI - 1 | Right to Information Act | 2 | E3 - E5 | 09 - 10 July 2018 | N. Prakash |
| 6 | MP - 2 | Purchase Manual | 2 | E3 - E5 | 09 - 10 July 2018 | Ajit Singh |
| 7 | CM - 2 | Competency Mapping | 3 | E4 - E6 | 11 - 13 July 2018 | Tina Roy |
| 8 | TAKM - 2 | Talent Acquisition Knowledge Management | 3 | E4 - E6 | 11 - 13 July 2018 | G. K. Vaishnav |
| 9 | MDP - 3 | Mentorship Development Program | 3 | E4 - E7 | 16 - 18 July 2018 | Sanjay |
| 10 | MES - 1 | Maintenance Of Electric System HEMM | 3 | E3 - E6 (Excv. & E&M) | 16 - 18 July 2018 | Dr. S. Dutta |
| 11 | STMP - 1 | Strategic Management Prog. (NCGG) | 5 | E5 - E7 | 16 - 20 July 2018 | N. Prakash |
| 12 | MCM - 1 | Contract Management Manual | 2 | E4 - E6 (Civil, E&M, MM, Fin, Excv, M&S) | 19 - 20 July 2018 | D. Pandey |
| 13 | SMTSM - 2 | Stress Management Through Self Management | 3 | Executives of all Disciplines | 19 - 21 July 2018 | Dr. D. K. Maitin |
| 14 | EVG - 1 | Ethics And Values In Governance | 3 | E4 - E6 | 23 - 25 July 2018 | C. Pandey |
| 15 | HRA - 1 | Hr Audit & Analytics | 5 | E3 - E5 (Hr) | 23 - 27 July 2018 | Shobha Jha |
| 16 | TSDP - 7 | Technology Skill Development Program | 12 | Geo/1/17 (24 No.) | 23 Jul - 04 Aug 2018 | STC, CMPDIL |
| 17 | FSDP - 4 | Functional Skill Development Program | 12 | Legal/1/17 (16 No.) | 23 Jul - 04 Aug 2018 | R. Tanwar |
| 18 | MF - 1 | Finance Manual | 2 | E3 - E5 | 26 - 27 July 2018 | Sandeep Kumar |
| 19 | TCHP - 1 | Total Cycle of HEMM Procurement | 3 | E4 - E6 (MM, Mining, E&M, Excv, Fin) | 26 - 28 July 2018 | B. P. Singh |
| 20 | CMC - 1 | Coal Medical Conference | 3 | Executives of Medical Discipline | 28 - 30 July 2018 | N. Prakash |
| 21 | ISO - 1 | Awareness Program on ISO 9001, ISO 14001, OHSAS 18001 | 3 | E4 - E6 | 30 Jul - 01 Aug 2018 | Dr. S. Dutta |

August 2018

| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
|---------|--------------|--|--------------------|-------------------------------|----------------------|----------------------|
| 1 | TSDP - 7 | Technology Skill Development Program (Contd.) | 12 | Geo/1/17 (24 No.) | 23 Jul - 04 Aug 2018 | STC, CMPDIL |
| 2 | FSDP - 4 | Functional Skill Development Program (Contd.) | 12 | Legal/1/17 (16 No.) | 23 Jul - 04 Aug 2018 | R. Tanwar |
| 3 | ISO - 1 | Awareness Program on ISO 9001, ISO 14001, OHSAS 18001 (Contd.) | 3 | E4 - E6 | 30 Jul - 01 Aug 2018 | N. B. Raviteja |
| 4 | CWE - 1 | Coal Washery Environment Issues | 3 | E3 - E6 (Mining & Env.) | 02 - 04 Aug 2018 | G. K. Vaishnav |
| 5 | LDP - 2 | Leadership Development Program | 5 | E6 - E7 | 06 - 10 Aug 2018 | C. Pandey |
| 6 | EDP - 2 | Executive Development Program | 5 | E3 - E5 | 06 - 10 Aug 2018 | Mohit Jain |
| 7 | ITC - 1 | Internal Trainer Certification | 5 | E5 - E7 | 06 - 10 Aug 2018 | A. Agarwal |
| 8 | CBQC - 1 | Coal Beneficiation & Quality Control | 2 | E5 - E7 (Mining, M&S) | 13 - 14 Aug 2018 | Ajit Singh |
| 9 | SICSR - 1 | Social Impact Studies for CSR Activity Assessment | 2 | E3 - E6 (CD, HR & Envt) | 13 - 14 Aug 2018 | Dr. D. K. Maitin |
| 10 | TSDP - 8 | Technology Skill Development Program | 12 | Sys/1/17 (14 No.) | 13 - 25 Aug 2018 | STC, CMPDIL |
| 11 | MSDP - 3 | Managerial Skill Development Program | 12 | M - 1(A)/17 (82 No.) | 13 - 25 Aug 2018 | Sandeep Kumar |
| 12 | EFS - 1 | Environment, Forest & Sustainability | 3 | E3 - E5 (Mining & Envt.) | 16 - 18 Aug 2018 | G. K. Vaishnav |
| 13 | PRE - 2 | Preparatory Program For Retiring Executives | 3 | Executives above 55 years | 16 - 18 Aug 2018 | Shobha Jha |
| 14 | EMOCM - 2 | Equipment Management In Open Cast Mines | 3 | E4 - E6 (Mining, Excv, & E&M) | 16 - 18 Aug 2018 | B. P. Singh |
| 15 | FNF - 2 | Finance for Non Finance | 3 | E3 - E5 (Except Finance) | 23 - 25 Aug 2018 | Rohit Tanwar |
| 16 | TSAF - 1 | Outbound Leadership Program With TSAF, Jamshedpur | 3 | Age below 35 years | 23 - 25 Aug 2018 | To be Announced |
| 17 | SGMP - 1 | Strategic General Management Program | 3 | E6 & Above | 23 - 25 Aug 2018 | N. Prakash |
| 18 | VA - 2 | Vigilance Awareness | 3 | E3 - E6 | 23 - 25 Aug 2018 | D. R. Sharma |
| 19 | CMG - 1 | Contract Management (Goods) | 3 | E3 - E5 | 27 - 29 Aug 2018 | Sandeep Kumar |
| 20 | SMP - 2 | Senior Management Program | 5 | E5 - E6 | 27 - 31 Aug 2018 | Sanjay |
| 21 | SYS - 1 | Functional Skill Program for System : Linux Administration | 5 | E2 - E6 (System) | 27 - 31 Aug 2018 | Mohit Jain |

September 2018

| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
|---------|--------------|---|--------------------|---|----------------------|----------------------|
| 1 | EVG - 2 | Ethics and Values in Governance | 3 | E4 - E6 | 03 - 05 Sep 2018 | G. K. Vaishnav |
| 2 | RAJ - 1 | Workshop on Rajbhasha | 3 | E3 - E5 | 03 - 05 Sep 2018 | D. Pandey |
| 3 | FSPM - 2 | Functional Skill Program for Medical (Critical Care & Medicine) | 3 | E5 - E6 (Medical) | 03 - 05 Sep 2018 | N. Prakash |
| 4 | TSDP - 9 | Technology Skill Development Program | 12 | E&T/1/17 (09 No.) | 03 - 15 Sep 2018 | STC, CMPDIL |
| 5 | MSDP - 4 | Managerial Skill Development Program | 12 | (Civ, E&M, Env, 01/17 (52 No.) | 03 - 15 Sep 2018 | Shobha Jha |
| 6 | MF - 2 | Finance Manual | 2 | E3 - E5 | 06 - 07 Sep 2018 | Sandeep Kumar |
| 7 | CPS - 3 | Communication & Presentation Skill | 3 | E3 - E6 | 10 - 12 Sep 2018 | Mohit Jain |
| 8 | GMP - 3 | General Management Program | 5 | E5 and above | 10 - 14 Sep 2018 | C. Pandey |
| 9 | ERM - 2 | Enterprise Risk Management | 5 | E4 - E7 | 10 - 14 Sep 2018 | B. P. Singh |
| 10 | TCHP - 2 | Total Cycle of Hemm Procurement | 3 | E4 - E6 (MM, Mining, E&M, Excav, Fin) | 13 - 15 Sep 2018 | Dr. S. Dutta |
| 11 | ISO - 2 | Awareness Program on ISO 9001, ISO 14001, OHSAS 18001 | 3 | E4 - E6 | 17 - 19 Sep 2018 | Dr. D. K. Maitin |
| 12 | PLI - 1 | Program on Legal Issues | 3 | E4 - E7 (HR & Legal) | 17 - 19 Sep 2018 | Sanjay |
| 13 | AUTO-CAD - 1 | Overview of Autocad For Engg Design | 3 | E3 - E6 | 17 - 19 Sep 2018 | N. B. Raviteja |
| 14 | MDP - 4 | Mentorship Development Program | 3 | E4 - E7 | 24 - 26 Sep 2018 | N. Prakash |
| 15 | CN - 2 | Cybernetics | 3 | E3 - E6 | 24 - 26 Sep 2018 | R. Tanwar |
| 16 | AHRM - 1 | Advanced Human Resource Management | 5 | E4 - E6 (HR) | 24 - 28 Sep 2018 | Tina Roy |
| 17 | TSDP - 10 | Technology Skill Development Program | 12 | CP/1/17(11 No.) | 24 Sep - 06 Oct 2018 | STC, CMPDIL |
| 18 | MCM - 2 | Contract Management Manual | 2 | E4 - E6 (Civil, E&M, MM, Fin, Excav, M&S) | 27 - 28 Sep 2018 | D. Pandey |
| 19 | OSS - 2 | Overburden Handling, Slope Failure & Slope Stability | 3 | E3 - E6 | 27 - 29 Sep 2018 | Dr. D. K. Maitin |
| 20 | ACM - 1 | Academic Council Meeting | 1 | GM - HRDs of CIL & its Subsidiaries | 28 Sep 2018 | N. Prakash |

October 2018

| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
|---------|--------------|--|--------------------|---------------------------------------|----------------------|----------------------|
| 1 | TSDP - 10 | Technology Skill Development Program (Contd.) | 12 | CP/1/17 (11 No.) | 24 Sep - 06 Oct 2018 | STC, CMPDIL |
| 2 | MSDP - 5 | Managerial Skill Development Program | 12 | System, E&T, CP, Geo 01/17(52 No.) | 01 - 15 Oct 2018 | B. P. Singh |
| 3 | CMW - 1 | Contract Management (Works) | 3 | E3 - E5 | 03 - 05 Oct 2018 | Sandeep Kumar |
| 4 | TBCR - 1 | Team Building & Conflict Resolution | 3 | E3 - E5 | 04 - 06 Oct 2018 | Ajit Singh |
| 5 | EMOCM - 3 | Equipment Management In Open Cast Mines | 3 | E4 - E6 (Mining, Excv, & E&M) | 04 - 06 Oct 2018 | Dr. S. Dutta |
| 6 | SACE - 1 | Structural Assessment - Testing, Repair and Strengthening Technique In Civil Engineering | 3 | E3 - E5 | 08 - 10 Oct 2018 | A. Rahman |
| 7 | FCCL - 1 | First Class Coaching (Legislation) | 5 | Having 2nd Class Mining Certification | 08 - 12 Oct 2018 | B. Kishore |
| 8 | MDP - 5 | Mentorship Development Program | 3 | E4 - E7 | 08 - 10 Oct 2018 | A. Agarwal |
| 9 | EP - 2 | e-Procurement | 2 | E3 - E6 | 11 - 12 Oct 2018 | Sandeep Kumar |
| 10 | TSAF - 2 | Outbound Leadership Development Program with TSAF, Jamshedpur | 3 | Age Less Than 35 Years | 22 - 24 Oct 2018 | To Be Announced |
| 11 | FCCL - 2 | First Class Coaching (Legislation) | 5 | Having 2nd Class Mining Certification | 22 - 26 Oct 2018 | B. Kishore |
| 12 | LDP - 3 | Leadership Development Program | 5 | E6 - E7 | 22 - 26 Oct 2018 | B. P. Singh |
| 13 | ASTA - 1 | Advance Survey Technique and Its Application | 5 | E4 - E7 (Civil, Survey) | 22 - 26 Oct 2018 | D. R. Sharma |
| 14 | CIB - 1 | Corporate Image Building | 2 | E4 - E6 (HR & PR) | 29 - 30 Oct 2018 | Sanjay |
| 15 | GS - 1 | Gender Sensitization | 2 | E3 - E6 | 29 - 30 Oct 2018 | Tina Roy |
| 16 | CWE - 2 | Coal Washery Environment Issues | 3 | E3 - E6 (Mining & Env.) | 29 - 31 Oct 2018 | B. P. Singh |
| 17 | PRE - 3 | Preparatory Program For Retiring Executives | 3 | Executives above 55 Years | 29 - 31 Oct 2018 | Shobha Jha |

November 2018

| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
|---------|--------------|--|--------------------|-------------------------------------|----------------------|----------------------|
| 1 | RM - 1 | Record Maintenance | 2 | E3 - E5 | 01 - 02 Nov 2018 | D. R. Sharma |
| 2 | PLI - 2 | Program On Legal Issues | 3 | E4 - E7 (HR & Legal) | 01 - 03 Nov 2018 | Tina Roy |
| 3 | CSM - 2 | Case Study Methodology | 3 | Nomination From CIL | 01 - 03 Nov 2018 | G. K. Vaishnav |
| 4 | MSDP - 6 | Managerial Skill Development Program | 12 | Fin 01/17 (82 No.) | 01 - 17 Nov 2018 | Dr. S. Dutta |
| 5 | TSDP - 11 | Technology Skill Development Program | 12 | M - 2(A)/18 (40 No.) | 01 - 17 Nov 2018 | STC, CMPDIL |
| 6 | FCCW - 1 | First Class Coaching (Method Of Working) | 4 | Having 2nd Class Mining Certificate | 14 - 17 Nov 2018 | B. Kishore |
| 7 | PCUE - 3 | Program On Capacity Utilisation for Equipments | 3 | E3 - E6 (Excv, E&M, Mining) | 15 - 17 Nov 2018 | Ajit Singh |
| 8 | CN - 1 | Coalnet | 3 | E3 - E5 (System, Fin, HR) | 15 - 17 Nov 2018 | Dr. D. K. Maitin |
| 9 | EP - 3 | e-Procurement | 2 | E3 - E6 | 19 - 20 Nov 2018 | R. Tanwar |
| 10 | SYS - 2 | Functional Skill Program for System : Java | 5 | E2 - E6 (System) | 19 - 23 Nov 2018 | Mohit Jain |
| 11 | PMCC - 2 | Project Management For Coal Companies | 5 | E3 - E5 | 19 - 23 Nov 2018 | Dr. S. Dutta |
| 12 | TSDP - 12 | Technology Skill Development Program | 12 | M - 2(B)/18 (40 No.) | 19 - 30 Nov 2018 | STC, CMPDIL |
| 13 | MSDP - 7 | Managerial Skill Development Program | 12 | Fin 02/17 (82 No.) | 19 - 30 Nov 2018 | G. K. Vaishnav |
| 14 | FSPM - 3 | Functional Skill Program for Medical (Gynaecology & Paediatrics) | 3 | E5 - E6 (Medical) | 22 - 24 Nov 2018 | N. Prakash |
| 15 | MDP - 6 | Mentorship Development Program | 3 | E4 - E7 | 26 - 28 Nov 2018 | B. P. Singh |
| 16 | TIA - 1 | Training for Internal Audit | 5 | E3 - E7 | 26 - 30 Nov 2018 | A. Agarwal |
| 17 | AHRM - 2 | Advanced Human Resource Management | 5 | E4 - E6 (HR) | 26 - 30 Nov 2018 | Dr. D. K. Maitin |
| 18 | ISO - 3 | Awareness Program on ISO 9001, ISO 14001, OHSAS 18001 | 3 | E4 - E6 | 29 Nov - 01 Dec 2018 | D. Pandey |

December 2018

| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
|---------|--------------|--|--------------------|--|---------------------------|----------------------|
| 1 | ISO - 3 | Awareness Program on ISO 9001, ISO 14001, OHSAS 18001 (Contd.) | 3 | E4 - E6 | 29 Nov- 01 Dec 2018 | D. Pandey |
| 2 | TCM - 1 | Total Cost Management | 3 | E3 - E5 | 03 - 05 Dec 2018 | Sandeep Kumar |
| 3 | HLW - 1 | High Wall And Long Wall Mining Technology | 3 | E3 - E5 (Mining, Excav, E&M) | 03 - 05 Dec 2018 | B. Kishore |
| 4 | TCHP - 3 | Total Cycle of HEMM Procurement | 3 | E4 - E6 (MM, Mining, E&M, Excav, Fin) | 03 - 05 Dec 2018 | Sandeep Bhagat |
| 5 | TSDP - 13 | Technology Skill Development Program | 12 | M - 2(C)/18 (40 No.) | 03 - 14 Dec 2018 | STC, CMPDIL |
| 6 | MSDP - 8 | Managerial Skill Development Program | 12 | M - 2(A), 2(B)/18 - (80) | 03 - 14 Dec 2018 | Sanjay |
| 7 | CDA - 1 | CDA Rules & Domestic Enquiry | 2 | E3 - E6 | 10 - 11 Dec 2018 | Dr. D. K. Maitin |
| 8 | AT - 1 | Apprenticeship Training | 3 | E3 - E6 (Dealing with Apprentice) | 10 - 12 Dec 2018 | Tina Roy |
| 9 | CIAS - 2W | Certified Internal Auditing Skills in MS | 5 | E3 - E6 | 10 - 14 Dec 2018 | Rohit Tanwar |
| 10 | RT - 1 | Radar Technology | 2 | E3 - E5 | 13 - 14 Dec 2018 | D. R. Sharma |
| 11 | PLI - 3 | Program on Legal Issues | 3 | E4 - E7 (HR & Legal) | 17 - 19 Dec 2018 | Tina Roy |
| 12 | SYS - 3 | Functional Skill Program For System : Internet of Things | 5 | E2 - E6 (System) | 17 - 21 Dec 2018 | Mohit Jain |
| 13 | TSDP - 14 | Technology Skill Development Program | 12 | M - 2(D)/18 (35 No.) | 17 - 28 Dec 2018 | STC, CMPDIL |
| 14 | PRM - 1 | Procurement of Medicines | 2 | Executives Dealing in Medicine Procurement | 18 - 19 Dec 2018 | Dr. D. K. Maitin |
| 15 | MSDP - 9 | Managerial Skill Development Program | 12 | M - 2(C), 2(D)/18 - (75 No.) | 24 Dec 2018 - 04 Jan 2019 | Ravi Teja |
| 16 | TCM - 2 | Total Cost Management | 3 | E3 - E5 | 26 - 28 Dec 2018 | Sandeep Kumar |
| 17 | HLW - 2 | High Wall And Long Wall Mining Technology | 3 | E3 - E5 (Mining, Excav, E&M) | 26 - 28 Dec 2018 | B. Kishore |
| 18 | SPMIM - 1 | Spare Parts Management & Inventory Management | 3 | E3 - E5 | 26 - 28 Dec 2018 | Dr. S. Dutta |

January 2019

| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
|---------|--------------|---|--------------------|-------------------------------------|---------------------------|----------------------|
| 1 | MSDP - 9 | Managerial Skill Development Program | 12 | M - 2(C), 2(D)/18 - (75 No.) | 24 Dec 2018 - 04 Jan 2019 | A. Agarwal |
| 2 | PLI - 4 | Program On Legal Issues | 3 | E4 - E7 (HR & Legal) | 03 - 05 Jan 2019 | Sanjay |
| 3 | FSPM - 4 | Functional Skill Program For Medical (Eye & ENT) | 3 | E4 - E7 (Medical) | 03 - 05 Jan 2019 | N. Prakash |
| 4 | CSM - 3 | Case Study Methodology | 3 | Nomination from CIL | 07 - 09 Jan 2019 | Sandeep Bhagat |
| 5 | PD - 2 | Personality Development | 3 | E3 - E6 | 07 - 09 Jan 2019 | Tina Roy |
| 6 | SYS - 4 | Functional Skill Program For System : Android Application Development | 5 | E3 - E6 | 07 - 11 Jan 2019 | Mohit Jain |
| 7 | CMS - 1 | Contract Management (Services) | 3 | E3 - E5 | 14 - 16 Jan 2019 | Sandeep Kumar |
| 8 | CMP - 2 | Contract Management Program | 5 | E3 - E6 | 14 - 18 Jan 2019 | Dr. D. K. Maitin |
| 9 | FCCV - 1 | First Class Coaching (Mine Ventilation) | 5 | Having 2nd Class Mining Certificate | 14 - 18 Jan 2019 | B. Kishore |
| 10 | ACM - 2 | Academic Council Meeting | 1 | GM - HRDs of CIL & its Subsidiaries | 21 Jan 2019 | Nilay Prakash |
| 11 | EO - 3 | e-Office | 2 | E3 - E6 | 21 - 22 Jan 2019 | R. Tanwar |
| 12 | HMA - 1 | Hospital Management & Administration | 5 Weeks | E6 (GDMOs - MBBS) | 21 Jan - 23 Feb 2019 | N. Prakash |
| 13 | NSH - 1 | National Seminar HR | 2 | To Be Decided | 24 - 25 Jan 2019 | Sanjay |
| 14 | AGST - 1 | Application of Geo Spatial Technology | 3 | E4 - E6 | 28 - 30 Jan 2019 | Dr. S. Dutta |
| 15 | NRIE - 1 | Newer Concept & Roles of Industrial Engineering in CIL | 2 | E4 - E6 | 29 - 30 Jan 2019 | G K Vaishnav |

February 2019

| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
|---------|--------------|---|--------------------|-----------------------------------|----------------------|----------------------|
| 1 | HMA - 1 | Hospital Management & Administration (Contd.) | 5 Weeks | E6 (GDMOS - MBBS) | 21 Jan - 23 Feb 2019 | N. Prakash |
| 2 | DEWM - 1 | Disposal Of E - Waste Material Rules Regulation Notifications etc. | 2 | E3 - E6 | 04 - 05 Feb 2019 | Sandeep Bhagat |
| 3 | WS - 1 | Writing Skills | 3 | E3 - E4 | 04 - 06 Feb 2019 | Tina Roy |
| 4 | TSAF - 3 | Outbound Leadership Development Program With TSAF, Jamshedpur | 3 | Age Less Than 35 Years | 04 - 06 Feb 2019 | To Be Announced |
| 5 | AQIP - 1 | Air Quality Impact Prediction By Aermod S/W | 2 | E3 - E5 | 11 - 12 Feb 2019 | G. K. Vaishnav |
| 6 | EDP - 3 | Executive Development Program | 5 | E3 - E5 | 11 - 15 Feb 2019 | A. Agarwal |
| 7 | STMP - 2 | Strategic Management Prog. (NCGG) | 5 | E5 - E7 | 11 - 15 Feb 2019 | To Be Announced |
| 8 | SUS - 2 | Sustainability : "An Approach Towards Stakeholder Engagement & Capacity Building" | 2 | E3 - E5 | 18 - 19 Feb 2019 | G. K. Vaishnav |
| 9 | LAP - 1 | Land Acquisition Process | 3 | E3 - E6 | 18 - 20 Feb 2019 | B. P. Singh |
| 10 | EP - 4 | e-Procurement | 2 | E3 - E6 | 21 - 22 Feb 2019 | N. B. Raviteja |
| 11 | EFFM - 1 | Emission Factor For Different Activity In Mining | 2 | E3 - E5 | 25 - 26 Feb 2019 | B. Kishore |
| 12 | AT - 2 | Apprenticeship Training | 3 | E3 - E6 (Dealing with Apprentice) | 25 - 27 Feb 2019 | Sanjay |

| March 2019 | | | | | | |
|------------|--------------|--|--------------------|---------------------------|------------------|----------------------|
| Sl. No. | Program Code | Name of Program | Duration (in Days) | Participant's Profile | Duration | Program Coordination |
| 1 | MC - 2 | Civil Engineering Manual | 2 | E3 - E6 | 04 - 05 Mar 2019 | D. Pandey |
| 2 | FCP - 1 | Forest Clearance Procedure | 2 | E3 - E6 | 12 - 13 Mar 2019 | Dr. S. Dutta |
| 3 | MWCD - 1 | Treatment Of Mine Water, Conservation & Distribution | 3 | E3 - E6 | 12 - 14 Mar 2019 | G. K. Vaishnav |
| 4 | EBFE - 1 | Ecology & Biodiversity For Environment | 2 | E3 - E6 (Mining & Env't.) | 25 - 26 Mar 2019 | Sandeep Bhagat |
| 5 | PMCC - 3 | Project Management For Coal Companies | 5 | E3 - E5 | 25 - 29 Mar 2019 | Dr. D. K. Maitin |
| 6 | PTC - 1 | Proficiency Testing on Coal for Ultimate Analysis | 2 | E3 - E6 | 28 - 29 Mar 2019 | Ajit Singh |

Years
of Excellence in Training



Campus Life and Other Information

- Campus Facilities
- Daily Routine
- Contact Details of Faculty/Co-ordinators at IICM, Ranchi
- Contact Details of CGM/GM (HRD) of CIL and its Subsidiaries
- Ranchi : At a Glance
- Location, Climate, Distance
- Train Schedule :
 - To and from Ranchi
 - Passing through Ranchi
 - To and from Hatia
- Flight : To and from Ranchi
- Calendar : 2018-2019 & 2019-2020
- Various Campus Activities at a Glance

Campus Facilities

Academic Building

- The main academic block houses lecture halls, class rooms, syndicate rooms, computer centre, internet lab, library and a cafeteria.
- Angar, a small museum depicts key activities of coal mining industry and IICM.
- Entire campus is networked through Local Area Network and limited access to Wi-Fi connectivity.

Conferencing Facilities

- ‘Disha’ an air-conditioned auditorium equipped with multimedia projection system and modern conferencing facilities with a capacity to accommodate 250 persons.
- ‘Hall of Culture’ a conference hall with modern conferencing facilities and a capacity to accommodate 100 persons.

Accommodation

- ‘Habitat’ a 46 room (92 beds) hostel with modern amenities
- ‘Gurukul’ a 80 bed hostel with modern amenities
- ‘Dronacharya’, ‘Vidyasagar’, ‘Damodar’ and ‘Suvarnarekha’ – faculty houses for the visiting faculty.























Recreational Facilities

- Health Centre comprising yoga hall, gymnasium, steam bath, sauna bath, jacuzzi.
- Swimming Pool.
- Indoor & outdoor games like Billiards, Table Tennis, Hard Court Tennis, Basket Ball, Volley Ball, Badminton etc.

Other Facilities

- Dispensary with part time doctor.
- DG sets for back up electric supply in the campus.
- High speed internet access.

Daily Routine

| | | |
|---|--------------------------|---|
|  | Bed Tea |  |
|  | Yoga |  |
|  | Health Exercise | Gymnasium Sauna bath, Steam bath jacuzzie Swimming  |
|  | Breakfast |  |
|  | Morning Session Starts |  |
|  | Tea Break |  |
|  | Lunch Break |  |
|  | Afternoon Session Starts |  |
|  | Tea Break |  |
|  | Class Ends |  |
|  | Dinner |  |

Note :

- Harmonious stay of the participants is regulated by the Provost, IICM
- The Provost is assisted by the Warden of Habitat & Gurukul, IICM in maintaining punctuality and discipline within the campus
- The depiction is for normal working days
- For Functional Skill Programs of technical stream, there may be field visit on one of the days
- On opening day, registration time in Academic Building is normally 9:30 a.m.
- On the concluding day, program ends at 5:15 p.m.

Contact Details of Faculty/Co-ordinators at IICM, Ranchi

| S.N. | Name | E-Mail | Mob. No. |
|------|--------------------------|-------------------------------|------------|
| 1. | Shri S. N. Singh | snsingh1989@gmail.com | 8987434128 |
| 2. | Shri A. K. Mishra | akm3258@yahoo.co.in | 8987434551 |
| 3. | Dr. Kiran | kiran08.nishu@gmail.com | 8987434642 |
| 4. | Shri C. Pandey | cpandeyranchi@yahoo.com | 8987434656 |
| 5. | Shri Dilip Raj Sharma | sharmadilipraj3@gmail.com | 8987434787 |
| 6. | Shri Ataur Rahman | rahmanataur65@rediffmail.com | 8987434785 |
| 7. | Shri Ajit Singh | chandelajit5901@gmail.com | 7903646176 |
| 8. | Shri Nilay Prakash | nilayprakash@gmail.com | 8340560423 |
| 9. | Dr. D. K. Maitin | dkmaitin4@rediffmail.com | 8987434226 |
| 10. | Shri Sandeep Bhagat | bhagat.sandeep@coalindia.in | 8987784185 |
| 11. | Shri Bijay Kishore | bkishore93@gmail.com | 8987434641 |
| 12. | Shri B.P. Singh | birbal35@gmail.com | 8987434702 |
| 13. | Dr. Shishir Dutta | sisirdutta.in@gmail.com | 8987434693 |
| 14. | Shri G. K. Vaishnav | girish.ritu2012@gmail.com | 8986608243 |
| 15. | Shri Sanjay | essay.sanjay@gmail.com | 8987789332 |
| 16. | Smt Shobha Jha | shobhajha@hotmail.com | 8987434738 |
| 17. | Ms Tina Roy | tinaroyiicm@gmail.com | 8987789331 |
| 18. | Shri Mohit Jain | mohitnit09@gmail.com | 8987434757 |
| 19. | Shri Anshul Agarwal | anshul1088@gmail.com | 8987434831 |
| 20. | Shri Rohit Kr. Tanwar | rohittanwar85@yahoo.com | 8987789330 |
| 21. | Shri Sandeep Kumar | casandeepkumar86@gmail.com | 8987789329 |
| 22. | Shri Divyasanu Pandey | divyasanupandey4@gmail.com | 8987434771 |
| 23. | Shri N. B. Raviteja | ravitejanb@gmail.com | 8987434149 |
| 24. | Shri Uma Shankar Chouhan | umashankerchauhan21@gmail.com | 8987789333 |

Contact Details of CGM/GM (HRD) of CIL & its Subsidiary Companies

| Sl. No. | Name | Designation | Company | E-Mail | Mobile No. |
|---------|----------------------|-------------|---------|--------------------------|------------|
| 1 | Shri T. Bandopadhyay | GM (HRD) | CIL | gmhrd.cil@coalindia.in | 8902499907 |
| 2 | Shri B. C. Nayak | GM (HRD) | BCCL | gmhrd@bccl.gov.in | 9470597202 |
| 3 | Shri B. C. Tripathi | GM (HRD) | MCL | gmhrd2016@gmail.com | 9438879756 |
| 4 | Shri G. S. Bhati | GM (HRD) | CCL | gmhrdccl@gmail.com | 8987784118 |
| 5 | Shri K. Raja Sekhar | GM (HRD) | NCL | gmhrdncl@gmail.com | 9425176739 |
| 6 | Shri A. K. Saxena | GM (HRD) | SECL | gmhrd.secl@gmail.com | 9425531235 |
| 7 | Shri D. Basu | GM (HRD) | CMPDIL | gmhrd.cmpdi@coalindia.in | 8987789175 |
| 8 | Shri S. C. Gupta | GM (HRD) | ECL | hrdecl.cil@gmail.com | 9434795118 |
| 9 | Shri I. D. Zankyani | GM (HRD) | WCL | gmhrd.wcl@gmail.com | 8275970134 |
| 10 | Shri J. K. Borah | GM | NEC | gm.nec.cil@coalindia.in | 9406965324 |

Ranchi – At a Glance

Ranchi, the capital of Jharkhand with an area of 175 sq. kms. and a population of about 12 lakhs is situated on Chhotanagpur plateau, surrounded by lush green valley amidst waterfalls, hills and forests. A hill station, now bubbling with industrial activities, Ranchi has good educational facilities.

IICM Location

The institute is situated at Kanke, Ranchi in the state of Jharkhand, India and is 10 km – from the heart of the city. It is built amidst an idyllic surrounding facing landscaped garden, pathways and vast green belts. It is a serene retreat from distractions of outside world and provides the right kind of learning ambience to newly recruited management trainees as well as senior managers of Coal India Ltd.

Climate

Ranchi is situated at an altitude of 652 meters (2140 ft) with temperate climate. Temperature during summer varies from 25° to 40°C, whereas in winter it is 5° to 25°C. Monsoon experiences medium to heavy showers - Annual Rainfall 1530 mm (61.2 inches). Winter clothing is recommended from November to February.

Distance

| Local | | Others | |
|------------------------|--------|----------------|---------|
| Albert Ekka Chowk | 10 km | Ramgarh Cantt. | 50 km |
| Ranchi Railway Station | 13 km | Muri | 60 km |
| Hatia Railway Station | 15 km | Jamshedpur | 130 km |
| Hatia Airport | 15 km | Dhanbad | 160 km |
| Rock Garden | 03 km | Patna | 350 km |
| CMPDI | 3.5 km | Kolkata | 410 km |
| CCL Darbhanga House | 05 km | Delhi | 1200 km |
| Barkakana/Patratu | 30 km | Mumbai | 1820 km |

All important cities like Kolkata, Delhi, Patna, Mumbai, Bangalore, Nagpur, Bilaspur, Singrauli, Sambalpur, Bhubaneswar, Puri, Chennai, Jalpaiguri etc. have direct train services from Ranchi. It is also well connected with all important cities of India via road.

Ranchi has daily flights connecting to Delhi, Mumbai, Kolkata, Bhubaneswar, Bangalore, Hyderabad and Patna.

Useful Phone Numbers of Ranchi (STD Code : 0651)

| S. N. | Place/Service | Telephone Nos. |
|-------|--------------------------------|---|
| 1. | Gandhi Nagar Hospital CMS, CCL | 2230852 / 2231353 / 2314852 / 2233251 / 2360623 |
| 2. | CCL, PBX | 2301606, 2360123, 2316707 (DID) |
| 3. | CMPDI, PBX | 2231850/51/52 279 + Extn. No. |
| 4. | Enquiries : | |
| | i) Ranchi Railway Station | 2460488 / 2461404 |
| | ii) Hatia Railway Station | 2600096 |
| | iii) Bus Stand (Khadgara) | 2530225 |
| | iv) Computrized Rly Reserv. | 136 |
| | v) Changed Telephone nos. | 1951 |
| | vi) Manual Telephone | 197 |
| 5. | Ambulance | |
| | i) RIMS | 94317-01374 |
| | ii) Santevita | 90310-09016 |
| | iii) Nath | 94311-74250 |
| | iv) Air-ambulance | 99981-11179 |
| 6. | Fire Station | 94317-00003 & 2210533 |
| 7. | Kanke Police Station | 2230734 |
| 8. | OLA Cabs | 3355335 |

Direct Flights : To and From Ranchi

(As per the details available as on 24.03.2018)

| Ranchi - Kolkata | | | | Kolkata - Ranchi | | | |
|--------------------|---------|------------|-----------|--------------------|---------|------------|-----------|
| Departure | Arrival | Flight No. | Airline | Departure | Arrival | Flight No. | Airline |
| 9:45 | 10:50 | 6E-822 | Indigo | 7:35 | 8:35 | I5-541 | Air Asia |
| 13:10 | 14:15 | 6E-994 | Indigo | 11:35 | 12:40 | 6E-334 | Indigo |
| 13:55 | 14:45 | I5-545 | Air Asia | 15:10 | 16:10 | I5-549 | Air Aisa |
| 18:55 | 20:20 | AI-9720 | Air India | 17:30 | 18:35 | AI-9719 | Air India |
| 21:30 | 22:25 | I5-546 | Air Asia | 17:50 | 18:50 | 6E-997 | Indigo |
| Ranchi - New Delhi | | | | New Delhi - Ranchi | | | |
| 8:55 | 11:00 | UK-752 | Vistara | 6:40 | 8:20 | UK-751 | Vistara |
| 9:00 | 11:00 | I5-541 | Air Asia | 7:20 | 9:05 | 6E-421 | Indigo |
| 9:40 | 11:40 | 6E-398 | Indigo | 8:55 | 10:45 | G8-145 | Go Air |
| 11:15 | 13:15 | G8-246 | Goair | 11:10 | 12:50 | AI-417 | Air India |
| 13:25 | 15:30 | AI-418 | Air India | 11:45 | 13:30 | I5-545 | Air Asia |
| 14:25 | 16:25 | 6E-436 | Indigo | 12:00 | 13:55 | 6E-509 | Indigo |
| 15:10 | 17:05 | G8-138 | Goair | 15:35 | 17:25 | 6E-6325 | Indigo |
| 16:50 | 18:50 | I5-549 | Air Asia | 18:00 | 19:40 | UK-733 | Vistara |
| 20:05 | 22:15 | UK-734 | Vistara | 18:10 | 19:55 | 6E-864 | Indigo |
| 20:30 | 22:30 | 6E-6184 | Indigo | 19:20 | 21:05 | I5-546 | Air Asia |
| 20:05 | 22:10 | G8-148 | Goair | | | | |

Direct Flights : To and From Ranchi (As per the details available as on 24.03.2018)

| Ranchi - Patna | | | | Patna - Ranchi | | | |
|----------------------|---------|------------|----------|----------------------|---------|------------|----------|
| Departure | Arrival | Flight No. | Airline | Departure | Arrival | Flight No. | Airline |
| 17:55 | 18:45 | 6E-6325 | Indigo | 12:20 | 13:05 | G8-373 | Go Air |
| | | | | 14:10 | 14:55 | G8-585 | Go Air |
| | | | | 15:05 | 15:50 | 6E-485 | Indigo |
| | | | | 15:45 | 16:35 | 6E-787 | Indigo |
| Ranchi - Mumbai | | | | Mumbai - Ranchi | | | |
| 15:25 | 17:50 | G8-585 | Go Air | 16:10 | 18:40 | G8-483 | Go Air |
| 17:05 | 19:30 | 6E-787 | Indigo | | | | |
| 19:10 | 21:45 | G8-484 | Go Air | | | | |
| Ranchi - Bangalore | | | | Bangalore - Ranchi | | | |
| 13:35 | 15:55 | G8-373 | Go Air | 6:50 | 9:15 | 6E-822 | Indigo |
| 13:45 | 15:55 | I5-1622 | Air Asia | 7:40 | 9:50 | I5-1621 | Air Asia |
| 16:20 | 18:40 | 6E-485 | Indigo | | | | |
| 19:20 | 21:40 | 6E-997 | Indigo | | | | |
| Ranchi - Hyderabad | | | | Hyderabad - Ranchi | | | |
| 12:30 | 14:35 | 6E-866 | Indigo | 9:50 | 11:55 | 6E-844 | Indigo |
| 21:05 | 23:15 | I5-1585 | Air Asia | 18:55 | 20:40 | I5-1584 | Air Asia |
| Ranchi - Bhubaneswar | | | | Bhubaneswar - Ranchi | | | |
| 10:15 | 11:35 | I5-1621 | Air Asia | 12:00 | 13:20 | I5-1622 | Air Asia |

Railway Time Table*

TRAINS STARTING FROM RANCHI JUNCTION

| Tr. No. | Name | Starting Point | Starts at | Ending Point | Ends At | Departure Days from Ranchi | | | | | | | Total Time |
|---------|---|----------------|-----------|----------------|---------|----------------------------|-----|-----|-----|-----|-----|-----|------------|
| | | | | | | Sun | Mon | Tue | Wed | Thu | Fri | Sat | |
| 18651 | Ranchi Lohardaga Passenger | Ranchi | 5:30 | Lohardaga | 7:00 | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | 1h 30 |
| 18628 | Ranchi-Howrah Inter City Express | Ranchi | 5:45 | Howrah | 13:50 | | ✓ | ✓ | ✓ | | | | 8h 5m |
| 18629 | Ranchi-New Jalpaiguri Weekly Express | Ranchi | 5:45 | New Jalpaiguri | 4:00 | | | | | ✓ | | | 22h 15m |
| 22892 | Ranchi-Howrah Intercity Express | Ranchi | 6:10 | Howrah | 14:20 | | | | | | ✓ | ✓ | 8h 10m |
| 18613 | Ranchi-Chopan Express | Ranchi | 7:55 | Chopan | 17:45 | | ✓ | | | ✓ | ✓ | ✓ | 9h 50m |
| 58653 | Ranchi-Barkichampi Passenger | Ranchi | 9:30 | Barkichampi | 11:25 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 1h 55m |
| 63597 | Ranchi-Jn-Asansol Jn MEMU | Ranchi | 12:30 | Asansol | 17:35 | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 5h 5m |
| 13320 | Deoghar Intercity Express | Ranchi | 13:25 | Deoghar | 21:40 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 8h 15m |
| 12020 | Ranchi-Howrah Shatabdi Express | Ranchi | 13:45 | Howrah | 21:10 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 7h 25m |
| 12366 | Ranchi-Patna Jan Shatabdi | Ranchi | 14:25 | Patna | 22:15 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 7h 50m |
| 58655 | Ranchi Lohardaga Passenger | Ranchi | 14:30 | Lohardaga | 16:00 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 1h 30m |
| 13403 | Vananchal Express | Ranchi | 14:45 | Bhagalpur | 5:15 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 14h 30m |
| 18603 | Ranchi-Bhagalpur Express | Ranchi | 15:10 | Bhagalpur | 3:45 | | | ✓ | | ✓ | | | 12h 35m |
| 53338 | Ranchi Garibeta Passenger | Ranchi | 15:22 | Garibeta | 21:25 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 6h 03m |
| 53336 | Ranchi-Dhanbad Passenger | Ranchi | 15:47 | Dhanbad | 21:35 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 5h 48m |
| 12877 | Ranchi-New Delhi Garib Rath Express | Ranchi | 16:40 | New Delhi | 10:50 | | ✓ | | | | ✓ | | 18h 10m |
| 12453 | Ranchi-New Delhi Rajdhani Express (via Daltonganj) | Ranchi | 17:10 | New Delhi | 10:50 | ✓ | | | | | ✓ | | 17h 40m |
| 12439 | Ranchi-New Delhi Rajdhani Express | Ranchi | 17:55 | New Delhi | 10:50 | | | | ✓ | | | ✓ | 16h 55m |
| 13304 | Ranchi-Dhanbad InterCity Express | Ranchi | 18:15 | Dhanbad | 22:35 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 4h 20m |
| 58657 | Ranchi Lohardaga Passenger | Ranchi | 18:30 | Lohardaga | 20:00 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 1h 30m |
| 18611 | Ranchi Varanasi Express | Ranchi | 20:10 | Varanasi | 8:55 | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 12h 45m |
| 18631 | Ranchi-Ajmer Garib Nawaz Express | Ranchi | 20:10 | Ajmer | 5:20 | | | | ✓ | | | | 33h 10m |
| 15661 | Ranchi-Kamakhya Express | Ranchi | 20:40 | Kamakhya | 22:00 | ✓ | | ✓ | | | | | 25h 20m |
| 18605 | Ranchi-Jaynagar Express | Ranchi | 20:40 | Jaynagar | 11:35 | | ✓ | | ✓ | | | | 14h 55m |
| 19609 | Ranchi-Mumbai LTT Express | Ranchi | 21:05 | Lokmanya Tilak | 12:05 | | | ✓ | | | | | 39h 0m |
| 18619 | Ranchi-Dumka Intercity Express | Ranchi | 21:25 | Dumka | 7:15 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9h 50m |
| 12825 | Jharkhand Sampark Kranti Express | Ranchi | 23:40 | New Delhi | 20:55 | | ✓ | | | | ✓ | | 21h 55m |

TRAINS ENDING AT RANCHI JUNCTION

| Tr. No. | Name | Starting Point | Starts at | Ending Point | Ends At | Arrival Days at Ranchi | | | | | | | Total Time |
|---------|---|----------------|-----------|--------------|---------|------------------------|-----|-----|-----|-----|-----|-----|------------|
| | | | | | | Sun | Mon | Tue | Wed | Thu | Fri | Sat | |
| 18630 | New Jalpaiguri - Ranchi Weekly Express | New Jalpaiguri | 5:15 | Ranchi | 3:30 | ✓ | | | | | | | 22h 15m |
| 18620 | Dumka - Ranchi Intercity Express | Dumka | 18:45 | Ranchi | 3:45 | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | 9h 0m |
| 18612 | Varanasi - Ranchi Express | Varanasi | 14:50 | Ranchi | 4:15 | ✓ | | | ✓ | ✓ | ✓ | ✓ | 13h 25m |
| 18632 | Ranchi Garib Nawaz Express | Ajmer Junction | 19:30 | Ranchi | 4:15 | | ✓ | | | | | | 32h 45m |
| 12826 | Jharkhand Sampark Kranti Express | New Delhi | 6:55 | Ranchi | 4:55 | ✓ | | | | ✓ | | | 22h 0m |
| 13404 | Vananchal Express | Bhagalpur | 15:40 | Ranchi | 5:15 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 13h 35m |
| 18604 | Bhagalpur - Ranchi Express | Bhagalpur | 16:55 | Ranchi | 5:35 | | ✓ | | | ✓ | | ✓ | 12h 40m |
| 18610 | Mumbai LTT - Ranchi Weekly Express | Lokmanya Tilak | 15:50 | Ranchi | 7:25 | | ✓ | | | | | | 39h 35m |
| 58652 | Lohardaga Ranchi Passenger | Lohardaga | 7:35 | Ranchi | 9:05 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 1h 30m |
| 12440 | New Delhi - Ranchi Rajdhani Express (via Bokaro) | New Delhi | 16:05 | Ranchi | 9:10 | | | ✓ | | | | ✓ | 17h 5m |
| 13303 | Dhanbad - Ranchi Intercity Express | Dhanbad | 5:40 | Ranchi | 9:55 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 4h 15m |
| 18606 | Jaynagar - Ranchi Express | Janagar | 19:50 | Ranchi | 10:15 | | ✓ | | | ✓ | | | 14h 25m |
| 12454 | New Delhi-Ranchi Rajdhani Express (via Daltonganj) | New Delhi | 16:05 | Ranchi | 10:45 | ✓ | | | | ✓ | | | 18h 40m |
| 63598 | Asansol Jn-Ranchi Jn MEMU | Asansol Jn | 5:20 | Ranchi | 11:20 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 6h 0m |
| 12878 | New Delhi - Ranchi Garib Rath Express | New Delhi | 16:05 | Ranchi | 11:40 | | ✓ | | ✓ | | ✓ | | 19h 35m |
| 53337 | Garibeta - Ranchi Passenger | Garibeta | 5:45 | Ranchi | 11:20 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 6h 15m |
| 53335 | Dhanbad - Ranchi Passenger | Dhanbad | 7:00 | Ranchi | 12:20 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 5h 20m |
| 13319 | Deoghar - Ranchi Intercity Express | Deoghar | 4:45 | Ranchi | 12:50 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 8h 5m |
| 12019 | Howrah - Ranchi Shatabdi Express | Howrah | 6:05 | Ranchi | 13:10 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 7h 5m |
| 12365 | Patna - Ranchi Jan Shatabdi Express | Patna | 6:00 | Ranchi | 13:55 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 7h 55m |
| 58654 | Barkichampi - Ranchi Passenger | Barkichampi | 12:10 | Ranchi | 14:15 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 1h 55m |
| 15662 | Kamakhya - Ranchi Express | Kamakhya | 12:00 | Ranchi | 14:15 | ✓ | | | | | | | 26h 15m |
| 58656 | Lohardaga Ranchi | Lohardaga | 16:35 | Ranchi | 18:05 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 1h 30m |
| 18614 | Chopan - Ranchi Express | Chopan | 9:00 | Ranchi | 20:25 | ✓ | | | ✓ | | | | 11h 25m |
| 58658 | Lohardaga Ranchi Passenger | Lohardaga | 20:50 | Ranchi | 22:05 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 1h 15m |
| 18627 | Howrah - Ranchi Intercity Express | Howrah | 14:25 | Ranchi | 22:10 | ✓ | ✓ | ✓ | | | | | 7h 45m |
| 22891 | Howrah - Ranchi Intercity Express | Howrah | 15:10 | Ranchi | 23:00 | | | | | ✓ | ✓ | ✓ | 7h 50m |

TRAINS PASSING THROUGH RANCHI JUNCTION

| Tr. No. | Name | Starting Point | Starts At | Arr. RNC | Dep. RNC | Ending Point | Ends at | Departure/Arrival Days at Ranchi | | | | | | | Total Time |
|---------|--|-------------------|-----------|----------|----------|-------------------|---------|----------------------------------|-----|-----|-----|-----|-----|-----|------------|
| | | | | | | | | Sun | Mon | Tue | Wed | Thu | Fri | Sat | |
| 18312 | Varanasi Sambalpur Express | Varanasi | 14:50 | 4:15 | 4:25 | Sambalpur | 11:15 | | | ✓ | | | ✓ | | 13h 25m |
| 18621 | Patliputra Express | Patna | 15:25 | 4:35 | 4:45 | Hatia | 5:05 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 13h 10m |
| 58662 | Hatia Tatanagar Passenger | Hatia | 4:20 | 4:35 | 4:40 | Tatanagar | 10:40 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 0h 15m |
| 18626 | Hatia - Patna Super Fast | Hatia | 6:10 | 6:25 | 6:35 | Patna | 15:40 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 0h 15m |
| 12832 | Bhubaneswar - Dhanbad Garib Rath Express | Bhubaneswar | 20:10 | 7:05 | 7:10 | Dhanbad | 10:45 | | ✓ | | ✓ | | | ✓ | 10h 55m |
| 18615 | Howrah - Hatia Express | Howrah | 22:10 | 7:05 | 7:15 | Hatia | 7:35 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 8h 55m |
| 15028 | Maurya Express | Gorakhpur Ju | 7:25 | 7:45 | 7:55 | Hatia | 8:10 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 24h 20m |
| 53062 | Hatia-Barddhaman Jn Passenger | Hatia | 7:55 | 8:10 | 8:15 | Barddhaman | 21:10 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 0h 15m |
| 18623 | Patna Rajendra Nagar - Hatia Express | Rajendra Nagar | 21:20 | 8:10 | 8:20 | Hatia | 8:45 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 10h 50m |
| 13352 | Alappuzha-Dhanbad (Bokaro) Express | Alappuzha | 6:00 | 8:40 | 8:55 | Dhanbad | 13:15 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 50h 40m |
| 58026 | Hatia Kharagpur Passenger | Hatia | 9:00 | 9:15 | 9:20 | Kharagpur | 17:55 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 0h 15m |
| 18110 | Jammu Tawi - Rourkela Muri Express | Jammutawi | 14:25 | 9:35 | 9:45 | Rourkela | 14:05 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 43h 10m |
| 58143 | Tatanagar Jn - Hatia Passenger | Tatanagar | 5:30 | 10:30 | 10:35 | Hatia | 11:55 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 5 h 0m |
| 12873 | Jharkhand Swarna Jayanti Express (Via Barkakana) | Hatia | 13:40 | 13:55 | 14:05 | Delhi Anand Vihar | 13:55 | | ✓ | ✓ | | ✓ | | | 0h 15m |
| 13351 | Dhanbad-Allappuzha Express | Dhanbad | 10:50 | 14:50 | 15:05 | Alappuzha | 20:20 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 4h 0m |
| 12817 | Jharkhand Swarna Jayanti Express (Via Bokaro) | Hatia | 14:40 | 14:55 | 15:10 | Delhi Anand Vihar | 13:55 | ✓ | | | ✓ | | ✓ | | 0h 15m |
| 18109 | Rourkela - Jammu Vawi Muri Express | Rourkela | 11:35 | 15:20 | 15:35 | Jammu Tawi | 14:10 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 3h 45m |
| 12818 | Jharkhand Swarna Jayanti Express (Via Bokaro) | Delhi Anand Vihar | 19:45 | 16:15 | 16:25 | Hatia | 16:45 | ✓ | | ✓ | | | ✓ | | 20h 30m |
| 58661 | Tata Nagar Hatia Passenger | Tatanagar | 11:30 | 17:15 | 17:20 | Hatia | 17:45 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 5h 45m |
| 15027 | Maurya Express | Hatia | 17:05 | 17:20 | 17:35 | Gorakhpur | 17:20 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 0h 15m |
| 53061 | Barddhaman Jn-Hatia Passenger | Barddhaman | 6:15 | 17:45 | 17:50 | Hatia | 18:15 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 11h 30m |
| 58025 | Kharagpur - Hatia Passenger | Kharagpur | 8:25 | 18:15 | 18:20 | Hatia | 18:45 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9h 40m |
| 58142 | Hatia - Tatanagar Jn Passenger | Hatia | 18:00 | 18:17 | 18:27 | Tatanagar | 23:10 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 0h 17m |
| 13426 | Surat - Malda Express | Surat | 12:50 | 18:45 | 19:00 | Malda | 6:15 | | | ✓ | | | | | 29h 55m |
| 18624 | Hatia - Rajendranagar Express | Hatia | 19:05 | 19:20 | 19:30 | Rajendra Nagar | 6:55 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 0h 15m |
| 12874 | Jharkhand Swarna Jayanti Express (Via Barkakana) | Delhi Anand Vihar | 19:45 | 19:25 | 19:35 | Hatia | 19:55 | | | | ✓ | ✓ | | ✓ | 23h 40 |
| 18311 | Sambalpur Varanasi Express | Sambalpur | 13:05 | 19:50 | 20:05 | Varanasi | 8:55 | ✓ | | | ✓ | | | | 6h 45m |
| 12831 | Dhanbad-Bhubaneswar Garib Rath Express | Dhanbad | 16:00 | 19:55 | 20:10 | Bhubaneswar | 8:15 | | ✓ | | ✓ | | | ✓ | 3h 55m |
| 18625 | Patna - Hatia Super Express | Patna | 11:40 | 20:40 | 20:45 | Hatia | 21:00 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9h 0m |
| 17008 | Darbhangha-Secunderabad Express | Darbhangha | 7:00 | 21:10 | 21:25 | Secunderabad | 22:10 | | ✓ | | | | ✓ | | 14h 10m |
| 17006 | Raxaul - Hyderabad Express | Raxaul | 3:15 | 21:10 | 21:15 | Hyderabad Decon | 23:15 | ✓ | | | | | | | 17h 55m |
| 18616 | Hatia - Howrah Express | Hatia | 21:10 | 21:25 | 21:40 | Howrah | 6:35 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 0h 15m |
| 18622 | Patliputra Express | Hatia | 22:00 | 22:15 | 22:25 | Patna | 12:25 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 0h 15m |
| 17007 | Secunderabad - Darbhanga Express | Secunderabad | 22:00 | 22:45 | 23:00 | Darbanga | 13:05 | | | ✓ | | | | | 24h 45m |
| 1705 | Hyderabad - Raxaul Express | Hyderabad Deccan | 21:30 | 22:45 | 23:00 | Raxaul | 17:25 | | | | | | ✓ | | 25h 15m |
| 13425 | Malda - Surat Express | Malda Town | 12:35 | 23:55 | 01:10 | Surat | 4:50 | | | | | | | ✓ | 11h 20m |

TRAINS NOT PASSING THROUGH RANCHI JUNCTION
TRAINS STARTING FROM HATIA

| Tr. No. | Name | Starting Point | Starts at | Ending Point | Ends At | Departure Days from Hatia | | | | | | | Total Time |
|---------|-----------------------------------|----------------|-----------|----------------|---------|---------------------------|-----|-----|-----|-----|-----|-----|------------|
| | | | | | | Sun | Mon | Tue | Wed | Thu | Fri | Sat | |
| 08677 | Hatia - Vishakapatnam Garib Rath | Hatia | 7:20 | Vishakapatnam | 4:40 | | | | | | | ✓ | 21 20m |
| 12812 | Hatia - Mumbai LTT SF Express | Hatia | 9:40 | Lokmanya Tilak | 13:35 | | | | | | ✓ | ✓ | 27h 55m |
| 58161 | Hatia Jharsuguda Passenger | Hatia | 11:45 | Jharsuguda | 19:20 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 7h 35m |
| 18451 | Tapaswini Express | Hatia | 15:55 | Puri | 7:10 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 15h 15m |
| 58659 | Hatia - Rourkela Passenger | Hatia | 16:40 | Rourkela | 22:10 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 5h 30m |
| 18637 | Hatia - Yasvantpur Weekly Express | Hatia | 18:15 | Yasvantpur | 5:00 | | | | | | | ✓ | 34h 45m |
| 12835 | Hatia - Yasvantpur SF Express | Hatia | 18:25 | Yasvantpur | 5:00 | ✓ | | ✓ | | | | | 34h 35m |
| 22846 | Hatia - Pune Biweekly SF Express | Hatia | 20:00 | Pune Junction | 2:45 | | ✓ | | | | | ✓ | 30h 45m |

TRAINS ENDING AT HATIA

| Tr. No. | Name | Starting Point | Starts at | Ending Point | Ends At | Arrival Days at Hatia | | | | | | | Total Time |
|---------|--|----------------|-----------|--------------|---------|-----------------------|-----|-----|-----|-----|-----|-----|------------|
| | | | | | | Sun | Mon | Tue | Wed | Thu | Fri | Sat | |
| 12811 | Mumbai LTT - Hatia SF Express (PT) | Lokmanya Tilak | 0:15 | Hatia | 3:45 | | ✓ | ✓ | | | | | 27h 30m |
| 08678 | Vishakapatnam - Hatia Garib Rath Special | Vishakapatnam | 9:10 | Hatia | 7:30 | | ✓ | | | | | | 22h 20m |
| 58660 | Rourkela - Hatia Passenger | Rourkela | 4:40 | Hatia | 10:45 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 6h 5m |
| 18452 | Tapaswini Express | Puri | 20:35 | Hatia | 11:40 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 15h 5m |
| 18638 | Yesvantpur - Hatia Weekly Express | Yesvantpur | 0:30 | Hatia | 13:20 | | | | ✓ | | | | 36h 50m |
| 22845 | Pune-Hatia Biweekly SF Express | Pune | 10:45 | Hatia | 17:10 | | ✓ | | | | ✓ | | 30h 25m |
| 58162 | Jharsuguda Hatia Passenger | Jharsuguda | 7:30 | Hatia | 17:30 | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 10h 0m |
| 12836 | Yesvantpur - Hatia SF Express (PT) | Yesvantpur | 8:30 | Hatia | 19:05 | | | | ✓ | | | ✓ | 34h 35m |

Note : Ranchi Railway Station & Hatia Railway Station are approximately 7 kms. apart.

Train Timings are indicative only, and are subject to change.

While every care has been taken, IICM will not be responsible for any printing error.

Calendar 2018-19

| APRIL | | | | | | |
|-------|---|----|----|----|----|--|
| SUN | 1 | 8 | 15 | 22 | 29 | |
| MON | 2 | 9 | 16 | 23 | 30 | |
| TUE | 3 | 10 | 17 | 24 | | |
| WED | 4 | 11 | 18 | 25 | | |
| THU | 5 | 12 | 19 | 26 | | |
| FRI | 6 | 13 | 20 | 27 | | |
| SAT | 7 | 14 | 21 | 28 | | |

| MAY | | | | | | |
|-----|---|----|----|----|----|--|
| SUN | 6 | 13 | 20 | 27 | | |
| MON | 7 | 14 | 21 | 28 | | |
| TUE | 1 | 8 | 15 | 22 | 29 | |
| WED | 2 | 9 | 16 | 23 | 30 | |
| THU | 3 | 10 | 17 | 24 | 31 | |
| FRI | 4 | 11 | 18 | 25 | | |
| SAT | 5 | 12 | 19 | 26 | | |

| JUNE | | | | | | |
|------|---|----|----|----|----|--|
| SUN | 3 | 10 | 17 | 24 | | |
| MON | 4 | 11 | 18 | 25 | | |
| TUE | 5 | 12 | 19 | 26 | | |
| WED | 6 | 13 | 20 | 27 | | |
| THU | 7 | 14 | 21 | 28 | | |
| FRI | 1 | 8 | 15 | 22 | 29 | |
| SAT | 2 | 9 | 16 | 23 | 30 | |

| JULY | | | | | | |
|------|---|----|----|----|----|--|
| SUN | 1 | 8 | 15 | 22 | 29 | |
| MON | 2 | 9 | 16 | 23 | 30 | |
| TUE | 3 | 10 | 17 | 24 | 31 | |
| WED | 4 | 11 | 18 | 25 | | |
| THU | 5 | 12 | 19 | 26 | | |
| FRI | 6 | 13 | 20 | 27 | | |
| SAT | 7 | 14 | 21 | 28 | | |

| AUGUST | | | | | | |
|--------|---|----|----|----|----|--|
| SUN | 5 | 12 | 19 | 26 | | |
| MON | 6 | 13 | 20 | 27 | | |
| TUE | 7 | 14 | 21 | 28 | | |
| WED | 1 | 8 | 15 | 22 | 29 | |
| THU | 2 | 9 | 16 | 23 | 30 | |
| FRI | 3 | 10 | 17 | 24 | 31 | |
| SAT | 4 | 11 | 18 | 25 | | |

| SEPTEMBER | | | | | | |
|-----------|----|----|----|----|----|--|
| SUN | 30 | 2 | 9 | 16 | 23 | |
| MON | 3 | 10 | 17 | 24 | | |
| TUE | 4 | 11 | 18 | 25 | | |
| WED | 5 | 12 | 19 | 26 | | |
| THU | 6 | 13 | 20 | 27 | | |
| FRI | 7 | 14 | 21 | 28 | | |
| SAT | 1 | 8 | 15 | 22 | 29 | |

| OCTOBER | | | | | | |
|---------|---|----|----|----|----|--|
| SUN | 7 | 14 | 21 | 28 | | |
| MON | 1 | 8 | 15 | 22 | 29 | |
| TUE | 2 | 9 | 16 | 23 | 30 | |
| WED | 3 | 10 | 17 | 24 | 31 | |
| THU | 4 | 11 | 18 | 25 | | |
| FRI | 5 | 12 | 19 | 26 | | |
| SAT | 6 | 13 | 20 | 27 | | |

| NOVEMBER | | | | | | |
|----------|---|----|----|----|----|--|
| SUN | 4 | 11 | 18 | 25 | | |
| MON | 5 | 12 | 19 | 26 | | |
| TUE | 6 | 13 | 20 | 27 | | |
| WED | 7 | 14 | 21 | 28 | | |
| THU | 1 | 8 | 15 | 22 | 29 | |
| FRI | 2 | 9 | 16 | 23 | 30 | |
| SAT | 3 | 10 | 17 | 24 | | |

| DECEMBER | | | | | | |
|----------|----|----|----|----|----|--|
| SUN | 30 | 2 | 9 | 16 | 23 | |
| MON | 31 | 3 | 10 | 17 | 24 | |
| TUE | 4 | 11 | 18 | 25 | | |
| WED | 5 | 12 | 19 | 26 | | |
| THU | 6 | 13 | 20 | 27 | | |
| FRI | 7 | 14 | 21 | 28 | | |
| SAT | 1 | 8 | 15 | 22 | 29 | |

| JANUARY | | | | | | |
|---------|---|----|----|----|----|--|
| SUN | 6 | 13 | 20 | 27 | | |
| MON | 7 | 14 | 21 | 28 | | |
| TUE | 1 | 8 | 15 | 22 | 29 | |
| WED | 2 | 9 | 16 | 23 | 30 | |
| THU | 3 | 10 | 17 | 24 | 31 | |
| FRI | 4 | 11 | 18 | 25 | | |
| SAT | 5 | 12 | 19 | 26 | | |

| FEBRUARY | | | | | | |
|----------|---|----|----|----|--|--|
| SUN | 3 | 10 | 17 | 24 | | |
| MON | 4 | 11 | 18 | 25 | | |
| TUE | 5 | 12 | 19 | 26 | | |
| WED | 6 | 13 | 20 | 27 | | |
| THU | 7 | 14 | 21 | 28 | | |
| FRI | 1 | 8 | 15 | 22 | | |
| SAT | 2 | 9 | 16 | 23 | | |

| MARCH | | | | | | |
|-------|----|----|----|----|----|--|
| SUN | 31 | 3 | 10 | 17 | 24 | |
| MON | 4 | 11 | 18 | 25 | | |
| TUE | 5 | 12 | 19 | 26 | | |
| WED | 6 | 13 | 20 | 27 | | |
| THU | 7 | 14 | 21 | 28 | | |
| FRI | 1 | 8 | 15 | 22 | 29 | |
| SAT | 2 | 9 | 16 | 23 | 30 | |

Calendar 2019-20

| APRIL | | | | | |
|-------|---|----|----|----|----|
| SUN | 7 | 14 | 21 | 28 | |
| MON | 1 | 8 | 15 | 22 | 29 |
| TUE | 2 | 9 | 16 | 23 | 30 |
| WED | 3 | 10 | 17 | 24 | |
| THU | 4 | 11 | 18 | 25 | |
| FRI | 5 | 12 | 19 | 26 | |
| SAT | 6 | 13 | 20 | 27 | |

| MAY | | | | | |
|-----|---|----|----|----|----|
| SUN | 5 | 12 | 19 | 26 | |
| MON | 6 | 13 | 20 | 27 | |
| TUE | 7 | 14 | 21 | 28 | |
| WED | 1 | 8 | 15 | 22 | 29 |
| THU | 2 | 9 | 16 | 23 | 30 |
| FRI | 3 | 10 | 17 | 24 | 31 |
| SAT | 4 | 11 | 18 | 25 | |

| JUNE | | | | | |
|------|----|----|----|----|----|
| SUN | 30 | 2 | 9 | 16 | 23 |
| MON | 3 | 10 | 17 | 24 | |
| TUE | 4 | 11 | 18 | 25 | |
| WED | 5 | 12 | 19 | 26 | |
| THU | 6 | 13 | 20 | 27 | |
| FRI | 7 | 14 | 21 | 28 | |
| SAT | 1 | 8 | 15 | 22 | 29 |

| JULY | | | | | |
|------|---|----|----|----|----|
| SUN | 7 | 14 | 21 | 28 | |
| MON | 1 | 8 | 15 | 22 | 29 |
| TUE | 2 | 9 | 16 | 23 | 30 |
| WED | 3 | 10 | 17 | 24 | 31 |
| THU | 4 | 11 | 18 | 25 | |
| FRI | 5 | 12 | 19 | 26 | |
| SAT | 6 | 13 | 20 | 27 | |

| AUGUST | | | | | |
|--------|---|----|----|----|----|
| SUN | 4 | 11 | 18 | 25 | |
| MON | 5 | 12 | 19 | 26 | |
| TUE | 6 | 13 | 20 | 27 | |
| WED | 7 | 14 | 21 | 28 | |
| THU | 1 | 8 | 15 | 22 | 29 |
| FRI | 2 | 9 | 16 | 23 | 30 |
| SAT | 3 | 10 | 17 | 24 | 31 |

| SEPTEMBER | | | | | |
|-----------|---|----|----|----|----|
| SUN | 1 | 8 | 15 | 22 | 29 |
| MON | 2 | 9 | 16 | 23 | 30 |
| TUE | 3 | 10 | 17 | 24 | |
| WED | 4 | 11 | 18 | 25 | |
| THU | 5 | 12 | 19 | 26 | |
| FRI | 6 | 13 | 20 | 27 | |
| SAT | 7 | 14 | 21 | 28 | |

| OCTOBER | | | | | |
|---------|---|----|----|----|----|
| SUN | 6 | 13 | 20 | 27 | |
| MON | 7 | 14 | 21 | 28 | |
| TUE | 1 | 8 | 15 | 22 | 29 |
| WED | 2 | 9 | 16 | 23 | 30 |
| THU | 3 | 10 | 17 | 24 | 31 |
| FRI | 4 | 11 | 18 | 25 | |
| SAT | 5 | 12 | 19 | 26 | |

| NOVEMBER | | | | | |
|----------|---|----|----|----|----|
| SUN | 3 | 10 | 17 | 24 | |
| MON | 4 | 11 | 18 | 25 | |
| TUE | 5 | 12 | 19 | 26 | |
| WED | 6 | 13 | 20 | 27 | |
| THU | 7 | 14 | 21 | 28 | |
| FRI | 1 | 8 | 15 | 22 | 29 |
| SAT | 2 | 9 | 16 | 23 | 30 |

| DECEMBER | | | | | |
|----------|---|----|----|----|----|
| SUN | 1 | 8 | 15 | 22 | 29 |
| MON | 2 | 9 | 16 | 23 | 30 |
| TUE | 3 | 10 | 17 | 24 | 31 |
| WED | 4 | 11 | 18 | 25 | |
| THU | 5 | 12 | 19 | 26 | |
| FRI | 6 | 13 | 20 | 27 | |
| SAT | 7 | 14 | 21 | 28 | |

| JANUARY | | | | | |
|---------|---|----|----|----|----|
| SUN | 5 | 12 | 19 | 26 | |
| MON | 6 | 13 | 20 | 27 | |
| TUE | 7 | 14 | 21 | 28 | |
| WED | 1 | 8 | 15 | 22 | 29 |
| THU | 2 | 9 | 16 | 23 | 30 |
| FRI | 3 | 10 | 17 | 24 | 31 |
| SAT | 4 | 11 | 18 | 25 | |

| FEBRUARY | | | | | |
|----------|---|----|----|----|----|
| SUN | 2 | 9 | 16 | 23 | |
| MON | 3 | 10 | 17 | 24 | |
| TUE | 4 | 11 | 18 | 25 | |
| WED | 5 | 12 | 19 | 26 | |
| THU | 6 | 13 | 20 | 27 | |
| FRI | 7 | 14 | 21 | 28 | |
| SAT | 1 | 8 | 15 | 22 | 29 |

| MARCH | | | | | |
|-------|---|----|----|----|----|
| SUN | 1 | 8 | 15 | 22 | 29 |
| MON | 2 | 9 | 16 | 23 | 30 |
| TUE | 3 | 10 | 17 | 24 | 31 |
| WED | 4 | 11 | 18 | 25 | |
| THU | 5 | 12 | 19 | 26 | |
| FRI | 6 | 13 | 20 | 27 | |
| SAT | 7 | 14 | 21 | 28 | |

*Glimpses of Activities
at IICM*



Induction
Program for
MTs



Yoga,
Jogging &
Nature walk
at IICM







Ice
breaking
& team
building
sessions at
ICCM







**Bonfire celebration,
Soft skill class &
Library session**





Inauguration
of a new
program



Cultural
activities
& Holi
celebration
at IICM





Swachhta
Rally
organised
by IICM



Republic Day
Celebration
at IICM





**Vigilance
Awareness
Week at IICM**



**Christmas
Celebrations
at IICM**

Saraswati
Puja
Celebration



Inauguration
of Smart
Signage
Display at
IICM





Recognition
for good
work done
at IICM



Beautiful
sculptures at
IICM





Celebrating
Foundation
Day at IICM





Two ways of
building character –
cultivating strength
to challenge
oppression, and
tolerate the
resultant hardships
that give rise to
courage and
awareness.

– Sardar Vallabhbhai Patel



एक कदम स्वच्छता की ओर...

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