

कोल इण्डिया लिमिटेड

(महाराष्ट्र कंपनी)

(भारत सरकार उपक्रम)

नीति विभाग

'कोल भवन', प्रेमिसिज सं.04 एमएआर,

प्लॉट सं.-एएफ-III, एक्शन एरिया-1 ए, न्यूटाउन, राजरहाट,

कोलकाता-700 156,

वेबसाइट: www.coalindia.in

सी आई एन सं. L23109WB1973GOI028844



5 DECADES OF UNEARTHING ENERGY

COAL INDIA LIMITED

(A Maharatna Company)

(A Govt. of India Undertaking)

Policy Cell

Coal Bhawan, Premises No.04-MAR,

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Kolkata - 700 156

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CINNo.L23109WB1973GOI028844

Ref. No.: CIL/C5A(PC)/PMS/ 2438746/1489

Date: 17.09.2026

OFFICE MEMORANDUM

With a view to ensuring clarity in determination of Performance Rating of E8 and E9 grade executives in certain instances, the following clarifications are hereby issued:

1. How will the Performance Rating be determined where APAR/SPARROW rating of an E8/E9 grade executive could not be generated for reasons not attributable to the executive concerned?

Clarification: DPE, vide O.M. No. 2(68)/11-DPE(WC) dated 31.12.2012, has prescribed, inter alia, that where the APAR rating of a Board-level executive is not available for the reasons specified therein, the rating may be considered at one grade below the MoU rating of the concerned CPSE for the relevant financial year, for the limited purpose of payment of PRP. The said dispensation is not applicable where non-completion of APAR is attributable to delay on the part of the executive concerned, including delay in submission of self-assessment.

Subsequently, E8 and E9 grade executives were brought under the DPE PAR/SPARROW system. Further, vide CIL O.M. No. CIL/C5A(PC)/SPARROW/1410 dated 06.11.2025, the CIL MoU score has been made uniformly applicable as the MoU factor in PMS/SPARROW for all E8 and E9 grade executives of CIL and its Subsidiaries from FY 2024-25 onwards.

Accordingly, in cases where APAR/SPARROW rating of an E8/E9 grade executive could not be generated for reasons not attributable to the executive concerned, the principle contained in the aforesaid DPE O.M. dated 31.12.2012 shall be adopted, for the limited purpose of calculation and payment of PRP, by considering the Performance Rating at one grade below the CIL MoU rating for the relevant financial year.

The above dispensation shall not apply where non-completion of APAR/SPARROW is attributable to delay/default on the part of the executive concerned or where the APAR can still be completed under the normal DPE procedure.

In cases pertaining to FY 2025-26 and onwards, wherever the APAR can still be initiated or completed in accordance with the applicable DPE guidelines, the normal APAR process shall first be followed. The above dispensation shall be applied only where completion of APAR is no longer possible for reasons not attributable to the executive concerned.

2. How will the Performance Rating be determined where an executive is promoted from E7 to E8 during a financial year and has ratings under PRIDE and APAR/SPARROW for different periods of the same financial year?

Clarification: As per the existing provisions of the CIL Performance Management System, as amended vide O.M. No. CIL/C5A(PC)/PMS/2826 dated 08.05.2018, where multiple performance appraisals are available for a financial year, the final rating is arrived at on a

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weighted-average basis with reference to the period covered by the respective appraisal forms. The approved proposal expressly relies on this existing methodology for the E7-to-E8 situation.

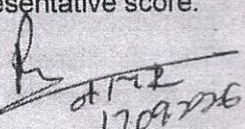
Accordingly, the PRIDE rating for the period served in E7 and the APAR/SPARROW rating for the period served in E8 shall be consolidated on a period-based weighted-average basis, subject to the applicable minimum-period requirement.

Where more than one PRIDE and/or APAR/SPARROW rating is available during the financial year, each valid rating shall similarly be considered with weightage corresponding to the period covered by the respective appraisal.

3. How will the Performance Rating be determined where, during the same financial year, an executive has an available PRIDE and/or APAR/SPARROW rating for part of the year, and an unassessed E8/E9 period covered under Para 1 above?

Clarification: The rating determined for the unassessed period in terms of Clarification 1 above shall be combined with the available PRIDE and/or APAR/SPARROW rating on the same period-based weighted-average basis. For such consolidation, where the rating for the unassessed period is a deemed grade determined under Clarification 1, the midpoint of the corresponding numerical range of that grade shall be taken as its representative score.

This issues with the approval of Competent Authority.


General Manager (HR)/HoD
Policy Cell, CIL

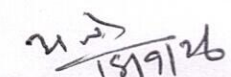
वेस्टर्न कोलफील्ड्स लिमिटेड
अधिकारी स्थापना विभाग, कोल इस्टेट, सिविल लाईन, नागपुर- 440001.

संदर्भ.संख्या.: WCL/PER/CRC/2379

दिनांक: 18th September '26

क्षेत्र/ विभाग में पदस्त अधिकारियों के बीच व्यापक सूचना एवं प्रसार के लिए अग्रेषित:-

1. समस्त क्षेत्रीय महाप्रबंधक, वेकोलि.
2. समस्त विभागाध्यक्ष, वेकोलि मुख्यालय.
3. महाप्रबंधक(खनन)-CA/ तक.सचिव- निदेशक(वित्त)/निदेशक(मासं)/निदेशक(तक)ओपि/निदेशक(तक)पीपी, वेकोलि मुख्यालय.
4. महाप्रबंधक(प्रणाली), वेकोलि मुख्यालय - WCL's की वेबसाइट पर अपलोड करने के अनुरोध के साथ.
5. सचिवालय— अ.प्र.नि/निदेशक(वित्त)/निदेशक(मासं)/निदेशक(तक)ओपि/निदेशक(तक)पीपी/मु.स.अ,वेकोलि मुख्यालय.


(राजेश कुमार सिन्हा)
महाप्रबंधक(मा.सं)/ अधि.स्था
WCL