



CCL

A Ministerial Coal Company

सेन्ट्रल कोलफील्ड्स लिमिटेड

(भारत सरकार का एक उपक्रम)

दार्भंगा हाउस, राँची 834 029

CENTRAL COALFIELDS LIMITED

(Govt. of India Undertaking)

DARBHANGA HOUSE, RANCHI 834 029

फोन: (0651) 2360006 (10 Lines), 236 0123 (5 Lines)

फैक्स: (0651) 2360257, वेबसाइट: <http://www.ccl.gov.in>

No. Ref./13/1508-18

Dated 18.07.2013

To

The Chief General Manager

Barka Sayal Area

The General Manager

Argada/Kuju/Rajrappa/Hazaribagh/Kathara/B&K/Dhori/Piparwas/NK/Rajhara/Magadh
& Amrapali.

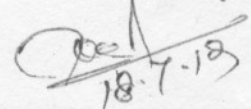
Sub:- Check List for processing Employment Proposals

Dear Sir,

In view of provisions of R&R Policy of CIL 2012 and also, to streamline processing and scrutiny of Employment Proposals, a fresh Check List for processing Employment Proposals is being sent. This will supersede Check List, circulated earlier.

Encl. As above

Yours faithfully


18-7-13

General Manager

(L&R)

ok

CHECK LIST FOR EMPLOYMENT PROPOSALS
(DOCUMENTS AND INFORMATIONS REQUIRED FOR PROCESSING
EMPLOYMENT PROPOSALS)

1. Application, of Tenant(s), addressing Project Officer, requesting for providing Employment to Nominee(s) against Land, acquired by CCL, indicating name of Village, Khata Number, Plot Number and Plot wise Area
2. Attested Photocopy of Gazette Notification
3. Land Documents, as per List below

Case I - Land acquired under CBA (A&D) Act' 1957

(A) For Tenancy Land

- * i. Attested Photocopy of Khatiyani
- * ii. Attested Photocopy of Govt. Rent Receipt, up to year of Acquisition
- * iii. Attested Photocopy of 'Authentication Report', certifying Ownership of Land, issued by concerned Circle Officer
- * iv. If the Tenant has acquired the Land, by purchase [before Notification under Section 9(1) of CBA Act] instead of by inheritance, then attested photocopy of Sale Deed


(B) For GMK Settled Land (CTL)

(a) Settled by Ex Land Lord

- i. Attested Photocopy of Jamindari Hukumnama
- ii. Attested Photocopy of Furd Report Amin
- iii. Attested Photocopy of Jamindari Rent Receipt
- ✓ iv. Attested Photocopy of Govt. Rent Receipt up to the Year of Acquisition
- v. If the Tenant has acquired the Land, by purchase [before Notification under Section 9(1) of CBA Act] instead of by inheritance, then attested photocopy of Sale Deed
- ✓ vi. Attested Photocopy of 'Settlement Plan' issued by concerned Circle Officer
- ✓ vii. Attested Photocopy of 'Authentication Report', certifying Ownership of Land, issued by concerned Additional Collector /Deputy Commissioner

(b) Settled by State Government

- i. Attested Photocopy of 'Settlement Parcha'
- ✓ ii. Attested Photocopy of Govt. Rent Receipt up to the Year of Acquisition
- ✓ iii. Attested Photocopy of 'Settlement Plan' issued by concerned Circle Officer
- ✓ iv. Attested Photocopy of 'Authentication Report', certifying Ownership of Land, issued by concerned Additional Collector /Deputy Commissioner

 12/07/12

Case II :- Land acquired under LA Act' 1894

(A) For Tenancy Land

- * i. Attested Photocopy of Khatiyani
- * ii. Attested Photocopy of Govt. Rent Receipt, up to Year of Acquisition
- * iii. Attested Photocopy of 'Authentication Report', certifying Ownership of Land, issued by concerned Circle Officer
- * iv. If the Tenant has acquired the Land, by purchase [before Notification under Section 11(1) of LA Act) instead of by inheritance, then attested photocopy of Sale Deed
- v. Attested Photocopy of Valuation Khatiyani
- vi. Attested Photocopy of Payment Notice
- vii. Attested photocopy of Payment Receipt

(B) For GMK Settled Land (CTL)

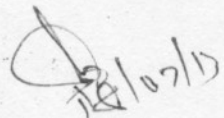
(a) Settled by Ex Land Lord

- i. Attested Photocopy of Govt. Rent Receipt up to the Year of Acquisition
- ii. If the Tenant has acquired the Land, by purchase (before Notification under Section 11 of LA Act) instead of by inheritance, then attested photocopy of Sale Deed
- iii. Attested Photocopy of Settlement Plan issued by concerned Circle Officer
- iv. Attested Photocopy of 'Authentication Report' of Ownership of Land issued by concerned Additional Collector /Deputy Commissioner
- v. Attested Photocopy of Valuation Khatiyani
- vi. Attested Photocopy of Payment Notice
- vii. Attested Photocopy of Payment Receipt

(b) Settled by State Government

- i. Attested Photocopy of 'Settlement Parcha'
- ii. Attested Photocopy of Govt. Rent Receipt up to the year of acquisition
- iii. Attested Photocopy of 'Settlement Plan' issued by concerned Circle Officer
- iv. Attested Photocopy of 'Authentication Report' certifying Ownership of Land issued by concerned Additional Collector /Deputy Commissioner
- v. Attested Photocopy of Valuation Khatiyani
- vi. Attested Photocopy of Payment Notice
- vii. Attested Photocopy of Payment Receipt

- 4. Attested Photocopy of Genealogical Chart issued by concerned Circle Officer
- 5. Consent/No objection, in the form of Affidavit, executed by all Adult Family Members, for SELF & MINOR(S), as per Genealogical Chart, for giving Employment, to Nominee(s), duly signed before Notary Public. The Land details indicating Khata Number, Plot Number and Area of each Plot must be indicated, in the Affidavit.
- 6. Individual indemnity Bond of each Nominee, signed before Project/Area Official in presence of two Witnesses.
- 7. Attested Photocopy of Education Certificate, if the Candidate is Literate.
- 8. Copy of any valid Certificate as Proof of Age e.g. School Leaving Certificate / Board Certificate / Voter ID / Ration Card

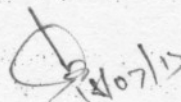


9. Domiciled Resident Certificate / Mool Niwasi Certificate of Nominee(s).
10. In the prescribed Proforma, "No Objection Certificate", submitted by the Nominee(s) & Co-Share(s), as per Genealogical Chart, duly certified and signed by the Project Officer, stating that signature is made in his presence.
11. Attested Photograph of Nominee(s).
12. Land Use Plan, drawn on Revenue Map, indicating- Plot No, Khata No, Village, name of the Project/Area, Acquisition Boundary, Project/Mine Boundary as per approved Project Report, status of Neighbouring Plots in respect of Employments provided earlier, Type of Land e.g. Forest Land, GMK Land, Tenancy Land, existing Quarry Edge (in case of OC Mine), existing Mine Working (Development as well as Depillaring), in case of Underground Mine, next 'Five Years Utility Zone'. The Plan must be signed by Project Officer, dealing Area Officials including CGM/GM of the Area.

13. Scrutiny of Proposal, at Project and Area Level :

- i. Verification of 'Acquisition Status' of Land i.e., whether acquired by CCL, if yes, then under which Act, CBA Act or L A Act.
- ii. Verification of Documents submitted by the Tenants in respect of Ownership, Authentication, Genealogy etc.
- iii. Checking and indicating Payment Status of Land Compensation.
- iv. To verify and certify that Employment has not been provided, earlier, against the same Plot Area(s).
- v. If Employment has been provided, earlier, on part of Plot(s), then relevant Details, thereof, giving Name of Person with Appointment Letter No & Date, Plot No., Area etc.
- vi. To verify and certify that the Land, offered for Employment, is within 'Five Years Utility Zone'. If any Plot is beyond 'Five Years Utility Zone' then Plot No. with Area of each Plot is to be mentioned.
- vii. In case, the Land has been utilized earlier, verification and justification for delay in processing Employment Proposal indicating Year of Utilization.
- viii. Filled in Personal Proforma- Part- I & II and Annexure 3.4.1(iii) signed by Project and Area Authorities including CGM/GM of the concerned Area.
- ix. To verify & certify that no Monetary Compensation, in lieu of Employment, has been provided against the Plot Area(s), offered for Employment.
- x. To indicate total Area of Land acquired under different Gazette Notification(s), indicating Bifurcation of Land Type wise i.e. Tenancy, GMK and Forest with number of Employments given earlier indicating, separately, Employments given against Tenancy, GMK Settled and Forest Land as well as number of Persons for whom Employment Proposals have been processed apart from Employment, already, given.

14. All the Photocopies of relevant Document (s), must be verified by Project/Area Authority / Authorities with the Original Document(s). The words "Verified from Original" must be written on the Document (s) and also, signed by Project/Area Official with Seal.



Unintentionally
15. In order to obviate the possibility of processing of cases on Fake and Fabricated Documents, inadvertently, the concerned Authority of Area must get the Documents, submitted by the Applicants, purportedly, issued by the State Authorities, duly verified through Official Communication, in order to ensure that Documents, so submitted, have actually been issued by the respective Offices of the State Authorities.

Supposedly
16. In case of Land consented under "Package Deal", all the relevant Land Documents, Genealogical Chart etc. for the Persons who have given consent, are to be submitted. It is to be ensured that Signature of all the Adult Persons, appearing in the Genealogical Chart, have been taken on Consent Affidavit and Agreement.

17. A Certificate is to be issued by Project / Area Authority that:

"Certified that 'Settlement Plan', issued by concerned Circle Officer, in respect of GMK Settled Land / GMK Land Settled under Korkar Right, has been verified from Revenue Plan of concerned Project and that the subject Land is within Acquired Boundary. It is, also, certified that total Area of GMK Settled Land / GMK Land Settled under Korkar Right does not exceed total GMK Land, acquired under respective Gazette Notification".

This Certificate should be enclosed with the Employment Proposal.

18. A Certificate is to be issued, by Chief General Manager / General Manager of Area and enclosed with the File, that

"The Employment Proposal is complete in all respect"

[Signature]
12/07/17

CHECK-LIST FOR HOUSE COMPENSATION

1. Name of the house owners with father's name
2. Land Type (Tenancy / GMK / Forest) on which houses are located with village name (tola), Khata No. and plot No.
3. Whether situated on acquired land, acquisition status, CBA SO No. and date of sec-9(1), Date of Initial survey / measurements of houses
OR LA Case No and date of Sec-11 (if assessed for acquired land under LA Act).
4. Year of construction of houses, whether houses constructed after Date of Gazette Notification under relevant Section at SI no (3)
If constructed after gazette Notification under sec 9 of CBA Act, then valuation of House Structures only as Ex –gratia amount.
5. Constitution of committee members from Civil, Survey, Personnel, Finance Disciplines etc
6. Measurements of houses, sketches of houses / other Civil structures (plan, foundation details) brief specifications of the buildings / structures- Masonary Work (Mud wall, brick wall, stone wall), Type of roofs (Tiles / Ac sheet /GCI Sheet/ RCC),Door windows - wooden / steel – sizes, Plaster/ whitewash/ colour wash/ painting etc.
7. Calculation of quantities as per SI No 6, Valuation of houses based on latest schedule of Rates of Jharkhand Government.
8. Consideration of depreciation for the year from Construction year to SOR Year.
9. Net valuation Amount after deduction of Depreciation certified by Committee members
10. Valuation Sheet certified by Committee members

CHECK-LIST FOR R&R BENEFITS As PER provision of R&R Policy of CIL'2012

1. Consent Letter for acceptance of Lump Sum amount as R&R benefit, subsistence Allowance and vacation of the houses before taking payment.
2. Vanshawali (Genealogical Chart) issued by concerned Circle Officer if claimants more than /other than the house owner
3. Residential certificates from Circle officer, electoral roll, ration card or school record for eligibility of Project Affected Persons.
4. Age proof certificates from Government Documents
5. Affidavit for separate family status – married / unmarried, not dependent on house owner (father / mother) for their livelihood.
6. Assessment Sheet of Lump Sum Amount certified by Committee members.