



सेंट्रल कोलफील्ड्स लिमिटेड
(एक मिनिस्ट्रल कम्पनी)
मानव संसाधन विकास विभाग
दरभंगा हाउस, रांची – 834029
फैक्स नं० 0651-2360597
ई-मेल – gmhrd.ccl@coalindia.in



Ref. No. CCL/HRD/PDCM-IICM/2021-22/204

Dated – 26/07/2021

Notification for Executives of CIL (E3 to E6) for undergoing 06 months Professional Diploma in Contract Management from IICM, Kanke

Indian Institute of Coal Management (IICM) is organizing six months duration Professional Diploma in Contract Management (PDCM) in collaboration with the Indian Institute of Materials Management (IIMM) as per the MoU between IICM and IIMM.

Upon completion of the course, the executives would be awarded a Professional Diploma in Contract Management equivalent to the MBA course of IIMM.

Detailed notification along with the application form is attached herewith. The same is also available on IICM and IIMM websites (IICM website notification link - <http://iicm.ac.in/index.php/pdcm-professional-diploma-in-contract-management>).

All the interested executives from E3 to E6 grade of any discipline are invited to be enrolled for the diploma course within the due timeline. Procedure for enrollment along with required documents and timeline for enrollment is mentioned in the notification.

For any kind of further clarification regarding the course the Nodal Officer for IICM, Kanke may be contacted, the details of whom are as follows –

Mr Mohit Jain
Dy. Manager (System)
Mob. – 8987434757
Email - mjain.iicm@coalindia.in

NOTIFICATION

The Indian Institute of Coal Management, Ranchi in collaboration with the Indian Institute of Materials Management (IIMM) a Centre of Higher Education and Research Studies, having its office at 4598/12 B, Daryaganj, New Delhi - 110002, is going to conduct a Professional Diploma course in Contract Management (PDCM) for the executives of Coal India Limited and its Subsidiary Companies in E-3 to E-6 Grade having Bachelors Degree in any discipline. Indian Institute of Coal Management, Kanke, Ranchi - 834006 (IICM) will facilitate in conducting the said course. **The details of the said course are as follows:**

01.	Course Fee	Rs. 15000/- (non-refundable)
02.	Course Duration	Six Months
03.	Downloading of Admission Form	10/07/2021-10/08/2021
04.	Last date of Receipt of Admission Forms at IICM	25/08/2021
05.	Forwarding of Valid Admission Forms to IIMM by IICM	10/09/2021
06.	Dispatch of Courseware/e Content by IIMM to Participants	20/09/2021
07.	Commencement of Programme	01/09/2021
08.	Commencement of Contact Class at IICM	13/12/2021 to 24/12/2021
09.	Assignment to Participants	01/11/2021
10.	Submission of Assignment	31/12/2021
11.	Term End Examination at IICM	Feb, 2022
12.	Publication of Result by IIMM Website - http://www.iimm.org	March, 2022

Admission Forms:

The Admission Form of the said course may be downloaded, free of cost from the official websites of both Indian Institute of Materials Management (www.iimm.org) and Indian Institute of Coal Management, Ranchi (www.iicm.ac.in).

Enrollment:

The executives of Coal India Limited and its Subsidiary Companies who are interested in enrolling themselves for the said course of PDCM of IIMM are requested to submit the duly filled in Admission Form along with the Admission Fee of Rs. 15,000/- (Rupees Fifteen thousand only) in the form of a Demand Draft in favour of Indian Institute of Materials Management, payable at Mumbai and other requisite documents as mentioned in the Admission Form, within the stipulated date in the following Address:

Shri Mohit Jain
Nodal Officer (PDCM – IIMM)
Indian Institute Of Coal Management
Kanke,
Ranchi – 834 006.
Contact No.: 89874374757

It may be noted that candidates who had enrolled in PDCM of Session-2020 and had failed to attend/appear for the contact classes/term end examination of that session can enroll themselves in the ensuing PDCM programme of Session 2021 without paying any additional Admission Fee. However, such candidates, like any other fresh candidate will have to submit an application form in the prescribed format of the current session, duly forwarded by the employer as explained in the 'Note' below. The details of the payment already made in previous session shall be mentioned by such candidates in Sl. No. 02 of the application form..

Note: The application forms of respective candidates are to be forwarded by the respective GMs/Head (HRD) of the said company. TheGM/Head (HRD) after keeping a record of the applicant will forward the applications to the Nodal Officer, IICM for further transmission of the same to IIMM by IICM. **Applications sent directly to IICM by any candidate will not be entertained.**

Frequently Asked Questions

1. Will the period of attending the contact class and term end examination at IICM be considered as official duty?

Ans: Attending the contact classes and term-end examination at IICM will be considered at par with attending any other programme at IICM and may be treated accordingly.

2. Will the travel expense to IICM be borne by theCompany?

Ans: Yes, as it is done for attending any other programme at IICM and should be sponsored by company HRD.

3. Will there be any incentive for completing thecourse?

Ans: They are many. A candidate can earn a Professional Diploma while on job without taking any leave and without incurring any expense for stay and travel during the contact classes and term-end examination. Moreover, the candidate may also be eligible for exemption of subjects for pursuing MBA courses of IIMM on successful completion of PDCM.

**Indian Institute of Materials Management
Navi Mumbai
Admission Form for 2021-22**

Affix Passport
Size Photo with
Signature

Reg. No.....	Date.....
(To be filled by IIMM)	

1. Program Name Professional Diploma in Contract Management (PDCM)

3. DD Details

a). DD No. b). DD Date

c). Amount (Rs) 1 | 5 | 0 | 0 | 0

d). Bank
(in favour of Indian Institute of Materials Management, Payable at Mumbai)

4. Name of the Candidate

5. Father's Name

6. Mother's Name

7. Address for Communication

a). State b). PIN

8. Permanent Address

a). State b). PIN

9. Tel. No. 10. Mob. No.

11. Email ID

12. General Information

a) Date of Birth b). Gender M F c). Category GEN SC ST OBC

d) Nationality

e) Date of Joining CIL

13. Academic Qualification Details

S.No.	Name of Examination	Year of Passing	Name of Board/University	Aggregate Percentage

14. Whether you are Expelled/Restricted from any educational Institute or convicted by a Court of Law or if any case is pending against you in a Court of Law? If so, Give details

<p>I certify that the above statements have been filled in by me and that the entries made are correct.</p> <p>Place _____</p> <p>Date _____</p> <p style="text-align: right;">Signature of the Applicant _____</p>

15. Enclosures

- a) The DD in favour of "Indian Institute of Materials Management payable at Mumbai".
- b) Self Attested copies of the qualification documents.
- c) Certificate of being a SC/ST/OBC (issued by Competent Authority)

FOR USE OF EMPLOYER OF THE CANDIDATE

<p>This is to certify that Shri/ Smt _____ EIS No _____ Designation _____ of _____ Grade presently posted at _____ (Name of the Coal Company) is allowed to enroll in the Professional Diploma Course in Contract Management of IIMM. He will be released officially for the contact classes and examination to be conducted at IICM, Ranchi as and when notified by IIMM/IICM during the period of the course.</p> <p style="text-align: right;">(Signature of Forwarding Officer)</p> <p style="text-align: right;">(Name of Forwarding Officer)</p> <p style="text-align: right;">(Designation of Forwarding Officer)</p> <p>Date: _____</p>

The application of Shri/ Smt _____ Designation _____
of _____ Grade presently posted at _____ is hereby forwarded along with DD No.
_____ dated _____ of _____ (Name of
the Bank) _____ (Name of the branch) in favour of Indian Institute of Materials Management
payable at Mumbai for verification and further necessary action.

(Signature of Nodal Officer, IICM)

It is hereby certified that the particulars given in this application form have been verified by us
and found correct as per certificates enclosed. The name of the student, Father's name, date of
birth & other details have been found matching with the certificates provided by the applicant.

Date:

Assistant Registrar

Signature Chairman – BOS, IIMM