

Ref. No: CCL/Rectt./DVWL\_DS/2023/ 880

Date 25/10/2023

**SCHEDULE FOR DOCUMENT VERIFICATION FOR THE POST OF DEPUTY SURVEYOR(MINING) T&S GRADE C IN  
RESPECT OF CANDIDATES APPEARING IN THE WAIT LIST.**

**मुख्य निर्देश / Important Instructions**

The provisional wait list of Computer Based Test held on 05.05.2023 for the post of **Deputy Surveyor (Mining)**, whose merit panel is prepared by EdCIL(India) Limited is appended below. It is hereby informed that the following candidates are required to appear for Preliminary Document Verification to be held as per the schedule mentioned below. The final selection of the candidates will be subject to the successful verification/submission of requisite certificates/documents and thereafter their being found fit in the Initial Medical Examination conducted by the Company's Medical Board. If at any stage of the selection process, it is found that the candidates do not possess requisite certificates, documents etc or have violated or do not fulfill any provision/criteria in the CCL Employment Notice no. 63 dated 28.03.2023 or this schedule, then their candidature shall be cancelled with immediate effect.

**Venue for Document Verification: Human Resource Department, New Building, CCL Darbhanga House, Ranchi 834001**

**Reporting time : 09: 30 AM**

**DOCUMENT VERIFICATION SCHEDULE FOR THE POST OF DEPUTY SURVEYOR(MINING)**

SN	Application Sequence No.	Roll No.	Name of the Candidate	Category	Date
1	CCL23010838	121811000010	BOBY MADDY	ST	02.11.2023
2	CCL23007309	151611000033	MORISH HORO	ST	02.11.2023
3	CCL23016773	151611000010	RAMCHARAN ORAON	ST	02.11.2023

The candidates are requested to attend the preliminary document verification with the following certificates/documents in **ORIGINAL and Two sets of self-attested colored photocopies** of the same. If the candidates fail to produce any of the following documents at the time of their scheduled document verification, then their candidature is liable for cancellation:

1. A downloaded copy of Online Application form along with its enclosures as submitted while applying.

2. Matriculation Certificate and Marksheet, 10+2 /Higher Secondary Certificate and Marksheet, Diploma/Degree Certificate and Marksheets(All years/semesters), Other Statutory Certificates- Mines Survey Certificate of Competency (unrestricted) etc. and Caste Certificate as submitted while making application for the post of **Deputy Surveyor(Mining)**.

3. Valid Caste Certificate in the prescribed format issued by the competent authority as was mentioned in the Employment Notice in **Annexure B**. (Only such candidates will be considered for selection who submit caste Certificates valid for jobs under the Central Government of India.)

4. Original No-Objection Certificate in case of permanent employees working in Government, Semi government or Public Sector Undertaking or Coal India or any subsidiary of Coal India or Autonomous Bodies. (Annexure D in Employment Notice, here Annexure-C). If in case, the candidate is a permanent employee of CIL or any subsidiary of CIL, they should also bring their original ID Card as issued by CIL/subsidiary of CIL.

5.5 **(five)** passport size photographs as was pasted in the application form.

6. A photo-identity proof/ Adhaar Card

7. Admit Card for Computer Based Test (CBT)

8. Downloaded copies of blank formats of Annexure I & II as given below which the candidates have to fill and submit to the Management during their document verification.

9. If any of the certificates produced by the candidates are issued in any regional languages i.e. in languages besides Hindi/English, then an exact translation of the same in Hindi/English may be produced in an Affidavit sworn in the presence of and attested by Executive Magistrate/Judicial Magistrate.

10. Application fee payment receipt/acknowledgement on submitting the Online Application, if applicable

**The candidates may note that their candidature is provisional and is being considered for preliminary document verification subject to the instructions mentioned as below, which may be read and understood clearly:**

1. In the event, you fail to report for pre-recruitment formalities on the scheduled date and time/ do not produce the requisite certificates & documents in original / or upon scrutiny/verification you are found ineligible, you will not be considered further for selection to the post of **Deputy Surveyor (Mining)** and your candidature will be cancelled.

2. Please note that no change in the date/time or venue for pre-recruitment formalities/Document verification process will be entertained.

3. Management reserves the right to cancel or postpone/reschedule the process of preliminary document verification.

4. Please note that your name appearing in the above list does not constitute an offer of appointment/employment to you.

5. SC/ST candidates being called for Document Verification will be reimbursed to & fro railway/bus fare by the shortest route on production of photocopy of Ticket/Proof of journey as per Company's Rule and Government guidelines. SC/ST candidates are required to bring: -

- i. Front page of their bank passbook copy (containing photo of candidate concerned along with all bank details)
- ii. A cancelled cheque (Original)
- iii. PAN Card
- iv. Aadhar Card
- v. A copy of Call letter
- vi. Tickets as applicable
- vii. E-Mandate Form (filled in prescribed format as given below with issuing bank's authorization, seal and signature)

6. The final selection of the candidates will be subject to the candidate being found medically fit and successful preliminary scrutiny/verification/submission of requisite certificates/documents.

7. If at any stage of selection/ employment, it is found candidates do not fulfill the minimum eligibility for the said post or the certificates, documents, testimonials and other credentials submitted by them are false, then necessary disciplinary action shall be taken against them which may even lead to their termination and prosecution.

**8. Candidature is also liable to be rejected if there is any difference/variation found in candidate's name/ his father's name, surname or date of birth in his educational/statutory/ professional/technical/caste certificates.**

9. For any further queries, you may send an e-mail to [gmrectt.ccl@coalindia.in](mailto:gmrectt.ccl@coalindia.in). Please note that all communications should contain your Application Sequence Number/ Roll number and post for which you have applied for.



भारत 2023 INDIA

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## CENTRAL COALFIELDS LIMITED

A Miniratna Company  
(Govt. of India Undertaking)

### Recruitment Department

Reg. Office: Darbhanga House, Ranchi,  
Jharkhand-834029

Phone: 0651-2360606, 2360123, 2360608

Fax: 0651-2360257, 2360479

Website: [www.centralcoalfields.in](http://www.centralcoalfields.in)

CIN No.: U10200JH1956GOI000581

E-mail: [girectt.ccl@coalindia.in](mailto:girectt.ccl@coalindia.in)

10. Impersonation, any form of canvassing or bringing extraneous pressure during recruitment processes will lead to disqualification and will render the candidate ineligible for selection. Candidates are advised to check their fulfillment of eligibility as per every term and condition in the CCL Employment Notice no.63 dated 28.03.2023 as well as in this document verification schedule before reporting for their scheduled Document Verification. If shortcomings are found in the further recruitment process, their candidature is liable for cancellation.

11. Please make necessary arrangements for your travel/stay well in advance so as to reach the venue for Document Verification on time. No accommodation will be provided by Management.



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### Annexure I/अनुलग्नक I

#### Sub: Declaration

#### विषय: घोषणा पत्र

I Shri/Shrimati/Kumari ..... hereby declare that as on date I am not working / employed in any Govt./ Semi Govt./ Public Sector undertaking including any subsidiary of Coal India Limited.

मैं श्री/श्रीमती/कुमारी ..... एतद्वारा घोषणा करता/करती हूँ कि आज की तारीख में मैं किसी भी सरकारी/ अर्धसरकारी/ सार्वजनिक क्षेत्र के उपक्रम अथवा कोल इंडिया लिमिटेड की किसी भी सहायक कंपनी में कार्यरत अथवा कार्य नहीं कर रहा/रही हूँ।

If my above declaration is found to be untrue at any point of time, the Management of CCL reserves the right to take appropriate action against me including cancellation of offer of appointment.

यदि मेरे उपरोक्त विवरण में किसी भी समय असत्यता पायी जाती है तो सीसीएल प्रबंधन मेरे खिलाफ उचित कार्यवाही तथा नियुक्ति का प्रस्ताव रद्द करने का अधिकार रखता है।

Date:

दिनांक:

Place:

स्थान:

Signature

हस्ताक्षर

Name:

नाम:

Roll No.:

क्रमांक संख्या:

Post applied for:

आवेदित पद का नाम:



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**Annexure II/अनुलग्नक II**

**विवाह घोषणा पत्र**

**Marriage Declaration form**

में, श्री/ श्रीमति/ कुमारी .....

..... निम्नलिखित रूप से घोषित करता/ करती हूँ :-

I, Shri / Shrimati / Kumari.....

..... declare as under :-

1. कि मैं अविवाहित/ एक विधुर/ एक विधवा हूँ।

That I am unmarried / a widower / a widow.

2. कि मैं विवाहित हूँ और मेरे पास केवल एक जीवित पत्नी है।

That I am married and have only one wife living.

3. कि मैं विवाहित हूँ और मेरे पति के पास दूसरी पत्नी नहीं है अथवा इससे अधिक जीवित पत्नी नहीं है।

That I am married and my husband has no other wife or more living.

सत्यभाव से मैं विश्वस्त हूँ कि उपर्युक्त कि गई घोषणा सत्या है और मैं समझता/ समझती हूँ कि मेरी नियुक्ति के बाद इसमें कि गई घोषणा में असत्यता पाए जाने के विषय में मैं सेवा से बर्खास्त कर दिए जाने का भागी हूंगा/ हूंगी

I solemnly affirm that the above declaration is correct and I understand that in the event of the declaration being found to be incorrect after my appointment I shall be liable to be dismissed from service.

दिनांक:

Date:

हस्ताक्षर

Signature

टिप्पणी: जो धाराएँ उपयोग्य नहीं हैं, कृपया उन्हें काट दीजिये।

Note: Please delete clauses not applicable.

केवल धारा (1), (2) तथा (3) में उपयोग्य है।

Applicable in case of clause (1), (2) & (3) only



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## अनुलग्नक/ Annexure B

### FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE BELONGING TO SCHEDULED CASTE OR SCHEDULED TRIBE CANDIDATE APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

1. This is to certify that Shri/Shrimati/Kumari\* ..... son/daughter\* of ..... of village/town\* ..... in District/Division\* ..... of the State/Union Territory\* ..... belongs to the..... Caste/Tribe\* which is recognised as a Scheduled Caste/Scheduled Tribe\* under:-

@ The Constitution (Scheduled Castes) Order, 1950

@ The Constitution (Scheduled Tribes) Order, 1950

@ The Constitution (Scheduled Castes) Union Territories Order, 1951

@ The Constitution (Scheduled Tribes) Union Territories Order, 1951

[as amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) Act, 1987.]

@ The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956

@ The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976

@ The Constitution (Dadar and Nagar Haveli) Scheduled Castes Order, 1962

@ The Constitution (Dadar and Nagar Haveli) Scheduled Tribes Order, 1962

@ The Constitution (Pondicherry) Scheduled Castes Order, 1964

@ The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967

@ The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968

@ The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968

@ The Constitution (Nagaland) Scheduled Tribes Order, 1970

@ The Constitution (Sikkim) Scheduled Castes Order, 1978

@ The Constitution (Sikkim) Scheduled Tribes Order, 1978

@ The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989

@ The Constitution (SC) Order (Amendment) Act, 1990

@ The Constitution (ST) Order (Amendment) Act, 1991

@ The Constitution (ST) Order (Second Amendment) Act, 1991

@ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002

@ The Constitution (Scheduled Castes) Order (Amendment) Act, 2002

@ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002

@ The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002

% 2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration to another.

This certificate is issued on the basis of the Scheduled Castes / Scheduled Tribes\* Certificate issued to Shri /Smt / Kumari\* .....Father /Mother\* of Sri / Smt /Kumari .....of village /town.....in District/Division\* ..... of the State/Union Territory\* ..... who belong to the.....Caste / Tribe\* which is recognized as a Scheduled



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Caste/Scheduled Tribe\* in the State/Union Territory\* issued by the .....[Name of the authority] vide their No. .... dated .....

% 3. Shri/Shrimati/Kumari\* ..... and/or\* his/her\* family ordinarily resides in village/town\* ..... of ..... District/Division\* of the State/Union Territory\* of .....

Place: .....

Signature.....

Date: .....

\*\*Designation.....

(With Seal of Office)  
State/Union Territory\*

\*Please delete the words which are not applicable.

@Please quote specific Presidential Order.

% Delete the paragraph which is not applicable.

NOTE: The term "ordinarily reside(s)" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

\*\*List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificate.

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/† Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/ Extra Assistant Commissioner.

†(not below of the rank of 1st Class Stipendiary Magistrate).

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.

(v) Administrator/Secretary to Administrator/Development Officer (Lakshadweep)

### अनुलग्नक/ANNEXURE C

#### FORMAT OF NOC TO BE SUBMITTED BY DEPARTMENTAL CANDIDATES WORKING IN CIL/SUBSIDIARIES AS WELL AS THOSE WORKING IN GOVT./SEMI GOVT./PSU/AUTONOMOUS BODIES

This is to certify that Shri/Shrimati/Kumari (designation) (PIS) is currently working in ..... department of .....(name of organization with its address)..... He/she has applied and is provisionally selected for the post of ..... against the Employment Notification issued by CCL under Special Recruitment Drive vide no. 63 dated 28.03.2023 and our organization has no objection if Shri/ Smt/Kumari ..... appears in the recruitment process of the same.

Signature and seal  
Name &  
Designation of the Issuing  
Authority





# e - Payment

(TO BE RETURNED TO THE COMPANY)

To  
Central Coalfields Limited,  
Darbhanga House, Ranchi.

Dear Sir,

**REF : AUTHORISATION OF ALL OUR PAYMENTS THROUGH ELECTRONIC FUND TRANSFER SYSTEM/RTGS/CBS/INTRA BANK TRANSFER.**

We, hereby authorise Central Coalfields Limited to make all our payments against our bills, Refund of Earnest Money Deposit and Security Deposit through Electronic Fund Transfer System/RTGS/CBS/Intra Bank Transfer. The details for facilitating the payments are given below.

(TO BE FILLED IN CAPITAL LETTERS)

1.	NAME OF THE BENEFICIARY	
2.	ADDRESS (WITH PIN CODE)	
3.	TELEPHONE NO. (WITH STD CODE)	
4.	BANK PARTICULARS	
(A)	BANK NAME	
(B)	BANK TELEPHONE NO. (WITH STD CODE)	
(C)	BRANCH NAME	
(D)	BANK BRANCH CODE	
(E)	BRANCH ADDRESS (WITH PIN CODE)	
(F)	BANK FAX NO. (WITH STD CODE)	
(G)	9 DIGIT MICR CODE OF THE BANK BRANCH (ENCLOSE COPY OF A CANCELLED CHEQUE)	
(H)	11 DIGIT IFSC CODE OF BENEFICIARY BRANCH	
(I)	BANK ACCOUNT NUMBER	
(J)	BANK ACCOUNT TYPE SINGLE OWNED (TICK ONE)	
	SAVING	
	CURRENT	
	LOAN	
	CASH CREDIT	
	OTHERS	
	IF OTHERS, SPECIFY	



5.	PERMANENT ACCOUNT NUMBER (PAN)																			
6.	E-MAIL ADDRESS FOR INTIMATION REGARDING RELEASE OF PAYMENTS																			
7.	CCL VENDOR CODE																			

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or credit is not effected at all for reasons of incomplete or incorrect information, I/We would not hold the Company responsible. We also agree to bear the bank charges, if any for enabling such transfer.

(AUTHORISED SIGNATORY)

Name :

Date :

Official Stamp :

s

**BANK CERTIFICATION**

It is certified that above mentioned beneficiary holds a Bank Account No. \_\_\_\_\_ with our branch and the Bank particulars mentioned above are correct.

(AUTHORISED SIGNATORY)

Authorisation No. :