



ALL INDIA ASSOCIATION OF COAL EXECUTIVES (AIACE)

(Regd. under The Trade Union Act 1926; Regd. No. 546 / 2016)

302, Block No. - 304, RamKrishna Enclave, Nutan Chowk, Sarkanda, Bilaspur (CG);

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AIACE/CENTRAL/2020 / 099

Dated 25.9.2020

To

The Chairman,
Coal India Limited,
Coal Bhawan, Premise No-04 MAR, Plot No-AF-III, Action Area-1A,
Newtown, Rajarhat, Kolkata-700156

Sub: Suggestion for introducing Special Half Pay Leave(SHPL) during Complete Lockdown for controlling spread of Covid-19.

Dear Sir,

In the recent past we have been witness to an unprecedented situation caused due to outbreak of Covid-19 pandemic. There was complete lockdown imposed nationwide by the Central government. Later on, as the lockdown cannot go indefinitely, its un-lockdown process also commenced gradually and it allowed various state governments the liberty in allowing relaxations/restrictions in their states depending on local conditions. Coal India Ltd and its various subsidiaries have also allowed various relaxations in duty hours so as to fall in line with government regulations. After allowing complete leave for some days during peak period of Covid-19, gradually the work resumed everywhere. One major step was taken to engage only 50% of employees in a day-long shift. Mostly, the manpower was divided to work in 2 divided shifts. Thus, effectively an employee worked for half day and enjoyed full day salary.

Now again, due to increase in Covid-19 cases, On 22.9.2020, complete lockdown has been re-imposed in some districts, including Bilaspur, of Chhattisgarh. The District collector, vide order no. Reader/Zila Danda/2203/2020 dt 19.9.2020, has ordered closure of all installations in every sector to remain under complete closure during the re-imposed lockdown period up to midnight of 28.9.2020. As a result, SECL management had to announce complete lockdown of the Corporate office at Bilaspur, barring essential services like health, water and power supply, and allowed employees to work from home. Even today on 25.9.2020, as a preventive measure, WCL headquarters at Nagpur has been compelled to issue order vide WCL/IR/SE/072 dt 25.9.2020 to work with 33% strength only from 28.9.2020 till further notification. (Reference Order Copies of SECL and WCL enclosed).

The present lock down has forced many employees to join their normal duties. This Work from Home (WFH) is being taken as paid leave as no work has been clearly specified by management which can be done by employees staying at home. In this way company will be paying full day salary for half-day work or no work during WFH. It cannot be an everlasting feasible solution.

Under the circumstances, our Association proposes that let CIL allow Special Half-Pay leave to employees who can and who are willing to work from home and full salary to them who attend office regularly. This will avoid trauma of employees because those seeking to stay at home and work from, they will be entitled to at least half of the salary and CIL will also gain by paying Half-pay for Full day work from home.

Before implementing the above suggestion, CIL and subsidiary may like to do survey for each employee about what work they did during work from home.

It is requested to consider our above proposal favourably for implementation which at the first glance looks like a win-win situation for both employees and the employer.

With Regards,

P. K. Singh Rathor
Principal General Secretary, AIACE



क्र.एसईसीएलबीएसपी:मोप्रो(काप्रो) 2020 129

दिनांक 21.09.2020

OFFICE ORDER

Sub: Preventive measures to contain the spread of COVID-19

Vide Order No. Reader/Zila Danda/4203/2020 dtd. 19.09.2020 of District Collector, Bilaspur (Annex.A), complete area under Municipal Corporation, Bilaspur has been declared as **Containment Zone** prohibiting almost all activities with certain exceptions during the period from **05:00 AM of 22.09.2020 to 12:00 Hours/Midnight of 28.09.2020** with a view to contain the spread of COVID-19.

As per point No. 01, of the above mentioned order, during the above period, all Central Govt. Govt./Semi-Govt. & Private Offices will remain closed.

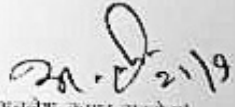
In this context, during the meeting held on 20.09.2020, wherein CMD, FDs & CVO as well as HoDs of SECL HQs were present, detailed discussion was held to ensure smooth functioning (near normal level) of various departments of SECL HQs during the above period so that the requirements of the Areas/CIL/MoC could be met out.

In compliance of the above mentioned Order dtd. 19.09.2020 of Collector & District Magistrate, Bilaspur (CG), during the period from **22.09.2020 to 28.09.2020, the SECL HQs will remain closed** and **Employees will be required to Work from Home**. However, the following advices are being conveyed to all HODs and Employees of SECL HQs for information and compliance :

- HoDs are required to take all needful actions so as to ensure smooth functioning (near normal level) of their office, during the above period. All the employees under the Department, to be allotted work assignments on "Work from Home" basis.
- The Employees while Working from Home, should be available on telephone/mobile and electronic means of communication during normal working hours, so that they could be contacted, as per the need.
- The Employees who will not work from home and/or out of town or on Leave, would be treated as ABSENT or on LEAVE.
- For the purpose of salary/wages preparation (billing), Attendance of Employees for the above period, would be taken as certified by the concerned HoD.
- Availability of Electricity, Internet facility, Drinking Water, Sanitation, Sewerage, Disposal of Garbage, Law & Order, Security and Medical services will be ensured by the concerned HoDs.

This issues as per the approval of the competent authority.

सलमन शकोपरि


(अनलेश कुमार सक्सेना)
महाप्रबंधक (कार्मिक/प्रशासन)

वितरण :-

- संगस्त विभागप्रमुख, एसईसीएल, बिलासपुर
- संगस्त क्षेत्रीय महाप्रबंधक, एसईसीएल
- महाप्रबंधक, डीसीटी,

प्रतिलिपि :-

- अ.प्र.नि., एसईसीएल - सादर सूचनाार्थ
- निदेशक (कार्मिक)/मुख्य सतर्कता अधिकारी/निदेशक (संचालन)/ निदेशक (वित्त)/निदेशक (योजना एवं परियोजना), एसईसीएल - सादर सूचनाार्थ
- महाप्रबंधक (निदेशक)/तकनीकी सचिव आठप्रति, एसईसीएल
- महाप्रबंधक (सतर्कता), एसईसीएल
- कम्पनी सचिव, एसईसीएल
- अध्यक्ष, कोल इन्डिया लिमिटेड/निदेशक (कार्मिक एवं औ.स), कोल इन्डिया लिमिटेड की तकनीकी सचिव



Western Coalfields Limited

(A Government of India Undertaking)

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CIN: U10100MH1975GOI018626

No. WCL/IR/SE/ 1072

Date: 25-09-2020

To

All HODs

WCL HQ

Dear Sir,

Sub: Preventive measures to contain the spread of COVID-19.

There has been an increase in the number of COVID-19 positive cases among WCL HQ employees in last few days. Accordingly with a view to break the infection sequence, it has been decided that WCL HQ would operate on 33% (Executives & Non-Executives) of its total strength of all employees & executives from 28.09.2020 till further order. However, Executives and Non-Executives engaged in essential work, such as, Medical, Security, Water supply, E&T, Power Supply and sweeping & cleaning shall attend regular duties during this period.

You are requested to please prepare roster of all Executives and Non-Executives working under them accordingly as per convenience. HODs of all departments of WCL HQ shall also attend the office on alternate days during this period. The Executives and Non-Executives who are not required to attend office as per roster shall work from home.

The above directives should be strictly adhered without deviation.

This issues with the approval of Competent Authority.


General Manager(P/IR)

Distribution:

GM(CA)/TS to CMD/D(T/OP)/D(T/P&P)/D(P)/D(F)