



## MEMORANDUM OF UNDERSTANDING ( MoU )



This Memorandum of Understanding ( MoU ) is entered into this 12<sup>th</sup> day of the month February 2020 between M/s Steel Authority of India Limited ( SAIL ) and M/s Western Coalfields Limited ( WCL ) with a view to fulfill WCL requirement and decide production plan to enable SAIL to make supply of Steel materials from time to time.

This MoU is valid for a period of two years with effect from 16.12.2019 to 15.12.2021 and shall cover the following categories and quantities of materials with indicative quarter -wise breakup:

Plant	Category	Special Quality ( if any)	Quantity ( MT )				
			Qr. I	Qr.II	Qr.III	Qr. IV	Total (MT. Per Annum)
ALL PLANTS	ALL PRODUCTS ( Long & Flat, Alloy Steel, MS Rail 15 Kgs ) except Pig Iron & Semis	ALL QUALITIES	1875	1875	1875	1875	7500
TOTAL MOU QUANTITY FOR TWO YEARS							15000 MT

### NOTE :-

1 -THE ABOVE QUARTER WISE QUANTITIES ARE INDICATIVE FOR THE ABOVE TYPE QUANTITY AND SHALL REMAIN THE SAME DURING THE VALIDITY PERIOD OF THE MOU.

2-WCL SHALL RESERVE THE RIGHT TO INCREASE OR DECREASE THE QUANTITY WITHIN THE VALIDITY PERIOD WITH VARIATION OF +20% .

It is clearly understood between M/s SAIL and M/s WCL that this MoU is not an enforceable contract and future contract(s) will be entered between the parties to this MoU at the Branch level for supply of Iron and Steel materials through direct dispatch / stockyard delivery .

All Terms and Conditions shall be as per the annexure-I and enclosed order booking policy of SAIL(annecure-II) effective from 01.04.19 circulated vide marketing circular serial no-04 of 2019 dt-13.03.19.

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DGM(M) & BRANCH MANAGER  
STEEL AUTHORITY OF INDIA LTD, NAGPUR

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S.K.Batra  
GENERAL MANAGER (MM)I/c  
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**महा प्रबंधक (सा.प्र.)**  
General Manager (MM)  
वेस्ट कोल्ड फिल्ड्स लिमिटेड (सु.) नागपुर  
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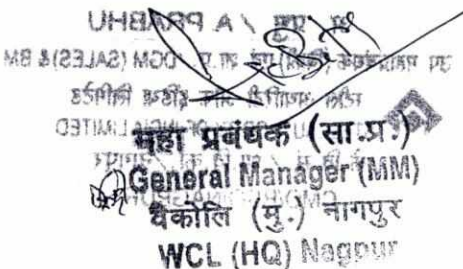
WESTERN COALFIELDS LIMITED  
NAGPUR

**Annexure to Memorandum of Understanding (MoU)**

**Terms and conditions:**

1. To enter into a Memorandum of Understanding (MoU) with M/s. SAIL as per the terms and conditions of the MoU offered by M/s. SAIL (Annexure – II)
  2. The MoU shall cover all the products which are in the production range of M/s. SAIL including Alloy Steel Material & MS Rails 15 Kgs. The MoU shall be valid for a period of two years (16<sup>th</sup> December 2019 to 15<sup>th</sup> December 2021).
  3. The maximum off take during the period of two years shall be 15000 MT & approximate off-take value of Rs. 81.00 Crores with variation of +20%.
  4. PRICE : Prices are on Ex - Stock yard, Nagpur basis and ruling on the date of delivery shall be applicable. The prices shall normally be kept firm during the calendar month. SAIL will have the option to supply the materials through direct dispatch basis from their Plant or other branches. In case of direct dispatches, the freight charges as applicable at actual shall be paid extra, against documentary evidence.
  5. Taxes & Duties : Extra as applicable as per the prevailing rates on the date of delivery of the materials.
  6. Payment : 100% payment against Proforma Invoice, against issue of delivery orders. Only RTGS / EFT payment.
  7. IFC ( Interest Free Credit ) : Interest Free Credit (IFC) for 30 days on monthly lifting of 100 T and above will be applicable. Interest Free Credit (IFC) shall be given by M/s SAIL to WCL on Quarterly basis, instead of annual basis.
  8. Turnover Discounts : Turnover discounts based on the total lifting during MoU period i.e. 2 years which shall be availed as per the applicable rates as specified in Annexure – II. The Turnover Discount (ToD) shall be given to WCL within 30 (Thirty) days of successful completion of MoU.
- Supply of minimum quantity of 1000 M.T shall be effected within 30 (Thirty) days and for the balance supplies within 60 (Sixty) days of the placement of Purchase order. Any shortfall quantity within these supplies will be considered as deemed delivery for ToD purpose. For 22 mm TMT, supply period will be within 120 days.
9. The Annual projections / six monthly projection of the requirement of Iron & Steel materials would be informed to M/s. SAIL in advance and orders shall be placed on as and when required basis. In turn, M/s SAIL will also intimate Area wise lifting on monthly , quarterly & annual basis by the respective consignee's.
  10. The MoU shall be deemed as a Rate Contract and centralized orders shall be placed from WCL Hqrs with Area wise allocation. The respective Areas shall arrange collection of the materials by making necessary payments against the Proforma Invoice submitted by M/s. SAIL.

  
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11. Consignee : Depot Officer, respective Regional Stores of WCL Areas / Central Stores, Tadali. ( As per Annexure – III )

12. Paying Authority : Area Finance Manager of respective WCL Areas / Central Workshop Tadali.

13. Quarterly statement of supply of Iron & Steel materials to different consignees of WCL shall be prepared by SAIL and reconciled with the WCL's consignees. This will enable to monitor the total quantities lifted and also for claiming the Turnover discounts as per the terms of the MoU. Quarterly statement of IFC allowed shall also be prepared and payment shall be made to WCL through local cheque /EFT.

Any other terms and conditions not specified above in Annexure-I shall be governed with enclosed order booking policy of SAIL(Annexure-II) effective from 01.04.19 circulated vide marketing circular serial no-04 of 2019 dt-13.03.19.



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# स्टील अथॉरिटी ऑफ इण्डिया लिमिटेड

## STEEL AUTHORITY OF INDIA LIMITED

केंद्रीय विपणन संगठन, वाणिज्यिक प्रभाग  
CENTRAL MARKETING ORGANISATION, COMMERCIAL DIVN.  
इस्पात भवन, 40 जे एल नेहरू रोड, कोलकाता- 700071  
Ispat Bhawan, 40 J. L. Nehru Road, Kolkata- 700071

विपणन परिपत्र MARKETING CIRCULAR	केवल आंतरिक वितरण के लिए STRICTLY FOR INTERNAL CIRCULATION	
विपणन क्र.सं./ Marketing Serial No. 04 of 2019	विषय /Sub: Order Booking Policy for Projects/ Construction Companies/ Government Departments for the year 2019-20	
Comml.Divn. File Reference : वर्तमान/ Current : S-2(4)/2019 पिछला/ Previous : S-2(4)/2018	जारी करने की तिथि/ Date of Issue : 13-03-2019	
	प्रभावी तिथि/Date of Effect: 01-04-2019	
द्वारा अनुमोदित /Approved by: <b>CHAIRMAN, SAIL</b>	जारीकर्ता/ Issued by: DGM/Commercial Division	
संशोधन सं/ Amendment No.	स्पष्टीकरण प्राधिकारी Clarifying Authority	DGM/Commercial Division
प्रतिस्थापन/Replacement :	उत्तरदायित्व/Responsibility : All concerned	

Please find enclosed herewith the Order Booking Policy along with Internal Guidelines for Projects/ Construction Companies/ Government Departments for the year 2019-20.

Encl: Order Booking Policy

Piyal Mondal  
DGM/Commercial Division

वितरण/ Distribution: Standard

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## MEMORANDUM OF UNDERSTANDING (MoU) FOR PROJECT/CONSTRUCTION COMPANIES ETC. 2019-20

### A. Objective:

The objective of entering into MoUs is to estimate the market potential and decide production plan to facilitate SAIL to supply Iron & Steel materials.



### B. Eligibility

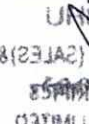

PRODUCTS	MINIMUM QUANTITY (T)	WHO CAN BOOK
All Products (Long, Flat, SS & Alloy Steel Products including ERW/SW pipes, crash barriers, sheet piles and other products available through conversion and service centres) except Pig Iron & semis	400 (in respect of locations within the Region)  1200 (in respect of locations spread across the country)  [inter category adjustment (LP/FP) may be allowed at the time of supply	1. Govt. Departments/PSUs excl. SSICs/NSICs 2. Project/Construction Companies

**NOTE:-** New products/grades developed may also be offered against the MoU with mutual consent

### C. General Terms and Conditions of MoUs

1. MoUs can be signed at any time during the year.
2. Duration of MoUs will generally be for a maximum period of one year from the date of signing of such MoUs. SAIL may also consider signing of MoUs for period more than one year. Fresh MoUs can also be signed after early completion of MoU, subject to a gap of three months between the early completion and start of a fresh MoU.
3. Single MoUs can be signed with companies/firms having units at different locations operating under the same name and style.
4. Single MoUs can be signed with Group Sister Companies with whom MoUs have been entered in the previous years. SAIL may also consider applications for fresh cases for Group Sister Companies as well as Holding Companies, Subsidiary Companies and JVs (As per guidelines).
5. Enhancement of quantity under MoU scheme may be considered by SAIL after due review subject to lifting being lower than 120% of the MoU quantity at the time of receipt of request from the customer for enhancement. The enhancement of MoU quantity will be usually allowed

  
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maximum twice during the MoU period. Based on merits, SAIL may allow enhancement of the MoU more than twice.

The last option for enhancement is to be exercised by the customers at least one month before the completion of MoU period.

6. Annual MoU booking quantity can be reduced upto 90% level of the original booking quantity at the option of the customer. The reduction of MoU quantity will be allowed only once (maximum) during the MoU period. Such an option for reduction can be exercised by the customer at least two months before the completion of MoU period and at least one month before the completion of MoU period for PSUs / Govt. Deptts only. However, in case MoU quantity has been enhanced at customer's request, the option for reduction in quantity subsequently will not be available to the customer. SAIL may also exercise the option of reducing the MoU quantity upto 90% of the original level at any point of time.
7. SAIL may consider inclusion of new location for multi-locational MoUs under this category during the pendency of MoU.

**D. Interest Free Credit (IFC)**

Normally an Interest Free Credit (IFC) of 7 days shall be offered for supplies under the MoU. Higher level of credit may also be considered by SAIL based on merit.



**Terms & Conditions of IFC:**


- IFC will be allowed on actual quantity lifted.
- Equivalent cash discount, at rates as applicable from time to time on credit sales, may be allowed against entitled IFC.
- Penal interest at rates applicable from time to time would be charged by SAIL for delay in making payment by customers after expiry of entitled period of IFC as per MoU or at the expiry of mutually extended credit period, if any.

**E. Turnover Discount**

The TOD entitlements against MoU bookings for 2019-20 would be as follows:

Annual Lifting (T)	Applicable TOD (Rs./T)
400-1200	175
>1200-12000	200
>12000-18000	225
>18000-24000	250
>24000-30000	275
>30000-42000	300
>42000	To be decided by ED's committee

  
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**Terms & Conditions of Turnover Discount:**

- a) TOD will be paid on actual quantity lifted subject to successful completion of MoU but limited to maximum 120% lifting of original/enhanced MoU quantity. However, SAIL may consider release of TOD in cases bearing merit subject to fulfillment of 90% lifting against the original/enhanced booking quantity. The rate of TOD shall correspond to the slab pertaining to the actual quantity lifted but not exceeding the slab pertaining to 120% of original booking quantity.

The payment of TOD will be made at the end of the MoU period or upon early completion of MoU, whichever is earlier and normally within one month of completion of MoU period/ the MoU. TOD shall be paid only after taking into account all the credit notes and debit notes and after realization of all outstanding payments including sales under credit.

Higher TOD of Rs.50/- per tonne shall be payable to successful MOUs of 2018-19 on successful completion of MOUs in 2019-20 to those customers who sign MoUs for a quantity either equal to their offtake or the original MoU quantity in 2018-19, whichever is higher, subject to lifting of original MOU quantity of 2019-20 without reducing.

- b) TOD will be paid on flat rate and not on incremental basis. However, quantity sold through plant disposals, tender sales, and materials returned under quality complaint will not be taken in to account for calculation of TOD.

In cases where customer falls short of quantity to be eligible for TOD benefit, the tonnage lifted by the customer, but returned under quality complaint, will be considered as a part of actual lifting for the purpose of eligibility. However, TOD will not be paid for such quantity.

- c) In case the option of reducing the original booking quantity is exercised by the customer, the customer would be entitled to TOD only to the extent of the reduced quantity and not upto 120% of the reduced quantity. The rate of TOD shall correspond to the slab applicable to the reduced quantity.

- d) In case SAIL exercises the option of reducing the MoU quantity, TOD would be admissible upto 120 % of the reduced quantity. If quantity lifted is below the minimum slab arising out of reduction in MoU quantity at SAIL's option, the rate of the minimum slab will be applicable for determining the quantum of TOD.

- e) In the case of a Company having units all over the country operating under the same name and style, for calculation of TOD, purchases of all the units will be added, provided they had entered in to a single Annual MoU covering requirements of all the units. Similarly, for calculation of TOD, purchases of all units of a group company will be added provided a single Annual MoU had been signed for different units of the Group Company.

- f) In the case of a large Construction Company which is engaged in different projects in different parts of the country, the TOD scheme will cover supplies to a new Project site also, where the construction Company may take up work at a later date during the MoU period.

- g) Under the 2019-20 MoU, additional T.O.D of Rs.25/- per tonne would be payable on off take of special quality during 2019-20, subject to successful completion of MoU and lifting minimum 120% of special quality offtake of 2018-19 by the customer.

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
**F. Other Terms and Condition of MoU**

1. Normally prices shall be kept firm for the ordered quantity for execution within a calendar month. However, firm prices for supplies in a calendar quarter can also be considered.
2. Any variation in the statutory duties and levies viz. GST, octroi etc. as well as freight as applicable shall be payable by the customer.
3. If a Govt. Deptts/ PSUs/Projects/Construction Companies desire to lift materials from different locations, indicative breakup of the quantities to be lifted from each location will have to be provided at the time of signing of the MoU. However, inter-location adjustment of MoU quantities may be considered by SAIL. For successful completion of MoU, their offtake at all locations put together would be considered.
4. Quantity of supply in a month will normally be reckoned with reference to RRs/Challans raised during the month for direct despatch by Rail/stockyard deliveries respectively and applicable MoU benefits paid accordingly. In case of direct despatch by road, date of plant invoice would be reckoned as the date of dispatch.
5. In case SAIL is not able to supply the material against accepted orders of the customer during the last month of the MoU period, the back log may be considered by SAIL for servicing till the end of the following month. The price applicable shall be the price prevailing on the date of RR for direct despatch/date of Challan for stockyard delivery. Such quantities against backlogs would be deemed to have been supplied against MoUs for the period of the MoU and associated benefits would be passed on accordingly.
6. The MoUs would be signed for the standard tested qualities only. However, other grades can also be supplied against the MoU depending upon availability as well as subject to mutual agreement only in case those items are not covered under the Steel and Steel Products (Quality Control) Orders issued from time to time by the Ministry of Steel, Govt. of India.
7. SAIL may consider supply against MoU from other branches of the regions at the request of the customer subject to availability.
8. SAIL will have the option to supply the material either through stockyard or through direct dispatch basis or in combination of both.
9. Customers would be required to make financial arrangement(s) for the material supplied by SAIL on direct dispatch basis.

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**INTERNAL GUIDELINES FOR FINALIZING MOU FOR PROJECT/CONSTRUCTION COMPANIES ETC. 2019-20**


1. Each Branch Manager shall compile the details of applications received which will be considered by the respective RMs and forwarded to the Committee of EDs. Based upon the planned availability of materials and the details of applications received, the Committee of EDs' will formulate the guidelines for order booking under MoUs. The respective BMs will finalise MoUs with due approval of RMs based on the guidelines formulated by the Committee of EDs
2. MoUs against application received beyond the general cutoff date notified in the advertisement may be finalised by the concerned BMs/RBMs/RMs based on approval of ED (Sales & ITD).
3. For entering into MoUs with duration of more than one year, approval of ED (Sales & ITD) will be required.
4. Firm prices for supplies in a calendar quarter can be offered with the approval of ED (Sales & ITD). ED (Sales & ITD) is empowered to enhance the MOU booking quantity for any MoU customer after due review subject to lifting being lower than 120 % of the MOU quantity at the time of receipt of request from the customer for enhancement. The last option for enhancement is to be exercised by the customers at least one month before the completion of MoU period.  
Based on merit, the MoU quantity can be enhanced even more than twice with the approval of D(C).
5. Single MoUs can be signed with Group Sister Companies with whom MoUs have been entered in the previous years. For fresh cases, signing of single MoUs with group sister companies as well as Holding Companies & Subsidiary Companies would require the approval of the Committee of EDs.  
Single MoU can also be signed with group sister companies as well as Holding Companies, Subsidiary companies and **JVs**. Necessary policy guideline for inclusion of **JVs** shall be issued with the approval of competent authority.
6. Inter-location adjustment of MoU quantities may be allowed in specific cases with approval of ED (Sales & ITD).
7. Against single location MoUs, RMs may allow supply from other branches of the regions at the request of the customer subject to availability.
8. Release of TOD may be considered on minimum 90 % fulfillment level against original booking on case-to-case basis with approval of ED (Sales & ITD).
9. IFC of more than 7 days and upto 60 days may be allowed with approval of ED (Sales & ITD) and Head of Finance. IFC beyond 60 days may be allowed on case-to-case basis with approval of Director (Commercial).
10. The details of cash discount, rate of interest (IBC), penal rate of interest, etc. as applicable should be intimated to the customer at the time of signing of MoU. Any changes in the rates, thereafter, should also be intimated to the customer.
11. Inclusion of new location for multi-locational Projects/construction companies under **MoU (Projects)**, can be considered during the pendency of MoU, with the approval of ED(Sales & ITD).

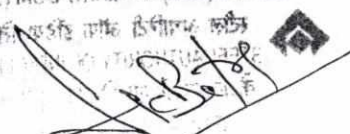

  
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**महा प्रबंधक (सा.प्र.)**  
**General Manager (MM)**  
**विक्री (स.) नागपुर**  
**WCL (HQ) Nagpur**

12. Registration of demand under MoUs:
- Sales group at HQ will intimate region-wise, Plant-wise availability of each category/size/size range. Based on such availability, MOUs would be entered into. Plant-wise, category-wise quantities will be incorporated in the MOU in the respective size/size range
  - The MOUs as per proforma at Enclosure-I will be signed on plain paper by RM/RBM/BM/on behalf of SAIL and authorised signatory of the customer. Only mention would be made about Plant-wise/category-wise/quarter-wise breakup with a variance of 5% at the time of signing MOU on plain paper.
  - Branches will collect particulars of requirements from customers with category-wise, quality-wise, size-wise details and book the order and communicate the same to the concerned as per prevailing Order booking guidelines.
  - The offers issued by SAIL and the quantities lifted by the customers will be analysed on a regular basis. BMs, RBMs, RMs, and ED (Sales & ITD) will monitor the performance of MoUs for their respective areas and undertake periodic reviews at the Apex level.
  - Supplies will be made under the MOU as per the planning cycle/rolling schedule, which will be communicated, to Regions in advance by Sales group.
  - For direct despatches to MOU customers branches should ensure that the following information are furnished to the SRMs concerned, who in turn will pass on the same to the sales invoicing department of the plant for the invoicing purpose.
    - Date of commencement of MOU
    - Name of customer and address
    - Category-wise details of MOU, quantity, quality, size, specification and prices etc
    - Details of consignee, destination and siding.
12. New products/grades developed may also be offered against the MoU with the consent of the customer.



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 **स्टील अथॉरिटी ऑफ इंडिया लिमिटेड**  
**STEEL AUTHORITY OF INDIA LIMITED**  
 के.वि.सं./ शा.वि.का./नागपुर  
**CMO/BSO/NAGPUR**

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**महा प्रबंधक (सा.प्र.)**  
**General Manager (MM)**  
 **वैकोलि (मु.) नागपुर**  
**WCL (HQ) Nagpur**



## ENCLOSURE-I

**MEMORANDUM OF UNDERTANDING (MoU)**  
(To be signed on plain paper)

This Memorandum of Understanding (MoU) is entered into this \_\_\_ day of the month \_\_\_\_\_ and year \_\_\_\_\_ between Steel Authority of India Limited (SAIL) , and \_\_\_\_\_ (Name of the customer) with a view to know the possible market requirement and decide production plan to enable SAIL to make supply of steel materials from time to time. This MoU is valid for a period of one year with effect from \_\_\_\_\_ to \_\_\_\_\_ and shall cover the following categories and quantities of materials with indicative quarter-wise breakup

Plant	Category	Special Quality (if any)	Quantity (T)				Total
			Qr. I	Qr. II	Qr. III	Qr. IV	

That it is clearly understood between SAIL and \_\_\_\_\_ (Name of the customer) that this MoU is not an enforceable contract and future contract(s) will be entered between the parties to the MoU at the Branch level for supply of iron and steel materials through direct dispatch/stockyard delivery.


(  )

Name and designation of  
SAIL officer

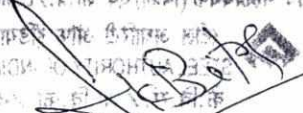
( )

Name and designation of  
authorized signatory of Customer

Name & Location of Project(s):  
\_\_\_\_\_



**अ. प्रभु / A PRABHU**  
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Name of Company owing the  
project(s)  
\_\_\_\_\_

  
महा प्रबंधक (सा.प्र.)  
**General Manager (MM)**  
वेकोलि (मु.) नागपुर  
WCL (HQ) Nagpur

**DDO'S, CONSIGNEE & PAYING AUTHORITY DETAILS ANNEXURE "IIP"**

Area	DDO	Consignee	Paying Authority
Central Work-Shop-Tadali	General Manager(Excv),CWS-Tadali, WCL, Urjagram, PO: Tadali, Dist: Chandrapur (MS)-442406	Depot Officer,Central Stores-Tadali Urjagram, PO: Tadali, Dist: Chandrapur (MS)- 442406	The Area Finance Manager,CWS-Tadali, WCL, Urjagram, PO: Tadali, Dist: Chandrapur (MS)- 442406
Ballarpur	Area General Manager, WCL, Ballarpur Area, P.O. Sasti, Tehsil : Rajura – 442706, Dt. Chandrapur (M.S.)	Depot Officer,Regional Stores, Ballarpur Area, P.O. Sasti, Tehsil : Rajura – 442706, Dt. Chandrapur (M.S.)	Area Finance Manager Ballarpur Area, P.O. Sasti, Tehsil : Rajura – 442706, Dt. Chandrapur (M.S.)
Chandrapur	Area General Manager, WCL Chandrapur Area, P.O. Babupeth, Dt. Chandrapur, (M.S.)	Depot Officer,Regional Stores, Chandrapur Area, P.O. Babupeth, Dt. Chandrapur, (M.S.)	Area Finance Manager WCL, Chandrapur Area, P.O. Babupeth, Dt. Chandrapur, (M.S.)
Wani	Area General Manager, WCL Wani Area, P.O. Tadali (Urjagram)-442406, Dt. Chandrapur (M.S.)	Depot Officer,Regional Stores, Wani Area, P.O. Ghugus Colliery – 442505 Dt. Chandrapur (M.S.)	Area Finance Manager WCL, Wani Area, P.O. Tadali (Urjagram)-442406, Dt. Chandrapur (M.S.)
Majri	Area General Manager, WCL Majri Area, Kuchna, P.O. Shembul – 442007, Via Warora, Dt. Chandrapur (M.S.)	Depot Officer,Regional Stores, Kuchna, P.O. Shembul – 442007, Via Warora, Dt. Chandrapur (M.S.)	Area Finance Manager WCL, Majri Area, Kuchna, P.O. Shembul – 442007, Via Warora, Dt. Chandrapur (M.S.)
Wani (N)	Area General Manager, WCL Wani(N) Area, P.O. Ukni – 445304 Tehsil- Wani, Dt. Yeotmal (M.S.)	Depot Officer,Regional Stores, Wani(N) Area, P.O. Ukni – 445304 Tehsil- Wani, Dt. Yeotmal (M.S.)	Area Finance Manager WCL, Wani(N) Area, P.O. Ukni – 445304 Tehsil- Wani, Dt. Yeotmal (M.S.)
Nagpur	Area General Manager, WCL Nagpur Area, P.O. Jaripatka – 440014, Dt. Nagpur (M.S.)	Depot Officer,Regional Stores, P.O. Kanhan, Dt. Nagpur	Area Finance Manager WCL, Nagpur Area, P.O. Jaripatka – 440014, Dt. Nagpur (M.S.)
Umrer	Area General Manager, WCL, Umrer Area, P.O. Umrer, Dt. Nagpur (M.S.)	Depot Officer,Regional Stores, P.O. Umrer, Dt. Nagpur (M.S.)	Area Finance Manager WCL, Umrer Area, P.O. Umrer, Dt. Nagpur (M.S.)
Pathakhera	Area General Manager, WCL, Pathakhera Area, P.O. Pathakhera Colliery, Dt. Betul (M.P.)	Depot Officer,Regional Stores, P.O. Pathakhera Colliery, Dt. Betul (M.P.)	Area Finance Manager WCL, Pathakhera Area, P.O. Pathakhera Colliery, Dt. Betul (M.P.)
Pench	Area General Manager, WCL, Pench Area, P.O. Parasia – 480441 Dt. Chhindwara (M.P.)	Depot Officer,Regional Stores, Pench Area, P.O. Chandameta, Dt. Chhindwara (P.)	Area Finance Manager WCL, Pench Area, P.O. Parasia – 480441 Dt. Chhindwara (M.P.)
Kanhan	Area General Manager, WCL, Kanhan Area, P.O. Dungaria, Rly. Station Junnardeo, Dt. Chhindwara (M.P.)	Depot Officer,Regional Stores, Kanhan Area P.O. Dungaria, Dt. Chhindwara (M.P.) Rly. Station Junnardeo	Area Finance Manager WCL, Kanhan Area, P.O. Dungaria, Rly. Station Junnardeo, Dt. Chhindwara (M.P.)

  
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