



"Under Jurisdiction of Nagpur Court Only"

वेस्टर्न कोलफील्ड्स लिमिटेड

Western Coalfields Limited

(A Govt. of India Enterprise)

(भारत सरकार का उपक्रम)

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कार्यालय : नि. त. (सं) सचिवालय

Regd. Office: Coal Estate, Civil Lines, Nagpur-440 001 (MSE), India

पंजी. क्रमांक : कोल इस्टेट, सिविल लाइन्स, नागपुर - ४४० ००१ (मंडल.), भारत

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Confidential

To,

CGMs/GMs
All areas

Sub: Road Sales

Dear Sir,

In view of some irregularities, observed by vigilance department at some of mines of WCL, on account of Road Sales, you are advised to adhere to the guidelines as appended below.

1. Despatch of coal by road sales should have **adequate security arrangement** in so far as entry of both in and out of trucks through security check post **with proper entries** thereof in a bound paged register to be maintained at respective post.
2. **Loading** of coal in private trucks for sale of coal should be **through mechanical means only**.
3. It should be ensured that before trucks are allowed for loading **tare weight is duly recorded** after due weighment in the weighbridge and record kept thereof. Similarly the **same system should be followed after loading of coal** and allowing the truck to move out of colliery premises.
4. There should be a **proper system of issue of gate pass** before any truck is moved out of mine premises.
5. It should be ensured that **only prescribed quality and quantity** as per authorized released order is **allowed to be delivered** in each case.
6. There should be a **clear demarcation of coal dumps of steam and slack coal** and a proper system should be established at the stock yard/colliery premises, so that both does not get mixed up.
7. **Feeder breaker and CHIP** used for segregating steam and slack coal should be maintained **operative, wherever required**.

In addition to above guidelines, the existing system in vogue with regard to procedures to be followed for road sales must be complied with.

Yours sincerely,

[Signature]
Director(Technical/Operations)

Copy : CMD, WCL
Dir(P)/Dir(F)/Dir(T/P&P), WCL
CVO, WCL
CGMs/GMs

Handwritten notes:
File No 23
12/3
in circular