



कोयला खान भविष्य निधि आयुक्त का कार्यालय  
(भारत सरकार, कोयला मंत्रालय का एक सांविधिक निकाय)  
OFFICE OF THE COMMISSIONER  
COAL MINES PROVIDENT FUND ORGANISATION  
(A STATUTORY ORGANIZATION UNDER MINISTRY OF COAL,  
GOVERNMENT OF INDIA)  
मुख्यालय,  
HEADQUARTERS OFFICE,  
कार्मिक अनुभाग  
PERSONNEL SECTION  
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CPF/6/Adm/Transfer of Service/HQ

1353/2960

Dated: - 24th October, 2016

**CIRCULAR**

**Sub: -** Filling up the posts of Stenographer Grade-III, Lower Division Clerk and Hindi Typist in Coal Mines Provident Fund Organisation on transfer of service basis.

The Coal Mines Provident Fund Organisation, a Statutory Body under the administrative control of Ministry of Coal, Government of India invites the application from the willing and eligible officials in the analogous posts of Central Government/Autonomous Bodies for filling up the vacants posts as per details given below: -

S/No.	Name of Posts	Vacancy					Pay as per Pay Matrix
		UR	OBC	SC	ST	TOTAL	
1.	Stenographer Grade-III	05	02	01	-	08	Level 4
2.	Lower Division Clerk	87	45	26	18	176	Level 2
3.	Hindi Typist	10	04	02	01	17	Level 2

2. Name of the officials who are willing to join this office on transfer of service basis from your department and who can be spared may be sent to this office as per Bio-data in the enclosed format along with attested copy of ACR for last five years, Current vigilance Clearance Certificate and No Objection Certificate.

3. Coal Mines Provident Fund Organisation has been entrusted with the responsibilities of maintaining the PF accounts of the employees of Coal Companies.

4. They may be posted at Headquarters Office, Dhanbad and any Regional Offices located in different places in India. There are 23 regional offices located at Dhanbad, Ranchi, Deoghar (Jharkhand), Asansol & Kolkata, (W.B.), Talcher & Sambalpur(Orrissa), Bilaspur (Chhatisgarh), Jabalpur, Singrauli & Chhindwara (M.P.), Nagpur (Maharashtra), Godavarikhani & Kothagudem (A.P.), Margeretta in Assam, Jammu & New Delhi, where they are likely to be posted.

5. He/She will be governed by the provisions of Coal Mines Provident Fund (Staff and Conditions of Service) Regulations, 1964 as amended from time to time.

6. The pay will be protected and fixed as per the relevant rules in the respective Level of Pay of Pay Matrix. The DA and other allowances as admissible to the corresponding categories of Central Government employees from time to time, shall apply.

7. The CMPF is a statutory Organisation and its employees are entitled for substantive appointment for the purpose of pension and gratuity in the lines of pension and gratuity rules applicable to corresponding Central Govt. Servants.

8. They will not be entitled to any past service benefits for determining seniority, leave, etc, on account of Service rendered in the previous department. His service rendered in previous department shall be counted for the purpose of grant of pensionary benefits subject to submission of pro-rata pension contribution.

(B.K.Panda)  
Commissioner

**Copy to :-**

1. The Director (PRIW), Ministry of Coal, Govt. of India, 5<sup>th</sup> Floor, Lok Nayak Bha  
Khan Market, New Delhi.
2. The Under Secretary (Confidential), Staff Selection Commission, DoPT, Ministr  
Personnel, Public Grievances and Pensions, Block No. 12, CGO Complex, Lodhi  
New Delhi-110 003.
3. All Ministries/Department of the Government of India/State Govt./Statutory  
Bodies/Subordinate Offices.
4. The Comptroller & Auditor General of India, New Delhi-110002.
5. The Comptroller General of Accounts vs. Lok Bhawan, New Delhi.
6. The Comptroller General of Defence Accounts, West Block, R.K. Puram, New D
7. The Accountant General Central Revenue, New Delhi.
8. The Director General, D.G.M.S. Office, Dhanbad.
9. The Pr. A.G. (A&E) I, Bihar Ranchi.
10. The Pr. A.G. (A&E), West Bengal, Kolkata.
11. The Pr. A.G. (A&E) I, M.P. Gwalior.
12. The Pr. A.G. (Audit) I, M.S., Bombay.
13. The Pr. A.G. (Audit) I, A.P., Hyderabad.
14. The A.G. (Audit), Jharkhand.



## Proforma

Bio-data of officials applied for the post of Stenographer Grade-III, Lower Division Clerk and Hindi Typist in Coal Mines Provident Fund Organisation on transfer of service basis in CMPFO.

1. Name of the applicant : -
2. Designation : -
3. Pay and level of Pay in the Pay Matrix : -
4. Category (SC/ST/OBC) : -
5. Date of Birth : -
6. Date of appointment : -
7. Details of employment in Chronological order: -

Ministry/ Department	Name of Post	Post held		Level of Pay in the Pay matrix	Nature of duties performed
		From	To		

8. Whether temporary or permanent : -  
If permanent, date of Confirmation. : -
9. Gradation of last five years ACR : -

Signature of the Candidate  
Address .....

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Service particulars given by the applicant are verified with reference to his service records and are found to be correct.

Signature with Seal of the  
Competent Authority.