

**CENTRAL COALFIELDS LIMITED**

A Miniratna Company

(Govt. of India Undertaking)

**Marketing & Sales Department**

Reg. Office: Darbhanga House, Ranchi

Jharkhand - 834 001

Phone: (0651) , 2360369

Fax: (0651) 2360369

**CIN NO: U10200JH1956GOI000581**

E-mail: gmsnm.ccl@coalindia.in

CCL/HB/C-4/107

**NOTICE**

DT - 16/01/2025

**Mandatory Update of Bank Details for KYC Compliance**

In accordance with regulatory requirements and internal compliance policies, all consumers intending to purchase coal from Central Coalfields Limited (CCL) are hereby notified for **annual updating of their Bank Account details** as a part of the KYC (Know Your Customer) process. This notice is applicable for all consumers who have not submitted any bank account details as well as the consumers who have previously submitted their bank mandates a year ago. Please be advised that failure to update your bank account details will result in the inability to process coal transactions.

**Key Requirements:****1. Annual Update of Bank Details:**

Consumers must update their bank account details annually in accordance with the KYC policy, specifically for those who have submitted their bank details one year prior.

**2. Bank Account Declaration:**

Consumers are required to declare their bank account details in prescribed format attached herewith at annexure -I. Declared bank account will be used as a registered bank account with CCL and same will be used for all the transactions related to the purchase of coal. Any payment made from the non-registered account will automatically be rejected. Here it is pertinent to mention that the consumers can declare maximum up to 3 Bank accounts. However refunds will only be credited to the single bank account against which 'CR'(cash refund) is defined by the consumer in bank mandate form.

**3. Prompt Completion:**

To ensure there is no disruption in the supply of coal, we urge all consumers to complete the KYC process at the earliest. Timely submission of the updated bank details will facilitate the seamless processing of future transaction

In view of above, it is requested to kindly submit the updated Bank Mandate form to **CSC Section, Marketing and Sales Department, CCL** to ensure uninterrupted processing of transactions. This process is essential for maintaining a secure, compliant, and efficient transaction system.

This issues with the competent approval

Yours Faithfully

16/1/25  
General Manager(M&S)  
CCL,Ranchi

**Copy to:**

Coordination In charge (M&amp;S,CCL)

Road sale In-charge (M&amp;S,CCL)

Finance In-charge (M&amp;S,CCL)

**CENTRAL COALFIELDS LIMITED**  
**(A Subsidiary of Coal India Limited)**  
**Sales & Marketing Division, DARBHANGA HOUSE**  
**RANCHI – 834001 (JHARKHAND)**

Format for Declaring bank details for payment of coal value through RTGS/NEFT to Central Coalfields Limited (CCL)

**A-CUSTOMER DETAILS**

1.NAME OF THE CUSTOMER :	
2. SAP ID NO. :	

**B-BANK PARTICULARS**

**1. BANK – 1**

(I) NAME OF BENEFICIARY :	
(II) NAME OF BANK :	
(III) NAME OF BRANCH :	
(IV) BANK ACCOUNT NUMBER :	
(V) I.F.S.C. CODE OF BRANCH :	
(VI) M.I.C.R. CODE OF BRANCH :	
(VII) SELECTED FOR REFUND :	YES / NO

**BANK CERTIFICATION**

It is certified that the information provided above is correct and that the beneficiary holds the specified bank account at our branch.

**AUTHORISED SIGNATORY (BANK)**

Authorization No. :

Name:

Official Stamp:

**2. BANK – 2**

(I) NAME OF BENEFICIARY :	
(II) NAME OF BANK :	
(III) NAME OF BRANCH :	
(IV) BANK ACCOUNT NUMBER :	
(V) I.F.S.C. CODE OF BRANCH :	
(VI) M.I.C.R. CODE OF BRANCH :	
(VII) SELECTED FOR REFUND :	YES / NO

**BANK CERTIFICATION**

It is certified that the information provided above is correct and that the beneficiary holds the specified bank account at our branch.

**AUTHORISED SIGNATORY (BANK)**

Authorization No. :

Name:

Official Stamp:

I/We hereby declare that the details provided above are accurate and complete. I/We undertake to make all payments for the coal value to CSC, CCL, Ranchi through the three bank accounts mentioned above. Failure to comply with this condition may result in the rejection of the transaction, and CCL shall not be held responsible for any such rejection. Furthermore, I/We acknowledge that I/We will not hold the Company liable for any incorrect or incomplete information provided above

Date:

**AUTHORISED SIGNATORY (CUSTOMER)**

Authorization No. :

Name:

Official Stamp:

**3. BANK – 3**

(I) NAME OF BENEFICIARY :	
(II) NAME OF BANK :	
(III) NAME OF BRANCH :	
(IV) BANK ACCOUNT NUMBER :	
(V) I.F.S.C. CODE OF BRANCH :	
(VI) M.I.C.R. CODE OF BRANCH :	
(VII) SELECTED FOR REFUND :	YES / NO

**BANK CERTIFICATION**

It is certified that the information provided above is correct and that the beneficiary holds the specified bank account at our branch.

**AUTHORISED SIGNATORY (BANK)****Authorization No. :****Name:****Official Stamp:**

I/We hereby declare that the details provided above are accurate and complete. I/We undertake to make all payments for the coal value to CSC, CCL, Ranchi through the three bank accounts mentioned above. Failure to comply with this condition may result in the rejection of the transaction, and CCL shall not be held responsible for any such rejection. Furthermore, I/We acknowledge that I/We will not hold the Company liable for any incorrect or incomplete information provided above.

**Date:****AUTHORISED SIGNATORY (CUSTOMER)****Authorization No. :****Name:****Official Stamp:****Enclosure:**

1. Self-Attested Photo Copy of CMPDI/MSTC/MJ ID Card
2. Cancelled cheques for each of the listed banks.

- N.B.**
1. The referred banks MUST be RTGS compliant.
  2. Only one bank can be selected for refund purpose