The requirement of new E-Mail IDs needs to be sent/mailed to GM (System) e-mail Id- gmsystem@bccl.gov.in OR Nodal officer e-mail Id- nodal.bccl@coalindia.in with the prior approval of HOD/GM in the below mentioned format.

Sl. No	First Name	Last Name	Designation	Department/ Ministry[Area/Company]	State	Mobile (10 digit numerals)	Date of Retirement (dd-mm-yyyy)	EIS NO