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पत्रांक : पर्यावरण/25/Consultant (FAE-EB)/

09/12/2025

Notification for the engagement of Consultant (Individual) – Functional Area Expert (FAE) in Ecology & Biodiversity (EB) in CMPDIL for two (02) posts

1. Central Mine Planning & Design Institute Limited (a subsidiary of Coal India Limited, hereinafter referred to as CMPDIL) invites applications from eligible individuals for engagement as Consultant – Functional Area Expert (FAE) in Ecology and Biodiversity (EB) for undertaking EIA/EMP and other specialized studies.
2. Details regarding the engagement are provided below:

Sr. No.	Post Name	Nature of consultancy	Period of engagement	No. of Post(s)	Place of posting
01	Functional Area Expert (FAE) in Ecology & Biodiversity (EB) – [Specialization in Botany]	Functional Area Expert (FAE) in Ecology & Biodiversity (EB)	1 year (extendable to another 1 year)*	01 (One Post)	CMPDIL HQ or RIs
02	Functional Area Expert (FAE) in Ecology & Biodiversity (EB) – [Specialization in Zoology]	Functional Area Expert (FAE) in Ecology & Biodiversity (EB)	1 year (extendable to another 1 year)*	01 (One Post)	CMPDIL HQ or RIs

*Subject to requirement and performance

3. Scope of work

The hired consultant(s), Functional Area Expert(s) (FAE) of EB (Ecology & Biodiversity), shall fulfil the requirements of Scheme for Accreditation of EIA Consultant Organizations (version 3) of QCI / NABET to carry out the following job(s):

3.1 Scope of work (General)

- a) To identify and assess in the area of EB (Ecology & Biodiversity), the potential impacts from the proposed development / industrial activity and provide expert inputs in the EIA-EMP.
- b) To function as an EIA Functional Area Expert (FAE) of EB (Ecology & Biodiversity) for EIA-EMP prepared by CMPDIL HQ and its Regional Institutes.



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- c) To adopt EIA Notification dated September 14, 2006 of MoEF&CC and subsequent amendments for preparation of EIA-EMP.
- d) To carry out aquatic ecological assessment studies.
- e) To carry out other specialized studies like carbon sequestration, carbon stocks, etc.

3.2 Scope of work (Specific)

- I. Prior to the receipt of work order for preparation of EIA/EMP or other EB studies:
 - a. Understanding of the overall project configuration with special reference to EB.
 - b. Visiting the site with the EIA Coordinator (EC) / other Functional Area Experts (FAEs).
- II. On receipt of the work order for preparation of EIA/EMP or other EB studies:
 - a. Review and understanding the project from Pre-feasibility report (PFR)/ Feasibility report (FR)/Project Report.
 - b. Interacting with the EC and other FAEs to get a holistic view of the EIA.
 - c. Focused efforts on EB to identify the gaps and subsequently work towards addressing with other team members.
 - d. Visiting sites and assisting the ECs in the selection of sampling locations and deciding the type of samples in biodiversity.
 - e. Visiting the site periodically to ensure the quality and validity of baseline data.
 - f. Direct involvement of FAE (EB) in the development of methodologies/formats to be adopted for the collection of baseline data or validation of secondary data.
 - g. Analyzing and interpreting the baseline data collected, identifying and assessing potential impacts arising due to various project activities, products and services during different stages of the project.
 - h. Ensuring all potential impacts, including those under abnormal/accidental conditions for various stages of the project, are addressed with quantification, where applicable.
 - i. Developing the EMP and post project-monitoring plan and their associated costs in consultation with the EC.
 - j. Ensuring compliance to all TOR issued by MoEF&CC / SEIAA pertaining to EB.
 - k. Discussing, developing and submitting the functional area (EB) report with supporting tables, figures and photographs to the EC.
 - l. Addressing the issues raised during the public hearing in the specific functional area (EB) report.
 - m. Attending the review meeting to finalize the draft EIA report pertaining to EB.
 - n. Preparation of Conservation plans as per the requirement of Environment Protection Act, 1986 if applicable.
 - o. Collection of water samples, analysis using microscope for phytoplankton, zooplankton, macrophytes etc. and reporting for aquatic ecological assessment studies.
 - p. Capacity building of fellow EB experts to get acquainted with the knowledge required for accreditation of QCI-NABET.
 - q. Any other work as assigned by GM/HoD (Environment).



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4. Eligibility Criteria

4.1 The general eligibility criteria in this case is as below. **These are mandatory requirements.**
Any applicant who does not meet the criteria will not be shortlisted.

- The applicant must not be more than 65 years of age on the date of publishing of advertisement w.r.t this engagement.
- The applicant must be a citizen of India

4.2 Educational Qualifications

The applicant must have a Master's degree specific to functional area of Ecology & Biodiversity (EB) as stipulated by QCI – NABET as listed below:

Master's (postgraduate) degree in Life sciences like:

- Zoology,
- Botany,
- Forestry,
- Environmental Science,
- Ecology,
- Natural Resource Management,
- Ecology & Environment,
- Ecology & Biodiversity,
- Geography

Note:

- The educational qualification stipulated under Cl. 4.2 is a mandatory requirement. Any applicant who does not have the aforesaid educational qualifications will not be shortlisted.**
- For shortlisting as Functional Area Expert (FAE) in Ecology & Biodiversity (EB) [Specialization in Botany], Master's degree in Botany will be an added advantage.
- For shortlisting as Functional Area Expert (FAE) in Ecology & Biodiversity (EB) [Specialization in Zoology], Master's degree in Zoology will be an added advantage.
- The Educational Qualifications must be from a University/Institute recognized by appropriate statutory authority in India. In case of any dispute arising about admissibility of any particular qualification, the decision of the CMPDIL Management shall be final and binding.
- Ph.D. in relevant discipline will be an added advantage.

4.3 Trainings

If the applicant has successfully completed training(s) on Ecosystem analysis and evaluation, landscape ecology, assessment of impacts on ecological and biodiversity impact assessment on ecology / biodiversity from development projects in all sectors, it would be an added advantage.



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4.4 Experience

4.4.1 The applicant must have minimum 5 years' overall experience in the field of EB, of which at least 3 years should be EIA related (as per the definition mentioned in EIA Consultant Scheme Version 3 issued by QCI-NABET) – **This is a mandatory requirement. Any applicant who does not have the aforesaid minimum experience will not be shortlisted.**

4.4.2 The experience, specific to functional area, Ecology & Biodiversity (EB) should include:

- a) Understanding of the EIA process, legislations and rules/regulations, understanding of policies and guidelines related to ecology & biodiversity.
- b) Adequate knowledge of the application of taxonomy in preparing resource inventory (flora and fauna) of the study area,
- c) Conducting ecological/wildlife surveys and preparation of status reports for rare, endangered and threatened species of flora & fauna and estimating bio-diversity indices.
- d) The capability of identifying and assessing the potential impacts of the project, throughout its life-cycle, on the physical, biotic and social environment, as applicable.
- e) The knowledge to suggest/vet mitigation measures.
- f) Specialized training in the field of impact assessment and contribution to EIA documentation will be an added advantage.
- g) Adequate Knowledge of preparation of conservation plan for flora and fauna.
- h) Any experience in coal mining project / coal washery.

4.5 Previous Accreditation with QCI as FAE (EB)

In case of applicants having previous accreditation with QCI as FAE (EB), either in Category A or B projects, it would be an added advantage.

5. Selection procedure

5.1 Screening phase:

- a) Applications meeting the mandatory selection criteria as described under section 4 will be shortlisted and scored against the educational qualifications, work experience specific to the functional area (Ecology & Biodiversity (EB)), specialized trainings and previous accreditation with QCI.
- b) The applicants would be shortlisted for personal interview (in the order of their ranking on the basis of marks obtained in the screening phase).
- c) Maximum five (05) applicants each [i.e. upto 5 candidates with specialization in zoology & upto 5 candidates with specialization in botany] will be shortlisted for personal interview in the order of the marks obtained in Screening phase. However, in case of tie in scores, all applicants having the said tied-score will be called for the personal appearance / interview; provided that no applicant having score lower than the score of the 5th shortlisted applicant



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will be considered.

5.2 Interview phase:

- The shortlisted candidates will be called for interview before a committee. The interview may be held in virtual mode / physical mode. In case of physical mode, the interview will be held at CMPDIL HQ, Ranchi.
- It will be the responsibility of the applicants to ensure that they have arrangements required towards virtual interview (laptop/PC with network connection) in case a virtual interview is scheduled.
- The applicants shortlisted for the Interview phase will be intimated via email regarding the mode of interview, date and time. The result of shortlisted applicants for Interview will also be published on CMPDIL website (www.cmpdi.co.in)
- Applicants shortlisted for personal interview shall have to bring the original certificates/documents as declared / submitted against the desired credentials. The applicants are also required to submit self-attested copies of each certificate/ documents on the date of interview.

6. Terms of engagement

- Place of work:** The hired consultant(s) will be stationed either at HQ of CMPDIL at Ranchi or at any of CMPDIL's Regional Institutes at the discretion of HoD (Env.), CMPDIL.
- Commencement of work:** The selected hired consultant(s), will report for the assignment within one month of the date of offer or email communication, whichever is later, to GM (Environment), CMPDIL, Ranchi on the date of engagement.
- Payment:** The consultant(s) so hired will be paid a consolidated sum of ₹ 60,000.00/- per month on the basis of attendance and performance of jobs done. All personal taxes including income tax, professional tax, etc. are required to be paid by the hired expert(s) himself/herself.
- Other facilities:**
 - One day paid leave for every 20 days of work (including intervening weekly day of rest) in addition to the holidays (as per posting location) shall be admissible.
 - Conveyance charges of ₹ 3,000/- per month shall be paid.
 - Accommodation facility of ₹ 9,600/- per month shall be paid.
 - Reimbursement of mobile telephone bill, limited to ₹ 399/- per month (excluding GST).
 - TA/DA and boarding/lodging expenses whenever tours are undertaken for jobs related to the assignment.
 - Latest CIL TA rules shall be applicable. The hired consultant(s) shall be paid TA/DA and boarding/lodging expenses (for tours) as per entitlement applicable to existing E3 grade executive of CIL as per latest CIL TA rules.
- The hired consultant(s) will be required to submit a Statement of Good Health issued by Certified Medical Practitioner prior to his/her joining.
- The hired consultant(s) shall work exclusively on assignments allotted by CMPDIL during the period of engagement. Nothing in this engagement shall be construed to create an employer-employee relationship. The consultant shall function strictly as an



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independent professional and shall not be entitled to any benefits applicable to CMPDIL employees.

- 6.7 Initially, the term of the contract shall be for a period of one (01) year from the date of engagement. After completion of the term, the contract may be renewed for another one (01) year based on satisfactory performance of the expert. The extension of the contract shall be the sole discretion of CMPDIL management. The decision of the CMPDIL management shall be final and binding.
- 6.8 After finalization of the hired consultant(s), his/her name will be proposed to QCI-NABET for accreditation in the functional area of EB.
- 6.9 The hired consultant(s) must not sublet the work assigned to him/her.
- 6.10 The hired consultant(s) shall work in strict confidence and will ensure that the information in respect of the operation of the Area/Unit is dealt in strict confidence and secrecy. A certificate towards maintaining confidentiality is required to be submitted by the hired consultant(s) before the commencement of work.
- 6.11 The hired consultant(s) shall be accountable for the work performed by him/her. A certificate towards accountability of the work is required to be submitted by the hired consultant(s) before joining of work.
- 6.12 The hired consultant(s) has to normally perform duties (working hours/days) as applicable to executives of CMPDIL (HQ or RIs) based on place of posting. However, if needed, he/she may be required to work on holidays on the instruction from GM (Env.) or his/her authorized person.
- 6.13 The consultant shall disclose any actual or potential conflict of interest. CMPDIL may terminate the contract if such conflict affects impartiality or integrity.
- 6.14 CMPDIL reserves the right to modify, suspend or cancel the hiring process at any stage without assigning reasons. No candidate shall have any claim arising out of such action.
- 6.15 **Performance Review:** CMPDIL will review the performance of the hired consultant(s) on monthly basis and final assessment will be carried out after completion of the initial term of one (1) year.
- 6.16 The selected applicant(s) will be required to declare that he/she has completed all requisite formalities for release from their previous employer at the time of joining CMPDIL.
- 6.17 The contract may be terminated with one (1) month notice or consolidated pay/ remuneration amount from either side.
- 6.18 The hired consultant(s) will be debarred from appointment / opportunity in future, in CMPDIL, CIL & other subsidiaries of CIL in the following cases:
 - a) If the hired consultant(s) obtains the appointment on the basis of false information / false statement.
 - b) If the hired consultant(s) does not take up work as per the terms of engagement offer / work order.
 - c) If the hired consultant(s) violates any of the stipulations under clause 6.1 to 6.14.
- 6.19 The hired consultant(s) shall undertake that work/assignment given by CMPDIL and any information generated from the data provided during the period of appointment shall not be used by the FAE for any other purpose.



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6.20 The applicant shall be liable for cancellation of candidature or engagement, without prejudice to any other action, if any submitted document is found to be false, fabricated or misleading.

6.21 Any dispute shall be subject to jurisdiction of Ranchi courts only.

7. General Instructions

7.1 No separate intimation in respect of corrigendum to this notice (if any) will be sent to applicants who have downloaded the same from website. The applicants are advised to refer to CMPDIL's website for corrigendum, if any.

7.2 Applicants should download the complete notice including the annexures and read carefully before filling the details and submitting the documents.

7.3 All documents uploaded should also be in English language. In case the original document is in a different language, self-attested English translation must be furnished.

7.4 All further communication to the applicants shall be sent online via email. Hence the applicants are required to ensure that valid e-mail-id and contact number is provided with the application.

7.5 The application form is enclosed with the Notice as Annexure – I. The applicants must duly fill the forms and submit the same along with requisite enclosures. The form as well as all supporting documents must be self-attested.

7.6 Mode of physical submission of application:

7.6.1 The application form along with enclosures are required to be delivered within a sealed envelope by either Speed Post / Registered Post to the following address:

**General Manager (Environment), 7th Floor,
CMPDIL HQ, Gondwana Place, Kanke Road,
Ranchi, Jharkhand – 834 008**

7.6.2 The subject to be mentioned on the sealed envelope or email is “**Application for the post of Consultant – FAE (EB) in CMPDIL**”

7.6.3 **All applications must reach through speed post / registered post only to the above address latest by 5 pm on 29/12/2025.** Any application received after the cut-off period specified shall not be considered for screening.

7.7 No TA/DA will be paid to any shortlisted candidate for appearing in personal interview.

महाप्रबंधक (पर्यावरण)

Distribution:

1. GM (TS/PR), CMPDIL, Ranchi – For uploading advertisement in one national and one local newspaper having wide circulation
2. GM (Personnel/EE), CIL/BCCL/CCL/ECL/MCL/NCL/SECL/WCL – With a request for wide circulation and to upload the notification and application form at respective company website
3. GM (ICT), CMPDIL, Ranchi – With a request to upload the Notification and application form at CMPDIL's website and intranet.
4. TS to Dir (T/RD&T) / Dir (T/CRD) / Dir (T/P&D) / Dir (T/ES) – For information please.

16.

स्थायी पता स्पष्ट एवं बड़े अक्षरों में

PERMANENT ADDRESS (IN BLOCK LETTERS)

पंक्ति | line 1

पंक्ति | Line 2

पंक्ति | line 3

इकाइ P.O.

ज़िला District

राज्य State

पिन कोड Pin code

एस.टी.डी .कोड सहित दरभाष संख्या

PHONE NO. WITH STD CODE

10 अंकों का मोबाइल नम्बर

10 DIGIT MOBILE NO.

17. शैक्षणिक एवं व्यावसायिक योग्यता (हाल की योग्यता से शुरू करें)

EDUCATIONAL & PROFESSIONAL QUALIFICATION)STARTING FROM THE MOST RECENT(

18. रोजगार का विवरण, हाल के रोजगार से शुरू करते हुए) कृपया पढ़ की योग्यता से संबंधित अनुभव ही भरें।

DETAILS OF EMPLOYMENT, STARTING FROM THE MOST RECENT (FILL IN ONLY THE RELEVANT EXPERIENCE)

क्र.सं. Sl. No.	संस्था का नाम NAME OF THE ORGANISATION	संस्था का प्रकार ORGANISATION TYPE (सरकारी/अर्ध सरकारी/ गैर सरकारी GOVT./ SEMI-GOVT./ PRIVATE)	धारित पद का नाम POST HELD	अवधि DURATION	कुल)वर्ष(TOTAL (IN YEARS)	कार्य का स्वरूप NATURE OF DUTY	EIA/EMP से सम्बंधित SPECIFIC TO EIA/EMP

Note: In case of job experience related to coal mining projects and/or coal washery, please specify in the table above.

19. अनुभव की कुल अवधि)वर्ष(TOTAL YEAR OF EXPERIENCE (in years)		
20. EIA/EMP से सम्बंधित अनुभव की कुल अवधि)वर्ष TOTAL YEAR OF EXPERIENCE RELATED TO EIA/EMP (in years)		
21. QCI-NABET के साथ FAE-EB के रूप में मान्यता यदि कोई हो (टिक (v) निशान लगायें) PREVIOUS ACCREDITATION AS FAE-EB WITH QCI-NABET (please tick (v))	YES	NO
22. यदि हाँ तो विवरण दे) A / B) If Yes, then specify Category (A / B):		
23. इसके समर्थन में दस्तावेज संलग्न करें (Please attach Minutes of QCI/NABET Accreditation Committee Meeting certifying applicant as approved FAE(EB))		
24. क्या आप कभी किसी अपराधिक मामले में अभियुक्त बने हैं? (टिक (v) निशान लगायें) HAVE YOU BEEN PROSECUTED IN ANY CRIMINAL OFFENCE (please tick (v)):	YES	NO
25. क्या आप वर्तमान में सरकारी/अर्द्ध-सरकारी/राज्य सरकार/सार्वजनिक क्षेत्र के उपक्रम में कार्यरत हैं? (टिक (v) निशान लगायें) WHETHER PRESENTLY WORKING IN GOVERNMENT / SEMI GOVT. / STATE GOVT./ PSU (please tick (v))	YES	NO
26. यदि हाँ तो विवरण दे) IF YES, THEN PROVIDE THE DETAILS:		

27. भाषा का ज्ञान LANGUAGES KNOWN:

Language	Read	Write	Speak
English			
Hindi			

Note: - In absence of information mentioned in details column of above tables, same will be treated as NIL and no opportunity of submission of shortfall document will be given.

Declaration:

I, _____(insert NAME), hereby certify that the details furnished by me as given in point no. 1 to point no. 27 are true and correct to the best of my knowledge and belief.

स्थान PLACE:

दिनांक DATE:

अभ्यर्थी का हस्ताक्षर CANDIDATE'S SIGNATURE

List of enclosures / Checklist – to be self-attested and included along with the duly filled application form:

Sl. No.	Eligibility Criteria	Self-attested copy of documents to be submitted in support of information/ declaration furnished
1.	Proof of Age:	Matriculation certificate or any legally acceptable documents in support of proof of age as per Clause 4.1 of the notification
2.	Educational qualifications:	Certificates & marksheets supporting Educational Qualifications under Clause 4.2 of the notification.
3.	Trainings	Certificate of completion of training (if any) as specified under Clause 4.3 of the notification
4.	Work Experience:	Appointment letters and Job completion certificates issued by the employer against the Work Experience as per the eligibility criteria under Clause 4.4 of the notification.
5.	QCI-NABET accreditation as FAE	Certificate / document related to MoM of Accreditation Committee Meeting showing QCI-NABET accreditation as FAE (EB) (if any) as required under Clause 4.5 of the notification
6.	For applicants working in any Government, Semi-Government or Public Sector Undertaking only: If the applicant is working in any Government, Semi-Government or Public Sector Undertaking, he has to forward his bid / application through proper channel and documentary proof has to be uploaded.	