

File No : DDG-Stat/4/2020-O/o DDG(AL)

Government of India

Ministry of Coal

O/o Nominated Authority

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Room No 120-F, Sharstri Bhavan

New Delhi- 110001

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### **Operational Guidelines for NCI**

#### **Sub: Revision in the Operational Guidelines for National Coal Index**

The Operational Guidelines for National Coal Index was issued vide OM of even number dated 17<sup>th</sup> June 2020. Since then, a lot of progress has happened and intensive research has facilitated simpler solutions for producing the National Coal Index and Representative prices. Further, development of a dedicated web-portal based on the simplified compilation procedure is under designing stage. Keeping this in mind, the following revision in the Operational Guidelines are being made:

**Para No 3: Data Collection:** The data set pertaining to the Notified Price Channels would be collected from the D/o Promotion of Internal Trade & Policy (DPIIT). DPIIT collects the same data for the purpose of compilation of WPI each month from the Coal Companies. On 10<sup>th</sup> of each month DPIIT gets the data of the previous month. So at any time before 20<sup>th</sup> of the month the required dataset is available.

For dataset for Auction Channel and for Import Channel, we are already getting the same from the Marketing Division of CIL and DGCIS, respectively. The same process would continue.

Assistant Manager, attached to the O/o DDG would be responsible for collecting and preparing the requisite the dataset.

All the particulars regarding record keeping is dispensed with.

**Para No 4: Detailed Compilation Procedure:** The whole system of generation of NCI and RP has been made automated. Only three separate Excel Utilities have been designed:

(i) **Price Directory:** This is the totality of datasets of different types of prices which would be required for compiling both NCI and RP. Each month, the Price Directory has to be updated with the collected data.

(ii) **NCI Template and RP Template:** These two Excel Utilities have been designed to generate the NCI and RP automatically every month. Linkage has been made with the Price Directory. Once the Price Directory has been updated to include the data of a given month, the two Templates would give the NCI and RP just typing the month and year in two given cells.

**Para 4.1, 4.1.1:** Basic Principle would remain the same. Only data collection would be from the DPIIT.

**Para 4.2 Auction Prices:** To arrive at the Unit Value of all the Grades of Coal as well as the Unit Values of Sub-Sectors, one Excel Utility has been developed. By use of the Utility, the Unit Values are automatically generated once the primary data is checked to take care that the following items are not there in the data set:

- (i) All entries pertaining to auction of Washed Coal;
- (ii) All entries pertaining to auction of Slurry, Rejects, other Coal Products;
- (iii) All entries pertaining to auction where no Grade is mentioned.

Assistant Manager, attached to the O/o DDG would be responsible for compiling the unit Values for each Grade and each Sub-Sector and then post the same in the Price Directory.

**Para 4.5: Import Prices:** Each month, on 20<sup>th</sup> DGCIS provides the Provisional Import data of the previous month. From this the Unit Values required would be compiled.

For finalization purpose, the information in the web-portal of DGCIS would be used. Required user ID and password given by DGCIS to the O/o DDG would be used. Both the Provisional and Final Values would be compiled by the Assistant Manager, attached with the O/o DDG.

**Para 5: Substitution of Prices:** Detailed archive of historical unit values of auction channel has been prepared. In each month, the missing Unit Values from Auction Channel would be substituted by the available figures.

Assistant Manager, attached to the O/o DDG would make the substitution process.

**Para 6: Compilation:** Compilation work has been made automatic and as such there is no human intervention is required. Once the Price Directory is updated, the NCI/RP would be compiled instantaneously.

**Para 8: Compliance with SOP:** There is no requirement of preparing the Detailed Technical Note (DTN) as most of the procedures are automatic and supervised by Assistant Director.

**Para 9: Detailed Operational Flow Chart:** The revised operational flow chart is given below:

Stage	Officer Responsible	Remarks
Data Collection	Assistant Manager, O/o DDG	Notified Prices to be collected from DPIIT
Unit Value Compilation	Assistant Manager, O/o DDG	Excel Utility to be used
Substitution of Prices	Assistant Manager, O/o DDG	Supervision by Assistant Director
Compilation	Assistant Manager, O/o DDG	Automatic Process
Supervision of the work	Assistant Director	
Recommendation	DDG	In the absence of DDG, Assistant Director to send the recommendation
Approval and Release	O/o Nominated Authority	Approval to be by Secretary (Coal)

2. The data has been kept in the Price Directory File since April 2017. So there is no need to separately keep the data in CCO.

3. All the substantive technical matters described in the Original Operational Guidelines would be same.

The Revised Guidelines come with immediate effect.

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Sr. TD, NIC, MoC :- with request to upload the Operational Guidelines for NCI on the website of MoC for information of all the stakeholders and general public.