



Coal India Limited

A Maharatna Company

10, Netaji Subhas Road, Kolkata – 700001 (W.B)

Corporate Identity No.L23109WB1973GOI028844

PHONE: 033-2248 8099, FAX : 033-243 5316

WEBSITE: www.coalindia.co.in

Ref. No. CIL/GS/HH/2014/ 118

Dated 20.05.2014

C I R C U L A R

Further to this office circular No. CIL/GS/HH/2014/710 ,dated 27.03.2014 and circular No. CIL/GS/HH/2014/14 , Dated 04.04.2014 the present updated status of different Holiday Homes maintained by Coal India Ltd is as under:

Phone/Fax No.	Name of the Holiday Home	No of Rooms	Room Charges per day/room	Period of contract
01902-250323/ -250424	<u>MANALI</u> HOTEL LORD'S REGENCY Left Bank, New Manali – 175131 Kulu, Himachal Pradesh	2 (Non-AC)	Rs.150/-	01.06.2014 to 31.05.2015
Tel. No. 0832- 2228305/8405/4412 Fax. No. 0832-2223231	GOA Hotel Manvin's Municipal Gardens/ Church Square, Panjim, Goa	2(AC)	Rs.200/-	16.11.2013 To 15.11.2014
Tel No.01991-232100/ 232111 Fax - 01991-233044	<u>KATRA</u> Hotel Subhas International Bangana Road, Katra- 182 301 Jammu & Kashmir	2(AC)	Rs.150/-	01.05.2014 to 30.04.2015
Tel No.05942-237176 Fax - 05942-238315	<u>NAINITAL</u> Hotel Shalimar, The Mall, Nainital Uttara Anchal-263 001	2(Non-AC)	Rs.100/-	01.04.2014 to 31.03.2015
Tel.No. 03220 – 266691/ 266642	<u>NEW DIGHA</u> Hotel Kanchan International, New Digha,Mini Holiday Sector, Purba Midnapur,W.B	4 (A.C)	Rs.150/-	01.04.2014 to 31.03.2015

Employees desirous of availing the facility should observe the following procedure: -

All employees of CIL & it's Subsidiary Companies are entitled for availing Holiday Homes.

1. Application should be made in prescribed formats along with the declaration detailing family members as per Annexure I & II already circulated
2. Application should be forwarded through the Controlling Officer of the respective employees.
3. It should be accompanied by a "Demand Draft" drawn in favour of Coal India Limited payable at Kolkata for the full amount. For CIL (HQ) employees, CBS (Core Banking Service) cheque will also be accepted.
4. Complete application with contact number should be sent to GM(Admn), CIL, 10, Netaji Subhas Road, Kolkata – 700 001

It may please be noted that:

- One employee may book for a maximum period of 4 (Four) days in one Holiday Home. Only one room is allotted to an employee and once in a year for a particular place.
- Booking may be done in advance to avoid inconvenience.
- The booking is not transferable. Transfer of booking to outsider will be treated as misconduct as per rule.
- Employees are requested to give their mobile phone No/Contact number in the application.
- **Allottee should carry Photo identity, the copy of which may be preserved by the Hotel.**

Sd/-
(V.G.Pratapan)
G.M (Admn) ,CIL

Distribution:

1. The GM (MP&IR/Welfare), CIL, Kolkata.
2. The GM (Welfare), ECL, Sanctoria/BCCL, Dhanbad /CCL, Ranchi, - With a request The GM (Welfare), NCL, Singrauli/ SECL, Bilispur/WCL, Nagpur, - for wide circulations.
3. The GM (P), CMPDIL, Ranchi, / The GM, NEC, Margherita, Assam,
4. The General Manager, CIL Centralised Coal Cadre Cell, Gondwana Place, Kanke Road, Ranchi.
5. The General Manager (S&M), CIL, 15, Park Street, Kol-16

Copy to:

1. CGM/TS to Chairman, CIL
2. GM (Telcom), CIL, Kolkata with a request to up load the same at CIL's website for wide circulation (DVD enclosed).

Sd/-
(V.G.Pratapan)
G.M (Admn)

