

कोल इण्डिया लिमिटेड

(भारत सरकार का उपक्रम)

COAL INDIA LIMITED

(A Govt. of India Enterprise)

कोल् भवन "COAL BHAWAN"

PREMISES NO: 04, MAR, PLOT NO: AF-III
ACTION AREA-1A, NEW TOWN, RAJHARHAT
KOLKATA-700156 (WB)



महारत्न कंपनी

A Maharatna Company

GS/ADMINISTRATION DIVISION

सामान्य सेवाएं / प्रशासन विभाग

E-MAIL: gmadmn.cil@coalindia.in

TEL: 033-2324 6621

FAX: 033-2324 6635

WEBSITE: www.coalindia.in

CIN: L23109WB1973GOI028844

(An ISO 9000:2015 & ISO 50001 :2011 Certified Company)

Ref. No. CIL/Admn/Holiday Home/2024/ 3282

Date: 10.09.2024

CIRCULAR

The Present status of different Holiday Home maintained by Coal India Limited is as under:-

Name of the Holiday Home	No of Rooms	Room Charges per day/room	Period of contract	Amount of Perquisite/room/day in Rs.
PURI HOTEL SUV PLACE New Marine Drive Road, Puri - 01	5(AC)	Rs.400/-	01.01.2023 To 31.12.2024	1,528.80 - 400 = 1,128.80
MANALI STERLING HOTEL RESORTS LTD. Naggar Highway, Left Bank Road, Prini Manali, Pin 175131 (HP)	2 (AC)	Rs.400/-	16.09.24 to 15.09.26	2800-400=2400
DARJEELING JAY BEE PROPERTIES PVT. LTD. (Central Heritage), Central Hotel, Robertson Road, Darjeeling, West Bengal-734101	4(NAC)	Rs.400/-	16.09.24 to 15.09.26	2499-400=2099
KOVALAM Hotel Sagara Beach Resort, Light House Rd. Vizhinjam, Kovalam, Kerala 695523	2(AC)	Rs.400/-	16.09.24 to 15.09.26	4704-400=4304
MUNNAR Clouds Valley Leisure Hotel, Kannan Devan Hills, A.M. Road, Munnar P.O, Kerala 685612	2(AC)	Rs.400/-	16.09.24 to 15.09.26	3360-400=2960
TIRUPATI Hotel Grand Orchid (Sri Bhoosiri Hospitality Pvt. Ltd), Srinivasapuram, Old Renigunta Road, Tirupati (Urban), A.P. 517501	2(AC)	Rs.400/-	16.09.24 to 15.09.26	1680-400=1280
DIGHA Pride Biznotel Canopus, Plot No 12, Block F, Sector B1, New Digha, East Mednipur, West Bengal 721428	3(AC)	Rs.400/-	16.09.24 to 15.09.26	2576-400=2176

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

All employees of CIL & its Subsidiary Companies are entitled for availing Holiday Homes

1. Application should be made in prescribed formats (separate for existing & retired employees) 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

18/09/24.
General Manager, Admin.
Coal India Ltd
New Town, Rajarhat

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3. It should be accompanied by a "Demand Draft/Cheque" drawn in favour of Coal India Limited for the full amount of room rent of Rs. 400/- per room per day.
4. Complete application with contact number should be sent to General Manager (Admn-A), Coal Bhawan, Premises No 04 MAR, Plot No AF-III, Coal India Limited, Action Area-1A, New Town, Rajarhat, Kolkata-700156.

It may please be noted that

- One employee may book for a maximum period of 3 (Three) days in one Holiday Home.
- Maximum 02 (Two) rooms may be allotted to an employee once in a calendar year for a particular place.
- Booking is commenced 75 days in advance only prior to the actual date of reservation.
- The booking is not transferable to any other location and transfer of booking to outsider will be treated as misconduct as per company rule.
- In case an employee booked Holiday Home but do not cancel before 07 (Seven) days of actual stay, in such case the booking amount will not be refundable.
- Employees are requested to give their EIS/PIS code, mobile phone No/Contact number, Email ID and place of posting in the application.
- An employee can avail maximum 03 (Three) places in a calendar year.
- Contact Person Name for Booking Holiday Home:- Sri Manik Kumar Kirtania
- Contact Person Mobile/Land Line No:- 9508121257/033-23244157
- **Allottee should carry Photo identity, the copy of which may be kept by the Hotel as per their policy.**

Sd/-
(S K Bhagat)
General Manager (Admn)

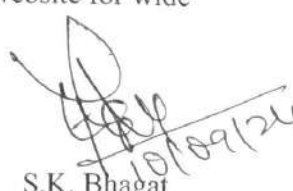
Distribution:

The GM (Welfare), CIL, Kolkata.
The GM (Welfare), ECL, Sanctoria/BCCL, Dhanbad /CCL, Ranchi,
The GM (Welfare), NCL, Singrauli/ SECL, Bilispur/WCL, Nagpur,
The GM (P), CMPDIL, Ranchi, / The GM, NEC, Margherita, Assam,

- With a request for wide circulations.

Copy to:

- 1.ED (Co-ord)/TS to Chairman, CIL
- 2.TS to Dir(P&IR), CIL, Kolkata
- 3.GM (System), CIL, Kolkata with a request to up load the same at CIL's website for wide circulation.


S.K. Bhagat
General Manager (Admn), CIL

General Manager (Admn)
Coal India Ltd.
New Town, Rajarhat