

ICF HOLIDAY HOMES **RULES AND REGULATIONS**

LOCATION	No. OF SUITES
KODAIKANAL	2
COURTRALLAM	2

1. Only gazetted cadre (Gr. A & B) are eligible.
2. Secy. to GM approves the allotment.
3. Request should be in writing addressed to Secy. to GM to be sent by bearer/post/fax no. 044-26260152.
4. Request to be sent within 7 days and at least 2 working days in advance from the date of occupation.
5. Requests from other Railway officers are entertained subject to availability.
6. Other Railway officers applying for ICF holiday homes, whose parent Railway has holiday home at these destinations, should apply with non-availability certificate signed by their holiday home allotting authority.
7. Allotment orders are issued to the officers as well as system generated SMS is also sent to the allottee and the respective holiday home care taker simultaneously.
8. Accommodation charges in terms of Para 2224(I) of IREM, Vol-II (Authority: R.B. letter No. E(W) 2012/WE-2/4 dated 19/09/2012) are directly collected by the care taker from the allottee.
9. For any queries, contact OS/GM's Office/ICF @ Rly.: 060-47005, P&T: 044-26147005.