

GOVERNMENT OF INDIA (BHARAT SARKAR)
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)
(RAILWAY BOARD)

31/03/164

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New Delhi, dated. 17.4.2000

No.97/TG-V/13/3.

The General Manager,
All Zonal Railways.

Commercial Circular No.18 of 2000

Sub: Norms for manning of coaches.

The question of laying down suitable norms for manning of reserved coaches has been under Board's consideration for some time. It has now been decided to prescribe the following norms for manning of reserved coaches:

	EXISTING	NEW NORMS
CONDUCTOR	One Conductor to supervise upto five upper class coaches	One Conductor to supervise upto three upper class coaches in the first leg of journey and five upper class coaches in subsequent portion.
TTE	One TTE for each second class sleeper or chair car coaches in non vestibuled trains	One TTE for each Second Class Sleeper or AC-3 Tier coach or Chair Car Coach in non-vestibuled trains.
	One TTE for two second class sleeper coaches or two chair car Coaches in vestibuled trains. In case the number of coaches is odd, the number of TTEs may be rounded off to the next higher Integer	One TTE for two Second Class Sleeper or AC-3 Tier or Chair Car Coaches in vestibuled Trains during the First leg of the journey.
		One TTE for three Second Class sleeper coaches or AC-3 tier Coaches or Chair Car Coaches in Vestibuled trains for the subsequent legs of journeys. In case the number of coaches is odd, the number of TTEs may be rounded off to the next higher Integer.
Ticket Collectors/ TTEs	One TTE for 2-3 unreserved coaches No norms for ticket collectors/TTEs for other than manning staff	One TTE for 3 unreserved coaches. At the rate of 1 Ticket Collector/TTE for 500 passengers.

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These norms will not apply to Rajdhani & Shatabdi Express trains which are wholly reserved and for which separate norms already exist.

This Issues with the concurrence of the Finance Directorate of the Board's office and is in supersession of all the existing Instructions on the subject so far as ticket checking staff is concerned .

Kindly acknowledge receipt and ensure compliance.

(Arvind Thamb)
Director, Traffic Comm (G)
Railway Board.

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New Delhi, dated. 17.4.2000

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- ✓ 1. FA&CAO, All Indian Railways, (with 5 spare copies) for information.
- ✓ 2. ADAI/Railways (with 36 spare copies)

For Financial Commissioner/Railways

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