

**GOVERNMENT OF INDIA (भारत सरकार)**  
**MINISTRY OF RAILWAYS (रेल मंत्रालय)**  
**(RAILWAY BOARD) (रेलवे बोर्ड)**

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No.2013/TG-I/12/2/DDQ

New Delhi, dated: 31.01.2019

The Chief Commercial Managers,  
All Zonal Railways.

(Addendum to Commercial Circular No. 12 of 2015)

**Sub: Delegation of Power to Earmark/Enhance Defence Department Quota (DDQ).**

**Ref: This office letters of even number dated 05.03.2015 (Commercial Circular No. 12 of 2015) and dated 30.11.2016 (Commercial Circular No. 64 of 2016)**

Please refer to para 3(i) of this office letter dated 05.03.2015 referred to above wherein it was advised that if the utilization in general quota during the previous financial year is more than 90%, no Defence Department Quota should be earmarked. On receipt of references from defence department, the matter has been reviewed and it has been decided that although ideally no DDQ should be earmarked in the trains whose utilisation is more than 90%, however, keeping in view the movement of defence personnel, zonal railways can earmark DDQ in these trains also. This should, however, be done with the personal approval of Principal Chief Commercial Manager of the zonal railway concerned.

2. Necessary instructions in this regard may be issued to all concerned. —



(Shelly Srivastava)  
Director Passenger Marketing  
Railway Board

No.2013/TG-I/12/2/DDQ

New Delhi, dated: 31.01.2019

Copy for information to: Directorate General Operational Logistics & Strategic Movement Directorate, General Staff Branch, Integrated HQ of MoD (Army), DHQ PO, New Delhi w.r.t. letter No.21825/Addl DDQ/ADG Mov (Rail)/P-VI dated 12 Dec 2018.



(Shelly Srivastava)  
Director Passenger Marketing  
Railway Board

Copy for information and necessary action to: -

1. CCMs, CCM/PMs and CCM/PSs, all zonal railways.
2. ADG/PR, EDV (T), EDFC, DVT - II, OSD/TC, TG-V, F(C), V(SS) & PR branches of Railway Board.
3. GGM/IT, IRCTC, B 148, 11<sup>th</sup> Floor, Statesman House, Barakhamba Road, New Delhi - 110001.
4. Managing Director, CRIS, Chanakyapuri, New Delhi.
5. Director General, Professor/Training & Professor/Commercial Railway Staff College, Vadodara.
6. The Principals, Zonal Training Centres, CR/Bhusaval, ER/Bhuli-Dhanbad, NR/Chandausi, East Central Railway/Muzaffarpur, NF Railways/Alipurduar, Southern Railway/Trichy, South Central Railway/ Moula Ali, SE Railway/Sini, North Western Railway/Udaipur.
7. Director, Indian Railway Institute of Transport Management, Hardoi Bypass Road, Manak Nagar, Lucknow - 260011.
8. General Secretary, National Federation of Indian Railwaymen (NFIR), 3, Chelmsford Road, New Delhi.
9. General Secretary, All India Railwaymen Federation (AIRF), 4, State Entry Road, New Delhi.
10. Secretary General, Federation of Railway Officers Association (FROA), Room No. 370, Rail Bhawan, New Delhi.
11. Secretary General, Indian Railway Promotee Officers Federation (IRPOF), Room No. 268, Rail Bhawan, New Delhi.
12. Secretary General, All Indian RPF Association, Room No. 256-D, Rail Bhawan, New Delhi.
13. CTM, Metro Railway, Metro Rail Bhawan, 33/1, J.L. Nehru Road, Kolkata-71.
14. MD, Konkan Railway Corporation Ltd., Belapur Bhavan, Plot No. 6, Sector 11, CBD Belapur, Navi Mumbai-400614.

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**GOVERNMENT OF INDIA (भारत सरकार)**  
**MINISTRY OF RAILWAYS (रेल मंत्रालय)**  
**RAILWAY BOARD (रेलवे बोर्ड)**

No.2013/TG-I/12/2/DDQ

New Delhi, dated 5.3.2015

The Chief Commercial Managers,  
All Zonal Railways

**Commercial Circular No. 2 of 2015**

**Sub: Delegation of power to earmark/enhance Defence Deptt Quota to Zonal Railways.**

As per extant provisions, earmarking/enhancement of Defence Deptt Quota is done by Ministry of Railways on receipt of requests on this account from Defence authorities. Zonal Railways have however, been authorised to reduce Defence Deptt Quota if the same is not being utilised as per extant norms.


2. It has been observed in past that whenever requests for enhancement of Defence quota are received from Defence authorities, the same are forwarded to Zonal Railways for their comments, which are then examined and decided upon in Board's office. The process is time consuming and involves duplicity of work.

3. In view of the above, it has been decided that the power of earmarking/enhancement of Defence Department Quota be delegated to Zonal Railways concerned, who may be allowed to do so on receipt of request from Defence Authorities, keeping in view the following:-

- (i) If the utilisation in general quota during the previous financial year has been more than 90%, no DD quota should be earmarked
- (ii) If the utilisation is less than 90% during the previous financial year, the Railways may take a decision to earmark Defence Deptt Quota in such a way that it should not adversely affect the availability of general reservation quota.
- (iii) A watch may be kept on the utilisation of Defence Deptt Quota and necessary adjustments to be made as per following norms:-

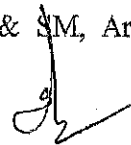
Utilisation %age	Action to be taken
upto 10%	Existing quota to be fully withdrawn.
between 10 & 30%	Quota to be reduced by 50%.
more than 30%	No change

4. Necessary instructions in this regard may be issued to all concerned.

  
(Dr S.K. Ahirwar)  
Director Traffic Commercial (G)  
Railway Board

Copy for information to:  
Headquarters, New Delhi

Director (Rail & Air), Directorate of OL & SM, Army



(Dr. S.K. Ahirwar)  
Director Traffic Commercial (G)  
Railway Board

Copy for information and necessary action to:-

1. CCM/PMs and CCM/PSs, all zonal railways.
2. GM/PRS, CRIS
3. GGM/IT, IRCTC, State Entry Road, New Delhi
4. ADG/PR,EDV(T), DVT-II, OSD/TC, TG-V, V(SS) & PR branches of Railway Board.
5. Director General, Professor/Training & Professor/Commercial Railway Staff College, Vadodara.
6. The Principals, Zonal Training Centers, CR/Bhusaval, ER/Dhanbad, NR, Chandausi, NE Railway, Muzaffarpur, NF Railway, Alipurduar, SR/ Trichy, SE Railway, Sini, WR, Udaipur.
7. General Secretary, National Federation of Indian Railwaymen, 3, Chelmsford Road, New Delhi.
8. General Secretary, All India Railwaymen Federation (AIRF), 4, State Entry Road, New Delhi.
9. Secretary General, Federation of Railway Officers Association (FROA), Room No.365-A, Rail Bhawan, New Delhi.
10. Secretary General, Indian Railway Promotee Officers Federation (IRPOF), Room No.268, Rail Bhawan, New Delhi.
11. Secretary General, All India RPF Association, Room No.549, Rail Bhawan, New Delhi.
12. Secretary General, National Federation of Railway Pensioners' Organization, 825, Supertech Residency, Sector-5,plot No. 6 A, Ghaziabad-201010.
13. MD, Konkan Railway Corporation Ltd., Belapur Bhavan, Plot No. 6, Sector 11, CBD Belapur, Navi Mumbai-400614.