

भारत सरकार (Government of India)

रेल मंत्रालय (Ministry of Railways)

रेलवे बोर्ड (Railway Board)

No.TC-I/2015/104/5

New Delhi, dt. 3.2.2017

General Manager(Commercial)

All Zonal Railways

Sub: Issue of Railway Receipt(RR) under conventional mode of payment

Ref: (i) Goods Tariff No.48

(ii) Board's letter No.TC-I/2014/103/3 dt.26.12.2014

Clarification have been sought regarding issue of 'To-pay RR' under conventional mode of payment (i.e. other than e-payment system). As per extant guidelines, prepayment of freight is compulsory and freight become payable as soon as the loading is completed. Under conventional mode of payment, Paid RR should be issued after collecting payment within 24 hours of completion of loading either on actual weighment basis or sender's weight basis, except where specific dispensation is permitted by DCM/Sr.DCM upto 48 hours for preparation of RR on actual weighment details basis or by DRM beyond 48 hours in case of continuous bank holidays, force majeure conditions, etc.

It has now been decided that in No case, To-Pay RR shall be issued. If a customer makes payment after the above-mentioned time period, 'Paid RR with late payment charge @10% in case of coal traffic or @5% in case of general goods traffic' should be issued. The illustration will be as follows-

ILLUSTRATION: Suppose time of completion of loading of a rake is 1500 Hours of a day (say, T)		
Situation	Time of payment by customers through conventional mode	Type of Railway Receipt(RR) to be issued
Normal situation (when no dispensation given) i.e. for issue of RR in 24 hours	Before 1500 hours of T+1 day	Paid RR without late payment charge
	After 1500 hours of T+1 day	Paid RR with late payment charge
Where specific dispensation is permitted by DCM/Sr.DCM upto 48 hours for issue of RR on actual weighment details basis	(say, dispensation has been for 48 hours) Before 1500 hours of T+2 day	Paid RR without late payment charge
	After 1500 hours of T+2 day	Paid RR with late payment charge
Where specific dispensation is permitted by DRM beyond 48 hours for issue of RR in case of continuous bank holidays, force majeure condition etc.	(say, dispensation has been given upto T+p day) Before 1500 hours of T+p day	Paid RR without late payment charge
	After 1500 hours of T+p day	Paid RR with late payment charge

These instructions will be effective from 15.2.2017.

This issues with the concurrence of Finance and Accounts Directorates of Ministry of Railways.

Lata Kumari

(Lata Kumari)

Director, Traffic Commercial (Rates)
Railway Board

No.TC-I/2015/104/5

New Delhi, dt. 3. 2 .2017

Copy to:

1. FA&CAO, All Zonal Railways
2. Dy.C&AG(Rlys), Room No.222, Rail Bhavan, New Delhi.

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3/2/17

for Financial Commissioner/Railways

No.TC-I/2015/104/5

New Delhi, dt. 3. 2 .2017

Copy to:

1. Managing Director, CRIS, Chanakyapuri, New Delhi-21.
2. Chief Admn. Officer, FOIS, N. Rly., Camp: CRIS, Chanakyapuri, New Delhi-21.
3. Managing Director, KRCL, Belapur Bhavan, Sector-11, CBD Belapur, Navi Mumbai-400614.
4. Director General, National Academy of Indian Railways, Vadodara.
5. General Secy., IRCA, New Delhi.
6. Director, IRITM, Campus: Hardoi Bye-pass Road, Kanausi, Manaknagar, Lucknow-226011
7. Secretary, RRT, 5, Dr. P.V. Cherian Crescent Road, Egmore, Chennai-600105.
8. Chief Commissioner of Railway Safety, Lucknow.

[Handwritten signature]
Latakumari

(Lata Kumari)

Director, Traffic Commercial (Rates)
Railway Board

Copy for information:

CRB, MT, FC, Railway Board

AM(C), AM(T), AM(T&C), AM(IT), Adv(F), Adv.(Accounts), Adv(FM), Adv(Infra), Adv(Safety),
Adv.TT(M), Adv(CC), EDTC(R), ED(PG), EDPM, ED(C&IS), ED(T&C), EDTT(S), EDTT(F), EDFC,
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JD(Accounts), Railway Board
TC(R), TC(CR), F(C), Safety Branches, Railway Board