

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

No.TC-I2020/101/eRD/Misc (3319111)

New Delhi, dt.01.01.2025

**Pr. Chief Commercial Manager**  
Central Railway

**Sub: Change of Consignee in e-RD and e-TRR**

Ref: Board's letter No.TC-I/2020/101/e-RD/Misc(3319111) dt.01.02.2022 & 14.02.2022

Please refer to CR's letter No.C.250.Wagon Indent dt.24.12.2024 requesting for the criteria to permit change in consignee name in case of already registered indent.

Extant guidelines regarding change in consignee name as prescribed vide Board's letters under reference, is given below-

*"Zonal Railway may allow change of consignee name in the Forwarding Note until preparation of Railway Receipt. However, number of Forwarding Note cannot be changed. These guidelines will not be applicable in case of traffic pertaining to Bangladesh."*

The matter has been examined and it is to advise that Zonal Railway may unreservedly allow change of consignee name in the Forwarding Note until preparation of Railway Receipt, as per the aforesaid guidelines.

  
01/01/25  
(अमितेश आनंद)  
संयुक्त निदेशक आयात वाणिज्य (दर)  
रेलवे बोर्ड

Copy to:  
PCCM, all Zonal Railways (except CR)