दक्षिण पूर्व मध्यरेल्वे
South East Central Railway

प्रधान मुख्य वाणिज्य प्रबन्धक कार्यालय ,
प्रथम तल, महाप्रबंधक कार्यालय
भवन,बिलासपुर (छ.ग.) 495004
Principal Chief Commercial Manager's Office, GM Office Building,
Bilaspur, (C.G) - 495004

**Rates Circular No. 83 (G)/2024**

No. C/SECR/BSP/FS/e-RD/Policy/(E-61683) Date: 29.04.2024

All CSMs, SMs, CGS/GSs & Siding Clerks, Weigh Bridge Clerks of SECR.
All CCIs, CIs of SECR.
*Copy for information and necessary action to: -*
DRMs : SECR / Bilaspur, Raipur, Nagpur.
Sr. DCMs, Sr.DOMs: SECR/Bilaspur, Raipur, Nagpur.
Commercial Control: SECR / HQ, Bilaspur, Raipur, Nagpur.
ARMs/AARMs: SECR/BIA, KRBA, RIG, SDL, BRJN, G & BRH.
Principal Director of Audit/ SEC Railway /Bilaspur.
PCOM, CFTM, PCME, PFA, PCE, PCEE, PCSTE, PCSO, SDGM and CPRO: SECR/BSP.
FA&CAO/(T), Dy.FA & CAO(T), SR. AFA(TA):SECR/BSP.

**विषय : Facility for cancellation of already registered indent through e-RD module.**
**संदर्भ :** Jt. Director Traffic Commercial (Rate), Railway Board's letter No. TC-I/2020/101/eRD/Misc (3319111), Dated 26.04.2024

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उपर्युक्त विषयक रेलवे बोर्ड का पत्र संख्या Jt. Director Traffic Commercial (Rate) , Railway Board's letter No. Tc-I/2020/101/eRD/Misc (3319111) (Addendum No. 5 of Rates Master Circular/e-RD/2019/0) आपके सूचनार्थ एवं आवश्यक कार्यवाही हेतु संलग्न है |

अत : सर्व संबन्धित तदानुसार कार्यवाही सुनिश्चित करें |

Encl : As above.

Digitally Signed by Kishor Nikhare
Date: 29-04-2024 18:33:06
Reason: Approved

(Kishor Nikhare)
Dy. Chief Commercial Manager (FS)
For Principal Chief Commercial Manager

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

No.TC-I/2020/101/eRD/Misc(3319111)

New Delhi, dt.26.04.2024

**General Manager**
All Zonal Railways

**Sub: Facility for cancellation of already registered indent through e-RD module**
Ref: (i) Rates Master Circular/e-RD/2019/0 and its amendments
(ii) Rule 201 of Chapter-II of Goods Tariff Part-I (Vol.-I)

Requests have been received to permit customers to cancel already registered indent through e-RD module.

Extant guidelines regarding registration of indent, allotment and supply of wagons are prescribed vide Rule 201 of Chapter-II of Goods Tariff Part-I (Vol.-I). Guidelines for registration of demand for wagons electronically (e-RD) are prescribed vide Rates Master Circular/e-RD/2019/0 and amendment thereto.

The matter has been examined and it has been decided to allow customers to cancel already registered indent through e-RD module, by inserting additional Para 7.8 in Rates Master Circular/e-RD/2019/0, as under:

**"7.8: Provision for cancellation of already registered indent**

In case of indents placed through e-RD module, customers will be given the facility for cancellation of already registered indent through e-RD module. This facility will be optional. It will be applicable to all types of freight customers and all kinds of freight terminals (viz. Goods Sheds, sidings, PFTs, GCTs etc.).

The guidelines regarding forfeiture of Wagon Registration Fee as per Para 201(15) of Chapter-II of Goods Tariff Part-I (Vol.-I) should be followed. Copy of the same is enclosed herewith."

CRIS/FOIS will develop the requisite facility in the system, duly keeping in view the extant guidelines.

These guidelines will be effective from 01.06.2024.

In order to review the efficacy of the aforesaid facility, Zonal Railways will furnish its feedback after one year of its operation.

This issues in consultation with Traffic Transportation directorate and with the concurrence of Finance directorate of Railway Board.

26/04/24

**(अमितेश आनंद)**
**संयुक्त निदेशक यातायात वाणिज्य (दर)**
**रेलवे बोर्ड**

No.TC-I/2020/101/eRD/Misc(3319111)

New Delhi, dt.26.04.2024

Copy to:

1. **Pr. Financial Adviser**, All Zonal Railways
2. **Dy.C&AG(Rlys)**, Room No.222, Rail Bhavan, New Delhi

26/4

**कृते सदस्य (वित्त), रेलवे बोर्ड**

No.TC-I/2020/101/eRD/Misc(3319111)

New Delhi, dt.26.04.2024

Copy to:

1. **PCCM, PCOM,** all Zonal Railways
2. **MD/CRIS; CAO(FOIS); GS/IRCA**
3. **DG/ NAIR, DG/IRITM**
4. **MD/KRCL**

26/04/24

**(अमितेश आनंद)**

**संयुक्त निदेशक यातायात वाणिज्य (दर)**

**रेलवे बोर्ड**

Copy for information:

**CRB, M(O&BD), M(Fin.),** Railway Board

AM(C), AM(T), AM(R), PED(Vig.), PED(Accts), **EDPG/MR, EDPG/MSR(D), EDPG/MSR(J),** EDTC/R, EDFM, ED(CC), **OSD/MR**, Railway Board

covered wagon, both the types should be shown in the Wagon Demand/Priority Register and whichever type is available first will be supplied.

(8) Railways may restrict from time to time the type of wagon (covered or open) that will be supplied in respect of specified commodities. Railways do not guarantee to supply at stations wagons of any particular type or carrying capacity.

(9) The Wagon Demand/Priority Register should be open for inspection by merchants and traders during the hours of working of goods sheds and stations.

(10) **Allotment/loading orders** – Each item of wagon registration is given a serial number in the order of registration. Allotment/Loading orders are issued in accordance with the priority of registration and also having regard to preferential schedules prescribed by the Railway Board, quotas and restrictions in force and other operating considerations.

(11) Stations should load wagons only in accordance with Allotment / Loading orders received from the appropriate authority, except at stations where Station Masters are authorized to allot wagons themselves in accordance with the instructions issued in this regard.

(12) The Allotment/Loading orders should be exhibited on the Notice Board of the station for the information of the public.

(13) **Change of commodity** – Change of Commodity in a registration already made will be permitted freely at private sidings as long as it is in the same priority group. At all other terminals, change of commodity will not be permitted in a registration already made. However, change of commodity in upto 20% of the wagons indented may be permitted where multiple commodities have been indented within a rake. Divisional Officers (Sr. DCM/DCM) are authorized to permit above mentioned change in commodity. These guidelines will not be applicable in case of goods traffic pertaining to Bangladesh.

*(Corrigendum to Rates Circular No.13 of 2022)*

(14) **Receipt of wagon registration fee collected** - A separate receipt shall be given to the indentor for the registration fee paid for each wagon. The receipt foil will consist of two portions. The upper portion will be retained by the indentor and the lower portion will be returned to the Station Master duly signed by the receiver when the registration fee is refunded.

(15) **Forfeiture of Wagon Registration Fee** – Registration fee will be forfeited under any of the following circumstances-

(a) When the wagon indent is cancelled after physical supply of the wagon. However, in case of Iron Ore Wagon Registration Fee will be forfeited if indent is cancelled after allotment of rake in Rake Allotment System(RAS). *(Rates Circular No.25 of 2020)*

(b) When the consignor does not agree to pay the charges as per tariff rules.

(c) When a wagon indent is cancelled by the indentor within 10 days from the date of registration, irrespective of the commodity. Further, in case advance stacking permission has been granted, cancellation of indents will not be permissible upto fifteen days from the time of advance stacking permission granted by the Railway Authority. In case Rail User cancels the indent within the aforesaid period, Wagon Registration Fee will be forfeited.

*(Corrigendum 29 to Rates Master Circular/Demurrage-Wharfage-Waiver/2016/0)*

| |
|---|
| Note(1):-<br>When restriction is imposed without any time-limit the consignor shall be allowed either to retain his indent or to cancel it before removal of the restriction without forfeiture of the wagon registration fee. |
| Note(2):- |

(i)However, cancellation of indents will be dealt with differently when Railway Board issues notice to withdraw transportation of particular business segment, or a particular stream of traffic or even a specific commodity for any of the following reasons:

I. Disruption of a particular section due to Force Majeure conditions.
II. Closure of the section after due notification.
III. Closure of the originating goods shed after due notification.
IV. Closure of the destination goods shed after due notification.
V. Phasing out or withdrawal of a particular type of rolling stock altogether for which indent has been placed.

(ii) In case where the originating station is affected, no change of indent will be permitted.

(iii) In all the above cases where destination station is affected except (III), the consignor may be allowed to change the destination station of the indent to any other destination within zonal Railways of initial destination station.

(iv) In case of phasing out or withdrawal of a particular type of rolling stock, the consignor may also be allowed to change the indent to another type of stock.

(v) The above change may be permitted by the booking station only after the receipt of the confirmation from the Zonal Railway of the destination station.

(vi) Not more than one such change may be permitted.

(vii) If the consignor does not opt for change up to 30 days from the date of issuance of such notice, the indent shall be treated as cancelled on 31st day and the registration fee shall be refunded.

*(Rates Circular No.66 of 2009 and its corrigendum dt.30.06.2010)*

(d) When a wagon is supplied to an indentor but he does not commence loading it before the expiry of the free time allowed for loading.

(e) When a wagon is supplied to an indentor and the wagon is detained at his request for loading beyond the free time after which he cancels his indent.

*Note:-*

(1)Whenever the registration is forfeited, the corresponding indent will also be treated as cancelled.

(2)(i)When a wagon is supplied to an indentor which he commences loading within the free time but takes more than the free time permitted the wagon registration fee will not be forfeited but Demurrage will be recovered in accordance with the rule.

(ii)When a rake is supplied to an indentor at congested goods shed, and he commences loading within the free time but does not complete the loading within twice the permissible free time, one subsequent pending indent of the said consignor will be cancelled alongwith forfeiture of wagon registration fee. Similarly, if he does not complete the loading within three times the permissible free time, another pending indent will be cancelled along with forfeiture of wagon registration fee, and so on. Congested goods shed will be notified by the Zonal Railway with the personal approval of General Manager.

*Illustration: A BOXN rake is placed for loading at goods shed (Round the clock working) and free time for mechanized loading is 5 hours.*

| | |
|---|---|
| *Time of placement of rake* | *06:00 hours* |
| *Time at which loading started* | *07:00 hours* |
| ***Time of completion of loading*** | ***Action to be taken*** |
| *Case-(i) 12:00 hours of the same day* | *Demurrage is leviable on excess detention. Neither indent will be cancelled nor will Wagon Registration Fee be forfeited.* |

| | |
|---|---|
| *Case-(ii) 16:15 hours of the same day* | *Demurrage is leviable on excess detention. Cancellation of one pending indent and forfeiture of Wagon Registration Fee.* |
| *Case-(iii) 22:00 hours of same day* | *Demurrage is leviable on excess detention. Cancellation of second pending indent and forfeiture of Wagon Registration Fee* |

*(Rates Circular No.12 of 2011)*

In case of congested goods shed having working hours 06.00-22.00 hrs, if free time expires at or before 22.00 hrs, the time between 22.00 hrs to 06.00 hrs is to be taken into consideration while reckoning total time taken by indentor/consignor for loading, for the purpose of forfeiture of Wagon Registration Fee and cancellation of indent .

*(Board's letter No. TC-I/2011/305/1 dt.09.01.2015)*

(3)If a consignor refuses to load an open wagon/covered wagon which is supplied against an indent for a covered / open wagon respectively, the registration fee will not be forfeited. But his indent and priority for the type of wagon for which he has originally indented shall be cancelled because of such a refusal.

(4)The forfeiture of the registration fee does not preclude the levy of demurrage charges under normal rules.

(5)The Zonal Railway Administration may legislate the condition under which permission for detention of wagons under clause (e) can be given, including laying a condition for advance payment of Demurrage charges for the periods for which detention of the wagons is sought.

(f) When misdeclaration is reported between Letter of Credit(LC) details entered in eRD and the physical copy thereof submitted to the goods clerk, in case of goods traffic pertaining to Bangladesh.

*(Addendum 3 to Rates Master Circular/eRD/2019/0)*

(16) **Refund of Registration Fee –**

(a) Station Masters are authorized to refund the registration fee on surrender of the receipt foil by the indentor in cases where the fee is not forfeited under para (15) except where the registration fee is paid by Credit Note. In the latter case, the claimant should apply to the Chief Commercial Manager of the Railway concerned for refund.

(b) In the case of 'paid' consignments, the wagon registration fee will be adjusted against the freight charges to be recovered.

(c) Time limit for preferring claims for the refund of Wagon Demand Registration Fee is three years from the date of its payment or from the date of last debit in case of lump sum deposit.

*(Board's letter No.99/TC-I/101/2 dt.22.12.2014)*

Note:

Refund of Wagon Registration Fee otherwise than in accordance with relevant rules. PHOD/HOD - full power; DRM - full power; Sr.DCM - Rs.20,000; DCM - Rs.10,000. Finance concurrence is necessary for cases above 5,000/-. Power are delegated on a per case basis.

*(Board's letter No. 2018/Trans/01/Policy dt.24.07.2018)*

Regarding refund of Wagon Registration Fee which was inadvertently forfeited, the matter should be dealt at Zonal Railway level itself as per extant guidelines as contained in Model SOP of commercial matters.

*(Board's letter No.TC-I/2012/101/1Part(3317058) dt.18.10.2023)*

(17) No refund can be allowed unless the original receipt foil issued at the time of payment of the amount is surrendered. In cases where the original receipt is lost, the refund is to be made only on the authority of a stamped Indemnity Note.

(18) Refund of registration fee will be made only to the person mentioned in the receipt or his authorized agent, after obtaining his acknowledgement.

(19) **General** – Fees collected for one indent cannot be adjusted against another nor wagons allotted to one indentor be allowed to be used by another.