

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)**

No. 2015/TG-1/23/YTSK/Suggestions

Date: 13 .10.2015

Chief Commercial Manager
All Zonal Railways.

(COMMERCIAL CIRCULAR NO. 59 OF 2015)

Sub: Clarification regarding Yatri Ticket Suvidha Kendra(YTSK)

Ref: Instructions issued vide CC no. 33, 35, 37, 39, 40 & 45 of 2014

With reference to instructions mentioned above, certain clarifications/demands were raised by YTSKL, which were examined in consultation with Finance & Accounts Directorate of Ministry of Railways and the following has been decided:-

- (i) Para 9(iv) of the Draft Agreement enclosed with CC no. 39 of 2014 may be revised as under:-

“9(iv). Licensee will ensure that the staff engaged for manning the ticketing terminal(s) should not be under 18 years of age and possesses minimum qualification of class 10th with adequate computer knowledge for handling ticketing work efficiently. Railway Administration shall impart training to Terminal Operators of the Licensee at Railway’s own cost and the licensee will ensure that only such trained staff is deployed at counters.”

- (ii) Para 9(vi) of the Draft Agreement enclosed with CC no. 39 of 2014 may be revised as under:-

“9(vi). The licensee is permitted to issue and cancel all reserved tickets(booked on cash), issued by him/other YTSK or by PRS Centres, upto the time of preparation of reservation chart and within the working hours indicated in this agreement and as restricted from time to time. The Railway, however, can cancel and grant refund on any ticket issued by a YTSK. In case of unreserved tickets, cancellation is not permitted at YTSK. Cancellation of unreserved tickets issued by YTSK and the

refund (if any) is to be done by the serving station as per refund rules in force, after verifying the genuineness of such ticket.”

- (iii) As regards non issue of tickets mentioned in para 9(ix) and 9(xiii) of the Draft Agreement enclosed with CC no. of 39 of 2014, instructions may be issued to YTSK that in case of printing error on the ticket, the YTSK shall send such ticket to nearest PRS centre where CRS should indicate the missing details on the ticket in ink and stamp the ticket and put his signatures. A record of such transactions shall be kept and if number of such instances are high, the quality of printer should be got checked by the Railway for taking remedial action. However, it is reiterated that the facility of NIT shall not be extended to YTSK.
- (iv) As regards deposit of earnings by YTSK mentioned in para 13.5(iii) of the Draft Agreement enclosed with CC no. 39 of 2014, the YTSK may also deposit the amount through RTGS/NEFT on daily basis. In this regard a copy of instructions no. 2012/ACII/9/11 dated 08.09.2015 is enclosed. In light of these instructions Zonal Railway may issue procedure order in consultation with Finance and Accounts Department.
- (v) As regards inspection of the office of YTSK as indicated in para 17(ii) of Draft Agreement enclosed with CC no. 39 of 2014, Zonal Railways shall specify the designation of the officer/staff who are authorised to inspect the office of YTSK.
- (vi) As regards penalty imposed in case of violation of rules by YTSK mentioned in para 22(i) of the Draft Agreement enclosed with CC no. 39 of 2014 it is clarified that the minimum penalty will be Rs. 500/- per violation, as clarified in CC no. 35 of 2014.
- (vii) Para 22(iii) and para 22(iv) may be revised as under:-


“22(iii). In the event of unsatisfactory service or any failure at any time on the part of the licensee(s) to carry out the terms and provisions of this Agreement to the satisfaction of the Railway Administration (who shall be the sole judge and whose decision shall be final) Seven(07) days show-cause notice may be given to the licensee(s) to explain his position. In the event of unsatisfactory explanation, 48 hours notice may be given before terminating the contract. In case of such termination the security deposit mentioned in Clause 13.2 shall be forfeited to the

Railway Administration and the licensee(s) shall have not claim whatsoever against the Railway Administration or any of its officials in consequence of such termination of this agreement.


22(iv). The Railway Administration shall be entitled at any time forthwith to terminate this agreement after giving seven days show-cause notice in any of the following events, that is to say (a) in the event of Licensee(s) being an individual or if a firm any partner in the Licensee(s)' firm shall at any time be adjudged insolvent or shall have a receiving order or order for administration of his estate made against him or shall take any proceedings for liquidation or composition under any insolvency Act for the time being in force or make any conveyance or assignment of his effect or enter into any arrangement or composition with his creditors or suspend payment, or if the firm be dissolved under the Partnership Act, or in the event of Licensees being a company if the company shall pass any resolution or be wound up, either compulsorily or voluntarily."

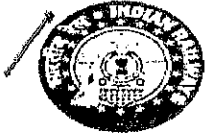
2. Necessary instructions may be issued to all concerned.
3. This issues with the concurrence of Finance and Accounts Directorate of Ministry of Railways.

DA/-As above


(Sanjay Manocha)
DDTC(G)II
Railway Board


(N.C. Jain)
DDF(C)
Railway Board

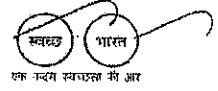

(Sanjeev Sharma)
JD/Accounts
Railway Board



भारत सरकार Government of India

रेल मंत्रालय Ministry of Railways

रेलवे बोर्ड (Railway Board)



SN-20

RBA No. 56/2015

New Delhi, dated: 08.09.15.

No. 2012/ACH/9/11

FA&CAOs

All Zonal Railways / PUs

Sub: Acceptance of Railway dues/receipts through RTGS/NEFT-Procedure regarding transfer of funds by PSUs/ State Government to Railway Account.

The matter regarding acceptance of Railway dues through RTGS/NEFT has been examined in consultation with Controller General of Accounts/ Ministry of Finance. In order to facilitate government receipts through RTGS, RBI has made interim arrangement till RTGS framework for government receipts is finalized. Under interim procedure, originating govt. transactions in RTGS can be done when the receiving bank is in agreement with the sending bank to receive funds using interbank mode R42 for such transfer. For this purpose, the bank originating the transaction must capture complete information of the sender and receiver and other account information in the message format in conformity with Wire Transfer guidelines. The message shall carry additional information, if required, by the receiving bank in field tag7495. However, sending of challan (GAR-7) will continue to be in practice which may be transmitted through Fax/e-mail/speed post as per the procedure till challans are generated through web portal of Railways or any other agency authorized by Railways. Railways have to maintain proper reconciliation of above mentioned electronic fund transfer.

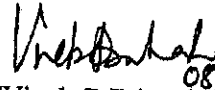
Accordingly, SBI was requested to formulate modalities to implement the system *ibid*. A copy of SBI's letter dated 16.04.2015 suggesting the Process flow is enclosed. The following points may also be ensured:

- (i) On receipt of DMS scrolls with GAR-7, the amount should be accounted for under Cash Book through cash office by credit to Receipt/Transfer head, debiting RIB.
- (ii) The suspense head RIB shall be cleared (-debit) on receipt of Datewise Monthly Statement from SBI, by contra debit to PSB Suspense.
- (iii) The suspense head PSB suspense shall be cleared by (-) debit on receipt of clearance Memo from RBI by contra debit to final head 'Deposit with Reserve Bank of India'.

The system may be monitored on regular basis by nominated officers in Railway in association with SBI to ensure efficient functioning of the system and further fine tuning required as may be considered necessary .

The detailed modalities may please be worked out on the above lines through suitable procedure order.

DA: As above


(Vivek P. Tripathi)
Director Finance(Accounts)
Railway Board

Copy to

1. Controller General of Accounts, Ministry of Finance, Department of Expenditure, Lok Nayak Bhawan, Khan Market, New Delhi.
2. General Manager, State Bank of India, Government Banking Unit, Corporate Centre, 2nd Floor, Main Branch Building, 11, Sansad Marg, New Delhi.- It is requested to nominate a coordinating officer from your Bank at nominated Focal Point Branches for each Railway.

Shri Sanjeev Sharma,
Joint Director(Accounts),
Room No: 564A, Railway Board,
New Delhi-110001.

GBU:CC:JKJ:2015-16:59

16th April, 2015

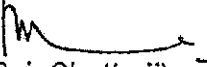
Dear Sir,

**PROCEDURE REGARDING TRANSFER OF FUNDS
BY IRCTC (GOVERNMENT PSU) TO RAILWAYS ACCOUNT**

Further to our letter No. GBU:CC:JKJ:2014-15:1309 dated 30.03.2015 regarding our proposed solution for "Transfer of funds by Railway PSUs to Railway Account", we furnish hereunder the detailed process flow of the transaction:

- The existing banker of IRCTC viz. HDFC Bank will transfer the funds through RTGS into Railways pooling account at SBI, New Delhi Main Branch (NDMB) by using the interbank mode R42 .
 - As per RBI's directions, HDFC bank will required to capture complete information of the sender (IRCTC) and receiver and other account information in the message format in conformity with Wire Transfer guidelines.
 - The message will carry additional information like PAO code etc. in field tag 7495.
 - On receipt of this message, our NDMB branch will prepare Government Account Receipt (GAR), duly signed by the authorized official of the bank and send e-mail to concerned PAO and the remitter i.e. IRCTC.
 - Funds so received in Pooling account will be transferred to Railway account at the close of the day and settled with RBI on the following day on T+1 basis.
 - Alternatively, IRCTC may transmit GAR through Fax/e-mail to our NDMB which, in turn, will be submitted to PAO along with e-scroll.
2. Similar procedure may be developed for transfer of funds from other Railway PSU's into Government Account. We seek your patronage for taking this process forward to facilitate faster settlement as well as reconciliation process tremendously of Railways.

Yours faithfully,


(Raj Chatterji)
GENERAL MANAGER
(BUSINESS HEAD)

17/4
Acci

Cashier/Treasury/Bank

SBI A/C No. 30768733055

N.R

.....Com/T-32/CO-20-A

D

Coml. Department

Treasury Remittance Note

To,

The BM/CM/AGM

at.....

Incharge of Govt. Receipt

By Whom Paid	On what account details of transaction with date of realization	Head of Account	Amount in Rs.	Details of Remittance G.C Notes and Coins
Total in Figures				

Signature

Signature of Remitter

Office Stamp

Designation

The20

Received Rs. In words.....

Dated.....20

...../Authorised Officer

STATE BANK OF INDIA

75

Ministry of Finance
Department of Expenditure
Controller General of Accounts
7th Floor, Lok Nayak Bhawan
Khan Market, New Delhi-110511

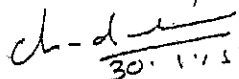
Subject: - Implementation of NEFT/RTGS on Railways for receipt of Government.

Ministry of Railways may please refer to their letter No 2010/ACH/45/11 dated 29.12.2014 on the subject cited above.

- S.No 15
2. Reserve Bank of India vide their circular DPSS(CO) RTGS 1028/04.04.002/2011-2012 dated 13.12.2011 has informed that message transfer platform has been designed to carry only funds transfer messages. RBI has also informed that they have issued circular facilitating Government receipts through RTGS vide No. DPSS(CO) RTGS 991/04.04.002/2009-2010 dated 17.11.2009.
 3. In order to facilitate Government receipts through RTGS, the participants originating Government transactions in RTGS can do so only when the receiving bank is in agreement with sending bank to receive funds. If it is bilaterally decided to undertake such a funds transfer in RTGS, banks have to use the interbank mode R42 for such transfer. The RBI has made the above arrangement as an interim one and would continue till the procedure with RTGS frame work to be followed for Government receipts is fine tuned.
 4. The bank originating the transaction must capture complete information of the sender and receiver and other account information in the message box in conformity with Wire Transfer guidelines. The message may also carry additional information, if required, by the receiving bank in field tag 7495.
 5. Sending of Challan (GAR-7) will continue to be in practice and the same may be transmitted through Fax/e-mail/Speed Post till challan is generated through the web portal of M/o Railways or any agency as authorized by M/o Railways.
- 6/2
in
lenu

6. Ministry of Railways will maintain proper reconciliation of Government receipts received through NEFT/RTGS.
7. Ministry of Railways may take suitable/necessary action on the above lines.

This has the approval of competent authority.


(Chandan Mishra Dwivedi)
Deputy Controller General of Accounts

Shri Sanjeev Sharma, Jt. Director Accounts, Railway Board, M/o Railways, Rail Bhawan, New Delhi
CGA's UO No 1(1)/2009/ECS/TA/ 57

Dated 30.01.2015