



ZONAL RAILWAY TRAINING INSTITUTE, SINI SOUTH EASTERN RAILWAY



GOODS THEORY (Question & Answer Format)



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Disclaimer: This study material is only for the guidance of trainees. This material is not a rule book. For rules and policies, relevant circulars, manuals, codes, tariffs etc. may be referred to.

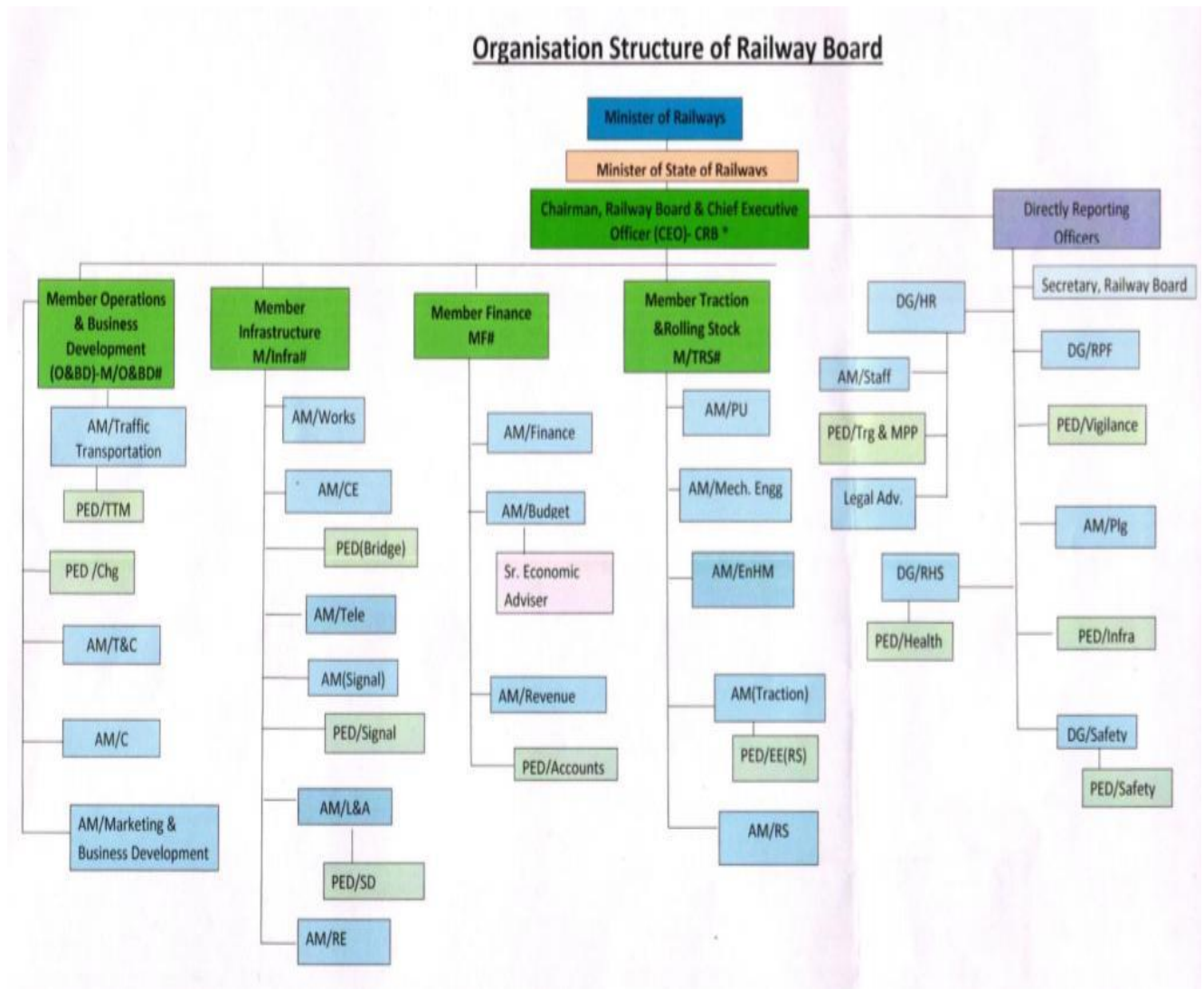
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INTRODUCTION TO RAILWAYS AND COMMERCIAL DEPARTMENT

Q.1. Describe the organisational structure of Commercial Department in Indian Railways.

Ans:-

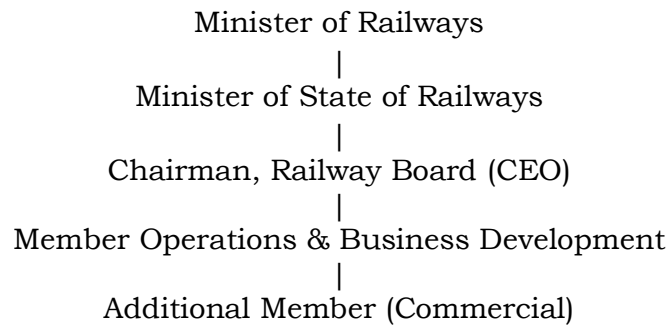


The Ministry of Railways functions under the guidance of the Minister of Railways. The Railway Board comprising the “Chairman& CEO” and functional Members manages the day-to-day affairs and formulation of policy. Wide powers are vested in the Board to effectively supervise the running of the seventeen Zonal Railways (including Metro Railway/Kolkata), the Productions Units, Construction organizations and other Railway establishments. These are generally headed by General Managers. The Zones are further grouped into many operating Divisions for better management.

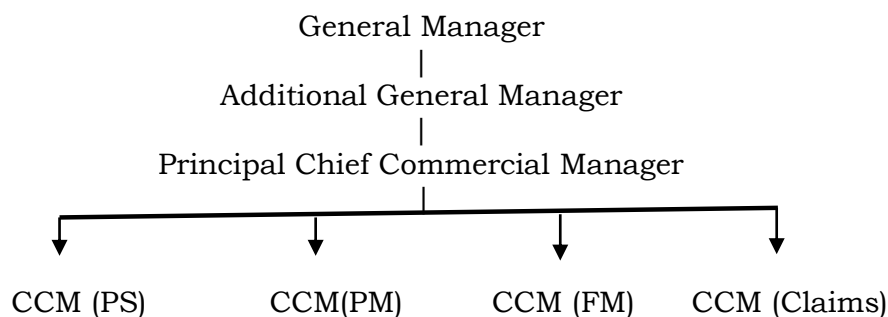
The “Chairman& CEO” functions as the head of the Board and ex-officio Principal Secretary to the Government of India. He is responsible for taking decisions in consultation with other Board members and advising the Government of India on Railway policy matters. The Members are separately in charge of matters relating to their departments. They function as ex-officio Secretaries to the Government in their respective spheres.

COMMERCIAL ORGANISATION

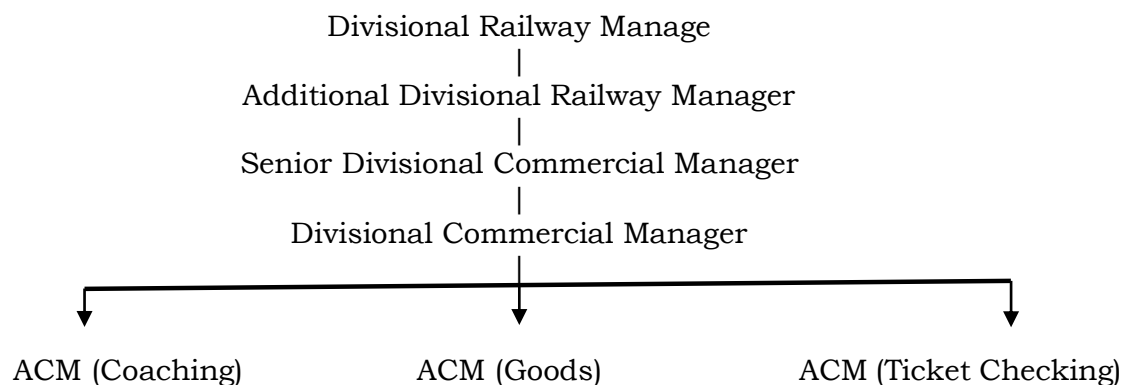
A. Railway Board Level



B. Zonal Level



C. Divisional Level



Q) What is General Classification of Goods?

Ans:-

1. In Goods Tariff No 49 Pt. 1 (Vol-II) classification of the commodities are given under main commodity head and at present 25 commodity head are available.

2. There are 16 class rates are available and distributed among the 25 commodity heads.

LR3 is the lowest class rate and 200 is the highest class rate. Applicable to Iron-ore other than domestic – Main head – Ores and Minerals for Wagon load and train load as well- BASE CLASS+ distance base charge + Fixed charge. If goods are to be booked as wagon load, then class rate will be applicable as under.

Train load Class Rate	Wagonload Class Rate
Class LR3 to LR1	Class 120
Class 100 to 145	Class 150
Class 150 to 190	One class rate higher
Class 200	Class 200 +5% of base rate

3. A commodity which is not included in any of the main head will be charged at the composite base freight rate for: -

Tank wagon -- class rate 200;

Flat wagon -- class rate 180;

Open wagon including Hooper -- class rate 160;

Covered wagon -- class rate 150.

4. In freight table, these class rates are reflected with respect of distance and the applicable freight for the particular class of commodity in train load condition.

5. The dangerous and hazardous commodities are indicated under "d" head, all such commodities are listed under "Red Tariff", other dangerous commodities that not mentioned in Red Tariff cannot be booked by railways.

6. Minimum Freight per wagon should be charged on the basis of PCC of the wagon and minimum chargeable distance is 100 kms. for all commodities.

7. The commodities with "OR" will be charged at owner risk rate, however commodities with "OR" may be booked on "RR" rate on payment of 20% surcharge in all the classes where "OR" not appears, commodities are treated as "RR" rate.

8. Packing condition mentioned against main head is to be applicable for all commodities, unless specified if any against any commodity.

9. Train load class rate is lower than the wagon load class rate, for the same commodity the class rate differs as per the composition of wagons that means Train load or Wagon load.

Multiple Choice Questions

1. In general classification Goods are classified into ____ Class.

- (A) 15
- (B) 16**
- (C) 17
- (D) 18

2. In General Classification of Goods, the classes are distributed into ____Commodity Heads.

- (A) 21
- (B) 22
- (C) 25**
- (D) 26

3. ____ is the lowest class for booking of train load consignment.

- (A) LR1
- (B) LR2
- (C) LR3**
- (D) Class 100

4. ____ is the highest class for booking of train load consignment.

- (A) 165
- (B) 170
- (C) 200**
- (D) None of above

Q) How many types of wagons is available for transportation of commodities what is their standard rake size and minimum number of wagons for train load?

Ans:- Wagons are mainly classified in five categories

SL. No	Type of wagons	Standard Rake Size	Minimum No of wagons for train load.
Open Wagons			
1.	BOXX. BOXXNHS, BXNHSM1, BOXXNM1, BOXXNHA,BOXXNEL, BOXXNLW, BOXXNCR	59	58
2.	BOX	35	30
3.	BOST	45	43
4.	BKCX	32	30
5.	BOY, BOYN,BOYEL	53	50
6	BOXNHL	58	57
Hopper Wagons			
7.	BOBR	53	50
8.	BOBRN	59	56
9.	BOBRNHS	59	57
10.	BOBYNHS	54	52
11.	BOB,BOBC,BOBX,BOXK,BOBS	40	40
12.	BOBSN,BOBY/BOBYN,BOBSNM1	53	48
13.	BOBSNM1	53	48
Flat Wagons			
14.	BRN/BRNA/BFNS/BRNAHS	43	41
15.	BRH/BRS	35	30
16.	BFR/BFK/BFKI	35	30
17.	BRHNEHS	42	40
18.	BFNS 22.9 Tonne	42	41
Covered Wagons			
19.	BCN/BCXN*****	41	39
20.	BCNA/BCNAHS*****	42	40
21.	BCX	40	35
22.	BCCN	30	29
23.	NMG	25	24
24.	BCNHL	58	57
25.	BCFC (Food Grains)	59	58
Tank Wagons			
26.	BTFLN	48	46
27.	BCCW (Bulk Cement)	58	56
28.	BTPGLN, BTPG	32	30
29.	BTAP (Aluminum Powder)	51	49
30.	BTCS(Caustic Soda)	59	57
31.	BTAL (Ammonia Liquified)	35	32
32.	BTPN	50	49
33.	BTPH	48	46
In case of mixed Rake			
34.	BOXX+BOYN	55	55(min 15 of each type)
35.	BOX+BFR/BRH***	35	30 (min 10 of each type)
36.	BOXX+BRN/BRNA/BRNAHS/BOST/BFNS****	45	40(min 10 of each type)

			& maximum 20 BOXN wagon)
37.	BOST+BRN/BRNA/BRNAHS/BFNS*****	43	41 (min 10 of each type)
38.	BCN/BCNA/BCNAHS/BCXN*****	41	38
39.	BTPN+BTCS	55	55(max 25 BTPN wagons)

*** BFR and BRH wagons may be treated as one type and BOX as another type for reckoning the minimum 10 number of each type.

**** BRN/BRNA/BRNAHS/BOST/BFNS wagons may be treated as one type and BOXN as another type for reckoning the minimum 10 number of each type.

***** BRN/BRNA/BRNAHS/BFNS wagons may be treated as one type and BOST as another type for reckoning the minimum 10 number of each type.

***** Indents for Block Rake of BCN/BCNA/BCNAHS/BCXN will be accepted for 42 wagons for 8 wheelers against which empty rakes of any type of these types or a combination of these types of wagons will be supplied in terms of standard Rake.

Multiple Choice Questions

1. The standard Rake size of BOXN is ____.

- (A) 58
- (B) 59**
- (C) 60
- (D) 61

2. The standard Rake size of BOXNHL is ____.

- (A) 58**
- (B) 59
- (C) 60
- (D) 61

3. The standard Rake size of BOX is ____.

- (A) 34
- (B) 35**
- (C) 38
- (D) 40

4. The standard Rake size of BOST is ____.

- (A) 42
- (B) 43
- (C) 45**
- (D) None of above

5. The standard Rake size of BOY is ____.

- (A) 53**

- (B) 54
- (C) 55
- (D) 56

6. The standard Rake size of BOBR is ____.

- (A) 52
- (B) 53**
- (C) 54
- (D) 55

7. The standard Rake size of BOBRNHS is ____.

- (A) 58
- (B) 59**
- (C) 60
- (D) None of above

8. The standard Rake size of BOBYNHS is ____.

- (A) 51
- (B) 53
- (C) 54**
- (D) 55

9. The standard Rake size of BOBS is ____.

- (A) 40**
- (B) 53
- (C) 35
- (D) 43

10. The standard Rake size of BOBSN is ____.

- (A) 32
- (B) 53**
- (C) 59
- (D) 40

11. The standard Rake size of BCN is ____.

- (A) 42
- (B) 53
- (C) 40
- (D) 41**

12. The standard Rake size of BCNA is ____.

- (A) 42**
- (B) 58
- (C) 53
- (D) 40

13. The standard Rake size of BCNHL is ____.

- (A) 59
- (B) 54
- (C) 58**
- (D) 41

14. The standard Rake size of BTFLN is ____.

- (A) 48**

- (B) 42
- (C) 58
- (D) 50

15. The standard Rake size of BTPN is ____.

- (A) 42
- (B) 53
- (C) 50**
- (D) 58

16. The standard Rake size of BTPH is ____.

- (A) 42
- (B) 59
- (C) 50
- (D) 48**

Q) What is forwarding note?

Ans:-

This is printed form which can be obtained free of cost at Station Master's Office, Parcel Office or Goods shed. Any business man desirous of booking of Goods / Livestock by Railways should execute a Forwarding Note. Central Government has given approval under Section 64 of Rly Act to Forwarding Note.

Q) What is the Importance of Forwarding Note?

Ans:-

1. This is an agreement between Railway Administration and Businessman.
2. This is a legal document which is free from stamp duty.
3. This is an important document for settlement of Claims.

Forwarding Note has two sides- Front portion is filled by Consignor and back portion by Railway Employee. Following declaration should be made by consignor on the forwarding note: -

1. Regarding Packing condition
2. Regarding defect in Goods.
3. Selection of Route.
4. Selection of Wagon.
5. Cost of Goods and whether he is willing to pay percentage charge or not.

As per Section 66, Goods should be correctly declared on the forwarding note.

Q) What are the types of forwarding note?

Ans:-

1. **COM 627 F**- For booking of General Goods and Live stock
2. **COM 628 F**- For booking Dangerous and Explosive Goods. Type & Division of Explosives should be mentioned on the forwarding note.
3. **COM 624 F**- (General Forwarding note) – This facility is given to businessman frequently booking parcels from particular station. Such businessman should execute this forwarding note at the station; the same will be forwarded to Sr DCM office. Permission will be granted by Sr DCM and Specific number will be given. The same will be send back

to Station, where entry will be done in Specific register. The businessman who has been given this facility should execute a Parcel Declaration Form (COM 629 F) at the time of booking. This forwarding note is valid for 6 months.

4. **COM 629 F** – (Parcel Declaration Form) – The businessmen, who have been given the facility of General Forwarding Note should execute it at the time of booking. On this Declaration form, the Specific number given by Sr DCM office should be mentioned.

5. **COM 656 F** - For booking of Government Explosive Goods.

6. **COM 691 F** – For booking of Military Goods.

7. **T -1601** – For booking of Railway Material Consignment. This is a Forwarding note as well as Credit Note.

Multiple Choice questions

1. Under which Section of Railway Act- 1989 Goods should be correctly declared in Forwarding Note?

(A) 65

(B) 66

(C) 67

(D) None of above

2. Under which Section of Railway Act- 1989 Forwarding Note is required to be executed by the Consignor?

(A) 64

(B) 65

(C) 66

(D) 81

3. Forwarding Note No ____ is executed for booking of livestock.

(A) 625 F

(B) 626 F

(C) 627 F

(D) 628 F

4. Forwarding Note No ____ is executed for booking of Dangerous Goods.

(A) 625 F

(B) 626 F

(C) 627 F

(D) 628 F

5. Forwarding Note No ____ is executed for booking of Railway Material Consignment.

(A) 691 F

(B) 692 F

(C) 693 F

(D) None of above

6. Forwarding Note No ____ is executed for booking of Government Explosives.

(A) 625 F

(B) 656 F

(C) 627 F

(D) 628 F

7. The validity of General Forwarding Note is ____ months.

(A) 4

(B) 5

(C) 6

(D) None of above

Q) What is routing of Goods traffic?

Ans:-

1. Goods will be dispatched by the route operationally feasible and freight will be Charged by the shortest route.
2. Distance by the shortest route will be calculated on the basis of distance tables published by Zonal Rlys. In case of change of gauge, 200 kms will be added for each change of gauge.
3. If Consignor wants to book goods by a route other than the shortest one, he should mention the same on the forwarding note.
4. As per section 71 (1) (b) of Railway Act, Central Government may notify a route other than the shortest one for carriage of goods under Rationalization Scheme. In such cases, freight will be charged by the notified route and not by the shortest route.

Multiple Choice Questions

1. For every leg of gauge conversion or at transshipment point how much additional distance is added while reckoned calculating shortest distance ____.

- (A) 100 km
- (B) 150 km
- (C) 200 km**
- (D) 250 km

2. The scheme of route rationalization has been notified by ____.

- (A) Zonal railways
- (B) Divisional railways
- (C) Ministry of railways**
- (D) all

3. The scheme of route rationalization is notified through a general order from Ministry of railways for a period of ____.

- (A) 1 year**
- (B) 2 years
- (C) 3 years
- (D) 5 years

245. The rationalization scheme is not applicable for ____

- (A) iron ore
- (B) coal / coke
- (C) bagged consignment
- (D) ODC**

Q) What is rating of Goods traffic?

Ans:-

1. The following rates are applicable in good traffic.

2. A) Class rate - Group of commodities with similar nature have been clubbed and each group head has been fixed, each main head has been allocated a specific number which is known as class rate, under general classification of goods there are 16 classes, their rate per tonnage is fixed on the basis of classes and the distance basis in Goods rate table.

3. B) Lump sum rate - Fixed by Rly board for specified services, benefit of these rate are given on fulfilment of specific condition, otherwise freight will be charged on normal class rate e.g. freight forwarder scheme.

4. C) Wagon per km rate - Irrespective of goods loaded in the wagon, freight is charged on rate per km. e.g. -haulage charge rate of container traffic.

5. Minimum distance for charging of goods traffic is 100 km. and minimum weight for charging is -- as per PCC of wagon.

6. The goods rate depends upon two factors (a) value of service (b) cost of service.

7. The chargeable weight in tonnage should be multiplied with per kilometre rate and then the freight charge should be rounded off to the next rupee and the calculation is to be done under the guideline for different commodities, freight table as amended time to time.

8. As per section 30, for fixation of rates, Central government has empowered railway administration to fix rate for different class of commodities for the entire railway or any part of railways.

9. As per section 31, Railway administration has empowered to classify the commodities, reclassify the commodities, alter the rate, increase and decrease the class rate or any other charges.

10. As per section 32, Railway administrations has the power to change the rates like station to station rate, either increase or decrease or cancel or alter or change the lump sum rate as per their decision.

11. In the case of classification of commodities each group of commodities will have a commodity head and provided with a class rate and they are charged accordingly or in the case of non-payment of the rate they are charged on "standard weight accepted" or a "minimum weight condition"

12. The basic principle adopted for classification of commodity are based on the following factors: -

(a) Cost of service.

(b) Value of service.

(c) Cost of transportation.

(d) Utility of product for the society.

(e) Load ability of commodity in the wagon.

(f) Rate of road transport for the commodity and its comparison.

Q) What is preferential traffic order?

Ans:-

Section 70 of Railway Act: - According to this section not priority / preference will be given to booking and transportation of goods. It will be done on "First come first serve" basis.

Section 71 of Railway Act: - According to this section orders are issued by Central Govt to Railway administration from time to time, for giving priority / preference to booking and

movement of particular type of commodities / goods in the interest of nation, interest of public in general or for industrial development.

P.T.O is published by Central Govt. in Gazette. Railway Administration is informed of the same. Rly administration distributes the same to stations in the form of a booklet. Its validity is 1 year. While granting priority route is decided. And goods are carried by that route only. Priorities have been distinguished as under.

There are 4 Priorities in P.T.O s

Priority A: - Military traffic sponsored by Mil rail and approved by Railway Board.

Priority B: -(i) Relief material for victims of natural calamities sponsored by an officer not below the rank of Deputy Secretary of Central / State Govt. Or by a Non-Government Organization nominated.

(ii) Food grains and levy sugar distributed under PDS

Priority C: - All programmed traffic approved by Rly Board / Zonal Rly under monthly or quarterly programme.

Srl. No	Commodity	Sponsoring Authority	Accepting Authority
1.	Coal	Coal Companies public and private	1. EDRM KOL for ER, ECR SER, SECR & ECOR 2. For other railways COM/CFTM of respective zones.
2.	Raw material for Steel Plant	Steel manufacturer who satisfy special criteria	
3.	Edible salt	Salt Commissioner	Zonal Railway Board.
4.	Fertilizer	Concerned fertilizer plant	
5.	POL (Petroleum oil & lubricant)	Oil Companies	

Priority D:- All other traffic not included in Priority 'A' to 'C'.

1. Block Rake traffic is preferred over Piece-meal traffic.

2. Traffic will have preference over other traffic within the same class of priority in the following order.

i. Traffic guaranteed under some special schemes e.g.-WIS, FFS, TIELS etc.

ii. Traffic booked from Goods shed / Sidings with round the clock working.

iii. Traffic booked from full rake handling siding having mechanized loading facility

iv. Single point Block Rakes over Multi point/ two point/ mini rakes.

3. Two days in a week shall be reserved and notified for allotment of rakes as per the date of registration (ODR) irrespective of the class of priority.

4. Any traffic under special orders of Ministry of Railways / Railway Board / Zonal Railways.

Multiply Choice Questions

1. Preferential Traffic Schedule is valid for ____.
(A) 1 year
(B) 2 years
(C) 3 years
(D) 6 months

2. How many priorities are there as per PTO?
(A) 2
(B) 3
(C) 4
(D) None

3. Preferential Traffic Schedule is notified by whom?
(A) Chamber of Commerce
(B) State Government
(C) Central Government (MOR)
(D) Zonal Railway

4. As per PTO which commodity is classified under priority "A" ____.
(A) Coal
(B) Fertilizer
(C) Food grains
(D) **Military Traffic**

5. As per PTO which commodity is classified under priority "B" ____.
(A) Coal
(B) Fertilizer
(C) Raw material for steel industry
(D) Emergency relief material

6. As per PTO which commodity is classified under priority "C" ____.
(A) Coal
(B) Fertilizer
(C) Edible salt
(D) Above all

Q) Explain briefly Bans?

Ans:-

1. Restrictions imposed by Central/State Government on booking and carriage of specific goods are known as Bans.
2. These are published in Gazette of Central/State Government.
3. Railway Administration is informed through message.
4. Railway Administration should have informed all concerned stations through message.
5. All concerned staff should be informed under acknowledgement.
6. On receipt of message regarding imposition of bans, the same should be entered in a specific register with date and time.
7. A copy of the same should display on Notice Board for information of customer.
8. Bans should impose with immediate effect.
9. Legal action will be initiated against staff not following bans.
10. For booking of Banned goods, a certificate from the authority imposing ban should be produced.

Q) Explain briefly Restrictions?

Ans:-

1. Railway administration imposes restrictions for booking of goods to a particular destination or through a particular route.
2. Reasons for imposing -
 - a. Railway Accident.
 - b. Floods.
 - c. Congestion in Yards.
3. Railway Administration will inform concerned station through message.
4. All concerned staff should be informed under acknowledgement.
5. Goods will not be booked to the restricted destination or via restricted route.
6. On receipt of message regarding imposition of restriction, the same should be entered in a specific register with time and date.
7. A copy of the same should be displayed on Notice Board for information of customer.

8. Restrictions should be implemented from the next day of receipt.

9. Departmental action will be initiated against the employee not following restriction.

Multiple Choice Questions

1. Ban can be imposed by ____.

(A) Central & State Government through Gazette Notification

(B) By Zonal Railways through Print and Electronic notification

(C) Both (A) & (C)

(D) None of above

2. ____ action is taken for booking of ban commodity.

(A) Departmental action

(B) Penal Action

(C) Non cognizable action

(D) None of above

3 Which Official may impose restriction?

(A) Sr. DCM

(B) Sr. DSO

(C) PCOM

(D) None of above

4 On publishing Gazette Notification Ban is required to be imposed with ____ affect.

(A) immediate

(B) alternate day

(C) weekly

(D) None of above

Q) What is Wagon Registration Fee? State the condition of refund & forfeiture? Under what circumstances WRF is exempted?

Ans:- The amount which is collected as security deposit at the time of accepting indents is known as wagon registration fee.

Objective:

1. To avoid false / bogus indents
2. To avoid clashes between parties
3. To restrict competition between parties.
4. Rates of Wagon Registration fees:

Guage	Per Wagon	Per Standard Rake
BG	Rs 1500 /-	Rs 50000 /-
MG	Rs 1500 /-	Rs 1500 /-multiplied by no of wagons
NG	Rs 1500 /-	do

Condition for Forfeiture of Wagon Registration Fee:

1. Cancellation of indent after physical supply of wagon.
2. Nonpayment of freight as per rule.
3. Cancellation of indent within 10 days of registration
4. Non-commencement of loading within stipulated free time.
5. If party request for remission of loading after expiry of free time, but loading is not started and indent is cancelled, WRF will be forfeited and demurrage will be charged without giving free time.

Condition for Refund of Wagon Registration Fee:

1. After completion of loading in supplied wagons and there after booking procedure such as payment of freight.
2. Non supply of wagons up 10 days of registration and subsequent cancellation.
3. Non receipt of any order/ message regarding supply of wagons up to 10 days of registration and subsequent cancellation.
4. Bans /Restrictions have been imposed, and cancellation of indents before they are lifted.
5. If open wagons are supplied against an indent of covered wagons or vice-versa.

Exemptions from payment of WRF

1. Kit wagons booked on kit passes issued to railway employees on retirement on transfer account
2. Railway material consignments booked by railway officials on his own capacity.
3. Container traffic
4. Military Traffic

5. Premium customer Platinum, Gold and Silver card holders (Platinum-Offering more than Rs.100 crores in the previous year), (Gold-Between 50-100 crores) and (Silver-between 10-50 Crores)

Multiple Choice Questions

1. ____ fee is collected by Railways as WRF per wagon in BG route.

- (A) Rs 1200
- (B) Rs 1500**
- (C) Rs 1800
- (D) None of above

2. ____ fee is collected by Railways as WRF for Standard Rake in BG route.

- (A) Rs 50000**
- (B) Rs 52000
- (C) Rs60000
- (D) None of above

Q) What is the procedure for Acceptance of Goods?

Ans:-

1. Proper forwarding note is to be executed as per the content to be transported.
2. Alphabetical list should be referred to know whether the station is open for booking the traffic offered.
3. Register of bans should be verified to know whether the commodity is banned or not.
4. If permit is available for transport of banned commodity from a competent authority, it can be accepted for booking.
5. In such cases, permit number should be recorded in the forwarding note and also in all railway receipts.
6. The restriction register is to be verified to know that there are no restrictions to a particular station or route by which it has to be carried.
7. Observe whether the name and address of the consignor and consignee is written properly in the forwarding note.
8. At the time of acceptance of goods following facts should be examined.
 - i. Whether Goods are damaged prior to booking.
 - ii. Weighment of goods.
 - iii. Goods should be tallied with the description of forwarding note.
9. Number of packages should be written in figures and in words.

10. Check whether the value has been declared and the party is prepared to pay PCEV charges.

11. Description of the commodity should tally with the general classification of goods.

12. Ensure that the commodities are packed in bags, containers, drums, cases, and cartons etc. of high quality and adequate strength, which can withstand the rigors of transportation and also provide ease for handling.

13. Weigh the consignment and tally with the weight recorded by the sender.

14. It is to verify that the party elects to pay at Railway's Risk rate or Owner's Risk rate.

15. If the consignor desires to book the goods by other than the normal route, obtain suitable remarks on the forwarding note.

16. If the consignor is prepared to load the consignment in an open wagon which normally requires a covered wagon, it should be mentioned in the forwarding note.

17. Form no.16 should be submitted in case of explosives and dangerous goods.

18. Ensure that the private address of the consignor and consignee are recorded on the packages as per rules.

19. In case of explosives, dangerous and fragile goods etc. proper pictorial labels should be provided for identification.

20. Remarks regarding clubbing of consignments should be recorded.

21. The consignor should sign in full whenever there are alterations.

Q) What is the procedure for placement of indent?

Ans:-

1. The registration for demand of wagon is called indent.

2. Any businessman who wants to carry goods by railway is to apply to the SM / CGS with relevant documents.

3. A forwarding note is to be executed by the consignor or his authorized agent.

4. After scrutinized the documents, the SM / CGS may accept the indent.

6. Before accepting the indent the SM / CGS shall ensure that the commodity is opened for booking at destination station and no ban or restrictions is imposed on that commodity.

7. SM /CGS writes all the details like name and address of the consignor and consignee, From and to station, commodity, priority, sub- priority etc.in the indent register

8. In TMS portal all the details are fed by Commercial Clerk and collect prescribed WRF

9. After saving the data, system generates a forwarding note with date and indent is accepted.

10. All such accepted indents are placed in priority register in TMS with date and time of acceptance and SLO is issued as per priority.

Q) What is e- registration of demand?

Ans :-

1. The customer has to enrol pre-register on FOIS www.fois.indianrail.gov.in.
2. All relevant documents of the customer has to submit to Sr. DCM in original for verification, within 15 days of pre-registration.
3. Sr. DCM is empowered to accept or reject the registration.
4. Sr. DCM will issue user ID to the customer and OTP once, i.e., password to the customer.
5. Customer has to log in and fill all relevant details in e- demand module of FOIS.
6. Accepted demand will be saved otherwise demand is rejected and pop-up message will reflect the same.
7. WRF should be deposited by the customer through e-payment.
8. Demand will be registered in Priority Register of TMS and e -transaction confirmation message will be conveyed to the party.
9. PDF document will be sent to the party through e- mail after successful registration of demand.
10. RR will be issued only after attaching system generated document with forwarding note.
11. The objective of e-RD is to provide transparency in WRF and minimize corruption, also make the demand registration system easier by providing online facility on FOIS portal to the railway customers.

Q) What is the procedure for change / Cancellation of Indent?

Ans:-

Change/Cancellation of Indent may be done in the following circumstances: -

- a. Disruption of a particular section due to force majeure condition
- b. Close of the section after due notification
- c. Closure of originating goods shed after due notification
- d. Closure of destination goods shed after due notification
- f. Withdrawal of a particular type of rolling stock for which Indent is placed.

The following guidelines are to be followed strictly.

1. If the originating station is affected, no change of Indent will be permitted
2. In case of withdrawal of a particular type of rolling stock, party may change the Indent to another type of stock.
3. Only once such change may be permitted
4. If party not modify up to 30 days from the date of issuance of such notice, the Indent treated to be cancelled on 31st day and WRF refunded.

Q) What is the procedure for allotment of wagons?

Ans:-

1. Each demand is given a serial no in the order of priority
2. Separate priority registers is maintained for T/L & W/L
3. Allotment order are issued in accordance with priority of registration as PTO
4. Stations should load wagon with the loading order from the authority i.e. Sr. DOM
5. The loading order is known as SLO (specific loading order)
6. The allotment order is exhibited on the notice board of the station for the information of public.
7. Before allotment of wagons, ban & restrictions should be verified.
8. All the wagons are certified by TXR (train examination) staff.
9. If TXR is not available then party and Station Manager jointly checked.
10. Non water tight wagons should not be supplied for goods that damaged by wet.

Q) Explain PLM?

Ans:-

Packing:**Objective –**

- 1) Prevent packages from mixing with other consignment.
- 2) Prevent loss in transit.
- 3) For easy handling
- 4) To put marking on packages.

Packing conditions are given in the General Classification of Goods. They are as specific packing conditions and Special packing condition. That denoted with 'P' is specific and that denoted by "S" is special. Specific Packing conditions are of six types i.e., P1, P2, P3, P4, P5 & P6. Special packing condition are of three types i.e., S1, S2 and S3.

2. At the time of accepting goods for booking and carriage concerned railway employees should examine the packing condition of goods. Noncompliance of packing condition may result in damage of goods. If any defect is noticed at the time of acceptance of goods, remark should be obtained on the forwarding note and same should be written on Railway Receipt (Sec. 98 of RA).

3. Packing conditions are divided into three categories: -

A. General Packing Condition: -

a. The packing conditions prescribed are minimum desirable commodities offered with better packing conditions shall be accepted.

b. Things such as Bags, Cases, Cartoons, Tins, Drums etc. used for packing should be of good quality.

c. For dangerous goods, packing conditions given in Red Tariff must be strictly complied with.

B. Specific Packing Conditions: -

i. P1: - For Bagged consignment- Such as cement, chemical manures, food grains and pulses, flour, groceries etc. they may be packed in gunny bags/paper bags/high density polythene bags/synthetic bags etc.

ii. P2: - For loose / bulk consignment: -

a. For coal, coke, gypsum, lime stone, dolomite, pig-iron, stones etc. no specific packing conditions are applicable.

b. Bamboos, coir, pipes, fodder, and sugarcane etc. should be securely tied in bundles.

iii. P3: - Cotton and other textiles, hand loom products etc. should be securely packed in bales, boxes etc.

iv. P4: -Soap, Machinery and machinery tools, Electrical appliances, Milk products etc. should be packed in ply wood / wooden case / cardboard boxes / cartoons / baskets etc.

v. P5: - Liquid items such as Edible oil, Bitumen etc. should be packed in leak proof Tins, Containers, and Drums etc.

vi. P6: - Applicable for Motor vehicles.

(a) There should be no oil or gas in fuel tank of vehicles.

(b) Detachable fittings should be separately packed.

C. Special Packing Conditions: -

a. S-1: - For metal scrap: - a certificate 'free from explosives' should be accompanied at the time of booking.

b.) S-2: - For food grains and pulses – Each door of wagon should be protected with dunnage (crushed sugarcane, paddy husk etc.) bags.

c.) S-3: - For salt (For Human consumption) – On the forwarding note a declaration should be given that the salt is not intended for industrial use.

Labelling: -

1. The objective of labelling is as follows: -

i. To indicate the type of commodity loaded in the wagon/package.

ii. To reach the consignment to correct destination.

Type of Labels: -

a. Instructional Labels: - On this label, instructions regarding handling of package are given through instructions.

b. Pictorial Labels: - On this label, directions regarding handling of packages are given through pictures.

c. Paste-on-Labels: - Booking particulars are written on this label and it is pasted on wagon door from inside. After unloading of goods at destination station, this label should be removed. With the help of this label, unconnected goods can be connected.

d. Pocket Label: - Four pocket labels are available in each wagon. Out of which two pocket labels are kept in the outside pockets of the wagon and remaining two in the inside pockets of the wagon.

e. Seal Cards: - Seal cards are tied on doors of covered wagons, on which seals are affixed. Complete booking particulars are written on seal cards and pocket labels. In case of open wagon seal cards are provided in hand brake.

Marking: -

1. The main objective of marking is to:-

- i. To reach the consignment to correct destination.
 - ii. To connect packages with correct consignment.
 - iii. To prevent mixing of packages
 - iv. To connect the consignment with correct Railway Receipt.
2. The following types of marking are available.

A. Private Marking: - This marking should be done by consignor on all packages showing names and address of Consignor & Consignee, name of forwarding & destination station, trademark, number of packages etc.

B. Railway Marking:-

This marking is done by railway employees in the following manner:-

- a. Name of the forwarding station in code.
- b. Complete Railway Receipt no.
- c. Number of packages.
- d. Full name of destination station and Zonal Railway.
- e. Route / via
- f. Date of booking.

In case of small consignment marking is done on all the packages. In case of wagon load consignments, at small station marking should be done on 20% of packages and at large station on 10% packages. Packages with marking should be kept near the doors of wagon for easy identification. Old marking should be obliterated at the time of marking. If marking cannot be done on packages labels should be used.

Q) What are the precautions required to be observed for loading/unloading of Goods/Consignments?

Ans:-

Precautions to be observed before / during loading / unloading of wagons :-

1. Offside doors should be properly closed, riveted and sealed.
2. To prevent pilferage 18 inches space should be provided near wagon doors.
3. 6 inches gap should be left along the wagon walls inside the wagon to prevent damage by wet.
4. Packages should be evenly loaded to avoid all possible chance of damage during transit as well as derailment due to uneven load.
5. Heavy packages should not be kept over light packages.

6. No other package should be kept over perishables, glassware crates etc.
7. Hooks should not be used for lifting bagged consignments.
8. Caution labels instructions should be obeyed strictly, e.g. 'This side up' etc.
9. Whenever commodities, which are normally loaded in covered wagons, are loaded in open wagon, one extra layer should be loaded in the middle and covered with tarpaulin. It should take the shape of a hut.
10. For coal wagons lime water should be sprinkled to prevent fire as well as locate the theft.
11. Loading and unloading of explosives should be done during day light hours only.
12. Over dimensional packages when loaded should be tightly secured so that they will not tilt or move during transit. TXR certificate is necessary for moving these wagons.
13. For cement, food grains, sugar etc. the entire wagon doors should be closed after inserting bituminized gunny strips and grease like substance during rainy season.
14. Whenever an open wagon is selected by the sender, a suitable remark is to be passed on the forwarding note as well as on the railway receipt as "Wagon selected by sender".
15. Bulky goods are to be loaded in such a way as to ensure their safe conveyance.
16. Loading and unloading of explosive and dangerous goods should be done by trained persons under the supervision of the senior officials.
17. If any damage or deficiency is noticed, before or during unloading of the wagon, the Station Manager should call RPF and the consignment is checked in their presence.
18. Results of such checks should be recorded in summary and tally book and should be signed by the RPF. The whole consignment should be reweighed and results are recorded.
19. Each consignment must be separately stacked and must either be marked or a label fixed on the top package, with details of date of unloading, wagon number and the total number of packages.
20. All goods prone to damage by wet should be covered with tarpaulins and packages must be stacked either on sleepers or wooden platform.
21. Goods like cotton and wool should be stacked away from the naked light and running lines.
22. Packages, on which PCEV is paid, should be kept under lock and key condition in a safe room.
23. In absence of safe room, it should be handed over for safe custody to RPF, under clear signature and receipts.
24. If packages are found missing damage and deficiency message should be given within six hours from the time of opening of the wagon.

25. Any damage or deficiency, other than loss of the package, should be notified through damage and deficiency post card, to last sealing station or forwarding station on the day the consignment is unloaded.

26. The record of DDMs & DDPCs issued should be maintained in a separate register.

27. The consignments, which are labeled for weighment at the destination station, should be checked.

28. It is the duty of destination station, to collect exact fare before grating delivery.

Loading:-

1. Offside doors should be properly closed, riveted and sealed.
2. To prevent pilferage 18 inches space should be provided near wagon doors.
3. 6 inches gap should be left along the wagon walls inside the wagon to prevent damage by wet.
4. Packages should be evenly loaded to avoid all possible chance of damage during transit as well as derailment due to uneven load.
5. Heavy packages should not be kept over light packages.
6. No other package should be kept over perishables, glassware crates etc.
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8. Caution labels instructions should be obeyed strictly, e.g. 'This side up' etc.
9. Whenever commodities, which are normally loaded in covered wagons, are loaded in open wagon, one extra layer should be loaded in the middle and covered with tarpaulin. It should take the shape of a hut.
10. For coal wagons lime water should be sprinkled to prevent fire as well as locate the theft.
11. Loading and unloading of explosives should be done during day light hours only.
12. Over dimensional packages when loaded should be tightly secured so that they will not tilt or move during transit. TXR certificate is necessary for moving these wagons.

Q) Explain briefly Riveting, Sealing & Locking?

Ans:-

Riveting:-

1. The object of riveting of wagons is to prevent theft.
2. When loading is completed, doors of covered wagons are to be closed, bolted, secured and riveted under the supervision of the SM/loading clerk. Partially loaded/unloaded wagons waiting for completion of loading /unloading must be riveted at night before leaving the loading /unloading point.

3. Material required:-

Rivets, Shank.

4. Procedure:-

a. Rivets are inserted in the holes provided for the purpose of riveting.

b. A shank must be used to bend them at 90°.

c. Normally 5 rivets are placed on each door of the covered wagon.

5. Wagons containing minerals, charcoal, firewood, hay, grass, livestock, offensive, explosive and dangerous goods should not be riveted.

6. Station manager is personally responsible to ensure no loaded wagon is drawn from the loading platform unless it is properly riveted, it should be ensured that adequate stock of rivets of proper quality and length are available at their station.

7. For any exceptional reasons the wagon is not riveted, the reason should be recorded in outward tally book and seal card and counter signed.

Sealing:--

1. The object of sealing a wagon is to localize theft.

2. After riveting Sealing is done under the supervision of a responsible railway official, it is of two types:

A. Wax seal

B. Lead seal

Material required for wax seal:- Seal card, cotton tape, station seal, wax, match box and lamp.

Material required for lead wire seal:- Seal card, wire, lead tablet, pliers.

3. Precautions to be taken

a. Wagons containing explosives and other dangerous goods, dry grass should not be sealed with wax seal. Lead wire seal are to be provided.

b. The station seal should remain in the safe custody of the station master.

4. Seals which are not affixed or not found as per rules are known as defective seals, as mentioned below:-

a. Double impression of station seal.

b. Seal without seal card.

c. Wax/lead tablet found broken.

d. More than one knot on cotton tape.

e. Seal & Seal card separated.

f. Tape/lead wire found in one ring of the door.

g. Ring of the door found open.

5. If it is noticed that the seal is broken or any other defect then the following steps are taken:-

a. The guard should give a memo to the SM to check the contents and in presence of "seal checker" / RPF staff contents to be checked.

b. The station master will arrange resealing of the wagon and the seal label should be signed by the SM and guard and RPF staff if available.

c. If seal checker is not available then before granting delivery arrangement should be made for checking within 24 hours on arrival at destination station.

d. If checking is not possible at night then wagon is padlocked and on next day contents are checked in presence of RPF.

Locking:-

1. The objective of locking is to prevent theft

2. Railways shall not provide lock, consignor can lock the wagon by using personal lock, if he desires.

3. In case, private lock is affixed, such remark should be passed on seal-card, summary and railway receipt.

4. The locks should be of galvanized type. After locking all keys should be deposited to the station manager, which will be put in an envelope and send to destination station with guard.

5. Whenever required at transshipment points or other places for security measure, railway has right to open/break the lock for checking or transshipped the consignment.

6. If the consignee does not make arrangement for unloading of goods at destination station, Railway administration is empowered to unload the goods after 72 hrs. to set free the rolling stock by opening/breaking the lock.

Q) Explain briefly weighment of Goods?

Ans:-

Weighment of Goods:-

1. All the wagon of goods in bulk or loose, in bag/ package/ bales of uniform size or various sizes shall be weight for freight calculation.
2. In case of bag consignment 10% for big stations , 20% for small stations to be weighed to verify sender's declared weight.
3. The consignment like fire wood, charcoal, dry grass etc., which are charged at wagon per kilometer rate or rates on any other basis, need not be weighed at weighbridge.
4. Goods loaded in loose condition such as sand, stone, ore, coal, timber etc. should be weight on a weighbridge
5. If weighbridge is not available at booking station then weightment should be done at first available weighbridge in en-route.
6. Distinctive bracket level with a thick red band across should be used in case of unweigh wagon which are to be weighed at en-route.
7. The result of weightment should be recorded in the weightment register at weighbridge, and upload through FOIS.
8. The result of weightment will be sent to booking station , destination station and traffic Accounts office.

Q) What is Re-weightment of Consignment?

Ans:-

1. Re-weightment is necessary when specific endorsement is made to reweighed the consignment.
2. Re-weightment is done to collect undercharge if any, also to guard against legitimate revenue loss on wrong account of freight.
3. To assess loss correctly in case of pilfered goods and to avoid exaggerated claims re-weightment is done.
4. At least 10% bags of each lot of consignment should be reweighed at the destination, if consignment is not of uniform size and weight, then whole consignment should be reweighed.
5. If the packages showing signs of damage/pilferage or suspect to be underweight then all the packages must be reweighed in presence of station manager.
6. Entries should be made in re-weightment register, unloading book, concerned invoice, delivery book and machine prepared abstracts.
7. If the actual weight is more than the invoiced weight, undercharges should be collected before granting delivery.
8. If re-weightment weight is less than the invoiced weight over charges may be refunded by CCM of the zonal railway depending upon condition.
9. Frequent underweight from a particular station must be reported to the DCM.

10. Re-weighment on Party's request can be permitted by DCM.

11. The owner should give an application to the SM of the destination for re-weighment of wagonloads. Original RR should be submitted.

12. Re-weighment will not be permitted in the following circumstances:-

a. If a covered wagon is received with seals intact.

b. If there is no signs of consignment having been tampered with.

c. If the consignment is perishable and likely to lose weight in transit.

d. If re-weighment is not possible due to operational constraints.

e. If the consignment is booked under "OR" rate.

f. Fruits, vegetables, coconuts, firewood, timber, charcoal and commodities in bulk should not be re-weight.

13. If DCM permits the re-weighment on party's request, prescribed re-weighment charges should be collected.

14. Haulage charges should be collected at prescribed rates when the wagons are sent to another station for Re-weighment due to non-availability of weighbridge at the destination.

15. Haulage charges will not be collected if the wagon is taken to another station because the weighbridge available at the destination is out of order.

16. Two sections of Railways Act 1989 are related to re-weighment, they are section 79 and 81.

Section 79 :- A railway administration may, on request made by the consignee, allow re-weighment of the consignment subject to such condition and on payment of charges as prescribed and the demurrage charges if any provided that , the railway authority consider it is necessary to do so.

Section 81 dealt with open delivery and hence consignment must be reweighed to estimate the weight loss or consignment lost.

17. As a surprise check vigilance department may advise for re-weighment of rake or consignment.

18. Re -weighment of wagons may occur in two circumstances (vide letter No.TC-1/2014/108/4 Pt.ltd. 29.04.2019)

a. The rakes, which have been weight earlier, should be re- weighed only under special instructions of an authority not lower than DRM or under the instructions from officers of Vigilance department (SAG and above)

b. The wagon(s) that had undergone load adjustment by the consignor(s) either directly or through their designated handling agency should randomly be reweighed. The identification of rakes for random weighment should be done by CCM in consultation with COM.

Q) What is object of installing EIMWB/ electronic in- motion weighbridge and what is the procedure for installation of EIMWB?

Ans:-

1. It reduces leakage of revenue and increase transparency in weighment.
2. It prevents over loading and reduces delay in transit.
3. It ensures safe transportation of traffic since the capacity of EIMWB is 120 tons to weigh and beyond that limit the wagon is detach and saves the infrastructure like, rail as well as fastening of rolling stock.
4. It increases accuracy in calculation of freight as it link with FOIS and serve data in fraction of time to the booking point.
5. EIMWB saves the data of weighment and one register is maintained rake wise
6. In all new private siding it is mandatory to install EIMWB.
7. The EIMWB will be maintained by the Mechanical department.
8. Timely inspection of the EIMWB will be done by nominated officers of the operating department, Mechanical department, Civil and Financial department and over all Commercial officers.
9. In case of private siding the siding owner is responsible for establishing and maintenance of the EIMWB.
10. The party will have to get the certificate for the EIMWB from the concerned state government's weight and measurement department.
11. Yearly calibration is mandatory.
12. The person who is appointed for the private EIMWB will be paid by the siding owner and for that no refund or rebate will be admissible by railway administration.
13. EIMWB in private siding will be installed on the ground of private land; in case of unavoidable circumstance the GM can permit to install the EIMWB on railway land subject to consent of COM considering the operational constraints.
14. Ideal Speed for weighing of wagon in EIMWB is 8kms to 12kms per hour.

Multiple Choice Questions

1. In - motion-way bridge will be linked with _____

- (A) COIS
- (B) CMS
- (C) FOIS**
- (D) COA

2. The capacity of In - motion-way bridge is_____ tonne

- (A) 100
- (B) 130
- (C) 110
- (D) 120**

3. Who certifies the In - motion-way bridge ?

- (A) State Government's measurement department**
- (B) Private Party
- (C) Station master
- (D) Central Government

4. Ideal Speed for weighing of wagon in EIMWB is_____.

- (A) 6 to 8 kms per hour
- (B) 8 to 10 kms per hour
- (C) 8 to 12 kms per hour**
- (D) None of above

Q) Explain the procedure for booking of livestock ?

Ans:-

1. Advance notice should be given to the SM, at least 24 hours.
2. Ensure both booking and destination stations should be open for Livestock.

3. Animals should be brought into railway premises after physical supply of wagons.
4. The following documents must be submitted by the consignor for booking live stock:-
 - a. Forwarding note no. com. 627 F should be filled.
 - b. Export permit from the State Government should be taken.
 - c. Medical certificate issued by the State veterinary Surgeon or Animal Husbandry Dept. certifying that the animal is fit for transport and free from any contagious or infectious disease.
 - d. Consignor should be declared in the forwarding note that the animal is not transported for slaughter.
5. Prepayment of freight is compulsory.
6. Loading/ unloading and transshipment should be done by the party on day time only.
7. Wooden floor type wagon is supplied for loading of livestock.
8. Breast bars should be provided for the safety of the animals.
9. Wild animals can be booked only when caged.
10. Animals are charged at LR 3 scale in T/L at Owner Risk rate , they can be booked at Railway Risk rate on collection of 20% surcharge.
11. An unstamped indemnity bond is executed for the attendant then only they may travel with the livestock in wagon and they are responsible for feeding and watering the animals.
12. As much of grass as can be conveniently carried is allowed.
13. A stable kit including a bucket is allowed free up to 40 kgs. for each horse and 20 kgs for each cattle and 10 kgs. of grains and grams for each horse and 5 kgs. for each cattle is allowed free for every 160 kms.
14. One attendant is allowed free in a 4- wheeler wagon and 2 attendants are allowed free in a 8-wheeler wagon or wagons involving transshipment from BG to MG or vice versa.
15. Extra attendant is permitted on payment of 2nd ordinary fare and free allowance of luggage of 35 kgs is permitted.
16. The number of attendants permitted and their ticket number, if any, should be mentioned in the RR.
17. As per section 103 of the Railways Act, 1989, the liability of the railways in case of loss of animals is limited to a maximum of rupees as under:-

Elephant Rs. 6,000/-.

Horse Rs. 3,000/-

Horned cattle, camel mule Rs. 800/-

Dog, donkey, goat or any other small animal Rs. 120/-

18. If the railways are required to assume higher responsibility then consignor should declare the value of each animal in the Forwarding Note and he should declare his willingness to pay the PCEV charges.

19. Rate of PCEV charge will be Re. 1/- for every 100 rupees or part of excess value and for every 160 km. or part subject to a minimum of Rs. 2/-. No maximum PCEV charge is prescribed.

20. As per Section 101 of Railway Act, 1989 even PCEV charges are paid, railway shall not be responsible for loss of life due to fright (fear), restiveness or overcrowding of animals in the wagon.

21. Break journey for live stocks may be allowed on request of the owner or attendant, at any junction station or class I station for 24 hours, after travelling a distance of 320 kms. at a stress .

22. Free time for loading and unloading is 3 working hours and free time for removal of the animals from the railway premises is 3 working hours.

23. In case of animals after the termination of transit there is no bailee's responsibility the animals should be removed from the railway premises within 12 hours from the time of unloading. Railway administration may dispose of in the manner of section 83 of RA, 1989.

24. Minimum weight for charging live stock is carrying capacity of the wagon.

Multiple Choice Questions

1) To book Livestock by rail, consignor should give at least ____ hrs advance notice.

- (A) 6 Hrs
- (B) 12hrs
- (C) 24 hrs**
- (D) 48 Hrs

2) In which class Livestock is booked in wagon load?

- (A) LR 3
- (B) 120**
- (C) LR 1
- (D) 100

3) In which class Livestock is booked in train load?

- (A) 100
- (B) 120
- (C) LR 3**
- (D) LR 1

4) To book Livestock, forwarding note number ____ should be executed.

- (A) COM 628 F

(B) COM 627 F

(C) COM 624 F

(D) COM 629 F

5) Monetary liability for elephant per head as per section 103 of railway Act 1989 is ____

(A) Rs. 6000

(B) Rs. 5000

(C) Rs. 4000

(D) Rs. 3000

6) Monetary liability for small animals and birds per head as per section 103 of railway Act 1989 is Rs ____

(A) Rs. 60

(B) Rs.120

(C) Rs.180

(D) Rs. 240

7) Monetary liability for horse per head as per section 103 of railway Act 1989 is ____

(A) Rs. 6000

(B) Rs. 800

(C) Rs. 1200

(D) Rs. 3000

8) Monetary liability for horned cattle per head as per section 103 of Railway Act 1989 is ____

(A) Rs. 500

(B) Rs. 900

(C) Rs. 800

(D) Rs. 600

9) Free time for loading and unloading of Livestock is ____ hrs when booked under Goods tariff.

(A) 3 hrs

(B) 4 hrs

(C) 5 hrs

(D) 6 hrs

10) Minimum chargeable distance for booking of Livestock under goods tariff is ____

(A) 50 km

(B) 100 km

(C) 150 km

(D) None of the above

11) Free time for removal of the Livestock from the railway premises is ____hrs when booked under Goods tariff.

(A) 2 hrs

(B) 3 hrs

(C) 4 hrs

(D) 5 hrs

12) As per section ____ of Railway Act 1989, railway shall not be responsible for loss of life due to fear, restiveness or overcrowding of animals in the wagon.

- (A) Section 103
- (B) Section 66
- (C) Section 101**
- (D) None of the above

13) For booking of Livestock (under Goods Tariff), railway risk rate is ____ higher than owners risk rate.

- (A) 10%
- (B) 20%**
- (C) 30%
- (D) 40%

14) Rate of wharfage charge in case of Livestock booked under Goods tariff will be Rs ____ per head per hour or part thereof.

- (A) Rs. 10
- (B) Rs. 5**
- (C) Rs. 2
- (D) Rs. 20

15) Break Journey may be allowed for Livestock at the request of the owner/ attendant for ____

- (A) 12 hrs
- (B) 24 hrs**
- (C) 36 hrs
- (D) 48 hrs

16) At the request of the owner, the Livestock may be allowed for break journey after travelling a distance of ____ kms.

- (A) 500 kms
- (B) 320 kms**
- (C) 420 kms
- (D) 460 kms

17) Extra attendant is permitted with Livestock on payment of ____ class fare.

- (A) SL
- (B) II ordinary**
- (C) First
- (D) None of the above

18) ____ kg of free allowance is permitted for attendant with Livestock.

- (A) 50 kg
- (B) 40 kg
- (C) 35 kg**
- (D) None of the above

19) Under which section of railway Act 1989 forwarding note to be executed for booking of Livestock?

- (A) 64**
- (B) 65
- (C) 66
- (D) 67

20) Under which section of railway Act 1989 public auction of Livestock can be done if not delivered within 24 hrs after receiving?

- (A) 64
- (B) 67
- (C) 73
- (D) 84**

21) ___ attendants are allowed to travel free in 8 wheeler wagon with Livestock.

- (A) 2**
- (B) 3
- (C) 4
- (D) 5

22) Attendants should execute _____ bond and allowed to travel along with the livestock's in the wagon.

- (A) Stamp indemnity bond
- (B) Unstamped Indemnity bond
- (C) Indemnity bond.**
- (D) none of the above

Q) Explain the procedure for booking of Intoxicating drug?

Ans:-

1. Intoxicating drugs are defined in the act of States on which forwarding and destination stations are situated. Examples of the intoxicating drugs are opium, heroine, ganja etc.

2. The consignment can be booked only with valid permit. The permit should contain the following information:-

- a. Name of the person, who is in-charge of the goods.
- b. Name and address of the consignor and the consignee.
- c. To and From station from where the consignments are to be transported.
- d. The route by which it is to be carried.
- e. Number of packages, their weight and contents of the each package.
- f. The validity date of the permit.

3. Each package should be sealed with the official seal of the officer who has issued the permit.
4. The consignment should be booked and carried only by the route mentioned in the permit.
5. Two copies of permit shall be produced along with forwarding note.
6. The details mentioned in the forwarding note should be tallied with permit.
7. At the time of preparation of railway receipt, permit number should be written on the RR and RR number should be written on the permit.
8. One copy of permit shall be kept as record along with the forwarding note and the other copy will be sent to the destination station.
9. The permit letter that accompanies the consignment is to be handed over to the consignee at the time of delivery along with the consignment.
10. Revenue, salt, prohibition, excise, abkari, customs and police officials may examine the consignments during transit to verify the consignments are not tampered and the number of packages tally with the permit.
11. These goods should always be kept in lock and key condition.
12. Separate summary will be prepared for intoxicating drugs.
13. If packages are found in broken state during transit or loading / unloading, information should be given to GRP and RPF immediately.
14. Delivery will be given at destination station in presence of RPF.
15. Unclaimed intoxicating goods will not be auctioned and will be handed over to concerned department.

Q) Explain the procedure for booking of Booking of dangerous and explosives goods?

Ans:-

1. Dangerous goods are coming under red traffic no 20 denoted by 'd'.
2. They are classified in eight categories that comes under dangerous goods
 - a) Explosive
 - b) Gases compressed liquefied under pressure
 - c) Petroleum and other inflammable liquids
 - d) Inflammable solids
 - e) Oxidizing substances
 - f) Acid and corrosives

g) Poisonous and in toxic substances

h) Radioactive substance

2. Proper forwarding note is to be duly filled with forwarding note no com.628 F.

3. As per section 67 of railway act 1989, no one can bring dangerous goods in railway premises without prior information, if detected action will be initiated as per section 164 of railway act 1989, that affect with penalty up to Rs. 1000/- or 3 yrs. imprisonment or both. Also the bearer will be responsible for any loss that caused due to bringing the same dangerous goods.

4. The party has to submit pass issued in triplicate by an inspector of explosive that will accompany with the consignment.

5. Dangerous goods must not be booked as a part consignment.

6. The packing condition of dangerous goods must be as per prescribed rate traffic rule.

7. Proper pictorial label, paste on label must be paste over the consignment for easy handling.

8. Dangerous goods must not be pulled, pushed or dragged, they must handle with care.

9. Rivets nut bolts should not be used on wagons containing dangerous goods, instead private locks may be used.

10. lead wire seal should be used.

Explosives Goods

Explosives Goods are categorised into 7 classes

(A) Ammunition

(B) Fulminate

(C) Nitro Compound

(D) Nitrate Mixture

(E) Chlorate mixture

(F) Fireworks

(G) Gun powder

1. For booking these consignments at least 48 hours in advance notice is to be given to the SM along with certificate issued from district explosive officer.

2. The loading and unloading must be done in bright daylight only.

3. The staff/labour deputed for loading/unloading should be skilled and not below age of 18.

4. The staff must not wear nailed shoes.

5. Open light/fire must not be brought near at least 50m diameter of the loading spot of dangerous goods.

6. Mixing of Goods is not permitted.
7. Maximum 10 tons or 50% of the carrying capacity of wagon to be loaded subject to whichever is less.
8. Prepayment of freight is compulsory.
9. Each package should not exceed 50 kg by weight, when packages exceed by 35 kg they should be provided with slings/handle for easy carriage and handling.
10. Explosives should be stacked away from the stations
11. Tarpaulins should be used to protect explosives from sun and water.
12. Loose and rough shunting is not allowed.
13. Shunting should be done in presence of Railway employees with speed limit of 8KMPH
14. Delivery of explosives should be done immediately at destination station. If consignment is unclaimed notice should be served as per section 84 of Railway Act-1989.

Multiple Choice Question

1. Forwarding note no. for booking of dangerous goods is ____

- (A) Com. 627 F
- (B) Com. 628 F**
- (C) Com. 624 F
- (D) None

2. ____ label should be pasted on packages/wagons containing dangerous goods

- (A) Paste on label
- (B) Pocket label
- (C) seal card
- (D) Pictorial label**

3. ____ pencil should be used for writing on seal cards and pocket label

- (A) Blue
- (B) Green
- (C) Red**
- (D) Yellow

4. ____ seal is used for booking of dangerous goods

- (A) Lead wire**
- (B) Wax
- (C) Both A and B
- (D) None

5. Explosive goods are classified into ____ classes

- (A) 6
- (B) 7**
- (C) 8
- (D) 5

6. For booking of explosive goods intimation should be given to ____ hours in advance

- (A) 30
- (B) 36
- (C) 48**
- (D) 50

7. Weight of one package containing explosive goods should not be exceeding ____ kg

- (A) 40
- (B) 50**
- (C) 30
- (D) 60

8. Handle should be provided for booking of explosive goods if weight of one package exceeds ____ kg

- (A) 35**
- (B) 40
- (C) 20
- (D) 50

9. When handling of explosive goods, no open fire should be ignited within ____ meter

- (A) 20
- (B) 15**
- (C) 10
- (E) 25

10. The person who handle explosive foods must be the age of ____ or ____ years

- (A) below 18
- (B) 18
- (C) above 18
- (D) Both A and B**

11. Explosive will be loaded ____ % of carrying capacity of wagon

- (A) 50**
- (B) Above 50
- (C) Both A and B
- (D) None of above

12. If any person carries offensive goods with him without permission to Railway premises, he shall be punishable with fine of ₹. ____

- (A) 1000
- (B) 400
- (C) 500**
- (D) 200

13. Speed limit of shunting of wagons loaded with explosive is ____ kmph

- (A) 15
- (B) 8**
- (C) 5
- (D) 12

14. The colour of Forwarding Note for booking of explosive and dangerous goods is ____

- (A) red
- (B) blue
- (C) pink**
- (D) yellow

15. If any person carries dangerous goods with him without permission to Railway premises, he shall be punishable with fine of Rs. ____

- (A) 500
- (B) up to 1000
- (C) 200
- (D) Both B and C**

16. Dangerous goods have been classified into ____ groups

- (A) 8**
- (B) 7
- (C) 10
- (D) 9

Q) Explain the procedure for booking of Military Consignment?

Ans:-

1. The consignment that booked under MILRAIL is said to be military consignment.
2. The siding where only military consignment and military store material is booked is known as military siding.
3. The siding charge is to be levied on per trip basis on actual trip on public tariff.
4. As per priority schedule/ preferential traffic schedule it has been provided under priority A.
5. Demurrage, wharfage and ODC charges will be collected on public tariff rate.
6. No WRF is levied for military consignment.
7. Indent is to be placed as per demand of wagon required for booking military consignment/ store material.
8. Military consignment is booked either in train load or wagon load.

9. When consignments are booked in military owned wagon then for train load, the class rate will be LR1 and at wagon load, the class rate will be 120.

10. When the consignments are booked in railway owned wagon in train load, the class rate will be 110 and at wagon load, the class rate will be 150.

11. The freight charge will be levied as per PCC of the wagon.

12. When explosives are booked as military consignment the forwarding note com. 691 F is to be filled.

13. If any specific route is selected that should be mentioned in the forwarding note overleaf.

14. No empty haulage charge is to be levied for military coach or special train.

15. All the registers of military siding are maintained same as other public siding.

16. The employees deputed in military siding (railway staff) their wages are borne by the defence ministry and credited to railway account.

17. On scheduled date balance sheet is to be prepared and sent to traffic accounts office.

Multiple Choice Questions

1. WRF charge for military traffic is____

(A) 50% of normal BG rate

(B) 25% of normal BG rate

(C) No WRF is required

(D) None

2. Military traffic booked in T/L in military owned wagon, the chargeable class rate is____

(A) 110

(B) LR1

(C) 120

(D) 150

3. Military traffic booked in W/L in military owned wagon, the chargeable class rate is____

(A) 110

(B) LR1

(C) 120

(D) 150

4. Military traffic booked in W/L facility in railway owned wagon, the chargeable class rate is____.

(A) 110

(B) LR1

(C) 120

(D) 150

5. Military traffic booked in T/L facility in railway owned wagon, the chargeable class rate is____.

(A) 110

(B) LR1

- (C) 120
(D) 150

6. The freight charge for military traffic is levied as per_____.

- (A) PCC of the wagon**
(B) weight of the consignment loaded
(C) 50% of actual weight
(D) none

7. Empty haulage charge is to be levied for military coach or special train at the rate _____.

- (A) 200 km
(B) 500 km
(C) no empty haulage charge is to be levied
(D) none

Q) Explain the procedure for booking of RMC and store booking?

Ans:-

1. Railway material booked by one railway official to another railway official for railway use is called Railway Materials consignment.

2. Indent or memo should be placed well in advance for departmental wagon. In case of urgency certified copy by Senior Scale officer should be submitted through control order no on the date of movement.

3. Priority for placement of departmental wagons at different stations shall be decided by Sr. DEN (Co), In case of urgency Sr. DEN (Co) may decide to place departmental wagons even at stations where no indents are available.

4. No WRF is collected.

5. In case of loading or unloading from multiple points, booking should be done "to or from "the farthest station or point.

6. Loading or unloading can be done either at a station or in the block section.

7. Charging of all types of RMC shall be in notified Class rate of the commodity on travelled distance basis.

8. Forwarding Note No. T-1601 should be executed for booking of RMC.

9. If consignment is to be moved in departmental wagons then train load charges with a concession of 30% shall be levied.

10. No charges for wagon load, busy Season charge, development charge etc. shall be levied on booking of RMC materials in departmental wagons.

11. For payment of freight credit notes duly signed by in charge will be accepted. RMC credit note should be used only for carriage of Railway material and Stores booked by and to Railway official in their official capacity.

12. RMC credit note book will be supplied to officers who are authorized to issue the same. It is prepared in 3 copies.

- a. Accounts office
- b. Booking Station
- c. Record

Accounts foil of RMC note is submitted to the Accounts office as monthly return.

Sometimes the station foil is treated as forwarding note and pasted in the record foil of the RR.

13. RMC which are carried free of cost are listed in IRCA goods tariff and coaching tariff. Free service way bill (FSW) is issued at the time of booking of such goods.

14. RMC booked under general service rules then charges applicable as general traffic, like wharfage and demurrage charges and free time etc. No wharfage charges shall be levied on RMC lying at such railway premises which are exclusively for handling RMC.

15. If RMC loaded rake consists of more than one commodity, it shall be charged on per wagon basis for the type of commodity loaded. If any wagon contains more than one commodity then highest class of the commodity loaded in that wagon shall be charged.

16. Charges shall be levied as per the carrying capacity of departmental wagons as painted on them and general service wagons shall be charged at notified PCC.

17. RR shall be issued in all cases of booking of RMC, if RR not issued prior to movement of RMC then within 15 days RRs should be issued unless further movement of material shall not be done.

18. Commercial staff will not be responsible for supervising either the loading or unloading of the RMC. Railway materials will be loaded or unloaded by the departmental officials concerned as per programmed received from control.

19. No siding charges should be levied on RMC and Stores booked in departmental wagons, as well as general service wagons to or from private and railway sidings for train load and wagon load.

20. Demurrage charges will not be collected on departmental wagons and on condemned wagons of general service.

21. Separate delivery book will be kept at destination station for granting delivery.

22. The programme of material train should be given to the Chief Controller at least one day in advance.

23. Terminal charge is not leviable on the RMC traffic moving in Departmental Wagons but is leviable when booked in general Service Wagons.

24. Diversion fee will be applicable in case of diversion of RMC traffic in all types of wagons.

25. Freight on railway material carried by General Service Wagons is to be credited only to earnings. But freight on railway material carried by Departmental Wagons is to be taken as reduction in expenditure.

Multiple Choice Questions

1. For booking of RMC which forwarding note is required?

- (A) F-691
- (B) F-656
- (C) T-1601**
- (D) F-627

2. For booking of RMC, the WRF amount is ____.

- (A) Rs 50000/-
- (B) Rs 3000/-
- (C) no WRF required**
- (D) none

3. If RMC is to be booked in departmental wagon, then train load charges are taken ____.

- (A) normal freight
- (B) with a concession of 30%**
- (C) with a concession of 50%
- (D) none

Q) Explain the procedure for booking of Booking of contraband goods ?

Ans:-

1. Contraband goods are those, consignment which is prohibited for carriage or the possession under the law in normal circumstances.

2. It is widely categorized as arms, ammunition, military stores etc.

Arms: - Includes firearms, bayonets, swords, daggers, spears, bows and arrows etc.

Ammunition: - Includes dynamites, RDX and other explosive materials.

Military stores: - Material notified as in Gazette of Central Government.

3. Contraband goods are accepted for booking when transported by a person who is lawfully entitled to possess such items along with him.

4. For booking of contraband goods license is required, it may be booked in the following exceptional circumstances: -

- (a) Contraband goods on orders of Central or State Government.
- (b) At the time of export/import of contraband goods.
- (c) When a licensed dealer transports chlorate for industrial/agricultural/ medicinal use, it may be booked.

5. Whenever these articles are booked, they should be accompanied by a license.

6. Two copies of license should be produced along with forwarding note at the time of booking of contraband goods and details mentioned in forwarding note.

7. It shall be satisfied that the arms and ammunition should tally with the description given in the license and arms, ammunition or military stores should be written on packages.

8. The license is identical with the copy received from the license granting authority.

9. Booking and carriage of contraband goods will be done as per the route mentioned in the license.

10. At the time of preparation of Railway Receipt, license number should be written on Railway Receipt and Railway Receipt number on License.

11. One copy of license will be kept as record along with forwarding note and the other copy will be sent to destination station that should accompany with the consignment along with the invoice.

12. Stacking of Contraband goods should be done at a safe place and separate summary should be prepared.

13. Information will be given to security department for safe loading/ unloading and during transit.

14. All packages or wagons should be dispatched at a time.

15. Delivery may be granted at destination station in presence of RPF on presentation of a copy of license along with Railway Receipt.

16. Contraband goods should not be detained at en-route but for investigation nominated officer can detain them at en- route for checking.

17. Soon after dispatch, a message is sent from forwarding station to destination station.

18. If Contraband goods not tallied with the original license, the delivery of consignment should be withheld and a report is sent to the nearest police authority or a magistrate.

19. If packages or seals are found in broken state, immediately informed the same to GRP and RPF.

20. Unclaimed contraband goods should not be auctioned, and they will be handed over to concerned department.

Multiple Choice Questions

1. Contraband goods include ____ consignment

- (A) Arms
- (B) Ammunition
- (C) Military stores
- (D) All of the above

Q) Explain the procedure for booking carriage of Offensive goods?

1. Goods which are of bad smell and liable to spoil other goods by their contact are known as offensive goods.

2. Under rule no 1990, different type of Offensive Goods is:-

a. Dry Blood

b. Corpses

c. Carcasses of dead animals

d. Bones excluding bones bleached and cleaned for production of articles.

e. Municipal or street sweepings or refuse.

f. All manures except chemical manures

g. Rags other than oily rags.

h. Any decayed animal or vegetables.

i. Parts of human body, ashes, skeleton

3. Offensive goods should not be stacked at station.

4. Entire consignment should be brought together and loaded directly to the wagons.

5. These goods should not be loaded with general goods.

6. Loading and unloading of such goods will be done by consignor or consignee.

7. Pre-payment of freight is compulsory.

8. These goods should be loaded and charged as per permissible carrying capacity of wagon.

9. These goods should not be kept with general goods. If these goods are to be kept with general goods, they should be kept at a safe distance.

Rules: --

Section 67 of Railway Act: - According to this section, no person is permitted to bring Dangerous or Offensive Goods to railway premises. For booking of offensive goods advance intimation should be given to Station Manager.

Section 165 of Railway Act: - According to this section, any person contravenes the provisions of Section 67, i.e. carries with him Offensive Goods without permission to Railway premises; he shall be punishable with fine up to ₹. 500/-. He shall also be responsible for any loss, or damage caused due to by reason of bringing of such goods on the railway.

Q) What is Railway Receipt explain briefly?

Ans:-

1. Railway receipt is governed under section 65 of RA, 1989.
2. Soon after loading and weighment of consignment, the weighment details is fed in TMS and railway freight is collected from consignee and railway receipt is generated.
3. The RR is a legal document and all details of the consignment including details of consignor and consignee, weight and number of packages are mentioned in it.
4. Separate RR stationary are used for local and foreign traffic.
5. The RR stationary are serially machine numbered.
6. RR has 4 foils namely, Railway Receipt, Accounts, Invoice and Record.
7. Record foil is kept in safe custody, Receipt foil is handed over to the party, and Accounts foil is sent to the accounts office and Invoice foil is sent to destination point through Guard.
8. The RR contains separate columns and the details like RR number, invoice number, forwarding note number and date, name and address of consignor and consignee, To and From station, class, rate, weight chargeable and actual freight etc. are reflected in the RR .
9. All the foils should be signed by the Station Manager/ CGS and affix station stamp before handing over the same to party.
10. RR should not be issued in the names of more than one person.
11. On the reverse of the RR, some important instructions and rules are printed.
12. RR number consists of 9(nine) digits.
13. FNR number consists 11(eleven) digits is also printed during RR generation.
14. The meaning of starting three digits of RR numbers is as follows:-
 - (a) 211 for local traffic (DD payment)
 - (b) 212 for foreign traffic (DD payment)
 - (c) 261 for local traffic(e-payment)
 - (d) 262 for foreign traffic(e-payment)
 - (e) 241 for local traffic insufficient fund for e-payment
 - (f) 242 for foreign traffic insufficient fund for e-payment

Q) What is -ET- RR?

Ans:-

1. The scheme of eT-RR provides facility for transaction of Railway Receipt to rail users electronically through TMS / FOIS.

2. Electronic transmission of Railway Receipt is a user friendly and paperless transaction system. To avail this facility the customers will have to pre-register themselves as per the guidelines, through FOIS.

3. At the time of booking consignment, registered customer will have to opt for issue of eT- RR and that option will be captured by the system.

4. After loading completion eT - RR would be generated and transmitted through FOIS. Once eT - RR is generated and freight charges are collected, no correction will be permitted in it.

5. eT - RR will capture the:-

(i) Name and designation of the Goods clerk.

(ii) Time of transaction.

(iii) Location of transaction.

6. In case of more than one RR is issued for a rake, combination of eT - RR and normal RRs will be allowed as per the choice by the customer.

7. eT - RR is applicable for all freight traffic, including container traffic and iron – ore.

8. eT -RR is applicable for multiple RRs.

9. eT- RR is applicable to single consignor traffic, but as an exception in case of FFS traffic, eT-RR is applicable.

10. eT - RR is applicable for the freight traffic originating from single point as well as from multiple points.

11. When eT - RR is generated, a system generated message containing FNR No will be sent to the consignor on his registered email ID and /or SMS to registered mobile number stating that it can open and view the details.

12. System will also send a PDF copy of eT - RR to the consignor. The consignor may take a print of the PDF format.

13. For viewing the eT -RR, the consignor shall login the e-demand module on FOIS by using ID and password and choose eT -RR. The system will guide to fill FNR No and the password. On entering the same eT-RR will be viewed. The party will be directed with two options:-

(i) Transfer of eT - RR to any of the registered user or to the invoiced consignee.

(ii) Surrender of eT - RR to railways for issue of super sessional RR.

14. The consignor will be able to transfer the eT - RR through FOIS system only. For this one OTP is needed, which will be sent by the system after the request is made.

15. When eT - RR is transferred, a system generated message will be sent through email / SMS to the consignee / registered users of the organization. A confirmation message of successful transfer will also be sent to the consignor.

Q) What is E-Payment module?

Ans:-

1. E-payment means payment of freight by debiting customer's account and crediting Railways account with bank online. This facility is provided to corporate customer. This facility is developed by CRIS which acts as a co-coordinator between Indian Railway and Bank.

2. E-payment is a facility to rail users to make payment of freight charges directly from their bank account to railway's bank account through electronic means.

3. Customer must have account exclusively for this purpose at any internet banking enabled branch.

4. E-payment can be done through Terminal Management System (TMS).

5. A Tripartite Agreement will be entered into by the Railway, Nationalized Bank and the Customer for operating the E-payment system, in order to authorize the Bank to collect funds (freight charges) from the consignor's bank account maintained with them and transfers the same to Railway's Account.

6. After signing agreement Railways will give a unique customer code.

7. At loading point/terminal goods clerk will key customer code & other particulars through TMS.

8. Above data is captured by CRIS and passed on to bank.

9. Bank will process the data, and debit the freight from- customer's account and credit the same to Railway account.

10. On getting success message, FOIS will generate paid ERR .In case of unsuccessful transaction,

FOIS will generate paid ERR up to the LC limit.

11. This facility is introduced to provide better service to rail customers & reduce cash transactions.

12. Any rail customer having regular business with railway may apply to the CCM to avail this facility. CCM in consultation with FA & CAO of the originating railway may decide to accept or reject a request for electronic payment of freight charges through E-payment system.

13. Letter of Credit(LC) and Bank Guarantee (BG) is designed to be a security to enable Railways to issue Paid E-RRs even in cases in which no positive electronic confirmation is received by Railway about the freight charges having been transferred from the customer's Bank account to Railway's bank account.

14. Customers intending to opt for e-payment facility will be required to open an irrevocable Letter of Credit (LC) in favour of the Railway at a branch of a bank mutually

agreed upon by the customer and Zonal Railway for an amount equivalent to 2(two) days of average freight of the highest transaction month of the last financial year.

15. The LC should be valid for 12 months from the date of commissioning of the e-payment facility with a provision permitting its encashment up to 15 days after the validity period of LC.

16. A separate category of Railway Receipts (RR) called “E-RR” which will be issued under e-payment scheme.

17. Withdrawal/Termination of e-payment facility:-

In case of frequent system failures leading to lack of communication between the TMS and the Bank, the electronic payment facility will be withdrawn in respect of such party by the Railway and manual system of payment shall be introduced. Railways will give a notice of 14 days from the date of issue to the party and the bank before terminating the Tripartite Agreement. Termination of Tripartite Agreement can also be done either by the consignor or the bank after giving a similar notice of 14 days.

Q) What is Electronic way bill?

Ans:-

1. Electronic Way Bill or E-way bill is a document required to transport goods from one place to another if the goods value exceeds Rs.50,000/-.

2. E-way bill is generated from the GST portal before transporting the goods by railways.

3. The document will contain details of the goods being transported along with the name and address of the consignor, consignee, or transporter.

4. E-way bill can be generated either by the consignor or by the consignee and if it is not generated by them, then a transporter can generate this bill from the GST portal.

5. Even an unregistered transporter may generate E-way bill. But for an unregistered transporter, he must first register on the E-way bill portal.

6. The transporters are not responsible to generate an E-way bill in case of transported the consignment, but on demand of consignor or consignee he may do so.

7. The documents which are necessary to generate the E-way bill are:-

a.) Tax Invoice

b.) Delivery Challan

c.) Transporter ID

d.) Transport document number

e.) Details of the RR number with the date of the document should be provided.

f.) The approximate distance covered (in KM) has to be mentioned in the document.

g.) 11 digit FNR number is to be provided.

8. E-way bill are compulsory for intra-state movement of goods for all states except Delhi.

9. Validity of E-way Bill:-An E-way bill is valid for the distance travelled by the goods. Validity is calculated from the date and time of generation of E-way bill:-

(a) Other than over dimensional cargo, less than 100 Kms - 1 Day

(b) For every additional 100 Kms or part thereof additional - 1 Day

(c) For Over dimensional cargo, less than 20 Kms -1 Day

(d) For every additional 20 Kms or part thereof additional - 1 Day.

10. Validity of Eway bill can be extended also. The generator of such E-way bill has to visit office, either four hours before expiry or within four hours after expiry then only validity may be extend.

11. Delivery of consignment is to be made only after verifying the relevant E-way bill.

Multiple Choice Questions

1. Customer seeking e-demand registration has to enroll pre-registration on ____.

(A) COIS

(B) FOIS

(C) CRIS

(D) none

2. The Customer seeking e-demand registration has to submit relevant documents to concern Sr DCM in original for authenticity within ____.

(A) 10 days

(B) 7 days

(C) 15 days

(D) 20 days

3. Who will issue user ID to the customer seeking for e-registration of Demand?

(A) Sr DCM

(B) Sr DOM

(C) DRM

(D) CCM

4. In case of customer having e-demand registration facility, WRF is paid in ____.

(A) cash

(B) credit note

(C) e-payment

(D) none

5. Clubbing of commodities is permitted in a wagon up to maximum of ____.

(A) 4

(B) 3

(C) 2

(D) 5

Q) What is Open delivery & Assessment Delivery? State the procedure for granting delivery of Goods as Open & Assessment Delivery?

Ans:-

1. When consignments arrive at the destination in leakage , pilferage or shortage condition or shows signs of having been tampered with, the consignee or the endorsee demands open delivery, and the Railway Administration shall give open delivery (As per Sec. 81 of RA – 1989).

2. The owner should apply to the Station Master in writing and produce the original RR and trade invoice to prove his ownership and consignments are delivered in presence of RPF staff to witness open delivery.

3. The open delivery granting official will prepare a Joint Survey Report (JSR) in four copies. (Party, OD granting official, SM and RPF)

4. The extent of shortage to be note down after comparing details of the consignment booked as per railway receipt and also by physical counting of the packages and their contents.

5. To find out the correctness of the Invoiced weight the consignment is reweighed and entries should be made in the reweighment register.

6. The consignee should also sign with a remark as "I agree without prejudice." The consignee is permitted to make remarks in the delivery book for the actual weight delivered to him.

7. DDM is sent to last sealing station or forwarding station within 6 hrs. of unloading the consignments.

8.) Open delivery official will send the Joint Survey Report to CCO in three copies with the following enclosures for the settlement of claims:-

a. Trade invoice

b. Copy of the remarks passed by the party in the delivery book

c. Details of shortage

d. Copy of the PDC (partial delivery certificate)

e. Missing Goods Repot.

9.) Open delivery is a matter of short in quantity of consignment so DCR is issued.

Assessment Delivery:--

1. When a consignment is received in a damaged or deteriorated condition and delivered to the party after assessing the extent of damage as requested by the consignee, it is known as "Assessment delivery."

2. The owner should apply to the Station Manager in writing for assessment delivery and should produce the original RR and trade invoice to prove his ownership.

3. Assessment delivery should be done immediately or as early as possible to avoid further deterioration of goods.

4. Assessment delivery granting official will prepare a Joint Survey Report (JSR) in four copies.

(Party, Assessment delivery official, SM and RPF). Damaged goods must be examined and sorted out of lots, according to the extent of damage as follows:-

(a.) Fit for human use.

(b.) Fit for animals.

(c.) Fit for manure.

(d.) Unfit for "NO" use.

5. The extent of damage shall be assessed on the basis of visual examination and such other chemical or physical tests as required. If it is difficult to assess the percentage of damage to be determined then market expert may be called for the same.

6. The consignee is permitted to make remarks in the delivery register as follows:

"Damage assessed for as per assessment report by on "

7. Assessment delivery granting official will send the JSR to CCO for settlement of claim raised by the party, with the following enclosures:-

(a.) Trade invoice.

(b.) Copy of DD message.

(c.) Seal cards with seal.

(d.) JE/Mechanical certificate.

(e.) Details of damage in percentage.

8. Assessment delivery is based on quality of the contents so DQR is issued.

9. If the consignee does not agree to the damage assessed, opinion of two independent market experts to be obtained and submitted to CCO.

Q) Write Short notes for Memo Delivery, Value Payable System?

Memo Delivery: -

After unloading the packages entry is done in unloading book and is connected with relevant invoice. If invoice is not available/ received, then as per railway marking on packages, a memo will be prepared and entry will be done in memo delivery book. Therefore, on presentation of Railway receipt, entry will be done in delivery book and delivery will be granted. In case there is no marking on packages and Railway receipt is not produced, delivery will be granted on the basis of indemnity bond with DCM's permission. In case of permissible goods of there is no marking on packages, Railway receipt is not produced and invoice is not received, cost of goods will be collected and then delivery will be granted. Separate money receipt will be issued to party. On presenting the railway receipt within 6 months, the amount will be refunded.

Value Payable System: -

While booking goods in this system, consignee's name and address is not written on the forwarding note, instead 'Self' and name of destination station is written. On the packages and Railway receipt also, 'Self' and name of destination station is written. Railway receipt will be endorsed on consignee's name by consignor.

Consignor will send railway receipt and other documents to a bank or post office at destination station. By depositing cost of goods in the bank /post office consignee will obtain Railway Receipt. On presenting railway receipt in goods shed, delivery will be granted.

(Q) What is Partial delivery certificate (PDC)?

Ans:-

1. As per section 76 of Railways Act 1989, a consignment shall be delivered to the consignee on surrender parcel way bill.
2. Whenever part consignment is received, the destination station master should issue DDM to forwarding station and all junction stations.
3. Even when part of the consignment is received, party should take delivery on payment all charges due by surrendering the original parcel way bill.
4. Whenever railway offers delivery of such part consignment, party cannot refuse to receive delivery of consignment.
5. If party refuses to effect delivery, wharfage charges will be collected.
6. The party is permitted to pass a remark regarding the number of packages actually received.
7. In all such cases, formalities of open delivery should be followed.
8. All the on hand packages should be counted, weighed separately and recorded in the presence of RPF.
9. Partial delivery certificate is prepared indicating parcel way bill particulars and actual number of packages that not taken delivery by the party.
10. Whenever remaining consignment is received, the same is given delivery on collection of the PDC from the party.
11. Consignments received in parts should be treated as separate for calculation of wharfage charges.
12. Party should pass a remark in the delivery book as "full consignment received" under clear signature.

Multiple Choice Questions

1. In normal condition delivery of parcel is granted on production of _____

- (A) Railway Receipt
- (B) Parcel Way Bill**
- (C) Indemnity Note
- (D) None

2. How many foils of PWB are?

- (A) 3
- (B) 5
- (C) 4**
- (D) None

3. The damaged package is reweighed or opened in presence of _____

- (A) SMR
- (B) CGS
- (C) RPF**
- (D) None.

4. DD Message will be issued within _____ hours from the opening of the wagon

- (A) 6**
- (B) 8
- (C) 4
- (D) 5

5. In case of Memo delivery, the validity of the money receipt is _____ years

- (A) 2
- (B) 3**
- (C) 1
- (D) None

6. The presence of RPF is mandatory in case of _____ delivery

- (A) Assessment
- (B) Memo
- (C) Open**
- (D) None

7. Partial delivery is granted as per provision of section _____ of Railway Act.

- (A) 81
- (B) 80
- (C) 82**
- (D) 77

8. Railway Administration is empowered to grant open delivery as per section _____ of Railway Act.

- (A) 81**
- (B) 76
- (C) 82

(D) None

Q) How Goods can be delivered in absence of Railway Receipt?

Ans:-

As per section 76 of Rly act 1989, delivery of consignment will be granted on surrender of proper RR. If RR is not available, then delivery may be granted on execution of Indemnity note.

Indemnity note is a legal document on which stamp duty is levied and it varies from state to state. Indemnity note is available from SM office, Goods shed or Goods office, SM is entitled to grant delivery of goods up to rupees one lakh on the basis of indemnify note, if the cost exceeds then, delivery will be granted by DCM's permission and the following information's are written in the indemnity note :-

A.) Booking particulars

B.) Description of goods

C.) Cost of goods

D.) Signature and name of the consignee

E.) Signature of one surety

F.) Signature of two witnesses and their details including bank account no

G.) signature of SM, date and station seal

Types of indemnity bond:-

1.General Indemnity bond:--

(a) If any business man, who has regular business transaction with railways but due to some reason, unable to produce original RR. Such business men have given the facility of General Indemnity note.

(b) The business man has executed the indemnity note and it will be send to Sr. DCM office for approval. After approval it will return back to SM's office and recorded in a separate specific register to keep record.

(c) On getting delivery of the consignment, the customer has to submit original RR within 10 days.

(d) If the party fails to do so then stamped indemnity bond is to be executed or otherwise the facility given to the business man will be terminated.

(e) When consignment is booked to self shall not be granted delivery on the basis of general indemnity note.

(f) Its validity is 3(three) years.

2. Un stamped indemnity note:--

It is a printed form and it is free from stamp duty. It can be obtained free of cost from SM office or Goods office /shed. The indemnity note is accepted for the following condition:-

(a) At the time of low value goods, the facilities are given to certain business man keeping in mind to vacate space in goods shade.

(b) Perishable consignment with perishable deposit.

(c) Goods booked to registered co-operative society.

(d) Goods booked to Govt. official in their official capacity.

(e) Low value goods.

3.) Stamped indemnity note:-

(a) The note execute on a stamp paper known as stamped indemnity note.

(b) For stamped indemnity note one surety and two witnesses are required.

(c) The candidate nominated for surety must be a reputed businessman or renowned person whom the station master is personally known.

(d) If the consignment are booked as "self " then two indemnity bonds are needed, 1st indemnity bond is to be executed by the SM of originating station by obeying the rules, the bearer of that indemnity bond is the legal owner of the consignment and mention the name and other details during execution of 1st indemnity bond, the party will carry the same to destination station and on the basis of 1st indemnity bond another indemnity bond is executed at destination station and on submission of both the indemnity bond at destination station the consignment will be granted delivery to the party .

Multiple Choice Questions

1. Station Master can grant delivery of goods costing up to ____ rupees on the basis of Indemnity Note.

- (A) 2 lakh
- (B) 50 thousand
- (C) 75 thousand
- (D) 1 lakh**

2. How many types of indemnity notes are?

- (A) 1
- (B) 2
- (C) 4
- (D) 3**

3. Delivery of goods/ parcel may be done without RR/PWB on the basis of ____

- (A) Indemnity note**
- (B) Invoice
- (C) Money Receipt
- (D) None

4. Delivery of goods booked to self will not be granted on the basis of _____ indemnity note

- (A) Stamped
- (B) Unstamped
- (C) General**
- (D) None

5. On taking delivery on the basis of General indemnity note, Railway receipt or stamped indemnity note should be produced within _____ days from the date of delivery.

- (A) 15
- (B) 10**
- (C) 20
- (D) 5

6. The validity of General indemnity note is _____ months

- (A) 6
- (B) 24
- (C) 36**
- (D) 48

7. In case of booking of newspaper and magazine the minimum chargeable distance is _____ km

- (A) 150
- (B) 250**
- (C) 100
- (D) None

8. When the perishable goods are unloaded without guard foil of PWB, and party demands for delivery of such parcels without PWB then which delivery will be given to party ?

- (A) Memo delivery**
- (B) Open delivery
- (C) Assessment delivery
- (D) None

9. In case of Memo delivery, the cost of perishable goods is collected from _____

- (A) Beejack rate
- (B) Rate given by the party
- (C) Market rate prevailing on the day**
- (D) Rate given by the party.

Q What is Punitive Charge? How punitive charge is levied in different situations?

Ans:-

1. Section 72: As per section 72, excess loading beyond the Carrying Permissible is an offence.

2. If excess load is detected in a wagon beyond its permissible carrying capacity, then for excess load a charge is collected by Railway Administration except in addition to freight, which is known as punitive Charge.

3. As per section 73 of Railway Act 1989, there is provision of levying punitive charge by Railway Administration.

4. If excess loading is found beyond the PCC, Railway Administration has a power to recover following charges from Consignor, Consignee or Endorsee:-

i. Punitive charges for over loading.

ii. Demurrage Charge for detention of Rolling Stock at the time of load adjustment.

5. If load adjustment is done at associated weigh bridge located at loading point itself or serving station of the siding, no detention charge for overloading wagon is levied up to the free time allowed for loading.

6. No punitive charge is levied , if the customer carries out load adjustment at the originating station itself.

7. On detection of overloading , other than originating point, if customer carries out load adjustment at such point , punitive charge shall be levied for the distance travelled by the train hauling the wagon from the originating station to the load adjustment point.

8. There are two situations for levying punitive charges which are as follows:-

SITUATION 'A':- "If the actual weight in a rake does not exceed the combined permissible carrying capacity of the rake".

SITUATION 'B':- "If the actual weight in a rake exceeds the combined permissible carrying capacity of the rake."

Part 1:- For all wagons Except BCNHL and BCCW wagon.

Situation	Up to - 1 Tonne	More than 1 Tonne up to 4 Tonne	More than 4 Tonne
'A'	Normal Freight	2 times of applicable freight of the commodity	3 times of the Highest Class Rate
'B'	Normal Freight	3 times of the Highest Class Rate	5 times of the Highest Class Rate.

Part 2 :- For BCCW wagons

Situation	Up to - 3 Tonne	More than 3 Tonne
'A'	2 times of applicable freight of the commodity	3 times of the Highest Class Rate
'B'	3 times of the Highest Class Rate	5 times of the Highest Class Rate.

Part3:- For Container Traffic

Situation	Up to – 1 Tonne	More than 1 Tonne up to 4 Tonne	More than 4 Tonne
'A'	Normal Freight	2 times of applicable freight of the commodity	3 times of the Highest Class Rate
'B'	Normal Freight	3 times of the Highest Class Rate	5 times of the Highest Class Rate

Part3:- For BCNHL wagons

Situation	Up to – 0.5 Tonne	More than 0.5 Tonne up to 3.5 Tonne	More than 3.5 Tonne
'A'	Normal Freight	2 times of applicable freight of the commodity	3 times of the Highest Class Rate
'B'	Normal Freight	3 times of the Highest Class Rate	5 times of the Highest Class Rate

- Note :-
1. Punitive charge will be applied on NTR
 2. Excess charge within tolerance weight will be charged normal rate.
 3. In situation 'A' the punitive charge will be recovered only on the weight excess than Permissible Carrying Capacity and tolerance weight.
 4. In situation 'B' if the excess weight beyond tolerance limit , the punitive charge will be recovered on entire weight over PCC.

Multiple Choice Question

1. ____ charges are collected for overloading of goods in the wagons.
(A) Demurrage
(B) wharfage
(C) Punitive
(D) Stacking
2. Punitive charges are given in ____ part.
(A) 3.
(B) 2
(C) 4
(D) 5
3. Punitive charges are collected under situations____.
(A) 'A', 'B' and 'C'
(B) 'A' and 'B'.
(C) 'A', 'B', 'C'.and 'D'
(D) None of the above
4. For BOXN wagons under situation 'A' tolerance is given up to ____ tons.
(A) 0.5 tonnes
(B) 0.8 tonnes
(C) 1 tonnes.
(D) none of the above

5. Under which section of Railway Act 1989 punitive charge is collected?

- (A) 66
- (B) 73**
- (C) 76
- (D) 65

6. Punitive charge will be levied on ____.

(A) Normal Tariff Rate.

- (B) Base freight Rate
- (C) freight per tonne
- (D) None of the above

7. Excess weight within tolerance weight will be charged with ____.

(A) Normal rate.

- (B) Two times of the freight rate
- (C) Three times of the freight rate
- (D) None of the above

8. For BCNHL wagons tolerance is exceeding PCC up to ____.

- (A) 1 tonne
- (B) 0.5 tonne.**
- (C) 2 tonnes
- (D) none of the above

9. For containers traffic tolerance is overloading exceeding PCC up to ____.

- (A) 0.8 tonne
- (B) 0.5 tonne
- (C) 1 tonne.**
- (D) None of the above

10. Under situation 'A' for container traffic if overloading is exceeding PCC by more than one tonne and up to four tonnes then punitive charge ____ is leviable.

(A) 2 times of freight rate class

- (B) 3 times of freight rate class.
- (C) 3 times off highest rate class
- (D) None of the above

11. Under situation 'B' for container traffic if overloading is exceeding by PCC by more than one tonne and up to four tonnes then Punitive charge ____ is leviable.

- (A) 2 times of freight rate class
- (B) 3 times of freight rate class
- (C) 3 times of highest rate class.**
- (D) 5 times of highest rate class

12. Under situation 'A' for BCNHL wagons if overloading is exceeding PCC by more than 0.5 tonne and up to 3.5 tonnes then Punitive charge ____ is leviable

- (A) 2 times of freight rate class.**
- (B) 3 times of freight rate class.
- (C) 3 times of highest rate class
- (D) 5 times of highest rate class

13. Under situation 'B' for BCNHL wagons if overloading is exceeding PCC by more than 3.5 tonnes then Punitive charge___ is leviable.

- (A) 3 times of freight rate class
- (B) 5 times of freight rate class
- (C) 3 times of highest rate class
- (D) 5 times of highest rate class.**

14. Under situation 'A' for BOXN wagons if overloading is exceeding PCC by more than 4 tonnes then Punitive charge is levied as___ .

- (A) 2 times of freight rate class
- (B) 3 times of freight rate class.
- (C) 3 times of highest rate class.**
- (D) 5 times of highest rate class

15. On detection of overloading at other than originating point if load adjustment is done by party Punitive charge shall be levied for the distance___.

- (A) Originating to destination station
- (B) Originating to point of detection.**
- (C) Point of detection to destination
- (D) None of the above

16. Under situation 'B' for BOXN wagons if overloading is exceeding PCC by more than 4 tonnes then Punitive charge is levied as ___.

- (A) 2 times of freight rate class
- (B) 3 times of freight rate class
- (C) 3 times of highest class rate
- (D) 5 times of highest class rate.**

17. Under situation 'B' for BOXN wagons if overloading is exceeding PCC by more than 1 tonne and up to 4 tonnes then Punitive charge is levied as ___.

- (A) 2 times of freight rate class
- (B) 3 times of freight rate class
- (C) 5 times of highest rate class
- (D) 3 times of highest rate class.**

Q) What is Rebooking & Diversion and explain the procedure for Rebooking and Diversion of Goods?

Ans:-

Rebooking:-

1. When the consignment are booked for a destination but on arrival at original destination, the consignment are not delivered but booked for another new destination station or back to its originating station the process is known as rebooking.

2. Wagon loads/Train loads may be rebooked under the orders of Sr. DCM / DCM.

3. For rebooking, goods must have reached at original destination.

4. The party must apply to SM of the original destination enclosing with a fresh forwarding note.

5. For rebooking, the packages should be in sound condition, if the packages are defective, a remark should be obtained in the forwarding note.

6. On granting permission from competent authority, a fresh invoice should be issued in which the paid on charges i.e., all charges outstanding at rebooking station indicating the demurrage and/or wharfage, which may have accrued together with additional charges up to the final destination station.

7. Full particulars of the original invoice should invariably be entered distinctly in the rebooking invoice.

8. Fresh RR is prepared when all railway dues are collected.

9. Old seal cards are removed and new railway marking is to be done.

10. Rebooking is not permitted in the following cases:

(a) Part consignment

(b) Live stock

(c) Perishables goods

(d) Dangerous goods

(e) Offensive goods

(f) Iron ore

(g) New destination station if not opened for the consignment that rebooked.

(h) New destination station if restricted or ban for the consignment that rebooked.

Diversion of Goods: -

1. When the Consignment are booked for a destination but without reaching to its original destination, if the consignment are diverted through a junction station for another new destination station the process is called diversion.

2. The party should apply to Sr. DOM through the SM of the forwarding station for diversion.

3. Diversion is permitted by COM.

4. Diversion is permitted when

(a) Wagons not reached the original destination station.

(b) No detention of train due to diversion.

(c) Wagon should not pass over any portion already covered.

- (d) There should be no restriction to new destination.
 - (e) Wagon should not have passed the last diverting junction station.
5. Diversion fee is Rs.300/- per wagon.
6. RR should be produced and submitted for diversion at forwarding station.
7. When diversion is permitted, a message is sent to:-
- (a) Original destination
 - (b) Junction station en route
 - (c) New destination
 - (d) Traffic Accounts Office
8. SM of the Junction station will keep a watch for the wagon's arrival and alter the destination station name in the seal cards without tampering the original seals with code and full name of the new destination station.
9. SM of the forwarding station will collect the original RR and cancelled the same and issue a fresh RR on supersede the original RR, is known as Super Sessional Railway Receipt.
10. Original booking particulars and diversion details are shown in the fresh SRR.
11. After diversion the station master of the diverted junction station will convey the message to:-
- (a) Originating station
 - (b) Original destination station
 - (c) New destination
 - (d) Traffic Accounts Office
12. Diversions are not permitted in the following cases: -
- (a) When the wagons or rake passed through the diverted junction
 - (b) Live stock
 - (c) Perishables
 - (d) Dangerous goods
 - (e) Offensive goods
 - (f) Iron ore.

Multiple Choice questions

1. When Re - booking will be done?
- (A) Before arrival at destination station
 - (B) After arrival at original destination station**
 - (C) Both A & B

(D) None

2. Diversion can be done on _____ consignment

(A) wagon load

(B) train load

(C) both A & B

(D) None

3. The rate of Diversion fee per wagon is ₹. _____

(A) 300

(B) 500

(C) 750

(D) None

4. The Railway Receipt which is issued in case of Diversion, is called _____

(A) Money Receipt

(B) Supersessional RR

(C) PWB

(D) None

Q) Explain Demurrage and Wharfage Charges?

Ans:-

Demurrage charge:-

1. The charge levied for the detention of rolling stock after the expiry of free time allotted, if any, allowed for such detention.

2. It is charged on a flat rate basis for an hour or part of an hour.

3. The rate of demurrage charge is Rs.150/ per 8 wheeler wagon/hour or part of an hour.

4. For congested goods shed maximum 6 times of demurrage charge may be levied.
5. For notified goods shed where loading/unloading undergoes huge detention in such goods shed special instruction regarding levy of demurrage charge is to be imposed time to time by Zonal railways.
6. Rate of Demurrage shall be applicable equally to all type of goods wagon & coaching vehicle excluding passenger vehicle Irrespective of CC (carrying capacity).
7. Free time is not allowed when demand is cancelled after physical supply of wagon and demurrage charge is levied.
8. The working hours of notified stations are round the clock,
9. Demurrage charge is levied for full Rake.
10. Demurrage charge is levied for both private and public siding.
11. Demurrage Charges = (Rate x No. of wagons x Hour) + 5% GST.

Wharfage Charge :--

1. Wharfage charge is leviable on goods/consignment not removed from railway premises after the expire of free time. It is leviable for detention of goods at railway's premise like railway station, platform, goods shed, godown, railway siding or any other type of railway's premises. However, it is not leviable for detention of goods in railway's wagons or at private siding.
2. Wharfage is not leviable on the consignment held by railway administration on lien in terms of section 83 of Railways Act, 1989.
3. Free time for removal of goods from the railway premises will be as under:-

Group - I	12 working hours from the expire of the free time for loading/unloading of wagon/rake
Group- II	15 working hours from the expire of the free time for loading/unloading of wagon/rake
Group-III	30 working hours from the expire of the free time for loading/unloading of wagon/rake

Goods stacked in goods shed for loading/unloading that waiting for removal from Wagon or rake.

4. Railway premises will be classified into three groups as prescribed below on the basis of average number of rakes dealt with during the period 1st January to 30th April.

Group – I	More than 12 rakes per month
Group – II	7 rakes to 12 rakes per month
Group- III	Less than 7 rakes per month

5. Separate rates of wharfage are notified for each group of station for Goods traffic for all types of wagons, 4 wheeler or 8 wheeler or any other type.

Group	Per wagon, per hour or part hereof
I	₹. 150/-

II	₹. 120/-
III	₹. 75/-

6. Free time for removal of livestock from railway premises for loading /unloading is 3 hours.

7. Rate of wharfage charge in case of livestock will be Rs.5/- per head per hour or part thereof.

8. Customer should remove their livestock from railway premises within 12 hours of their unloading at destination station. In case customer fails to do so railway administration may dispose them as per section 83 of Railways Act, 1989.

9. In case excessive congestion or regularity of excessive congestion at any terminal, CCM/DRM can notify higher wharfage charge up to 6 times the prevailing rates applicable for first 24 hours. Higher wharfage charge should be implemented only after giving a due notice of 48 hours.

Guidelines regarding waiver and write off demurrage and wharfage charge.

Monetary limits for waiver of Wharfage charges and Demurrage charges

Designation of officer	Maximum amount of Demurrage per wagon which can be considered by an officer	Maximum amount of Wharfage per wagon which can be considered by an officer
General manager	Full powers	Full powers
CCM (PHOD)	₹. 1,00,000/-	₹. 1,00,000/-
DRM	₹. 25,000/-	₹. 25,000/-
CTM/Sr. DCM/DCM working as Branch Officer	₹. 6,000/-	₹. 6,000/-
DCM/DTM/Area Officer in senior scale	₹. 600/-	₹. 1200/-
ACM/ATM/ Area Officer in junior scale	₹. 300/-	₹. 300/-

Q) What free time is given for manual/mechanized loading/unloading in different wagons?

Ans:-

Type of wagon	Mechanized		Manual	
	Loading	Unloading	Loading	Unloading
Open Wagon -BOXN, BOXNHS,BOXNHA,BOX, BOY, BOI, BOYN,BOST	* 5.00 hrs	7.00 hrs	* 9.00hrs	9.00hrs
Hopper Wagon -BOBS, BOBSN, BOBR,BOBRN, BOBY, BOBYN etc.	* 5.00 hrs	2.30 hrs	N/A	N/A

Flat Wagon - BFR, BRN, BRH, BFK, BFKI, BFNS, CONCOR RAKES	N/A	N/A	8.00 hrs	8.00 hrs
Covered Wagon- BCN, BCNA, BCNAHS, BCNAHS, BCX, BCXN, etc.	N/A	N/A	1 to 20 = 5.00 hrs	1 to 20 = 5.00 hrs
			21 to 30 = 7.00 hrs	21 to 30 = 7.00 hrs
			31 & above = 9.00 hrs	31 & above = 9.00 hrs
Covered Wagon - BCNHL	N/A	N/A	1 to 20 = 5.00 hrs	1 to 20 = 5.00 hrs
			21 to 30 = 7.00 hrs	21 to 30 = 7.00 hrs
			31 to 45 = 9.00 hrs	31 to 45 = 9.00 hrs
			46 & above = 11 hrs	46 & above = 11 hrs
Tank Wagon (White Oil)	6.00 hrs	Up to 29 = 6.00	N/A	N/A
		30 & above = 8.00		
Tank Wagon (Black Oil)	7.00 hrs	Up to 29 = 7.00		
		30 & above = 9.00		
Live Stock	N/A	N/A	4.00 Hrs	2.00 Hrs
Container	3.00 hrs	3.00 hrs	N/A	N/A
Mini Rake	5.00 hrs	5.00 Hrs		

Note :- Vide Letter No TC-I/2019/201/6-Part(I) of dated 21.10.2020 additional free time of one hour per rake may be permitted for covering **open wagon** tarpaulins during loading of bulk/loose commodity for which packing condition P2 (a) is prescribed in Goods Tariff in all kinds of freight terminals eg. Goods shed, Sidings, PFTs etc.

Q) What is advance Stacking of Goods/ Consignment?

Ans:-

1. Advance stacking of goods at railway premises may be permitted by Zonal Railways without levy of any charge for this purpose.

2. DRM will notify detail instructions for advance stacking of goods at all stations/ loading point on their divisions, where advance stacking is permitted, and the number of days for which stacking is permitted indicating type of commodities which can be stacked / restricted etc.

3. Division may specify different stacking periods for different stations but in normal case the period may exceed by 5 (five) days.

4. Order of advance stacking is permitted only those rail users who have indented for supply of wagons and SLO is issued.

5. Sr. DCM in consultation of Sr. DOM will be authorized to grant 5 days for advance stacking, beyond 5 days DRM can give permission up to 10 days and further more GM can permit advance stacking for more than 10 days with consultation of COM and CCM. The permission of advance stacking may be granted keeping in view the traffic pattern, availability of space etc. Advance stacking shouldn't lead to hold up other inward or outward traffic.

6. Records should be maintained in stacking register like date, time of stacking etc. where advance stacking has been permitted.

7. Once advance stacking is granted, cancellation of Indent not permitted up to 15 days from the date of advance stacking, in case of cancellation of Indent, stacking charge will be levied for the whole period of stacking without giving any free time.

8. If the wagons are not supplied till 15 days, a rail user may cancel Indent after 15 days from the first day of advance stacking, no stacking charge will be levied, but consignment should be removed within 24 hours of cancellation of Indent, beyond those 24 hours wharfage charge will be levied.

9. Stacking charge is levied at the same rate of wharfage charge, as prescribed and as amended from time to time.

10. Waiver of Wharfage charge will continue to apply in the case of waiver of stacking charge.

Multiple Choice Questions

1. Free time for manual loading of Iron Ore in BOXN rake is ____ hours.

- (A) 7
- (B) 8
- (C) 9**
- (D) None of above

2. Free time for mechanised loading of Iron Ore in in BOXN rake is ____ hours.

- (A) 5**
- (B) 8
- (C) 9
- (D) None of above

3. Rate of wharfage charge at Group I goods shed is ____ per wagon per hour or part thereof.

- (A) Rs. 120
- (B) Rs. 75
- (C) Rs. 150**
- (D) Rs. 100

4. Rate of wharfage charge at Group II goods shed is ____ per wagon per hour or part thereof.

- (A) Rs. 120**

- (B) Rs. 75
- (C) Rs. 150
- (D) Rs. 100

5. Rate of wharfage charge at Group III goods shed is _____ per wagon per hour or part thereof.

- (A) Rs. 120
- (B) Rs. 75**
- (C) Rs. 150
- (D) Rs. 100

6. For the purpose of calculation of wharfage charge, all goods shed have been divided into _____ groups.

- (A) 2
- (B) 3**
- (C) 4
- (D) 5

7. Goods sheds where on an average less than 7 rakes are handled during a month are categorized as _____

- (A) Group I
- (B) Group II
- (C) Group III**
- (D) Unclassified

8. Goods sheds where on an average 7 to 12 rakes are handled during a month are categorized as _____

- (A) Group I
- (B) Group II**
- (C) Group III
- (D) Unclassified

9. Goods sheds where on an average more than 12 rakes are handled during a month are categorized as _____

- (A) Group I**
- (B) Group II
- (C) Group III
- (D) Unclassified

10. Rate of demurrage charge is _____ per wagon per hour or part thereof.

- (A) Rs. 120
- (B) Rs. 75
- (C) Rs. 150**
- (D) Rs. 100

11. Free time for removal of goods from railway premises (wharfage charge) at a group I goods shed is _____

- (A) 10 hrs
- (B) 12 hrs**
- (C) 15 hrs

(D) 30 hrs

12. Free time for removal of goods from railway premises (wharfage charge) at a group II goods shed is _____

- (A) 12 hrs
- (B) 15 hrs**
- (C) 24 hrs
- (D) 30 hrs

13. Free time for removal of goods from railway premises (wharfage charge) at a group III goods shed is _____

- (A) 12 hrs
- (B) 15 hrs
- (C) 24 hrs
- (D) 30 hrs**

14. Wharfage Charge for 8 wheeled wagon is _____ that of 4 wheeled wagon

- (A) Equal to**
- (B) 2 times of
- (C) 1.5 times of
- (D) 2.5 times of

15. Demurrage Charge for 8 wheeled wagon is _____ 4 wheeled wagon

- (A) Half of
- (B) equal to
- (C) 1.5 times of**
- (D) 2 times of

16. Demurrage charges for jointly owned wagon is _____.

- (A) equal to normal demurrage charges
- (B) 25% of normal demurrage charges
- (C) 50% of normal demurrage charges**
- (D) 75% of normal demurrage charges

17. The benefit of night relaxation for loading/unloading/removal of goods during 22.00 - 06.00 hrs within free time is admissible for _____.

- (A) first night only**
- (B) all nights
- (C) The first 2 nights
- (D) None of the above

18. Night relaxation on free time for loading/unloading/removal of goods during 22.00 - 06.00 hrs is _____

- (A) 25%
- (B) 50%**
- (C) 75%
- (D) 100%

19. First application for waiver of demurrage should be submitted to the Station master within ____ days from the date of accrual.

- (A) 15 days
- (B) 20 days
- (C) 10 days**
- (D) 30 days

20. An appeal for waiver of demurrage charges against the order of lower authority should be preferred within ____ days from the date of communication of order.

- (A) 10 days
- (B) 30 days**
- (C) 15 days
- (D) 60 days.

21. In case of first application for waiver of demurrage charge, pre payment of demurrage charges is ____

- (A) Not required**
- (B) Mandatory
- (C) Mandatory if more than 1 lakh
- (D) Mandatory if more than 5 lakhs

22. In case of an appeal for waiver of demurrage charges against the order of lower authority, pre payment of demurrage charges is ____

- (A) Not required
- (B) Mandatory**
- (C) Mandatory if more than 1 lakh
- (D) Mandatory if more than 5 lakhs

23. In case of first application for waiver of wharfage charge, pre payment of wharfage charges is ____

- (A) Not required
- (B) Mandatory**
- (C) Mandatory if more than 1 lakh
- (D) Mandatory if more than 5 lakhs

24. Maximum how many appeal/appeals can be made against decision of lower authority, for waiver of demurrage / wharfage charges?

- (A) 1
- (B) 2**
- (C) 3
- (D) 4

25. When the waiver exceeds ____ of the powers conferred on an officer, reasons for such order should be recorded in writing.

- (A) 75%
- (B) 50%**
- (C) 30%
- (D) 2

26. Permission for stacking for up to 5 days is granted by ____

(A) Sr. DCM

(B) ACM

(C) DRM

(D) CCM

27. Permission for stacking for up to 10 days is granted by _____

(A) Sr. DCM

(B) GM

(C) DRM

(D) CCM

28. Permission for stacking for more than 10 days is granted by _____

(A) Sr. DCM

(B) GM

(C) DRM

(D) CCM

29. Stacking charge at a station is equivalent to _____

(A) Wharfage charge

(B) Demurrage Charge

(C) Stabling charge

(D) WRF

30. When stacking permission is taken, rake is not supplied _____

(A) Till completion of stacking.

(B) Till completion of stacking or till the date upto which stacking permission is taken, whichever is earlier.

(C) Within 10 days of registration.

(D) Within 15 days of registration.

31. What is the rate of GST on wharfage& demurrage charge?

(A) 10%

(B) 18%

(C) 15%

(D) 5% A

32. Which of the following charges is not applicable at a private siding?

(A) Demurrage Charge

(B) Siding Charge

(C) Wharfage Charge

(D) Shunting charge

33. Maximum amount of demurrage charge per wagon which can be considered for waiver by ACM/ATM/AREA OFFICER in Jr. scale is _____

(A) Rs. 100

(B) Rs. 300

(C) Rs. 500

(D) Rs. 1000

34. Maximum amount of demurrage charge per wagon which can be considered for waiver by DCM/DTM/AREA OFFICER in Sr. Scale is ____

- (a) Rs. 300
- (b) Rs. 500
- (c) Rs. 600**
- (d) Rs. 1200

35. Maximum amount of wharfage charge per consignment which can be considered for waiver by DCM/DTM/AREA OFFICER in Sr. Scale is ____

- (A) Rs. 300
- (B) Rs. 500
- (C) Rs. 600
- (D) Rs. 1200**

36. Maximum amount of demurrage charge per wagon which can be considered for waiver by Sr. DCM/CTM/DCM working as Branch Officer is ____

- (A) Rs. 1200
- (B) Rs. 10000**
- (C) Rs. 25000
- (D) Rs. 100000

37. Maximum amount of demurrage charge per wagon which can be considered for waiver by DRM is ____

- (A) Rs. 10000
- (B) Rs. 15000
- (C) Rs. 25000**
- (D) Rs. 100000

38. Maximum amount of demurrage charge per wagon which can be considered for waiver by PCCM is ____

- (A) Rs. 25000
- (B) Rs. 50000
- (C) Rs. 100000**
- (D) Full powers

(Q) What is unconnected wagons and how it is disposed of?

Ans:-

1. The goods which cannot be connected to any booking particulars available at station and unable to send the wagon to right destination station, such goods/wagon are known as unconnected goods/ wagon.

2. Reasons for unconnected:-

- i. No railway marking on packages.
- ii. Railway marking illegible.
- iii. More than one marking on packages
- iv. Absence of seal cards or labels on wagon.

3. When booking particulars are not available outside the wagon (seal card/pocket level missing), the wagon becomes unconnected.

4. A message is to be given to the operating control by station master and operating control inform the same to the station whose seal is available on the seal cards and the same is informed to commercial control to inform NR cell.

5. If seal impression is not clear, message should be given to the originating station or last sealing station.

6. NR cell will try to connect the wagon by back tracing through FOIS.

7. If the wagon is not connected within 24 hours, the wagon should be opened in the presence of RPF and SM and efforts to be taken for connecting wagon on the basis of transit-invoice, abstract invoice railway marking pocket label, paste on label etc., available if any.

8. If any booking particulars are available inside the wagon, the wagon should be dispatched to the correct destination.

9. Message is to be prepared in 4 copies

a. CCO claims

b. DSC for RPF availability

c. Last sealing station

d. Record copy

10. If the wagon is not connected within 72 hours, the wagon should be unloaded with the permission of DCM. The details is written in T29 - A register

12. The details of consignment should be entered in unconnected register.

13. The details statement of unconnected consignment available should be sent to NR cell, DCM and CCO every month.

14. The consignment will be disposed of as per the orders of DCM.

15. An inventory report is prepared and sent the same to auction center along with the unconnected consignment to dispose of.

(Q) What is Unclaimed Consignment and how it is disposed off?

Ans:-

1. The consignment which has arrived at its destination and connected with the corresponding invoice and available for delivery, but there is no claimant for such consignment, then such consignments are known as unclaimed goods.

2. It comes under section 84 of Rlys. Act 1989.

3. In case of perishables, the SM shall auction the goods at owner's risk after expiry of 24 hours from the time of unloading.

4. If a consignment has remained unclaimed at destination for 7 days, the consignee must be served with 7 days noticed of removal.

5. If the address of the sender/consignee/endorsee is not known, the destination station must be obtained the same from the booking station. The station should furnish the address along with a copy of the forwarding note as soon as he is asked.

6. If the expiry of the period of notice of removal served on the sender/consignee/endorsee the consignment is not taken delivery of, it should be disposed of by auction.

7. The consignment should be auctioned either at the destination station itself or transferred under free invoice or way bill to nearby goods sheds/lost property office nominated by the railway administration.

8. The following types of articles should not be transferred to the lost property offices:-

(a) Articles such as coal, ore, road metal, limestone etc. which owing to their nature cannot be conveniently transferred to lost property office;

(b) Dangerous, inflammable and explosive goods;

(c) Fragile goods.

9. Before transferring a consignment to lost property office, Station master should obtain the orders of DCM in the following circumstances:-

(a) If the delivery of the consignment is under dispute, or

(b) If any claim for compensation is pending or

(c) If the estimated value of a consignment exceeds Rs. 3,000/-

10. When unclaimed goods are sent to auction center, all charges due at the station including postal charges incurred for serving notices should be shown as paid-on charges.

11. In case of railway materials and stores remain undelivered, a full report together with a copy of the invoice or way bill should be sent to DCM without delay for his instruction as regards their disposal.

12. In case of valuable goods, if the owner does not claim such consignment within 24 hours of its receipt at the destination, the Station master should obtain instruction from the sender. In the meantime the articles should be taken special care and kept locked in a safe place or should be specially watched. Simultaneously, a special report should be sent to DCM for his order.

Multiple Choice questions

1. Reasons for goods being unconnected are _____

(A) no railway marking on packages

(B) more than one marking on packages

(C) absence of seal cards or labels on wagons

(D) All the above.

2. Entries regarding unclaimed goods to be made in ____ register

- (A) T - 29
- (B) T - 29 A**
- (C) Unloading
- (D) None

3. Unconnected wagons should be connected within ____ hours

- (A) 48
- (B) 24
- (C) 30
- (D) 72**

4. Entries regarding unconnected goods to be made in ____ register

- (A) T - 29 A
- (B) unloading
- (C) T - 29**
- (D) None

5. If any consignment lies unclaimed at destination station, a legal notices will be sent to ____

- (A) Consignor
- (B) Consignee
- (C) both A and B**
- (D) None

6. When consignment remains undelivered at destination station, the particulars of consignments should be entered in liability register within ____ days

- (A) 7**
- (B) 9
- (C) 15
- (D) None

7. If unclaimed goods does not affect delivery within ____ days from the date of receipt of notice otherwise it will be disposed of.

- (A) 10
- (B) 8
- (C) 7**
- (D) None

8. Delivery of livestock or perishable goods must be given within ____ hours.

- (A) 48
- (B) 24**
- (C) 20
- (D) 30

9. Time period of food grains and pulses can be stored at Goods shed is ____ months

- (A) 1
- (B) 2**
- (C) 3
- (D) None

10. Which of the following Unconnected and unclaimed goods will not be auctioned but will be handed over their respective department?

- (A) Dangerous and explosive goods
- (B) Military stores
- (C) Articles belonging to post and telegraph
- (D) All the above**

11. Advance information regarding auction of unconnected/ unclaimed goods must be published through local newspaper at least ____ days in advance.

- (A) 7**
- (B) 15
- (C) 21
- (D) None

Q) Explain DD Register?

Ans

1. When consignments arrived at destination in damaged, deteriorated or any kind of shortage, pilfered condition, the station master should issue a message to the forwarding station or last sealing station. This message is known as DD message.

2. This message is issued within 6 hours from the time of unloading.

3. It is prepared in form No. com. D-3.

4. DD message will be provided a specific number and it is the duty of concerned stationmaster or commercial supervisor to maintain it up to date manner.

5. It is prepared in 5 copies:-

- (a) Forwarding station/last sealing station.
- (b) Chief Claims officer.
- (c) DSC (RPF).
- (d) Sr. DCM office.
- (e) Record copy

6. Register is kept in a safe custody since needed during investigation and settlement of claims.

7. The register is given a specific name com. D-4 and all details of the consignment written including date wise, train wise, up/down direction wise separately.

Multiple Choice Questions

1. DD message should be issued within ____ hours of unloading of packages/Consignment.

- (A) 4 hours
- (B) 5 hours
- (C) 6 hours**
- (D) None of above

2. DD message is prepared in ____ Copies.

- (A) 4
- (B) 5**
- (C) 6
- (D) None of above

2. Form no of DD Message is ____ .

- (A) Com.D-2
- (B) Com.D-3**
- (C) Com. D-4
- (D) None of above

Write Short notes

(i) Mis-Declaration of Goods: --

1. As per section 66 of the Railways Act, 1989, any person who wants to book goods by railways, should give correct description of the goods, for the purpose of calculation of freight charges.

2. It is a statement of declaration given by party.

3. If it is found false, railways may refuse to accept the goods for carriage.

4. Goods are wrongly declared due to the following reasons: -

- (a) To obtain a lower class rate.
- (b) To secure booking against bans.
- (c) To lodge a false claim.

5. Action taken in case of mis-declaration :-

(a) As far as possible the contents should be checked at the forwarding station at the time of booking of goods and the results of such checks are recorded in the register of mis-declaration.

(b) If mis-declaration is detected at the destination station, it should be dealt with as per section 163 of the Railways Act, 1989, and penalty is @Rs. 500/- is levied per quintal basis in a separate bill in addition to due freight.

6. The following situation is observed: -

(a) In case the goods are improperly described to obtain a lower rate, charges are levied at 4 times the applicable freight rate as per the booked route. These penal charges will be in addition to the freight charges already paid.

(b) In case, a consignment of packages chargeable at different rates, a group of packages chargeable at a particular rate are improperly described to obtain a lower rate, charges at 4 times the applicable freight rate will be levied as per the booked route. These penal charges will be in addition to the freight charges already paid.

(c) If the weight of a consignment loaded in a container is improperly described to obtain a lower rate, charges at 4 times the applicable haulage rate will be levied. These penal charges will be in addition to the freight charges already paid.

(d) In case of false declaration of goods restricted for movement in container, charges at 4 times the applicable highest haulage rate will be levied. These penal charges will be in addition to the freight charges already paid.

(e) If both the situations "c" and " d " exist in a case, the penal charges will be levied 4 times the highest haulage rate once only. Both these clauses will not be applicable simultaneously.

Multiple Choice Questions

1. If mis-declaration is detected at the destination station, it should be dealt with as per section ____ of the Railways Act, 1989.

- (A) 162
- (B) 163**
- (C) 164
- (D) None of above

1. In case the goods are improperly described to obtain a lower rate, charges are levied at ____ times the applicable freight rate as per the booked route.

- (A) 3
- (B) 4**
- (C) 5
- (D) 6

Q) What do you mean by claim, what are its demerits? What are the causes of claims and how it can be minimized?

Ans:-

A claim may be defined as requested by rightful claimant for compensation in respect of goods entrusted for carriage by rail from one station to another station and that it has not reached the destination station in the condition handed over to Railways.

Demerits of claims:-

1. Leakage of Railway revenue.
2. Loss of goodwill of Railways.
3. Diversion of traffic to other modes of transport.

Causes of Claims:-

1. Accidents
2. Theft and pilferages
3. Defective packing
4. Rough handling or miss-handling
5. Damage by wet
6. Delay in transit
7. Over carriages
8. Leakage or Breakage
9. Improper loading
10. Non-Observance of rules
11. Improper marking
12. Lack of security
13. Rough and loose shunting.
14. Unconnected goods
15. Poor co-ordination amongst various departments.
16. Uneven Loading
17. Overloading

Claims Preventive measures

A) At the time of acceptance and booking of goods-

1. Ensure that proper Forwarding Note is executed with complete particulars. Ensure that packing conditions as prescribed are complied with.
2. If goods are not packed according to rule, such remarks should be obtained on the forwarding note.
3. Ensure private and railway marking with durable ink and that all old marks should be obliterated.
4. Goods should be weighed and tallied with forwarding note.
5. Wagon labels should be prepared legibly with concerned pencil.
6. Conduct checks against miss declaration and packing condition of the commodity.
7. Ensure Packing, Labelling and Marking rules.

B) At the time of loading and unloading of goods.

1. Supervise loading and unloading, observe all monsoon precautions.
2. Water tight wagon should be utilized to load commodities likely to be damaged by wet.
3. Ensure scientific and geographical methods of loading.
4. Hooks must be avoided for loading and unloading.
5. Over loading or uneven loading should be avoided.
6. Ensure proper sealing and riveting.
7. Ensure that the valve of tank wagon is closed properly.
8. Avoid mix loading.
9. Avoid rough handling.

C) At the time of transportation.

1. Ensure proper dispatch of loaded wagon to their proper destination station on time.

2. Void over carriage of goods beyond destination station.
3. Check wagon labels with vehicle guidance before the rake is dispatched.
4. Avoid loose and rough shunting.
5. Ensure checking of seals.
6. Prompt clearance of unconnected goods.

D) At the time of Delivery

1. Supervise unloading and compare number of packages with seal card and RR.
2. Ensure to issue DD message / DDPC within time.
3. Avoid delay in granting open / Assessment delivery.
4. Observe delivery rules especially during open / assessment delivery.
5. Ensure preparation of weekly inventory regularly.
6. Ensure proper protection of goods aviation delivery.

Q) What extent of claim can be settled by Non Gazetted and Gazetted Officers?

Ans:-

Monetary power is given as following.

Designation	Monetary Limit
General manager	No limit
CCM(HAG)/CCO	RS. 800000
DY CCO / DY CCM	RS. 200000
SCM	RS. 50000
ACM	RS. 25000
SM of Nominated stations	RS. 400

Q What is the time limit for settling claims of different Consignments?

Ans:-

Time limit for settlement of Claims-

- | | |
|---|-----------|
| 1. For – Non delivery of wagon load consignment | - 6 month |
| 2. For partial delivery of package | - 4 month |
| 3. For shortage/damages/breakages/leakage | - 3 month |
| 4. For perishables | - 2 month |

Multiple Choice Questions

1. Time limit for claiming Non delivery of wagon load consignment is ____ months
 - (A) 4 months
 - (B) 5 months
 - (C) 6 months**
 - (D) 8 months
2. Time limit for claiming of partial delivery of package is ____ months.
 - (A) 1 months

- (B) 2 months
- (C) 4 months**
- (D) None of above

3. Time limit for claiming shortage/damage/breakage/leakage of packages is ____ months.

- (A) 2 months
- (B) 3 months**
- (C) 4 months
- (D) 6 months

4. Time limit for claiming perishable goods is ____ months.

- (A) 2 months**
- (B) 3 months
- (C) 4 months
- (D) 5 months

5. What is the monetary power for settlement of claim by Commercial Jr. Scale Officer?

- (A) Rs 15,000
- (B) Rs 20,000
- (C) Rs 25,000**
- (D) Rs 30,000

6. What is the monetary power for settlement of claim by Commercial Sr. Scale Officer?

- (A) Rs 30,000
- (B) Rs 35,000
- (C) Rs 40,000
- (D) Rs 50,000**

7. What is the monetary power for settlement of claim by Commercial JA Officer Dy. CCM?

- (A) 1 lacs
- (B) 2 Lacs**
- (B) 3 Lacs
- (C) 4 Lacs

8. What is the monetary power for settlement of claim by Commercial HAG Officer (PCCM)?

- (A) 6 lacs
- (B) 7 Lacs

- (C) 8Lacs**
(C) 9 Lacs

9. What is the monetary power for settlement of claim by Commercial SAG Officer?

- (A) 6 lacs
(B) 7 Lacs
(C) 8Lacs
(D) Full Power

10. What is the monetary power for settlement by Station Manager?

- (A) Rs 400**
(B) Rs 500
(C) Rs 800
(D) Rs 1000

Q) What is siding? How many types of sidings there in Indian Railways?

Ans:-

Siding: - Siding is a place constructed away from the main line to serve Industry, factory, Government / out agencies and private entity.

Objective of siding: -

- 1) To provide door to door service.
- 2) To compete with road transportation.

3) To generate traffic.

Types of Siding: –

1) Public siding: This type of siding is constructed and developed by Railway administration and generally built at a market place for extremely used of general public.

2) Private Siding: These siding are owned by private entities or private parties. Construction and maintenance is done by Railways and the expenses are collected from private party only, the traffic of the siding owner is booked from such sidings.

3) Assisted Siding: As per the agreement, the cost of construction and maintenance is partially borne by party and Railways. Its Modus operandi is alike like Private siding.

4) Military siding: The construction and development work is done by Railways and the cost is levied through Credit Note from Defense Directorates. All maintenance including staff payment is paid by Defense Department.

5) Departmental Siding: It is constructed and developed by Railway Administration and exclusively used for RMC traffic and other departmental use including Store Material.

General Rules for sidings:

1) List of siding is published by each Zonal Railway.

2) Sidings are constructed for booking of specific types of goods.

3) Sidings owner cannot give the siding to any other party on rent / lease. Only the traffic of the siding owner is booked from siding.

4) For traffic booked from / to sidings, Railways responsibility will be as per section 94 of Railway Act 1989.

5) Shunting will be performed as per siding agreement.

6) Apart from freight, prescribed siding charges will be collected.

7) If the siding has been notified as an IBP and freight is charged on through distance basis by adding distance from serving station to siding, siding charges will not be collected.

8) Normal demurrage rules will apply to sidings as well.

9) If Railway employees are posted at the siding their salary will be debited to the siding owner.

10) Working of the siding is similar to that of normal goods shed.

11) If Railway employees are not posted at siding, loading of goods will be done at the siding, but the RR will be prepared at the station/Goods shed with the remark “said to contain”. Similarly, delivery of inward rakes will be given at the station/ Goods shed and wagons will be sent to siding for unloading.

12) It is mandatory to write name of the serving station along with name of the siding on the seal cards and pocket labels of wagon booked to sidings.

(Q) What are the liabilities if Railway as a common carrier?

Ans:-

Prior to 1.1.1962 Railways works like a baily instead of carrier, a baily is like a person who takes care of luggage/ goods. From January 1962 responsibility of Railways were fixed and according to that, Railway will be responsible for loss, damage, destruction, on- delivery and deterioration of consignment. The common carrier has mainly two responsibilities

1. A common carrier can't refuse to book the consignment when all the condition has been fulfilled for booking.

2. Responsibility of common carrier is like insurance sector, that defined in section - 93 of Rly act 1989, in connection with loss, damage, destruction, deterioration and non- delivery of consignment. But Railways will not be responsible, that declare in section-93 of RA, 1989 is appended below: -

- (a) Act of God
- (b) Act of war
- (c) Act of public enemy
- (d) Consignment if detained under legal proceedings
- (e) Any restrictions or ban imposed by central or state Govt.
- (f) Natural deterioration
- (g) Latent defect
- h) Fire, explosion or any other unforeseen factors.

Some important sections which minimize responsibility of Railways.

Sec—93 General responsibility of railway administration as a carrier of goods.—

This section states that, Railway has to prove that they have tried to save the consignment and no carelessness is on account of Railways.

Sec—94 Goods to be loaded or delivered at a siding not belonging to a railway administration—

when goods are required to be loaded at a siding not belonging to a railway administration for carriage by railway, the railway administration shall not be responsible for any loss, damage, destruction or deterioration of such goods from whatever cause arising, until the wagons containing the goods has been placed at the specified point of interchange of wagons between the siding and the railway administration and a railway servant authorized in this behalf has been informed in writing accordingly by the owners of the siding.

Sec—95 Delay or retention in transit—

Railway administration shall not be responsible for the loss, destruction, damage or deterioration of any consignment proved by the owner to have been caused by the delay or detention in their carriage if the railway proves that the delay or detention arose for reasons beyond its control or without negligence or misconduct on its part or on the part of any of its servants.

Sec --96 - When consignment is booked from foreign, Railway will be responsible for any defects in its territory only.

Sec -- 97 Owner's Risk - Railway will be responsible only when if it has been proved by the party that the loss is due to Railways.

Sec -- 98 Goods in defective condition or defectively packed.

The actual packing condition or any defective condition is to be mentioned in the forwarding note by the consignor at the time of booking and railway shall not be responsible for damage, deterioration, leakage or wastage for the same.

Sec -- 99 Responsibility after transition of transit: -

If the Consignment not been unloaded in free time or delivery is not taken by party within 7 days, in such case Railway will be responsible just like a bailee.

Sec -100 Responsibility as a carrier of luggage: -

Railway will be responsible when luggage carried in Brake van, when luggage booked with passenger, Railway will not be responsible for any loss until it proved by party that the loss is due to carelessness of Railways.

Sec – 101 Responsibility as a carrier of animals: -

Railway is not responsible when animals dies due to fear or tiredness or injured due to overloading.

Sec – 102 Railways will not be responsible in case of mis-declaration, fraud, riots, strike and lock out

Sec --103 Extend of monetary liability: -

Railway administration shall be responsible for loss, damage, destruction or deterioration up to its monetary limits which is appended below

Elephant- Rs 6000 per Animal
Horse - Rs 3000 Per Animal
Horned Animal – Rs 800 Per Animal
Luggage - Rs 100 Per KG
Parcel - Rs 50 Per KG

Sec -104 Extend of liability in respect of goods carried in open wagon: -

When on request of party consignment booked in open wagon instead of cover wagon, in case of loss Railway be responsible for only one half of the amount of liability for such loss.

Sec-- 105 Right of railway administration to check contents of certain consignment or luggage.

Sec -- 106 Notice of claim for compensation and refund of over charge.

Sec -107 Application for compensation for loss etc. of goods.

Multiple Choice Questions

1. Section 94 of IRA1989, deals with railway's liability in case of _____

- (A) Delay in transit
- (B) Consignment booked at OR
- (C) Carrier of luggage
- (D) Goods booked to & from siding**

2. Section 95 of IRA1989, deals with railway's liability in case of _____

- (A) Delay in transit**
- (B) Consignment booked at OR
- (C) Carrier of luggage
- (D) Goods booked to & from siding

3. Section 96 of IRA1989, deals with railway's liability in case of _____

- (A) Delay in transit
- (B) Consignment booked at OR
- (C) Consignment booked from a place in India to a place outside India or from a place outside India to a place in India**
- (D) Goods booked to & from siding

4. Section 97 of IRA1989, deals with railway's liability in case of _____

- (A) Delay in transit
- (B) Consignment booked at OR**
- (C) Consignment booked from a place in India to a place outside India or from a place outside India to a place in India
- (D) Goods booked to & from siding

5. Section 98 of IRA1989, deals with Railway's liability in case of _____

- (A) Consignment booked with defective packing**
- (B) Consignment booked at OR
- (C) Consignment booked from a place in India to a place outside India or from a place outside India to a place in India
- (D) Goods booked to & from siding

6. Section 100 of IRA 1989, deals with railway's liability as _____

- (A) Carrier of luggage**
- (B) Bailee
- (C) Carrier of animal
- (D) Non of the above

7. Section 99 of IRA 1989, deals with railway's liability as _____

- (A) Carrier of luggage
- (B) Bailee**
- (C) Carrier of animal
- (D) Non of the above

8. Section 101 of IRA 1989, deals with railway's liability as _____

- (A) Carrier of luggage
- (B) Bailee
- (C) Carrier of animal**
- (D) Non of the above

9. Railway's maximum monetary liability in case of loss, damage or deterioration of a consignment has been fixed under section _____

- (A) Section 93
- (B) Section 100
- (C) Section 102
- (D) Section 103**

10. Time limit for applying for compensation against loss, damage or non delivery of consignment has been fixed under section _____

- (A) Section 106**
- (B) Section 100
- (C) Section 102
- (D) Section 103

11. As per section 106, maximum time period to claim compensation due to loss, damage or non delivery of consignment is _____ from the date of booking.

- (A) 3 months
- (B) 6 months**
- (C) 12 months
- (D) 36 months

Q) What is FOIS? What are its advantages? State the difference between RMS &TMS?

Ans:-

FOIS

FOIS=Freight Operations Information System

It captures various relevant data input of freight operations & commercial activities on real time with continuous up dated process. It provides the detailed real time information for planning, executing and monitoring the operations of various yards and Goods sheds. It includes all operational functions such train arrival & departure, rake placement & release, reports of interchange, loco holding, wagon & rake holding etc. and goods shed functions such as demand registration to RR generation & details of e-payment etc.

IT COMPRISES OF TWO MODULES

RMS=RAKE MANAGEMENT SYSTEM

TMS= TERMINAL MANAGEMENT SYSTEM.

RMS: This system captures all freight operational activities which are performed at various yards & terminals.

TMS: This system captures all freight train commercial activities which are performed at various goods sheds & sidings.

RMS & TMS

RMS HAS TWO PHASES i.e.
 PHASE-I (P1) & PHASE-II(P2)
 TMS HAS ONE PHASES i.e.
 PHASE-III (P3)

P1= THIS LOCATION REPORTS WITHOUT WAGON NUMBER AS IT REPORTS ONLY THE NUMBER OF UNITS.

P2= THIS LOCATION REPORTS WITH WAGON NUMBER & INVOICE NUMBER.

P3= THIS LOCATION REPORTS WITH WAGON NUMBER , INVOICE NUMBER & RR GENERATION.

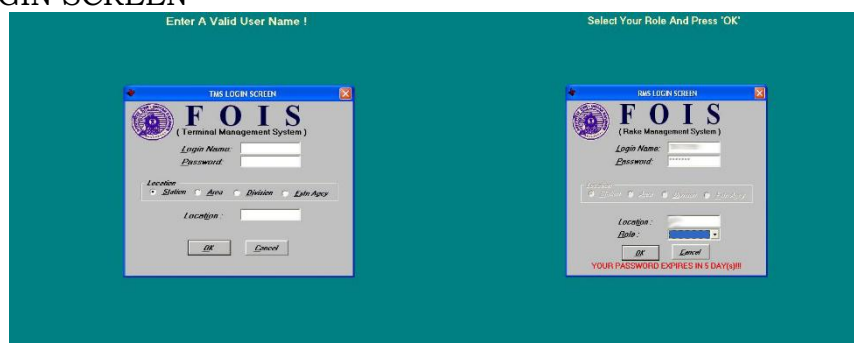
ADVANTAGES OF FOIS

1. Provides information quick, accurate & same to all.
2. Find out the missing & unconnected wagons.
3. Provides requisite field information.
4. Mitigate the congestion through its advance information.
5. Provides better monitoring system for cc & premium rakes.
6. Increases energy & efficiency level of the managers.
7. Provides long term plans to increase section capacity.
8. Transparency in sharing of information with customers.
9. Assists managers to optimise asset utilisation.
10. Provides current status of consignment to customers, to gain customer satisfaction.
11. Saves valuable time of managers for collecting information.
12. Provides at glance freight accountal, e-payment & earnings.

DIFFERENCE BETWEEN RMS & TMS

RMS	TMS
1. Denote to operational activities	1. Denote to commercial activities
2. Captures terminal detentions	2. Captures demurrage & wharfage details.
3. provides asset utilisation & maintenance accountal	3. Provides freight earned accountal
4. Provides loco, wagon, rake holding	4. Provides paid, to-pay & weight only traffic.
5. Provides NTKM, GTKM, Speed etc.	5. Provides e-commerce i.e. e-payment system etc.
6. Not prepares RR & Balance sheet.	6. Prepares RR & Balance sheet.
7. It dealt with p1 & p2	7. It dealt with p3

RMS/TMS LOGIN SCREEN



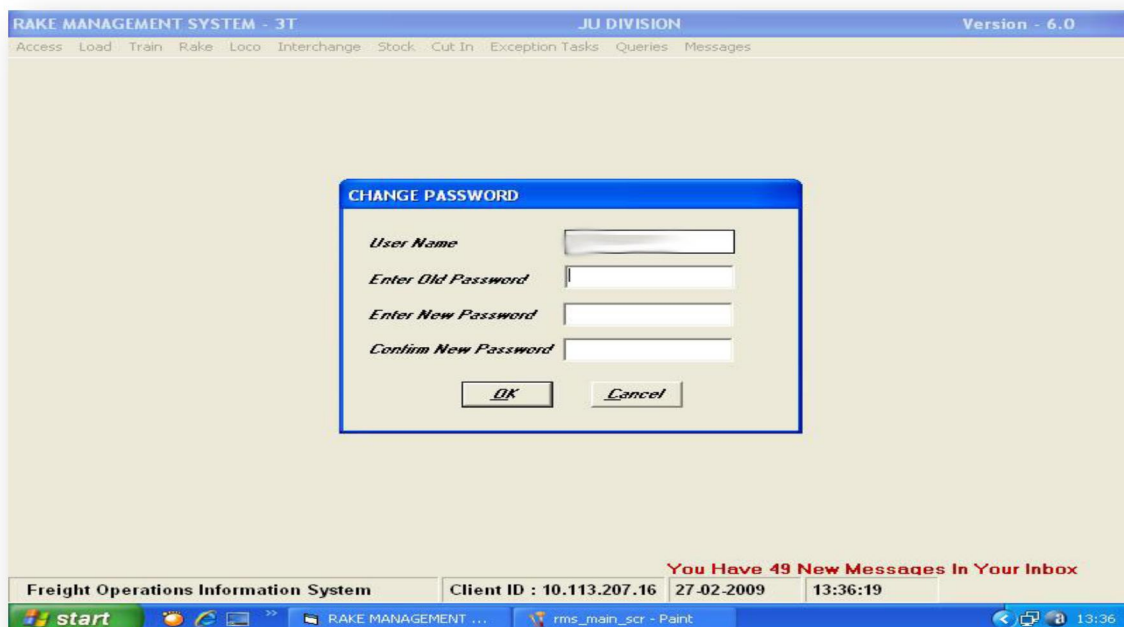
LOGIN SCREEN OPENING

- COMPUTER MAIN SCREEN→ DOUBLE CLICK ON RMS/TMS ICON→ FILL YOUR LOGIN NAME AS GIVEN BY CRIS→ PRESS TAB→ FILL YOUR PASSWORD AS GIVEN BY CRIS (NOTE:- ENSURE THAT CAPS LOCK IS OFF)→ PRESS TAB→ SELECT THE LOCATION (AS STATION/AREA/DIVISION)→ PRESS TAB→ FILL YOUR STATION CODE IN LOCATION→ PRESS ENTER (LOGIN ROLE WILL APPEAR, HERE YOU CAN SEE HOW MANY DAYS ARE LEFT TO EXPIRE YOUR PASSWORD)→ PRESS ENTER→ RMS/TMS MAIN SCREEN WILL OPEN.

CHANGE PASSWORD

- CLICK MAIN MENU ACCESS→ CLICK ON CHANGE PASSWORD→ ENTR THE OLD PASSWORD→ PRESS TAB→ ENTER THE NEW PASWORD→ PRESS TAB→ ENTER THE CONFERMATION OF NEW PASSWORD→ PRESS ENTER→ TRANSACTION SUCESSFUL MENU WILL APPEAR→ PRESS ENTER.

- NOTE: - IT IS SUGGESTED THAT IN CHANGE PASSWORD SCREEN, PASSWORD SHOULD BE ENTERED SAME IN ALL THREE COLUMNS SO THAT NEW WORKING STAFF MAY NOT FORGET. PASSWORD MUST HAVE TO BE CHANGED WITHIN 8 DAYS, OTHERWISE PASSWORD WILL EXPIRE.



Activities in TMS

Programme Traffic

Rake/Wagon Sub system

Placement

Demand

Outward Cycle

Allotment

Release Loaded

Loading

of Charge

Generation of RR &

Collection of Freight

Removal of Consignment

OUTWARD CYCLE

- DEMAND REGISTRATION IN TMS

- F/NOTE PREPARATION IN TMS

Arrival of Goods

Inward Cycle

Release Empty

Unloading

Delivery & Collection

- INWARD NUMBER TAKING AND CONSIST OF RAKE IN RMS
- OPERATING PLACEMENT IN RMS
- COMMERCIAL PLACEMENT IN TMS
- RAKE RELEASE IN TMS
- RELEASE COMPLETE IN TMS
- REMOVAL OF RAKE IN TMS
- REMOVAL CONFIRM IN TMS
- LOADING REGISTER
- ACCRUAL OF DEMMURAGE CHARGES IN TMS
- R. R. GENERATION IN TMS
- R. R. CHARGES COLLECTION IN TMS
- PRINT OF R. R. IN TMS
- ARF REFUND IN TMS
- REMITTANCE OF CASH IN TMS

INWARD CYCLE

- INWARD NUMBER TAKING AND CONSIST OF RAKE IN RMS
- OPERATING PLACEMENT IN RMS
- RAKE PLACEMENT CUM INVOICE VERIFICATION IN TMS
- RAKE RELEASE IN TMS
- RELEASE COMPLETE IN TMS
- REMOVAL OF RAKE IN TMS
- REMOVAL CONFIRM IN TMS
- INVOICE VERIFICATION IN TMS
- R. R. CUT IN (ENTRY OF R. R.) IN TMS
- R. R. WAGON CUT IN (ENTRY OF WAGON AS PER R. R.) IN TMS
- UNLOADING REGISTER IN TMS
- BOOK DELEVERY IN TMS
- REMOVAL OF CONSIGNMENT IN TMS
- ACCRUAL OF DEMMURAGE AND WHARFAGE CHARGES IN TMS
- CLOUSURE OF DELIVERY BOOK

OTHER IMPORTANT TASKS

- DAY START IN TMS
- DAY END IN TMS
- MAINTAINENCE OF STATION INDEX IN TMS
- STATION WORKING HOURS IN TMS
- REPEATE WAYBILL IN TMS
- DIVERSION
- RE-BOOKING

HANDLING OF PIECEMEAL IN RMS/TMS

WORKING IN RMS

INWARD NUMBER TAKING

A. IF RAKE IS NOT FROM P-3 LOCATION→

• RMS MAIN SCREEN → CLICK LOAD → CLICK TERMINATING LOAD → SELECT YOUR RAKE BY CLICKING ON IT → CLICK INWARD NO. TAKING → PRESS F-3 → FILL RAILWAY → PRESS TAB → FILL TYPE OF STOCK (FOR EXAMPLE BOXN) → FILL WAGON NO. → PRESS TAB → FILL 'E' FOR EMPTY OR 'L' FOR LOADED → PRESS TAB → PRESS TAB → FILL 'R' IN R/P → PRESS TAB → FILL 'F' IN S/F → PRESS F-2 TO SAVE THE DATA.

• THIS PROCESS WILL BE FOLLOWED FOR ALL WAGONS, AS PER LOAD SUMMARY INCLUDING THE BREAKVAN. AFTER COMPLETING THE ENTRY OF ALL

WAGONS CLICK ON 'CONFIRM CONSIST' AND THEN CLICK ON 'INWARD NO. TAKING'. IT IS SUGGESTED THAT BEFORE PRESSING F-3 TO ENTER WAGON DETAILS CLICK ON 'LOAD SUMMARY' AND NOTE ALL THE DETAILS CORRECTLY.

- ERRORS → FOLLOWING ERRORS MAY OCCUR DURING INWARD NUMBER TAKING PROCESS—

- (a)“WAGON NUMBER----- DOES NOT EXIST IN WAGON MASTER OR IS CONDEMNED.” IN SUCH CASE THE SAID WAGON SHOULD BE ENTERED IN WAGON MASTER BEFORE INWARD NUMBER TAKING.

- (b)“WAGON NUMBER----- IS PRESENT ON SOME OTHER RAKE----- -.” IN SUCH CASE CREATION OF DUPLICATE WAGON IS REQUIRED.

Q) What is Rake Allotment System?

Ans-

Computerized system for allotment of iron ore rakes in advance to customers under this system

RAS Features

1. Loading stations / sidings of the division are demarcated into congested / non-congested sectors.
2. Capacity of each loading terminal will be earmarked separately for Priority 'C' and WIS 'D'.
3. Allocation of rakes is done on the basis of pro-rata entitlement for programmed traffic i.e. CBT, Priority 'C' and WIS consumers.
4. Allocation, once made, for programmed traffic will remain valid for 15 days for allotment.
5. Entitlement for programmed traffic will lapse, if indents are not placed timely as per allocation.
6. Consumers may please ensure availability of indents matching with the entitlement at regular spacing.
7. The main criteria for allotment are allocation, availability of indent, loading capacity of the station, unloading capacity of the terminal, route capacity and quota for export.
8. Fresh allotments at a loading terminal are withheld, whenever number of pending allotment exceeds three times of the loading capacity of the terminal.

Multiple Choice Questions

1. What is the full form of TMS?

- (A) Track Management System
- (B) Train Management System
- (C) Terminal Management System.**
- (D) None of the above

2. TMS is a module of?

- (A) PTS

(B) FOIS.

(C) PRS

(D) NONE OF THE ABOVE

3. What is the validity of letter of credit?

(A) 12 Months.

(B) 24 months

(C) 36 months

(D) 9 Month

4. TMS is related with ____.

(A) Booking of goods

(B) Charging of goods

(C) Both A and B.

(D) None of the above

5. __ mode of payment can be accepted through TMS.

(A) Cash

(B) Demand Draft

(C) E-payment

(D) all of the above.

6. In Rake Allotment System allocation, once made, for programmed traffic will remain valid for____ days for allotment.

(A) 10

(B) 15

(C) 20

(D) 30

ABBREVIATION

Serial No.	Abbreviation	Full form
1.	AFTO	AUTOMOBILE FREIGHT TRAIN OPERATOR
2.	BSS	BUSY SEASON SURCHARGE
3.	CBA	CITY BOOKING AGENCY

4.	CBO	CITY BOOKING OFFICE
5.	CRT	CONTAINER RAIL TERMINAL
6.	CRIS	CENTRE FOR RAILWAY INFORMATION SYSTEM
7.	CNCC	CREDIT NOTE CUM CHEQUE
8.	CFS	CONTAINER FREIGHT STATION
9.	CTO	CONTAINER TRAIN OPERATOR
10.	CONCOR	CONTAINER CORPORATION OF INDIA LIMITED
11.	CWC	CENTRAL WAREHOUSING CORPORATION
12.	CORE	CENTRAL ORGANIZATION FOR RAILWAY ELECTRIFICATION
13.	DC	DEMURRAGE CHARGE
14.	DFC	DEDICATED FREIGHT CORRIDOR
15.	DFCCIL	DEDICATED FREIGHT CORRIDOR CORPORATION OF INDIA LIMITED
16.	DPR	DETAILED PROJECT REPORT
17.	DDM	DEAMAGE AND DEFICIENCY MESSAGE
18.	DDPC	DEAMAGE AND DEFICIENCY POST CARD
19.	DQR	DELIVERY UNDER QUALIFIED REMARK
20.	DCR	DELIVERY UNDER CLEAR RECEIPT
21.	EIMWB	ELECTRONIC – IN – MOTION WEIGHBRIDGE
22.	e-RR	ELECTRONIC RAILWAY RECEIPT
23.	e-TRR	ELECTRONIC TRANSMISSION OF RAILWAY RECEIPT
24.	e-RD	ELECTRONIC REGISTRATION OF DEMAND
25.	EOL	ENGINE ON LOAD
26.	FFS	FREIGHT FORWARDER SCHEME
27.	FOIS	FREIGHT OPERATION INFORMATION SYSTEM
28.	GPWIS	GENERAL PURPOSE WAGON INVESTMENT SCHEME
29.	GST	GOODS AND SERVICE TAX
30.	HCW	HIGH CAPACITY WAGON
31.	IBP	INDEPENDENT BOOKING POINT
32.	ICD	INLAND CONTAINER DEPOT
33.	IRCA	INDIAN RAILWAY CONFERENCE ASSOCIATION
34.	LC	LETTER OF CREDIT
35.	LLC	LAND LICENSE FEE
36.	LLA	LAND LEASING AGENCY
37.	LTTC	LONG TERM TARIFF CONTRACT
38.	LWIS	LIBERALIZED WAGON INVESTMENT SCHEME
39.	LOLO	LIFT ON LIFT OFF
40.	MR	MONEY RECEIPT
41.	MGR	MERRY GO ROUND/ MISSING GOODS REPORT
42.	MOR	MINISTRY OF RAILWAYS
43.	NTKM	NET TONE KILOMETER
44.	NP	NON POOLED
45.	NR	NON RECEIPT CELL
46.	NTR	NORMAL TARIFF RATE
47.	NWT	NON WATER TIGHT
48.	OA	OUT AGENCY
49.	ODC	OVER DIMENSIONAL CONSIGNMENT
50.	ODR	OLDEST DATE OF REGISTRATION
51.	PCC	PERMISSIBLE CARRYING CAPACITY
52.	PDC	PARTIAL DELIVERY CERTIFICATE
53.	PLM	PACKING LABELING MARKING
53.	QTS	QUICK TRANSIT SERVICE
54.	RCT	RAILWAY CLAIMS TRIBUNAL
55.	RORO	ROLL ON ROLL OFF

56.	RDSO	RESEARCH DESIGN AND STANDARD ORGANISATION
57.	RMC	RAILWAY MATERIAL CONSIGNMENT
58.	RMS	RAKE MANAGEMENT SYSTEM
59.	RVS	REFRIGERATED VAN SERVICE
60.	STS	STATION TO STATION RATE
61.	SFTO	SPECIAL FREIGHT TRAIN OPERATOR
62.	TMS	TERMINAL MANAGEMENT SYSTEM
63.	TILES	TERMINAL INCENTIVE CUM ENGINE ON LOAD SCHEME
64.	VPS	VALUE PAYABLE SYSTEM
65.	WRF	WAGON REGISTRATION FEE
66.	WDRF	WAGON DEMAND REGISTRATION FEES