



EAST COAST RAILWAY

Office of the
Pr. Chief Commercial Manager
Rail Sadan,
Chandrasekharapur,
Bhubaneswar – 751023

Commercial Circular No: 43(GC) Parcel / 2022

Date.08.02.2022

Sub: Review of the working hours of Parcel offices-reg.

Ref: Railway Board's letter No. 2021/TC(FM)/11/30 dated 07.02.2022.

Enclosed please find herewith copy of the Railway Board's letter No. 2021/TC(FM)/11/30 dated 07.02.2022 regarding "**Review of the working hours of Parcel offices**" which is self explanatory, for information and necessary action.

All concerned to note and act accordingly.

Encls: As above (01 Page),

Authority: Railway Board's letter No. 2021/TC(FM)/11/30 dated 07.02.2022.

(P. P. Sinha)

Asst. Commercial Manager (FS)
For Pr. Chief Commercial Manager

No. PCCM/432/Parcel & Luggage/2021

Date: 08.02.2022

Copy to:-

All SMs/Goods Supervisors/ Comml. Supervisors/Siding clerks/Booking Clerk in charges/Parcel Clerk/ weigh Bridge clerks/City Booking Agencies.

Copy for information and necessary action to the:-

PCOM, SDGM, FA & CAO(T), Chairman/RCT/BBS, Dy CVO(T), DY CCO, Dy COM(FOIS), CFTM, PO/RCT, Audit Officer/ECOR/BBS, Rates Section/CCM/ECOR/BBS, GM(PMS)/CRIS/NDLS

DRM/KUR, WAT& SBP/ECOR, Sr DOM/KUR,WAT,SBP/ECOR, Sr

DCM/KUR,WAT,SBP/ECOR, Traffic Manager/Visakhapatnam port trust (VZP), Paradeep port Trust/PRDP.

(P. P. Sinha)

Asst. Commercial Manager (FS)
For Pr. Chief Commercial Manager

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

No. 2021/TC(FM)/11/30

New Delhi, Date: 07.02.2022

Principal Chief Commercial Managers,
All Zonal Railways.

Sub: Review of the working hours of Parcel Offices - reg.

Ref: East Coast Railway's letter no. CCM/429/Leasing VP/09/1160,
dtd.30.09.2021.

Board's office is in receipt of the letter under reference, seeking guidelines regarding review of the working hours of Parcel Offices.

The matter has been examined, and it has been decided that the working hours of Parcel Office(s) - including introduction of 'round-the-clock working' for all the stations open for Parcel traffic in the Division may be decided with the **personal approval of the DRM**, on case-to-case basis.

While deciding the working hours of Parcel Office(s), relevant factors (such as available facilities and amenities including sufficient lighting and approach road, safety of consignments and Railway cash, HOER, expected increase in establishment/ other costs like TA, OT, etc) may be duly considered. Due care may be taken to ensure that the increase in cost of Parcel operation at a particular station is commensurate with the projected and actual increase in net parcel revenues from that station.

This issues in consultation with the Finance Directorate of Railway Board, and with the approval of Competent Authority.

(This disposes off East Coast Railway's letter under reference.)


(Ashutosh Mishra)
Jt Director Freight Marketing
Railway Board