

देबराज नायक/ Debaraja Nayak
उप मुख्य परिचालन प्रबंधक (जी)
Dy. Chief Operations Manager (G)



मुख्य परिचालन प्रबंधक का कार्यालय
Office of the
Principal Chief Operations Manager
रेल सदन, सामंत विहार, भुवनेश्वर
Rail Sadan, Chandrasekharpur, Bhubaneswar

No: ECoR/OPTG/IMP COAL POLICY /34A

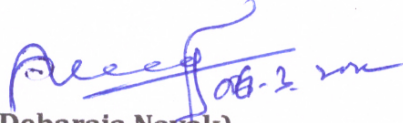
Date: 4th Mar, 2022

To
Sr. System Manager (IT)
East Coast Railway,
Bhubaneswar

**Sub: Uploading of OFFICE ORDER No- IMCL/ECOR/1/2022 dated
03.03.2022 - Guidelines for submission and sanction of imported
coal programme.**

A soft copy of the letter No: OFFICE ORDER No- IMCL/ECOR/1/2022 dated 03.03.2022 - Guidelines for submission and sanction of imported coal programme is sent here with in email id itcell.ecor.railnet.gov.in

The same may please be uploaded in the website of East Coast Railway for wide circulation and information of rail users.


(Debaraja Nayak)
Dy. Chief Operations Manager (G)

To,
Sr. System Manager (IT)
East Coast Railway,
Bhubaneswar

**Sub: Uploading of instructions for obtaining sanction of programme
for IMCL in ECoR.**
Ref: This office even letter dated 21st September 2021

OFFICE OF THE PRINCIPAL CHIEF OPERATIONS MANAGER
EAST COAST RAILWAY
RAIL SADAN, CHANDRASEKHARPUR, BHUBANESWAR
OFFICE ORDER NO. IMCL/ECOR/1/2022

Sub: Guidelines for submission & sanction of imported coal programmes.

1. **INTRODUCTION:** Imported Coal can move under Priority 'C' as per the Preferential Traffic Order issued by Ministry of Railways. This guidelines deal with the movement of imported coal under priority-C (i.e programmed traffic) from East Coast Railway which will come into effect from the date of notification and will remain valid till further advice.
2. **OBJECTIVE:** Programme is an indicative monthly demand by Applicant Consumer to move *certain quantity of imported coal in rakes* from a loading point to a destination with a certain period of validity (beyond which the programme lapses) for allotment and loading.
3. **SCOPE:** These guidelines are applicable for outward movement of imported coal from East Coast Railway as far as programming is concerned under Priority-C.
4. **Priority for programming purpose:**
 - (i) **CORE:-** Defence, Railways, Export, Power, Steel (for metallurgical purposes to all integrated steel plants having capacity of 1MTPA or more), CPP, Fertilizer and Cement sectors are treated as core sectors and are accorded inter-se priority in that order.
 - (ii) **Non-Core:-** The rest are treated as non-core.

Programme for above categories will be submitted to the office of PCOM/CFTM, East Coast Railway through online mode and the sanction by the office of PCOM/CFTM, East Coast Railway will also be accorded through online mode, if not otherwise specifically mentioned. Documents as and when required for sanctioning of programme would have to be submitted manually to this office. Wrong endorsement of programme except as indicated above shall be liable for rejection.

5. **Specimen signatures of consenting agencies:** Although programmes will be submitted and sanctioned online, the sanctioning process may need some documents and undertakings which shall continue to be submitted manually. The consumers, consignor/consignee for all types of imported coal under Programmed Traffic should submit **a fresh list of specimen signature of authorized officials of the firm**. If the authorized person is either changed or supplemented, then fresh authorization will be required mentioning either removal of the earlier authorized person or augmented authorized signatory list including the earlier authorized signatories.
6. **Conversion of quantity into rakes:**

Programme for imported coal will be released in terms of BOX-N/BOBR-N without any reference to conversion factor. Conversion factor of 3894 MT for BOX-N/BOBR-N shall be used to arrive at the programme size. However, for sanction of imported coke, rake size of 2500 MT shall be taken into account for programme of 01 rake. Sanction will be issued in full rakes only. These conversion factors are only for the purpose of programming. Issues other than programming shall be guided by extant Commercial and Operating rules.

Sanction will be given in terms of BOBRN/BOX-N rakes for consumers applying for only BOBRN rakes. For other consumers, sanction will be in terms of BOX-N.
7. **Destination/Unloading Points:-**
 - a) **Unloading points** Programmes will be sanctioned only for the destinations open for inward coal traffic.
 - b) **Unloading at other's private siding:-**

If a rake is being programmed for movement to a private siding other than own, co-user permission is required. Photocopy of co-user certificate must be submitted to the office of PCOM/CFTM, East Coast Railway. List of authorized users/authorization letter of PFT should be communicated to the Office of PCOM/ CFTM, East Coast Railway.

- c) **Restriction at Unloading Points:** However, if any destination is restricted "till further advice (TFA)" by the concerned Zonal Railways, the programme will be rejected and fresh programme is to be submitted once the restriction is removed.

8. Validity period of Programmes for movement of imported coal:

The validity of sanctioned programmes for allotment and loading from Port siding are as follows:

Type of coal	Validity Period of Program for Indent/Allotment	Validity of allotment for Loading
Imported coal/coke	Month of sanction plus two months	Allotted/indented rakes will remain valid till loaded

9. Format:

Each imported coal programme should be initiated on line by the consumer. Prescribed e-proforma for submission of programmes should be used and submitted on line.

Following e-format should be used for on line submission of programme:

Programme	Form No.
Programme for imported coal.	Annexure- F / Electronic E-demand Module.
Amendment of programme already sanctioned.	Annexure-D.

10. Documents to be submitted (One Time)) manually

Imported coal programme can be submitted for all categories. Purpose of transportation can be trade or self consumption. Consignor and consignees can be same or different. The following documents are to be submitted to the office of the PCOM/CFTM, ECoR.

- Annexure-H(one time).
- Business identity i.e IEM and Factory license or Pollution certificate from consignee (consuming unit) w.r.t. their business establishment which is required for confirming the category i.e CORE or NON CORE have to be submitted manually(one time).
- Trader for trading purpose has to submit trade license/import export license/GSTIN certificate/PAN card/Memorandum of Articles as business identity of imported coal(one time).

11.a) Document for Programming.

Programmes are required to be submitted along with either of the following documents:

- Bill of Lading.
 - Bill of Entry/CTD document clearly connecting to Bill of Lading.
 - High sea sale document clearly connecting to Bill of Lading.
 - Stock sale document clearly connecting to Bill of Lading/Bill of Entry connecting to Bill of Lading/Agreement between Seller & Buyer mentioning details of BL & BE / Proforma Invoice mentioning details of BL & BE. Quantity certified by Port Authority against connecting BL/BE.
- The programs will be sanctioned to the extent of coal mentioned in the above documents.
 - If programme is already sanctioned against Bill of Lading or Bill of Entry and balance quantity of coal for subsequent programme is available, then only copy of previous sanctioned programme is to be submitted along with annexure-F and e-Demand programme.
 - Time Schedule-** Programme submitted before 16:00 hrs on working days will be considered for sanction. Programme for subsequent month may be opted prior to 02 working days.

12. Changes in the sanctioned programme through Annexure-D:-

- i. Annexure-D is to be submitted for any change in the existing sanctioned programme , provided demand /e-RD has not been registered against it.
- ii. Change of consignor is not allowed.
- iii. Change of consignee, destination, rake type, change of pilot within the port is allowed. Extension/reduction of validity period of programme is also allowed.
- iv. Copy of previous sanction against which amendment is sought have to be submitted.
- v. Change of port is allowed. However, in that case consumer has to apply separately providing details of Bill of Entry against the Bill of Lading used for previous programme, stating the reason of changing such port and with copy of Bill of Entry indicating new port. A certificate for change of port against the Bill of Lading/Bill of Entry has to be certified from the old port where Bill of Entry was previously filed. Against that PCOM/CFTM/ECOR's office will give separate address to the customer for filing programme by changing the port.
- vi. If demand has already been registered against the sanctioned programme, then no change of pilot is allowed.
- vii. Annexure-D will be accepted two times for sanctioned programmes.
- viii. For any such changes as mentioned above, the consumer has to submit their e-application through annexure-D within 16:00 hrs of the working day and any annexure-D received after 16:00 hrs shall be processed on the next working day.
- ix. No annexure-D will be accepted for change of destination when the revised destination is under restriction.

13 Revalidation of lapsed imported coal and coke programme:-

- i. Request for revalidation against lapsed/non-indentted/forfeited programme of imported coal and coke has to be submitted to PCOM/CFTM/ECOR's Office.
- ii. Copy of sanctioned programme against which revalidation is sought has to be submitted.
- iii. Details of number of rakes sanctioned, loaded/lapsed has to be submitted in the tabular format in the application itself.
- iv. Copy of RR is required in case the RR has been modified/corrected manually.
- v. Certificate from port is required for such revalidation only when none of the sanctioned rake has been loaded.
- vi. For 2nd time revalidation, copy of both original programme as well as 1st time revalidated programme has to be submitted along with the application.
- vii. Once the revalidated quantity is released by PCOM/CFTM/ECOR's office, that quantity can be used separately or in conjunction with other BL/BE/HSS/CTD or stock sale documents within 15 days.
- viii. All such documents to be submitted for revalidation has to be self-certified

14. Reconciliation of imported coal

- i. Copy of sanctioned programme (along with revalidated programme as the case may be) against which reconciliation is sought has to be submitted.
- ii. If programme is sanctioned against Bill of Lading/Bill of Entry then copy of bill of lading/bill of entry is required to be submitted.
- iii. Copy of RR is required in case the RR has been generated/modified/corrected manually.
- iv. Details of number of rakes sanctioned, indented and loaded have to be submitted in the tabular format in the application itself. Quantity of reconciled coal applied for has to be mentioned thereon.
- v. Railway authority will certify the details of rakes loaded along with RR details against the sanctioned programme for submission to PCOM/CFTM/ECOR's office.
- vi. Reconciliation will be done for each individual programme and as such consumer needs to apply separately for each programme for such reconciliation.
- vii. All such programmes to be submitted for such reconciliation have to be self-certified.

- viii. If there is any residual imported coal available after loading of sanctioned quantity of first reconciliation, the consumer can apply for second time reconciliation. For this, the consumer has to apply this office along with self-certified copy of the original sanctioned programme, copy of the programmed sanctioned on the basis of first time reconciled quantity and copy of BL/BE.
- ix. Once the reconciled quantity is released by PCOM/CFTM/ECOR's office, that quantity can be used separately or in conjunction with other BL/BE/HSS/CTD or stock sale documents within 15 days.

15. If the imported coal quantity of the consumer gains additional weight over and above the original BE quantity due to absorption of moisture, in such case the consumer may apply to this office for programming against the additional quantity. In this case, the consumer has to apply for programme along with all previous BL/BE as well as the additional BE filed by him along with the certificate from the port to this effect.

16. If any customer wants to form a rake programme of more than one type of imported coal on the basis of residual quantity available with him, then he has to submit application stating details of the type of residual imported coal available with him for such programming.

17. **Short size rakes under Priority 'C' for imported coal:** After loading all self-sponsored imported coal, if any residual coal quantity is available with any customer which is below permissible rake size of 3894 MT, programme for such short size quantity can be issued only when the customer undertakes that further coal is not forthcoming and he is agreeing to pay full freight charges of a rake by observing all Commercial and Operating rules. The customer needs to apply with copy of sanctioned programme and related all coal documents for such residual quantity. Once the programme for such short-size rake is sanctioned, further Reconciliation/Revalidation against short size manual sanction will not be entertained.

18. Regarding all revalidation/reconciliation of imported coal under Priority 'C', the consignors should submit their online programmes for revalidation/reconciliation only after approval of this Office. If submitted before the approval of this Office, the same shall be treated as cancelled/rejected.

19. Liability for ownership of imported coal, variants of imported coal, stock of imported coal at port and liability for transportation of the same by railway wagons against sanctioned programme lies with the consumer/sponsor of the imported coal and not with PCOM/CFTM/ECOR's Office.

20. Despite whatsoever has been indicated above, PCOM/CFTM/ECOR reserves the right to cancel or withdraw/amend any sanctioned programme/rake, if he so desires in the overall interest of the Railway Administration. Nothing mentioned above will restrict PCOM/CFTM/ECOR to use his discretion in effecting changes/amendments in the existing provisions of these guidelines.

The guidelines enumerated above will come into effect from the date of notification & will remain in force till further advice.

This will be uploaded in the website of ECoR for information of all concerned.

This issues with the approval of the competent authority


(Dibbanjan Roy)
Chief Freight Transportation Manager
East Coast Railway, Bhubaneswar

No.IMCL/ECOR/1/2022

Dated: 03.03.2022