

EAST COAST RAILWAY

Office of the Principal Chief Commercial Manager
Rail Sadan, North Block, Chandrasekharpur, Bhubaneswar-751017

ZONAL COMMERCIAL CIRCULAR

**No.17 (C) of 2023
(COACHING)**



No.CCM/100/ chg. Circular /Pt- XI/23

Dated: 21.08.2023

To

All SM's/CI's/CBSR's/CRS's/CPSR's/CTI-in-Charge of Divn./CTI Squad-in Charge/CTI station /Clerk- in- Charge & YTSKs over East Coast Railway.

Sub: Quoting of commission by Station Ticket Booking Agent (STBA)

Ref: Commercial Circular No. 04 of 2022 (This office C.C no. 07 of 2022)

Commercial Circular No.16 of 2023 received from Rly.Board is reproduced below.

STBA scheme was last revised vide CC no. 04 of 2022 (This office C.C no. 07 of 2022). In terms of Para (vii) of the said instructions, candidate (s) who opts for the least commission in Slab 3 are to be appointed as STBA.

1.1 Based on a reference received from one of the Zonal Railways, the matter has been examined in Board's office. After careful consideration, Competent Authority has now decided that while inviting applications for engaging STBA, a clause shall invariably be inserted in the bid document clearly stating that in case an applicant quotes sub-zero commission in Slab-3, his application would be summarily rejected.

1.2 Adequate safety mechanism like proper accountal of ticket stationery, periodical checks by Commercial and Accounts staff etc. shall also be enforced in letter and spirit. This apart, all accounting procedures including remittance of cash by STBAs on the same day shall also be strictly adhered to as per extant codal provisions and instructions.

1.3 Necessary instructions may be issued to all concerned accordingly.

1.4 CRIS shall make requisite changes in the software.

2. This issues in consultation with Finance Directorate of the Ministry of Railways.

(This disposes off S.E. Railway's letter No. GM/6/STBAs/operation dated 21.04.2023)

Authority:-Railway Board letter No. 2023/TG-I/20/STBA Commission dated 18.08.2023.

(P.K. Samal)

**Dy. Chief Commercial Manager (PS.)
For Principal Chief Commercial Manager**

Copy to:

PCCM:SER/SECR/NR/NFR/ER/SR/SCR/WR/NER/CR/SWR/NCR/NWR/WCR/ECR/KR **PCOM** ECoR/S
ER/ER/SECR/NR/NFR/SR/SCR/WR/NER/CR/SWR/NCR/NWR/WCR/ECR/KRSDGM/PFA&CAO/PCE/P
CSTE/PCMD/PCEE/PCME/PCOS/PCPO/CAO(Con)/**CPRO** of ECoR, Member/RCT/BBS,Chairman /RRB/
BBS, Dy.CVO(T)/BBS, **DRMs:**WAT/KUR/SBP.**SrDCMs:**WAT/KUR/SBP **SrDOMs:**WAT/KUR /SBP., Dy.CCO
/ECoR /BBS CCO, SER /Kolkata, FACAO (T), Dy.FA&CAO (T)/ BBS, Dy.FA&CAO (T)/ GRC, Dock in
charge CPT Rly. Kolkata, VSKP Port / Paradeep Port / Haldia port, CGM/CONCOR, IISCO house, 50,
Jawaharlal Nehru Road, Kolkata, ED/CRIS, Chanakyapuri/ New Delhi-110021, GGM /IRCTC /Kolkata,
CRM/IRCTC/BBS. GM/RITES/BBS& GM(IT) /RITES, Gurgaon, MD/CRIS, New Delhi.

(P.K. Samal)

**Dy. Chief Commercial Manager (PS.)
For Principal Chief Commercial Manager**

