

EAST COAST RAILWAY

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

ZONAL COMMERCIAL CIRCULAR

**No.63(C) of 2024
(COACHING)**



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

Dated: 30.12.2024

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: Clarifications/ modifications in ATM/DBU policy- Regarding.

Commercial Circular No.13 of 2024 received from Rly.Board is reproduced below.

Please find enclosed a copy of Railway Board instruction regarding Clarification/ modifications in ATMN/DBU policy dated 26.12.2024 Necessary instructions may be accordingly.

Authority:- Railway Board letter No. 2018/TransCell/Civil/ATM Policy/Part-1 E-office No.3359560 dated 26.12.2024.

Encl: As above (02 pages)

(Rajagopal)

**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 **PC**
& ECoR:SER/ER/SECR/NR/NFR/SR/SCR/WR/NER/CR/SWR/NCR/NWR/WCR/ECR/KR
SDGM/PFA&CAO/PCE/PCSTE/PCMD/PCEE/PCME/PCOS/PCPO/CAO(Con)/CPRO of ECoR,
Member/RCT/BBS,Chairman /RRB/BBS,Dy.CVO(T)/BBS,**DGM/BBS for necessary Gazette**
notification 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.

(Rajagopal)

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

0/c

Date

No. 2018/TransCell/Civil/ATMPolicy/Part-I
E-office no. 3359560

New Delhi
Dated: 26.12.2024

The General Managers of all Zonal Railways and
Metro Railway, Kolkata

(Commercial Circular No. 13 of 2024)

Subject: Clarifications / modifications in ATM / DBU policy-
regarding.

Reference: (i) Board's CC 10/2023 dated 21.06.2023;
(ii) Corrigendum to Policy on ATM / DBU on IR premises issued
vide letter No. 2024/I & Trans. Cell/ATM Policy dated
12.04.2024.

The issues raised in the PCCMs conference dated 20.04.2024 and
stakeholders' meeting held in the Railway Board on 20.06.2024, and various
references received from Zonal Railways regarding ATM / DBU policy have
been examined in the Railway Board. In this regard the Board has decided
as under: -

(i) Para 6(iii) of Commercial Circular No. 10 of 2023 dated 21.06.2023
may be replaced with the following:

"The minimum reserve price for setting up the ATMs/DBUs for the
purpose of competitive bidding/e-auction shall be 6% of the market value of
railway land (In cases where Railways provides only space) and 12% of the
market value of railway land (In cases where Railways provides built-up
space). Market value shall be worked out in accordance with para 4 of Policy
for Management of Railway Land issued on 04.10.2022.

However, the Auction Conducting Officer (ACO) is authorized to set
reserve prices at lumpsum charge above Land License Fee (LLF) for e-
auctions at various locations to maintain railway revenue."

(ii) In all places of CC No. 10 of 2023 dated 21.06.2023 and Board's letter
No. 2024/I & Trans. Cell / ATM Policy dated 12.04.2024 wherever
ATM/DBU is mentioned, should be read as Automated Teller Machines
(ATMs)/ Digital Banking Units (DBUs)/Banking e-Lobby;

(iii) Para 6 (iv) of CC No. 10 of 2023 may be replaced with the following:

"iv. Escalation in the license fee for ATM/DBU/Banking e-Lobby:

There shall be no escalation in lump-sum leased freight/ rent/ license
fees during the contract period for contracts of initial contract period up to 3

years. For contracts of period more than 3 years, 10% compounded annual escalation of lump-sum freight/ rent/license fees shall be applicable from fourth year onwards";

(iv) As per revised guidelines issued vide Board's letter **2024/I & Trans. Cell/ATM Policy dated 12.04.2024**, ATM/DBU/Banking e-Lobby can be installed at all categories of stations and also at locations other than railway stations on IR premises.

(v) Guidelines regarding area for setting up of ATM/DBU has been provided at para 5 of Commercial Circular No. 10 of 2023 dated 21.06.2023. Number of ATMs/DBUs that can be accommodated in that area has, however, not been stipulated. In this regard, it is advised that Zonal Railways may decide the number of ATM/DBU/Banking e-Lobby which can be accommodated in the stipulated area, as the license fee is for the stipulated space provided for ATM/DBU/Banking e-Lobby regardless of the number/units provided by the licensee in that space. Also, care may be taken to ensure that no obstruction is caused to the movement of the passengers/users.

This issues with the approval of Board (MOBD) and the concurrence of the Finance and Land & Amenities Directorates of the Ministry of Railways.

Suhani
26/12/24

(Suhani Mishra)

Director/Traffic Commercial (G & NFR)

Email: nfrdterb@rb.railnet.gov.in

Copy to:

1. PCCM, all Zonal Railways for kind information and necessary action.
2. PFA, all Zonal Railways for kind information and necessary action.

No. 2018/TransCell/Civil/ATMPolicy/Part-I
E-office no. 3359560

New Delhi
Dated: 26.12.2024

For 26/12/2024

For Member Finance, Railway Board

No. 2018/TransCell/Civil/ATMPolicy/Part-I
E-office no. 3359560

New Delhi
Dated: 26.12.2024

Copy to:

1. EDPG/MR, OSD/MR, JDPG/MoSR(S), APS/MoSR(R) for kind information.
2. PCCM, all Zonal Railways for information and necessary action.