



**EAST COAST RAILWAY**

**Office of the  
Chief Commercial Manager  
Rail Vihar,  
Chandrasekharpur,  
Bhubaneswar - 751023**

Commercial Circular No. : 89 (GC) / 2012

dt. 7.9.2012

**Sub:-** 'Comprehensive Parcel Leasing Policy' - policy for leasing of parcel space of Brakevans (SLRs), Assistant Guard's cabin (AGC) and leasing of parcel vans (VPHs/ VPs/VPUs) on round trip basis.

**Ref:-** (i) FM Circular No. 12 of 2006 - Board's letter No.2006/TC(FM)/10/1 dt.28.03.2006; (This office letter No. CCM/ 429/LSLR/ 05/Pt.I dt. 5.4.2006)  
(II) FM Circular No. 15 of 2012 issued vide Board's letter No. 2012/TC(FM) /10/1 dt. 16.7.2012 (This office Commercial Circular No. 67(C) / 2012 dt. 1.8.2012)

Policy guidelines for leasing of Parcel space of the AGCs / SLRs / VPs i.e. 'Comprehensive Parcel Leasing Policy' was issued vide Freight Marketing Circular 12 of 2006 under Board's letter No. 2006 / TC(FM)/ 10/1 dt. 28.3.2006 (This office letter No. CCM/ 429/LSLR/ 05/Pt.I dt. 5.4.2006). Some changes have been made in the policy for system improvement vide FM Circular No. 15 of 2012 (This office Commercial Circular No. 67(C) / 2012 dt. 1.8.2012).

Presently, there is provision in the policy for preparing detailed 'Manifest' for consignments transported by him in the leased SLR / VP by the leased holders. Now, it has been decided that the lease holder shall be required to declare the content of each package / consignment in the Manifest and put up the label (paste-on-label or through ink) describing the content in each package / consignment to be transported by him in the leased SLR / VP. The leased holder must ensure that before loading the consignments description has been mentioned on each packages / consignment.

Divisions are advised to ensure compliance of the above instructions.

**Authority:** Railway Board's letter No.2012/TC(FM)/10/1/Pt.-I dt. 31.08.2012

(P.G. Sahu)

Dy. Chief Commercial Manager (FS)

No.CCM/429/leasing of SLR/ 08

dt. 7.9.2012

**Copy forwarded to:**

All Station Managers/ Goods Supervisors/Commercial Supervisors /Siding Clerks / Booking Clerk in Charges / Weigh Bridge Clerks / Clerk in Charges / Out Agencies.

**Copy for information and necessary action to the:-**

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ECoR, Sr.DOM- KUR,WAT,SBP/ECoR, Sr.DCM :KUR,WAT/SBP/ ECoR. Dy.CCM(Claims)/ E.Co.Rly. &  
S.E.Rly./14 Strand Rd. 11<sup>th</sup> Floor, Kolkata-1. FA & CAO:E.Co.Rly, Traffic Manager: VZP, Paradeep  
PortTrust / Paradeep, CGM / CONCOR,

(P.C. Sahu)

Dy. Chief Commercial Manager (FS)

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