

## EAST COAST RAILWAY

Office of the  
Principal Chief Commercial Manager  
Bhubaneswar  
Dt. 01.02.2018

### Commercial Circular No. 19(GC)/2018

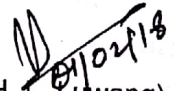
**Sub: Guidelines for implementation of E-way Bill over Indian Railway.**

Please find enclosed herewith Director, Traffic Commercial (Rates)/ Railway Board's letter No. TCR/1078/2018/02 dated 31.01.2018 regarding "**Guidelines for implementation of E-way Bill over Indian Railway**" which is self explanatory for information and necessary action.

All concerned to note and act accordingly.

**Authority: Railway Board's letter No. TCR/1078/2018/02 dated 31.01.2018.**

Encl: As above(04 pages)

  
(H. L. Luwang)  
Dy. Chief Commercial Manager (FS)

No.CCM/443/GST/E- way Bill/Pt.

Date: 01.02.2018.

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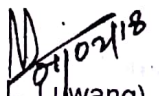
All Station Managers/ Goods Supervisors/ Commercial Supervisors/ Siding Clerks/ Booking Clerks in-charges/ Weigh Bridge Clerks/ Clerk in Charges / City Booking Agencies / Out Agencies over ECoR.

Copy for information and necessary action to the:-

COM/ECOR/BBS, SDGM/ECOR/BBS, Chairman/RCT/BBS, Dy.CVO(T)/ECOR/BBS, PO/RCT/BBS, Dy.COM(FOIS)/ECOR/BBS, CAO(FOIS)/NDLS, Audit Officer/BBS,  
Rates Section/CCM/ECOR/BBS – 10 sets, DRM: KUR, WAT, SBP/ECOR, Sr.DOM: KUR, WAT, SBP/ECOR, Sr.DCM: KUR, WAT, SBP/ECOR. Dy.CCM(Claims)/E.Co.Rly. FA&CAO: E.Co.Rly, FA&CAO (T)/ECOR/BBS, Traffic Manager: VZP, Paradeep Port Trust/ Paradeep.

SL — No. 19 (GC) 18

5 pages (1)

  
(H. L. Luwang)  
Dy. Chief Commercial Manager (FS)

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

No.TCR/1078/2018/02

New Delhi, dated:31.01.2018

The General Manager,  
All Zonal Railways.

**Sub: Guidelines for implementation of E-way Bill over Indian Railway.**

Ref: (i) RBA No. 5/2018 dated 30.01.2018;  
(ii) CBEC notification 3/2018 dated 03.01.2018;  
(iii) CBEC notification 27/2017 dated 30.08.2017

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As per sub-rule 138(2) of notification 27/2017 (further amended vide CBEC notification 3/2018), "Provided that where the goods are transported by railways or by air or vessel, the e-way bill shall be generated by the registered person, being the supplier or the recipient, who shall furnish, on the common portal, the-

- information in **Part B of FORM GST EWB-01**; and
- the serial number and date of the Railway Receipt or the Air Consignment Note or Bill of Lading, as the case may be".

The responsibility to generate E-way Bill online as per the extant rules shall thus rest with the registered person as supplier or recipient; i.e. as consignor or consignee.

Board has made a representation to CBEC seeking certain modifications in the other extant E-Way Bill Rules. Till such time that a decision in this regard is received from Ministry of Finance (CBEC), the following guidelines may be adhered to:

- Board has decided that an undertaking shall be obtained from each consignor on the Forwarding Note before accepting goods for Loading/Transportation as per Annexure A. Zonal Railway shall take necessary action to ensure the same in case of manual Forwarding Notes also. CRIS may modify the Forwarding Note format suitably in the system in case of online demand registration.
- The consignor/Consignee shall generate the E-way using the FNR number as Transport Document Number, instead of RR number. Consignor shall provide the E-way bill number to goods clerk, who shall enter the same in records. Detail procedure is as given in Annexure B.

These guidelines shall come into force w.e.f. 01.02.2018 and shall remain in force till further advice.

All concerned may be advised accordingly.

SL-NO 19 (2018)  
5 pages (2)

*Shilpi Bishnoi*  
(Shilpi Bishnoi)  
Director, Traffic Commercial (Rates)  
Railway Board.

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

1. The Principal Financial Advisor, All Indian Railways
2. The Principal Chief Commercial Managers, All Indian Railways.
3. The Principal Chief Operating Managers, All Indian Railways.
4. Managing Director, CRIS Chanakya Puri, New Delhi-23.
5. The Chief Administrative Officer, FOIS, Northern Railway, CRIS, Chanakya Puri, New Delhi-23.
6. Managing Director, Konkan Railway Corporation, Belapur Bhavan, Sector-11, CBD Belapur, New Mumbai-400614.
7. Director General, National Institute of Indian Railways, Vadodara.
8. GS/IRCA, New Delhi.
9. Director, Indian Railways Institute of Transport Management, Campus; Hardoi Bye Pass Road, Village & Post Office Kanausi, Manakanagar, Lucknow.
10. Managing Director, Pipavav Railway Corporation Ltd. Jeevan Tara Building, 1st Floor, Gate No.4, Sansad Marg, New Delhi-1.

SL NO. 19 (RC) 18

5 pages (3)

ANNEXURE- A

I, name of Consignor/Firm/Company/..... GSTIN ....., hereby undertake to generate online E-way bill for the above mentioned consignment offered for transportation to Indian Railways, as per extant rules/guidelines notified by Central Board of Excise & Custom, Ministry of Finance.

I, hereby also undertake that I shall be wholly responsible for the compliance of E-way Bill rules/laws and for details (including all commissions and omissions) given in the E-way bill.

I, hereby take sole responsibility/liability for any legal and financial consequences and to indemnify Railway in case of any eventuality.

I, hereby declare that the undersigned has the authority to give this undertaking solely/on behalf of name of Consignor/Firm/Company/..... GSTIN .....

Name .....  
Authorised Signatory  
Seal of Firm/Company/...

*Shri. Sishu*  
21/01/18

SL NO. 19 (2918

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Process of generation of FNR Number, to be provided to Consignor/Consignee, to enable generation of E-Way Bill Number by them.

A. Indents to be registered from midnight of 31.01.2018/01.02.2018:

1. The existing FNR which is printed on the RR and can be utilized for Track and Trace and identification of specific consignment, will get generated at the time of registration of Indents (for each Individual Forwarding Note) at the station or through e-Demand registration by the customer.
2. This FNR Number will be visible on the FOIS Website which can be noted by the Goods Clerk. This generated FNR Number is to be conveyed to the Indenting Party (Customer) for further generation of E-Way Bill on the GST Portal.
3. For e-Demand Customers, the FNR Number thus generated shall be made available to the Customer on their Confirmation Slip (Confirming the registration of Indents) which is presently getting generated and provided to the Customer through their registered e-mail ID.
4. Customer (Consignor/Consignee) shall generate the E-Way Bill on the GST Portal feeding the FNR Number in the place of Transport Document Number.
5. Customer shall provide the E-way Bill number to Goods clerk before RR generation. Goods clerk shall enter the same in his records.

B. Indents already registered before midnight of 31.01.2018/01.02.2018:

1. The existing FNR which is printed on the RR and can be utilized for Track and Trace and identification of specific consignment, will get generated at the time of first wagon release against the Forwarding Note in FOIS/TMS Application by the Goods Clerk.
2. This FNR Number will be visible on the FOIS Website which can be noted by the Goods Clerk. This generated FNR Number is to be conveyed to the Indenting Party (Customer) for further generation of E-Way Bill on the GST Portal.
3. Customer (Consignor/Consignee) shall generate the E-Way Bill on the GST Portal feeding the FNR Number in the place of Transport Document Number.
4. Customer shall provide the E-way Bill number to Goods clerk before RR generation. Goods clerk shall enter the same in his records.

Slip: Bishnoi  
31/1/18  
SL NO. 10 (AC) 18  
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