

# EAST COAST RAILWAY

Office of the  
Principal Chief Commercial Manager  
1<sup>st</sup> Floor, Rail Sadan  
C.S.Pur, Bhubaneswar-17

## Commercial Circular No.296(GC)/2021

Date: 02.09.2021

**Sub: Guidelines regarding round the clock working at railway terminals.**

**Ref : Railway Board's Rates Master Circular /Demurrage- Wharfage - Waiver/2016/0 & corrigendum No.15 dt.04.01.2021 (Circulated vide this office Commercial Circular No. 65(G)/2016 dtd.20.05.2016 and Commercial Circular No.02(G)/2021 dtd.04.01.2021 respectively)**

Enclosed please find herewith a copy of Railway Board's letter No.TC-I/2019/201/6-Part(I)(3327639) dtd.01.09.2021 regarding "Guidelines regarding round the clock working at railway terminals" which is self explanatory for information and necessary action at your end.

All concerned to note and act accordingly.

**Authority: Railway Board's letter No.TC-I/ 2019/201/6-Part(I)(3327639) dtd.01.09.2021**

Encl: As above.

  
(Anil Kumar S)

Dy. Chief Commercial Manager (FS)

No. CCM/95/DC/Pt.VI

Date: 02.09.2021

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

Copy for information and necessary action to the:-

**PCOM:** ECoR/SER/SECR/NR/NFR/ER/SR/SCR/WR/NER/CR/SWR/NCR/NWR/WCR/ECR/KRly  
**SDGM:** ECoR/BBS, **Chairman:** RCT/BBS, **Dy.CVO:** ECoR/BBS, **Dy.COM(FOIS):** ECoR/BBS,  
**PO/RCT:** 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.DFM:** KUR,WAT,SBP/ECoR  
**CAO(FOIS),** CRIS/NDLS, **Sr.DCM:** KUR,WAT/ SBP/ECoR. **Dy.CCM(Claims):** E.Co.Rly./BBS  
**FA & CAO:** E.Co.Rly/BBS, **FA&CAO(T):** ECoR/BBS. **Traffic Manager:** VZP, Paradeep Port Trust / Paradeep.

  
(Anil Kumar S)

Dy. Chief Commercial Manager (FS)

भारत सरकार Government of India  
रेल मंत्रालय Ministry of Railways  
(रेलवे बोर्ड Railway Board)

No.TC-1/2019/201/6-Part(1) (3327639)

New Delhi, dt.01.09.2021

**General Manager**  
All Zonal Railways

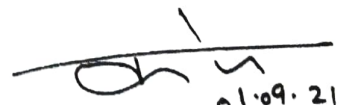
**Sub: Guidelines regarding round the clock working at railway terminals**

Ref: Rates Master Circular/Demurrage-Wharfage-Waiver/2016/0 & corrigendum No.15  
dt.04.01.2021

In pursuance of Budget Pronouncement 2015-16, theme based internal audit function started on IR wherein various zonal railways have been assigned with topic to prepare a report for improvement in the system over their zones in particular and IR in general. Accordingly, Internal Audit Report regarding night allowance/incentive in goods sheds has been prepared by SECR, ER, ECOR & SER. Following actionable points for Zonal Railways have been suggested:

- Before notifying goods sheds for round the clock working, it must be ensured that proper light facility, approach road, stacking area, and other infrastructure are developed.
- At goods sheds where it is noticed that there is congestion, proper planning should be done so that rakes are received in even flow as per the infrastructure available (nos. of lines) at a good shed.
- Before allowing the benefit of night incentive, it should be ensured that the rake is placed for loading/unloading immediately after arrival so that the free time does not extend beyond 22 hrs.
- The time interval between arrival and placement of rakes to be minimized. This will not only prevent night incentive allowances but will also reduce terminal detention and hence improve wagon availability. Periodic check and review to be done by concerned officers.
- Goods shed dealing with loading of loose and bulk commodity should ideally be covered under Round the Clock working category. Further, Goods Shed dealing with loading of Concrete Sleepers should also be declared as 24 hour working Goods Shed.

In this regard, reference is invited to Corrigendum No.15 to Rates Master Circular/Demurrage-Wharfage-Waiver/2016/0 dt.04.01.2021 wherein power to introduce 'round-the-clock working' at railway terminals has been delegated from GMs to DRMs. As per the guidelines, DRM may introduce the 'round-the-clock working' on case to case basis after analyzing traffic handled at railway terminal and possible improvement in wagon-turn-round. DRMs may analyze and introduce 'round the clock working' at Goods Sheds (including those notified as CRTs) having suitable traffic potential. DRMs may ensure basic facilities like drinking water, toilet, resting, wharf, sufficient lighting, approach road and other required facilities in Goods Sheds while introducing round the clock working. Goods sheds giving higher volume of traffic and revenue may be taken up on priority basis so as to optimize expenditure.

  
01.09.21  
(Barjesh Dharmani)  
Executive Director, Traffic Commercial(Rates)  
Railway Board

Copy to:  
PCCM/All Zonal Railways