

EAST COAST RAILWAY

Office of the
Principal Chief Commercial Manager
1st Floor, Rail Sadan
C.S.Pur, Bhubaneswar-17
Date: 10.01.2025

Commercial Circular No.23(GC)/2025

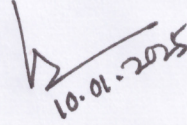
Sub: Compendium _ Demurrage – Wharfage- Waiver

A copy of **Railway Board's Compendium – “Demurrage – Wharfage- Waiver (updated till December 2024)”** is enclosed herewith for information and necessary action.

All concerned to note and act accordingly.

Authority: Compendium - Demurrage – Wharfage- Waiver issued by Railway Board.
(Updated till December 2024)

Encl: As above (31 Pages).


10.01.2025

(G.R. Nayak)
Asst. Commercial Manager(FS)
For Chief Commercial Manager(FS)

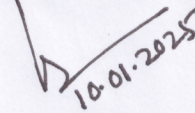
No. PCCM/95/DC/Policy/Pt.

Date:10.01.2025

All Station Managers/ Goods 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:-

COM: 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, **CAO(FOIS), CRIS/NDLSSr.DCM**
:KUR,WAT/SBP/ECoR. **Dy.CCM(Claims)/E.Co.Rly, PFA :E.Co.Rly, FA & CAO(T)/ECoR/BBS Traffic**
Manager: VZP, Paradeep Port Trust / Paradeep. Divisional Commercial Controller : KUR, WAT & SBP.


10.01.2025

(G.R. Nayak)
Asst. Commercial Manager(FS)
For Chief Commercial Manager(FS)

COMPENDIUM

Demurrage & Stabbling

Wharfage & Stacking

Waiver/Write off

As prescribed vide

Rates Master Circular/Demurrage-Wharfage-Waiver/2016/0

and

Subsequent Amendments/Clarifications

(Note: This is a compilation of extant guidelines on the subject matter. Reference to subsequent Board's circulars/letters have been given with regard to amendments/clarifications and the same be referred to)

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CHAPTER-I

GUIDELINES REGARDING DEMURRAGE AND STABLING

1.0 DEMURRAGE CHARGE

Demurrage Charge is levied for the detention of railway's rolling stock after the expiry of free time, if any, allowed for such detention.

2.0 FREE TIME FOR LOADING AND UNLOADING OF WAGONS

2.1 Free time for loading and unloading for different types of wagons (either BG or MG) and allowances (if any) at railway terminals (like goods sheds, railway sidings, public sidings) and private/assisted sidings which do not work on Engine-on-load(EOL) basis; seven old steel plants; other steel plants which do not work on Engine-on-load(EOL) basis and freight terminals/sidings/steel plants/goods sheds which work on EOL basis are given in Paras 2.2, 2.3, 2.4 and 2.5, respectively.

2.1.1 As and when new types of wagons are introduced, free time mentioned herein shall automatically apply to the wagons depending upon the type of wagons.

2.1.2 The entire group of wagons placed for loading/unloading shall be treated as one unit for the purpose of levy of demurrage charges i.e. even if one wagon out of the group is detained for loading/unloading beyond the prescribed free time, demurrage will be leviable on all the wagons in the group.

2.1.3 Zonal Railways should make efforts through constant dialogue with Rail users to develop the infrastructure for efficient handling of wagons to reduce the terminal detention and hence improve wagon availability.

2.2 FREE TIME FOR LOADING/UNLOADING OF WAGONS AT RAILWAY TERMINALS AND PRIVATE/ASSISTED SIDINGS OTHER THAN STEEL PLANTS WHICH DO NOT WORK ON 'ENGINE-ON-LOAD(EOL)' BASIS

2.2(a)	Type of Wagons	Permissible free time (in hours & minutes)			
		MECHANIZED		MANUAL	
		Loading	Unloading	Loading	Unloading
2.2(a)(i)	OPEN wagons like BOXN, BOX, BOY, BOI, BOST, BOXNHA, BOXNHS, NBOY etc.	5:00	7:00	9:00	9:00
2.2(a)(ii)	HOPPER wagons like BOBS, NBOBS, BOBR, NBOBR, BOBY, NBOBY etc.	5:00	2:30	N.A.	N.A.
2.2(a)(iii)	FLAT wagons like BFR, BRH, BRN, BFK, BFKI, BFNS, CONCORD rakes etc.	6:00	N.A.	8:00	8:00
2.2(a)(iv)	BCNHL wagons	N.A.	N.A.	5:00 (1 to 20 wagons)	5:00 (1 to 20 wagons)
				7:00 (21 to 30 wagons)	7:00 (21 to 30 wagons)
				9:00 (31 to 45 wagons)	9:00 (31 to 45 wagons)
				11:00 (46 wagons & above)	11:00 (46 wagons & above)
2.2(a)(v)	Covered wagons other than BCNHL	N.A.	N.A.	5:00 (1 to 20 wagons)	5:00 (1 to 20 wagons)
				7:00 (21 to 30 wagons)	7:00 (21 to 30 wagons)
				9:00 (31 wagons & above)	9:00 (31 wagons & above)
2.2(a)(vi)	BCFC (Corrigendum ² dt.18.05.2020 to Rates Circular No.21 of 2018)	13:00	16:00	N.A.	N.A.
2.2(a)(vii)	TANK wagons (in all cases other than those specified as black oil)	6:00	6:00 (upto 29 wagons)	N.A.	N.A.
			8:00 (30 wagons & above)		

	Type of Wagons	Permissible free time (in hours : minutes)			
		MECHANIZED		MANUAL	
		Loading	Unloading	Loading	Unloading
2.2(a)(viii)	TANK wagons (black oil viz. light diesel oil, furnace oil, carbon black feed stock, low sulphur heavy stock, heavy petroleum stock, vacuum gas oil etc.)	7:00	7:00 (upto 29 wagons) 9:00 (30 wagons & more)	N.A.	N.A.
2.2(a)(ix)	Military wagons-KM	N.A.	N.A.	4:00	4:00
2.2(a)(x)	Military wagons other than KM wagons like DBKM etc.	N.A.	N.A.	5:00 (upto 20 wagons) 7:00 (21 wagons & more)	5:00 (upto 20 wagons) 7:00 (21 wagons & more)
2.2(b)	Type of commodity				
2.2(b)(i)	Container #	3:00	3:00	N.A.	N.A.
2.2(b)(ii)	Consignments handled by Crane* (Corrigendum No.5 dt.03.12.2018)	5:00 (upto 30 wagons) 7:00 (more than 30 wagons)	6:00 (upto 30 wagons) 8:00 (more than 30 wagons)	N.A.	N.A.
2.2(b)(iii)	Livestock	N.A.	N.A.	4:00	4:00

This free time is relevant in the case of Indo-Nepal traffic. Permissible free time in case of double operation of container traffic i.e. unloading followed by loading in the same wagons, shall be 5 hours. However, in the case of container commodity handled by sling cranes, the free time for loading/unloading will be 6 hours for single operation and 8 hours for double operation.

* Free time mentioned here will be applicable when consignment is handled by crane, irrespective of the free time prescribed for different types of wagons.

Note:

1. Loading by pay loader is a type of mechanized loading.
2. In cases where both manual and mechanical type of operations are used of loading/unloading of a rake, the more restrictive free time i.e. free time for mechanized loading/unloading will be permitted.
3. N.A. stands for 'not applicable'.
4. Loading of stationary wagons through mechanized movable weight-o-meter wagon loader is a type of 'mechanized loading'.
5. The above mentioned free time will be equally applicable for BG as well as MG wagons.

2.2(c) Delegation of power to reduce free time for loading/unloading of rakes of coal and/or iron ore

Zonal Railways have been empowered to reduce permissible free time for loading of rakes of coal and/or iron-ore to 3(three) hours, as per the provisions given below-

- PCCM, in consultation with PCOM, will notify sidings/goods sheds where two or more rakes of coal and/or iron-ore are being loaded from a single line.
- For such terminals, permissible free time for mechanized loading would be 3(three) hours, irrespective of whether the siding is notified for EOL or otherwise. Zonal Railway will also notify the type of stock (BOXN, BOBR etc.), time period and any other condition to which reduced free time will be applicable.

- Two weeks' notice will be given to such terminals before the reduced free time is made applicable. Requisite updation in CRIS/FOIS will also be ensured before its implementation

Zonal Railways are also empowered to reduce permissible free time for mechanized unloading of open rakes of Coal and/or Iron Ore at goods sheds/sidings from 7(seven) hours to 5(five) hours, as per the conditions mentioned above.

The power for review, as deemed fit, is also vested with the concerned authority.

(Corrigendum No.2, 30 & 50;

Board's letter No.TC-I/2019/201/6-Part(2)(3328629) dt.22.01.2024)

2.2(d) Free time for loading/unloading of Hopper wagons when supplied in place of Open wagons

(Corrigendum No. 55)

It has been decided that whenever a customer places an indent for Open wagons and due to non-availability of Open wagons if Hopper wagons (e.g. BOBY, BOBR, BOBS, BOBYN, BOBRN etc.) are supplied against such indent, then free time as prescribed for Open wagons (given below) will be applicable, irrespective of the commodity handled. However, in case Hopper wagons are handled on hopper system, then free time as prescribed for Hopper wagons will be applicable.

Name of terminal		Permissible Free Time (hours : minutes)	
		Loading	Unloading
Seven Old Steel plants		14:00	14:00
Steel Plants other than seven old steel plants(non EOL)		12:00	08:00
Goods sheds, Private Sidings etc.(non EOL)	Mechanized	05:00	07:00
	Manual	09:00	09:00
EOL terminal		05:00	05:00

The aforesaid modification will be captured in FOIS, i.e. the demand must reflect Open wagons and Hopper wagons provided against the Open wagons must be captured in the system. Error message if any may be rectified in consultation with CRIS.

2.2.1 Additional free time in the case of private/assisted sidings:

- (a) In the case of private/assisted sidings which are not notified for charging freight on through distance basis, additional free time given on account of extra shunting for placement, removal etc. should be 2 hours (two hours). However, in cases where the additional free time had been fixed less than 2 hours as per earlier Time & Motions Studies, the same should continue.
- (b) In the case of private/assisted sidings which are notified for charging freight on through distance basis, no additional free time will be granted. However, wherever provision of

additional free time is considered warranted by the Zonal Railway, additional free time upto a maximum of two hours may be granted with the recommendation of PCCM and PCOM, concurrence of FA&CAO and approval of GM on case to case basis.

- (c) However, whenever additional free time is considered warranted and is granted to a private/assisted sidings which has been notified for charging freight on through distance basis, GM should review the desirability of continuing the through distance arrangement in such sidings.

2.2.2 Reckoning of free time in case of railway terminals viz.goods shed/railway siding/public siding and such private/assisted sidings where placement/release of rake is done through railway's locomotive

- (a) If a rake is placed in one spur in one placement:

Free time will be reckoned from the time of placement of the rake. Demurrage will be charged on excess detention which will be calculated as under:

$$\text{'Excess detention} = (\text{time of release} - \text{time of placement}) - \text{free time}'$$

- (b) If a rake is placed in one spur in multiple placements:

The free time will start with the placement of 1st part of the rake. However, intervening periods between the time of completion of loading/unloading of the 1st part and time of placement of 2nd part of the same rake for loading/unloading, between the time of completion of loading/unloading of the 2nd part and time of placement of 3rd part of the same rake for loading/unloading and so on, should be treated as *dies non*. Demurrage will be charged on excess detention which will be calculated as under:

$$\text{'Excess detention} = (\text{time of release of the last part} - \text{time of placement of first part}) - \text{free time} - \text{total period of } \textit{dies non}'$$

- (c) If a rake is placed in more than one spurs:

Free time for the entire rake will commence from the time of placement of first part of the rake. Demurrage charges will be calculated on the basis of deemed released time of the rake (after adjustment of *dies non* period). A rake will be deemed to have been released at the time at which the last wagon is released irrespective of the group/spur in which this wagon was placed. If the time interval between first placement and subsequent placements (i.e. between 1st placement & 2nd placement, between 1st placement & 3rd placement, and so on) is more than two hours, then such excess time interval of over two hours shall be treated as *dies non*. This *dies non* period, wherever applicable, will be deducted from the actual release time of the respective placements to arrive at deemed release time.

Demurrage will be charged on excess detention which will be calculated as under:

$$\text{'Excess detention} = (\text{deemed release time of the rake} - \text{time of 1st placement}) - \text{free time}'$$

Deemed release time of a placement will be calculated as under:

“Deemed release time of a placement = actual release time of that placement – *dies non*,
if applicable”

Deemed released time of the rake will be the time at which the last wagon of the rake is deemed to have been released. For example, if the deemed released time of first placement is 1200 Hours, second placement is 1400 Hours and third placement is 1300 Hours, then 1400 Hours will be the deemed release time of that rake.

2.2.3 In case of private/assisted sidings where placement/release of a rake from/to interchange point is done through siding owner's loco

In addition to permissible free time for loading/unloading of wagons, Bunching Allowance of 3(three) hours will be permissible as per following conditions:-

Bunching allowance will be allowed for both loading as well as unloading stream of traffic (commodity wise). It will be granted to such rakes which have arrived in bunched manner in excess of the handling capacity of the siding. It will be permitted for calendar day only and will not have cumulative effect i.e. not extendable beyond odd hours. The allowance should be calculated on actual arrival basis.

Handling capacity of a siding will be fixed as under:-

- Existing siding: Handling capacity of an existing siding will be the actual handling capacity or deemed handling capacity, whichever is higher. Deemed handling capacity will be the average consumption of rakes per day during 1st January to 30th April escalated by 1.5 times & rounded off to the nearest integer. In exceptional cases, GM may approve fixing of the deemed handling capacity of a siding by rounding off the average consumption of rakes per day to the nearest integer (subjected to minimum of one rake). This should be done on case to case basis with the recommendation of PCCM and PCOM.

It is to clarify that actual handling capacity of a siding is the maximum number of block rakes which can be handled for loading/unloading simultaneously. However, stabling line, engine escape line etc. where loading/unloading operation is not undertaken, will not be taken into account for reckoning of actual handling capacity.

(Board's letter No.TC-I/2021/201/Advance Stacking(3356743) dt.24.11.2023)

- New siding: Handling capacity will be fixed provisionally keeping in view the handling system, production capacity, linkage, deemed handling capacity of similar type of siding etc.
- Handling capacity of a siding thus fixed should be reviewed every year in the Month of May & will be notified for the next year starting from July to June, or at the time of change in infrastructure including handling system, consumption pattern or linkage of the siding, whichever is earlier.

Demurrage on a rake will be charged after allowing the permissible free time for loading/unloading of wagons and bunching allowance, wherever applicable. Grant of free time and levy of demurrage on a rake will be linked with the handling capacity of the siding.

2.2.4 In private/assisted sidings where placement/release of a rake from/to the interchange point is done through siding owner's loco, the reckoning of excess detention when a loaded rake, after unloading, is allotted for back-loading shall be governed by the following guidelines:

(Corrigendum No.9)

- The 'excess' detention (for the purpose of levying Demurrage Charge) would be reckoned after the expiry of total of the free time permitted separately for two activities, i.e. first unloading and then loading; total time taken for unloading and loading shall commence from the time of placement of the rake for unloading and conclude at the time the loaded rake is handed back to the railway at the designated point. However, if commodity unloaded from a rake and commodity backloaded in the same rake are having different Demurrage rates, then excess detention for two activities shall be reckoned separately i.e. first for unloading and then for loading.
- Additional free time that may presently be extended in such situation, on account of shunting of the rake from the unloading point to the loading point within the siding would no longer be permissible; the time presently allowed for movement of the rake from the interchange point to the siding and vice versa, if any, would continue to be reckoned for calculation of admissible free time for loading/unloading.
- Extant provisions in respect of Bunching Allowance on subsequent rakes shall continue to apply.

2.3 FREE TIME FOR LOADING/UNLOADING OF WAGONS AND ALLOWANCES APPLICABLE IN THE CASE OF SEVEN OLD STEEL PLANTS

(Corrigendum No.31, 37,43 & 49)

(Validity- 28.02.2025)

Seven old steel plants namely Bhilai Steel Plant, Bokaro Steel Plant, Durgapur Steel Plant, Indian Iron & Steel Co., Rourkela Steel Plant, Tata Iron & Steel Co. and Visakhapatnam Steel Plant will be permitted free time as prescribed below:

	Name of the Steel Plant	Type of Wagon	Number of wagons	Permissible free time (in hours : minutes)	
				Loading	Unloading
1.	Visakhapatnam Steel Plant	Open Wagons	Irrespective of number of wagons	10:00 (Mechanical) 12:00(Manual)	08:00(Mechanical) 08:00(Manual)
		Flat Wagons	Irrespective of number of wagons	12:00	10:00
		Hopper Wagons	Irrespective of number of wagons	N.A.	02:30
		Covered	Irrespective of number	12:00	12:00

	Name of the Steel Plant	Type of Wagon	Number of wagons	Permissible free time (in hours : minutes)	
				Loading	Unloading
		Wagons	of wagons		
		Tank Wagons	Irrespective of number of wagons	09:00	09:00
2.	Bhilai Steel Plant	Open Wagons	Irrespective of number of wagons	16:00	08:00
		Flat Wagons	Upto 35	16:00	12:00
			36 & above	18:00	14:00
		Hopper Wagons	Irrespective of number of wagons	N.A	03:00
		Covered Wagons	Irrespective of number of wagons	24:00	24:00
		Tank Wagons	Irrespective of number of wagons	24:00	24:00
3.	Durgapur Steel Plant	Open Wagons	Upto 45	20:00	10:00
			46 & above	22:00	12:00
		Flat Wagons	Upto 45	20:00	10:00
			46 & above	22:00	12:00
		Hopper Wagons	Upto 45	N.A.	04:30
			46 & above	N.A.	05:30
		Covered Wagons	Irrespective of number of wagons	22:00	24:00
		Tank Wagons	Irrespective of number of wagons	22:00	24:00
4.	The Indian Iron & Steel Company	Open Wagons	Upto 45	20:00	10:00
			46 & above	22:00	12:00
		Flat Wagons	Upto 45	20:00	10:00
			46 & above	22:00	12:00
		Hopper Wagons	Upto 45	N.A.	04:30
			46 & above	N.A.	05:30
		Covered Wagons	Irrespective of number of wagons	22:00	24:00
		Tank Wagons	Irrespective of number of wagons	22:00	24:00
5.	Bokaro Steel Plant	Open Wagons	Upto 35	Steel - 22:00 other than steel - 08:00	10:00
			36 & above	Steel - 24:00 other than steel - 10:00	12:00
		Flat Wagons	Upto 35	22:00	12:00
			36 & above	24:00	14:00
		Hopper Wagons	Upto 45	N.A	04:30
			46 & above	N.A	05:30
6.	Rourkela	Open	Upto 35	Steel - 22:00	10:00

	Name of the Steel Plant	Type of Wagon	Number of wagons	Permissible free time (in hours : minutes)	
				Loading	Unloading
	Steel Plant	Wagons		other than steel - 08:00	
			36 & above	Steel - 24:00 other than steel - 10:00	12:00
		Flat Wagons	Upto 35	22:00	12:00
			36 & above	24:00	14:00
		Hopper Wagons	Upto 45	N.A	04:30
			46 & above	N.A	05:30
7.	Tata Iron and Steel Company Limited	Open Wagons	Upto 35	Steel - 22:00 other than steel - 08:00	10:00
			36 & above	Steel - 24:00 other than steel - 10:00	12:00
		Flat Wagons	Upto 35	22:00	12:00
			36 & above	24:00	14:00
		Hopper Wagons	Upto 45	N.A	4:30
			46 & above	N.A	5:30

ALLOWANCES

(a) Terminal Allowance

Terminal allowance of 45 minutes only for pull through trains will be allowed. In case of other rakes, the free time will commence from the time of intimation of completion of the train examination formalities, which will be reckoned as “madeover” time, irrespective of the actual clearance of the load by the plants.

(b) Unfit/Sick Wagon Allowance

If unfit wagons are received with loaded/empty rakes, **12 hours** beyond the permissible free time for unloading/loading would be allowed. In case of sick wagons, allowance should be **12 hours** after the wagons are made fit by TXR. The steel plants should return these wagons in the mixed pilot within **12 hours**.

2.4 FREE TIME FOR LOADING/UNLOADING OF WAGONS AND ALLOWANCES IN CASE OF STEEL PLANTS OTHER THAN SEVEN OLD STEEL PLANTS

Permissible free time for loading/unloading of wagons and allowances in case of steel plants (other than seven old steel plants) which do not work on ‘Engine-on-load(EOL)’ will be as under:

Type of wagon	Number of wagons	Permissible free time (in hours:minutes)	
		Loading	Unloading
Open wagons	Irrespective of number of wagons	12:00	8:00
Flat wagons		12:00	8:00
Hopper wagons		N.A	2:30
BCNHL wagons		11:00	11:00

Covered wagons other than BCNHL		10:00	10:00
Tank wagons		9:00	9:00

The above-mentioned free time will be applicable for all booking points/sidings as long as they are located within the same steel plant.

ALLOWANCES

(a) **Block Rake Allowance**

Block rake allowance of 05 hours will be permissible for all types of wagons only for the purpose of loading. This allowance is admissible to block rakes only, and not for piecemeal traffic.

(b) **Bunching Allowance**

Bunching allowance of 2 hours will be permissible. However, this allowance shall not have cumulative effect.

2.5 FREE TIME FOR LOADING/UNLOADING OF VARIOUS TYPES OF BLOCK RAKES IN THE CASE OF FREIGHT TERMINALS/SIDINGS/STEEL PLANTS/GOODS SHEDS WORKED ON 'ENGINE-ON-LOAD (EOL)' BASIS:

(Corrigendum dt.30.06.2016; Corrigendum No.19 & 51)

Type of rake	EOL free time (in hours:minutes)		
	Loading		Unloading
Open Rake (BOXN etc.)	Steel	6:00	5:00
	Other consignment*	3:00	
Hopper Rake (BOBR etc.)	3:00		2:00
Covered Rake (BCN etc.)	6:00		6:00
Tank Rake (BTPN etc.)	5:00		5:00
Flat rake (BRN, BFK, BFN, CONCORD etc.).	6:00		6:00

Free time will be reckoned from the time of placement of rake. If at any terminal, additional shunting time etc. is permissible at present (for example, from exchange yard to siding and back) the same would continue.

*In case of bagged consignment, if open wagons (BOX/BOXN etc) are supplied for loading of bagged consignment, Zonal Railways may increase the free time from 3 hours to 6 hours.

Free time for crane consignment will be as given below -

(Corrigendum No.54)

	Loading	Unloading
Consignment handled by crane	5 hours (upto 30 wagons)	6 hours (upto 30 wagons)
	7 hours (more than 30 wagons)	8 hours (more than 30 wagons)

2.6 Deleted (Corrigendum No.11 & 33)

2.7 Additional Free Time for covering Open Wagons with Tarpaulins

Additional free time of one hour per rake may be permitted for covering open wagons with tarpaulins during loading of loose/bulk commodity (e.g. Coal & Coke etc., for which packing condition P2(a) is prescribed in the Goods Tariff) at all kinds of freight terminals e.g. goods sheds, sidings (including EOL sidings), PFTs etc.

(Corrigendum No.14)

In the above guidelines, 'open wagons' means 'top open wagons' e.g. BOXN, BOBRN etc. used for loading loose/bulk commodity.

(Board's letter No.TC-I/2024/201/efile/10(3480585) dt.03.12.2024)

2.8 Additional free time for cleaning activities (cleaning, mopping, coating and drying) of tank wagons in Private Siding(s)/Goods Sheds in case of edible oil when there is change of product

(Corrigendum No.21, 22 & 48)

(Validity-31.03.2025)

- a. Additional free time of 4(four) hours per rake will be permitted for cleaning activities (cleaning, mopping, coating and drying) of tank wagons in private sidings/goods sheds in case of edible oil when there is change of product.
- b. At the time of placing indent, the customer will clearly mention the name of exact product e.g. crude sun flower oil, crude degummed soya bean oil etc. in e-RD module as well as in forwarding note, and not in general terms e.g. edible oil. Documentary proof of material like bill of entry will be uploaded in the system and the same will also be enclosed with forwarding note.
- c. In respect of tank wagon rake, FOIS should flag the last unloaded product and when a rake is supplied for loading from RMS to TMS against indent of different product, the system should automatically allow additional free time as mentioned above.
- d. Demurrage will be worked after allowing additional free time for cleaning activities and permissible free time for loading.

2.9 Additional free time to ports

(Rates Circular No.63 of 2006;

Board's letter No.TC-I/2022/201/efile/3(3403201) dt.06.07.2023)

Excluding time for train examination, if so mandated, the total free time inclusive of shunting etc. should be fixed on the basis of Time & Motion study. However, such total free time should not exceed 15(fifteen) hours for single operation and 24(twenty four) hours for double operation. These instructions will be applicable in the case of North holding yard of Vizag Port, Inner Harbour Chennai Port, Kolkata Port, Paradip Port, Mumbai port, Mormugao Port and Haldia Dock Complex.

The existing free time, wherever less, like 8 hours 30 minutes(excluding 1 hour bunching allowance) in case of Ore Exchange yard of Vizag Port and 10 hours (excluding 3 hours bunching allowance) in case of Outer Harbour Chennai Port(ore traffic) shall remain unchanged.

Regular review may be conducted with regard to permitted free time in respect of ports, duly keeping in view the extant guidelines.

3.0 RATES OF DEMURRAGE CHARGE

- 3.1 Base rate of Demurrage charge shall be Rs.150/- per 8-wheeled wagon per hour, or part of an hour, for detention of wagon in excess of the permissible free time for loading or unloading. Demurrage Charge will be levied in graded Demurrage manner as under-

Duration of excess detention <i>(Beyond prescribed free time for Loading/unloading)</i>	Rate of Demurrage
Upto 6 hours	Base Rate (₹150 per wagon per hour or part thereof)
Beyond 6 hours upto 12 hours	Base rate + 10%
Beyond 12 hours upto 24 hours	Base rate + 25%
Beyond 24 hours upto 48 hours	Base rate + 50%
Beyond 48 hours upto 72 hours	Twice of Base rate
Beyond 72 hours	Thrice of Base rate

*(Corrigendum No.32;
Board's letter No.TC-I/2022/201/efile/2(3394909) dt.26.04.2023)*

- 3.2 The rates of demurrage charges prescribed above shall be applicable equally to all types of 8-wheeled goods wagons and coaching vehicles (other than passenger vehicles), irrespective of their carrying capacities.
- 3.3 The rates of demurrage charge in respect of 4-wheeled wagons/vehicles shall be half of the rates prescribed for the 8-wheeled wagons/vehicles.

3.4 PENAL DEMURRAGE CHARGE

- 3.4.1 In case excessive congestion takes place at any terminal/steel plant, PCCM/PCOM/DRM can increase the demurrage rates, even at progressively increasing rate, subject to maximum of six times of the prevalent base rate. This penal demurrage rates should be implemented only after giving wide publicity (including through SMS/email) and due notice at terminal of 24 hours and should be applicable for the notified period.

(Corrigendum No.32)

- 3.4.2 The rates can be increased by say, 2 times or 3 times or so on, and not necessarily six times at one go in all cases. In fact, Railway may decide to levy variable rates like 2 times for first three hours detention, 3 times for next twelve hours detentions and so on and so forth. Railway must judiciously evaluate the situation and the rates should be increased on merit to the extent considered justified. Levy of six times rate should be resorted only when the situation becomes very alarming.

Modalities for implementation of Penal Demurrage Charge are given below for compliance:-

- (a) 'Issue of notice' for imposition of Penal Demurrage and 'imposition of Penal Demurrage' may be treated as two separate activities.
- (b) Notice period for imposition of Penal Demurrage (which is for duration of 48 hours at present) may be reduced to 24 hours
- (c) Notice for imposition of Penal Demurrage may be issued via a 'numbered control message' of Commercial Control with the verbal approval of the competent authority (PCCM/PCOM/DRM)
- (d) Immediate intimation of the notice for imposition of Penal Demurrage shall be sent automatically via system-generated SMS and e-mail to all the concerned customers as per the goods shed profile; and
- (e) Imposition of Penal Demurrage, 24 hours after the issue of notice as mentioned in the above sub-paras, shall be with a formal approval of the competent authority.

(Board's letter No.TC-I/2022/201/efile/2(3394909) dt.19.09.2022)

4.0 UNIFORM WORKING HOURS AND BUSINESS HOURS FOR RAILWAY GOODS SHED/SIDING - INCENTIVE FOR EXTENDED WORKING HOURS AND IMMEDIATE REMOVAL OF GOODS

(Board's letters No. TC-I/2016/201/1 dt.17.04.2017;

No.TC-I/2018/201/1 dt.12.03.2018;

No.TC-I/94/114/1 Pt.A dt.30.10.2018;

Corrigendum No.15;

Board's letter No.TC-I/2019/201/6-Part(1)(3327639) dt.19.04.2021)

- 4.1 The working hours and business hours of all railway terminals is 06.00 to 22.00 Hours. 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. The business hours in such case should also be extended suitably to cater to 'round-the-clock' working. DRMs may analyze and introduce 'round the clock working' at Goods Sheds *(including those notified as CRTs)* having suitable traffic potential. Thus, the same authority, DRM, is empowered to revert the same with due consideration.
- 4.2 Railway should make all out efforts to get the rakes released expeditiously. For this purpose, the working hours of the railway terminals may be extended beyond 22.00 hours even by a few hours on a regular basis or even on day to day basis.
- 4.3 As an introductory incentive for the consigners/consignees to release the rakes during the extended night hours beyond 22.00 hours, only 50% of the time taken between 2200 hours to 06.00 hours or the time upto which the working hours have been extended should be reckoned for calculation of free time for loading, unloading or removal of consignments from the Railway premises. This incentive is admissible for calculation of both Demurrage and Wharfage on the same rake concurrently.
- 4.4 The incentive is also be applicable in the case when a rake is placed during 22.00 - 06.00hours. However, in case when rake is placed during 06.00 to 22.00 of a day, the incentive is permissible only when normal free time prescribed for loading/unloading or removal of consignment from Railway premises expires after 22.00 hours and if normal free time expires at or before 22.00 hours, the incentive shall not be permissible. The incentive shall be permitted only for the first night of loading/unloading or removal of consignment from Railway premises, and not for the detention of wagons during subsequent nights.

- 4.5 The incentive will not be permitted to private/assisted sidings and to the customers who opt TIELS at goods sheds.
- 4.6 Inordinate detention to wagons placed for unloading is sometimes caused in the goods sheds due to goods unloaded from an earlier rake lying on the ground, blocking the space for further unloading. In order to expedite removal of the goods unloaded from a rake, it has also been decided that a grace period of two hours beyond the prescribed permissible free time for unloading for different types of rakes would be permitted in the goods sheds for immediate removal of the entire goods unloaded from the rake within the extended grace period of two hours. However, if a consignee does not clear the entire goods unloaded from the rake within the extended grace period of two hours Demurrage will be leviable as per the prescribed permissible free time and no grace period in free time will be granted.
- 4.7 Suitable infrastructure should be created by railway administration. Proper arrangement should be made for security of goods and railways cash etc. Special emphasis should be laid on arranging sufficient lighting at railway terminals for ensuring safe and quick loading/unloading of wagons. Attention to approach road and other required facilities should also be put in place. 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.
- 5.0 LEVY OF DEMURRAGE CHARGE IN CASE OF MULTIPARTY/MULTI-CONSIGNOR OR MULTI-CONSIGNEE RAKES**
- 5.1 Multiparty/multi-consignor/multi-consignee rake(s) shall be treated as a unit for the purpose of free time for loading/unloading and levy of demurrage.
- 5.2 Free time for loading/unloading as permissible to the entire rake should be allowed.
- 5.3 If detention of the rake is caused beyond the permissible free time, then, demurrage charges should be leviable on the entire rake, even if some of the wagons are released within the free time, actually drawn out & dispatched or used for back-loading or which could be removed in one shunt without disturbing the wagons which were under operation of loading/unloading.
- 5.4 The consignor(s)/consignee(s) who have detained their respective groups of wagons beyond the permissible free time should be made accountable for the detention and demurrage charges should be collected from him/them for the detention of the groups of wagons allowed to him/them.
- 5.5 Demurrage on the entire rake should be collected from the last party (who is responsible for the detention of the rake) after deducting Demurrage, if any, collected from other consignor(s)/consignee(s)/endorsee(s).
- 6.0 GUIDELINES FOR LEVY OF STABLING CHARGE AND DEMURRAGE CHARGE ON PRIVATELY OWNED WAGONS**

- 6.1 Stabling charge is levied for detention of privately owned stock at a railway premise in any of the following circumstance:
- when party is unable to receive such stock in their siding
 - when party declines to accept such stock in their siding

- 6.2 Privately owned wagons includes wagons procured under “Own Your Wagon scheme(Category-C)”, Defence owned stock, wagons owned by container operators*, Road Railer Train, etc.

(Board's letter No.TC-I/2023/201/2(3423880) dt.10.04.2023)

- 6.3 The rate of Stabling Charge in case of all privately owned wagons including wagons owned by container operators will be Rs.650/- per wagon per day or part of a day.

(Corrigendum No.52)

(Validity- 31.03.2025)

- 6.4 The rate of Stabling Charge will be uniform for all types of wagons (either BG/MG or 4-wheeler/6 wheeler/8 wheeled/12 wheeler etc.).

- 6.5 When privately owned stock is detained in the private siding or in a railway siding meant for handling such stock, no Stabling/Demurrage charge will be levied.

[*In case of Concessionaire's train, the procedure for calculating Stabling Charge will continue to be governed by T.T. Dte.'s letter No.2008/TT-III/73/20 dt.29.09.2008(and as amended from time to time)].

7.0 GUIDELINES FOR LEVY OF DEMURRAGE CHARGE ON WAGONS PROCURED UNDER “OWN YOUR WAGON SCHEME (CATEGORY-A & B)” OR JOINTLY OWNED WAGONS

7.1 Wagons procured under “Own Your Wagon scheme (Category- A & B)” or under “Wagon Investment Scheme(WIS)”:

In the case of wagons procured under “Own Your Wagon Scheme (Category-A & B)” or under “Wagon Investment Scheme(WIS)”, extant free time &Demurrage Rule as applicable for detention of railway owned stock by normal rail users (i.e. other than steel plants) will be applicable.

7.2 Jointly owned wagons:

In the case of jointly owned wagons, extant free time and Demurrage rules as applicable for detention of railway owned stock by normal rail users (i.e. other than steel plants) will be applicable. However, Demurrage Charge will be levied @50% of the rate of Demurrage Charge.

8.0 MISCELLANEOUS

- 8.1 Demurrage rule is applicable in case of dummy wagons attached to ODC rakes.

- 8.2 Sundays are reckoned (i.e. Sundays are not treated as dies non) for the purpose of levy of Demurrage at all freight terminals including stations/goods sheds which are notified as ‘Notified Stations’ in terms of Section 89 of the Railways Act, 1989.

9.0 Departmental Wagons

(Board's letters No.TC-I/95/201/16 dt.07/08.01.1997 & dt.11.04.1997)

(a) Demurrage rule is also applicable in the case of General Service Wagon leased out to various Departments for their use. However, it is not applicable in case of General Service Wagons which are declared condemned and subsequently excluded from general pool and are sometime handed over to Engineering Department, who after making some addition/alteration and minor repair, use them for transporting sleeper etc.

(b) Demurrage rule is not applicable in the case of BOB wagons which are not public wagons and have been introduced mainly for transporting ballast for Engineering Department.

10.0 Methodology for pre-payment of Demurrage Charge

(Rates Circular No.29 of 2022)

In case of all freight terminals (e.g. goods sheds, sidings, PFTs etc.) Demurrage Charge should be raised to the customer before delivery of consignment.

(a) For inward traffic, Demurrage should be raised before delivery and

(b) For outward traffic, Demurrage should be raised before the time of preparation of Railway Receipt(RR).

Recovery should be ensured within ten days from issuance of Railway Receipt in case of goods sheds, PFTs etc and within 10th day of following month in case of sidings.

Bills for Demurrage/Wharfage charges should be prepared through the system and message(via SMS/mail) for making payment should be sent to the customer. Customer can make payment through Electronic Payment System or Online Payment System or conventional mode(e.g. Demand Draft, cash etc.). Customer can apply for waiver of Demurrage/Wharfage charge only after the said charge is paid in full and waiver application should be supported with proof of such payment.

Statement of unpaid Demurrage/Wharfage should be advised on a monthly basis by CRIS/FOIS to concerned zonal railways for taking necessary action.

11.0 Unloading of Wagons

(Board's letter No.TC-I/2020/201/efile/1 (3323286) dt.25.04.2024)

In case of unloading of wagons/rakes, the concerned freight customer (consignee/endorsee or its handling agent) should ensure and submit a written undertaking certifying that all wagons are unloaded completely. After receipt of such certification, the wagons/rakes will be released in the system. Surprise inspection to be carried out from time to time.

CHAPTER-II

GUIDELINES REGARDING WHARFAGE AND STACKING

1.0 WHARFAGE CHARGE

- 1.1 Wharfage Charge is leviable on goods/consignment not removed from railway premises after the expiry of free time. It is leviable for detention of goods at railway's premise like railway station, platform, goods shed, godown, railway siding or any other type of railway's wharf. However, it is not leviable for detention of goods in railway's wagon or at private siding.
- 1.2 Wharfage is not leviable on the consignment held by Railway administration on lien in terms of Section 83 of Railways Act 1989.

2.0 CLASSIFICATION OF RAILWAY PREMISES

- 2.1 Railway Premises (Goods Sheds, Stations etc.) will be classified into three groups as prescribed below on the basis of average number of rakes dealt with during the period from 1st January to 30th April.
- | | |
|-----------|-------------------------------|
| Group I | More than 12 rakes per month |
| Group II | 7 rakes to 12 rakes per month |
| Group III | less than 7 rakes per month |
- 2.2 Classification should be reviewed every year in the month of May on the basis of 'average number of rakes dealt with per month during 1st January to 30th April' or 'the average number of rakes dealt with per month during 1st May (of previous year) to 30th April' whichever is higher. The same should be notified for the period July to June.
- 2.3 There may be cases where traffic pattern changes and railway administration feels that there is need for midterm revision in the classification of a goods shed/station. For upgrading the category of a Railway premise (i.e. from Group-II to Group-I or from Group-III to Group-II), CCM/COM may take a decision based on the recommendation of Sr.DCM/Sr.DOM of the concerned Division. However, for downgrading the category of a Railway premise (i.e. from Group I to Group II or from Group II to Group III), Zonal Railway will send such proposals to Board.

System (TMS/FOIS) based classification of Railway Premises (Goods Sheds, Stations etc.)

(Board's letter No.TC-I/2019/201/6-Part(3)(3329131) dt.28.08.2023)

- Review of classification of goods sheds/stations/CRTs will be done by the system (TMS/FOIS) by 10th working day of May every year (beginning from 2024) and the same will be advised to the concerned Zonal Railways by CRIS/FOIS.
- Thereafter, Zonal Railway will take further action for issuing instructions to all concerned.

- When a Zonal Railway feel there is a need for a mid-term review, the Railway will seek requisite details from CRIS/FOIS and take action as per extant guidelines.

3.0 PERMISSIBLE FREE TIME FOR REMOVAL OF GOODS FROM RAILWAY PREMISES

3.1 Free time for removal of goods from railway premises will be as under:

(Corrigendum No.28;
Board's Letter No.TC-I/2021/201/efile/wharfage(3347317) dt.01.04.2022)

(a) Goods stacked in goods sheds etc. waiting to be loaded in wagons/rake

Group I	12 working hours from the expiry of free time for loading of wagons/rake
Group II	15 working hours from the expiry of free time for loading of wagons/rake
Group III	72 working hours from the expiry of free time for loading of wagons/rake

(b) Goods unloaded from wagons/rake waiting to be removed from goods shed etc.

Group I	12 working hours from the expiry of free time for unloading of wagons/rake
Group II	15 working hours from the expiry of free time for unloading of wagons/rake
Group III	72 working hours from the expiry of free time for unloading of wagons/rake

3.2 Free time for removal of consignment from railway's premise will be reckoned after the expiry of the permitted free time for loading/unloading of the rake when loading/unloading of rake is done in single placement. However, (i) when rake is placed in one spur in multiple placements or (ii) when a rake is placed in more than one spur, following methodology will be followed-

(Corrigendum No.47)

(i) When a rake is placed in one spur in multiple placements

'Free time for removal' will be reckoned after the expiry of prescribed free time for loading/unloading from first placement plus dies non period. Intervening periods of time between completion of loading/unloading of first part and placement of second part, time between completion of loading/unloading of second part and placement of third part and so on, will be treated as dies non. Here, free time for loading/unloading will be taken into account, rake wise/group of wagon wise, as prescribed, irrespective of number of wagons in different placements.

(ii) when a rake is placed in more than one spur

'Free time for removal' will be reckoned after the expiry of prescribed free time for loading/unloading from first placement plus dies non period. If the time interval between first placement and subsequent placements (i.e. between first placement & second placement, between first placement & third placement, and so on) is more than two hours, then such time interval of over two hours shall be treated as dies non. Here, free time for loading/unloading will be taken into account, rake wise/group of wagon wise, as prescribed, irrespective of number of wagons in different spurs.

It is to emphasize that aforesaid methodology will be applicable for reckoning of free time for removal under Wharfage. However, all other extant guidelines including free time for removal of consignment etc. holds good.

Further, for the purpose of Demurrage, existing methodology for reckoning of free time for loading/unloading of wagons (i) when rake is placed in one spur in multiple placements and (ii) when rake is placed in more than one spur, as per paras 2.2.2 (b) and 2.2.2 (c) of Chapter-I of the circular under reference, will remain unchanged.

- 3.3 In case free time for removal expires even before the beginning of unloading of the consignment from a rake, Wharfage will be levied for the period from the commencement unloading of consignment on Railway premises till its removal.
- 3.4 In case free time for loading/unloading of a rake and free time for removal of consignment had expired, loading/unloading of wagons is going on and the consignment has not been removed within the free time for removal, both Demurrage (for detention of rake beyond free time for loading/unloading) and Wharfage (for detention of consignment on railway premise beyond free time for removal) will be levied.
- 3.5 National Holidays, namely 26th January, 15th August and 2nd October will not be reckoned while calculating free time for removal of goods from railway premises and for charging Wharfage except in the case of live stock, perishable goods and goods loaded/unloaded at such stations/goods sheds which are notified as 'Notified Station' for removal of goods without delay.
- 3.6 Sundays are reckoned (i.e. Sundays are not treated as dies non) for the purpose of levy of Wharfage at all railway premises including goods sheds/stations which are notified as 'Notified Stations' in terms of Section 89 of the Railways Act, 1989.

4.0 RATES OF WHARFAGE CHARGE

Wharfage Charge will be levied on per wagon per hour basis uniformly for all types of wagons, whether 4 wheeler or 8 wheeler or any other type.

Group I	Rs.150/- per wagon per hour or part thereof
Group II	Rs.120/- per wagon per hour or part thereof
Group III	Rs.75/- per wagon per hour or part thereof

5.0 WHARFAGE RULES IN CASE OF LIVESTOCK BOOKED UNDER GOODS TARIFF

- 5.1 Free time for removal of livestock (booked under Goods Tariff) from Railway premises will be as under:

(a) Livestock waiting to be loaded in wagons/rake

3 hours from the expiry of free time for loading of wagons/rake

(b) Livestock unloaded from wagons/rake waiting to be removed from goods shed etc.

3 hours from the expiry of free time for unloading of wagons/rake

- 5.2 Rate of Wharfage Charge in the case of livestock (booked under goods tariff) will be Rs.5/- per head per hour or part thereof. However, rail customers should remove their

livestock from railway premises within 12 hours of their unloading at destination station/goods shed. In case rail customer fails to do so Railway administration may dispose them off in the manner provided in Clause(a) of Sub-section (2) of Section 83 of Railways Act 1989.

6.0 Levy of Higher Wharfage Charges

6.1 In cases of excessive congestion or regularity of excessive congestion at any terminal, PCCM/DRM can notify Higher Wharfage Charges up to six times the prevailing rates applicable for first 24 hours. Higher Wharfage Charge should be implemented only after giving a due notice of 48 hours and wide publicity and should be applicable only for the notified period.

6.2 The rates can be increased by say, 2 times or 3 times or so on, and not necessarily six times at one go in all cases. In fact, Railway may decide to levy variable rates like 2 times for first three hours detention, 3 times for next twelve hours detentions and so on and so forth. Railway must judiciously evaluate the situation and the rates should be increased on merit to the extent considered justified. Levy of six times rate should be resorted only when the situation becomes very alarming.

7.0 Guidelines for advance stacking at Railway premises

7.1 Advance stacking of goods at railway premises may be permitted by Zonal Railways without levy of any charge for this purpose.

7.2 DRMs will notify detailed instructions for advance stacking of goods at stations on their divisions in accordance with the guidelines prescribed herein. Such instructions should *inter alia* include names of stations/goods sheds where advance stacking will be permitted, number of days for which stacking can be permitted, type of commodities which can be stacked/restricted etc.

7.3 Permission for advance stacking will be granted to such rail users only, who have indented for the wagons.

7.4 Rail users desirous of availing the facility of advance stacking, will apply for advance stacking duly furnishing the details of indent and an undertaking that the stacking will be done at their own risk and responsibility. No claims for loss, damage, pilferage etc. arising out of stacking will be admissible.

7.5 Advance stacking will be permitted up to such maximum period as specified in the detailed instructions issued by the Division in terms of Para 7.2 above. Divisions may specify different stacking periods for different stations depending upon the number of rakes handled, but in no case the stacking period will exceed five days.

7.6 Sr. DCMs, in consultation with Sr. DOMs, will be authorized to grant permission for advance stacking up to a maximum period of five days. Permission for advance stacking may be granted keeping in view the traffic pattern, number of rakes handled, availability of space etc. at the station/goods shed concerned. Advance stacking should not lead to hold up of other inward and outward traffic.

However, in exceptional cases where additional traffic and additional earning will accrue, permission may be granted for advance stacking for more than 5 days on case to case basis. Permission for advance stacking for period upto 10 days must be granted with the approval of DRM on recommendation of Sr.DCM & Sr.DOM, and for the period beyond 10 days with the approval of GM on recommendation of PCCM & PCOM.

7.7 Wagons will be supplied against the registered indent only after expiry of the permitted time for advance stacking or completion of stacking, whichever is earlier. After supply of wagons and expiry of free time for loading, Wharfage charge will be levied on goods/consignment which has not been removed from railway premises after the expiry of permitted free time.

7.8 Once advance stacking permission has been granted, cancellation of indents will not be permissible upto fifteen days from the time of advance stacking permission granted by the Railway authority. In case Rail User cancels the indent within the aforesaid period, Wagon Registration Fee will be forfeited and Stacking Charge will be levied from the time of advance stacking permission till the withdrawal of indent. It is to clarify that Stacking Charge is leviable for the number of wagons as per the indent, irrespective of the fact whether physical stacking has been taken place or not.

(Corrigendum No.29)

7.9 However, if a Rail User cancels his indent after fifteen days from the time of advance stacking permission granted by the Railway Authority and the wagons have not been supplied till such time, no Stacking Charge will be levied. In such a case, consignment should be removed within 24 hours of the cancellation of indent, else it will attract levy of Wharfage Charge for period beyond 24 hours of the cancellation of indent.

(Corrigendum No.29)

7.10 Records of particulars (e.g. date, time etc.) should be maintained in all cases where advance stacking has been permitted.

7.11 No Stacking Charge will be levied till the supply of wagons, even if supply of wagons is not done immediately after completion of stacking or lapse of advance stacking period.

7.12 Stacking Charge will be levied at the prevailing rates of Wharfage Charge.

8.0 **Stacking of consignment in case of inward rake at Group-III terminals**

(Corrigendum No.46)

(Validity 28.02.2025)

8.1 Railway may permit stacking of unloaded consignment of an inward rake at nominated Group-III Goods Sheds/CRTs.

8.2 Goods Sheds where adequate additional stacking space is available should be identified by the divisions (Sr.DOM or Sr.DCM) in such a way that stacking can be permitted for a prolonged period without hampering the inward/outward traffic of other rakes in the same Goods Sheds. DRM will notify detailed instructions for stacking of inward rakes in accordance with the guidelines prescribed herein. Such instructions should *inter alia* include names of stations/goods sheds/CRTs where stacking will be permitted.

- 8.3 Customer will be allowed to do stacking without levy of any charge upto permitted free time for wharfage (*viz. 72 hours at present*), which is reckoned after expiry of free time for unloading of wagons.
- 8.4 Sr.DCM, in consultation with Sr.DOM, can permit stacking of consignment upto five days (*ie.120 hours*) and DRM can permit upto seven days (*ie. 168 hours*) on joint recommendation of Sr.DCM and Sr. DOM. The upper limit of five days/seven days includes the prescribed free time (*which at present is 72 hours*). Inward stacking permission will be given on levy of “Charge for Stacking” as per the rates given below-

Rate of “Charge for Stacking”	Upto prescribed free time (i.e.72 hours)	Beyond free time (ie. 72 hours) upto 120 hours	Beyond 120 hours upto 168 hours
Goods shed (Group-III)	No charge	25% of normal Wharfage Charge	50% of normal Wharfage Charge
Container Rail Terminal (Group-III)	No charge	25% of normal Ground Usage Charge	50% of normal Ground Usage Charge

Note: If stacking permission is sought for more than wharfage free time, then Charge for Stacking will be levied for the period excluding wharfage free time (72 hours at present). To say, if stacking permission is sought for 4 days/5 days, then Charge for Stacking will be levied @25% of normal Wharfage Charge for 4th day/5th day. If stacking permission is sought for 6 days/7 days, then Charge for Stacking will be levied @25% of normal Wharfage Charge for 4th day/5th day and @50% of normal Wharfage Charge for 6th day/7th day, as the case may be.

- 8.5 If a customer has applied for five days or less, then such application will be decided by Sr. DCM and if a customer has applied for more than five days, then such application will be decided by DRM. A permission once granted, for whatsoever period, cannot be extended further.
- 8.6 Permission for stacking may be granted duly keeping in view the traffic pattern, number of rakes handled, availability of space, type of commodity which can be stacked, etc. Such stacking should not lead to hold up of other inward/outward traffic.
- 8.7 Freight customer, desirous of availing the facility of stacking, will have to apply in advance, i.e. before the placement of inward rake, duly furnishing details of inward rake, name of originating & destination stations, number of days for which stacking is sought while giving an undertaking that the stacking will be done at his/her own risk and responsibility. No claims for loss, damage, pilferage or any other reason arising out of stacking will be admissible.
- 8.8 Applications for stacking will be entertained on first come first serve basis. The application for stacking shall be entertained online on FBD portal for registered customer only. Permission for stacking will not be a matter of right and Railway Administration will reserve the right to deny such permission. The permission or denial shall be given in a transparent manner duly recording the reason for such permission/denial along with the name of authority.

- 8.9 Once the permission has been granted by the competent authority then a message will appear on FBD portal that in-principle approval for stacking has been granted and customer shall be asked to make the payment for stacking. “Charge for Stacking” will be deposited by the customer through online mode/e-payment mode only. Stacking can be done only after the payment of “Charge for Stacking” has been realized by the railway administration.
- 8.10 Freight customer will have to remove the consignment from railway premises within the permitted stacking period. Wharfage (*in case of goods traffic*)/Ground Usage Charge (*in case of container traffic*), shall be levied for the excess period beyond permitted stacking period. Further, in case of failure to pay any dues, railway administration reserves the right to exercise lien on the consignment in terms of Section 83 of Railway Act 1989.
- 8.11 Charge for Stacking and Wharfage Charge levied under this scheme will not be refunded or waived except under *force majeure* condition with the personal approval of DRM.
- 8.12 Record of particulars (i.e. name of customer, duration of permitted stacking period, date & time of arrival of inward rake etc.) should be maintained in the system.
- 8.13 These guidelines will be applicable to all types of freight customers including container operators.
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CHAPTER-III**GUIDELINES REGARDING WAIVER & WRITE OFF****1.0 Power of officers to waive Demurrage or Wharfage charge**

	Designation of officer	Maximum amount of Demurrage per wagons, which can be considered by an officer	Maximum amount of Wharfage per consignment, which can be considered by an officer
1	AGM	Full Powers	Full Powers
2	CCM (Co-ordinating HOD in Commercial Department)	Rs.1,00,000/-	Rs.1,00,000/-
3	HOD(CCM/FM or CCM/FS)	Rs.50,000/-	Rs.50,000/-
4	DRM	Rs.25,000/-	Rs.25,000/-
5	CTM/Sr. DCM/ DCM working as Branch Officer	Rs.10,000/-	Rs.10,000/-
6	DCM/DTM/Area Officer in senior scale	Rs.600/-	Rs.1,200/-
7	ACM/ATM/Area Officer in junior scale	Rs.300/-	Rs.300/-

(Board's letter No.TC-I/2019/201/6(3298964) dt.16.07.2021)

- 1.1 The powers of waiver of Wharfage indicated in the table above will be on consignment basis except in the case of trainload consignment where it will be applicable on per wagon basis. In the case of trainload consignment, the application for waiver of Wharfage for a particular rake will be considered by the authority, who is competent to deal with the highest amount of Wharfage accrued per wagon of that rake.
- 1.2 Where Demurrage cases are being handled by Officers of Operating Department, PCCM/Sr.DCM etc. will mean PCOM/Sr.DOM etc.
- 1.3 The cases for waiver should not be dealt by an officer below the level of an officer competent to deal with the case as per the schedule of powers given in the above table. Say, PCCM will not deal with such case where GM is the competent authority. Since waiver of Demurrage/Wharfage is discretionary power, PCCM cannot recommend percentage of waiver, instead, he will only put up facts of the case and give his remarks on the customer's application/appeal.
- 1.4 Prior Finance concurrence will be required for waiver of Demurrage/Wharfage charges above Rs.25,000/- per wagon/per consignment respectively. Cases submitted to General Manager should be routed through the Coordinating HOD of the Commercial Department and FA&CAO of the Zonal Railways, irrespective of the amount involved.

2.0 Waiver

- 2.1 Due care should be taken in preparation of the Demurrage/Wharfage bills at the first instance to obviate recasting of bills subsequently on representation by the customer or otherwise.
- 2.2 In case the consignor/consignee feels that Demurrage/Wharfage was due to reasons beyond his control he could apply for waiver giving all relevant details with documentary evidence wherever necessary.
- 2.3 First application for waiver of Demurrage or Wharfage should be submitted to the Station Manager/Goods Supervisor within 10(ten) days from the date upto which these charges had accrued.
- 2.4 In case of Wharfage, the consignor/consignee should deposit the amount of Wharfage charges and submit the original proof of such payment alongwith his application while preferring for waiver.

Pre-payment of wharfage will be ensured before delivery of the consignment.

(Corrigendum No.35)

- 2.5 The concerned Station Manager/Chief Goods Supervisor will forward the application of waiver of Demurrage or Wharfage to the Divisional Officer together with the factual position and remarks within 3(three) days of the receipt of the application.
- 2.6 In case of large sidings, like those of power houses, steel plants etc., the time limit for preferring the first application for waiver of Demurrage Charge will be the next month implying that application for waiver of Demurrage Charges accrued in one month should be submitted latest within the next month.
- 2.7 Application for waiver will be considered only when preferred within the stipulated time period.

In case of Demurrage, the consignor/consignee should deposit the amount of Demurrage charges and submit the original proof of such payment along with his application while preferring application for waiver.

(Corrigendum No.32)

- 2.8 The circumstances, which lead to accrual of Demurrage/Wharfage charges, can be broadly grouped in three categories as under:
- (i) Reasons within the control of the consignor/consignee.
 - (ii) Reasons beyond the control of consignor/consignee like labour strike, transportation strike, general bandhs, agitations, riots, curfew, fire, explosion, heavy rains or other abnormal/unforeseen circumstances.
 - (iii) Act of God, act of War and act of public enemies.
- 2.9 There may be no waiver of demurrage and wharfage for cases where reasons for accrual of demurrage/wharfage have been within the control of consignor/consignee.

Application(s) for waiver may be considered only in case where (a) the reasons for accrual have been beyond the control of consignor/consignee like restriction imposed by local administration/state government, local festivals, labour strike, transportation strike, general *bandhs*, agitations, riots, curfew, fire, explosion, heavy rains or other abnormal/unforeseen circumstances; and (b) demurrage/wharfage have been accrued on account of Act of God, Act of War, and Act of Public Enemies.

(Corrigendum No.32)

2.10 The powers for waiver as mentioned above should be exercised judiciously keeping in view the merits of each case as per instructions contained in this letter. The waiver should not be granted in a routine manner.

2.11 Application for waiver of Demurrage and Wharfage shall be entertained only for the cases where circumstances fall within condition given in Para 2.9 i.e. those which are not within the control of consignor and consignee and on account of Act of God, Act of war and Act of Public enemies.

Recording of reasons of waiver in the form of a reasoned speaking order shall be compulsory for all the cases of waiver, irrespective of the quantum of waiver.

(Corrigendum No.32)

2.12 In the case of large sidings, like those of power-houses, where demurrage is not waived on wagon to wagon or daily basis, speaking orders need not be recorded for each consignment/wagon. It would be sufficient if broad reasons are given in support of such periodical waiver after analyzing the broad causes of such detentions.

2.13 The causes for accrual of frequent demurrage/wharfage charges from a particular Goods Shed or a siding or a consignor/consignee should be analyzed periodically. Remedial steps including provision of infrastructural facilities should be taken to reduce the detention to rolling stock and prompt removal of goods from the Railway premises.

3.0 Appeal against orders of waiver

3.1 A consignor/consignee can prefer an appeal to a higher authority in case he is not satisfied with the decision of the lower authority. The Station Manager/Chief Goods Superintendent should forward the appeal to the Divisional authorities within 3 (three) days of the receipt of the appeal.

3.2 However, before preferring an appeal for waiver of demurrage charges, he is required to deposit the amount of demurrage charges not waived. The original proof of such should be submitted alongwith the appeal.

3.3 An appeal against the order of lower authority should be preferred within 30(thirty) days of the date when the decision of the lower authority is communicated.

3.4 A maximum of only two appeals can be made against the decision of the lower authorities.

3.5 In all cases where a change is made by the appellate authority against the decision taken earlier, speaking orders should be recorded by the appellate authority.

- 3.6 AGM will be the final authority for consideration of application/appeal for waiver. No appeal will be entertained against the decision of AGM.

(Corrigendum No.44 & 53)

- 4.0 Processing of applications for waiver of demurrage and wharfage charges shall be done electronically.

Demurrage and wharfage collection and decision on waiver may be done in a time-bound manner. Each competent authority, as per the Schedule of Power, shall be required to decide on the request for waiver within a fixed time, and any failure to adhere to the time-lines shall be flagged by the system to the next higher authority.

The waiver of demurrage/wharfage charge should be dealt as per extant instructions.

(Corrigendum No.32)

5.0 Refund

- 5.1 No direct refund of Demurrage/Wharfage charge should be made unless proper procedure for waiver as laid in this letter has been followed. While granting refund of Wharfage or Demurrage Charges due cognizance should be taken of the quantum of waiver already allowed in each case.

- 5.2 For any refund of Wharfage or Demurrage prior account verification as distinct from Finance concurrence is required to be done to establish that the amount to be refunded has actually been received by the Railway. Such refunds would be subject to post check by the Finance. No prior Finance concurrence would be required in these cases.

- 5.3 Refund of Demurrage/Wharfage Charge should be made expeditiously through conventional mode or online mode/E-payment system, as the case may be.

- 6.0 If it is felt that the rules for accrual/waiver of Demurrage/Wharfage Charge need review, the same should be recommended by the GM to Board's office with the observations of the associate Finance.

7.0 Waiver of Stacking Charge

Extant rules for waiver of Wharfage charge will continue to apply in the case of waiver of stacking charge also.

8.0 Waiver of Stabling Charge

Stabling Charge leviable on privately owned wagons or wagons procured under Own Your Wagon Scheme (Category 'C') should not be waived except to the extent of Force Majeure Conditions - viz. Act of God, Act of war or Act of public enemies.

9.0 Write off of Demurrage/Wharfage

The extant power of waiver of Demurrage/Wharfage charge is also applicable in case of write off of Demurrage/Wharfage charges. However, the write off should be done in exceptional cases and in extremely extenuating circumstances where chances of recovery are remote due to the fact that the defaulting party is not traceable, or has wound up his

business, or has become insolvent, etc.

10.0 Write off of Stacking Charge

The guidelines regarding write off of Wharfage Charge is also applicable for write off of Stacking Charge also.

11.0 Delegation of power for waiver of Demurrage and Wharfage to DFCCIL

Till Indian Railways is the sole operator on DFCCIL network; the extant guidelines regarding waiver of Demurrage and Wharfage will also be applicable to DFCCIL. The power for waiver/write off of Demurrage and Wharfage shall be exercised by the same level of DFCCIL officers, duly keeping in view the extant guidelines.

(Board's letter No.TC-I/2020/103/efile/1-Pt.(2)(3341820) dt.20.04.2022)