

Office of the
Pr. Chief Commercial Manager
Bhubaneswar-751017
Date. 16.06.2025

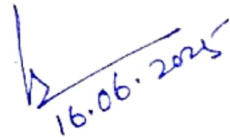
Commercial Circular No.195 (G)/2025

Sub: eRD -Submission of Bill of Entry (BE) in case of Imported Coal/Coke
Ref: 1. Railway Board's Rates Master Circular/e-RD/2019/0 dt 11.11.19 and its subsequent amendments (PCCM/ECOR's Commercial Circular No.228(G)/2019 dtd.11.11.2019)
2. Railway Board's Letter No. 2023/TT-V/58/Imported Coal dt 30.01.2025 (copy enclosed)

Railway Board's Letter No. TC-I/2022/101/efile/e-RD(3412556) dated 12.06.2025 regarding guidelines for eRD -Submission of Bill of Entry (BE) in case of Imported Coal/Coke, which is self-explanatory, is enclosed herewith for information and necessary action.

All concerned to note and act accordingly.

Encl.:- 6 pages


(G R Nayak)
Asst Commercial Manager (FS)

No. CCM/325/e-RD/Pt-I

All station Managers/Goods Supervisors/Commercial Supervisors/Siding Clerks/Booking Clerk in Charges/Weigh Bridge Clerks/Clerk in Charges/Commercial Inspectors.

Copy for information and necessary action to the :-

PCOM/ECOR,CFTM/ECOR, SDGM/ECOR,Chairman/RCT/BBS, DyCVO(T)/ECOR, DyCOM(FOIS)/ECOR, PO/RCT/BBS, 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 CCO/ECOR, PFA/ECOR/BBS, FA&CAO(WST)/ECOR, Traffic Manager: Visakhapatnam port Trust, Paradeep Port/Paradeep


Asst Commercial Manager (FS)

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

No.TC-I/2022/101/eFile/e-RD(3412556)

New Delhi, dt.12.06.2025

General Manager
All Zonal Railways

Sub: eRD - Submission of Bill of Entry (BE) in case of Imported Coal/Coke

Ref: (i) Rates Master Circular/eRD/2019/0 and subsequent amendments

(ii) Board's letter No.2023/IT-V/58/Imported Coal dt.30.01.2025

Please refer to Board's Circular under reference (i) regarding registration of demand for wagons electronically (eRD).

In terms of Board's letter under reference (ii), Board has approved implementation of direct indenting system for movement of Imported Coal.

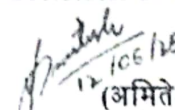
The matter has been examined and it has been decided to prescribe following guidelines for placing demand for wagons in case of Imported Coal/Coke by inserting an additional Para 7.9 in the Board's circular under reference (i), as given below-

***7.9: Submission of Bill of Entry (BE) while placing indent for wagons electronically in case of Imported Coal/Coke**

- a. Customers interested to place indent for Imported Coal/Coke should register themselves under e-RD Module of FOIS.
- b. Indent can be placed after feeding Bill of Entry (BE) details in the e-RD module. The customer will feed BE details (e.g. Country of Origin, Domestic Port Name, Imported Coal/Imported Coke, BE number, date of issue, name of BE owner/Customer, Total BE Quantity) and upload BE document on e-RD module. BE details will not be changed after registration of indent.
- c. The cross checking of quantities shall be done with respect to the details of Bill of Entry in e-RD system which have been fed in by the customer
- d. Registration of demand shall be backed by a declaration by the customer specifically mentioning details of Bill of Entry and the quantities mentioned in the Bill of Entry. The customer has to ensure that there is no misdeclaration especially about the quantities out of the total to be transported by Railways. In case of any misdeclaration, Railways will cancel the indent(s) and forfeit the WRF. The customer will be responsible for ensuring that all the custom/taxation/other statutory regulations have been followed for Imported Coal/Coke in case of Direct Indenting through Bill of Entry.
- e. Multiple indents can be placed against a BE subject to the condition that cumulative tonnage quantity of all such indents should not exceed the quantity mentioned in the BE. However, multiple BEs of remaining balance can be linked for a rake size/quantity to one Indent. System will allow for rake size on the basis of BE quantities @ 3894MT for Imported Coal and @ 2500MT for Imported Coke. Indent will be placed by the customer whose name is mentioned in the BE.
- f. Indent placed by the customer will be valid till supply of rakes or cancellation of indent.
- g. Quantity of BE will be maintained by the system automatically. In case of cancellation of indent, the quantity to be returned back to the BE so that fresh indent can be placed against that quantity.

- h. If customer wants to change the destination, the corresponding indent(s) have to be cancelled by the customer and a fresh indent may be placed for the desired destination. Customer may lose the previous seniority in case of cancellation of indent.
- i. Customer will have the facility to place indent(s) from multiple sidings within a port against one BE having more than one rake quantity/balance available in the BE.
- j. Coastal BE to capture coastal traffic from one port to another shall be uploaded with different BE Details.
- k. Difference of indented quantity and actual loaded quantity should also be reconciled electronically against the BE.
- l. Direct supply of rakes will be done against the indent placed against the verified BE and no separate allotment in RAS will be required.
- m. Extant guidelines regarding Wagon Registration Fee and its forfeiture will continue to be applicable in case of Imported Coal/Coke traffic.
- n. Direct indent may also be allowed on the basis of stock sale documents. For such cases Proforma Invoice (PI) mentioning details of BE alongwith details of seller & buyer which should be certified by port authority against connecting BE should be uploaded in addition to BE copy. For indenting in such cases separate field of "stock sale" to be opened by the customer to fill such details in system. Buyer owning the stock as mentioned in PI may submit the indent to the concerned Port Siding. Quantity will be adjusted automatically through the system.
- o. Siding owner who are registered under e-RD module may submit direct indent as a consignor in favour of BE owner as a consignee. Such facility will be allowed for all Zonal Railways. BE document will be uploaded in the system by the siding owner at the time of indenting.
- p. The verification of BE details by CGS/Goods Clerk is to be done on real time basis as and when the same is uploaded. However, the responsibility of authenticity of BE documents lies with the customer only. This will facilitate decision on rake allotment and rake movement efficiently.
- q. With the roll out of e-RD module of Direct Indenting in Imported Coal/Coke on 01.04.2025, all such BE against which any/part sanction has already been obtained from Zonal Railways will not be accepted through the Direct Indenting Mode and existing method of sanction for residual quantity shall continue. If residual quantity against old BE is lying or rake gets lapsed, Zonal Railways will issue a Reconciled ID bearing BE details which will be accepted by the new e-RD module.

This issues in consultation with Traffic Transportation and Finance Directorates of Ministry of Railways.


 12/06/25
 (अमितेश आनंद)
 निदेशक, यातायात वाणिज्य (दर)
 रेलवे बोर्ड

Copy to:

**PCCM, PCOM, PFA; All Zonal Railways
MD/KRCL; MD/DFCCIL; MD/CRIS; CAO(FOIS); GS/IRCA; DG/NAIR, DG/IRITM**

Copy for information:

**CRB, M(O&BD), M(Fin.), Railway Board
AM(C), AM(T), AM(R), PED(Vig.), PED(Accts), PED(TT(M), EDPG/MR, EDPG/MoSR(R),
EDPG/MoSR(S), EDTC/R, EDFM, EDTT/S, ED/Coal, EDTT(F), EDFC, ED(CC), OSD/MR,
Railway Board**

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

No 2023/TT-V/58/Imported Coal

Rail Bhawan, Raisina Road,
New Delhi Dated 30.01.2025

Managing Director,
CRIS
Camp: CRIS Chankyapuri
New Delhi


Sub: Approval regarding implementation of Direct Indenting System for movement of imported coal in place of programming by Zonal Railways.

Ref:- CRIS' letter No. CAO/FOIS/TMS-1/RAS-COAL/2023 dated 27.01.2025.

In reference to your above cited letter, the matter has been examined in consultation with Rates Directorates and their comments are as under:-

- i. The process flow designed by FOIS seems to be in order.
- ii. Further to state that the extant guidelines regarding WRF payment and its forfeiture will continue to be applicable in case of imported coal traffic. This provision may be incorporated.

You are requested to take action accordingly.


(Narender Singh Rawat)
Deputy Director/TT-V
Railway Board.

E.mail : rawat.nsingh@gov.in
Room No. 257 C

Copy to: Div/RM, Kolkata - for information & n.a.



**FREIGHT OPERATIONS INFORMATION SYSTEM
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER
CHANAKYA PURI, NEW DELHI-110021**

No. CAO/FOIS/TMS-1/RAS-COAL/2023

Dt.27.01.2025

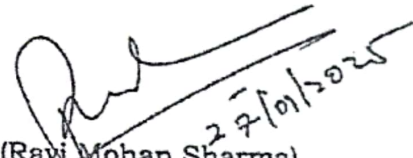
ED Coal
Ministry of Railway
Railway Board, New Delhi

Sub: Process Flow for capturing and verifying BE Details and Indent registration of Imported Coal

Ref: Director (Rail Movement)/Railway Board/Kolkata's letter No. CMP/Policy/2024 dated 24.12.2024.

With reference to this letter of Director Rail Movement Coal, a process flow is proposed on the similar manner of capturing LC of Bangladesh Traffic. It will involve verification by Goods Clerk of the Port Good shed of Bill of Entry uploaded, with the details entered at the time of indenting by the customer. Once the BE is verified all the indents against that BE will be live and rakes can be loaded against those indents. The detailed process flow is attached with this letter. It is requested to approve the process flow in consultation with the Rates Directorate at the earliest for implementation of the same in e-RD Module of FOIS system.

Encl: Detailed Process Flow


(Ravi Mohan Sharma)
Dy.CPM/System-III/FOIS


Process Flow for capturing and verifying BE Details and Indent registration of Imported Coal

Currently Imported Coal Programs are being captured by the Customer on e-RD and is being sanctioned by the respective Zonal Railways. During the program registration process, Customers captures the Bill of Entry details. Based on the sanctioned programs, Customers register the Indents for Imported Coal in e-RD Module.

The following process flow shall be implemented in case of Imported Coal traffic:

1. Instead of the present system of programme sanction at Zonal railways level, no sanction of programme will be required, and direct indent can be placed at the port station level.
2. Indent can be placed after feeding the Bill of Entry (BE) details in the e-RD module of FOIS. The customer will feed BE details (e.g. Country of Origin, Domestic Port Name, BE number, date of issue, name of Customer, Total BE Quantity and upload BE document on e-RD module. BE details will not be changed after registration of indent.
3. The system check will be based on verification of details of Bill of Entry, which will be uploaded by the customer and details cross checked by the goods clerk on the basis of BE copy issued by custom.
4. The customer will submit physical copy of BE to the Goods clerk before loading of wagons. There should be no discrepancy between BE details fed in e-RD and physical copy submitted to the Goods clerk.
5. The responsibility of ensuring genuineness of BE is that of the customer. The customer has to ensure that there is no misdeclaration. In case of any misdeclaration, Railways will cancel the relevant indent and forfeit the WRF for the relevant indent.
6. An option shall be given to the Goods Clerk of any of the Port Sidings to Verify the BE Details. The Goods Clerk can download the BE Document uploaded by the Customer for verification purposes. The CGS shall have an option to either Approve or Reject the BE Details. In case of rejection, all the Indents registered against the BE shall be cancelled by the system and the WRF shall be forfeited.
7. Multiple indents can be placed against a BE subject to the condition that cumulative tonnage quantity of all such indents should not exceed the BE Quantity mentioned in the BE. However, multiple BEs cannot be linked to one Indent. System will allow for rake size on the basis of BE quantities @ 3894MT. Indent will be placed by the customer whose name is mentioned in BE.
8. Indent placed by the customer will be valid till supply of rakes or cancellation of indent.
9. Quantity of Bill of Entry will be maintained by system automatically. In case of cancellation of indent, the quantity to be returned back to the BE so that fresh indent can be If placed against that quantity.

10. If customer wants to change the destination (like annexure-D), the corresponding indent have to be cancelled by the customer and a fresh indent may be placed for desired destination. Customer may lose the previous seniority in case of cancellation of indent.
11. Customer will have the facility to place indent from multiple siding within a port against the one BE of having more than one rake quantity/balance available in the BE.
12. Coastal BE to capture coastal traffic from one port to another shall be uploaded with different BE Details.
13. Difference of indented quantity and actual loaded quantity should also be reconciled electronically against the Bill of Entry.
14. Direct supply of rakes will be done against the indent placed against the verified BE and no separate allotment in RAS will be required.


(Ravi Mohan Sharma)
Dy.CPM/System-III/FOIS
