

## EAST COAST RAILWAY

Office of the  
Pr. Chief Commercial Manager  
1<sup>st</sup> Floor, North Block, Rail Sadan  
Bhubaneswar – 751017

**Commercial Circular No.194 (GC)/Parcel/2025**

**Date: 16.06.2025**

**Sub:** Proper Accountal of Parcel Trains Booking Earnings for Scheduled/Unscheduled Trains in PMS.

Ref:-(i)Dy.CCM/PIS/Northern Railway's letter No.CAO/PIS/93/PMS/Phase-I,II,III/Rollout issues/IR/2014/Part-I dated.12.06.2025

(ii)GM/PMS/CRIS's letter No.CRIS/HQ/PRJT/115/2024-PMS dated.11.06.2025

Enclosed please find herewith a copy of Dy.CCM/PIS/ Northern Railway's letter No.CAO/PIS/93/PMS/Phase-I, II, III/Rollout issues/IR/2014/Part-I dated.12.06.2025 regarding "**Proper Accountal of Parcel Trains Booking Earnings for Scheduled/Unscheduled Trains in PMS**", which is self-explanatory for information and necessary action.

All concerned to note and act accordingly.

Authority: Northern Railway's letter No.CAO/PIS/93/PMS/Phase-I,II,III/Rollout issues/IR/2014/Part-I dated.12.06.2025

Encl: As above (02 pages)

No.CCM/457/PMS/10/Pt.IV

Copy to:-

All SMs/Goods Supervisors/ Comml. Supervisors/Siding clerks/Booking Clerk in charges/Parcel Clerk/ weigh Bridge clerks/City Booking Agencies.

Copy for information and necessary action to the:-

PCOM, PFA, CFTM,SDGM,FA & CAO(T),Chairman/RCT, Dy CVO(T), DY CCO, Dy COM(FOIS),PO/RCT, Audit Officer/ECOR/BBS. Rates Section/CCM/ECOR/BBS, DRM/KUR, WAT& SBP/ECOR, Sr DOM/KUR,WAT,SBP/ECOR, Sr DCM/KUR,WAT,SBP/ECOR, Traffic Manager/Visakhapatnam Port trust (VZP), Paradeep Port Trust/PRDP.

(G.R.Nayak)

Asst. Commercial Manager (FS)  
For Pr.Chief Commercial Manager  
Dt. 16.06.2025

(G.R.Nayak)

Asst. Commercial Manager (FS)  
For Pr.Chief Commercial Manager



उत्तर रेलवे  
NORTHERN RAILWAY

Office of Chief Administrative Officer (PIS)  
IRCA Building, State Entry Road,  
New Delhi 110055.

No: CAO/ PIS/ 93/ PMS/ Phase-I, II, III/ Rollout issues/ IR/ 2014/ Part-I

Dated: 12.06.2025

**Chief Commercial Manager/FM/FS:**  
**All Zonal Railways.**


**Subject:** Proper Accountal of Parcel Train Booking Earnings for  
Scheduled/Unscheduled Trains in PMS.

**Reference:** GM/PMS/CRIS's letter no. CRIS/HQ/PRJT/115/2024-PMS dated 11.06.2025.

Please find enclosed CRIS's above referred letter, regarding the correct selection of reasons in the PMS application while issuing Money Receipts for Parcel Train Bookings (Scheduled/Unscheduled).

It is requested to issue necessary instructions to all concerned staff to ensure that the appropriate reason is selected in the PMS application at the time of Parcel Train Booking. This is essential for accurate receipt generation, revenue accounting, and analytical reporting.

DA/As above

  
(Harsh Shrivastava)  
Dy.Chief Commercial Manager (PIS)

Copy to:

1. Executive Director (FM), Ministry of Railways, Railway Board, New Delhi-for kind information.
2. General Manager /PMS, CRIS, Chanakyapuri, New Delhi- 110021- for kind information.



No. CRIS/HQ/PRJT/115/2024-PMS

Dated: 11-06-2025

Chief Administrative Officer/PIS  
IRCA Building  
State Entry Road  
New Delhi - 110001

**Subject: Proper accountal of Parcel Train Booking Earnings for Scheduled/Unscheduled Trains in PMS**

The PMS application includes this feature under the "Money Receipt" module to generate receipts for Parcel Train Booking of Scheduled/Unscheduled trains. However, it has been observed that Parcel staff are currently selecting the reason as "Outward/Inward Miscellaneous Payments" instead of the appropriate heads — "Parcel Cargo (PCET) Lease Single Day Freight" or "Parcel Rake Freight"—while issuing these Money Receipts.

This practice is resulting in incorrect accountal of Parcel Train Booking earnings within the PMS, leading to potential discrepancies in financial reporting and data analysis.

In view of the above, it is requested that necessary instructions may be issued to all concerned staff to ensure the correct reason is selected in the PMS application during Parcel Train Booking. This will help ensure accurate receipt generation, correct revenue accounting, and reliable analytical outcomes.

*Regards,*

*(Signature)*  
11.6.25  
(C.L. Sah)

General Manager/PMS

**Copy to:**

Executive Director/FM, Railway Board, Rail Bhawan, New Delhi.

चाणक्यपुरी, नयी दिल्ली- 110021  
CHANAKYAPURI, NEW DELHI-110021

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