

EAST COAST RAILWAY

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

Commercial Circular No.240(G)/2025

Date:23.07.2025

Sub: Guidelines regarding Demurrage and Wharfage- Round the Clock Working.

Ref: Railway Board's letter No.2024/TT-II/13/P2(Mech) dtd.03.07.2025

A copy of Railway Board's letter No. 2024/TT-II/13/P2(Mech) dtd.03.07.2025 on "Guidelines regarding Demurrage and Wharfage - Round the Clock Working" is enclosed herewith for information and necessary action.

All concerned to note and act accordingly.

Authority: Railway Board's letter No.2024/TT-II/13/P2(Mech) dtd.03.07.2025

Encl: As above (14 Pages).

(G.R.Nayak)

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

Dated.23.07.2025

No. PCCM/95/WC/Pt.III

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:-

PCCM: SER/SECR/NR/NFR/ER/SR/SCR/WR/NER/CR/SWR/NCR/NWR/WCR/ECR/KRly.
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, **CAO(FOIS)**, CRIS/NDLS, GS/IRCA/NDLS,
Sr.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.

(G.R.Nayak)

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

CCM's Office, Rly/BSS

R.B. Sl. No. RB-01 Dt. 22.7.25

Initial.....

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

PCCM

No.2024/TT-II/13/P2(Mech.)

Dated :03/07/2025

General Managers,
All Indian Railways.

CCM/FS

Sub:Guidelines regarding Demurrage and Wharfage-Round the Clock Working.

Ref.:(i).Board's letter No. 96/TT-II/13/P(CommI) dated 13.02.1998.

(ii).Board's letter No. 2005/TT-II/13/P(Siding) dated 13.03.2009.

(iii).Board's letter No. 2013/TT-II/13/P(Mech) dated 10.08.2021.

(iv).Board's letter No. 2013/TT-II/13/P(Mech) dated 07.08.2024.

(v).Board's letter No. 2023/TT-II/13/P(Mech) dated 16.12.2024.

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22/7/25
DY-CCM/FS

Guidelines with regard to working hours of POL unloading sidings over IR were issued vide above referred letters.

To improve the utilization of BTPN/BTFLN/BTPGLN rakes and in view of the high demand for POL and LPG products, changes in traffic patterns, the upgradation of various POL/LPG terminals, the guidelines are revised as under:

"With effect from 01.01.2026 all the POL (loading & unloading) sidings/terminals and LPG (loading & unloading) sidings/terminals will operate on Round-the-Clock basis irrespective of the number of rakes dealt at any POL or LPG siding/terminal."

The receipt of letter may please be acknowledged.

This issues with the concurrence of Traffic Commercial Directorate of Ministry of Railways.

Digitally signed by
Tushar Saraswat
Date: 03-07-2025
Tushar Saraswat
Director Traffic Trans.(POL)
Railway Board
dtpol@rb.railnet.gov.in

ACM/FS
22-7

Freight

Copy for kind information and necessary action to:

1. The Principal Chief Commercial Managers, All Indian Railways
2. The Principal Chief Operations Managers, All Indian Railways
3. Executive Director (Operations)/IOCL, Executive Director (Retail)/ BPCL, Executive Director/ HPCL, Executive Director/ NAYARA, Executive Director/ RIL
4. Executive Director (LPG)/ IOCL, Executive Director (LPG)/ BPCL, Executive Director (LPG)/ HPCL

Copy for kind information:

1. JD/Traffic Co-ordination for kind Information of M(O&BD)
2. AM(T), PED/TT(M)
3. EDTC(R), EDTT(F), EDTT(S), EDFM

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

NO. 96/TI-IL/13/P/Comm.

NEW DELHI, 12TH FEBRUARY 1998

The General Managers,
All Indian Railways.

NK

Sub: UNLOADING HOURS OF POL RAKES.

In order to maximize the utilization of tank wagons, it has jointly been decided by the Railways and the Oil Companies that sidings which are not equipped for unloading of POL rakes after sunset will be provided with adequate lighting, fire fighting facilities and manpower for undertaking the same. However, as this will require heavy investment by the Oil Companies, it has been decided to upgrade only those sidings which will justify such investment. Accordingly, sidings have been divided into 3 categories based on the number of rakes received per month. Only those falling in category B & C will be upgraded.

<u>CATEGORY</u>	<u>NO. OF RAKES / SIDING / PER MONTH</u>	<u>UNLOADING HOURS</u>
A	Upto 10 BTPN Rakes/ Upto 16 four wheeler rakes*	SUNRISE TO SUNSET (06.00 – 18.00 HRS.)
B	11-21 BTPN Rakes/ 17-31 four wheelers rakes* (For placement of rake in the second shift, Railways will inform the location latest by 15.00 hrs.)	06.00 – 22.00 HRS.
C	22 or more BTPN Rakes / 32 or more four wheeler rakes* (For placement in the third shift, Railways will inform the location latest by 20.00 hrs.)	ROUND-THE-CLOCK

* Four wheeler rakes means conventional rakes.

Zonal Railways may categorise the different sidings based on the average number of rakes received at each siding during the last six months. The details should be advised to Board by 2.3.98 so that a consolidated list can be given to the oil industry for implementation.

(1990)

For sidings, which fall under Category (B) & (C) On 1st Dec 1988, to provide the required infrastructure like lighting, fire fighting, manpower etc. December '98

4. The Railways will notify the revised working hours of the siding receiving confirmation from the Oil Companies that all the facilities required for safe work after sunset have been provided and requisite clearances from the CCOI have been obtained.

5. It may kindly be noted that there will be no change in the existing safety rules.

6. A copy of the agreement reached with the oil companies is enclosed.

N. Madhusudan Rao

(N. Madhusudan Rao)

Director Traffic Transportation (POL)
Railway Board

Enclosures : as above

Copy to: 1). Chief Transportation Manager (Petroleum)
Western Sector, C/O COM, Central Railway, CST Mumbai.

2). Chief Transportation Manager (Petroleum)
Eastern Sector, Eastern Railway,
Calcutta.

for kind information.

UNLOADING OF POLYRAKES

The demand for petroleum products has been steadily increasing and is growing at more than 7 to 8% p.a. In the deliberation of the Working Group on this, it was decided that it has become necessary to take immediate steps to utilize the existing facilities more productively. One of the major constraints for unloading of polyrakes at many of the terminals where many of them do not have the requisite facilities for unloading during the evening and night times. Since this would involve heavy investment in terms of light facilities and manpower, it was decided to categorise the sidings based on the number of rakes handled per month. This will help in optimizing the investment and the benefits in terms of better turn around. This will help in faster evacuation of the products with the same rolling stock.

The following has been agreed upon:

No. of Rakes / Siding / Per month	Unloading Hours
A. Upto 10 BTPN rakes/ upto 16 Four wheelers rakes	Sunrise to Sunset (0600 - 1800 hrs)
B. 11 - 21 BTPN rakes/17 - 31 Four wheeler rakes	0600 - 2200 hrs.

For placement of rake in the second shift, Railways will inform the location latest by 1500 hrs.

C. 22 or more BTPN rakes/32 or more Four wheeler rakes	Round the clock.
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For placement of rakes in the third shift, Railways will inform the location latest by 2000 hrs.

* Four wheeler rakes means conventional rakes.

2. Based on above, the Oil Companies will categorise the unloading locations and will inform Railways by 15th of March 1998.

3. The Oil Companies will provide the required infrastructure like lighting, manpower, etc. at locations by 15th December 1998.

4. Railways will be kept informed of the progress of the same.

Director TT (POL)
Railway Board

DGM (OPS)
EPC, HO

GM (S & B)
IOC, HO

GM (M/O)
IBP, HO

GM (S O D)
HPC, HO

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. 2005/TT-II/13/P (siding)

New Delhi, dated 13.03.2009

General Managers,
All Indian Railways,

Sub: Siding working hours for POL unloading sidings.
Ref: (1) No.96/TT-II/13/P(Com.) dated 13/02/198(copy enclosed).
(2) NO.2005/TT-II/13/P(Siding) dated 08/06/006 (Copy enclosed).

Siding working hours for POL unloading sidings are governed by Board's Circular at Ref. No.1. While working out the average number of tank rakes received at each siding during a six monthly period, the total number of rakes received, irrespective of the type of stock (BTPN/4-w), should first be worked out. Wherever there is a common siding for POL & LPG rakes, the LPG rakes received at such a siding should also be taken into account. The criteria for siding working hours will then be fixed presuming the average number of rakes to be constituting of all BTPN rakes exclusively. The criteria applicable for 4-w rakes as per the above circular will be applicable only for those locations which receive only 4-w(conventional) rakes. While choosing the six monthly period, following procedure should be adopted:

1. Find out total no. of rakes received each month during one year period at a particular unloading location (siding) as explained above. The one year period will be taken from 1st March of pervious calendar year till 28th/29th of February of the following calendar year (i.e. the current year).
2. Arrange the traffic volume (in terms of no. of rakes) in ascending or descending order.
3. Consider those six months where traffic volume has been the highest. Add the traffic volume in these six months & work out the average monthly traffic volume.

The siding working hours can then be worked out in line with Board's circular at ref.no.1 & will remain applicable from 1st April to 31st March of each financial year which follows immediately. Notification to this effect should be issued by all the Zonal Railway well in time.

An example for working out siding working hours is enclosed as annexure-I.

This supersedes the provisions contained in Board's letter of even number dated 08/06/2006 referred above at ref.No.2.



(Rajeev Gangal)

As above(Three)

Director Traffic Trans. (FOL),
Railway Board.

- to: (1) Chief Operations Managers, All Indian Railways.
(2) Chief Commercial Managers, All Indian Railways.
(3) CTM(P), Western Sector, Central Railway, CST Mumbai.
(4) CTM(P), Eastern Sector, Eastern Railway, Kolkata.
(5) TC(I) Branch, Railway Board.

1. Consider a hypothetical location (siding) ABC where the following volume of traffic has been received month wise:

MONTH	BTPN RAKES RECEIVED (1)	4-WHEELER RAKES RECEIVED (2)	TOTAL RAKES RECEIVED (1) + (2) = (3)
MAR.'08	8	10	18
APRIL '08	6	8	14
MAY '08	8	9	17
JUNE '08	12	8	20
JULY '08	9	7	16
AUG.'08	10	7	17
SEPT.'08	12	4	16
OCT.'08	12	6	18
NOV.'08	13	8	21
DEC.'08	16	8	24
JAN.'09	14	9	23
FEB.'09	12	7	19

2. Arrange the volume of total traffic (BTPN + 4-wheeler) in terms of number of rakes in the ascending manner: 14,16,16,17,17,18,18,19,20,21,23,24.
3. Add number of rakes corresponding to highest volume in a 6 monthly period:
The total is $18+19+20+21+23+24 = 125$ rakes.
4. Average volume of traffic over 6 monthly period = $125/6 = 20.8$ rakes per month.
5. The siding, therefore, should be worked on 6 - 22 hours basis (from 1st April, 2009 to 31st March, 2010).

Note: If average volume of traffic per month falls between 10 & 11 rakes or 21 & 22 rakes then standard procedure for rounding off should be applied.

(Signature)
(Rajeev Gangal)
Director, Traffic Trans.(POL),
Railway Board

Sr. No. 45
Sr. No. 37

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)**

Raisina Road, New Delhi
Dated :10/08/2021

No.2013/TT-II/13/P(Mech)

General Managers,
All Indian Railways.

Sub:Guidelines regarding Demurrage and Wharfage-Round the Clock
Working.

Ref.:(i).Board's letter No. 96/TT-II/13/P(Comml) dated 13.02.1998.

(ii).Board's letter No. 2005/TT-II/13/P(Siding) dated 13.03.2009.

Guidelines with regards to working hours of POL unloading sidings on IR were issued vide above referred letters. Since 4-wheeler wagons have been completely phased out and many new terminals have been commissioned, the guidelines are now revised as under:

(i). The working hours of POL sidings shall be based on "Average number of rakes unloaded" in a month. If siding is used for unloading of LPG also, total number of rakes will include BTPGLN rakes and BTPN/BTFLN rakes both.

(ii). Number of rakes unloaded in a siding during top six months of preceeding one year period shall be taken into account while calculating "Average number of rakes unloaded per month" (Top six months means, such months in which highest number of rakes were unloaded). Decimal figure shall be rounded off to the nearest complete number.

(iii). Working hours of the sidings, on the basis of number of rakes unloaded, shall be as under:

Category	Avg. no. of rakes/month	Working hours
A	Upto 10 rakes	06 to 18 hrs
B	11 to 21 rakes	06 to 22 hrs
C	22 rakes or more	Round- the-Clock

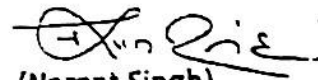
[Signature]
10/08/11

[Signature]

(iv). Necessary notification regarding working hours/revised working hours of POL sidings shall be issued by zonal railways, only after receiving confirmation from the Oil companies that all requisite safety clearances have been obtained and other required facilities like lighting, fire-fighting systems etc are available in siding.

(v). Notification regarding working hours of POL siding shall remain valid till further orders. The revision in working hours shall be done whenever remarkable change in traffic volume/ pattern is noticed.

(vi). These guidelines do not affect/ intervene with rules regarding demurrage, siding/ shunting charges, lease charges etc.



(Narpat Singh)

Director Traffic Tran. (POL)

Railway Board

10/08/2021

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No.2013/TT-II/13/P(Mech)

Dated : 07/08/2024

General Managers,
All Indian Railways.

Sub:Guidelines regarding Demurrage and Wharfage-Round the Clock Working.

Ref.:(i).Board's letter No. 96/TT-II/13/P(Comml) dated 13.02.1998.
(ii).Board's letter No. 2005/TT-II/13/P(Siding) dated 13.03.2009.
(iii).Board's letter No. 2013/TT-II/13/P(Mech) dated 10.08.2021.

Guidelines with regards to working hours of POL unloading sidings on IR were issued vide above referred letters. In view of the changes in traffic pattern, commissioning of new POL terminals, terminal upgradation for inward/outward traffic, high demand for POL products, and to improve the utilization of BTPN/BTPGLN/BTFLN rakes, revised guidelines for the working hours of POL sidings/terminals based on the average number of unloaded rakes are as follows:

- (i) The working hours of POL sidings/ terminals shall be based on "Average number of rakes unloaded" in a month. If sidings/ terminals used for unloading of LPG also, total number of rakes will include BTPGLN rakes and BTPN/BTFLN rakes both.
- (ii) Number of rakes unloaded at a siding/ terminal during such six months of preceding year period shall be taken into account while calculating "Average number of rakes unloaded per month" (such six months means, such months in which highest number of rakes were unloaded). Decimal figure shall be rounded off to the nearest complete number.
- (iii) Working hours of the sidings/ terminals, on the basis of number of rakes unloaded at any siding/ terminal shall be as under:

Category	Avg. no. of rakes unloaded/ month	Working hours
A	Upto 12 rakes	06 to 22 hrs
B	More than 12 rakes	Round- the-Clock

- v) Necessary notification regarding working hours/ revised working hours of POL sidings shall be issued by zonal railways on confirmation received from the Oil companies regarding all requisite safety clearances have been obtained and other required facilities like lighting, fire-fighting systems etc are available in sidings.
-).
-). Notification regarding working hours of POL siding shall remain valid till further orders. The revision in working hours shall be done whenever remarkable change in traffic volume/ pattern is noticed.
-). These guidelines do not affect/ intervene with rules regarding demurrage, siding/ shunting charges, lease charges etc.
- i). The receipt of letter may please be acknowledged.



7/5/24

Ishar Saraswat)
nt Director Traffic Trans.(POL)
lway Board
ol@rb.railnet.gov.in

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)**

No.2023/TT-II/13/P(Mech)

Dated :16 /12/2024

General Managers,
All Indian Railways.

Sub:Guidelines regarding Demurrage and Wharfage-Round the Clock Working.

Ref.:(i).Board's letter No. 96/TT-II/13/P(Comm) dated 13.02.1998.

(ii).Board's letter No. 2005/TT-II/13/P(Siding) dated 13.03.2009.

(iii).Board's letter No. 2013/TT-II/13/P(Mech) dated 10.08.2021.

Guidelines with regards to working hours of POL unloading sidings over IR were issued vide above referred letters. In view of the changes in traffic patterns, commissioning of new POL terminals, terminal upgrades for inward/outward traffic, high demand for POL products, and to improve the utilization of BTPN/BTPGLN/BTFLN rakes, revised guidelines for the working hours of POL sidings/terminals based on the average number of unloaded rakes are as follows:

- (i) The working hours of POL sidings/ terminals shall be based on "Average number of rakes unloaded" in a month. If sidings/ terminals are also used for unloading of LPG, total number of rakes will include both BTPGLN rakes and BTPN/BTFLN rakes.
- (ii) Number of rakes unloaded at a siding/ terminal during such six months of preceding year period shall be taken into account while calculating "Average number of rakes unloaded per month" (**such six months means, such months in which highest number of rakes were unloaded**). Decimal figure shall be rounded off to the nearest complete number.
- (iii) Working hours of the sidings/ terminals, on the basis of number of rakes unloaded at any siding/ terminal shall be as under:

Category	Avg. no. of rakes unloaded/ month	Working hours
A	Upto 12 rakes	06 to 22 hrs
B	More than 12 rakes	Round- the-Clock

(iv) Necessary notification regarding working hours/ revised working hours of POL sidings shall be issued by zonal railways on confirmation received from the OI companies that all requisite safety clearances have been obtained and other required facilities like lighting, fire-fighting systems etc are available in sidings.

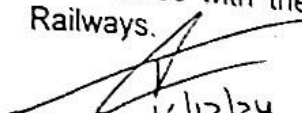
(v). Notification regarding working hours of POL siding shall remain valid till further orders. The revision in working hours shall be done whenever remarkable change in traffic volume/ pattern is noticed.

(vi). These guidelines do not affect/ intervene the rules regarding demurrage, siding/ shunting charges, lease charges etc.

(vii). The receipt of letter may please be acknowledged.

The aforesaid revised guidelines regarding working hours of POL unloading sidings were issued on 07.08.2024 and now it has been decided at Board that these revised guidelines regarding working hours of POL unloading sidings be mandatory, effective from January 1, 2025.

This issues with the concurrence of Traffic Commercial Directorate of Ministry of Railways.


16/12/24
(Tushar Saraswat)
Joint Director Traffic Trans.(POL)
Railway Board
dttpol@rb.railnet.gov.in

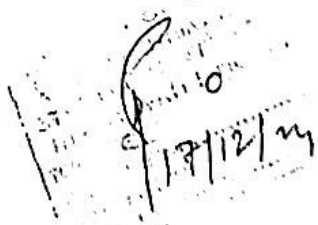
Copy for kind information and necessary action to:

1. The Principal Chief Commercial Managers, All Indian Railways
2. The Principal Chief Operating Managers, All Indian Railways
3. Executive Director (Operation Logistics, Retail HQ)/BPCL, Executive Director(Operations)/IOCL, Executive Director/HPCL, Executive Director'RIL, Executive Director/NAYARA.


16/12/24
(Tushar Saraswat)
Joint Director/Traffic Trans.(POL)
Railway Board
dttpol@rb.railnet.gov.in

Copy to:-

1. OSD to MT for kind information of MT
2. AM(T), PED/TT(M)
3. EDTC(R), EDTT(F), EDTT(S), EDFM


17/12/24