

N.F.RAILWAY
Office of the General Manager (Operations)
Maligaon, Guwahati-781011

No. T/299/O/Pt.V

Dated: 09.06.2014

Corrigendum

Sub:- Procedure for booking of special train/ coach
Ref:-This office notification No. . T/299/O/Pt.V dt.18-01-2012

In continuation of this office above reference, the item No. 5 (b) & (c) under column Minimum Composition of train & Fare to be read as under:

5 (b). Minimum Composition of train: Fare for booking of Special train will be charged on a minimum composition of 18 Coaches. However for the Hill Section, it will depend up on permissible load. Charging should be done for not less than the aforesaid composition. For instance, if the composition is of 16 Coaches, charge shall be realized for 18 Coaches. However, composition is 20 than charged will be realized for 20 coaches. The number of coaches falling short of minimum composition **shall be charged at fares for second class coach**. For example, if only 16 coaches in the Special train are run, **fare for second class coach** shall be charged for 2 coaches falling short on minimum composition.

5 (c). Fare: The fares will be computed point to point at full adult Mail/Express fare of the concerned class on round trip basis, which means the fares shall be levied in the return direction up to the point from where the trains originates. **Fares shall be levied for the actual class of the coach subject to minimum fares for second class**. If the composition of the special train is less than the minimum composition as prescribed above, **fares for second class** shall be charged as detailed above.

If extra passengers are carried, charges are levied pro-rata per additional passenger declared before or at the time of commencement of journey at the starting stations. Extra passengers carried without payment at the starting stations are charged pro-rata with penalty charges as per existing rules. In case of employee/ex-employee in group only members included in the pass list are allowed to travel in special coach.

Note:- (a) Procedures are to be amended from time to time with the changes in the existing policy guide lines and fare structure by Railway Board.
(b) Application Form is revised with minor changes. - Annexure "A"

CTPM

NORTHEAST FRONTIER RAILWAY
OFFICE OF THE GENERAL MANAGER (OPERATIONS)
MALIGAON, GUWAHATI-781011

**(Revised) Application form for allotment of special train/coach/tourist car for other than
 Defense/Paramilitary movement/Recognized Rly. Trade Union.**

OFFICE USE		
Security deposit Money receipt No.	Date	Signature of SM/SS of the forwarding Station with office seal for other than Railway Employees. For Railway Employees signature of Ch.OS of concern Deptt. with office seal.

PASSPORT SIZE
PHOTOGRAPH OF
APPLICANT

1	Name of the Applicant in full (Block letter)							
2	Sex Male/Female							
3	Office address, if any							
4	Permanent Address with PIN code (along with Documentary Proof) e.g.-Govt. ID card/Voters ID card/Driving license/Passport/Electricity Bill							
5	Current Residential Address (where staying presently), Residing since.							
6	Telephone/Mobile No of the Applicant							
7	If working in Central Government/ State Govt. / PSU/ Statutory Bodies (Y)es/ (N)o If 'Yes' attach Identity Certificate (As per Annexure "A")							
8	If Ex Railway Employees (Y)es/ (N)o If 'Yes' attach Identity Certificate by Pass issuing authority (As per annexure "B").							
9	Purpose of Journey							
10	Detail programme of journey in both directions	Total no of member in the group	Date	Train Name /Train No.	From	To	No of Coach	Composit ion/ Type of coach

I do hereby declare that, the above furnished information are correct to the best of my knowledge and myself or any other member of this journey group will not carry/use any inflammable articles like petrol, kerosene, diesel, gas cylinder, crackers in the train/coach, violation of this will be liable for punishment under section 59 and 107 of Indian Railway act 1989.

Date:
 Place:

(Signature of applicant)