

Office of the
Chief Commercial Manager/PM & PS
Maligaon, Guwahati-781011

Office Note

No.NFR-HQ0COMM (PRSC)/07/2020

Dated: - ¹³/06/2023

Sub: - Time for receipt of application for release of EQ.

Ref: - Than CCM/NFR office note No.C/378/EQ/Pt.IV Dated: - 28.05.2008.

In order to ensure timely release of Emergency Quota, its feeding, timely preparation of chart and to prevent situation like auto generation of chart by the system itself following times are being reiterated in reference to the above referred office note :-

- (I) **10:00 hrs** for trains leaving GHY between 15:00 hrs to 19:00 hrs on the same day.
- (II) **13:00 hrs** for trains leaving GHY between 19:00 hrs to 24:00 hrs on the same day.
- (III) **15:00 hrs** for trains leaving GHY between 24:00 hrs to 15:00 hrs on the next day.

The EQ office is closed on Sundays/public holidays and therefore request meant should be submitted on the previous working day.

Demand of EQ is high on the day preceding holidays or on the next mornings it is requested to either to plan such journeys well in advance, otherwise to avoid travel on such days.

Due to limited availability of EQ, it may not be feasible to entertain more than or request on the same day.

Request for reservation should be sent preferably as per the time limit-never too much in advance.

No request through whatsapp be made and physical EQ request is to be made as per the timing as detailed above in the nominated drop box.

K. P. Krishnan
23/06/2023

(K. P. Krishnan)
Chief Commercial Manager/PM & PS

Copy to:-

1. All concern: - for kind information please.
2. A copy of the above is to be uploaded in the official portal of nfr.indianrailways.gov.in :- for information of all.