

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
RAILWAY BOARD

No. 2015/F(C)/Traffic Accs. Conference

Date: 22.09.2015

To,
FA&CAOs
ER, CR, NR, NWR, WR

Sub: Traffic Accounts Conference held at Churchgate on 20.07.2015 "to formalize and standardize procedures of internal check and accountal of Passenger Earning across Indian Railways"

Ref: FA&CAO WR's DO. No. FA/T/Dy.CAO(TA) dtd. 24.08.2015

The minutes of above meeting circulated by FA&CAO/WR consist of 5- Annexures. A brief write up of the issues discussed in the meeting and suggestions of FA&CAO/WR are summarized in Annexure-'V' of the minutes. In order to implement the recommendations of the above conference and to examine all aspects of various issues, following committees have been constituted with the approval of Board.

These minutes and this letter have been uploaded at erecon.railnet.gov.in (under 'Docs') for ready reference.

The committees may go through the above mentioned minutes, existing codal provisions, Railway Board instructions, etc. and also interact with Zonal Railways to arrive at well considered recommendations. The committees may submit their recommendations within the time frame mentioned herein.

1. On-line Indent:

TOR: Examine all aspects of the issues involved and to provide a framework for implementation of the system of on-line module for indenting, vetting, printing and distribution of PRS-UTS ticket rolls. The committee may examine Western Railway's JPO regarding checking of indenting, supply and continuity of PRS/UTS tickets. The committee should submit its report within one month from the date of issue of this letter.

Members of the committee:

1. DFC/RB (convener)
2. DTCG/RB
3. DRS(G)/RB
4. GM/PRS/CRIS.

2. Supersessional RR:

TOR: Monitor the progress and implementation of the existing instructions on coal traffic. Finalization of instructions on supersessional RRs (similar to those

issued for coal) for other commodities. The convener should put up a monthly report for information to AMC and Adv. Fin.

Members of the committee:

1. DFC/RB (convener)
2. DPG/RB
3. DTCR/RB
4. DTCC/RB

3. Introduction of System Checks:

TOR: Access to system of booking viz. PRS & UTS for conducting internal check by Traffic Accounts and TIAs and to examine all the relevant issues like feasibility of providing access, protocol to be followed, outcomes of the same, etc. The committee may submit its report within two months from the date of issue of the letter.

Members of the committee:

1. DF(A)/RB (Convener)
2. Dir.(C&IS)/RB
3. DF(C)/RB
4. Dy. CAO/TA/NR.

4. Check of cancelled tickets:

TOR: Review the instructions for the checks to be carried on cancelled tickets across the zonal Railways and of commercial instructions issued by Railway Board on the subject. The committee should examine all aspects of the issues involved and submit its report within two months from the date of issue of this letter.

Members of the committee:

1. FA&CAO/T/NR (Convener)
2. FA&CAO/T/ER
3. FA&CAO/T/NWR
4. FA&CAO/TWR

5. Development of systems for Audit for:

TOR: Booking through electronic mode and audit of online booking and to prescribe appropriate system check for PRS, UTS, FOIS, Mobile Ticketing, etc. FA&CAO/T/NR may send a concept note of the idea for further deliberation.

- 6. Issue of manual of instructions for TIAs:** FA&CAO/T/WR may incorporate best practices in consultation with all the zonal Railways and prepare a draft manual of instructions for station accounts (MISA) and forward draft MISA to Railway Board. This work may be completed within three months from the date of issue of this letter. FA&CAO/T, WR shall be the nodal officer for MISA.

7. **Generation of online Balance Sheet:** SCR to implement on-line Balance Sheet and SCR's module to be rolled out on Indian Railways. This issue was raised by SCR in its presentation (Page 7, 8 of the minutes). SCR should make a detailed report on the implementation of the online generation balance sheet in consultation with its commercial department.

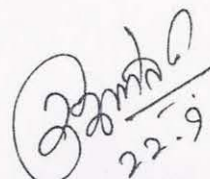
The issues involved thereafter shall be examined by a group consisting of DFA, DFC, DTCG, DTCR, GM/PRS/CRIS to finalize the scheme of implementation and proliferation on other Railways. SCR should complete its portion of work within three months from the date of issue of this letter and the group of Directors within two months after that.

8. **Revision of Codal Paras in Accounts Code Vol. II :**

TOR: The suggestions for change in code may be examined and formulated in greater detail to ensure unambiguous and clear codal provisions which are in consonance with other relevant paras of the code as well as instructions issued by Board from time to time. The committee may submit its report within three months of its constitution.

Members of the committee:

1. FA&CAO/T/WR (Convener)
2. FA&CAO/T/CR
3. and FA&CAO/T/ER


22.9.2015

Sanjay Upreti
Executive Director (FC)

Copy to: for information and necessary action :

FA&CAO's of All Zonal Railways

AM C&IS, AM(C), Adv. (A), Adv. (F), Adv. (S)

FA&CAO/T/ER, FA&CAO/T/CR, FA&CAO/T/NR, FA&CAO/T/NWR, FA&CAO/T/WR

DFC, DFA, DIR. C&IS, DTCR, DTCG, DPG, DRS(G)

DY. FA&CAO/TA/NR, GM/PRS/CRIS