

## FORMAT OF THE APPLICATION

## APPOINTMENT OF .....PASSENGER HALT AGENT

Ref:- No.Comml.49/PH/PNPL/2020

Dated 04.02.2020

Applicant's  
passport size  
photograph  
with signature

1. Name of the applicant : \_\_\_\_\_  
(In Block Letters)
2. Father's Name (In Capital Letters) : \_\_\_\_\_
3. Permanent Address of applicant : \_\_\_\_\_
4. Educational Qualification : \_\_\_\_\_  
(Minimum Xth Standard Pass  
Attached proof of educational  
Qualification)
5. Whether belonging to Schedule Caste/  
Schedule Tribe and other Backward  
Classes (Submit an attested copy of  
The Caste Status (if applicable) : \_\_\_\_\_
6. Certificate of Local Residence issued by  
the DM/ADM/BDO/SDO should be submitted : \_\_\_\_\_
7. Experience (if any) : \_\_\_\_\_
8. Age and Date of Birth : \_\_\_\_\_  
(Minimum 18 years)  
(Attach proof of age)
9. Martial Status : \_\_\_\_\_
10. Character Certificate to be issued  
from Police Department : \_\_\_\_\_
11. Medical Certificate from a recognized  
Doctor. The applicant is physically and  
mentally sound and not suffering from  
any contagious disease. : \_\_\_\_\_

Signature of applicant (in full)

Place: \_\_\_\_\_

Date: \_\_\_\_\_

04/2/2020  
मंडल बाणिज्य प्रबंधक  
Commml. Manager  
धकधरपुर

Ref:- Notice No.Comml.49/PH/PNPL/2020

Dated 04.02.2020

Security Deposit of Rs. 5,000 (Rupees Five thousand) only will be deposited to the Railway and no accrued interest will be claimed during the time of agreement.

1. Cost of the equipments supplied to the agent will be deposited by the Agent to the Railways.
2. Agreement will be executed between the Railway Administration and the selected candidate for a period of 05(five) years subject to terms and conditions.
3. The appointment is purely contractual in nature and no facilities viz absorption in Railway Service, regularization of service, Bonus, Railway pass facilities etc. is permissible.
4. Candidates belonging to Schedule Caste/Schedule tribe & other Backward Classes should submit an attested copy of the Caste Status.
5. The halt contractor should be a permanent resident of the place where the halt station is open. The residence should be treated as local residence if it is located within the same district in which the station is located.
6. The minimum Educational Qualification should be at least 10<sup>th</sup> standard pass for new contractors (i.e. contractors engaged after 04.02.2020)
7. The antecedents of the applicants should be verified before their appointment halt contractors.
8. Halt contractor should produce a medical certificate showing that he/she is fit for the active service and free from any communicable diseases.
9. The appointment is purely contractual in nature and no facilities viz. Absorption in railway service, regularization of service, bonus, railway pass facilities etc shall accrue to the halt contractor.
10. The passenger halt agent will procure pre printed UTS tickets from the base station on cash payment.
11. Domicile Certificate issued by DM/ADM, Block Development officer or Sub- Divisional Officer should be submitted. The applicant should be a local resident of the district in which the halt is located.
12. Police clearance is to be attached with application form.
13. One passport Size Photograph is to be affixed on the right side of the application.
14. The last date of dropping applications in the office of the Sr. Divisional Commercial Manager, S.E. Railway, Chakradharpur from 10.00 hours to 13.00 hours on dated. 28.02.2020.
15. The Commission payable to the Halt contractors will be as under:-

Sales turn over in Rs.	Commission payable
1- 15,000	- 15%**
15,001 – 50,000	- 12%
50,001 – 1,00,000	- 9%
1,00,001 – 2,00,000	- 6%
2,00,001 and above	- 3%

27/02/20  
04/2/2020  
महल वाणिज्य प्रबंधक  
Dy. Commr. Manager  
S. E. Ry. चक्रधरपुर

The minimum commission payable to the halt contractors would be Rs. 1000/- per month for halts having stoppage upto 2 pairs of trains and Rs. 1500/- per month for halts having stoppage of more than 2 pairs of trains.

If the sales turnover is Rs. 3,00,000/- the commission would be 15% of 15,000/- + 12% of 35,000/- + 9% of 50,000/- + 6% of 1,00,000/- + 3% of 1,00,000/- = 2250+4200+4500+6000+3000= Rs. 19,950/-

(Authority Rly. Boards letter No. 2017/TG-IV/2/RB/05/Halts Policy dated.18/11/2019. (Authority: Passenger Marketing/Master Circular/Halts 2019/9)

16. The passenger halt agent will procure pre printed UTS tickets from the base station on cash payment.

17. The commission payable to the halt contractor will be on the basis of the individual month's transaction and not on the basis of monthly average sales turnover for the entire year. (Authority: Passenger Marketing/Master Circular/Halts 2019/9)

**18. Appointment of Hairs and Successors of Deceased Halt Contractors:-**

In the event of death of the halt contractor appointment of heirs and successors of deceased halt contractors, may be considered along-with other applicants and preference will be given to the heirs, all other things being equal. Further, it is clarified that if eligible heir and successor of the deceased halt contractor apply, draw of lots may not be required and preference may be given to him/her, However, after the expiry of the contract period, fresh applications should be called for and selection will be by draw of lots. Draw of lots will, therefore, be carried out only when there is no legal heir.

(All terms and conditions are subject to changes and it will be abided by the applicants)

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21/01/20  
04/2/2020.  
मंडल वाणिज्य प्रबंधक  
Divl. Commr. Manager  
S. E. Rly. Chakradharou.