

भारत सरकार GOVERNMENT OF INDIA
रेल मंत्रालय MINISTRY OF RAILWAYS
(रेलवे बोर्ड RAILWAY BOARD)

No.TC-I/2020/103/efile/1-Part(1)(3328202)

New Delhi, Dt.18.08.2023

Pr. Chief Commercial Manager
All Zonal Railways

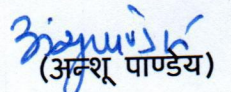
Sub: System based working at goods sheds
Ref: Board's letter of even number dt.13.01.2021; dt.28.01.2021; dt.24.02.2023

Guidelines are laid down for correct feeding of data, system(TMS/FOIS) based preparation of Demurrage/Wharfage bill and timely submission of balance sheet in FOIS. From 1st March 2023, all balance sheets for goods traffic should only be electronic.

Instances have to the notice of Board about 72 hours of back reporting time in case of removal of consignment, discrepancy between entries (*regarding placement, release of wagons, removal of consignment etc.*) in physical delivery book & the system (TMS/FOIS) and not keeping record of remaining goods on a daily basis.

The matter has been examined and following guidelines are issued -

- CGS should ensure feeding of all the details in the system(TMS/FOIS) on real-time basis.
- However, keeping in view that provision of TMS at proxy locations, non receipt of information for loading/unloading, removal in time or any other issue, Back Reporting Time in the system will be allowed upto 24 hours. In case of exigencies such as link failure, power failure, technical issue etc., Back Reporting Time may be extended upto 72 hours by Operating Control Centre(OCC)/FOIS on receipt of message from Division authority (Sr.DCM/DCM), on case to case basis. Record of such exceptions should be maintained at the terminal concerned.
- During the back reporting period, the entries should be maintained in physical delivery book and the same shall be fed in the system at a later time within the approved Back Reporting Time. Once the details are fed in the system (TMS/FOIS), all activities including preparation of demurrage/wharfage bill etc. should be done through the system only.
- Daily position will be updated by Divisional Commercial Controller at the closure of business/working hour of the goods shed.


(अनंद पाण्डेय)

निदेशक यातायात वाणिज्य (दर)
रेलवे बोर्ड

Copy to:
PCOM, all Zonal Railways
CAO(FOIS)