

Government of India (Bharat Sarkar)
Ministry of Railways (Rail Mantralaya)
Rail Bhawan

NO: 2007/TG-I/20/JTBS

New Delhi, Dated: 28/01/2008

The Chief Commercial Managers,
All Zonal Railways.

(Commercial Circular No. 07 of 2008)

Sub: Appointment of City Booking Agents (CBAs)/Out Agents as Jan
Sadharan Ticket Booking Sewak (JTBS).

Instructions were issued to Northern Railway vide this office letter of even number dated 28/06/2006 to appoint Jan Sadharan Ticket Booking Sewak (JTBS). Later on, the matter was reviewed and instructions were issued initially to extend this scheme on Western and South Central Railway and subsequently to all zonal railways. Reference was received from Northern Railway for allowing City Booking Agents (CBAs)/Out Agents (OAs) working on their railway to become JTBS without being required to under go appointment process of JTBS.

2. The matter has been examined in consultation with Finance and Accounts Directorate and it has been decided that all CBAs/OAs may be provided with Unreserved Ticketing System (UTS) for issue of unreserved tickets on the same terms & conditions as are applicable to JTBS subject to following conditions: -

- i) Daily back up of day's transactions on data cartridge tapes and safe custody of the same.
- ii) Daily continuity statement should be checked by stock supervisor in respect of Rolls issued and used on the machine.
- iii) All the NIT, tickets should be accompanied with the original journey tickets.
- iv) Mismatch of the preprinted ticket number with slash number showed be viewed seriously.
- v) Printed tickets will have to be supplied to CBAs for use during emergencies.
- vi) CBA will require to issue tickets for as many pair of stations as he requires so guarantee money will have to be increased.
- vii) There should be provision of heavy penalty in case fraud is detected or there is loss of tickets.

3. They may be asked to issue unreserved tickets only through UTS and supply of card tickets to them may be stopped after provision of UTS terminals to them. Zonal Railways may specify a cut off limit in which they plan to provide UTS terminals to all CBAs/OAs. Regular feed back on this account may be sent to this office including as to how many CBAs/OAs have been provided with this facility.

4. This issues with the concurrence of Finance Directorate of Ministry of Railways.

U. Hazarika

(U. Hazarika)

Director Passenger Marketing
Railway Board.

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Copy to:

FA & CAO, All Zonal Railways.
Director (Audit), All Zonal Railways.

28/01/08

for Financial Commissioner/Railways.

Copy to:

1. CCM/PMs and CCM/PSs, all zonal railways.
2. MD, CRIS, Chanakayapuri, New Delhi.
3. EDV (T), EDFC, OSD/TC & V (SS) branch of Railway Board.
4. Director General, Professor/Training & Professor/Commercial Railway Staff College, Vadodara.
5. The Principals, Zonal Training Centers, Central Railway/Bhusaval, Eastern Railway Dhanbad, Northern Railway, Chandausi, NE Railway, Muzaffarpur, NF Railway, Alipurduar, Southern Railway, Trichy, SE Railway, Sini, Western Railway, Udaipur.
6. General Secretary, National Federation of Indian Railwaymen (NFIR), 3, Chelmsford Road, New Delhi.
7. General Secretary, All India Railwaymen Federation (AIRF), 4, State Entry Road, New Delhi.
8. Secretary General, Federation of Railway Officers Association (FROA), Room No.365-A, Rail Bhawan, New Delhi.
9. Secretary General, Indian Railway Promotee Officers Federation (IRPOF), Room No.268, Rail Bhawan, New Delhi.
10. Secretary General, All India RPF Association, Room No.549, Rail Bhawan, New Delhi.
11. Secretary General, National Federation of Railway Pensioners' Organisation, 825, Supertech Residency, Sector - 5, Plot No.6 A, Ghaziabad - 201 010.