

**GOVERNMENT OF INDIA (भारतसरकार)**  
**MINISTRY OF RAILWAYS (रेलमंत्रालय)**  
**(RAILWAY BOARD) (रेलवेबोर्ड)**

No. TC-II/2910/2020/ Special Train/Covid-19

New Delhi, 11.05.2020.

The Principal Chief Commercial Managers,  
All Zonal Railways,

**Sub: Running of Special Trains**

**Ref: (i) This office letter of even no dated 11.05.2020.**

**(ii) TC-II/2003/20/Covid-19 dated 19.03.2020**

In continuation to the above instructions, Ministry of Railways further desire that barest minimum PRS reservation counter(s) shall be opened at stations from where trains will originate/terminate or have stoppages enroute for booking of only following ticket holders:-

- (i) HOR holders
- (ii) Sitting as well former Parliamentarians, MLA/MLCs
- (iii) Freedom fighters
- (iv) Fully reimbursable warrants/vouchers etc. (For which fare is paid in advance/fare is reimbursed subsequently) as per rule.
- (v) Passengers availing concession as per letter dated 19.03.2020 referred at (ii) above, as per eligibility.
- (vi) Tickets on Free privilege passes/card pass/duty pass etc., to Railway employees as per rule shall also be issued across such counter(s).

1.1 Booking under General quota shall, however, be permitted only through IRCTC website/app.

2. Bookings in such special trains for the above cases shall be made as per the existing Rule applicable for the particular category of regular train service except for the following:-

- (i) No reservation quota except those mentioned below shall be earmarked.
- (ii) A reservation quota of 2 berths in 3AC shall be earmarked for Divyangjans as per extant instructions.
- (iii) Accommodation for onboard staff accompanying the trains as per extant instructions.
- (iv) HOR holders & sitting as well as former Parliamentarians can also book accommodation against Parliament House Quota under which 2 berths in 1AC & 4 berths in 2AC shall be earmarked.

- (v) Railway employees travelling on Duty/Privilege passes can book accommodation against Duty Pass Quota under which 2 berths in 1AC, 4 berths in 2AC & 12 berths in 3AC shall be earmarked.
- (vi) The unutilised accommodation against these quotas shall get transferred to next remote location at the time of preparation of first reservation charts.
- (vii) Since these are fully reserved trains, deployment of ticket checking staff should be reviewed and kept to the barest minimum. All necessary protective equipments as required including mask, hand sanitiser etc. should be provided to such staff.
3. Other terms and conditions mentioned in the instructions already issued dated 11.05.2020 shall remain same.
4. Each Zonal Railway shall ensure that necessary arrangements are made to make the details available to all the concerned staff well in advance.
5. This issues with the concurrence of finance directorate of ministry of Railways.



(Shelly Srivastava)  
Director Passenger Marketing  
Railway Board

**Copy forwarded for information & necessary action to:**

1. CRB, MT, FC, Secretary, Railway Board.
2. AM(IT), PED(A), PED/CHG, EDIP Railway Board.
3. MD, Centre for Railway Information System (CRIS), Chanakyapuri, New Delhi for necessary software changes.
4. Chairman & Managing Director, IRCTC, 11<sup>th</sup> Floor, Statesman House, Barakhambha Road, New Delhi-110001
5. Managing Director, Konkan Railway Corporation LTD, Belapur Bhavan, Plot no. 6, sector-11, CBD Belapur, Navi Mumbai-400014.

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