

**GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)**

NO.2002/TGI/10/UTS

New Delhi  
24.9.2002

To

The Chief Commercial Managers  
All Zonal Railways.

**(Commercial Circular No.81/2002)**

Sub: Rules & Procedure for Unreserved Ticketing System

This circular is addendum to the Commercial Circular No 44/2002 issued on 8.7.2002.

In Phase II ticket from any station of Northern Railway to any destination station in all the Zonal Railways and finally ticket from any station to any station will be issued after data base and proper checks and balances in the system are put in place and thoroughly checked.

For this purpose following procedure should be adopted:-

1. The data base of UTS server will be updated so as to have series available for all stations of Northern Railway (with complete originating/destination station data for distance & fare), to start with and gradually this will be extended to contain all the series from any station of other Zonal Railways also (This will require development of global database). Thus, the final data base will consist of series of all stations from 7000 stations of Indian Railways to all the destinations for which tickets are issued at present.
2. If at any location the passengers asks for ticket which does not fall in above series, he can be issued a BPT from the system. The responsibility about checking the fare and via will be that of the booking clerk who will consult the necessary Rate/distance tables in this respect.
3. If more than 10 BPTs per month are issued for any location for a station, the details of station data should be added in the data base of that location as is the extant rule for issue of card ticket at any station for replacing the BPT.
4. Daily report should be generated by the system for the ticket issued if from any remote location very short distance tickets are issued for journeys originating from some other station, a printout should always be generated and thorough checking should be done in

respect of such tickets if issued (For example if from Delhi, a large number of tickets are issued between Allahabad and Naini, such tickets should be thoroughly checked).

5. The age old practice of checking the tickets of the passengers within the ticketing area (special check should be done for the passenger holding UTS ticket and if issued from some other station) should be initiated at all the stations. Only ticket holders should be allowed in paid area.

#### Refunds

- (i) The refunds of the UTS tickets should be given by the system if it is a system generated advance ticket excluding current journey day ticket after deducting the clerkage charges.
- (ii) For the current journey day tickets which are offered for refund, the refund should be given at the **journey originating station only**, after deducting the clerkage charges.

This should be included in original J.P.O. and copy sent to Board.

This issues with concurrence of Finance Directorate of Railway Board.

  
(Dr. P.K. Goel)

Executive Director Passenger Marketing

NO.2002/TGI/10/UTS

New Delhi, 24.9.2002

Copy to:

FA&CAOs, All Zonal Railways.

Director (Audit), All Zonal Railways.



For Financial Commissioner

Copy forwarded to

1. MD/CRIS, New Delhi.
2. CCM/PM, Northern Railway, New Delhi.