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Government of India (Bharat Sarkar)
Ministry of Railways (Rail Mantralaya)
(Railway Board)

No.97/TG-V/13/3.

The Chief Commercial Managers.
All Zonal Railways.

New Delhi, dated 14.02.2014

Sub: Revision of norms of manning of Coaches

The norms for manning coaches as stipulated in Board's letter No.97/TG-V/13/3 dated 17.04.2000 (Commercial Circular No.18/2000) and dated 15.02.2010 (Commercial Circular No.7/2010) have been reviewed, keeping in view of the need for optimal utilization of ticket checking staff. Accordingly, Board have decided that the following revised norms for manning of reserved coaches both for initial/subsequent legs be implemented in supersession of previous norms.

- a. The norms for manning coaches in Duronto Express trains being manned on end-to-end basis.

Class	Existing Norms	Revised Norms
Upper Class i.e. IAC/2AC/3AC	One conductor for three coaches	One conductor for five coaches
SleeperClass/ACC/2S	One TTE for Two Coaches	One TTE for three coaches

- b. The norms for manning coaches in Mail/Express trains departing before 21.00 Hours.

Class	Existing Norms	Revised Norms
Upper Class i.e. IAC/2AC/3AC	One conductor for three coaches	One conductor/TTE for five coaches
SleeperClass/ACC/2S	One TTE for Two Coaches	One TTE for three coaches

- c. The norms for stationery ticket checking staff

Existing Norms	Revised Norms
One TC per 500 passengers	One TC per 1000 passengers

- d. The norms for manning coaches in Mail/Express trains departing after 21.00 Hours shall remain same as stipulated in Board's letter No.97/TG-V/13/3 dated 17.04.2000 (Commercial Circular No.18/2000) and dated 15.02.2010 (Commercial Circular No.7/2010). The revised norms as applicable in respect of AC Duronto Express shall also be valid to Rajdhani/Shatabdi Express leaving before 21.00 Hours

This has approval of Board & issues with the concurrence of Finance (Establishment) Directorate of Ministry of Railways. Please acknowledge receipt and ensure compliance.



No.97/TG-V/13/3.

Copy to FA&CAO of all zonal railways for information and necessary action

(Dr. Monica Agnihotri)
Director, Passenger Marketing
Railway Board

New Delhi, dated 14.02.2014.

for Financial Commissioner/Railways

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Government of India (Bharat Sarkar)
Ministry of Railways (Rail Mantralaya)
(Railway Board)

No.97/TG-V/13/3(Pt).

The Chief Commercial Managers,
All Zonal Railways.

New Delhi, dated 15.2.2010

Commercial Circular No. 7 /2010

Sub: Revision of norms of manning of Upper Class Coaches

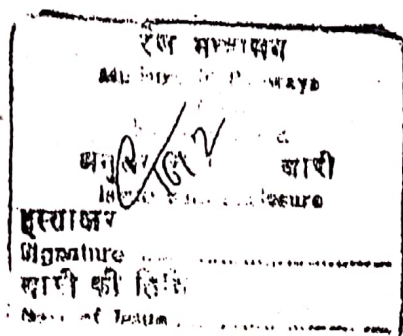
As per extant norms as stipulated in Commercial Circular No.18 of 2000, One conductor is required to supervise upto three upper class coaches i.e. First AC and Two Tier AC Coaches, in the first leg of journey and five upper class coaches in subsequent portion. The "Three Tier AC Coaches", according to present norms, are being manned by Travelling Ticket Examiners holding charge of other Lower Class coaches viz. Sleeper Class, AC Chair Car and Second Seating(2S).

2. The matter has been reviewed by Board and in partial modification of earlier instructions it has now been decided that 'Three Tier AC Class' may be reckoned as Upper Class and the manning of these coaches may be handed over to Conductors as is done in case of 1st AC and AC Two Tier Coaches, instead of Travelling Ticket Examiners. The norms of manning of Upper Class coaches by the Conductors, after classification of AC Three Tier Coaches as Upper Class may be as under:

Upper Class i.e. 1st AC, AC Two Tier and AC Three Tier coaches	One conductor to supervise upto three upper class coaches in the first leg of journey and five upper class coaches in subsequent portion.
Lower Class coaches i.e. AC Chair Car, Second Sleeper and 2S coaches.	• In Non-Vestibuled train, One TTE for each coach • In Vestibuled train, One TTE for two coaches during the First Leg of Journey and three coaches in subsequent legs of journey. In case the number of coaches is odd, the number of TTEs may be rounded off to the next higher integer.

3. These norms will not apply in Rajdhani/Shatabdi/Duronto Express trains.

Please acknowledge receipt and ensure compliance.



(V.K.Sharma)
Director, Traffic Comm'l(G)
Railway Board

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1/10/2000

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GOVERNMENT OF INDIA (BHARAT SARKAR)
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)
(RAILWAY BOARD)

No.97/TG-V/13/3.

New Delhi, dated. 17.4.2000

The General Manager,
All Zonal Railways.

Commercial Circular No.18 of 2000

Sub: Norms for manning of coaches.

The question of laying down suitable norms for manning of reserved coaches has been under Board's consideration for some time. It has now been decided to prescribe the following norms for manning of reserved coaches:

	EXISTING	NEW NORMS
CONDUCTOR	One Conductor to supervise upto five upper class coaches	One Conductor to supervise upto three upper class coaches in the first leg of journey and five upper class coaches in subsequent portion.
TTE	One TTE for each second class sleeper or chair car coaches in non vestibuled trains	One TTE for each Second Class Sleeper or AC-3 Tier coach or Chair Car Coach in non-vestibuled trains.
	One TTE for two second class sleeper coaches or two chair car coaches in vestibuled trains. In case the number of coaches is odd, the number of TTEs may be rounded off to the next higher Integer	One TTE for <u>two</u> Second Class Sleeper or AC-3 Tier or Chair Car Coaches in vestibuled Trains during the First leg of the journey.
		One TTE for <u>three</u> Second Class sleeper coaches or AC-3 tier Coaches or Chair Car Coaches in Vestibuled trains for the subsequent legs of journeys. In case the number of coaches is odd, the number of TTEs may be rounded off to the next higher Integer.
Ticket Collectors/ TTEs	One TTE for 2-3 unreserved coaches No norms for ticket collectors/TTEs for other than manning staff	One TTE for 3 unreserved coaches. At the rate of 1 Ticket Collector/TTE for 500 passengers.

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These norms will not apply to Rajdhani & Shatabdi Express trains which are wholly reserved and for which separate norms already exist.

This Issues with the concurrence of the Finance Directorate of the Board's office and is in supersession of all the existing instructions on the subject so far as ticket checking staff is concerned.

Kindly acknowledge receipt and ensure compliance.

(Arvind Thamb)
Director, Traffic Commi (G)
Railway Board.

No.97/TG-V/13/3.

New Delhi, dated. 17.4.2000

Copy to:

- ✓ 1. FA&CAO, All Indian Railways, (with 5 spare copies) for information.
- ✓ 2. ADAI/Railways (with 36 spare copies)

For Financial Commissioner/Railways

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Opus
17/4/2000

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17/4/2000