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N/16/91/1 (94)

08/09/94

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

No. 94/TC-I/20/P/8.

The General Managers
All Zonal Railways.



Subject: Preservation period of
Reservation Record.

A. The matter of reducing the time limit for preservation of reservation records has been under consideration of Board. Consequent on Board's decision conveyed to all Zonal Railways via wireless message No. TC-II/2003/89/Rules, dated 24.5.1994 fixing the time limit of 90 days for preferring the claim for refund of reservation in all cases and treating the cases otherwise as time-barred, Board has now decided that period of preservation of all records pertaining to reservation should be fixed as six months except in those cases where action is under process and which are required to be preserved till the finalisation of the cases. Necessary instructions may please be issued to all concerned accordingly.

Receipt of this letter may please be acknowledged.

(P.S. Nefwal)

Jt. Director, Traffic Commercial (G),
Railway Board.

CCM(G)

Dy CCM (C)

Dy CCM (M)

Dy CCM (D/B)

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