

**Government of India
Ministry of Railways
(Railway Board)**

No. 2023/TG-IV/8/P/20/AZR

New Delhi, dated: 07.08.2023

**Principal Chief Commercial Managers,
All Zonal Railways.**

Sub: Installation of Display Boards indicating the rates for parking along with Access Control System (free pick-up and drop charges).

Ref: (i) Board's letter no. 2004/TG-IV/8/P dated 14.05.2015.

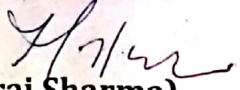
(ii) Board's letter no. 2022/TG-IV/18/Misc/E-Auction dated 28.06.2022

Attention is invited to Board's letter no. 2004/TG-IV/8/P dated 14.05.2015 (Commercial Circular No. 29/2015) wherein instructions were issued for framing their own parking policy along with broad guidelines which inter-alia include guidelines on installation of *display board exhibiting the daily and monthly parking charges duly painted at conspicuous places at and inside the parking stand.* Subsequently, vide referenced letter (ii), Zonal Railways were also advised to display the Tariff Boards indicating the allotted area and parking rates etc., prominently at the entrance of the parking stand.

In view of the above, Zonal Railways are once again advised to ensure the installation of Display/Information Boards for parking rates as mentioned above.

Zonal Railway may also ensure installation of proper Display of rates/charges for Controlled Access - pick up and drop (wherever applicable) clearly indicating free and chargeable duration for such pick-up and drop. The performance of parking contractors may also regularly be monitored and suitable action may be taken against any malpractices/irregularities found like imposing of parking charges for free pick-up and drop, overcharging etc.

This may be treated as **MOST IMPORTANT**.


(Neeraj Sharma)

**Executive Director Passenger Marketing
Railway Board**