

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

No. 2019/Catering/600/09

New Delhi, Dated: 17.01.2020

The Principal Chief Commercial Managers,
All Zonal Railways.

The CMD, IRCTC,
New Delhi.

The MD, CRIS,
New Delhi.

(Commercial Circular No. 03/2020)

Sub : Transfer of catering charges of pre-paid trains to IRCTC.

Ref : (i) Commercial Circular No. 5 of 2009.

(ii) IRCTC's letter No. 2017/IRCTC/Catg./DCS/Mobile Policy
dated 19/07/2018

The request of IRCTC regarding direct transfer of catering charges of pre-paid trains like Rajdhani/Shatabdi/Duronto/Tejas/Gatiman/Vande Bharat, etc., has been examined in Board's office. The Competent Authority have decided that the following procedure and schedule shall be adopted by Zonal Railways and IRCTC for payment of catering bills to IRCTC and revenue share to Zonal Railways by IRCTC :-

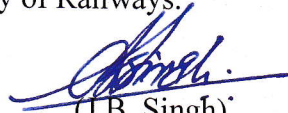
1. Provisional payment of catering bills to IRCTC to the extent of 75% of the catering charges collected at the time of preparation of second chart (including both e-tickets as well as tickets issued through PRS) shall be released. This will be provisional payment based on electronic bills generated by CRIS and forwarded to Commercial Catering Deptt. of the Railways with a copy to Associate Finance of the Zonal Railways. It shall be done on daily basis.
2. For payment of remaining catering bills to IRCTC, the final catering bills along with the copies of occupancy certificate issued by Train Superintendent shall be submitted by IRCTC to the respective Zonal Railway on 10th of every month (for billing period of 1st to 30th /31st of the previous month).
3. The provisional and final bills shall continue to be forwarded to Accounts by Catering Deptt. as at present.
4. Zonal Railway shall release the payment of the final bills by 25th of the same month after due verification and adjustment of the 75% provisional payment made for the concerned billing period through electronic bills.
5. Zonal Railways shall also adjust all outstanding amounts including those on account of railways' revenue share with IRCTC on quarterly basis from the final catering bills submitted by IRCTC.
6. At the end of every quarter, concerned GGM/IRCTC, CCM (PS & Catering) and FA/Traffic will have co-ordination meeting to review the outstanding issues, if any.

7. CRIS shall develop the software as required for generation of electronic bills on daily basis as stated vide item 1 above.

8. The above guidelines shall be implemented **w.e.f. 01/03/2020**.

The above guidelines are in supersession of instructions issued vide CC No. 5 of 2009.

This issues with the concurrence of Finance Commercial Directorate of Ministry of Railways.


(J.B. Singh)
Dy. Director (Catering)
Railway Board

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Copy to: Principal Financial Adviser, All Indian Railways, for information & necessary action.


For Financial Commissioner/Railway Board

Copy to: ED/TCR, EDPM for information please.

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Please issue
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