

EASTERN RAILWAY

SI No 458/2022

No G 470/0/1/XV/P

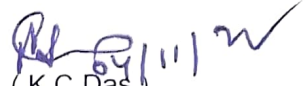
Dated . 04.11.2022

AGM PCPO PCOM PCCM PCE CAO/Con PCME PFA
PCEE PCMM CVO PCSTE PCSTE(Con) PCMD PCSC/RPF PCSO
DGM(G) GM/Law CPRO GM/Statistical GM/Vig.
Director General of Audit/E Railway/Kolkata, PDA/RPU/Kolkata
Sr Manager(Ptg. & Sty) Principal-ZRTI/Bhuli/DHN
DRMs – SDAH HWH ASN MLDT
CWMs – LLH KPA JMP HWH
Dy CMM/JMP Dy CMM/HLR
CMS/HWH MD/BRSH CMS/JMP CMS/LLH
CMSs : KPA ASN MLDT UDL
DCOSs – HWH LLH NH, RRB/Kolkata
GM/CLW/Chittaranjan

Sub : Reservation on Railway Passes/PTOs

Ref : Railway Board's Letter No. 2022/TG-I/20/85 dated 12.10.2022

A copy of Railway Board's Letter No. 2022/TG-I/20/85 dated 12.10.2022 is reproduced below for information and necessary action please.


(K C Das)
Dy. Secy (P)
for Secy.to GM

A copy of Railway Board's Letter No. 2022/TG-I/20/85 dated 12.10.2022 addressed to GMS :

Sub : Reservation on Railway Passes/PTOs

Ref : Railway Board's Letter No. 2022/TG-I/20/85 dated 12.10.2022

Consequent to introduction of facility for online booking of reserved tickets on Railway Passes/PTOs issued through HRMS and also on receipt of requests for revising the guidelines for ticket booking on PTOs, the matter has been reviewed by Railway Board and it has been decided that the procedure to be followed for booking reserved tickets on the authority of Railway Pass/PTOs will be as under :-

1. Pass/PTO holders or their representatives should present their passes/PTOs along with the requisition duly filled in to the Reservation Clerk who will issue ticket on realization of due fare, if any, and make endorsement on the face of the pass/PTO indicating the PNR number, the train number, date of journey, status of ticket etc.
2. The option to book reserved tickets online on the authority of Railway Pass/PTOs can also be availed for that category of pass/PTO for which the same has been provided by CRIS/IRCTC.
3. Holder of Privilege, Duty, Post Retirement, Complimentary, Metal and other passes/PTOs may be allowed to seek fresh reservation only if the earlier reservation is cancelled before preparation of first reservation charts. The ticket booked across the computerized Passenger Reservation System counter can also be cancelled through website of IRCTC within the stipulated time period prescribed in the Refund Rules. In such case, it will not be mandatory to surrender the ticket across the PRS counter, if no refund is due. However, in case of due refund amount involved on ticket booked on pass/PTOs, surrender of original ticket across the reservation counter within the prescribed time limit shall be mandatory.