What is the booking procedure for Circular journey Tickets?

Once your itinerary is finalised, you can approach the **Divisional Commercial Managers** of the Division or Station Managers of certain major stations to which the journey commencing station belongs.

The Divisional Commercial Manager or the station authorities will then calculate the cost of the tickets based on your itinerary. He will also inform the **Station Manager** concerned of the same, in the prescribed format. You can purchase Circular Journey Tickets by presenting this form at the Booking Office of the station from where you propose to start your journey. After purchasing the Circular Journey Ticket, you must approach the **Reservation Office** to reserve your accommodation for various laps of your journey. You will then be issued reserved tickets for the journey.

How do I book-a special tourist car/coaches/saloons/ special trains on Full Tariff Rates.

All the trains/coaches/saloons, etc. on Full Tariff Rates (FTR) shall now be booked through single widnow booking system by Indian Railway Catering and Tourism Corporation (IRCTC). Any Individual/party/Government agency desirous of booking trains/coaches on FTR can register online directly or approach IRCTC's Regional/Headquarters' Office, through mail, telephone, etc. IRCTC will co-ordinate with Railways for booking of special trains/coaches on FTR and shall levy facilitation charge @ 5% of the total fare for booking of special trains/coaches/saloons on FTR on behalf of the individual/ party/Government agency, etc. for co-ordination work which include registration of indent, obtaining confirmation from Railways, getting the rate advice from the nominated Officer/staff of nominated stations and in turn advise the fare to party/individual/Govt. agency, deposit of fares, submission of the folder/receipts after completion of the journey, cancellation of indent, etc.. Registration of special trains/ coaches/saloons on FTR shall be made minimum one month in advance and not beyond six months of the date of proposed journey. No manual booking/booking through UTS is permitted except for Paramilitary Defense Forces.

The charges applicable are as under:-

(a) Security Deposit @ of Rs. 50,000/- per coach.

(b) Point to point fare on round trip basis.

(c) 30% service charge on point to point round trip basis.

(d) Empty haulage charge for minimum 200 Kms.

(e) Detention charge for detention of coach, if any.

(f) GST @ 5% of total fare in case of AC and First class coaches are utilised.

(g) Superfast charge for Superfast service, etc.

(h) Engine detention charge for detention of engine in case of special train, etc.

OTHER;

No concession is permissible even for senior citizens and children in such special trains/coaches/saloons, etc.

Now let's tell you about booking your luggage.

Booking of Luggage:

How much luggage am I allowed to carry?

Each passenger is allowed a **Free Allowance** up to which he can carry luggage with him in the compartment, free of cost. The Free Allowance varies for different classes of travel. Children aged 5 and below 12 years are allowed half of the Free Allowance subject to the maximum of 50kg. You are also permitted a **Marginal Allowance** as indicated in the table.

Class	Maximum Limit (Kgs)	Free Allowance (Maximum Limit)	Marginal Allowance for luggage
AC First Class	150	70 kgs.	15 kgs
AC 2-Tier Sleeper/ First Class	100	50 kgs.	10 kgs.
AC 3-Tier Sleeper/ AC Chair Car	40	40 kgs.	10 kgs.
Sleeper Class (Exp/Ordinary)	80	40 kgs.	10 kgs.
Second Class (Exp/Ordinary)	70	35 kgs.	10 kgs.

Luggage beyond the above quantity can be booked in advance and carried in the brake-van.

What if my luggage exceeds the Free Allowance?

If your luggage marginally exceeds the Free Allowance, you will be charged at normal rates. Above marginal allowance penalty will be charged, if detected. Make sure to book your excess baggage in the Luggage Office, pay the prescribed charges and get your tickets endorsed by cross-referencing the luggage ticket details, before commencing your journey. Please note that Free Allowance is not admissible for articles such as scooters, cycles, etc.

What if my luggage gets stolen en route?

In case of theft of luggage, robbery/dacoity in running trains, you can approach train conductors/coach attendants/ guards or GRP escort. They will give you the **FIR Form,** which may be duly filled-in and handed over to them. The complaint will then be forwarded to the **Police Station** for necessary action. You need not break your journey to lodge a complaint with the police. You can also approach the **RPF Assistance Posts** at major railway stations, for any assistance in lodging the complaint.

If my booked luggage is lost or damaged, how much compensation will I get?

Where value of the luggage booked has not been declared beforehand by the consignor and the prescribed percentage charges not paid, the monetary liability of the Railways has been limited to Rs. 100/- per kg. However,where the consignor has declared the value of the consignment and has also paid percentage charges, he will be entitled to get the claimed amount which will not exceed the value of the luggage so declared at the time of booking. The procedure of payment of percentage charge can be enquired from the Luggage Booking Office.

A world of Railway Information at your finger tips!

Now you can get all types of information on the Indian Railways on the Internet as well by Logging on to **http://www.indianrailways. gov.in** the official site of Minisiry of Railways for general information on the Indian Railways induding train schedules. From here you can "Spot-your-train" online over a large part of the railway network Links to the different Zonal Railways websites are provided on **http:II www.indianrailways.gov.in**

To get real time information about reservation availability, status of wait listed tickets, train schedule and stoppages, go to **http:II www.indianrailways.gov.in,** the Passenger Information Webte managed by CRIS (Center for Railway Information Systems). It also provides an easy and innovative train search option.

In most major cities, you can also book your reserved ticket directly on the web, by logging on to the webstte of Indian Railway Catering and Tourism Corporation (IRCTC) http://www.irctc.co. in.

Compensation for Train Accidents/Untoward Incidents

"Indian Railways are liable to pay compensation to rail passengers against death or injury in 'train accident' as defined under Section 124 of the Railway Act, 1989. Similarly, Railways are also liable to pay compensation against death or injury of rail passengers and platform ticket holders on account of 'untoward incidents' as per 124-A of the Act. Untoward incidents have been defined in Section 123 of the Railway Act, 1989 and include death or injury on account of commission of a terrorist act, violent attack, robbery, dacoity, rioting, shootout, arson by any person in train carrying passengers or in the waiting hall, cloak room, reservation or booking office or on any platform or in any other place within the precincts of railway station or accidental falling of any passenger from a train carrying passengers. For claiming compensation the claimants are required to file their claims in Railway Claims Tribunal.

Compensation for death is Rs.8 lakhs. In case of injuries the minimum amount is Rs.64000/- and maximum amount is Rs.8 lakhs depending upon the gravity of injury sustained.

The Railway administration gives ex-gratia relief soon after a Train Accident/Untoward Incident normally at the following rates:

Type of Accident	Amount of ex-gratia for death	Amount of ex-gratia for Grievous injury	Amount of ex-gratia for Simple injury
In case of Train Accident (as defined under Section 124 of the Act)	Rs. 5,00,000/-	Rs.2,50,000/- lump sum for hospitalization upto 30 days. Thereafter, Rs.3000/- per day to be released at the end of every 10 day period or date of discharge, whichever is earlier.	Rs.50,000/-
In case of Untoward Incident (as defined under Section 124-A read wtih Section 123 of the Act)	Rs. 1,50,000/-	Rs.50,000/- upto 30 days of hospitalization. Thereafter, Rs. 1500/- per day to be released at the end of every 10 day period or date of discharge, whichever is earlier upto further six months of hospitalization. Thereafter, Rs. 750/- per day to be released at the end of every 10 day period or date of discharge, whichever is earlier upto further five months of hospitalization.	Rs. 5,000/-

The maximum period for which ex-gratia is payable to the grievously injured passenger will be 12 moths.

LIST OF ZONAL RAILWAYS AND JURISDICTION OF DIVISIONS

S.No.	Name of the Zone	Head Quarters	Divisions	Websites
1	Central Railway	Mumbai	Bhusaval, Nagpur, Mumbai (CSMT), Solapur, Pune	www.cr.indianrailways.gov.in
2	Eastern Railway	Kolkata	Malda, Howrah, Sealdah, Asansol	www.er.indianrailways.gov.in
3	East Central Railway	Hajipur	Danapur, Dhanbad, Sonpur, Mughalsarai, Samastipur	www.ecr.indianrailways.gov.in
4	East Coast Railway	Bhubaneswar	Khurda Road, Waltair, Sambalpur	www.eastcoastrail.indianrailways.gov.in
5	Northern Railway	New Delhi	Ambala, Firozpur, Lucknow, Moradabad, Delhi and Jammu	www.nr.indianrailways.gov.in
6	Northeast Frontier Railway	Guwahati	Katihar, Lumding, Tinsukia, Alipurduar, Rangiya	www.nfr.indianrailways.gov.in
7	North Eastern Railway	Gorakhpur	Lucknow, Varanasi, Izzatnagar	www.ner.indianrailways.gov.in
8	North Central Railway	Prayagraj	Prayagraj, Jhansi, Agra	www.ncr.indianrailways.gov.in
9	North Western Railway	Jaipur	Bikaner, Jodhpur, Jaipur, Ajmer	www.nwr.indianrailways.gov.in
10.	Southern Railway	Chennai	Chennai, Madurai, Palakkad, Tiruchchirappalli, Thiruvananthapuram, Salem	www.sr.indianrailways.gov.in
11.	South Central Railway	Secunderabad	Secunderabad, Hyderabad, Guntakal, Vijayawada, Guntur, Nanded.	www.scr.indianrailways.gov.in
12.	South Eastern Railway	Kolkata	Kharagpur, Chakradharpur Adra, Ranchi	www.ser.indianrailways.gov.in
13.	South East Central Railway	Bilaspur	Nagpur, Bilaspur, Raipur	www.secr.indianrailways.gov.in
14.	South Western Railway	Hubbali	Bengaluru, Mysuru, Hubballi	www.swr.indianrailways.gov.in
15.	Western Railway	Mumbai	Bhavnagar, Mumbai Central, Ratlam, Rajkot, Vadodara, Ahmedabad	www.wr.indianrailways.gov.in
16.	West Central Railway	Jabalpur	Jabalpur, Bhopal, Kota	www.wcr.indianrailways.gov.in
17.	Metro Railway	Kolkata	- - -	www.mtp.indianrailways.gov.in

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