Procedure to be followed for constructing private Railway siding

The Chief Traffic Planning Manager, Northern Railway, Baroda House, Copernicus Marg, New Delhi is the nodal authority for dealing with proposals relating to private Railway sidings.

Before submitting a proposal to construct a private siding, the party must obtain Rail Transport Clearance (RTC) from the Railway Board for which it must apply to ED/Railway Board or CTPM, Northern Railway detailing the traffic which the party intends to handle annually; Inward rakes – Commodity-wise and outward rakes – Commodity-wise. The form for applying for RTC is annexed as Anexure I.

On the basis of various parameters including the availability of line capacity and operational feasibility, the RTC is issued by the Railway Board in consultation with Zonal Railway.

After having received the RTC, the following procedure is to be adopted for setting up of private Railway siding:-

1. The party must submit a proposal along with feasibility/conceptual report detailing the following:-
   - Party’s Name
   - Consultant’s name, if any.
   - Brief description of work
   - Siding type (Private/Assisted)
   - Location from where siding is taking of (station, Block section in between, Kms, Divisions, Up/Dn, whether own railway land/private land or mixed.
   - Existing traffic at station and available facilities (infrastructure)
   - Proposed traffic – Volume of inward/outward traffic, from/to Railway, division station and via (route).
   - Proposed facilities to be created by the party in railway premises and private land.
   - RTC – Whether issued by Board, if not application to Railway Board through CTPM office on prescribed format.
   - Whether land has been acquired or not, if acquired, detail of same with documents, area length X width.
   - Total estimated cost of the project.
   - In case of thermal plants, certificate from coal linkage committee and signing of TRA with Ministry of Railways.

2. Examination of pre-feasibility report and issue of IPA:
   In case the party decides to proceed through an approved consultant, the following procedure is followed:
   - Pre-feasibility Report is examined in division and CTPM office in view of existing traffic and infrastructure available at station viz-a-viz proposed traffic and willingness to create/develop infrastructure at serving station/new crossing station.
After examination of proposal, ‘In Principle Approval’ is granted in consultation with the division. 1% survey charge of total project cost is to be deposited by the party before issuance of IPA and party is asked to deposit Detailed Project Report.

3. The Detailed Project Report is to be submitted by the party with the following details:
   - Clarification on observations of railways
   - Yard lay out in the form of a plan.
   - Detailed working procedure of unloading/loading of railway rakes, examination if required, capacity and working of tippler/conveyor belt and side arm charge (in case of thermal power plants).
   - Yard layout should be such that movement of load/rakes is in forward direction from entry to exit as far as possible.
   - Facilities/infrastructure should be sufficient enough to cope up the additional traffic keeping in view the bunching factor.
   - Detailed design and engineering plan, staff quarters station building and associate offices.
   - Detailed cost estimate of Civil, Electrical, S&T works and Mechanical, if required.

4. Examination of Detailed Project Report and conceptual plan –
   - Detailed Project Report and conceptual yard layout is examined in detail by division and CTPM’s office in view of traffic offering.
   - Necessary changes are suggested to the party.
   - After necessary changes, approval of DPR is communicated to the party and DRM of the concerned division with a copy to CE (P&D) and CCM (FM).
   - Party is required to deposit 1% of total project cost as approved by the divisional finance so as to complete 2% of the revised estimated cost.

5. Preparation of ESP
   - ESP is prepared by the division in accordance with approved DPR and sent to HQ office for examination and approval of HQ Officers.
   - After incorporating changes if required, ESP is sent to the division concerned.
   - After approval of ESP by the division and headquarter office, SIP is be prepared and examined/approved by railways.
   - After approval of SIPs, the division approves the detailed estimates of the work and the work is to be executed by the party through its consultants in its own premises while the work will be executed by Railways on deposit basis in the Railway boundary.
   - Executing agency will be decided by the competent authority.
   - After completion of work safety trial and final inspection will be conducted by the Railways on the request of the party.
   - 2% of project cost will be recovered at this stage if work has been executed by the party under supervision of approved railway consultant.
   - The OHE work and the S&T work at the serving station are executed by the Railways as a deposit work keeping in view the safety requirement.

6. In case of work of siding is to be executed by Railways as Deposit work, Feasibility Report, DPR, Conceptual yard layout, Estimates and ESP will be prepared by the division itself. The work will be executed after approval of ESP and SIP from HQ office. Cost
will be recovered from party and work will be executed by nominated agency (Open line/Construction).

The party would be required to pay the charges in accordance with the Freight Marketing circular No. 21 of 2007.

Encl: As above
QUESTIONNAIRE ON CLEARANCE OF RAIL TRANSPORT REQUIREMENT FOR INDUSTRIAL LICENCE FOR NEW EXISTING PROJECTS.

1. Name of the project

2. Is it being newly set up/expended (if existing)

3. Exact location of the project

4. Name of the Railway Station (which will serve it).

5. Commodity to be manufactured

6. Name of the each raw material
   And quantum of traffic (inward alongwith future expansion if any)

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Station from</th>
<th>Commodity</th>
<th>Quantity (In tones)</th>
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<td></td>
<td></td>
<td></td>
<td>Per annum/No. of rakes</td>
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</tbody>
</table>

7. Name of finished goods and
Quantum of traffic (outward alongwith future expansion if any)

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Station from</th>
<th>Commodity</th>
<th>Quantity (In tones)</th>
</tr>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Per annum/No. of rakes</td>
</tr>
</tbody>
</table>

8. Traffic will be moved in piecemeal/block rake should be indicated.

9. Brief indication of special Facilities if any required at the Dispatching and receiving station.
10. Party will develop its own Siding/goods shed area.

11. Junction arrangement

12. Tentative layout of the sidings

13. Length of the lines/Platforms

14. Space for future expansion of the yard

15. Whether the siding will be served by owning than shunting loco or will depend on Railway

16. Cost of additional staff required at Stn/plant should be borne by the party

17. Maintenance of siding should be done by party/Railway

18. Sick line/C&W complex maintained by party/Railway

19. Status of ICD viz. whether Private or assisted siding or Railways goods shed.

20. Crane/non crane consignment (Rly. has no responsibility For loading/unloading of Crane consignments)

21. Party desires to use goods Shed for its material may be accepted if party bear the upgradation of the cost

22. Copy of Industrial License

23. Environmental clearance
24. Explosive clearance

25. Survey will be done by Railway/Consultant

26. Deposit receipt of survey charges/caution money

27. Ownership of land
   Railway/State Govt./Party’s own Farmers (copy should be enclosed)

28. Electrification of siding (In case of electrification of main lines)

29. Weigh bridge should be provided by party itself

30. Subletting of assets will not be allowed to any other party

31. Whether party will adopt ‘Own your wagon scheme or not.

32. Any other relevant information to Railway transport requirement