Spare Coaches

These are general guidelines for spare coaching to be kept at station where Primary maintenance takes place:

Type of stock	Traffic	Mechanical	Total
AC coaches	5 %	6%	11%
Non AC coaches	4 %	5%	9%
Rajdhani/Shatabdi	5 %	6 %	11%

However, with advent of ICMS, it is possible to position spare coaches against IOH/POH on days of expected due and also replace coaches with trouble. Traffic spares have to be fully utilized for catering to demand by attaching to train.

Crew links

Coaching crew is scheduled to work coaching trains as per time table. These schedules are called crew links. These links are prepared for optimum utilization of crew duly ensuring compliance to HOER.　Separate links are prepared for Mail/Express, passenger and suburban trains.

Time Tabling

The coaching train services are time tabled to serve the passengers. The arrival and departure times of the trains for all the stations through which it runs is published once in a year in the form of a time table.

Factors to be kept in view for scheduling of passenger carrying trains

Passenger's needs
(i)　Convenient departure and arrivals at station based on types of service offered.
(ii)　Speed and reasonable transit time
(iii)　Appropriate halt for meals/breakfast
(iv)　Sufficient time for entraining and detraining of passengers
(v)　Requirements of short/medium/long distance passengers need to be balanced.

Service Requirements
i)　Maintenance slot for primary, secondary and OEM.
ii)　Platform availability
iii)　Coach Watering facility
iv)　Catering for long distance trains
v)　Fueling if diesel loco planned.

Types of Time-tables

Public Time Table (PTT): It provides the arrival and departure timings of train services at stations having passenger stoppages. The passenger time table timings are kept ahead of working time table timings in enroute stations to conserve gains made in running. In addition to the time schedules, PTT contain a variety of useful information for passengers, including fare-tables, reservation rules, accommodations available etc. These are published Zonal Railway wise. The 'Trains at a glance' is published giving scheduled timings of important trains all over Indian Railways. The timings of the PTT are also updated in **NTES -** National train enquiry system, which is an online platform for the travelling public to view the time table for journey they require.

Suburban Time Tables: These pocket sized time tables contain in detail the timings of all suburban services as well as of other passenger services running over the suburban sections and also the abstract timings of the passenger trains going beyond the suburban section.

Sheet Time Tables: These time tables contain the tabulated schedules of passenger carrying trains running over an area on large sheets of papers and are displayed at platforms and waiting halls.

Working Time Tables (WTT): These are issued separately for each division for the information and guidance of the Railway staff, especially the running staff, station staff, control staff and maintenance staff. The WTT includes arrival/departure/run-through timings for a train at all stations. It incorporates and furnishes information on maintenance and traffic allowance. The WTT also has sectional information, load charts, permitted speeds for loco/rolling stock, important JPOs, circulars, etc.

Military Time Table: The military timetable is given for movement of troops and military specials. These are framed at a meeting held annually by Railway authorities with Joint Director, Military (MILRAIL). The Military time table is issued as and when necessary and is meant for official use only and shall be strictly confidential.

Time Tables are usually published once in a year. Hence any major review of timings is usually carried out once in a year in order to reap the benefits of improvements in track / signaling / traction / rolling stock; to suit the changed scenario of operations; to provide better timings based on passenger feedback. However, in the interim period also timings can be revised by issuing relevant notifications and ensuring the information regarding the changed timings reach the travelling public / users.

Revision of Time Table

Based on the data of tickets sold, representations from DRUCC, local leaders, passenger association, etc., divisions formulate proposals like new trains, additional services, extension of trains, augmentation of coaches, provision & elimination of halts, revision of timings and cancellation / diversion of trains. Such proposals are made duly indicating requirement of rakes, loco, path and crew. These proposals are then reviewed and consolidated in zonal headquarters. Once finalized, these zonal proposals are discussed in Inter Railway Time Table Co-ordination Committee Meeting held every year by Railway Board's Directorate, which is attended by CPTMs of all the Railways and the Executive Director (Coaching) Railway Board. The decisions taken in this meeting are proposed in budget. The changes/proposals approved in the budget are implemented in new time table.

Time line for revision

S.No.	Activity	Date
1.	Division proposals are finalized based on various demands with probable timings and requirements of stock / loco / crew.	September
2.	Minutes of Divisional Time Table meeting to be sent to CPTM	October
3.	CPTM's Meeting with Mechanical, Electrical, Engineering & S&T officials	November
4.	CPTM's Meeting with RMS authorities.	November
5.	CPTM's Meeting with Sr. DOMs. The suggestions of DRUCCs and ZRUCC are duly considered in this meeting.	December
6.	Inter Railway Time Table committee meeting. This meeting is presided by the ED [Coaching] with Director [Coaching] as Secretary and CPTMs of all Railways as members.	February/ March
7.	Orders shall be given to print Time Table to press	15th May
8.	Publishing time table to public	1st June

Temporary changes in time table

During unusual incidents or for carrying out mega blocks / new works, temporary changes are done to coaching train services duly giving advance information to the public when possible.

Diversion: A passenger carrying train may be diverted to another route due to serious accidents or floods or any obstruction causing dislocation of traffic and blockade of line, under advice to all concerned..

Cancellation: A passenger carrying train may be cancelled fully or partially due to serious accident/dislocation or abnormal delay in running. This should be done as a last resort only as it causes inconvenience to many passengers as well as results in loss of earnings.

Duplication of Passenger carrying Trains

A passenger carrying train may be duplicated, if the original train is either stranded due to accidents or floods or breaches or running so late as would cause serious inconvenience to passengers. The duplicate train starts at an intermediate station and follows the path of the original train so that passengers in those stations can board the duplicate train.

In order to take care of very high demands for a train reflected by long waitlists, clone trains having similar origin and destination and stoppages are also run during peak seasons.

Punctuality

Punctuality in running of the passenger carrying trains is one of the significant indices of the Railway efficiency. It is monitored at various levels of Railway operations and management. Any serious dislocation of passenger trains also affects goods train running and corridor blocks. Thus punctuality is not only important for passenger satisfaction, but also have significant bearing on the freight operations maintenance & safety.

Punctuality statistics on Division / Railway is monitored on daily basis for improvement through Punctuality Analysis Module (PAM) of Integrated Coaching Management System (ICMS). Based on ICMS data, inputs of which are made at different levels detailed analysis of bad runners, bad sections are done and action plan are drawn in order to improve punctuality. Integration of ICMS to COA ensures real time status of the train services.

To monitor the Passenger carrying trains effectively according to their importance, relevance and stock they are grouped into following categories.

i. *M/Express trains:* Vandebharat, Rajdhani, Duronto, Shatabdi, Garib Rath, Jan-Shatabdi, Superfast, Mail/Express & Suvidha trains
ii. *Passenger trains:* DEMU, MEMU, Holiday Specials, Conventional rakes
iii. *Sub-urban trains*

Norms for Punctuality

Train arriving late is considered to be 'Lost Train' based on the following norms.

➢ Intra zonal & Terminating trains: arriving more than 15 minutes late at destination.
➢ Originating & Passing through trains: handing over by more than 3 minutes at interchange point.
➢ In case of Sub-urban trains, punctuality of the train is lost when it arrives more than 5 minutes late at destination.

$$\textbf{\% Punctuality} = \frac{\text{(Total No. of trains - No. of trains lost Punctuality)}}{\text{(Total No. of trains)}} \times 100$$