

GOVERNMENT OF INDIA  
Ministry of Railways  
(Railway Board)

No. 2011/TG-I/10/e-ticket for disabled

Dated 14 September, 2015

Chief Commercial Managers,  
All Zonal Railways.

Managing Director/CRIS,  
Chanakyapuri,  
New Delhi.

**Sub: Concession based ticketing including online ticketing for the physically challenged persons using Photo Identity Card issued by the Railways – Clarification regarding allotment of unique ID card number**

**Ref: Board's letter of even number dated 01.07.2015.**

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In partial modification of para 2(i) & (ii) of the Board's letter dated 01.07.2015 referred to above insofar as allotment of unique ID card number, the following system should be adopted:

- i. The unique ID card number printed on the card should have the following structure.

1	2	3	4	5	6	Max. 6 digits
Zone Code		Issuing Division Station Code				Serial number

The ID card number will have 12 characters and will be unique over a Zone and Division.

- ii. **Registration of ID cards in the system**

A new option is given in booking client as 7/39 to register the details of the physical ID card as mentioned above. While issuing ID card number, following information is to be fed in the system:

Field Name	Field Description
Issuing Zone	Zone at which cards are being issued. It is 2 character zone code. If zone code is NWR, system will accept NW.
Issuing Division station code	Station at which card is being issued. It is 4 character station code. If station code is of less than 4 characters, then system will automatically append 0 at the end like if station code is GHY then it will become GHY0.

Card Serial No.	Pre-printed numeric serial number on the card (hard copy). Only non-zero digits have to be entered in the system. If the number printed on the card is 000001, then operator should enter 1, as system will not accept 0 as first digit. It can be maximum of 6 digits.
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\*\* Please note that the card ID is not being generated by the system. It is a unique number given by the Zonal Railway and is just fed in the system for further use.

2. It is also advised that the Photo Identity Card should be issued within one month of the receipt of the application from the individual.
3. A monthly report indicating the number of applications received and the cards issued may be furnished to this office in the first week of every month.

*VSD*  
*12/9/15*

(Vikram Singh)  
Director Passenger Marketing  
Railway Board