

E- PASS Booking

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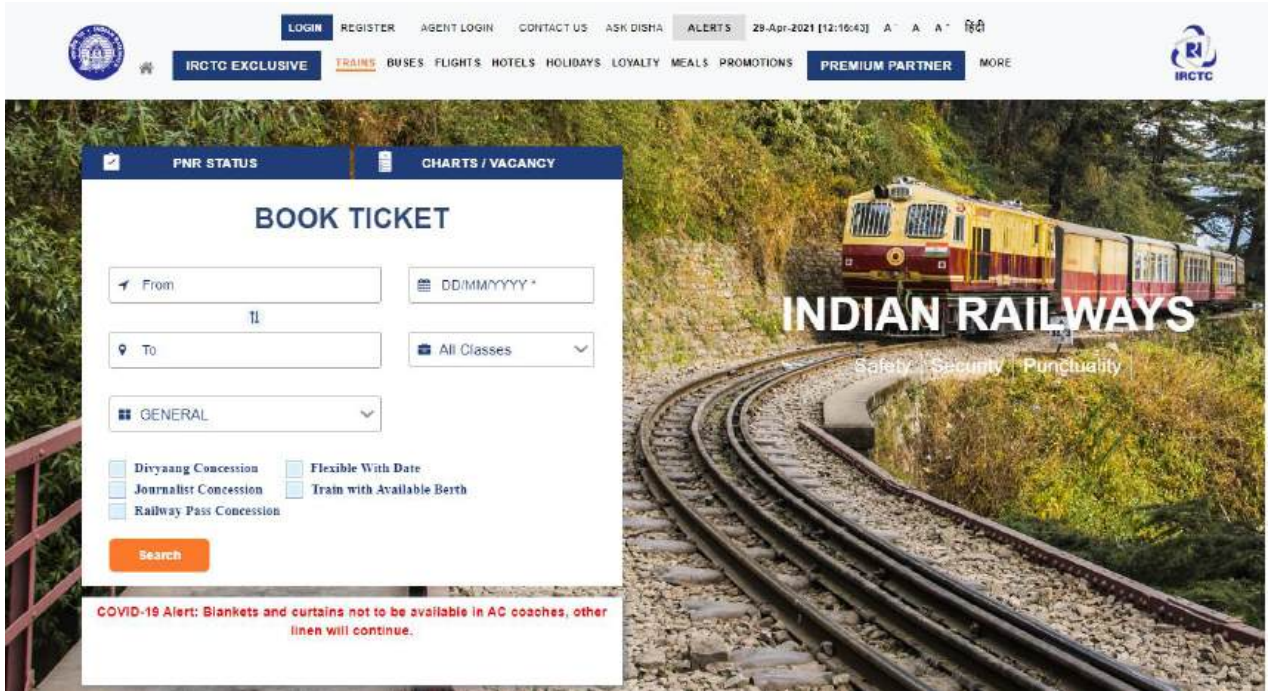
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Salient Features:

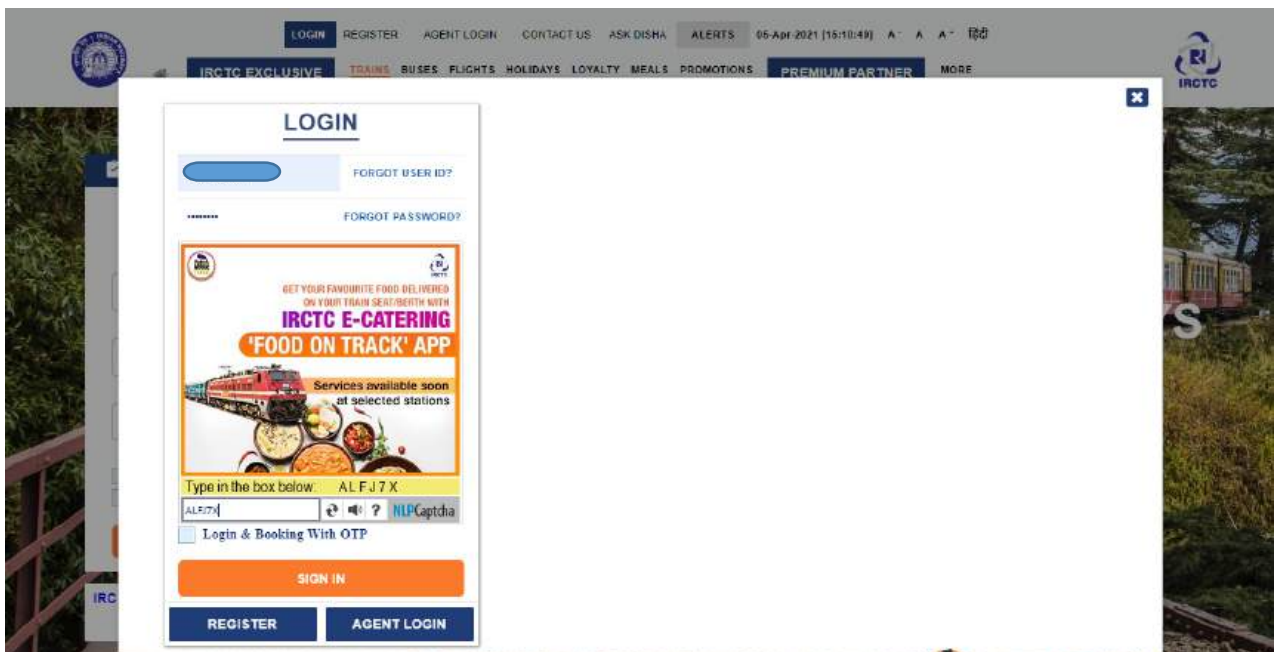
1. To book a ticket on Railway's e-Pass, a checkbox option as '**Railway Pass Concession**' is provided on IRCTC e-ticketing website '**Home page**' and under '**Plan My Journey**' on Rail Connect Mobile App.
2. To book a ticket on e-Pass, at least one of the travelling passenger must be pass holder.
3. While providing passenger details at passenger reservation page, user need to provide '**Pass Number**' and '**Pass PIN Code**' to validate his pass at the time of booking.
4. IRCTC convenience fee is temporarily waived off on tickets having only Pass/PTO passengers.
5. IRCTC Convenience fee is levied at the rate of Rs. 15+GST for SL and 2S class and Rs. 30+GST for all other class tickets accompanying General passengers with Pass/PTO holders.
6. Travel insurance facility is not available on Pass booking.
7. If ticket is booked in upper class than the entitled class then the difference of fare will be charged from the user.
8. If Duty Pass (DP) quota is defined in a train/class then ticket will be booked in the DP quota only even if the user has requested for General (GN) quota booking. User can check seat availability under DP Quota in a train/class by selecting quota as 'Duty Pass' on Book Ticket Enquiry Page on IRCTC Website.
9. User can break his journey as per the permission granted on Pass.
10. Attendant ticket booking is available as per the pass entitlement.
11. Once the pass details provided by the user are validated, PNR will be booked after payment of fare followed by successful response from PRS system.
12. Other Terms and Conditions for booking, cancellation, refund etc. are as per refund rules 2015.

User Guide:

- Open IRCTC website (www.irctc.co.in)

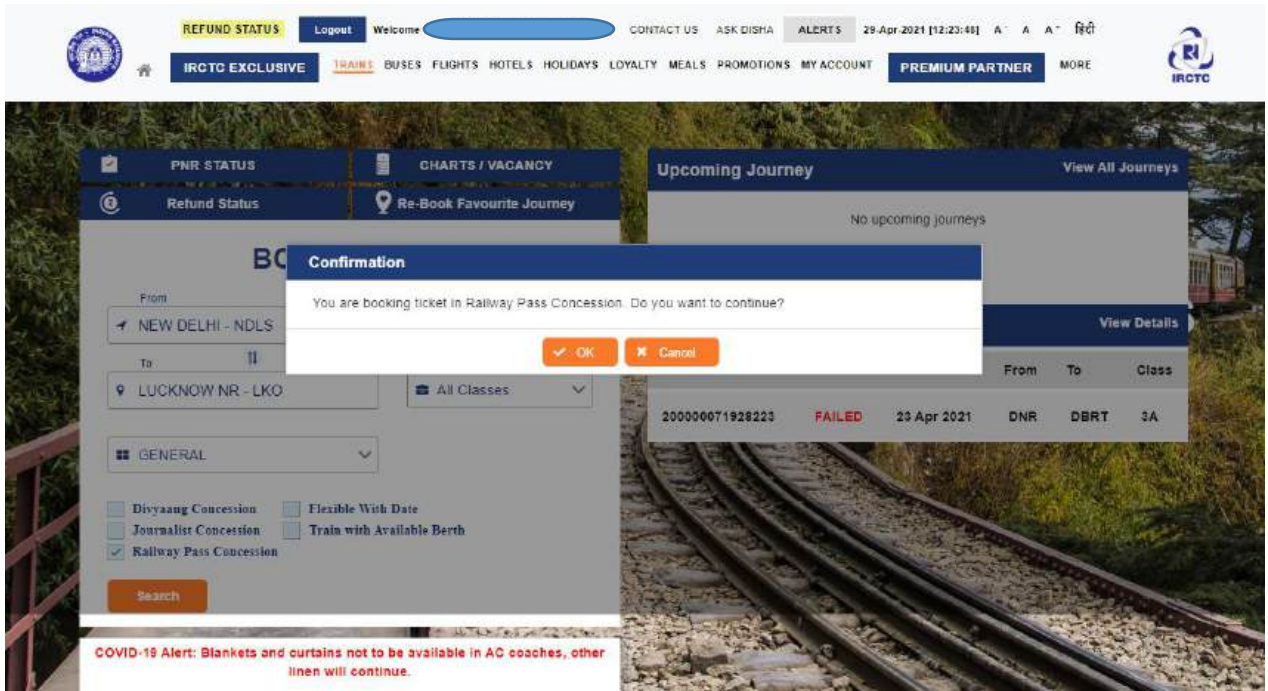


- Login to the IRCTC website by clicking on “**LOGIN**” option provided at the top and enter your registered User ID and Password.

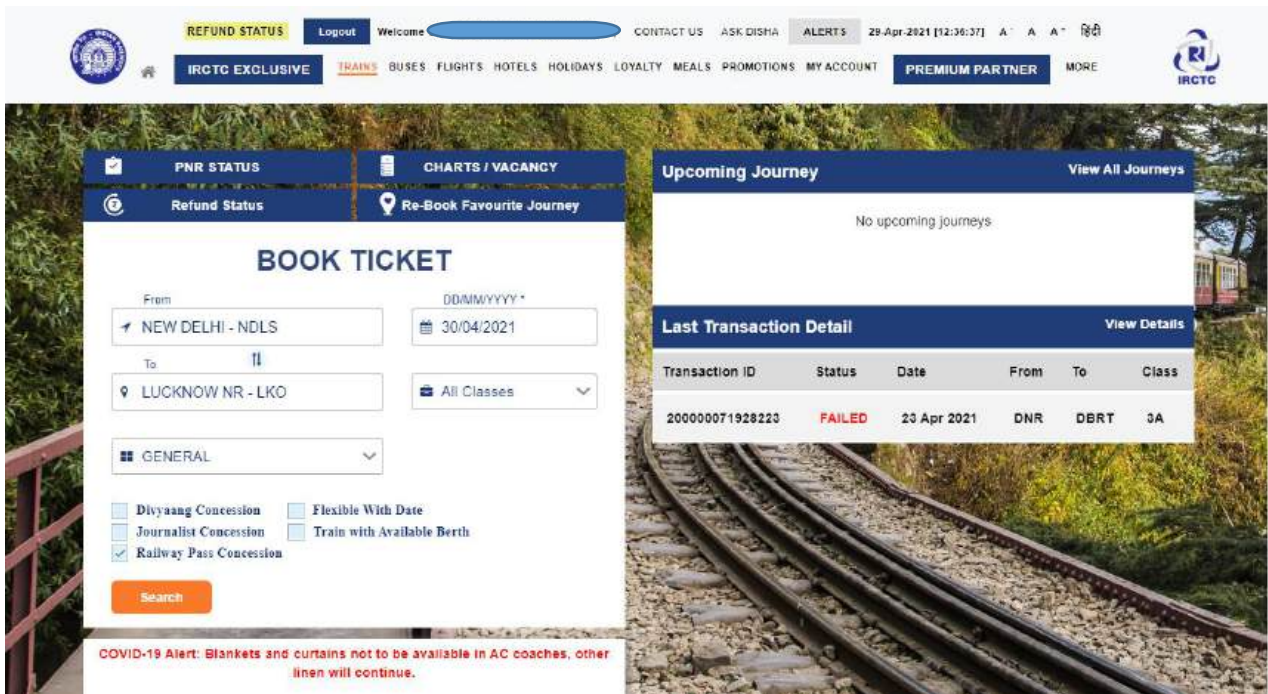


- On Book Ticket Page, enter your desired “**From station**”, “**To station**”, “**Date of Journey**”, “**Quota**” and “**Class**” of travel.
- Select the “**Railway Pass Concession**” checkbox.

- A confirmation message will be displayed – “You are booking ticket in Railway Pass Concession. Do you want to continue?” Press “OK” to continue.



- In case, you do not have any fixed date of journey, select “Flexible with Date” option.
- To find train list, click on "Search" button.



- The “List of Trains” will be displayed in next page with class wise availability and fare.
- To select the train from the train list, select desired class of travel and click on “Book Now” button.

The screenshot shows the IRCTC website interface for booking a train ticket. The search criteria are: From: NEW DELHI - NDL, To: LUCKNOW NR - L, Date: 30/04/2021, Class: All Classes, Quota: GENERAL. The search results show 12 results for the route. Two train options are visible:

- LUCKNOW MAIL (12230)**: Runs on M T W T F S S. Departure: 22:05 | NEW DELHI | Fri, 30 Apr. Arrival: 06:45 | LUCKNOW NR | Sat, 01 May. Available berths: Sleeper (SL) ₹ 325, AC 3 Tier (3A) ₹ 835, AC 2 Tier (2A) ₹ 1170, AC First Class (1A) ₹ 1960.
- GORAKDAM EXPRES (12556)**: Runs on M T W T F S S. Departure: 20:30 | NEW DELHI | Fri, 30 Apr. Arrival: 04:45 | LUCKNOW NR | Sat, 01 May. Available berths: Second Sitting (2S) ₹ 195, Sleeper (SL) ₹ 345, AC 3 Tier (3A) ₹ 895, AC 2 Tier (2A) ₹ 1260, AC First Class (1A) ₹ 2075.

- **“Passenger Reservation Page”** will be displayed in the next page.
- For booking a Pass Booking ticket, at least one of the travelling passenger must be pass holder.
- Enter **“Passenger Name”**, **“Age”**, **“Gender”** and select concession option as **“Pass Booking”** for pass holder and provide **“Pass Number”** and **“Pass PIN Code”** as per the details available in pass issued.
- Additional passenger can be added here by clicking on **“Add Passenger”** option.
- Concession option for general passenger to be selected as **“General Booking”**.
- Destination passenger address will be required to be provided under **“Your Destination Address”**.
- Boarding Station for the journey can be changed by clicking the down arrow button on **“Boarding Station”** option provided on the Passenger Reservation Page by selecting the desired boarding station name from the drop down list.
- After providing Passenger’s Mobile Number and selecting Payment Mode, click on **“Continue”** button to proceed next and to make any change in journey details **“Back”** button may be used.

1 Passenger Details 2 Review Journey 3 Payment

⚠ No concessional tickets allowed for this Train / Quota/Class

LUCKNOW MAIL (12230)

22:05 | NEW DELHI — 08:40 — 06:45 | LUCKNOW NR AVAILABLE-0272
 Fri, 30 Apr Sat, 01 May

Sleeper (SL) | General

Boarding Station | NEW DELHI | Arrival — | Departure: 22:05 | Day: 1 | Boarding Date: 30 Apr 2021

• Note: Please submit full name of the passengers instead of initials.
 • Note: The ID card will be required during journey.

Passenger Details

PRAMOD BEHERA 53 Male India No Preference

Pass Booking 11487 ASDF

+ Add Passenger + Add Infant

Contact Details

(Ticket details will be sent to email- chandra6391@irctc.com and registered mobile number 82*****46)

91 9111111111

Your Destination Address

ALIGANJ Correspondence 2 (Optional) Correspondence 3 (Optional) 226001

UTTAR PRADESH Lucknow A P Sabha S.O

GST Details (Optional) GST Identification Number(GSTIN)

Other Preferences

Consider for Auto Upgradation. Book only if confirm berths are allotted.

Reservation Choice

Preferred Coach No.

Payment Mode

Pay through Credit & Debit Cards / Net Banking / Wallets / Bharat QR / Pay on Delivery and Others
 Convenience Fee: 115/- + GST

Pay through BHIM/UPI
 Convenience Fee: 115/- + GST

Back
Continue

Fare Summary

Ticket Fare ₹ 325

Total Fare ₹ 325

- Once the passenger details entered get verified with the details in pass issued, next page will be displayed as **“Booking Review Page”**.
- The ticket details, Total fare, Availability of berths and Pass details will be displayed on the screen.
- To make change in journey details, **“Back”** button may be used.
- **IRCTC convenience fee will not be levied on tickets booked for only Pass/PTO passengers.**
- **IRCTC Convenience Fee (Rs. 15+GST for SL and 2S and Rs. 30+GST for all other classes) will be charged on tickets accompanying General passengers with PASS/PTO holders.**
- **Travel insurance premium will not be charged for the time being on PASS booking tickets.**
- After checking all details, enter the captcha and click on **“Continue”** button.

The screenshot displays the 'Review Journey' step of the IRCTC booking process. At the top, there are three numbered steps: 1. Passenger Details, 2. Review Journey (highlighted), and 3. Payment. The main content area shows the train details for 'LUCKNOW MAIL (12230)' with a departure from 'NEW DELHI' at 22:05 on Fri, 30 Apr, and an arrival at 'LUCKNOW NR' at 06:45 on Sat, 01 May. The fare is listed as 'AVAILABLE-0272' and updated 0 minutes and 29 seconds ago. The passenger details section shows '1 PRAMOD BEHERA' (53 yrs, Male, India, Pass Number - 11487). The fare summary table shows 'Ticket Fare' as ₹0 and 'Total Fare' as ₹0. At the bottom, there are 'Back' and 'Continue' buttons, and a QR code area with the PNR number '7eJjm'.

- If total fare to be paid is greater than zero, then payment option page will be displayed to make payment and “**PNR number**” will be generated after successful payment and successful response from PRS system.
- If total fare to be paid is displayed as zero, then on clicking continue button Booking Confirmation Page will be displayed after successful response from the PRS system “**PNR number**” will be displayed.
- “**Virtual reservation message**” (VRM) in the form of “**SMS**” will be sent on Registered Mobile Number.
- “**Booking confirmation mail**” will be sent on Registered Email ID.
- Electronic Reservation Slip (ERS) can be printed by clicking on “**Print Ticket**” image button provided at next of PNR Number.
- To book ticket for Return/Onward Journey, “**Book Return/Onward Ticket**” button may be used. Using this option will retain the details of Passengers as provided in the current ticket.
- To book another ticket, “**Book Another Ticket**” button may be used.

Thank You

Congratulations! You have successfully booked a ticket.
Booking details will be sent to Email/Mob: ch*****@irctc.com / 82*****46

LUCKNOW MAIL (12230) PNR: 2441515438

22:06 | NEW DELHI Fri, 30 Apr — 08:40 — 06:45 | LUCKNOW NR Sat, 01 May

1 Adult | Sleeper (SL) | General | Boarding at New Delhi

[View Cancellation Policy](#)



Scan code to view and save ticket on your mobile.

Passenger Details			
1	PRAMOD BEHERA	53 yrs Male India Side Upper EPRPAS Pass Number - 11487	
Booking Status	Coach	Berth/WL No	Berth Type
CNF	S6	72	Side Upper

[Book Return/Onward Ticket](#) [Book Another Ticket](#)

Payment Details	
Transaction ID	200000071822214
Booking Date	05 Apr 2021 04:53 PM
Travel Insurance	Not Opted
Ticket Fare	₹ 0
Convenience Fee (Incl. of GST)	₹ 0.0
Travel Insurance (Incl. of GST)	₹ 0.0
Total Amount Paid	₹ 0.00

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HRMS FAQs:

➤ Pass booking related FAQs are provided in HRMS Dashboard. Please refer below screen.

IR-HRMS

Home / Pass / Apply for e-Pass/e-PTO

DOWNLOAD

- E-APAR Module
- Settlement
- PRCP / WP
- Pass / PTO**
- ESS

Apply for e-Pass/e-PTO

Instructions:

- Select the type of Pass & click on 'Go' button to fetch entitled and available Pass sets.
- Once Pass sets are fetched successfully, click on the count under available Pass sets to proceed with Pass application

Select Type Of Pass: PRIVILEGE TICKET ORDER [Go](#)

Pass Year	Entitled Pass		Manual Aailed Passes / DAR Cases / LTC		Available (excluding Applied)	
	Full Set	Half Set	Full Set	Half Set	Full Set	Half Set
2021	4	8	0	0	0	0

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