Frequently Asked Questions (FAQs)

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Carrier Management

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DISCLAIMER:

The Operational procedure provided in this Operational Guide is just an illustration for the user for using the IT 2.0 Software in an effective manner. If the Reader is having any doubt in the department Rulings and guidelines, he/she should refer to the respective manuals and volumes only. The IT 2.0 Operational Guide should not be sighted as Rulings.

Frequently Asked Questions (FAQs) : Carrier Management

1. What options are available under Carrier Management?

When you access Carrier Management Services, you will see six options:

- Rail On-board
- Rail Modify/Delete
- Flight On-board
- Flight Modify/Delete
- Vehicle On-board
- Vehicle Modify/Delete

2. How do I on-board a Rail/Train?

Click on the **"Rail On-board"** option. Enter the required details such as Train Number, Contractual Seating Capacity, Validity Dates, From Station, and To Station. Then, click **"On-board Rail"** to successfully on-board the train.

3. How can I modify or delete an on-boarded Rail?

- Click on **"Rail Modify/Delete."**
- In the **Active Rails** tab, you will see a list of on-boarded trains.
- To view details, click the **eye icon (View).**
- To modify details, click the **pencil icon (Edit),** make changes, and hit **"Update Rail."**
- To delete a rail, select the checkbox next to the train and click the **trash icon (Delete).** Confirm deletion to remove the train.

4. Can I reactivate a deleted train?

Yes! Deleted trains are moved to the **Deactivated Rails** tab. To reactivate:

- Click the **pencil icon (Edit)** next to the deactivated train.
- Confirm activation by clicking **"Activate Rail."**
- The train will now appear in the **Active Rails** tab.

5. Is there a way to download train details?

Yes! You can download both **Active Rails** and **Deactivated Rails** data in **Excel format** by clicking the **Download Excel** button.

6. What if no active trains are available?

If there are no on-boarded trains, you will see a message: **"There are no records to display."**

7. How do I on-board a flight?

Click **"Flight On-board"** under Carrier Management. Enter the required details, including valid **3-letter IATA codes** for origin and via airports. Click **"Onboard Airline"** to complete the process. A message confirming successful onboarding will appear.

8. How can I modify or delete an onboarded flight?

- Click on **"Flight Modify/Delete."**
- Under **Active Airlines**, find the flight you wish to edit or remove.
- Click the **pencil icon (Edit)** to modify details and then hit **"Update Airline."**
- Click the **trash icon (Delete)** to remove a flight. Confirm deletion, and the flight will move to **Deactivated Airlines.**

9. Can I reactivate a deleted flight?

Yes! Go to **Deactivated Airlines,** click the **pencil icon (Edit)** for the flight, and confirm activation by clicking **"Activate Airline."** The flight will now appear in **Active Airlines.**

10. Can I download flight data?

Yes, both **Active Airlines** and **Deactivated Airlines** lists can be downloaded in **Excel format.**

11. What happens if no active flights are available?

The system will display: **"There are no records to display."**

12. How do I on board a vehicle?

Click on **"Vehicle On board"** and follow these **4 steps:**

1. **Create Vehicle:** Enter basic details and select the category (Passenger/Commercial).
2. **Vehicle Details:** Fill in all mandatory fields.
3. **Organization Data:** Provide relevant details.
4. **Vehicle Technology:** Enter final details and click **"Submit."**

After successful submission, a confirmation message appears.

13. How can I modify or delete an on-boarded vehicle?

- Click on **"Vehicle Modify/Delete."**
- Locate the vehicle in the **Active Vehicles** list.
- Click the **pencil icon (Edit)** to modify details and update.
- Click the **trash icon (Delete)** to remove a vehicle. Confirm deletion, and the vehicle will move to **Deactivated Vehicles.**

14. Can I reactivate a deleted vehicle?

Yes! Go to **Deactivated Vehicles,** click the **pencil icon (Edit),** and follow the **4-step reactivation process.** Click **"Activate Vehicle"** to restore it to the **Active Vehicles** list.

15. Can I download the vehicle data?

Yes, both **Active Vehicles** and **Deactivated Vehicles** data can be downloaded in **Excel format.**

16. What happens if no active vehicles are available?

The system will display: **"There are no records to display."**