

Rail Staff Travel

Ticket Inspectors Handbook



Rail Delivery Group



Rail Staff Travel is part of the Rail Delivery Group

Rail Staff Travel – Ticket Inspectors Handbook

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1. Introduction

1.1 Scope

This is a guide to the National Rail staff travel products which are issued by Rail Staff Travel, and the FIP International Products which are issued by European railway and shipping companies.

These staff travel products give the holder either free or discounted travel on National Rail TOC services.

This guide also covers the documentation which must be presented to support the use of passes and cards.

1.2 Exclusions

This guide does not cover TOC specific products, or owning group products issued to TOC staff

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2. Travel Irregularities

The Rail Staff Travel Scheme sets out the penalties if any holder of any National or International rail staff travel facility, whether Employee or Dependant, safeguarded or non-safeguarded, attempts to use it fraudulently or allows someone else to do so.

It is the responsibility of the TOC to deal with the loss of revenue from misuse of Staff Travel Facilities.

It is the responsibility of Rail Staff Travel to deal with the penalty to be applied in terms of future eligibility for staff travel facilities for the employee and/or dependants.

TOC ticket inspectors and revenue protection staff are obliged to report any staff travel irregularity in writing to Rail Staff Travel.

The RST website contains a form which should be used to submit the details of the Travel Irregularity. www.raildeliverygroup.com/rst/where-can-i-go.html#TIs

Any passes seized as part of a travel irregularity incident or otherwise found must be returned securely to Rail Staff Travel using the contact details on the Rail Staff Travel website.

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3. Photocard



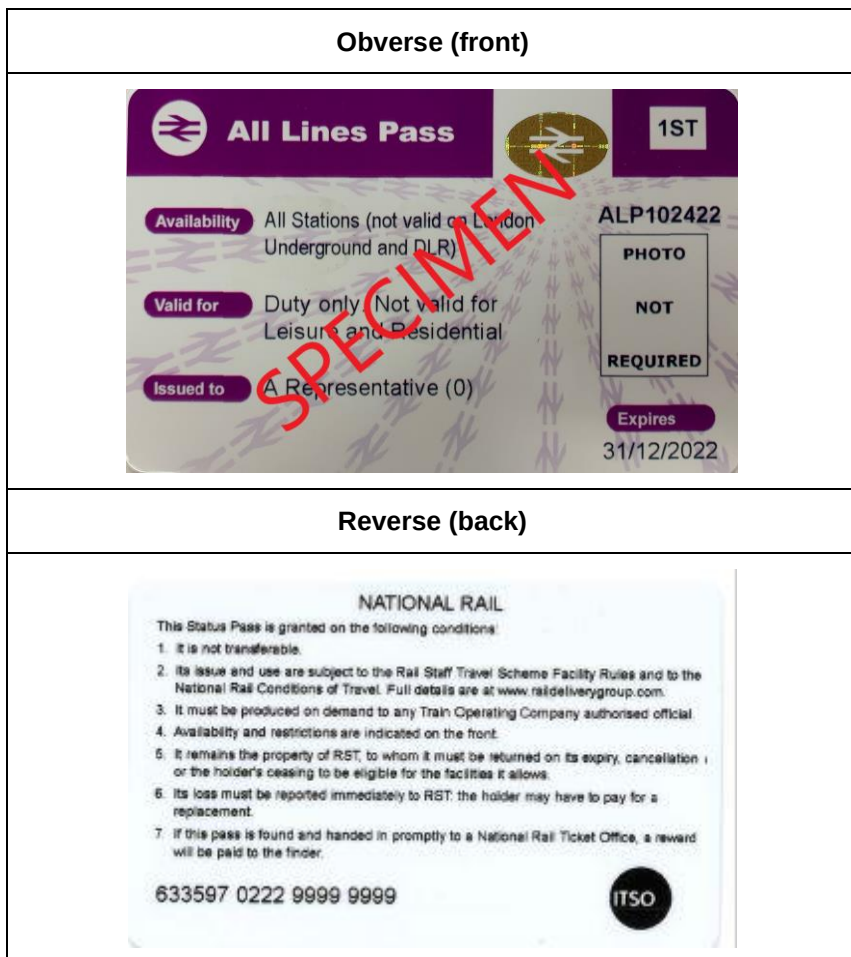
For staff travel products which require a separate photo ID, these are obtained by the employee or dependant free of charge from any National Rail ticket office.

If a TOC employee has a TOC specific travel card which contains their name and photograph, then this is accepted as an alternative.

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4. National Rail staff travel products

4.1 All Lines Passes



Valid for use by the holder on all National Rail services in the class of travel.

Ticket inspection - Pass is an ITSO product which will operate ticket barriers. Holders must be encouraged to present their tickets at the gate

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line to operate it automatically. If the ticket gate reports that the ticket has been hot-listed, it should be seized by ticket barrier staff.

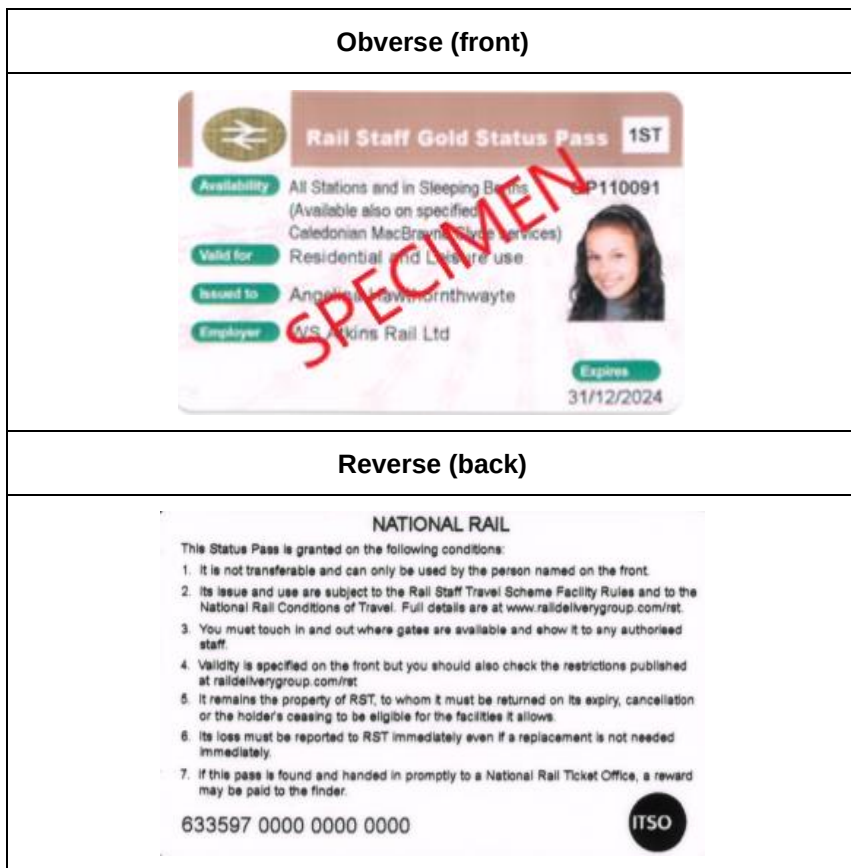
Supporting documentation required - None

Travel Irregularity if..

- traveling with a pass which shows a photograph which does not match the holder
- travelling in 1st class accommodation with a Std class pass
- travelling after the last date of validity
- presenting a hot-listed card for inspection.

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4.2 Gold Status Passes – active staff



Valid for use by the holder on all National Rail services and London Underground inter-available routes for free Leisure and Residential travel (unless otherwise indicated on the pass).

Ticket inspection - Pass contains an ITSO product which will operate ticket barriers. Holders must be encouraged to present their tickets at the gate line to operate it automatically. If the ticket gate reports that the ticket has been hot-listed, it should be seized by ticket barrier staff.

Supporting documentation required - None

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Travel Irregularity if..

- traveling with a pass which shows a photograph which does not match the holder
- travelling on duty or for business purposes
- travelling after the last date of validity
- presenting a hot-listed card for inspection

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4.3 Gold Status Passes – retired staff

Obverse (front)	
	
Reverse (back)	
NATIONAL RAIL This Status Pass is granted on the following conditions: 1. It is not transferable and can only be used by the person named on the front. 2. Its issue and use are subject to the Rail Staff Travel Scheme Facility Rules and to the National Rail Conditions of Travel. Full details are at www.raildeliverygroup.com/rst. 3. You must touch in and out where gates are available and show it to any authorised staff. 4. Validity is specified on the front but you should also check the restrictions published at raildeliverygroup.com/rst. 5. It remains the property of RST, to whom it must be returned on its expiry, cancellation or the holder's ceasing to be eligible for the facilities it allows. 6. Its loss must be reported to RST immediately even if a replacement is not needed immediately. 7. If this pass is found and handed in promptly to a National Rail Ticket Office, a reward may be paid to the finder. 633597 0000 0000 0000 	

Valid for use by the holder on all National Rail services and London Underground inter-available routes for free Leisure travel (unless otherwise indicated on the pass).

Ticket inspection - Pass contains an ITSO product which will operate ticket barriers. Holders must be encouraged to present their tickets at the gate line to operate it automatically. If the ticket gate reports that the ticket has been hot-listed, it should be seized by ticket barrier staff.

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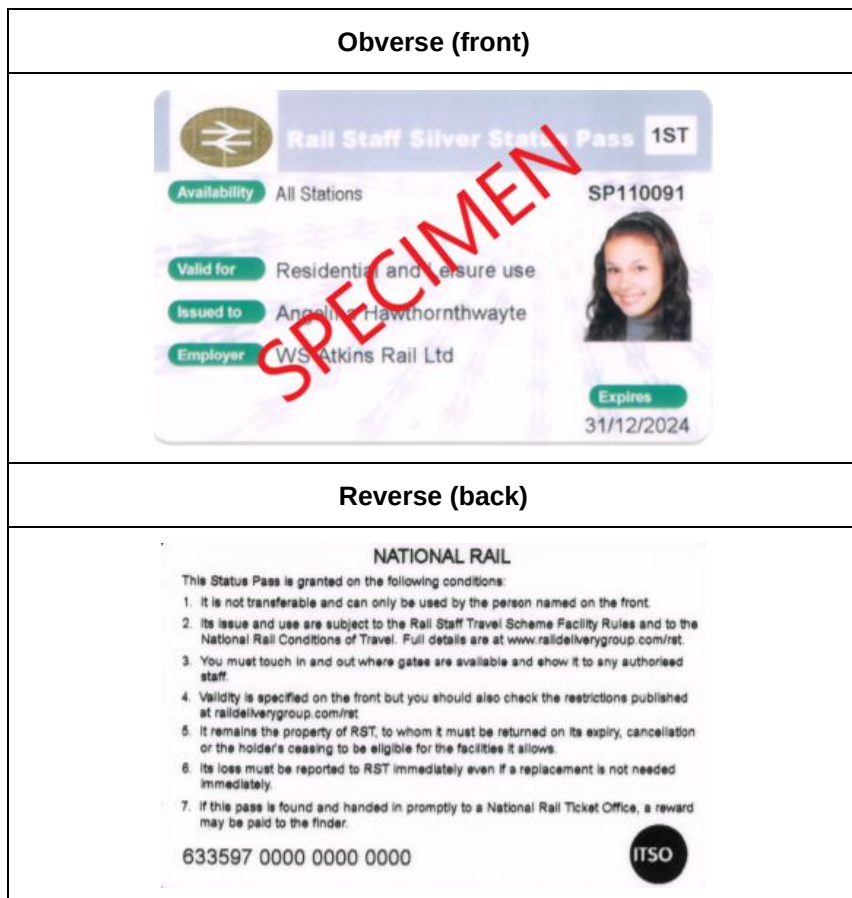
Supporting documentation required - None

Travel Irregularity if..

- traveling with a pass which shows a photograph which does not match the holder
- using the pass for residential or commuting purposes
- travelling on duty or for business purposes
- travelling after the last date of validity
- presenting a hot-listed card for inspection

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4.4 Silver Status Passes – active staff



Valid for use by the holder on all National Rail services and London Underground inter-available routes for free Leisure and Residential travel (unless otherwise indicated on the pass).

Ticket inspection - Pass contains an ITSO product which will operate ticket barriers. Holders must be encouraged to present their tickets at the gate line to operate it automatically. If the ticket gate reports that the ticket has been hot-listed, it should be seized by ticket barrier staff.

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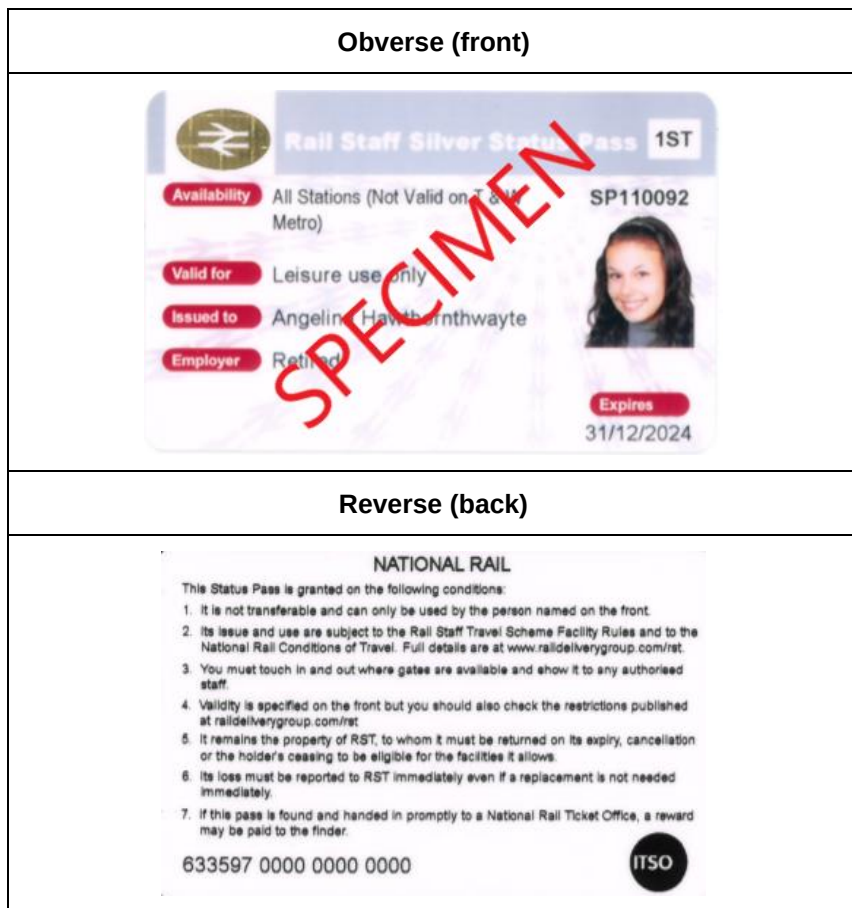
Supporting documentation required - None

Travel Irregularity if..

- traveling with a pass which shows a photograph which does not match the holder
- travelling on duty or for business purposes
- travelling after the last date of validity
- presenting a hot-listed card for inspection

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4.5 Silver Status Passes – retired staff



Valid for use by the holder on all National Rail services and London Underground inter-available routes for free Leisure travel (unless otherwise indicated on the pass).

Ticket inspection - Pass contains an ITSO product which will operate ticket barriers. Holders must be encouraged to present their tickets at the gate line to operate it automatically. If the ticket gate reports that the ticket has been hot-listed, it should be seized by ticket barrier staff.

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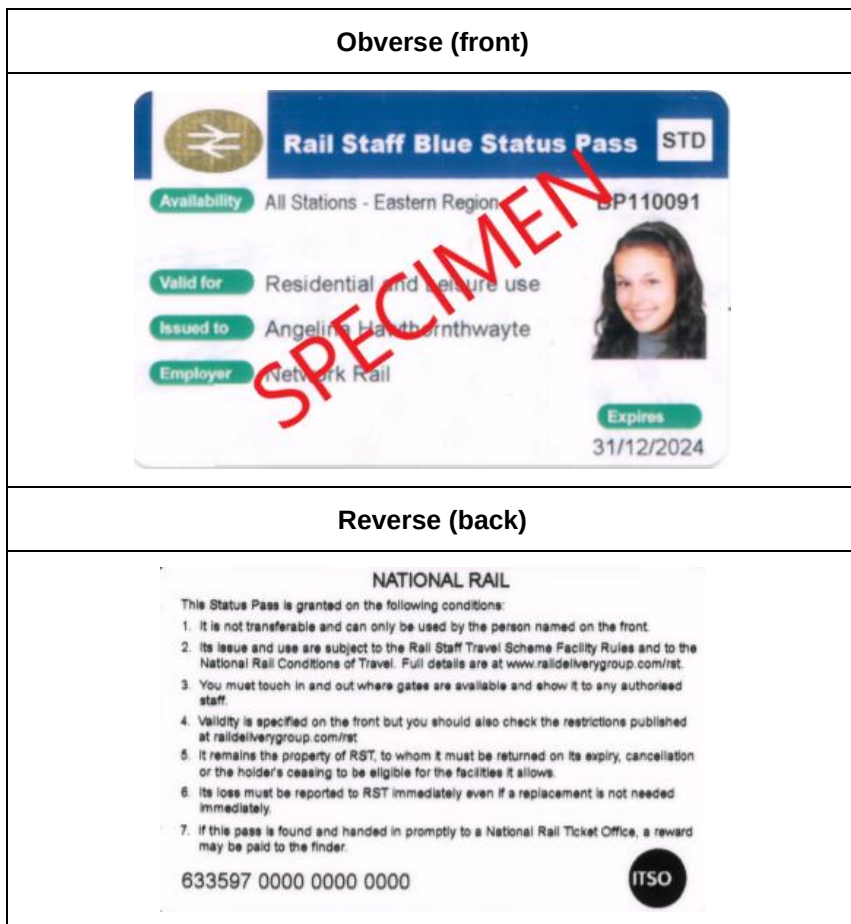
Supporting documentation required - None

Travel Irregularity if..

- traveling with a pass which shows a photograph which does not match the holder
- using the pass for residential or commuting purposes
- travelling on duty or for business purposes
- travelling after the last date of validity
- presenting a hot-listed card for inspection

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4.6 Blue Status Passes – active staff



Valid for use by the holder in the region specified on the pass on National Rail services and London Underground inter-available routes in the class of travel indicated for free Leisure and Residential travel.

Ticket inspection - This pass is not encoded to operate ticket barriers.

Supporting documentation required - None

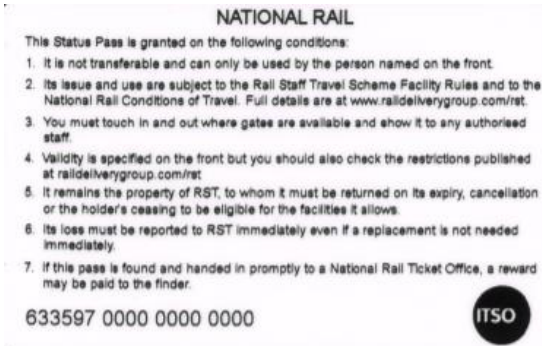
Rail Staff Travel – Ticket Inspectors Handbook

Travel Irregularity if..

- traveling with a pass which shows a photograph which does not match the holder
- using the pass in an area not covered by the region shown on the pass
- travelling in 1st class accommodation with a Std class pass
- travelling on duty or for business purposes
- travelling after the last date of validity

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4.7 Blue Status Passes – retired staff

Obverse (front)	
	
Reverse (back)	
	

Valid for use by the holder in the region specified on the pass on National Rail services and London Underground inter-available routes in the class of travel indicated for free Leisure travel.

Ticket inspection - This pass is not encoded to operate ticket barriers.

Supporting documentation required - None

Travel Irregularity if..

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- traveling with a pass which shows a photograph which does not match the holder
- using the pass in an area not covered by the region shown on the pass
- travelling in 1st class accommodation with a Std class pass
- using the pass for residential or commuting purposes
- travelling on duty or for business purposes
- travelling after the last date of validity

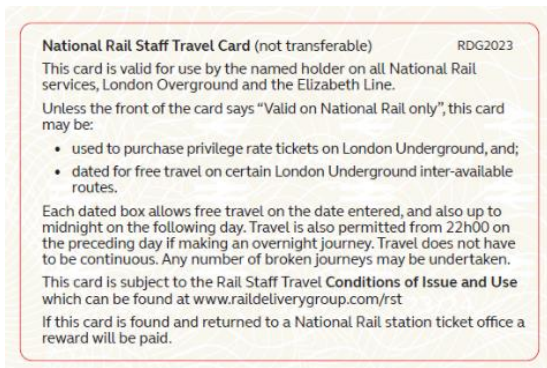
Rail Staff Travel – Ticket Inspectors Handbook

4.8 Staff Travel Card

Obverse (front)



Reverse (back)



Valid for use by the holder on all National Rail services and London Underground inter-available routes in the class of travel indicated.

Where a dated box has been completed by the holder, it is valid for free Leisure travel on the date entered and the following date up to 23.59. It is also valid from 22.00 the night before the date entered but only where the holder is travelling on an overnight (i.e. sleeper) service.

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Where no dated box has been completed, it is valid to purchase Priv rate single, return, rover, ranger tickets.

Supporting documentation required

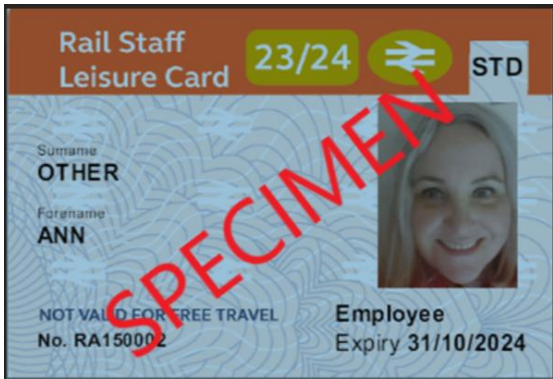
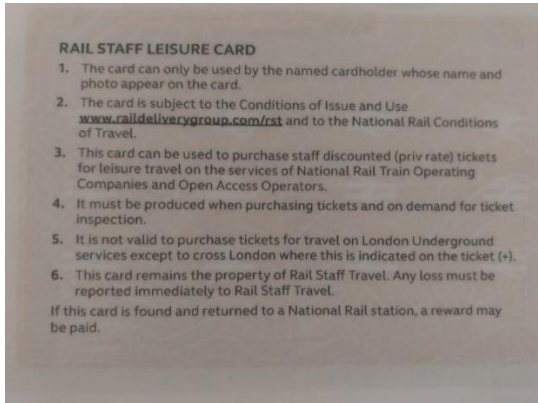
- Active staff and dependants aged 16 and above - Photo ID
- Dependants aged under 16 – none
- Retired staff and dependants - none

Travel Irregularity if..

- traveling with a card which requires Photo ID, where the Photo ID does not match the name shown on the card, or the Photo ID does not match the holder.
- any alteration or erasing of dates entered by the holder.
- attempting to travel for free with a card where no date has been entered.
- travelling in 1st class accommodation with a Std class card (unless a Weekend First upgrade has been purchased)
- using the card or tickets purchased with it for residential or commuting purposes
- using the card or tickets purchased with it for duty or for business purposes
- using the card or tickets purchased with it for travel after the last date of validity of the card

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4.9 Rail Staff Leisure Card

Obverse (front)

Reverse (back)


Valid for use by the holder to purchase Priv rate single, return, rover, ranger tickets in the class of travel indicated on all National Rail services.

Travel Irregularity if..

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- traveling with a card where the Photo ID does not match the name shown on the card, or the Photo ID does not match the holder.
- travelling in 1st class accommodation with a Std class card (unless a Weekend First upgrade has been purchased)
- using tickets purchased with the card for residential or commuting purposes
- using tickets purchased with the card for duty or for business purposes
- using tickets purchased with the card for travel after the last date of validity of the card

Any passes seized as part of a travel irregularity incident or otherwise found must be returned securely to Rail Staff Travel.

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4.10 RST Online Leisure Card

Card valid until 30 November 2023

Obverse (front)



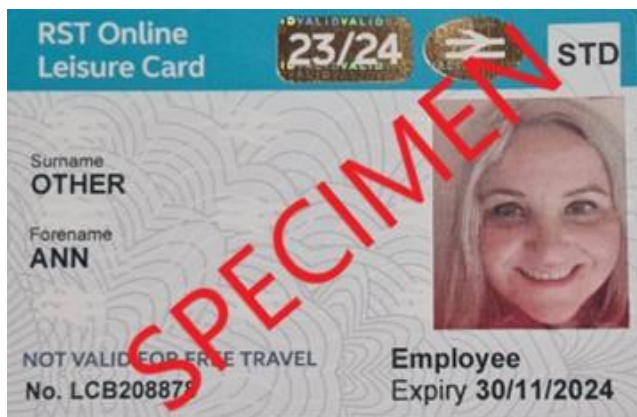
Reverse (back)



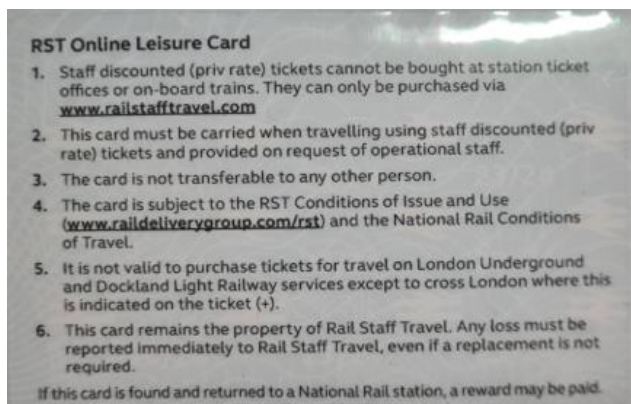
Rail Staff Travel – Ticket Inspectors Handbook

Card valid until 30 November 2024

Obverse (front)



Reverse (back)



Valid for use by the holder to purchase Priv rate single, return, rover, ranger tickets in Standard Class only.

Tickets may only be purchased through RST Online. Tickets cannot be purchased at station ticket offices or on board trains.

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This card is not valid for use on Caledonian Sleeper, Elizabeth Line (except when crossing London between Liverpool Street and Paddington with a ticket containing the Cross-London marker), Grand Central or Hull Trains services.

Travel Irregularity if..

- travelling in 1st class accommodation with a Std class card (unless a Weekend First or Seatfrog upgrade has been purchased)
- using tickets purchased with the card for residential or commuting purposes
- using tickets purchased with the card for duty or for business purposes
- using tickets purchased with the card for travel after the last date of validity of the card

Any passes seized as part of a travel irregularity incident or otherwise found must be returned securely to Rail Staff Travel.

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4.11 Residential Passes

Obverse (front)



Reverse (back)

RESIDENTIAL PASS

- This Pass is not transferable - it can only be used by the person whose name and photo are on the front.
- The use of this Pass is subject to Conditions of Issue and Use which can be found at www.raildeliverygroup.com/rst and the National Rail Conditions of Travel.
- This card remains the property of RST to whom it must be returned if the holder ceases to be eligible.
- The loss or theft of this Pass must be reported immediately to RST even if a replacement is not going to be requested.
- This card must be produced on demand to any Train Operating Company authorised official.
- If this pass is found it should be returned to Rail Staff Travel, PO Box 72071, London, EC1P 1JD

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Valid for use by the holder in the class of travel indicated for free Leisure and Residential travel (unless otherwise indicated on the pass) on journeys which match that shown on the pass.

Travel Irregularity if..

- traveling on a journey which does not match that shown on the pass.
- travelling in 1st class accommodation with a Std class pass

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- travelling on duty or for business purposes
- travelling after the last date of validity

4.12 Reduced Rate Season Tickets from ticket offices

Reduced rate season tickets are issued by ticket offices only when authorised by Rail Staff Travel.

They are identical to public rate season tickets with the exception that the priv discount is shown on the ticket.

Tickets may be either a fixed duration season ticket of between 1 month and 1 year in duration, or a flexi-season ticket.

Supporting documentation required - Photo ID

Please note that the Rail Staff Leisure Card is not supporting documentation, and does not need to be carried alongside the reduced rate season ticket.

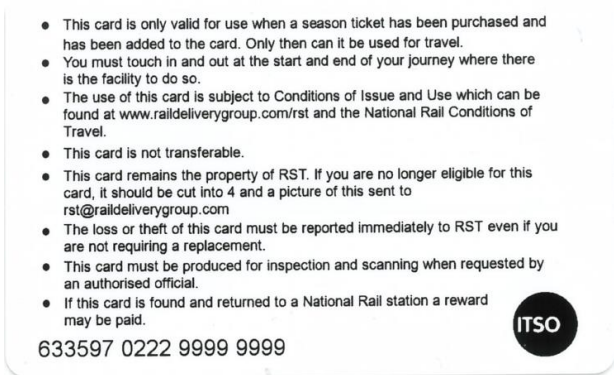
Travel Irregularity if..

- transfer of, or allowing the use of the season ticket by, a party who is not eligible to benefit from the reduced rate ticket.
- travelling without supporting photo ID.

Ticket offices cannot refund reduced rate season tickets. These need to be returned by the holder to Rail Staff Travel to request the refund.

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Reduced Rate Season Tickets from RST Online

Obverse (front)	
 The image shows the front of an RST Season Smartcard. It features the National Rail logo, the title 'RST Season Smartcard', and a photo of a woman. A large red 'SPECIMEN' watermark is diagonally across the card. Text on the card includes: 'Only valid if a season ticket product is purchased and loaded on this card. Visual ticket inspection is invalid. Electronic inspection is mandatory.', 'Name: Angelina Hawthornth May', 'Card No: ST500290', 'Expires: 31/12/2024', and 'This card is NOT VALID for any free travel, or to purchase privilege tickets for leisure journeys.'	
Reverse (back)	
 The image shows the back of the RST Season Smartcard. It contains a list of terms and conditions, the card number 633597 0222 9999 9999, and the ITSO logo. • This card is only valid for use when a season ticket has been purchased and has been added to the card. Only then can it be used for travel. • You must touch in and out at the start and end of your journey where there is the facility to do so. • The use of this card is subject to Conditions of Issue and Use which can be found at www.raildeliverygroup.com/rst and the National Rail Conditions of Travel. • This card is not transferable. • This card remains the property of RST. If you are no longer eligible for this card, it should be cut into 4 and a picture of this sent to rst@raildeliverygroup.com • The loss or theft of this card must be reported immediately to RST even if you are not requiring a replacement. • This card must be produced for inspection and scanning when requested by an authorised official. • If this card is found and returned to a National Rail station a reward may be paid. 633597 0222 9999 9999 ITSO	

Reduced rate season tickets bought through RST Online are fulfilled to the RST Season Smartcard.

Tickets may be either a fixed duration season ticket of between 1 month and 1 year in duration, or a flexi-season ticket.

Once the holder of the card has purchased their season ticket, they can download it to the card using the National Rail Smartcard Manager App.

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Travel Irregularity if..

- transfer of, or allowing the use of the season ticket by someone else.
- travelling without a valid product on the smartcard.
- Travelling without activating a flexi-season product

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4.13 Incident Care Team (ICT) passes

Obverse (front)

Reverse (back)


Valid for use by the holder in the class of travel indicated for travel to major incidents.

Ticket inspection - This pass contains an ITSO product which will operate ticket barriers. Holders must be encouraged to present their tickets at the gate line to operate it automatically. If the ticket gate reports

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that the ticket has been hot-listed, it should be seized by ticket barrier staff.

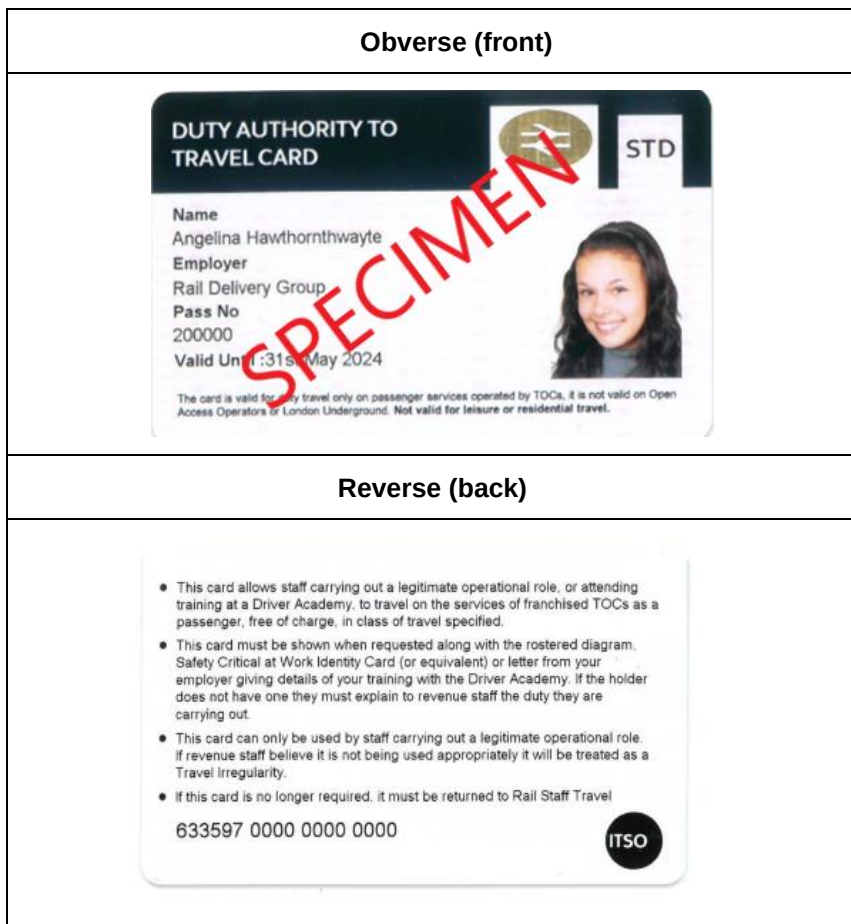
Supporting documentation required - None

Travel Irregularity if..

- traveling when not required to attend an incident.
- travelling in 1st class accommodation with a Std class pass
- travelling after the last date of validity

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4.14 Duty Authority to Travel passes



Valid for use by the holder in the class of travel indicated for Duty Travel on National Rail services.

Supporting documentation required

- Company Photo ID, and
- Rostered diagram, or Safety Critical at Work Identity Card

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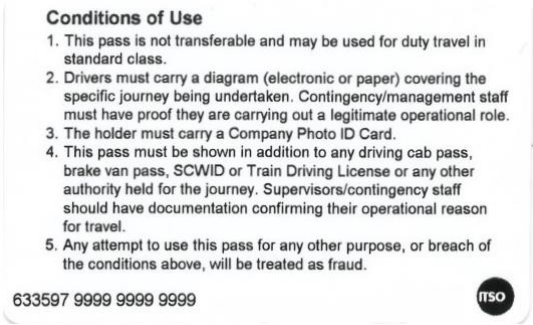
Travel Irregularity if..

- traveling when not carrying out a legitimate operational role
- travelling in 1st class accommodation with a Std class pass
- travelling for leisure or residential purposes
- travelling after the last date of validity
- travelling without supporting photo ID

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4.15 Freight Duty passes

Obverse (front)

Reverse (back)


Valid for use by the holder in the class of travel indicated for Duty Travel on National Rail services.

Ticket inspection - This pass is not encoded to operate ticket barriers.

Supporting documentation required

- Company Photo ID, and

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- Phone number of employer for the TI to validate the journey, and
- Driving cab pass, brake van pass, SCWID or Train Driving Licence, or other authority for the journey, or if a supervisor, documentation confirming the operational reason for travel

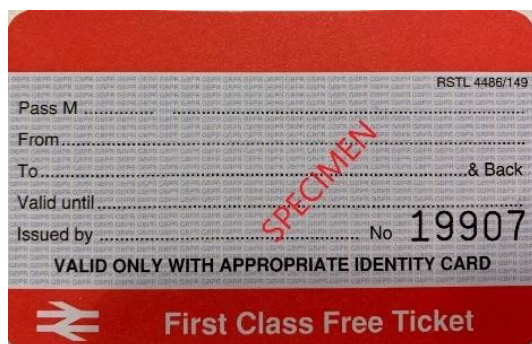
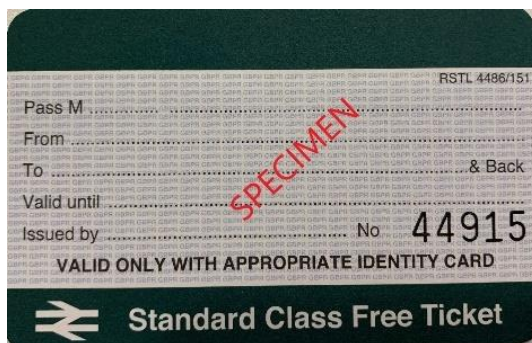
Travel Irregularity if..

- travelling in 1st class accommodation with a Std class pass
- travelling for leisure or residential purposes
- travelling after the last date of validity
- travelling without supporting photo ID or other supporting documentation

Any passes seized as part of a travel irregularity incident or otherwise found must be returned securely to Rail Staff Travel.

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4.16 Free Tickets



Valid for use by the holder in the class of travel indicated for the journey shown on National Rail services.

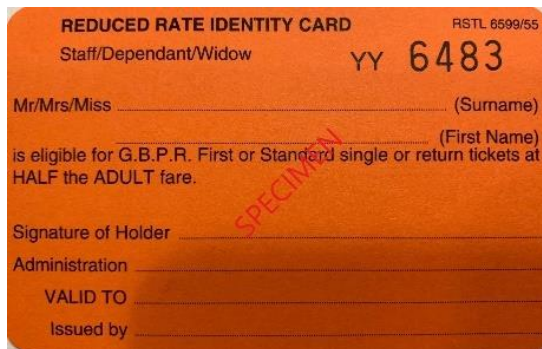
Supporting documentation required - Photo ID

Travel Irregularity if..

- travelling in 1st class accommodation with a Std class ticket
- travelling on a journey which is not covered by that shown on the ticket
- travelling after the last date of validity
- travelling without supporting photo ID

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4.17 Reduced rate identity cards



REDUCED RATE IDENTITY CARD RSTL 6599/55
Staff/Dependant/Widow YY 6483

Mr/Mrs/Miss _____ (Surname)
_____ (First Name)
is eligible for G.B.P.R. First or Standard single or return tickets at
HALF the ADULT fare.

Signature of Holder _____
Administration _____
VALID TO _____
Issued by _____



REDUCED RATE IDENTITY CARD RSTL 6599/56
CHILD
Date of Birth / / ZZ 00599

Master/Miss _____ (Surname)
_____ (First Name)
is eligible for G.B.P.R. First or Standard single or return tickets at
QUARTER the ADULT fare.

Signature of Parent _____
Administration _____
VALID TO _____
Issued by _____

Valid for use by the holder to purchase reduced rate tickets in the class of travel indicated on the card for travel on National Rail services.

Adults get 50% off adult fares. Children get 75% off adult fares.

Supporting documentation required - Adult card: Photo ID, Child card: none

Travel Irregularity if..

- travelling in 1st class accommodation with a Std class ticket
- travelling after the last date of validity

adult travelling without supporting photo ID

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5. TfL products

5.1 TfL issued PTAC



TfL issued PTAC card for employee (also for partners and dependent children).



TfL issued PTAC card for retired employee (also for partners and dependent children).

TfL issued PTAC cards give holder children 75% discount on National Rail Anytime and Off-Peak fares.

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The PTAC is only valid for discounts on National Rail where the National Rail double arrow symbol is printed on the top of the card.

5.2 TfL Oyster Engineer Pass



Cubic engineers who maintain the Oyster ticketing equipment and gates across the network are issued with an Oyster card that allows free travel on all modes (TfL and National Rail), at all times in all zones (1-9F which includes Watford Junction, Grays, Gatwick Airport, Hertford East and Shenfield) to enable them to travel to stations to maintain and repair Oyster ticketing equipment.

Engineer Passes are not valid for any journey starting or finishing outside Zones 1-9 or beyond Watford Junction, Grays, Gatwick Airport, Hertford East or Shenfield

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6. Northern Ireland Railway (NIR) products

6.1 1st class NIR Staff Travel Card

Translink NIR Railways Staff Travel

1st Class A 7796

Staff / Dependant / Widow(er) / Retired

Surname Mr
 Mrs
 Miss

Forename

Staff Category

Signature of Holder

Issuing Officer

Issuing Office Stamp

	day	month	day	month
1			9	
2			10	
3			11	
4			12	
5			13	
6			14	
7			15	
8				

Subject to Endorsement SEE OVER

Card issued to NIR employees for discounted travel in 1st class accommodation.

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6.2 2nd class NIR Staff Travel Card

Translink
NI Railways Staff Travel

2nd Class A A33075

Staff / Dependant / Widow(er) / Retired

Surname Mr
 Mrs
 Miss

Forename

Staff Category

Signature of Holder

Issuing Officer

Issuing Office Stamp

day	month	day	month
1		9	
2		10	
3		11	
4		12	
5		13	
6		14	
7		15	
8			

Subject to Endorsement SEE OVER

Card issued to NIR employees for discounted travel in 2nd (Std) class accommodation.

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6.3 2nd class NIR Dependant Travel Card

 **Translink NIR Railways** Staff Travel

2nd Class **B** **B016298**

DEPENDANT D.O.B.

--	--	--

Surname Miss.....
Master.....

Forename.....

Staff Category of Parent.....

Signature of Parent.....

Issuing Officer.....

Issuing Office Stamp

day		month		day		month	
1				9			
2				10			
3				11			
4				12			
5				13			
6				14			
7				15			
8							

Subject to Endorsement SEE OVER

Card issued to dependants of NIR employees for discounted travel in 2nd (Std) class accommodation.

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7. Iarnród Éireann / Irish Rail (CIE) products

7.1 1st class CIE employee Travel Card



Card issued to CIE employees for discounted travel in 1st class accommodation.

7.2 2nd class CIE employee Travel Card



Card issued to CIE employees for discounted travel in 1st class accommodation.

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7.3 2nd class Dependant of CIE Employee Travel Card



Card issued to dependant of CIE employee for discounted travel in 2nd class accommodation

7.4 1st class Retired CIE Employee Travel Card



Card issued to retired CIE employee for discounted travel in 1st class accommodation

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7.5 CIE Employee Travel Card which is not valid on ATOC services



Card issued to CIE employees for which is **not valid on ATOC GB National Rail services**

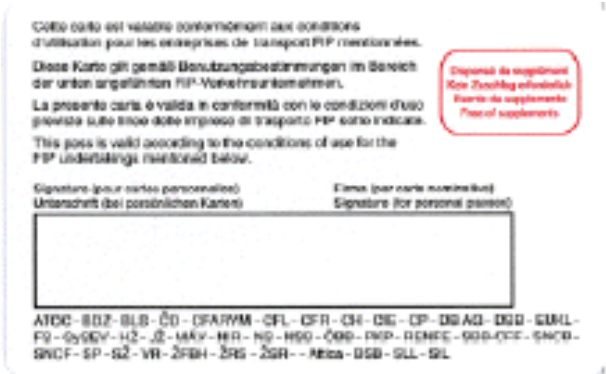
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8. International Products from FIP

8.1 International Free Pass

Issued to very senior rail executives from European railway companies (including Britain). They may be active or retired.

Obverse (front)

Reverse (back)


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Durable plastic card issued for use in First Class. The expiry date is printed on the obverse.

The holders of personal and impersonal passes are **not subject to any staff travel restriction** imposed by National Rail TOCs.

The holders of these passes are eligible for free travel **and free berths on sleeper services** in Great Britain.

Ticket inspection

- This pass is not encoded to operate ticket barriers.

Supporting documentation required

Issued to either:

- an individual named on the obverse (as in the example above) and signed by the individual on the reverse. Supported by a valid passport or photographic ID card.
- a representative of. Impersonal passes are issued which will can be identified where they show “A senior officer of” (carrier) in place of the name on the obverse. No supporting ID card required.

Travel Irregularity if..

- holder unable to verify their identity with photographic ID when using a named pass
- card is being used after the expiry date

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8.2 FIP International Coupons

These are issued to railway and shipping company staff for limited free travel.

There are two versions. One is pre-printed and fixed into a booklet and the other is electronically issued.

Pre-printed examples are issued in booklets with a cover.

Control numbers are stamped physically through the book of coupon.

The coupons are valid until the last Day of Validity on the cover.

The passenger name is written on the cover and must match the name on the ID card (usually a Passport or similar photographic ID card).

Pre-printed example – booklet cover

		Österreichische Bundesbahnen ¹⁾			
Kontrollnummer	Numéro de contrôle	Official use	Dienstvermerk	Indication de service	Letzter Geltungstag - Dernier jour de validité - Ultimo giorno di validità - Last day of validity ¹⁾
Numero di controllo	Control number		Indicazioni di servizio		
Vorname-Prénom-Nome-First name					Ausgabestelle - Bureau d'émission - Ufficio d'emissione - Issuing office ÖBB-Business Competence Center GmbH HR-Personalservice
Unterschrift-Signature-Firma					

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Pre-printed example ATOC/GBPR coupon

Coupon Fahrschein 0006001		Tagliando Coupon GB National Rail GB 2. Cl.	
Numéro de contrôle Kontrollnummer		Numero di controllo Control number	
Once a coupon is entered in a box it validates the ticket for that day and the next day			
1 ^{er} jour de validité 1. Geltungstag 1 Contrôle	1 ^o giorno di validità 1 st day of validity 2 Contrôle	1 ^{er} jour de validité 1. Geltungstag 3 Contrôle	1 ^o giorno di validità 1 st day of validity 4 Contrôle

Electronically issued example

Dienstreise - Voyage de service - Viaggio di servizio - Duty journey SBB CFF FFS COUPON-FAHRSCHHEIN-TAGLIANDO FIP VALABLE JUSQU'AU-GÜLTIG BIS- VALEVOLE FINO AL-VALID UNTIL : 18.01.2019				SPECIMEN Muster Felix
1185	Great Britain Passenger Railway		KI/CI	
RESEAU ENTIER-GANZES NETZ-INTERA RETE-ALL STATIONS		1		
COUPON VALABLE LE JOUR INSCRIT (JJ/MM/AA) ET LE LENDEMAIN FAHRSCHHEIN GÜLTIG AM EINGETRAGENEN TAG (TT/MM/JJ) UND AM NÄCHSTEN TAG TAGLIANDO VALIDO IL GIORNO ISCRITTO (GG/MM/AA) NONCHE' QUELLO SUCCESSIVO COUPON VALID ON THE ENTERED DAY (DD/MM/YY) AND ON THE NEXT DAY				Dispensé de supplément Kein Zuschlag erforderlich Esente da supplemento Free of supplements
1.	2. SPECIMEN	3.	4.	
SIGNATURE-UNTERSCHRIFT-FIRMA SBB 011 117592 19.10.2018 00000061				

The example above is issued by SBB CFF FFS for Felix Muster and is valid on Great Britain Passenger Railway until 18.01.2019.

The passenger name is printed on the coupon and must match the name on the ID card (usually a Passport or similar photographic ID card).

Use of the coupons

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The date must be written as DD/MM/YY with leading zeros for any field which is less than 10 (e.g. for 1 May 2019, the date must be written as 01/05/19.)

Each coupon is valid for travel on the date entered in the box and the following day (e.g. for a box dated 31/05/19, travel may be undertaken on 31 May and 1 June 2019.)

The coupon must be signed by the holder.

Holders of coupons are not subject to the same Staff Travel Restrictions imposed on British rail staff travel holders.

Supporting documentation required

- Passport or other Photographic ID card

Travel Irregularity if..

- holder unable to verify their identity with photographic ID
- travelling without completing a date box
- using 2nd class coupons in 1st class accommodation
- travelling outside the 48 hours of the date written in a date box
- travelling where the last box dated by the holder appears to have been over written or amended
- travelling after the last date of validity

8.3 FIP International Reduced Rate Card

[illegible]

The card shows a list of carriers and the discount available. For a discount in Britain it will show

- Association of Train Operating Companies / Great Britain Passenger Railway. or
- GB National Rail

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A holder of a 2nd class FIP card with a standard class discounted ticket is entitled to purchase an upgrade to 1st class on payment of the difference between the full public standard and full public first class fare.

FIP discounted tickets are not subject to the same Staff Travel Restrictions imposed on British rail employees.

The holder must support the inspection of discounted tickets by presenting the FIP card and photographic ID with the same name.

Supporting documentation required

- Passport or other Photographic ID card

Travel Irregularity if..

- holder unable to verify their identity with photographic ID
- travelling in 1st class on a standard class discounted ticket
- card is being used after the expiry date