HAND BOOK FOR GUARDS AND LOCO PILOTS

ARRANGEMENTS OF RULES

PART – I

Extracts of General and Subsidiary Rules

CHAPTER – II

Rules applying to Railway servants generally

Rules	*Subjects*	*Page No.*
2.03	Knowledge of rules …	
2.06	Obedience to rules and orders …	
2.07	Attendance for duty …	
2.08	Absence from duty …	
2.09	Taking alcoholic drink, sedative, narcotic, stimulant drug or preparation …	
2.10	Conduct of railway servant …	
2.11	Duty for securing safety …	
2.11.01	Bad riding …	
2.11.02	Engine hunting, lurching or swaying …	
2.11.03	Wheel-slipping …	
2.11.04	Precautions for working of trains during storm, cyclone or strong wind …	

CHAPTER – III

Signals

3.09	Kinds of fixed stop signals for approaching trains …	
3.10	Kinds of fixed stop signals for departing trains …	
3.11	Intermediate Block Stop signal …	
3.12	Kinds of stop signals in Automatic Block territories …	
3.13	Calling-on signals …	
3.14	Shunt signals …	
3.16	Repeating signals …	
3.16.01	Minimum visibility distance for signals …	
3.17	Distinguishing markers and signs for signals …	
3.18	Signals out of use …	
3.19	Placing of Stop signals at diverging junctions …	
3.20	Placing of Stop signals at converging junctions …	
3.21	Signals on bracket post or signal bridge or gantry …	
3.22	Placing of more than one signal on the same post …	
3.25	Obligation to provide fixed signals at stations …	
3.27	Minimum equipment of fixed signals at stations-provided with MOMA signaling …	

Rules	*Subjects*	*Page No.*
3.28	Minimum equipment of fixed signals at stations-provided with MLQ signaling …	
3.29	Minimum equipment of fixed signals at other stations-provided with two-aspect signaling. …	
3.30	Additional fixed signals at stations generally. …	
3.31	Signals at class 'D' stations. …	
3.32	Provision of an Advanced Starter, Shunting Limit Board or Block Section Limit Board. …	
3.33	Exceptions to rules 3.27, 3.28, 3.29 and 3.32. …	
3.34	Fixed signals at level crossings. …	
3.35	Protection and working of points of outlying sidings. …	
3.36.02	Replacing signal to 'ON'. …	
3.36.04	Taking 'OFF' fixed signal. …	
3.37	Normal aspect of signals. …	
3.39.03	Non-interlocked facing points, manning and exhibition of hand signal. …	
3.40.03	Admission of passenger carrying train into a goods yard or on goods loop. …	
3.41.02	Procedure for reception of trains at a single line station having only Outer signals. …	
3.42.05	Working of intermediate Block Stop signals. …	
3.45	Condition for taking 'OFF' calling on signal. …	
3.46	Use of fixed signals for shunting. …	
3.48	Stoppage of trains out of course at stations provided with two-aspect signaling. …	
3.48.01	Procedure for stopping a train out of course at stations provided with only Outer. …	
3.50.01	Setting of Catch siding or Slip siding. …	
3.50.02	Stopping of train short of catch siding controlled by Stop signals. …	
3.52	Exhibition of hand signals. …	
3.52.02	Hand signal lamps. …	
3.56	Hand signals for shunting. …	
3.58	Knowledge and possession of hand signal. …	
3.59	Description of detonating signals. …	
3.60	Method of using detonators. …	
3.61	Placing of detonators in thick. …	
3.62	Placing of detonators in case of obstruction. …	
3.63	Replacement of detonators on the line. …	
3.64	Knowledge and possession of detonators. …	
3.64.01	Stock of detonators. …	
3.64.02	Supply of detonators. …	
3.64.03	Storage of detonators. …	
3.64.04	Use of detonators. …	
3.64.05	Testing of detonators. …	
3.64.07	Hand Signals. …	
3.65	Signals to warn incoming. …	
3.66 3.67	Use of warning signals. … Knowledge and possession of warning signals.	
3.69	Duties of Station Master when an approach Stop signal is defective. …	

Rules	*Subjects*	*Page No.*
3.70	Duties of Station Master when a departure Stop signal is defective. …	
3.71	Warner or Distant signals defective in the 'OFF' position. …	
3.73	Passing of a gate Stop signal at 'ON'. …	
3.74	Absence of a fixed signal or a signal without a light. …	
3.74.01	Conflicting signals. …	
3.75	Passing of Intermediate block Stop signal at 'ON'. …	
3.75.04	Backing of train on the portion of line after passing Inter- mediate Block Stop signal. …	
3.77.03	In the event of any points being burst through. …	
3.78	Duties of locomotive crew in respect of signals. …	
3.78.01	Minimum number of trips for learning the road. …	
3.78.02	Intensive course on Automatic Block System. …	
3.78.03	Precautions in thick, foggy or tempestuous weather. …	
3.79	Duties of Loco Pilot in respect of a calling on signal. …	
3.80	Duties of Loco Pilot when an approach stop signal is 'ON' or defective. …	
3.80.01	Loco Pilot to pass a Stop signal at 'ON' with proper authority and procedure. …	
3.81	Duties of Loco Pilot when a departure stop signal is on or defective. …	
3.82	Permission before entering on or crossing a running line. …	
3.83	Assistance of the engine crew regarding signals. …	
3.84	Duties of Loco Pilots as to signals when two or more. …	
3.85	Reporting of defects in signals …	

CHAPTER – IV

Working of trains generally
A. Timings and Running of Trains

4.01	Standard time	
4.02	Adherence to Advertised time	
4.02.01	Punctuality of trains	
4.03	Setting watch	
4.04	Time of attendance for train crew	
4.04.03	Engine attendance	
4.05	Proper running line	
4.06	Direction of running	
	B. Speed of Trains	
4.08	Limits of speed generally	
4.09	Caution order	
4.09.05	Service of Caution order	
4.09.09	Record of Caution orders	
4.10	Limits of speed over facing points	
4.11	Limits of speed while running through stations	
4.11.01	Speed of trains over inter-locked facing points	
4.12	Engine pushing	

Rules	*Subjects*	*Page No.*
C. Equipment of Trains and Train Crew		
4.14	Head light and maker lights	
4.15	Tail and side lights	
4.16	Tail Board or Tail lamp	
4.18	Means of communication	
4.19	Guard's and Loco Pilot's equipments	
4.20	Manning of engine in motion	
4.21	Driving an electric train	
4.22	Riding on engine or tender	
4.23	Brake-vans	
4.24	Position of brake-van on train	
4.24.01	Maximum number of bogies/wagons to be attached behind the rear brake-van	
4.25	Guards	
4.25.02	Running of train without guard	
4.25.03	Not to work as guard unless qualified	
4.25.04	Guard's intensive course for Automatic Block System	
4.26	Couplings	
D. Vehicles and Cranes		
4.27	Cranes	
4.28	Loading of vehicles	
4.29	Damaged or defective vehicles	
E. Precautions before starting Train		
4.30	Loco Pilot and guard to examine notices before starting.	
4.31.03	Clearing a stabled load.	
4.32	Examination of train by Loco Pilot	
4.32.01	Coupling and uncoupling of engine to and from train.	
4.33	Examination of single and multiple units by Loco Pilot.	
4.34	Duties of guard when taking over charge of a train.	
4.35	Starting of trains.	
4.36	Guard to be in charge of train.	
4.37	Subordination of guards in station limits.	
4.38	Assistant Loco Pilots to obey Loco Pilots.	
4.39	Loco Pilot to obey certain orders.	
F. Duties of staff working trains during journey		
4.40	Loco Pilot and Firemen or Assistant.	
	Loco Pilot to keep a good lookout.	
4.41	Loco Pilot or Assistant Loco Pilot to look back.	
4.42	Exchange of signals between Loco Pilot, Guard and Station staff.	

Rules	*Subjects*	*Page No.*
4.43	Guard to keep good look out.	
4.44	Train held up at first Stop signal.	
4.45	Attracting attention of Loco Pilots.	
4.46	Assistance from Guard's hand brake.	
4.47	Application of Guard's hand brake.	
4.48	Permission of guard to detach engine from train.	
4.49	Starting and stopping of train.	
4.50	Sounding of engine whistle.	
4.50.01	Code of engine whistle.	
4.50.02	Whistle Boards.	
4.51	Bell signals between Loco Pilot and Guard.	
4.51.01	Code of Bell signals.	
4.54	Passengers.	

G. Duties of Staff on Arrival

4.55	Shutting off power.	
4.56	Guard to see that train is stopped clear of fouling marks.	
4.57	Detaching engine.	
4.58	Guard to see that train is stopped clear of fouling marks.	
4.59	Moving of train carrying passengers after it has been	
	Stopped at a station.	
4.60	Guard not to leave train till handed over.	
4.61	Loco Pilot not to leave engine when on duty.	

H. Working of Material Trains

4.62	Working of a material train in a block section.	
4.63	Workers on material train.	
4.64	Protection of material train when stabled.	

CHAPTER – V

Control and working of Stations

5.09	Reception of a train on an obstructed line.	
5.10	Reception of a train on a non signaled line.	
5.11	Departure of a train from a non-signaled line.	
5.12	Departure of a train from a line provided with a common departure signal.	
5.13	Control of shunting.	
5.14	Responsibility for shunting.	
5.14.07	Goods yard shunting.	
5.14.08	Goods shed/transship shed shunting.	
5.16	Shunting during reception of trains.	
5.17	Shunting near level crossing.	
5.18	Drawing of a train to an advanced position.	

Rules	*Subjects*	*Page No.*
5.19	Obstruction of running line.	
5.20	Shunting on gradients.	
5.21	Loose shunting.	
5.22	Leaving vehicle in sidings outside station limits.	

CHAPTER – VI

Accident and unusual occurrences

6.02.01	Rules and regulations for Single line working on a Double line section when one line is obstructed.		
6.02.02	Rules & Regulation for Single Line Working on Double Line during Total Interruption of Communications.		
6.02.03	Rules and Regulation for working of trains during total interruption of communications on double line sections.		
6.02.04	Rules and regulations for working of trains during total interruption of communication on single line section.		
6.02.05	Rules and regulations for working trains on the obstructed line in case of obstruction on the “Authority of Block Ticket/Authority to proceed for relief Engine/Train in to an obstructed block section” in Absolute Block System.		
6.03	Protection of trains stopped between stations.		
6.04	Trains unusually delayed.		
6.04.01	Rules and regulations for Single line working on a Double line section when one line is obstructed.		
6.02.02	Rules & Regulation for Single Line Working on Double Line during total Interruption of Communications.		
6.02.03	Rules and Regulation for working of trains during total interruption of communications on double line sections.		
6.02.04	Rules and regulations for working of trains during total interruption of communication on single line section.		
6.02.05	Rules and regulations for working trains on the obstructed line in case of obstruction on the “Authority of Block Ticket/Authority to proceed for relief Engine/Train in to an obstructed block section” in Absolute Block System.		
6.03	Protection of trains stopped between stations.		
6.04	Trains unusually delayed.		
6.04.01	Procedure in the event of a train being detained between two block stations		
6.05	Sending advice of accident or brake down		
6.06	Train in a block section without authority to proceed		
6.07	Report of conditions likely to affect running of trains to control		
6.08	Train parting		
6.09	Portion of train left in a block section		
6.10	Fire		

Rules	*Subjects*	*Page No.*

CHAPTER – VII

Systems of working

7.01.01 Different system of working on section
7.02 Applicability of General Rules referring to the working of signals and trains

CHAPTER – VIII

The Absolute Block System

C. Obstruction – Double Line

8.05 Obstruction on double line at a block station when an train is approaching
8.06 Obstruction on double line in the block section

D. Obstruction – Single Line

D. Ist. Class 'A' Stations

8.07 Obstruction on single line at a class 'A' station when an train is approaching
8.08 Obstruction the block section at a class 'A' station on single line

D. 2. Class 'B' Stations

8.09 Obstruction in the face of an approaching train at a class 'B' station on single line
8.10 Obstruction within station section at a class 'B' station on single line
8.11 Obstruction outside station at a class 'B' station on single line with two aspect signals
8.12 Obstruction outside station at class 'B' single line station equipped with MOMA signals
8.13 Obstruction outside the first stop signal at a class 'B' station on single line

E. General Provisions

8.15 Authority for shunting or obstruction in block section

CHAPTER – IX

The Automatic Block System

A. Rules Applicable to Double Line

9.01 Essentials of the Automatic Block System on double line
9.02 Duties of Loco Pilot and Guard when an Automatic Stop signal on double line is to be passed at 'ON'

Rules	*Subjects*	*Page No.*
	B. Rules Applicable to Single Line	
9.03	Essentials of the Automatic Block System on single line	
9.04	Minimum equipment of fixed signals in Automatic Block territory on single line	
9.05	Additional fixed signal in Automatic Block territory on single line	
9.07	Duties of Loco Pilot and Guard when an Automatic Stop Signal on single line is to be passed at 'ON'	
	C. Rules Applicable to both Double and Single Line	
9.10	Protection of a train stopped in an Automatic Block signaling section	
9.11	Loco Pilot to report failures	
9.12	Procedure during failure of Automatic signaling	
9.12.01	Working of trains during failure of all or series of signals in the Automatic Block System on double line while means of communications are available	
9.12.02	Failure of all signals in Automatic Block System on double line when no means of communications are available	
9.12.03	Working of train under Automatic Block System on double line during obstruction on one line when signals are operative and communications are available	
9.12.04	Working of train under Automatic Block System on double line during obstruction of one line when no means of communications are available	
9.12.05	Working of train under Automatic Block System on double line during failure of the means of communications when signals are operative	
9.12.06	Working of train under Automatic Block System on single line during suspension of the panel working and when no means of communications are available	
9.13	Movement of trains against the direction of traffic on the Automatic Block System	
9.13.01	When a train is required to be pushback I Automatic Block section	
9.14	Procedure when Semi-Automatic Stop signal is 'ON'	
9.15	Passing a gate stop signal at 'ON' in auto-signaling territory	
	CHAPTER – XII	
	The Train-staff and Ticket System	
12.01	Essentials of the Train-staff and Ticket System	
12.02	System where applicable	

Rules	*Subjects*	*Page No.*
12.03	Conditions to be observed for following trains on the Train-staff Ticket System	
12.04	Loco Pilot to have Train-staff or Train-staff Ticket	

12.05 Train-staff or Train-staff Ticket : by whom to be delivered to Loco Pilot
12.06 Train-staff or Train-staff Ticket
12.07 Train-staff to be kept on engine
12.08 Trains not to be started until Train-staff returned
12.09 Train-staff or Train-staff Ticket to be given up and Ticket to be cancelled on arrival of train
12.10 Procedure when engine is disabled on the Train-staff System
12.13 Distinguishing marks on Train staff Tickets an boxes
12.14 Form of Train staff Ticket
12.17 Protection of trains on the Train staff Ticket System

CHAPTER – XIII

The One Train Only System

13.01 Use of the one train only system
13.02 Essentials of the one train only system
13.03 Authority to enter the section
13.04 Procedure in case of accident or disablement on the one train only system

CHAPTER – XIV

Block Working
A. General Provisions

14.08 Authority to proceed
14.09 Loco Pilot examine authority
14.21 Preservation of messages and written authority to proceed
14.25 Line Clear Tickets

CHAPTER – XV

Permanent Way and Works
A. Railway servants employed on the Permanent way or works

15.05.10 If a patrolman does not turn up
15.08.04 Blocking of line
15.09 Showing of signals
15.09.03 Permanent speed restrictions
15.10 Assistance in protection of trains
15.17.01 If a rail is badly fractured
15.23 Attachment to train prohibited
15.27.08 Procedure for the working of lories between stations without block protection

CHAPTER – XVI

Level Crossings

16.03.04 Failure to gateman's acknowledgement over the phone
16.04 Gateman to observe passing trains
16.08 Parting of train

CHAPTER – XVII

Working of Trains on Electrified sections of Railways

17.01 Applicability of General Rules
17.03.02 Every Railway servant to report abnormalities on the OHE
17.04.02 Power Block
17.04.03 Emergency Power Block
17.05 Warning to staff and public
17.07 Tripping of circuit breakers of locomotives and electrical multiple units at neutral sections
17.07.01 Warning Board
17.07.02 Lowering pantography in emergency
17.08.03 Attaching of a Tower Wagon to train
17.09.01 Precautions when a section of OHE is found faulty

PART – II

EXTRACTS OF RULES FROM OPERATING MANUAL

CHAPTER – I

Signaling and Interlocking

1.02 Signals between Traffic and Loco Limits
1.13 Warning Boards

CHAPTER – II

Operating Control

2.14 Staff to obey orders of Control

CHAPTER – IV

Working of Trains Generally

4.03 Measures to improve punctuality
4.05 Custody and responsibility of trains
4.08 Carriage of passengers and others in brake-van

4.19 Watering and care of Horses, cows, sheep or goats or other cattle
4.23 Conveyance of Treasure vans
4.24 Procedure to be adopted in cases of murder or serious assaults in Railway carriages
4.25 Hot axles
4.29 Examination of couplings of Mail, Express and Passenger trains at engine changing station
4.30 Screw couplings
4.31 Proper locking of centre buffer couplers
4.32 Breakage of couplings
4.34 Haulage of dead locomotive
4.35 Movement of unbalanced dead locomotive
4.37 Engine belonging to another Railway traveling over this

Railway
4.38 Wagon Way Bills
4.42 Use pf Portable Control Telephone
4.43 Weather Warning

CHAPTER – V

Passenger Train Operation and Time Tabling

5.05 Speed and running time
5.16 Load and marshalling of Coaching train
5.17 Attaching of four-wheelers on Passenger trains
5.19 Carrying passengers by Goods vehicles

CHAPTER – VI

Goods Train Operation

6.08 Loading of Wagons
6.09 Loading of Heavy, Bulky and Long articles
6.10 Loading of Timber, Bullies, Rafters, Bamboos, Firewood etc. in four wheeler B.G. and N.G. Open wagons
6.14 Marshalling of Goods trains
6.15 (A) Wagons containing explosive
6.15 (B) Wagons containing petroleum and other inflamable
6.16 Precautions in handing Explosives and other Dangerous Goods
6.17 Stopping of Goods trains outside signals
6.18 Stopping Goods train out of course
6.20 Inability of Engine to take full load
6.21 Assisting Engines
6.22 Work trains

CHAPTER – VII

Shunting and securing of vehicles

7.01 Shunting-Miscellaneous rules on
7.04 Shunting at Engine Changing/terminal stations with train engines
7.07 Loose Shunting

CHAPTER – VIII

Material Train

8.04 Working of Material Train
8.06 Joint Inspection of Vehicles
8.09 Material train bills
8.11 Material trains working on Ghat Sections and on other

section on which heavy gradient of 1 in 400 and steeper exist
8.12 Combining the different work by the same Material train
8.13 Provision of First Aid Box on Material Train

CHAPTER – IX

Trollies and Heavy Duty on Track Tie Tampers

9.01 Introductory

CHAPTER – XV

Movement of out-of-gauge Loads and Heavy, Bulky and Long Articles

15.03 Classification of Over Dimensional Consignments
15.05 General Instructions regarding loading and movement of Over Dimensional Consignment
15.07 Permanent Restrictions

CHAPTER – XVI

Crane

16.11 Attaching Crane to a Train

CHAPTER – XVII

I Automatic Vacuum Brake

17.01 Principles
17.02 Description
17.03 How applied and taken off
17.04 Specification
17.05 Recording and Testing of vacuum indication by Guards and Loco Pilot
17.06 During Journey
17.07 Stopping
17.08 Passenger train stopping apparatus
17.09 General
17.10 Instructions to Loco Pilot Guard and Assistant Guard in the use of vacuum brakes
17.11 Recording of vacuum brake particulars by guard
17.12 Locomotive Loco Pilot to blow through
17.13 Other responsibilities of staff
17.14 How to locate leakage in vacuum
17.15 Train with vacuum brake
17.16 Vacuum for Ghat section
17.17 Attaching of vehicles not fitted with Automatic vacuum

Brake gear to Coaching trains
17.20 Application of Automatic Vacuum brake from the Brake van
17.21 Blanking "off" Automatic Vacuum Cylinder
17.22 Empty/Load handle on Box type wagons

II Automatic Air Brake

17.23 Principles
17.24 Description
17.25 How applied and taken off
17.26 Specification
17.27 Recording and Testing of Air pressure indication by Guards
17.28 During Journey
17.29 Stopping
17.30 Passenger train
17.31 General
17.32 Instructions to Loco Pilot Guard and Assistant Guard in the use of Air brakes
17.33 Recording of Air brake particulars by guard
17.34 Locomotive Loco Pilot to blow through
17.35 Other responsibilities of staff
17.36 How to locate leakage in Air pressure
17.37 Train with Air brakes
17.38 Air pressure for Ghat section

17.39 Attaching of vehicles not fitted with Automatic Air Brake gear to Coaching trains
17.42 Application of Automatic Air brake from the Brake van
17.43 Blanking "off" Automatic Air brake distributor valve
17.44 Empty/Load handle on Special type bogie fitted wagons

CHAPTER – XVIII

Train Lighting

18.01 Electrical Equipment in coaching stock
18.02 Marshalling coaches
18.03 Control of lights and fans
18.04 Guard's duties
18.05 Failure of lights and fans on coach
18.08 Fire on Electrically fitted carriage
18.12 Emergency lighting equipment in brakevan of passenger carrying trains
18.15 Engine Head Lights
18.17 DRS Cards

CHAPTER – XIX

Electric Traction

19.01 General and Subsidiary Rules

19.02 General Safety precautions
19.03 Movement of Diesel locomotives on electrified sections
19.04 Unwired tracks
19.06 Section Insulators
19.07 Fire

CHAPTER – XXI

Fire Fighting

21.03 Fire fighting equipments
21.05 Fire extinguishers in coaching trains
21.10 Fire alarms
21.11 Action to be taken in case of Fire

CHAPTER – XXII

Duties and Responsibilities of staff

22.02 Wearing of uniform
22.03 Attendance of Guards

22.04 Guard's responsibility regarding equipment
22.05 Duties of guards when taking over charge of a train
22.06 Guard's duties in regard to lost articles
22.07 Guard's duties in respect of vehicles/wagons attached/detached
22.08 Guard's responsibility in respect of train papers
22.09 Travelling on foot-boards of trains in motion
22.10 Attendance of crew at sheds
22.11 Time allowed to Loco Pilot for examining making over engines
22.12 Time allowed for the engines between shed and yard
22.13 Attaching engine on train
22.14 Warning bell
22.15 Station bell signal for incoming and outgoing trains
22.19 Closing and securing of doors of goods stock
22.23 Safety of females passengers
22.24 Passengers to be courteously treated
22.26 Refreshment of passengers

PART – III

Extracts of Rules from Accident Manual

CHAPTER – III

List of duties of different officials in the event of a serious accident

3.01 Duties of Guard in the event of a service accident

3.02 Duties of Loco Pilot and engine crew in the event of serious accident
3.04 Duties of all other staff on train

CHAPTER – IV

4.10 Sounding of Hooter

CHAPTER – VI

6.09 Information regarding killed and injured

CHAPTER – VII

7.02 Duties of Guards, Engine Crew and other Railway staff on the spot
7.04 Preservation of clues

CHAPTER – VIII

8.01 Report of accident by every railway servant

CHAPTER – X

10.20 Treatment of passengers in case of their illness or/and injury while traveling or by accident
10.21 Injured or dead on or near the railway track
10.22 Murder or dead on or near the Railway track
10.24 Person fallen out of trains
10.25 Train parting-disposal of broken material
10.26 Certain important rules
10.28 Arm bands
Appendix Register of Addenda and Corrigenda

PART - I

Extracts of General Rules and Subsidiary Rules

CHAPTER II

RULES APPLYING TO RAILWAY SERVANTS GENERALLY

2.03. Knowledge of rules : - Every railway servant shall –

(a) be conversant with the rules relating to his duties whether supplied or not with a copy or translation of the rules relating to his duties and the Railway Administration shall ensure that he does so.

(b) pass the prescribed examinations, if any,

(c) satisfy himself that the staff working under him have complied with clauses (a) and (b), and

(d) if necessary, explain to the staff working under him, the rules so far as these apply to them.

2.06. Obedience to rules and orders : - Every railway servant shall promptly observe and obey –

(a) all rules and special instructions, and

(b) all lawful orders given by his superiors.

2.07. Attendance for duty : - Every railway servant shall be in attendance for duty at such time and places and for such periods as may be fixed in this behalf by the Railway Administration and shall also attend at any other time and places at which his services may be required.

2.08. Absence from duty :-

(1) No railway servant shall, without the permission of his superior, absent himself from duty or alter his appointed hours of attendance or exchange duty with any other railway servant or leave his charge of duty unless properly relieved.

(2) If any railway servant while on duty desires to absent himself from duty on the ground of illness, he shall immediately report the matter to his superior and shall not leave his duty until a competent railway servant has been placed in charge thereof.

2.09. Taking alcoholic drink, sedative, narcotic, stimulant drug or preparation :

(1) While on duty, no railway servant shall, whether he is directly connected with the working of trains or not, be in a state of intoxication or in a state in which, by reason of his having taken or used any alcoholic drink, sedative, narcotic or stimulant drug or preparation, his capacity to perform his duties is impaired.

(2) No railway servant, directly connected with the work of trains, shall take or use any alcoholic drink, sedative, narcotic or stimulant drug or preparation within eight hours before the commencement of his duty or take or use any such drink, drug or preparation when on duty.

SR. 2.09.01.- When any railway servant is found intoxicated or suspected to be in a state of intoxication, the evidence of two independent witnesses and, if possible, a medical report regarding his condition, shall be obtained.

2.10. Conduct of railway servants : A railway servant shall –

(a) wear he badge and uniform, if prescribed, and be neat and tidy in his appearance while on duty,

(b) be prompt, civil and courteous,
(c) not solicit or accept illegal gratification,
(d) give all reasonable assistance an be careful to give correct information to the public, and
(e) when asked give his name and designation without hesitation.

SR. 2.10.01.- Railway servants when on duty and in contact with public or in uniform shall not indulge in smoking on platform.

2.11. Duty for securing safety :

(1) Every railway servant shall –
(a) see that every exertion is made for ensuring the safety of the public,
(b) promptly report to his superior any occurrence affecting the safe or proper working of the railway which may come to his notice, and
(c) render on demand all possible assistance in the case of an accident or obstruction.
(2) Every railway servant who observes –
(a) that any signal is defective,
(b) any obstruction, failure or threatened failure of any part of the way or works,
(c) anything wrong with a train, or
(d) any unusual circumstances likely to interfere with the safe running of trains, or the safety of the public, shall take immediate steps, such as the circumstances of the case may demand, to prevent accident, and where necessary, advice the nearest Station Master by the quickest possible means;

Provided that in the case of a train having parted, he shall not show a Stop hand signal but shall endeavour to attract the attention of the Loco Pilot or Guard by shouting, gesticulating or other means.

SR. 2.11.01.- (a) In all cases of bad riding attributable to any defect in the permanent way, the Loco Pilots and other staff concerned shall act in the manner indicated below :-

(b) Duties of Loco Pilot :

(i) The Loco Pilot shall note as accurately as possible the kilometreage at which bad riding has occurred.

(ii) He shall, while approaching the first block station, whistle frequently and bring his train to a stop in such a manner that the engine is in the front of station building or the cabin where block instrument is located, handover a written memo to the Station Master or the Switchman , as the case may be specifying the exact location as far as practicable and the nature of defect noticed. On a single line section, the Loco Pilot shall not surrender the "Authority to proceed" till such time he has issued the message to the Station Master / Cabinman.

(iii) He shall also make a report of the occurrence to the Shed / Loco / Traction Foreman on return to Hd. Qrs.

(c) Duties of Guard :

In the event of a Guard feeling a heavy lurch or jerk which he considers dangerous for the passage of trains, he shall bring the train to a stand at the next station or block cabin by destroying the vacuum / air pressure and report the matter in writing to the Station Master or Switchman, as the case may be, if it is not so severe as to seem dangerous, he shall report it in writing to the Station Master of the next stopping station.

(e) Duties of Loco Pilot of subsequent trains :

Loco Pilots of subsequent train/s shall be guided by the caution order issued to the caution to the Station Master.

Note :- The same line of action shall be followed in the case of sleepers on fire.

RULES FROM G & SR BOOK

SR. 2.11.02 – (a) In the case of engine hunting, lurching or swaying due to any defect attributed to engine, the Loco Pilot shall note carefully the exact kilometreage and proceed cautiously to the next station and report the facts in writing to the Station Master as well as Power / Traction Controller on control phone on the controlled section. The Loco Pilot shall also state in this report whether assistances is required or he will be able to continue the journey cautiously up to the next shed.

(b) The Station Master shall issue message to **DME/DEE(RS), LF, LI, TFR** stating the nature of defects as reported and assistance required.

(c) The Station Master shall consult the Section Controller and on receipt of his advice, allow the engine, either light or with the train upto the next engine changing station.

(d) Duties of loco staff :

The Shed Foreman / Traction Foreman(RS) in case of electric engine after examining the engine carefully and carrying out any adjustment necessary, will communicate by telephone full particulars about the engine and adjustment made to Divisional Mechanical Engineer or Divisional Electrical Engineer (RS) in case of electric engine (or in his absence from Headquarters, Assistant Mechanical Engineer / Assistant Electrical Engineer (RS) for electric engine).

If the control springs, bogies slide, and axle boxes clearance are found in order a trial should be conducted with the engine by Loco Inspector or Driving Inspector in case of electric engine to locate the defect. The engine may then be put back to normal service with the permission of the Divisional Mechanical Engineer or his Assistant and Divisional Electrical Engineer (RS) or his Assistant. If on the other hand, the Loco Inspector / Driving Inspector still considers the engine is not running satisfactorily and cannot locate cause, the Divisional Mechanical Engineer or his Assistant shall personally arrange to try the engine out and there after have the defect rectified. A further trial shall then be carried out before the engine is put back to normal service.

SR. – 2.11.03.- In the event of wheel-sleeping of an electric / diesel locomotive taking place while on run between stations prompt action to ensure safety of track shall be taken as indicated below :-

(a) Duties of the Driver :

The Driver shall –

(i) Note carefully the kilometreage and extent of damage.

(ii) Immediately ask for any assistance necessary by contacting the Traction Loco Controller / Power Controller,

(iii) Inform the Station Master of the next block station in writing about the full particulars of the occurrence, and

(iv) In case the track, in his opinion, is not safe for passage of trains at the normal speed, take necessary action as per S.R. 2.11.01 (b) (ii) & (iii).

S. R. 2.11.04. – Precautions for working of trains during storm, cyclone or strong wind -

(a) When a weather warning message forecasting cyclone, heavy storm or storm wind has been received and / or there is a reasonable doubt that severe storm is going to break out endangering the safety of passengers, trains etc. the Station Master shall, in consultation with the Guard and the Driver of the train, detain the train and also refuse to grant line-clear to a train coming to his station until the storm abates and it is considered that the movement of train is safe.

(b) Should a train be caught on the run in a cyclone storm or strong wind of an intensity which, in the opinion of the Driver, is likely to endanger the safety of the train, he shall immediately control the speed of his train, and bring it to a stop at the first convenient place taking care as far as possible to avoid stoppage of the train at places like sharp curves, high embankments and bridges (including approaches thereof). In controlling the speed and bringing the train to a halt, the Driver shall take care to avoid jerk. He shall re-start the train, in consultation with the Guard only after the cyclone, storm or strong wind abates and it is considered safe for the train to proceed.

(c) As an added precaution, it is also imperative that the station staff as well as train staff shall try to see that doors and windows of the coaches are kept open by the passengers to allow free passage of wind through the coaches.

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RULES FROM G & SR BOOK

CHAPTER III

SIGNALS

3.09. Kinds of fixed Stop signals for approaching trains. –

(1) The Stop signals which control the movement of trains approaching a station are of three kinds, namely – Outer, Home and Routing signals.

(2) The Outer signal, where provided, is the first Stop signal of a station and is located at an adequate distance outside the point upto which the line may be obstructed after Line Clear has been granted by the station in rear.

(3) The Home signal is the first Stop signal of a station at which an Outer signal is not provided and the second Stop signal of a station a which an Outer signal is provided. It shall be located outside all connections on the line to which it refers.

(4) The Routing signal is a signal used to indicate to a Driver which of two or more diversing routes is set for him, when the Home signal is, in consequence of its position, inconvenient for this purpose.

3.10. Kinds of fixed Stop signals for departing trains. –

(1) The Stop signals which control the movement of trains leaving a station are of two kinds, namely-Starter and Advanced Starter.

(2) When a train leaving a station is guided by only one starting signal, it is the last Stop signal of the station and is called the Starter.

(3) When a train leaving a station is guided by more tan one Starter signal, the Outermost staring signal is the last Stop signal of the station and is called the Advanced Starter.

(4) The Starter, where only one such signal is provided, or the Advanced starter, shall be fixed at the limit beyond which no train may pass, unless the Driver is given the authority to proceed required under the system of working, and shall be placed outside all connections on the line to which it refers except where otherwise allowed by approved special instructions, Shunting operations beyond this limit shall be carried out only in accordance with special instructions.

(5) Where an Advanced Starter is provided, the Starter referring to any line shall be placed so as to protect the first facing points or fouling mark of the connections to another running line.

S. R. 3.10.01. – Last Stop signal. –

Where there is no Advanced Starter, the Starter is the last Stop signal. At a 'C' class station, in the absence of a Starter, the Home signal is the last Stop signal.

3.11. Intermediate Block stop signal. –

Intermediate Block Stop signal is the Home signal provided at an Intermediate Block Post.

3.12. Kinds of fixed Stop signals in Automatic Block territories. –

(1) Stop signals in Automatic Block territory shall be colour light signals and may be of the following kinds-

(a) an Automatic Stop signal which is not dependent upon manual operation but is controlled automatically by the passage of a train into, through and out of the automatic block signaling section ;

(b) A Semi-Automatic Stop signal which is capable of being operated either as an Automatic Stop signal or as a Manual Stop signal as required.

(i) When a Semi-Automatic Stop signal works as an Automatic Stop signal, it assumes 'on' and 'off' aspects automatically according to the conditions of the automatic block signaling section ahead;

(ii) When a Semi Automatic Stop signal work as a Manual Stop signal, it assumes 'on' aspect automatically on the occupation of the automatic block signaling section ahead, but assumes 'off' aspect when operated manually provided the relevant automatic block signaling sections ahead are clear;

(iii) When a Semi-Automatic Stop signal works as an Automatic Stop signal, the 'A' marker provided under the signal is illuminated. When the 'A' marker is extinguished, the signal shall be deemed to work as a Manual Stop signal; and

3.12 (i) (ba) – a Modified Semi – Automatic Stop signal by converting one of the Automatic stop signal in mid-section under special instructions, when the 'A' marker is illuminated the signal works as Automatic stop signal, and when the 'A' marker is extinguished it works as Modified Semi-Automatic stop signal and assumes 'off' aspect automatically or is taken 'off' manually as required; and"

(c) A Manual Stop signal operated manually and which cannot work as an Automatic or a Semi-Automatic Stop signal.

(2) Colour light signals in Automatic Block territory shall be three aspect or four aspect.

3.13. Calling – on signals. –

(1) A Calling-on signal is a subsidiary signal which has no independent aspect in the 'on' position and shall be –
(a) a short square ended semaphore arm, or
(b) a miniature colour light provided with a 'C' marker,

(2) A calling-on signal, where provided, shall be fixed below a Stop signal governing the approach of a train. Under approved special instructions, a Calling-on signal may be provided below any other Stop signal except the last Stop signal.

(3) A Calling-on signal, when taken 'off', calls on the Driver of a train to draw ahead with caution , after the train has been brought to a stop even though the Stop signal above it is at 'on' and indicates to the Driver that he should be prepared to stop short of any obstruction.

(3) A Calling-on signal shall show no light in the 'on' position.

3.14. Shunt signals. –

(1) (a) a Shunt signal is a subsidiary signal and shall be either-
(i) a white disc with a red bar across it, or
(ii) a position light signal.
(b) Under special instructions, a Shunt signal may be a miniature semaphore arm.
(2) Shunt signals control shunting movements.
(3) A Shunt signal may be placed on a post by itself or below a Stop signal other than first Stop signal of a station.

(4) More than one Shunt signal may be placed on the same post and when so placed the topmost Shunt signal shall apply to the extreme left hand line and the second Shunt signal from the top shall apply to the next line from the left and so on.

(5) When a Shunt signal is taken 'off', it authorizes the Driver to draw ahead with caution for shunting purposes although Stop signal if any, above it is at 'ON'.

(6) When Shunt signal is placed below a Stop signal, it shall show no light in the 'ON' position.

(7) In case Shunt signals are not provided, hand signals may be used for shunting.

RULES FROM G & SR BOOK

3.16. Repeating signals. –

(1) A signal, placed in rear of a fixed signal for the purpose of repeating to the Driver of an approaching train the aspect of the fixed signal in advance is called a Repeating signal.

(2) A Repeating signal shall be provided with an 'R' maker and shall be of–

(a) banner type, or
(b) a square ended semaphore arm, or
(c) a colour light signal.

S.R. 3.16.01. (i) When a Stop signal cannot be seen from the sighting distance on account of curves, over bridges or other local conditions, a Repeating signal shall be provided.

(ii) In regard to Two-Aspect Signals including Modified Lower Quadrant signals, the minimum visibility distance for various signals shall be as follows :—

(a)	Home signals	… … 400 metres.
(b)	Main Starter signals	… … 400 metres.
(c)	Loop Starter signals	… … 200 metres
(d)	Outer / Warner signals in Two-Aspects lower quadrant Signaling territory only	… … 1.2 Kilometres

(iii) In regard to Multiple-Aspect signals, all signal shall be visible for minimum period of five seconds for the maximum permissible speed allowed on the section.

3.17. Distinguishing markers and signs for signals—

(1) Where necessary, signals shall be distinguished by prescribed markers. Such markers shall be fixed on the signal posts below the signals as under :—

Provided on	*Description*
Automatic Stop Signal.	Letter 'A' in black on white circular
Semi-Automatic Stop signal.	White illuminated letters 'A' against black background when working as an Automatic Stop signal, and letter 'A' extinguished when working as a manual Stop signal.
Colour light Distant or Warner signal on a post by itself.	Letter 'P' in black on white circular disc.

Note :— where a colour light Distant signal is combined with a last Stop signal as provided for under sub-rule 97) of Rule 3.07, the marker shall be dispensed with.

RULES FROM G & SR BOOK

Provided on	*Description*
Intermediate Block Stop signal.	Letter 'IB' in black in white circular disc.
Calling-on Signal.	Letter 'C' in black on white circular disc.
Repeating signal in semaphore signaling territory.	Letter 'R' in black on white circular disc.

Repeating signal in colour Light signaling territory.	White illuminated letter 'R' against black background.
Gate Stop signal.	Letter 'G' in black on yellow circular disc.
Gate Stop signal in Automatic Block territory.	Letter 'G' in black on yellow circular disc and white illuminated letter 'A' against black background.

Note :- Letter 'A' shall be lit only when the gates are closed and locked against road traffic.

3.18 Signals out of use —

(1) When a fixed signal is not in use, it shall be distinguished by two crossed bars.
(2) A semaphore or disc signal when not in use shall be kept fixed in the 'ON' position.
(3) Signals not in use shall not be lit.

3.19. Placing of Stop signals at diverging Junctions. —

Unless otherwise permitted by approved special instruction, where two or more lines diverge, the signals shall be fixed on a bracket post or an approved type of route indicator shall be provided instead of separate signals.

Provided that for speeds upto 75 kilometres per hour with manually operated multiple-aspect signals, only a single arm Home signal may be provided instead of separate signals on a bracket post or a route indicator. The facing points must be provided with point indicators.

3.20. Placing of Stop signals at converging junctions. —

Unless otherwise permitted by approved special instructions, where two or more lines converge, signals shall be placed on separate posts. Where the number of signals is considerable, these may be provided on a bracket post or a signal bridge or gantry.

3.21. Signals on bracket post or signal bridge or gantry. —

Where signals are placed on a bracket post or signal bridge or a gantry, these shall be-

(a) so grouped that the respective signals are easily distinguishable for each running line and are placed as nearly as possible over the running lines to which they refer,
(b) so placed that the signal referring to the main line is higher than the signals referring to the other running line or lines, and
(c) so arranged that the extreme left ha d line and the second signal from the left refers to the next line from the left and so on.

RULES FROM G & SR BOOK

3.22. Placing of more than one signal on the same post. —

(1) Not more than one signal referring to trains moving in the same direction, whether on the same line or on separate lines, shall be placed on the same post, except–
(a) as prescribed in these rules for Calling-on, Shunt, Co-acting and Warner Signals, or
(b) under approved special instructions.
(2) Where under approved special instructions more than one signal is placed on the same post the topmost signal shall apply to the extreme left hand diverging line and the second signal from

the top shall apply to the next line from the left and so on.

Provided than in exceptional cases, where two Home signals are placed on the same post, under approved special instructions, the top signal shall apply to the main lined and the lower signals shall apply to the other lines.

C. EQUIPMENT OF SIGNALS

3.25. Obligation to provide fixed signals at stations. —

Fixed signals prescribed in this sub-chapter shall be provided at every station, except —

(a) at stations between which trains are worked on the one Train only system, and

(b) at station which are exempted from the provision of signals under approved special instruction.

3.27. Minimum equipment of fixed signals at stations provided with manually operated multiple-aspect signaling.— The minimum equipment of fixed signals to be provided for each direction shall be as follows—

(a) at class 'B' stations …. A Distant, a home and a Starter, and

(b) at class 'C' stations …. A Distant, and a Home.

3.28. Minimum equipment of fixed signals at stations provided with modified lower quadrant signaling.— Modified lower quadrant signaling may be introduced only where it is expressly sanctioned by a special order of the Railway Board. The minimum equipment of fixed signals to be provided for each direction shall be as follows—

(a)	at class 'B' station—		A Distant, a Home, a Warner below the Main home, and a Starter and
(b)	at class 'C' station—		a Distant and a Home.

3.29. Minimum equipment of fixed signals at other stations provided with two-aspect signaling.— The minimum equipment of fixed signals to be provided got each direction shall be as follows—

(a)	at class 'A' station—	----------	a Warner a home, and a Starter, a Distant and a Home.
(b)	at class 'B' station—	----------	An Outer and a
	on a single line—	----------	Home,
	on a double line—	----------	An outer, and a Home and a Starter, and both on a single and a double line, a warner shall be provided in accordance with Rule 3.06, if trains run through at a speed exceeding 50 kilometres an hour without stopping, and
(c)	At class 'C' station—	----------	A warner and a Home.

RULES FROM G & SR BOOK

3.30. Additional fixed signals at stations generally. — In addition to the minimum equipment of signals prescribed in Rules 3.27, 3.28, 3.29 and3.32 such other fixed signals shall be provided at every station as may be necessary for the safe working of trains.

3.31. signals at class 'D' stations. — At a class 'D' station, a train may be stopped in such manner as may be authorized by special instructions.

S.R. 3.31.01. (i) At a class 'D' station, a 'P.H.' marker post shall be provided by the side of the track, on either approach to the station, at a distance of not less than 400 metres from the centre of the station.

3.32. Provision of an Advanced Starter, Shunting Limit Board or Block Section Limit Board. —

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(1) On a single line class 'B' station worked on the Absolute Block System, if the obstructing of the line outside the Home signal or the outermost facing points in the direction of an approaching train is permitted under special instructions under Rule 8.09, a Shunting Limit Board or an Advance Starter shall be placed at such shunting distance from the Home signal or the outermost facing points as local conditions may require, provided the distance between the Shunting Limit Board (bearing the words 'Shunting Limit' on the side which faces the station, and fitted with a lamp showing a white light in both directions to mark its position by night) or the Advanced Starter and the position by first Stop signal is never less then 400 metres in the two-aspect signaling territory and 180 metres in the multiple-aspect or modified lower quadrant signaling territory. The location of such board or Advanced starter shall mark the limit upto which shunting may be permitted.

(2) On a double line class 'B' station worked on Absolute Block system equipped with multiple-aspect or modified lower quadrant signaling and where there are no points or the outermost points a the approaching end are trailing, a 'Block Section Limit Board (bearing the words 'Block Limit' on the side which faces the station and fitted with a lamp showing white light in both directions to mark its position by night) shall be provided. It shall be placed at a distance of not less than 1780 metres in advance of the Home signal and shall protect the fouling mark of the outermost trailing points, it any. The location of the board shall mark the limit of the block section at such stations.

3.33. Exceptions to rules 3.27, 3.28, 3.29, and 3.32. — Not with standing anything contained in rules 3.27, 3.28, 3.29, and 3.32 —

(a) If the station has only one connection off the Main line, the station shall be worked in accordance with approved special instructions ;

(b) On any section where traffic is light and speeds slow, one stop signal only in each direction may be provided at each station, such signal to be located at an adequate distance outside the outermost facing points of the station and trains worked in accordance with approved special instruction; and

(c) On any Railway having very light traffic, all signals may be dispensed with and trains worked under approved special instructions;

Provided that at stations with manually operated multiple aspect signals, where the speed of trains through a station does not exceed 50 kilometres per hour, a Distant signal and a Home signal only may be provided in each direction under approved special instructions.

3.34. Fixed signals at level crossings. —

(1) Unless exempted under approved special instructions, every level crossing gate which closes across the line at a level crossing shall, except when interlocked with station signals, be provided with signals fixed at an adequate distance from the level crossing showing Stop aspects in both Up and Down directions when the gates are open for the passage of road traffic.

RULES FROM G & SR BOOK

(2) Except where otherwise prohibited under special instructions, a 'G' marker shall be provided on a gate Stop signal.

S.R. 3.34.01. — (a) A gate Stop signal shall be placed in rear of the level crossing at a minimum distance of 400 metres in two-aspect signaling territory and 180 metres in multiple-aspect or modified lower quadrant signaling territory.

(b) Every gate signal shall be preceded by a Warner/Distant/Qarning Board. Where necessary, both Warner signal and Warning Board in two-aspect signaling territory and both Distant and Warning Board in multiple-aspect or modified liver quadrant signaling provided in the adjacent stations.

3.35. Protection and Working of points of outlying signals. — Where there are points in the main line at a place which is not a block station, provision for the protection of such points, by signals or otherwise, and for working them, shall be made in or5der to secure the safe working of trains, as laid down under approved special instructions.

S.R. 3.35.01. — Indication to Drivers for points outside station limits : **—**

An indication ('S' maker) shall be provided at a distance of 30 meters in the rear of the facing points of every outlying siding to indicate to Drivers the location of such points.

The 'S' marker shall be preceded by a caution indicator fixed 80 meters in its rear. If there be any restriction in speed, a speed indicator shall be fixed before the 'S' marker on the same post and, in addition, an indication of speed given on the Caution indicator Board also.

D. WORKING OF SIGNALS AND POINTS

SR. 3.36.02. — Replacing signal to 'on'**—**

(a) If, in an emergency, a reception signal has to be put back to 'ON' when a train is approaching it, the route over which the train would pass shall not be altered until after the train has come to a stand before passing the relevant signal, unless the route has to be altered to avert an accident. However, at stations where approach / dead approach locking has been provided, such alteration of route could happen only after a pre-set time delay. The SWR of all such stations should contain a detailed procedure to this effect under para "Abnormal Conditions" with the heading 'Emergency route alteration', indicating, inter alia, the time-delay involved in that station.

(b) If the departure signal once taken 'off' for a train has to be put back to 'on'—

(i) On singe line section, before changing the route or allowing any other movements, the "Authority to Proceed", if any handed over to the Driver must be withdrawn;

(ii) At a station on double line section or on single line section having odenless working, before changing the points or allowing any other movements, the driver of the train concerned must be advised of the change in writing and his acknowledgement obtained. There after the Driver and staff so deputed shall immediately exhibit Stop hand signal to the Station Master/trailing end cabin ;

Provided that the above written advice need not be given to the Drivers of starting trains in respect of movements in power signal and route relay yards or if the signals are interlocked with a mechanical/electrical time release.

S.R. 3.36.04. — Taking 'off' fixed signal. —

(a) *Incoming trains.* — A fixed signal shall not be taken 'off' for a train earlier than necessary.

(b) *Outgoing trains*. —

(i) Incase of through trains the starting signals may be taken 'off' at the same time as the approach signals are taken 'off' provided 'Line Clear' has been received from the station in advance.

(ii) In case of trains booked to stop, starting signals shall be taken 'off' after the train has stopped provided 'Line Clear' has been received. Where scheduled halt is long, starting signals shall be taken 'off' on completion of the station work.

(c) In case of suburban trains where the stoppage of the train at a station is one minute or less, starting signals may be taken 'off' as soon as 'Line Clear' has been received from the station in advance and even before the train has come to a stop at he station. It shall be the responsibility of the Driver/Motorman to stop the train at the station at which it is booked to stop according to Working Time Table although the starting signals at the station may have been taken 'off' earlier.

3.37. Normal aspect of signals. —

(1) Unless otherwise authorized under approved special instructions, fixed signals, except automatic signals, shall always show their most restrictive aspect in their normal position.

(2) The normal aspect of an Automatic Stop signal is 'Proceed'. Where, however, the signal ahead is manually operated, the aspect normally displayed may be 'Caution' or 'Attention'.

S.R. 3.39.03. — Non - interlocked facing points, manning and exhibition of hand signal. —

(a) All non-interlocked facing points set for reception and dispatch of trains shall be locked. In addition, the outermost facing points shall be manned and person manning the facing points shall exhibit 'proceed' hand signal to the approaching train till if completely passed the facing points.

S.R. 3.40.03. — Trains carrying passengers shall not be admitted into a goods yard or on the goods loop or the line for which a ringed Semaphore signal has been provide. If for any reason a train carrying passengers is required to be admitted on goods loop or in goods yard, the Station Master, when time permits, shall advised the station in rear to issue Caution Order to the Loco Pilots and Guard stating that the train shall be received on goods yard or Goods loop. In case the station in rear cannot be advised, Station Master shall send a memo in duplicate to the Driver informing the facts and obtain his acknowledgement. In both the cases, the train shall be stopped at the first Stop signal and then the signals shall be taken Off. The Driver must limit the speed to 10 KMPH while the train is entering in the Goods Yard or Goods Loop.

S.R. 3.41. 02. — Procedure for reception of trains at a single line station having only outer signals : —

(i) If the station section is clear the Outer signal shall be taken 'off' and a green flag (by day) or a green light (by night) shall be shown at the facing points. Should the facing points not be manned. Drivers shall come to a Stop before reaching the points and wait till the points are manned.

(ii) If the station section is not clear, the train shall be stopped at the Outer and, if necessary, be piloted into the station.

S.R. 3.42.05. — Working of intermediate Block Stop signals : —

The last Stop signal of the station in rear shall be taken 'off' on the clearance of the line provided either with track-circuit or axle counters between the last Stop signal of the station in rear and the intermediate Block Stop signal. A train may be allowed to proceed upto the intermediate Block Stop signal even when 'Line Clear' has not been received from the station in advance. The intermediate Block Stop signal shall be taken 'off' by the station in rear, only when 'Line Clear' has been received on the Block instrument.

3.45. Condition for taking 'off' Calling-on signals. — A Calling-on signal shall not be taken 'off' until the train has been brought to a stand at the Stop signal below which the Calling-on signal is provided.

3.46. Use of fixed signals for shunting. —

(1) The Outer, Home and the last Stop signal of a station shall not be taken 'off' for shunting purposes.

(2) At stations where Advanced Starters are provided, Starters may be taken 'off' for shunting purposes, except where the interlocking interferes with this practice, in which case hand signals shall be used where Shunting signals are not provided.

RULES FROM G & SR BOOK

3.48. Stoppage of trains out of course at stations provided with two-aspect signaling. — When a train which is booked to run through has to be stopped out of course at a station equipped with two aspect signals, it shall not be received until. —

(a) at stations provided with working Warners but not provided with Starters, the working Warner is kept at 'on'.

(b) at stations provided with Starters but not provided with working Warners, the relevant Starter is kept at 'on'.

(c) at stations provided with both working warners and Starters, both the signals are kept at 'on' and

(d) at stations provided with neither a working warner nor a Starter, the first Stop signal is kept at 'on' and the train brought to a stand outside it.

S.R. 3.48.01. — Procedure for stopping a train out of course at stations provided with only one Outer : —

If a run through train is required to stop at the station, the Outer signal shall be kept at 'on'. When the train has come to dead stop at the Outer signal, the Outer signal shall betaken 'off' and the train brought to a stand at the station by exhibiting Stop hand signal.

S.R. 3.50.01. — Except when the setting of Catch siding or Slip Siding or derailing switch points is indicated by fixed signals, a Driver shall not pass over these points, whether facing or trailing, unless the points are manned and proper hand signal exhibited.

S.R. 3.50.02. —Stopping of train short of catch siding controlled by Stop signals : —

(a) It is not necessary to stop the train at the Stop signal controlling points leading to the catch siding provided the following conditions are satisfied :

(i) Line clear has been obtained from the block station ahead.

(ii) The train is to be received on the main line and the line is clear.

(iii) The gradients in the block section ahead are such that the trains can be brought under control easily.

(iv) Points leading to the catch sidings as well as points required for a run through train are set for the main line and the relevant facing points are locked immediately after granting line clear to the block station in rear, and

(v) Warner signal in the lower quadrant signaling territory is not taken 'off' and Distant signal in MAUQ signaling territory is maintained in 'ON' position.

(b) In all other cases before the points leading to the catch sidings are set for the main line, it shall be ensured that the train has come to a stop outside the Stop signal placed short of the Catch sidings.

However, in cases where run through is to be allowed the consent of Sr. DME/DME in in regard to clause iii) above, shall be obtained and incorporated in the Station Working Rules. In case of electrified section DEE (RS-O)'s consent shall also be obtained.

RULES FROM G & SR BOOK

E. HAND SIGNALS

3.52. Exhibition of hand signals. —

(1) All hand signals shall be exhibited by day by showing a flag or hand and by night by showing a light as prescribed in these rules.

(2) During day a flag or flags shall normally be used as hand signals. Hands shall be used in emergencies only when flags are not available.

(3) During night a hand signal shall normally be given by showing a red or green light. A white light when the red light is not available.

(4) "Red or green light referred to in sub-rule (3) shall be either a static or flashing type."

S.R. 3.52.02— (i) The arrangement of red and green slides in hand signal lamps must be in uniform. Holding the lamp with front facing away, the Green slides should be on the left hand side and the Red on the right. Every railway servant using a lamp must see that the slides are in the correct sides.

(ii) Hand signal lamps should be cleaned daily for efficient working of their slides, burners, wicks and reflectors.

3.56. Hand signals for shunting. — The following hand signals shall be used in shunting operations in addition to the Stop hand signal : —

(a) *Indication :* Move away from the person signaling.
How given by day : By a green flag or one arm moved slowly up and down.
How given by night : By a green light moved slowly up and down
Indication : Move towards the person signaling.

(b) *How given by night :* By a green light moved from side to side across the body.

Note :- The hand signals for Move away from the person signaling ; and "Move towards the person signaling" shall be displayed slower and slower, until the Stop hand signal is given if it is desired to stop.

(c) *Indication :* Move slowly for coupling..
How given by day :
By a green and a red flag held above the head or both hands raised over he head and moved towards and away from each other..
How given by night :
By a green light held above the head and moved by twisting the wrist..
Indication : Move towards the person signaling.

Note :- Exhibition of different types of hand signals are illustrated in GR 3.53, 3.54, 3.55, & 3.56. The original G & S.R. book should be consulted for guidance.

S.R. 3.56.01. — Shunting signals are to be given by the Station Master, Guard of a train. Yard Foreman, Shunting Jamadar or Pointsman, or such duly authorized person. To avoid conflicting signals only one such person at a time shall control the shunting of a train or engine by exhibiting signal which shall be clearly visible to the Driver.

S.R. 3.56.02. — A red or 'Stop' hand signal given by any one supersedes all other signals and bars movement beyond such danger signal.

3.58. Knowledge and possession of hand signal. —

(1) Every railway servant connected with the movement or trains, shunting operations, maintenance of installations, and works of any nature affecting safety of trains shall have --

(a) a correct knowledge of hand signals ; and

(b) the requisite hand signals with him while on duty and keep them in good working order and ready for immediate use.

(2) Every railway servant shall see that the staff order him concerned with use of hand signals are adequately supplied with all necessary equipment for hand signaling and have a correct knowledge of their use.

(3) A red flag and a green flag by day or a lamp which is capable of showing red, green and white lights by night, shall constitute the requisite equipment for hand signaling.

RULES FROM G & SR BOOK

F. DETONATING SIGNALS

3.59. Description of detonating signals. — Detonating signals, otherwise known as detonators or fog signals are appliances which are fixed on the rails and when an engine or a vehicle passes over them, they explode with a loud report so as to attract the attention of the Loco Pilots.

3.60. Method of using detonators. —

(1) A detonator when required to be used shall be placed on the rail with label or brand facing upwards and shall be fixed to the rail by bending the clasps around the head of the rail.

(2) In case of a mixed gauge, detonators shall be placed on the common rail or on one rail of each gauge.

3.61. Placing of detonators in thick, foggy or tempestuous weather impairing visibility. —

(1) In thick, foggy or tempestuous weather impairing visibility, whenever it is necessary to indicate to the Driver of an approaching train the locality of a signal, two detonators shall be placed on the line, by a railway servant appointed by the Station Master in this behalf, about 10 metres apart, and at least 270 metres outside the signal or signals concerned.

SR. 3.61.01. — (d) In foggy or tempestuous weather or in dust storm when station signals cannot be seen, the Station master on duty shall personally ensure that the Station signals are lit, and then send two trained men to act as Fog signalman, one in each direction, to the fog signal posts, which are erected at all stations 270 metres in rear of (i.e., outside) the outmost signal.

Note :- In Automatic signaling territory, placing of fog signals may be dispensed with.

3.62. Placing of detonators in case of obstruction. —

(1) Whenever in consequence of an obstruction of a line, it is necessary for a railway servant to stop approaching trains, he shall proceed, plainly showing his stop hand signal, to a point 400 metres from the obstruction and place in the line one detonator and then proceed to a point 800 metres from the obstruction and place on the line three detonators about 10 metres apart, at such place :

Provided that on the broad gauge the first detonator shall be placed at 600 metres and three detonators at 1200 metres from the obstruction about 10 metres apart from each other.

(2) If the said railway servant is recalled before the obstruction is removed he shall leave down three detonators and, on his way back, pick up the intermediate detonator.

3.63. Replacement of detonators on the line. — Every railway servant placing detonators on the line shall see that they are, when necessary, replaced immediately after a train has passed over them.

3.64. Knowledge and possession of detonators. —

(1) (a) All Station Masters, Guards, Drivers, Gang mates, Gatemen and all other railway servants on whom this duty is laid by the Railway Administration, shall keep a stock of detonators.

(b) The Railway Administration shall be responsible for the supply, renewal, periodical testing and safe custody of such detonators, and for ensuring that their used is properly understood.

(2) Every railway servant concerned with the use of detonators shal have a correct knowledge of their used and keep them ready for immediate use.

(3) Every railway servant shall see that the railway servants in his charge concerned with the use of detonators have a correct knowledge of their use.

RULES FROM G & SR BOOK

S.R. 3.64.01. — (a) **Stock of detonators—** A case containing 10 detonators shall form part of equipment when on duty, of every Guard, Driver, Permanent Way Gangmate, Gateman, Patrolman, Stationary Watchman, Lineman of Traction Department, Signal/Block Maintainer. Every Push trolly. Motor trolly, Lorry and Tower Wagon shall be equipped with a cased of 10 detonators. Every keyman shall be supplied with 8 detonators.

S.R. 3.64.02. — Supply of detonators. —

(a) Station masters shall supply detonators to Guards head-quartered at their stations and to Gateman working under their control.

(c) Running Shed/Loco Foreman, Traction Foreman (RS) shall supply detonators to Driver.

S.R. 3.64.03. — Storage of detonators. —

(a) Detonators shall be handled with care as they are liable to explode if handled roughly.

(b) Detonators shall be kept in the tin case in which they are supplied. They shall be stored in dry places and not left in contact with brick walls, damp wood, chloride of lime or other disinfectants, nor exposed to dempness or steam or other vapours. On sections where the climate is humid, “Silicagel” bags may be kept in the containers to absorb moisture. These “Silicagel” bags should be heated periodically in order to expect the absorbed moisture.

(c) Fog signals shall not be exposed to sun rays except when used on the track, as this can be dangerous.

(d) The month and year of manufacture shown on the label outside each tin cased and are also stamped on each detonator. Detonators shall be used up in the order on the date stamped on them, those of the odest manufactures being used first. They shall always be stored in such a waqy as to facilitate ready withdrawal in the correct sequence. This shall also apply to the arrangement of detonators in individual tin cases kept with the users like Gangmates, Keymen, Gangmen and Petrolmen, where the same tin case may, at any given time, contain detonators of different dates of manufacture.

S.R. 3.64.04. — Use of detonators. —

(a) A detonator shall be placed over the rail closest to the inner side of the rail and be fixed with the help of lead strips bending inside the rail and the label/brand should face upward.

(b) When a railway servant has placed one or more detonators on the line, he shall withdraw beyond the safety radius of 45 metres from the detonator or detonators before they are exploded by an approaching engine or train. He shall be responsible for warning as circumstances permit, any person in the vicinity to stand beyond the safety radius.

Staff in observing the safety radius of 45 metres shall place themselves as far as possible in rear of the locomotive, train or wagon passing over the detonators.

(c) Station Masters, Loco Foremen, shed Foremen Traction Foremen, Permanent Way Inspectors, Transportation Inspectors and Block Signal inspectors shall be responsible for ensuring that the detonators in the possession of the staff under their control are tested regularly as prescribed in SR 3.64.05 and that the staff know when and how to use them. All such staff as are expected to use detonators shall be tested once in three months by the controlling senior subordinates or by inspecting officials in regard to their knowledge of the use of detonators.

(e) The life span of detonators is 7 years from the year of manufacture.

(f) Railway servants on possession of detonators shall be responsible for ensuring that they are not put to any improper use.

S.R. 3. 64.05.—Tasting of detonators. —

(a) Station masters, loco foreman, Shed Foreman, Traction Foremen, Permanent Way Inspectors, Block signal Inspectors and other officials holding stocks of detonators supplied to them for issue to staff under their control as well as for their own use shall be responsible for testing, once in 12 months, at least 2 detonators drawn at random from each batch of detonators received by them. Particular care shall be taken to ensure that the oldest detonators remaining unused with the staff to whom they were issued are tested without fail.

RULES FROM G & SR BOOK

(b) Detonators shall be tested under the wheels of any empty wagon pushed by a locomotive at a restricted speed of 8 to 12 km./h. The tests shall be carried out under the direct supervision of an official not below the rank of Transportation Inspector, Permanent Way Inspector, Loco Foreman, Shed Foreman, Traction or Block Signal Inspector. Station Masters of Guards’ headquarter stations are, however authorized to test detonators in their charge including those issued by them to the Guards.

(c) During testing no person shall be allowed to approach within a radius of 45 metres of the detonators being tested except for the engine crew who shall also keep themselves well commencement of the operation, pos sufficient men to ensure that no person trespasses the prescribed safety radius until the testing is completed. The man posted for this purpose shall also observe the prescribed safety radius and shall place themselves as far as possible in the rear of the wagon used for the test for greater safety against flying splinters.

(f) Deficiencies resulting from withdrawal of detonators, for the purpose of testing, from the staff to whom they were issued shall be made good by issue of detonators from a lot which has been tested and found to be effective.

(g) If any of the detonators tested fails to explode, the entire batch it represents shall be withdrawn and replaced by fresh stock.

(h) Detonators bearing any sign of rust on the surface or appearing unsatisfactory in any way and those failing to explode in actual working shall also be returned promptly to the issuing officer for replacement.

S.R. 3.64.07. — (h) **Hand signals. —** (i) The Fog signalman shall always carry a lighted hand signal lamp in foggy or tempestuous weather or in a dust storm.

(ii) If the Fog signalman is aware of any obstruction on the line, he shall show a 'stop' hand signal to an approaching train. Under no other circumstances shall a Fog signalman show a hand signal to the Driver of an approaching train, but on single line sections, for a train leaving a station, the Fog signalman shall show a "Proceed" (green) hand signal to the Driver.

G. Signal to warn incoming train of danger ahead

S.R. 3.65. The signals to be used to warn the incoming train of an obstruction shall be a red flashing hand signal lamp at night or a red flag during day.

3.66. Use of warning signals. — When it becomes necessary to protect an obstruction in a block section, a signal may be used, as prescribed by special instructions, under rule 3.65, while the railway servant proceeds to place detonator.

3.67. Knowledge and possession of warning signals. –

(1) (a) All concerned railway servants on whom this duty is laid by the Railway Administration shall keep a stock of such signals as may be prescribed by special instructions under rule 3.65.

(b) the Railway Administration shall be responsible for the supply, renewal and safe custody of such signals as may be prescribed by special instruction under rule 3.65 and for ensuring that their use is properly understood.

(c) The Railway Administration shall supply every Guard, Loco Pilot and Patrolman and Gateman working on the Double or Multiple line, Ghat Suburban or Automatic Block Territories with such signal as may be prescribed by special instructions under rule 3.65.

(2) Every railway servant concerned with the use of signals as prescribed by special instructions under rule 3.65, shall have a correct knowledge of their use and keep them ready for immediate use.

(3) Every railway servant shall see that the railway servants in his charge concerned with the use of warning signals as prescribed by special instructions under rule 3.65, have a cored knowledge of their use.

RULES FROM G & SR BOOK

H. DEFECTIVE FIXED SIGNALS AND POINTS

3.69. Duties of Station master when an approach Stop signal is defective. —

(1) In the event of an Outer or a Home or a Routing signal becoming defective, the Station Master shall advise the station in rear and the nominated station in rear, save in a case where a signal post telephone or a calling-on signal is provided on the defective signal, in order that the Drivers of approaching trains may be warned of the defective signal, and issued a written authority to pass such signal on receipt of Proceed hand signal at the foot of the defective signal.

(2) The station master in rear as referred to in sub-rule (1), on receiving the advice of the defective signal, shall immediately acknowledge it and advise the Station master of the station where the signal has become defective, of he number of the first train which will be notified of the defective signal and again on receipt of the advise that the defective signal has been put into proper working order, shall advise the number of the train so notified last.

(3) The Station Master of the station where the signal has become defective, shall before authorizing a train to pass the defective signal, ensure that the conditions for taking 'off' that signal have been fulfilled. He shall then authorize the Driver to pass defective signal at 'on' in one of the following manners—

(b) When the Driver of an approaching train has been advised of the defective signal at a station in rear by deputing a competent railway servant in uniform rule (10 of Rule 3.68 to exhibit proceed hand signal at the foot of the defec approaching train. In such cases, the Station Master shall not give Line Clear to unless the conditions for taking 'off' the signal which has become defective, ha with ; or

(c) When the Driver of an approaching train has not been advised of the defective signal at a station in rear, by having a written authority, authorising the Driver to pass the defective signal at 'on', delivered at the foot of the defective signal through a competent railway servant ; or

(d) By authorizing the Driver to pass the defective signal at 'on' over the signal post telephone where provided, in accordance with special instructions.

(4) When the home signal becomes defective, the Outer shall also be deemed to be out of order and the procedure prescribed in sub-rules (10, (2) and (3) shall be followed.

S. R. 3.69.01. — If at an interlocked station, the Home signal for any route is out order and it remains in the 'On' position but does not effect the interlocking of any other route, it is permissible to admit trains direct into the station on to the other lines by taking 'off' the other relevant Home signals and (on conjunction therewith) the outer signal, where provided.

S. R. 3.69.02. — (a) (i) The Station Master of the station at which Outer, Home or routing signal has become defective shall advise the station in rear and also the last stopping stations for Mall, Express and Passenger trains, except in case where a signal post telephone or Calling-on signal is approaching trains may be issued with the written authority on form T-369 (1). The stations receiving the message shall acknowledge the same supported by a Private Number and also intimate the number of the first train to which T-369 (1) is being issued ;

(ii) if the station in rear of the affected station, happens to be a Block-Hut, the advice for issuing T - 369 (1) shall be sent to the station in rear of such Block -Hut or Block-Huts ;

RULES FROM G & SR BOOK

(iii) in case of goods trains, form T-369 (1) shall be issued and handed over to the Driver at the station preceding the station at which the signal is out of order. For this purposes, such trains shall be stopped out of course.

(iv) The Station Master after sending the advice to the station in rear, shall depute a Jamadar/Pointsman/Token Porter in uniform at the foot of defective signal with hand signals ;

(v) if the Outer is defective, the railway servant mentioned in sub rule (iv) shall display hand signal according to the aspect of Home signal i.e. if the Home is in 'off' position, he shall display proceed hand signal to the approaching train ;

(vi) if both the Outer and home become defective or Home itself id defective the aforesaid railway servant shall display Stop hand signal from the foot of the Outer signal till such time proceed hand signal is displayed from the facing end cabin or from the station platform where end cabins are not provided. The exhibition of proceed hand signal by the aforesaid railway servant as well as from the Cabin/Station platform as the case may be, shall continue till such time the train has passed the place of showing such signals.

Possession of T-369 (1) and exhibition of proceed hand signal at the foot of first Stop signal by the railway servant shall be authority for the Driver to pass such signals in defective position ;

(vii) When the station in rear or the last stopping station has been advised to issue T-369 (1) the Station Master shall not give 'Line Clear' to the station in rear for any train "unless all concerned points are correctly set, all facing points (trailing points also in case of motor operated points) locked / clamped and padlocked and the clearance of route is ensured for the nominated route as prescribed in SR 3.69.03 or SR 3.69.04, which ever is applicable." Which shall be clear of all obstructions upto the distance prescribed in G. R. 3.40 (1).

(b) The procedure detailed in sub-rule (a) shall not apply to stations worked under Automatic Block system or when the signal becomes defective in 'off' position. In such case trains shall work in accordance with the procedure detailed in S.R. 3.69.03.

S.R. 3.69.03.— At a station where Outer/Home/Routing signal is defective and there is no calling-on-signal or signal-post telephone provided on the defective signal or these are out of order and also the stations in rear have not been advised to issue T-369(1) to the approaching trains in terms of SR 3.69.02, the following procedures shall be adopted for reception of a train except at stations with Panel Interlocking, Route Relay Interlocking or Solid State Interlocking arrangements, in which cases SR 3.69.04 shall be followed.

(a) When it is necessary to admit a train past the fixed signal, signals which are defective, except in case of shunting operation, the Station Master on duty shall depute a Jamadar/Pointsmen/Token Porter to pilot the train giving him a written authority on form T-369 (3b). Before handing over the written authority to the pilotman the Station Master shall ensure that all the points are correctly set and all facing points are clamped and padlocked of the nominated route for the nominated line and take possession of Pad-lock key. The railway servant deputed shall not hand over the written authority to the Loco pilot unless the train has been brought to a stop out side the first Stop signal. Thereafter the Loco Pilot shall proceed provided he is in possession of the T-369 (3b) and the Pilotman has boarded the engine, and displays proceed hand signal to pass the defective signal/signals in defective position.

(d) The procedure detailed in sub-rule (a), (b), (c) shall also apply for receiving a train on a non-signalled line.

S. R. 3.69.04. — During failure of an approaching stop signal at a station provided with Panel Interlocking, Route Relay Interlocking or Solid State Interlocking arrangements the following procedures shall be followed :-

(a) If the route setting can be done correctly yet the signal does not take off, the operator will cancel the route that has been set and try to reset the route. If the signal still does not take off, the alternative route, if any, shall be attempted, taking into consideration, of course, that such diversion will be possible for the train. If the signal does not take off for that route even then, the Station Master on duty shall try to allow movements by taking off the calling-on-signal in case it is available. If the calling-on signal is not available or it fails to take off, then the SM shall reset the desired Route and take the following action :

RULES FROM G & SR BOOK

(i) AT stations, where points lock indication specifically provided on the panel, he shall personally ensure from the indications displayed in the panel that the route is clear, points are correctly set and the point indications are not flashing, the point lock indications are lit and remained steady and the cancellation of the signal route that caused the above point locking has not been initiated. The Station Master shall note down the point lock indications lit on the panel in the Train Signal Register in red ink and place button collars on the signal buttons. Thereafter, he will depute a competent railway servant to pilot the train along with a written authority on T/369(3b), for the Loco Pilot to pass the concerned signal at danger.

(ii) AT stations, where point lock indication is not specifically provided on the panel or in case the point locking indication fails to appear in the indication panel the Station Master on duty shall ensure the clearance of the nominated route, proper setting of all points through crank handle operation and clamping and padlocking of all facing and trailing points on the route. In addition, where ever cross overs exist on the route, the other end of the cross over, even through it may not be in the route of the train, shall also be clamped and padlocked before issuing T/369(3b) to the Loco Pilot to pass the defective signal.

AT stations where end panels are provided, the procedure as stipulated in S. R. 3.69.03 (b) shall be followed with the addition that all trailing points shall also be clamped and padlocked and wherever cross overs exist on the route, the other end of the cross over, even through it may not be in the route of the train, shall be clamped and padlocked.

S. R. 3.69.05. — Where telephone is provided below the first Stop signal which has become defective, the train shall be stopped outside such signal and Driver shall contact the Station Master on telephone who shall after complying with the procedure laid down in S.R. 3.69 (b), (c) give a Private Number to the Driver and arrange to display proceed hand signal either from station platform or from the cabin till the train has arrived complete. The Driver on receipt of Private Number and on seeing the proceed hand signal, as mentioned above, shall pass the defective signal as prescribed in GR. 3.80 (2).

S. R. 3.69.06. — (a) When the Home or Inner Home signal becomes defective, the Outer shall also be treated as defective.

(b) When the Outer signal is defective (in case when advice has not been sent to the station in the rear to issue written authority in advance), the Station Master shall depute a Jamadar / Pointsman / Token Porter in uniform with a written authority on form T-369 (3b) to pilot in the train. After the train has come to a stop at the Outer signal, Pilotman shall exhibit "proceed" hand signal to the Cabinman who shall then take 'off' the Home signal. After the train has stopped at Outer signal and on seeing the Home signal in 'off' position, the Pilotman shall hand over the written authority on form T-369 (3b) to the Driver to proceed, and give a proc3eede hand signal.

(c) In case the Station Master has advised the station in rear to issue a written authority in advance and acknowledgement has been received, the Jamadar or Pointsman or Token Porter shall be deputed to the Outer signal, the Pilotman shall display proceed hand signal at the foot of the Outer signal to the approaching train only after seeing the Home signal in 'off' position. If the Home signal is in the 'on' position, the Jamadar or Pointsman or Token Porter shall exhibit Stop hand signal to stop the train till the Home signal is taken 'off'.

3.70. Duties of Station Master when a departure Stop signal is defective. —

(1) In the event of a Starter becoming defective, the Station Master may authorize the Driver to pass such signal by a written authority which shall be handed over to the Driver at the station where handed over to the Driver at the station where the defective signal is located and in addition thereto, a competent railway servant shall show hand signals to the departing train in accordance with the instructions of the Station Master or by taken 'off' the Calling-on signal, if provided under sub-rule (2) of Rule 3.13, after the train has been brought to a stand at the defective signal.

(2) In the event of an Advanced Starter becoming defective, hand signals may be dispensed with and the Station Master may authorise the Driver to pass such signal by a written authority, which shall be handed over to the Driver at the station, where the defective signal is located.

RULES FROM G & SR BOOK

Provided that in exceptional circumstances where under approved special instructions, an Advanced Starter protects any points, hand signals shall not be dispensed with.

(3) For the purpose of handing over the written authority mentioned in sub-rule (1) and (2) the train shall be stopped at the station where the defective signal is located. The written authority to pass a defective departure Stop signal shall not be handed over to the Driver unless all conditions for taking 'off' such signal have been fulfilled.

(4) Where under approved special instructions a Calling-on signal has bee provided below a departure Stop signal, other than the last Stop unless the conditions for taking 'off' the departure Stop signal above it have been fulfilled.

S. R. 3.70.01— At a station when the Starter signal has become defective, the Station Master shall issue a written authority in form T-369 (3b) to the Driver to pass the defective Starter and in addition he shall depute a Jamadar/Pointsman/Token Porter at the foot of such signal to exhibit proceed hand signal to the Driver. (Before handing over the written authority to the Driver, the procedure detailed in S.R. 3.69.03 (b) (i), (ii) and (c) shall be complied with.) (Provided that at stations having PI/RRI/SSI SR 3.70.03 shall be followed.)

S. R. 70.02. — In case of stations having RRI/SSI PI, the following procedures shall be followed :-

If the route setting can be done correctly, yet the signal does not take off, the SM shall try to allow movements by taking off the calling-on-signal in case it is available. If the calling-on-signal is not available or it fails to take off, then the SM shall reset the desired route and take action as mentioned in SR 3.69.04.(i) & (ii).

S.R. 3.70.03— In case the Advanced Starter becomes defective, such signal shall be passed on the written authority in form T-369 (3b). Proceed hand signal, in this case, shall be dispensed with only where the Advanced Starter does not protect any points.

3.71. Warner or Distant signals defective in the 'off' position. —

(1) (a) if a warner signal on a post by itself or a Distant signal is out of order and cannot be kept in the 'on' position, a Stop hand signal shall be shown at the foot of the signal. At night, the light or lights of the signal shall be extinguished and the train, after being first brought to a stand, may then be hand-signalled past the signal. Advice of the defective signal shall be given to the Drivers of trains at the station in rear warning them to stop at such signal.

(b) If a Warner signal placed below a Stop signal becomes defective and cannot be kept in the 'on' position, the Stop signal above it shall be treated as defective and by night the light of the Warner Signal shall be extinguished.

(2) If the Warner or Distant signal of an Intermediate Block Post is defective and cannot be kept in the 'on' position, the intermediate Block Stop signal shall also be kept at 'on' and treated as defective and action taken as per Rule 3.75.

3.73. Passing of a gate Stop signal at 'on. —

(1) When a driver finds a gate Stop signal at 'on' he shall sound the prescribed code of whistle and bring his train to a stop in rear of the signal.

(2) (a) If the gate Stop signal is provided with a 'G' marker, the Driver shall wait at the signal for one minute by day and two minutes by night and if the signal is not taken 'off' within this period, he may draw his train ahead cautiously and stop short of the level crossing and.

(b) if the Gateman is available and exhibiting hand signals, proceed further past the gate cautiously, or

(c) If the Gateman is not available, or, is available but not exhibiting hand signals, he shall stop short of the level crossing, where he shall then be hand-signalled past the gate by the Gateman, if there is one or in the absence of a Gateman, by one of the members of the engine crew of the train after ascertaining that gates are closed against road traffic

(3) If the Loco pilot finds, after stopping at the signal, that there is no 'G' marker, he shall proceed further only in accordance with the procedure laid down under special instructions.

RULES FROM G & SR BOOK

3.74. Absence of a fixed signal or a signal without a light. —

(1) (a) If there is no fixed Signal at place where a fixed signal is ordinarily shown or

(b) It the light of a signal is not burning when it should, or

(c) If a white light is shown in place of a colour light, or

(d) If the aspect of a signal is misleading or imperfectly shown, or

(e) If more than one aspect is displayed, the Driver shall act as if the signal was showing its most restrictive aspect :

Provided that during night, if in the case of a semaphore Stop signal for approaching trains only, the driver finds the signal light extinguished, he bring his train to a stop at such signal. If he finds that the day aspect of such signal is clearly visible and is satisfied that the signal is in the 'off' position, he shall proc3eed past it upto the station cautiously at a restricted speed obeying all intermediate Stop signals, if any, relating to him, and report the matter to the Station Master for necessary action.

(2) At stations equipped with a colour light signal provided with a 'P' marker, the Driver shall bring his train to a stand if it does not show any light or shows an imperfect aspect and having satisfied himself that the signal is provided with a 'P' marker, shall proceed preparing to stop at the next Stop signal and shall be guided further by its aspect.

S.R. 3.74.01. — Conflicting signals. —

Conflicting signals shall be treated as defective and, as such, equivalent to a signal at danger or at its most restrictive aspect. For instance, if the Warner is 'Off' while the Outer or the Main Home is 'On'; or when the Warner is taken 'Off' in conjunction with the Home signal for one of the loop lines; or the Distant shows Proceed/green aspect when the Home signal displays 'Yellow' with route/lunar indication; or if one or more route/lunar indicators glow along with 'Stop' (red), or 'Proceed' (green),or 'Attention'(double yellow)aspects; or if more than one route/lunar indicators glow along with the Caution/yellow aspect; or if a signal shows more than one aspect simultaneously, such signals shall be treated as conflicting and, hence, defective signals.

The Loco Pilot of a train on noticing such conflicting signals shall bring his train to a dead stop. The train shall then be piloted after a careful examination of points/route etc. following extant rules.

S. R. 3.74.02. — Frequent aspect changing and flickering / bobbing of Colour Light Signal —

In case of a colour light signal, if it aspect changes from one aspect to other, such as green to yellow / red, yellow to red / green or vice-versa or is flickering / bobbing, the Loco Pilot shall bring his train to a stop short of it and treat the signal as showing its most restrictive aspect. If the signal subsequently assumes a steady aspect and remains steady for 60 second (i. e. one minute), the Loco Pilot should regard it and act in accordance with the aspect so shown by the signal. If, however, the signal continues to flicker / bob / change its aspects and does not assume a steady aspect for at least 60 seconds, the signal should be treated as defective, in this case, the train shall be piloted after a careful examination of points / route etc. following extant rules.

At locations, where piloting stands dispensed with, such as Automatic Stop Signals, Permissive Signals, IB Stop Signals and Gate Stop Signals, the loco pilot shall proceed treating the signal as if it is showing its most restrictive aspect in accordance with the rules applicable for passing of such signals at 'ON'.

The train shall then be piloted after a careful examination of points etc. provide4d there is no danger in doing so.

3.75. Passing of Intermediate Block Stop signal at 'on'. —

(1) When a driver finds an Interm3ediate block Stop signal at 'on' he shall stop his train in rear of the signal and contact the Station Master of the block station in rear on the telephone, it provided on the signal post,

(2) The Station master shall authorize the driver pass the intermediate Block Stop signal, if defective, as prescribed by special instructions.

RULES FROM G & SR BOOK

(3) If the telephone is not provid3ed or is out of order, the Driver after waiting for 5 minutes at the signal shall pass it at 'on' and proceed cautiously and be prepared to stop short of any obstruction, at a speed not exceeding 15 kilometres an hour if he has a good view of the line ahead, otherwise at a speed not exceeding 8 kilometres an hour and report the failure to the Station Master at the block station ahead.

(4) The Station Master of the block station working the Intermediate block Stop signal on be coming aware that such a signal is defective shall, before dispatching a train, treat the entire section upto the block station immediately ahead of the intermediate Block Post as one block section and issue a written authority to the Loco Pilot to pass the defective intermediate Block Stop signal at 'on', without stopping at the signal, in accordance with the procedure prescribed by special instructions.

S.R. 3.75.01— (i) If the immediate Block Stop signal is 'on' the Driver shall stop at the signal and advise the guard of the fact by sounding a long continuous whistle and shall then contact the Station Master in rear over he signal post telephone.

(ii) If the Station Master on being contacted over telephone by the Driver, finds that the signal is defective, he shall, after obtaining 'Line Clear' for the train from the Station in Advance authorize the driver on telephone to pass the intermediate Block Stop signal at 'on' and enter the block section ahead.

He shall give the Private Number and Identification Number under which he has received "Line Clear" for the train from the station in advance.

The Loco Pilot shall then sound one short, one long and one short whistle and , on receipt of Guard's signal, shall proceed ahead, duty exchanging signals with him.

(iii) the Station Master on being contacted by the Driver on signal post telephone, if he is unable to obtain "Line Clear" for the train due to total interruption of communication, shall call for the Guard through the Driver and being contacted by the Guard, he shall advice the Guard of the circumstances and give a Private Number for the train to proceed upto the next block station. The Guard shall prepare a memo in duplicate authorising the Driver to proceed with the Private Number received from Station Master, in such case the speed of the train shall be restricted as prescribed in GR 3.75(3).

S. R. 3.75.02.— While complying with the Instruction contained in GR 3.75(3), when the driver has to pass an IBS Signal at 'ON" after waiting for 5″ minutes at the signal, he shall proceed cautiously preparing o stop short of any obstruction at a speed not exceeding 15 Kmph when view ahead is clear and 8 Kmph when view ahead is not clear due to curve, obstruction, rain, fog or any other cause until he reaches the foot of first Stop Signal of the Block Station in advance obeying any gate stop signal in between the IBS Signal and First Stop Signal of the Block Station in advance as per rules and even if the signal is 'OFF' the Loco Pilot shall continue to look out for any possible obstruction short of the same and will act upon its indication only after he has reached it. Before starting, the Loco Pilot shall sound one long whistle which may be repeated as necessary and shall then start his train on receipt of guard's signal. There after he shall exchange signals with the Guard.

S.R. 3.75.03. — The Written Authority as mention3ed in GR 3.75.(40 shall be in Form T-369(3b) in which the Private Number and Identification Number obtained from the station in advance in support of 'Line Clear' shall be recorded. Display of Proceed hand signal at the foot of defective Intermediate Block Stop signal may be dispensed with.

S.R. 3.75.04. — Backing of train on the portion of Line after passing the intermediate Block Stop signal.

(a) When the Loco Pilot of a train finds it necessary to back his train after clearing an intermediate Block Stop signal, on the portion of the provided with axle-counters/track circuit, due to unavoidable circumstances, he shall not do so without drawing the attention of the Guard by sounding four short whistles, where upon the guard shall check up that the tailboard/tail lamp is correctly exhibited and shall proceed to protect the train as prescribed in GR. 6.03.

(b) The Guard shall then check the location of the train and enquire from the Loco Pilot the distance upto which backing is required and ensure that the distance is not likely to foul the track direction provided with axle counter/track circuit. In order to clearly demarcate the track section, a board with legend "Backing is not permitted beyond this point" shall be fixed at an adequate distance beyond the track section.

(c) If the backing is not likely to foul the axle counter/track circuit section, he shall give a written permission to the Driver for backing indicating the approximate distance and after protecting the train with reference to the point upto which train is to be backed.

(d) If the train which has passed the portion of the line4 controlled by axle counters/track circuit is to be backed and while so doing is likely to foul the above portion of the line, the Guard shall, before giving such permission, walk to the telephone provided on the Intermediate Block Stop signal Post and contact the Station Master on duty of the station in rear over the telephone and confirm by a Private Number from the Station Master that no train has been allowed behind his train or shall be allowed from the station in rear till the Guard informs the station Master that his train has cleared the section.

(e) The Private Number so received shall be recorded on the memo to be issued to the Loco Pilot.

S. R. 3.77.03.— In the event of any points being burst through, the Loco Pilot shall immediately bring his train to stop, and shall not move until ordered to do so by the Station Master. The Station Master shall, if necessary, order the train to move to clear the points and shall not permit any movement to be made in a facing direction until the points have been correctly set and secured by clamp or through bolt and padlocked.

3.78. Duties of engine crew in respect of signals —

(1) (a) The Loco Pilot shall pay immediate attention to and obey every signal whether the cause of the signal being shown is known to him or not.

(b) The Loco Pilot shall not, however, trust entirely to signal, but always be vigilant and cautions.

(2) (a) The Loco Pilot shall whistle intermittently when his engine explodes detonator(s) and take every possible caution including reduction of speed as necessary, so as to have the train well under his control and be able to stop short of any obstruction on the line;

(b) after proceeding 1.5 kilometres from the place where his engine exploded detonator(s), if his engine does not explode any more detonator(s), he may then resume authorised speed; and

(c) report the incident to the next station or cabin

(3) If in consequence of fog, storm or any other reason, the view of the signal is obstructed, the Loco Pilot shall take every possible precaution, so as to have the train well under control.

(4) When the Loco Pilot notices a signal warning of an obstruction, except detonator(s), he shall stop his train immediately and act on advice of the person exhibiting warning signal or on the basis of obstruction noticed by him.

(5) In case no further details of exhibitions of warning signal are noticed, after stopping for one minute by day and two minutes by night to ascertain the location and / or cause of the warning, he shall proceed cautiously upto the next block station, keeping a sharp look out.

(6) The Loco Pilot shall acquaint himself with the system of working. Location of signals and other local conditions affecting the running of trains on a section or sections of the railway over which he is to work and if he is not so acquainted with any portion of the railway over which he is to work, obtain the services of a qualified railway servant who is conversant with it to assist him.

S. R. 3.78.01.— (a) (i) A Loco Pilot/Motorman, Asstt. Loco Pilot shall operate a minimum number of three trips initially for learning the road over which he has to work, so as to acquaint himself with the system of working, location of signals and other local conditions as required under GR. 3.78 (4). Conducting a trip in a section guided by either a Loco Inspector or a Loco Pilot shall also be construed as a "road learning trip" for this purpose. A competency certificate shall be issued, if found qualified, by a competent Railway official as may be nominated by the DME/DEE (OP). A record of all Competency Certificates issued to these categories of staff shall be maintained by the Loco Foreman or Shed Foreman for staff belonging to Diesel Locomotives and by the Traction Foreman (Running) for the staff belonging to electric traction.

(ii) In case a staff has not operated on a section for more than three months, he shall be given 'road learning trips' to refresh his knowledge of the road before he is allowed to work on the section, as per the schedule given below :—

RULES FROM G & SR BOOK

Provided that an engine crew may be allowed to work a siding without such road learning trips when they are guided by an authorised shunting supervisor as mentioned in SR 5.13.03. Such trip of a crew guided by an authorised shunting supervisor shall be construed as a "road learning trip" for the crew as required vide SR 3.78.01.

Duration of absence			*No. of trips*
3 to 6 month	…	…	One trip.
6 months to two years.	…	…	Two trips.
Over two years.	…	…	Three trips.

However, the learning road for engine Crew in respect of siding should be as follow :—

Duration of absence			*No. of trips*
6 months and above	…	…	One trip.

(iii) Any, additional trips considered necessary should be given with the approval of the controlling branch Officer of the Division.

(iv) The scale of trips mentioned in sub-rule (i) and (ii) above would apply to all systems of working.

(v) A register should be maintained at the crew booking point wherein before a Loco Pilot /Motorman, Assistant Loco Pilot takes over, he shall indicate and certify the date of his previous trip or learning trip on he section.

A record of the date of the last trip performed by the Loco Pilot /Motorman and Assistant Loco Pilot on different section should be maintained by the Loco foreman/Shed Foreman/Traction Foreman (Running) at the head quarters of these staff and updated every 1st day of the month, on the basis of these records, the shed in-charge should book the staff for learning road on the section where ever required.

(b) The4 Loco Foreman/Shed Foreman/Traction Foreman (Running) shall before booking any Engine crew to work any train, satisfy himself that the concerned staff is/are acquainted with the section over which he/they is/are required to work.

S.R. 3.78.02. — All Loco Pilot /Motorman/Asst. Loco Pilot who are required to work trains on sections having Automatic Block system of working shall be imparted one day's intensive course once in every six months, about the rules pertaining to this system. Thereafter, they shall be examined, and if found qualified, a certificate of competency shall be issued to each Loco Pilot /Motorman/Asst. Loco Pilot by a competent Railway official as may be nominated by DME/DEE (OP). A record of all such certificates issued in token of their knowledge and proficiency in these rules shall be maintained by Divisional Mechanical Motorman shall be put on duty on such section unless he possesses this certificate.

S.R. 3.78.03. — In thick, foggy or tempestuous weather impairing visibility or when the view of a signal is obstructed, the Loco Pilot shall whistle continuously (as per item 9 (a) of S.R. 4.50.01) and take every possible precaution including reduction of speed as necessary so as to have the train well under control and be able to stop short of any possible obstruction on the line.

S. R. 3.78.04 — The loco pilot shall take action in regard to speed of the train during fog as under :-

i) During fog when the Loco Pilot in his judgment feels that visibility is restricted due to fog, he shall run at a speed at which he control the train so as to be prepared to stop short any obstruction; this speed shall in any case not be more than 60 kmph.

ii) Loco Pilot to whistle frequently to warn the gateman (where provided) and road users of an approaching train at level crossings.

iii) In Absolute Block System the speed should not exceed 60 kmph as detailed at item (i) above.

RULES FROM G & SR BOOK

iv) In Absolute Block Territory the speed will be subject to the judgment of the Loco Pilot as mentioned in item (i) above and shall not exceed as under

a) After passing Automatic stop signal at 'Green', the speed not to exceed 60 kmph.

b) After passing an Automatic stop signal at 'Double Yellow', the speed not to exceed 30 kmph.

c) After passing Automatic stop signal at 'Yellow', the Loco pilot to run at a further restricted speed so as to be prepared to stop at the next stop signal.

3.79. Duties of Loco Pilot in respect of a Calling-on signal. —

The Loco Pilot of a train shall be guided always by the indication of the Stop signal below which the Calling-on signal is fixed. If this stop signal is at 'on', he shall bring his train to a stop. If he finds that the Calling-on signal is taken 'off', he shall, after bringing his train to a stop, draw ahead with caution and be prepared to stop short of any obstruction.

3.80. Duties of Loco Pilot when an approach Stop signal is 'on' or defective. —

(1) The Loco Pilot of a train shall not pass an Outer, a Home or Routing signal that refers to him when it is 'on' or defective, unless —

(a) He has, at a previous station, received notice in writing specifying that the signal is out of order and unless he also receives a proceed hand signal from a railway servant in uniform at the foot of such signal; or

(b) after coming to a stand, he is either given a written authority by the Station Master to proceed past such signal or is authorized by a Calling-on signal in the 'off' position or is authorised by the Station Master over the signal post telephone in accordance with special instructions.

(2) The Loco Pilot of a train while passing an Outer, a Home or a Routing signal, when it is 'on' or defective shall ensure that the speed of his train does not exceed 15 kilometres an hour.

S.R. 3.80.01. — Except in case of Automatic Stop signal, intermediate Block Stop Signal and Gate signal with 'G' marker Loco Pilots shall not pass a Stop signal in 'on' position or a defective signal unless authorized in accordance with GR. 3.69. and/or GR 3.70 and Subsidiary Rules thereto.

S.R. 3.80.02. — At a non-interlocked station on single line, if after a train has left the station, but before it has passed the Outer signal any danger be reported which should necessitate the stopping of the train, the Outer signal of the opposite direction, where possible, shall be worked up and down to attract the attention of the train staff. The Loco Pilot and Guard shall be watchful for this.

3.81. Duties of Loco Pilot when a departure Stop signal is 'on' or defective. —

(1) The Loco Pilot of a train shall not pass a departure Stop signal that refers to him, when it is 'on' or defective unless his train has been brought to a stop at the station where the defective signal is situated and he is authorised to do so —

(a) by a written permission from the Station Master, in addition, in the case of a Starter, or Advanced Starter protecting points, he shall not pass such a "Proceed" hand signal from a duly authorised member of the station shall posted at the signal, or

(b) by taking 'off' the calling-on signal, if provided under approved special instructions, vide sub-rule (2) of Rule 3.13.

(2) In the case of a last Stop signal, he shall not Pass such signal when 'on' or defective, unless he is also in possession of proper authority to proceed under the system of working.

S.R. 3.81.01.— The written permission to pass the defective departure signal shall be in the prescribed form T-369 (3b).

RULES FROM G & SR BOOK

3.82. Permission before entering on or crossing a running line. —

No Loco Pilot shall take his engine on or across any running line until he has obtained permission of the Station Master and has satisfied himself that all the correct signals have been shown.

S.R. 3.82.01. — Authority to enter or cross running line. —

No engine shall leave the Locomotive Yard for traffic lines or vice-versa, unless accompanied by and under the orders of a Traffic Pilotman. The Pilotman may be dispensed with when such movements are controlled by fixed signals.

3.83. Assistance of the engine crew regarding signals. —

(1) The Loco Pilot and or the Assistant Loco Pilot as the case may be, shall identify each signal affecting the movement of the train as soon as it becomes visible. They shall call out the aspects of the signals each other.

(2) The Assistant Loco Pilot shall, when not otherwise engaged, assist the Loco Pilot in exchanging signals as required.

(3) The provisions of sub-rule (1) and (2) shall in no way, absolve the Loco Pilot of his responsibility in respect of observance of and compliance with the signals.

S.R. 3.83.01. — (a) Where two or more lines diverge, the route indicated by the signal such as 'Main Home', "Loop Home', 'Main Starter', Loop Starter', etc. shall be called out and repeated.

(b) The Loco Pilot and the Assistant Loco Pilot shall also call out the speed limit as indicated in Engineering caution indicator and speed indicator boards.

(c) While identifying each signal and the Engineering indicators pertaining to the train Assistant Loco Pilot shall call out the aspect sighted by him to the Loco pilot who, after checking the aspect himself, shall repeat the same.

3.84. Duties of Loco Pilots as to signals when two or more engines are attached to train. —

When two or more engines are attached to a train, the Loco Pilot of the leading engine shall be responsible for the observance of and compliance with the signals and the Loco Pilot or Loco Pilots of other engine or engines shall watch for and take signals from the Loco Pilot of the leading engine except in cases where special instructions, are issued to the contrary.

S.R. 3.84.01. — When two engines are attached to a train, the Loco Pilot of the leading engine shall be in charge of the train and shall receive the Line Clear Token or Starting Order. The second Loco Pilot shall, however, satisfy himself that everything is in order, correct signals given etc.

S.R. 3.84.02. — When an extra engine is attached to any train in rear or front of the train engine, the Loco Pilot of the leading engine when ready to start shall sound one short whistle which shall be acknowledged by the Loco Pilot of the engine in rear.

Thereafter the rear engine shall start after sounding one long and one short whistle. The Loco Pilot of the leading engine shall not start unless the rear engine has felt whole weight of the train, whereupon the Loco Pilot of the leading engine shall put the engine on motion after sounding one long & one short whistle.

S.R. 3.84.03. — (a) On electrified sections extra electric engine may be attached to a train either for double heading or for banking. The leading Loco Pilot, who is in charge of the train, shall in such cases notch up until the train moves, the rear Loco Pilot assisting as required. As far as possible the leading Loco Pilot should be 4 notches ahead of the second Loco Pilot so as to ensure that field top notch is not entered simultaneously and thus to reduce surges. The rear Loco Pilot shall primarily observe his vacuum gauge and be prepared to switch 'off' power (if this is being applied at the time) should the needle make any movement back.

RULES FROM G & SR BOOK

(b) If however, the two engines work as multiple unit, the same shall be driven by only one Loco Pilot with single control and the normal rules of single engine shall apply synchronishing.

S.R. 3.84.04. — Double heading or banking by electric and diesel locomotives. —

(a) Except in special circumstances when it may not be possible to do so, the following procedure shall be adopted —

(b) In case of banking the rear electric locomotive shall be coupled to the train.

(c) In both the cases the Loco Pilot of the assisting engine should also observe the signals relating to electric traction same as the leading Loco Pilot.

S.R. 3.84.05. — For synchronising the raising and lowering of the pantographs the conventional code of communication between the leading and trailing Loco Pilots is to blow the whistles as follows : —

One long, one short and one long whistle (—O—) for lowering the pantograph, to be acknowledged by the other engine. Two long, whistles for raising the pantographs, to be acknowledged by the other engine.

S.R. 3.84.06. — Movement of diesel locomotives on electrified section shall be governed in accordance with the instructions laid down in the rule 0901-0908 of Manual ACTM and Operation.

3.85. — Reporting of defects in signals. —

(1) Should a Loco Pilot or a Guard observe that a signal is rendered imperfectly visible by branches of trees or by any other cause, or that a signal light is partially obscured or not burning brightly enough to give a clear aspect, he shall report the matter to the Station Master at the next station at which the train stops.

(2) When such a report is made by a Loco Pilot or a Guard, the Station Master shall take immediate steps to advise the Station Master concerned who shall get it rectified.

S.R. 3.85.01. — Loco Pilots, on observing any signal imperfectly showing its aspect, or on noticing any defect with a signal shall report the matter in the combined train report (T34, HF.) as also in the register maintained for this purpose in he Loco Shed, Loco/Traction Foreman shall bring the fact to the notice of Station Master, S.E. (Signal), S.E. (P. Way), and Divisional branch Officers concerned.

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RULES FROM G & SR BOOK

CHAPTER IV

WORKING ON TRAINS GENERALLY

A. TIMINGS AND RUNNING OF TRAINS.

4.01. Standard time. — The working of trains between stations shall be regulated by standard time prescribed by the Government of India, which shall be transmitted daily o all principal stations of the railway at 16.00 hours in the manner prescribed.

4.02. — Adherence to Advertised time. — No passenger train or mixed train shall be dispatched from a station before the advertised time.

S.R. 4.02.01. — Punctuality of trains. — Loco Pilots/Motorman must be on the alert and ready to start their trains immediately after they have received the Guard's signal and have satisfied themselves that the correct departure signals, if any, have been taken 'off' and is in receipt of correct "Authority to Proceed", but no train carrying passengers must be allowed to start before the departure time notified in the public time table.

4.03. Setting watch. — Before a train starts from a terminal or crew-changing station, the Guard shall set his watch by the station clock or the clock at the authorized place of reporting for duty and communicate the time to the Loco Pilot who shall set his watch accordingly.

4.04. Time of attendance for train crew. — Every Guard, Loco Pilot, Assistant Loco Pilot or shall be in attendance for duty at such place and at such time as may be prescribed by special instructions.

S.R. 4.4.01. — Every Guard, Loco Pilot, Assistant Loco Pilot shall report for duty at such place as may be ordered by the Divisional Railway Manager or by an Officer on his behalf.

S.R. 4.04.02. — (a) Every Guard of passenger train shall be in attendance of 30 mts. before the scheduled departure and 30 mts. After the arrival of the train.

(b) For trains other than passenger, the Guard shall be in attendance in accordance with instructions issued by the Divisional Railway Manager.

S.R. 4.04.3. — Engine Attendance. — (a) Every Loco Pilot and Assistant Loco Pilot shall "sign on" at such time in advance of the starting time of their trains, as the Divisional Railway Manager will notify. In the calculation of the time required, the following shall be allowed for : —

(i) 45 minutes for Multiple Unit Electric Engine and 30 minutes for Diesel Engine and single Unit Electric Engine, EMU and MEMU for examining and taking over the Engine in the shed after "Signing ON" duty.

(ii) Time as may be required for the journey between the shed/lobby and the train departure point.

They shall also remain with their Engines on arrival at the Shed/lobby for the purpose of examining their engine, booking repairs etc., as follows : —

15 minutes for Diesel Engine, single unit Electric Engine, EMU and MEMU.

30 minutes for multiple Unit Electric Engine.

RULES FROM G & SR BOOK

(b) In case of Multiple unit/Single Unit/Yard Pooling trains or Yard Pooling engines, every Loco Pilot and Assistant Loco Pilot shall 'sign on' at such time in advance of the scheduled departure time of their trains, as the Divisional Railway manager will fix.

4.05. Proper running line.— The Loco Pilot shall take his train along the proper running line.

4.06. Direction of running. —

(1) On a double line, every train shall run on the left hand line unless otherwise prescribed by special instructions.

(2) If there are two or more parallel lines, the direction in which trains are to run on each line shall be prescribed by special instructions.

S.R. 4.06.01. — (a) If there are two or more parallel lines, (two single lines or triple lines) between two stations, the direction in which trains are to run on each line shall be given in the Station Working Rules.

(b) On a double line section, if an accident or other obstruction precludes the use of one line, trains may run in accordance with the instructions contained in S. R. 6.02.01 and 6.02.06.

B. SPEED OF TRAINS

4.08. Limits of speed generally. —

(1) (a) every train shall be run on each section of the railway within the limits of speed sanctioned for that section by approved special instructions.

(b) The sectional speed sanctioned and permanent speed restrictions shall be shown in the Working Time Table.

(2) The Loco Pilot shall —

(a) regulate and control the running of the train according to Working Time Table, so as to avoid either excessive speed or loss of time, and

(b) not make up between any two stations more time than is allowed in this behalf in the Working Time Table, and shall also observe all speed restrictions.

(c) The Loco Pilot shall observe the sanctioned sectional speed except when either one speedometer in case of electric loco or two speedometers in case of other locomotives are defective. In such cases of defective speedometers both the maximum permissible speed and booked speed of coaching trains shall be reduced by ten per cent from the speed otherwise permissible.

(3) When it is necessary to indicate to the Loco Pilot where trains are run at a restricted speed or where trains have to come to a stop due to the line being under repairs or due to any other obstruction, action shall be taken as specified in Rule 15.09.

S.R. 4.08.01.— No Locomotive shall be turned out from the shed with deficient or defective speedometer. In case the speedometer becomes defective enroute, the Loco Pilot shall work the train at speed 10% less than the permissible speed by estimating the speed with the help of his watch, KM. posts & interstation running time given in the working Time Table.

RULES FROM G & SR BOOK

4.09. Caution Order. —

(1) Whenever, in consequence of the line being under repair or for any other reason, special precaution are necessary, a Caution Order detailing the kilometers between which such precautions are necessary, the reasons for taking such precautions, and the speed at which a train shall travel, shall be handed to the Loco Pilot at the stopping station immediately short of the place where such precautions are necessary, or at such other stations and in such manner, as prescribed under special instructions.

(2) Sub-rule (1) does not apply in the case of long continued repairs when fixed signals are provided at an adequate distance short of such place and have been notified to the running staff concerned.

(3) The Caution Order referred to in sub-rule (1) shall be on white paper in blue or black font or typed or made out on computers with the words **"CAUTION ORDER**" written on top of the form in bold letters of appropriate font size to draw attention distinctly and signed in full.

Provided that as a temporary measure the Caution Order may be on white paper with a green band running diagonally across the form.

S. R. 4.09.03. — (b) (ii) The Station Master of Notice Station shall issue 'NIL' Caution order to the Loco Pilots and the Guards of all trains leaving his station if he has received no intimation of any special precaution to be observed between his station and the next Notice Station of the train, in the direction of movement.

Note :— The Loco Pilot shall not start the train and the Guard shall not give signal to start the train from a Notice Station until they have received the Caution Order.

(c) In case of trains originating from station other than Notice Stations.—

In case of trains originating from a station which is not a Notice Station, the Station Master shall consult the Controller or the Traction Power Controller or the Notice Station in rear or the Notice Station in advance (on single line sections only) and issue Caution Orders upto the Notice Station in advance. However, when such information cannot be

collected by the station due to failure of communication with Control of the Notice Station in rear or the Notice Station in advance (on single line sections only) and it becomes absolutely necessary to start the train originating from the station, the train may be started after issuing a Caution Order for restrictions, if any, or a 'NIL' Caution Order upto the block station in advance giving a written advice to the Loco Pilot to stop at the Block station in advance and act upon the instructions available there. This procedure shall be followed till a station is reached which can obtain particulars of all restrictions upto the Notice Station in advance.

S. R. 4.09.05. — Service of Caution Order. —

(a) The Caution Order shall be delivered to the Loco Pilot and the Guard of a train by the Station Master either personally or through a competent railway servant deputed by him and the signatures of the Loco Pilot and the Guard obtained on the record foil in token of their having received and understood it. When more than one foil is served, each counter foil shall be signed by the Loco Pilot/Guard.

(b) In case a Loco Pilot is unable to understand the contents of the Caution Order, he shall call upon the Station Master to have it explaining. Under special instructions, the responsibility for explaining the contents of the Caution Order may be entrusted to the Guard of the train in big yards.

(c) **Change of train crew enroute. —**

In cased of change of train crew enroute, the Loco Pilot /Guard taking over charge shall taking over all Caution Orders relating to his train to acquaint himself to the conditions on the line, giving due acknowledgement to the Loco Pilot/Guard who is being relieved.

RULES FROM G & SR BOOK

(d) **Attaching of Assisting / Banking Engine enroute. —**

In case of an assisting or a banking engine being attached at a station enroute the responsibility for acquainting himself about restrictions shall lie on the Loco Pilot of such an engine who shall contact the train engine Loco Pilot or the Guard as case may be, and get the necessary information.

S.R. 4.09.09. — Record of caution orders.

(b) Similar records shall be kept at other places like control Offices, Loco Sheds, etc. also, where information this regard is received. —

For this purpose a Register shall be maintained separately for each section and the restrictions imposed posted in proper sequence according to kilometreage. Loco Pilots of outgoing trains shall sign in the appropriate Register maintained in the Loco Shed and the shift-in-charge shall sign in token of the Loco Pilots having noted the particulars of restrictions. In case of illiterate or semi-illiterate Loco Pilots and obtain their thumb impressions/signatures in the Register.

(c) Whenever any restriction has to be observed within Station limits, the site of restriction shall be specified in relation to station signals. This information shall, in each cases, be embodied in the message issued by the Engineering Official-in-charge of the work and in the Caution Order issued by the Station Master in respect of such restriction.

(d) The Loco Pilots and the Guards shall hand over the Caution Order to the Loco Foreman/Traction Foreman (RS) and Station Master, respectively, at the end of their journey, along with other train papers.

4.10. Limits of speed over facing points. —

(1) The speed of trains over non-interlocked facing points shall not exceed 15 kilometres an hour in any circumstances, and the speed over turn-outs and cross overs shall not exceed 15 kilometres an hour unless otherwise prescribed by approved special instructions, which may permit a higher speed.

(2) Subject to the provisions of sub-rule (1), a train may run over interlocked facing points at such speed as may be permitted by the standard of interlocking.

S.R. 4.10.01. — The speed of trains through facing points at interlocked stations, over 1 in 12 turnouts and crossovers shall not exceed 15 KMPH exceed in turnouts and crossovers provided with curve switches, where the speed will be 30 KMPH.

S. R. 4.10.02. - The speed of trains on 1 in 8½ turn outs shall not exceed 10 Kmph, except on curved switches where speed upto 15 Kmph is permitted. The permitted speed may be upto 30 Kmph on 1 in 8½ curved switches if laid as symmetrical split.

4.11. Limits of speed while running through stations. —

(1) No train shall run through an interlocked station at a speed exceeding 50 kilometres an hour, or such less speed as may be prescribed by approved special instructions unless the line on which the train is to run has been isolated from all other lines by the setting of points or other approved means, and interlocking is such as to maintain this condition during the passage of the train.

(2) In every case in which trains are permitted to run through on a non-isolated line, all shunting shall be stopped and no vehicle unattached to an engine or not properly secured in accordance with Rule 5.23 may be kept standing on a connected line which is not isolated from the through line.

RULES FROM G & SR BOOK

S. R. 4.11.01. — The speed of trains over interlocked facing points shall not exceed.

(a)	When interlocked to standard	I	—	50 kilometers per hour.
(b)	When interlocked to standard	II	—	75 kilometers per hour.
(c)	When interlocked to standard	III	—	Maximum permissible speed of the section as mentioned in the Working Time Table.

4.12. Engine pushing. —

(1) No engine or self-propelled vehicle shall push any train outside station limits except in accordance with special instructions and at a speed not exceeding 25 kilometres in hour :

Provided that this sub-rule shall not apply to a train the leading vehicle of which is equipped with driving apparatus and which may be operated under approved special instructions.

Provided further that this sub-rule shall not apply to an engine assisting rear of a train, which may be permitted under approved special instructions to run without being coupled to the train.

Provided also that no train which is not equipped with continuous vacuum/air brake shall be pushed outside station limits except in case of emergency.

(2) Provided further that a ‘Petrol’ or “Search light” special with one or more vehicles in front of the engine may be permitted to run at a maximum speed of 40 kilometres an hour.

(3) For movement of trains outside station limits with engine pushing during night or in thick, foggy or tempestuous weather impairing visibility or where otherwise prescribed by special instructions, the leading

vehicle of such trains shall be equipped with the prescribed head light and marker lights except in case of emergency.

(4) When trains are worked as described in sub-rule (1) and (2), the engine pushing the load when it is the rearmost, or the rear most vehicle if any, shall carry a tail board or a tail lamp.

S.R. 4.12.01.— (a) Whenever due to unavoidable circumstances, it becomes necessary for a train other than a train which has been permitted in advance to work and return on the same line back to the station from which it left with the engine pushing it, the Guard may authorise the Loco Pilot to do so by issuing a written memo provided—

(i) He has received an assurance from the Station Master of the Block Station from which the train has left, either (a) on the portable telephone, if available, or (b) by sending the Assistant Loco Pilot or any other railway servant, as may be available, to the nearest Station Master to obtain written permission or (c) by sending information through the Guard/ Loco Pilot of any train passing over the adjacent line with the written permission through one of the station staff.

(ii) The Guard and Loco Pilot shall comply with the provisions of sub-rule (2) and (3) of General Rule 4.12.

(iii) After permission to push back is obtained, at night or if the view ahead is not clear, the Assistant Loco Pilot/any other competent Railway servant shall be sent with Hand signal who shall proceed at an adequate distance in advance of the leading vehicle to pilot the train, and

(iv) The Guard shall travel in the leading brakevan ensuring caution and shall be prepared to apply the brakes as the circumstance may warrant.

Provided that if the leading vehicle is not a Brakevan, the Guard shall travel in the leading vehicle or nearest vehicle there to which is fitted with means to bring the train to a stop.

(b) The Loco Pilot may push back the train at walking pace and shall bring it to a stop outside the first Stop signal on single line section or the first Stop signal pertaining to the correct line/last Stop signal pertaining to the wrong line whichever the leading vehicle may come across first on a double line section.

When the train is piloted in terms of para (iii) of Sub-rule (a) above the Pilotman shall assist the Loco Pilot by showing Stop hand signal short of the aforesaid signal.

(c) The pilotman must show Stop hand signal short of the—

(i) first Stop signal on a single line section, or

(ii) first Stop signal pertaining to the correct line/Last stop signal pertaining to the wrong line, whichever the leading vehicle may come across first on a double line section, so as to enable the Loco Pilot to bring the train to a stop.

After the train has been brought to a stop the Loco Pilot shall sound the Engine whistle code – “continuous”.

The Station Master may receive the train in the manner normally laid down for reception of the train but in case of rain pushing back on he wrong line on a double line section, reception should be arranged in the same manner as when single line working is introduced on the double line section.

“In reference GR 4.12 (2), viz.Patrol or Search light special one or more vehicles in front of engine may be permitted to run at a maximum speed of 40 kmph.”

S.R. 4.12.02. — A Patrol or Search light special with engine leading or a light engine/a goods train working as pilot train (e.g. in advance of specified passenger-carrying train, on account of perceived security concerns, etc.) may be booked to run either at its maximum permissible speed observing all other restrictions, if any, in force over the section or at such lower speeds as are specifically stipulated in the context of exigencies that mandated their ordering in the first place.

C. EQUIPMENT OF TRAINS AND TRAIN CREW

4.14. Head light and marker lights.—

(1) A train shall not be worked at night or in thick, foggy or tempestuous weather impairing visibility or in long tunnels, unless the engine carries an electric head light of an approved design and, in addition, two oil or electric white marker light.

(2) An engine employed exclusively on shunting at stations and yards shall, at night or during thick, foggy or tempestuous weather impairing visibility, display such head lights as are prescribed by the Railway Administration, and exhibit two red marker lights in front and in rear.

(3) The electric head light on the engine shall be fitted with a switch to dim the light and shall be dimmed -

(a) when the train remains stationary at a station ;

(b) when the train is approaching another train which is running in opposite direction on double or multiple track of same or different gauges ; and

(c) on such other occasions as may be prescribed by special instructions.

RULES FROM G & SR BOOK

(4) In case the electric head light fails or a train has to be worked with the engine running tender foremost in an emergency, the engine shall display the two oil or electric white marker lights referred to in sub-rule (1) pointing in the direction of movement and the train shall run at a speed prescribed by special instruction.

(5) In case of defective electric head light of Locomotive running in a section provided with reflective type of engineering fixed signal, during night of thick foggy weather impairing visibility on BG and MG, the Loco Pilot shall work the train cautiously at a speed not exceeding the severest temporary speed restriction imposed in the block section or 40 KMPH whichever is less.

(6) Coaching Locos should not be turned cut from home shed if the speedometers recorders are in defective condition. In case of speedometer recorder becoming defective during the run, the train should run at a speed prescribed by special Instructions.

S.R. 4.14.01.— (a) The following are the normal Head and Marker lights on the engine while working in traffic and loco limits :-

	Description of Engine	**Engine lights in front**		**Engine marker lights in rear**	
(i)	All trains on Double/ single/Multiple lines.	(w) (w)	(w) (w)	—	
(ii)	Shunting Engine or Engine employed in shunting.	(R)	(w) (R)	(R)	(R)
(iii)	Failure of Head light.	(w)	(w)	—	
(iv)	Light/coupled light Engine.	(w)	(w)	—	

(v)	Engine moving in Loco Yards.	(R)	(w)	(R)	(R)	(R)

Note : W :— White. **R :—** Red

(b) No train shall be worked at or out of an engine/crew changing station with defective head and marker light.

(c) (i) In case the head light goes out of order after leaving engine/crew changing station, the Loco Pilot shall work the train at night or during thick, foggy, tempestuous weather or inside long tunnel cautiously ensuring that proper marker lights are burning, upto the first available point where facilities exist for necessary repairs at a speed not exceeding 20 kilometres per hour on the broad gauge. He shall also sound the engine whistle frequently.

(ii) The Loco Pilot shall also hand over a written memo to the Station Master of the next station for necessary repairs of the head light at the first point where facilities exist for such repairs.

S.R. 4.14.02.— The Loco Pilot shall dim the Electric Head light on their engine in the following cases also :—

(a) when it is necessary to avoid running into dazzled cattle/human beings.

(b) to spot the light indication of a signal.

(c) when employed in shunting operation or in Loco yards.

RULES FROM G & SR BOOK

S.R. 4.14.03.— The electric head light when dimmed in accordance with General Rule 4.14 (3) (b), shall be switched on again when the engines are abreast.

4.15. Tail and side lights.—

(1) At night or in thick, foggy or tempestuous weather impairing visibility, no train shall be worked outside station limits unless it has —

(a) In the case of an engine with vehicles attached, save in a case to which sub-rule (2) applies, atleast one red tail light, and two side lights showing red towards the rear and white towards the engine :

Provided that provision of side lights on goods trains and Electric Multiple Unit trains may be dispensed with,

(b) in the case of a single engine without vehicles attached atleast one red tail light ; and

(c) in the case of two or more engine coupled together without vehicles attached, atleast one red tail light affixed to the rear engine.

(2) A colliery pilot, i.e. a train used for collecting or distributing vehicles in colliery sidings, when working in a block section or in the colliery siding taking off from a block section, need carry a red tail light only as it enters or leaves the block station, at either end of such block section, provided that special instructions are issued to ensure that no other train is permitted to proceed into the section until the Guard of the colliery pilot has certified that he has left no vehicle obstructing the block section in which he has been working.

(3) When train may run in the same direction on parallel lines, the side lights mentioned in clause (a) of sub-rule (1) may be arranged in accordance with special instructions.

(4) When a train has been shunted for a following train to pass, the tail and side lights mentioned in clause (a) of sub-rule (1) shall be dealt with in accordance with special instructions.

(5) Within station limits or in a siding, an engine employed in shunting shall have tail lights in accordance with special instructions.

S.R. 4.15.01.— When the number of tracks on any section permits under normal working conditions, of two trains running in the same direction at the same time, the brakevan side lamp adjacent to the other line shall show a white light to the front and rear while passing over such section.

S.R. 4.15.02.— When a train is shunted or detained at a station to allow a following train to proceed it, the Guard of the former train shall as soon as the train is clear of the running line, reverse his brake-van side light next to the line, on which the following train is to pass, to show white towards the rear and red towards his train engine. Immediately after the passage of the following train is complete, the Guard shall replace the altered side light to its normal position showing red to the rear and white towards the train engine.

S.R. 4.15.03.— Special instructions as required under sub-rule (2) of Rule 4.15, are given in Block Working Manual.

RULES FROM G & SR BOOK

4.16. Tail Board or Tail Lamp.—

(1) In order to indicate to the staff that a train is complete, the last vehicle shall, except as provided for in sub-rule (2), be distinguished by affixing to the rear of it—

(a) by day, a tail board of approved design or a red painted tail lamp of approved design which may be unlit, or

(b) by night, as well as in thick, foggy or tempestuous weather impairing visibility during day, a red tail lamp of approved design displaying a flashing red light to indicate last vehicle check device, or

(c) such other device as may be authorised by special instructions.

(2) A colliery pilot, i.e., a train used for collecting or distributing vehicles in colliery siding, when working in a block section or in the colliery sidings taking off from a block section, need carry a tail board or tail lamp, or such other device as may be authorised by special instructions, only as it enters or leaves the block station at either end of such block section, provided that special instructions are issued to ensure that no other train is permitted to proceed into the block section until the Guard of the colliery pilot certifies that he has left no vehicle obstructing the block section in which he has been working.

(3) In emergencies only, and under special instructions in each case, a red flag may be used in lieu of a tail board or an until tail lamp.

S.R. 4.16.01.— (a) In order to indicate to the staff that a train is complete, the last vehicle shall be distinguished by affixing to the rear of it—

(i) by day, a tail board of approved design, or

(ii) by night as well as in thick foggy or tempestuous weather impairing visibility or inside tunnels during day, a red tail lamp of approved design which shall be lit.

(b) With Electric Multiple unit (EMU / MEMU / DMU) train during the day, the last vehicle shall show a red cross against white background at the right hand bottom corner. At night, as well as in thick, foggy or tempestuous weather impairing visibility, a red light shall be shown, in addition to this red cross at the tail end. This red light may be of static or flashing mode.

(c) Guards shall ensure that the last vehicle indication as mentioned in clause (a) and (b)of Sub-rule (1) of General Rule 4.16 and sub-rule (a) of SR 4.16.05 is not given in any other part of the train other than the tail end of the last vehicle.

S.R. 4.16.02.— "The red body light fitted at the rear of the SLRs should be extinguished when Inspection Carriage / any other vehicle is attached in rear of the SLR under SR. 4.24.01. Guard should ensure that this is done."

S.R. 4.16.03.— Guards when working trains on double line/multiple lines, shall observe the last vehicle indicator of passing trains and report at the next station if it is not visible.

S.R. 4.16.04.— The front portion of the tail lamp including the lens holder should be finished in signal red enamel and the rest in black enamel from outside.

S.R. 4.16.05.— (a) A red flag in lieu of tail board or an unlit tail lamp may be used only in exceptional circumstances with proper authorisation.

In then event of such a contingency, the Section Controller shall advise by a control order all Station Master on the section.

(b) In the absence of such authorisation the Station Master shall stop the train in order to confirm the complete arrival of the train and also obtain in writing the reasons for the use of the flag from the Guard. The Station Master shall then inform the fact to the Section Controller enabling him to issue control order to other stations on the run of the train.

RULES FROM G & SR BOOK

(c) For inter-Divisional trains, whenever permission is given under sub-rule (a) above, or in the case of sub-rule (b) above, the Section Controller shall also advise the concerned Divisional Control so as to enable the latter to initiate action as indicates sub-rule (a) above.

(d) On non-controlled section or in the absence of means of communication with the higher authorities or during the suspension of control circuit, the Station Master shall obtain from the Guard the reasons in writing for using the red flag and relay the fact the line clear message and through the departure report in sections under Automatic Block system.

(e) In the case of sub-rules (b) & (c) above, the Station Master shall also send a special report to the Divisional head quarters.

(f) The use of red flag in lieu of tail board or an unlit tail lamp should normally be resorted to with the prior approval of DOM or DSO concerned.

4.18.— Means of communication.—

(1) No passenger train or mixed train shall be dispatched from any station, unless every passenger carriage is provided with means by which communication can be made with the Guard or the Loco Pilot.

(2) Sub-rule (1) shall not apply to—

(a) passenger or mixed trains in case of complete or partial failure of vacuum ; and

(b) such particular trains as may be exempted under approved special instructions.

(3) If a Railway Administration is satisfied that mischievous use of the means of communication referred to in sub-rule (1) is prevalent, it may not with standing anything contained in that sub-rule, direct the disconnection, for the time being, of the means of communication provided in all or any passenger carriage in any such train.

(4) A goods vehicle in which passengers are carried is not a "Passenger carriage" within the meaning of this rule.

S.R. 4.18.01.— (a) On noticing the fall of pressure in the vacuum gauge, the Loco Pilot shall take immediate steps to bring the train to a stop clear of bridges and tunnels etc. if possible. The Loco Pilot shall also signal the Guard with the prescribed engine whistle. Whistle shall be repeated by the Loco Pilot until the Guard acknowledges the same

by showing his red hand signal. In the event of the Guard first noticing the fall of pressure in the gauge, he shall apply the vacuum brake very cautiously, so as to avoid parting of train.

Note :- In case of EMU / MEMU / DMU trains, the Motorman and Guard shall take similar action as indicated in sub-rule (a) above, on hearing the alarm sound.

(b) Immediately the train is brought to a stop, the Guard, Assistant Loco Pilot and the Ticket checking staff on duty with the train shall proceed at once to the carriage from which the alarm chain has been operated to render necessary assistance.

(c) If the train does not stop promptly after applying the Guard's van valve handle to stop the train or on receipt of a complaint from a passenger that the inter-communication apparatus does not operate properly, the Guard shall report the occurrence through the Station Master of the next stopping station so as to inform the Train Examiner of the first available station ahead to examine the train. A report should also be made to the Divisional Operations Manager.

S.R. 4.18.02.— When the inter-communication apparatus is disconnected in any of the passenger carriages of a train in accordance with sub-rule (3) of General rule 4.18 the Train Examiner, in the interest of safety of Lady passengers and Railway Mail services shall abstain from disconnecting the inter-communication in respect of coaches or compartments reserved for Ladies, Railway mail service and also ordinary bogie when utilised as partially / fully for carrying mails. The Station Master shall issue caution order asking the Guard and Loco Pilot to exercise greater vigilance in working the train.

RULES FROM G & SR BOOK

4.19. Guard's and Loco Pilot's equipment.—

(1) Each Guard and Loco Pilot shall have with him while on duty with his train, the following equipment—

(a) a copy of these rules or such portions there of as have been supplied to him under Rule 2.01.

(b) a copy of the Working Time Table and all correction slips and appendices, if any, in force on that section of the railway over which the train is to run,

(c) a hand signal lamp.

(d) a whistle (for Guards only),

(e) a red flag and a green flag,

(f) a stock of detonators sufficient to comply with the relevant rules as may be prescribed by special instructions.

(g) a first aid box (for Guards of passenger carrying trains only), and

(h) such other articles as may be prescribed by the Railway Administration in this behalf.

(2) If any Guard or Loco Pilot is not in possession of any article mentioned or referred to in sub-rule (1), he shall report the fact to his superior who shall make good the deficiency.

(3) Each Guard and Loco Pilot shall have with him while on duty with his train, two pairs of such spectacles as he is required to wear under medical advice.

Note :— Each Guard and Loco Pilot should also be in possession of a watch in addition to the equipment prescribed in sub-rule (1).

S.R. 4.19.01. (a) Each Guard shall have with him, while on duty with his train, the following equipment :-

(i) Personal equipments of the Guard's working Mail / Exp. / Passenger trains.

Srl. No.	Name of Item
1.	Torch cum flashing Hand Signal Lamp - One
2.	2 Red Flags and one Green Flag mounted on stick

3. Detonators – 10 in one case
4. Hand Books for Guards & Loco Pilots – One copy
5. Working Time Table with all correction slips and appendices, if any, in force on that section over which the train is to run – One copy
6. Whistle – One
7. Flashing Tail Lamp – One
8. Rough Journal – One
9. Guard's Certificate Book – One
10. Guard's Memo Book – One
11. Padlocks (3 Nos. – 2 large and 1 small)
12. Carriage Key – One
13. ACP Resetting Key – One
14. Complaint / Suggestion Book – One
15. Chain with a suitable lock for securing brief case – One

RULES FROM G & SR BOOK

(ii) Personal equipments for the Guard's working Goods Train.

Srl. No.	Name of Item
1.	Torch cum flashing Hand Signal Lamp - One
2.	2 Red Flags and one Green Flag mounted on stick
3.	Detonators – 10 in one case
4.	Hand Books for Guards & Loco Pilots – One copy
5.	Working Time Table with all correction slips and appendices, if any, in force on that section over which the train is to run – One copy
6.	Whistle – One
7.	Flashing Tail Lamp – One
8.	Rough Journal – One
9.	Guard's Memo Book – One
10.	Padlocks (3 Nos. – 2 large and 1 small)
11.	Air Pressure Gauge with quick coupler – One
12.	Chain with a suitable lock for securing brief case – One

(iii) Each Guard while working suburban / local trains shall carry with them the following equipment :-

1. Torch cum flashing hand signal lamp - One
2. Two red and one green hand signal flags.
3. Aluminum telescope pipe flag sticks with cap – 2
4. Detonators – 10 in one case
5. Complaint / Suggestion Book – One
6. Carriage Key – One
7. Hand Books for Guards & Loco Pilots – One
8. Guard's Memo Book – One
9. Working Time Table with all correction slips and appendices, if any, in force on that section over which the train is to run – One copy
10. Chain with a suitable lock for securing brief case – One
11. Rough Journal – One
12. Guard's Certificate Book – One

(iv) Each Asst. Guard while on duty must be in possession of the following :-

1. Working Time Table with all correction slips and appendices, if any, in force on the section of the railway over which the train is to run – One copy
2. Red and Green hand signal flag – One each
3. Torch cum flashing hand signal lamp - One
4. Detonators – 10 in one case
5. Padlock – 3
6. Chain with a suitable lock for securing brief case – One
7. Whistle – One

Note :- (i) Vacuum Gauge will be issued to outgoing Guards of vacuum Goods trains by the concerned lobby and deposited back.

(ii) The unlit red painted flashing tail lamp shall be used in lieu of tail board as per GR 4.16 (I) (a).

(iii) The above standardised personal equipments of Guards & Asst. Guard shall be carried in a Brief Case by the Guard / Asst. Guard himself.

RULES FROM G & SR BOOK

(b) Each loco pilot shall have with him while on duty with his Engine /Train, the following equipment :-

i) Hand Books for Guards & Loco Pilots – One
ii) Working Time Table with all correction slips and appendices, if any, in force on that section over which the train is to run – One copy
iii) Torch cum flashing hand signal lamp - One
iv) Two red flags and a green flag with mounted on stick – One
v) Detonators – 10 in one a case
vi) Loco Pilot's Note Book – One
vii) Engine tools as per prescribe.
viii) Traction Operating Manual Part – I & II (for Elect. Loco Pilot's only) – One

(c) Each motorman while on duty with his train, shall have with him the following equipment :-

(i) Screw driver— One,
(ii) Cutting Pliers — One,
(iii) Green hand signal flag — One,
(iv) Red hand signal Flag — Two,
(v) Trouble shooting directory — One,
(vi) Hand Book for Loco Pilot & Guards — One,
(vii) Traction Operating Manual (Part I & II)— One,
(viii) Wooden Plug — Two,
(ix) Personal log book — One,
(x) Torch cum flashing hand signal lamp – One,
(xi) Detonator — 10 in a case,
(xii) EMU keys — 4 Nos.
(xiii) Working Time Table with all correction slips and appendices, if any, in force on that section over which the train is to run – One copy .

(d) (i) Each Guard / Asst. Guard / Loco Pilot / Asst. loco Pilot if required to use pairs of spectacles under medical advice, shall at a time while on duty, carry with him a spare pair of the prescribed optical characteristics. If he is permitted to use separate pairs of spectacles for near and distant vision, then must carry a spare pair of each.

(ii) While signing the Appearance Register at the place of reporting for duty, he shall record that he is carrying one spare pair of spectacles The Supervising official should verify the statement before the countersigns the Appearance Register.

S.R. 4.19.02. All trains carrying passengers shall carry the following equipment in the brakevan.

(i) Ambulance Stretcher – One.
(ii) Portable telephone of the prescribed type – One.
(iii) Fire extinguishers two each in front and rear brakevans.
(iv) Emergency lighting equipment – One set each in front and rear brakevans.
v) Two wedges (on Broad Gauge) or two scotch blocks (in narrow guage).
vi) First aid box – one

Note :- (i) The equipment mentioned vide (i), (ii), (iv) and (v) of S. R. 4.19.02 need not be provided in the Guards compartment of EMU trains on Howrah-Kharagpur Section.

RULES FROM G & SR BOOK

(ii) All brake-van equipment shall be supplied at the starting station and shall be carried through to destination on this railway or to the Junction Interchange point with other railways unless otherwise prescribed. The equipment issued shall be entered in the Train report (T34HF) by the Guard.

(iii) A register shall be maintained at the train originating station, in which all trains carrying passengers and the equipment supplied in the brakevan of each such train shall be recorded and Guard's acknowledgement obtained. In case any item is not supplied, suitable remarks stating the reasons thereof, shall be recorded. The official-in-charge of such train originating station shall inspect the register frequently to see that the equipment detailed above have been supplied.

S.R.4.19.03– Each Electric Locomotive shall be equipped with the following items :-

(a) A Field telephone.
(b) Universal plier.
(c) Adjustable wrench.
(d) Screw driver.

4.20. Manning of engine in motion :-

(1) Except when otherwise provided by special instructions, no engine shall be allowed to be in motion on any running line unless the Loco Pilot as also the Assistant Loco Pilot are upon it.

(2) Subject to the provision of sub-rule (3) in no circumstances shall a person other than the Loco Pilot or a railway servant duly qualified in all respects, drive an engine on any running line.

(3) If a Loco Pilot becomes incapacitated while the engine is in motion, the Assistant Loco Pilot if duly qualified, may work the train to the next station cautiously and where the Assistant Loco Pilot is not duly qualified he shall bring the train to a stop and send a message to the Station master of the nearest station to make arrangements for a Loco Pilot to take over the train and for so doing he may take the assistance of the Guard.

S.R.4.20.01:- (a) When working a train under the provisions of sub-rule (3) of General Rule 4.20 the speed of the train shall not exceed 25 kilometres per hour and on arrival at the next station, the fact shall be reported to the Station Master.

(b) The Station Master shall, in consultation with the Section Controller arrange to utilize the Loco Pilot of the first available Goods train/Light engine if the affected train is of more importance. Otherwise the affected train shall be shunted into a suitable line and shall remain under the charge of the Assistant Loco Pilot till relief arrives.

4.21. Driving an electric train :-

(1) In the case of electric trains, the Loco Pilot shall be in the leading driving compartment when the train is in motion or when the train is standing on any running line except as otherwise prescribed in these rules.

(2) (a) In the case of single or multiple unit train if the driving apparatus in the leading Driving compartment becomes defective, the train shall be driven cautiously from the nearest driving compartment which is serviceable; in this event, the Guard shall travel in the leading driving compartment and shall convey the necessary signals to the Loco Pilot; the Guard shall also sound the horn or whistle as necessary and apply the brake in case of emergency and shall be responsible for stopping the train correctly at signals, stations and obstructions.

(b) In the case of an electric engine, if the leading driving compartment becomes defective, the train shall be driven from the trailing driving compartment by the Assistant Loco Pilot if he is duly qualified to drive; and the Loco Pilot shall remain in the leading driving compartment, and shall be responsible for the correct operation of the train.

RULES FROM G & SR BOOK

S.R. 4.21.01:- (a) When an electric engine cannot be driven from the leading driving compartment or in case of EMU trains, if the driving apparatus in the leading driving compartment becomes defective, the Loco Pilot / Motorman shall arrange to inform the fact to the Traction Loco Controller and the Deputy Chief Controller.

(b) (i) When working a train or engine under sub-rule 2 (b) of G.R. 4.21, the speed of the Engine/Train must no exceed 40 kilometres per hour.

(ii) The train shall be moved in the manner as prescribed in sub-rule (1) above, till such time a relief engine is arranged by the Traction Loco Controller in consultation with the Deputy Chief Controller.

(c) In case of Single or Multiple Unit trains, the Motorman shall also inform Tikiapara Car Shed. The train shall be moved in the manner prescribed in General Rule 4.21 (2)(a) at a speed not exceeding 40 kilometers an hour. After detraining the passengers, at the destination or other station, according to the instructions received, the train shall be taken to the nearest siding for examination.

(d) In case horn/whistle of the driving cabs of an engine becomes defective in the section the loco pilot will run the train/engine at 40 kmph in day time upto the destination or till the defect is rectified and at night he will only clear the section at a speed not exceeding 40 kmph.

During run, the whistle/horn as prescribed in SR 4.50.01 should be followed by Assistant Loco Pilot from the rear cab only.

4.22. Riding on engine or tender:-

(1) Except as may be permitted by special instructions, no person other than the engine crew shall be authorised to enter any driving compartment of a single or multiple unit train or a propelled by electric diesel or petrol engine.

(2) No unauthorised person shall manipulate any apparatus contained therein.

S.R.4.22.01:- In addition to the engine crew the following persons may ride on the engine or any driving compartment of EMU trains or of electric or diesel locomotive :-

(a) An Officer holding a metal pass

(b) An Officer or Inspector whose pass is specially endorsed by the Chief Electrical Engineer / Chief mechanical Engineer / Divisional Railway manager.

(c) Guards in an emergency.

(d) Traffic staff when performing shunting or when piloting.

(e) Staff proceeding to attend an accident.

(f) Normally not more than 3 (three) persons other than the Engine / Train Crew shall be permitted to travel in the cab.

S.R.4.22.02. :- (a) If a Loco Pilot has not driven an Electric Engine or Single / Multiple unit train for six months he shall be re-examined after a refresher course and his certificate of competency endorsed before he is allowed to drive again.

(b) When specially authorised by Divisional Electrical Engineer (OP) a trainee for driving electric engine / single or multiple unit trains, may manipulate the Driving apparatus of such engine under supervision of a duly qualified Instructor or Loco Pilot specially nominated for the purpose by an Officer of Electric Rolling Stock. Supervising Instructor or the nominated Loco Pilot shall be responsible for keeping a continuous watch over the trainee and keep himself in readiness to take any action that may be required to control the train in an emergency.

(c) No person shall be allowed to move any electric Rolling Stock even within the limits of Loco Shed and stabling sidings unless he has been certified competent to do so by the Divisional Electrical Engineer or Assistant Electrical Engineer (Rolling Stock) of the concerned Shed.

RULES FROM G & SR BOOK

4.23. Brake-vans :-

(1) No train shall be allowed to enter a block section, unless one or more brake- vans or hand braked vehicles are attached to it, except in emergency or as provided for under special instructions.

(2) This rule does not apply to railcars, light engine or light engines coupled together.

S.R.4.23.01. - An inspection Carriage or a Crew Rest Van coupled in rear of an engine may be dispatched from a station without a brake-van in rear, provided that such vehicles are equipped with active vacuum brake apparatus and provided that the last vehicle indicator as prescribed in G.R. 4.16 and Subsidiary Rules thereto is provided at the tail end of the rearmost vehicle.

S.R.4.23.02. - In an emergency or under special instructions issued in each case, or in sections specially notified in advance if it becomes necessary to run a train without a brake-van it shall be ensured that the train is provided with continuous and effective vacuum from engine to the rearmost vehicle. The Train Examiner must mention the number and description of the rearmost vehicle in the vacuum brake certificate (Mech./V5) issued for such train. In addition the following procedure shall be observed :-

(a) The Guard of the train shall relay the last vehicle number from the originating station of such train on the telephone to the Section Controller and in writing to the Station Master of the originating station.

(b) Last vehicle indicator as indicated in sub-rule (a) of S.R. 4.16.01 shall be fixed at the tail end of the rearmost vehicle by the Guard.

(c) Last vehicle number of such train shall be repeated in the Line Clear enquiry and reply messages.

(d) The Station Master on duty as well as the person incharge of the Cabins, where provided, shall ensure that the train is provided with last vehicle indicator as per sub-rule (b) of SR 4.23.02 before closing of the block section in rear and before signaling “Train Entering Block Section” to the Block Station in advance.

(e) When a train is running without a brake van in rear but fitted with L. V. indicator in the rear end of the rear most vehicle, the Train shall pas through the station during night, thick, foggy or tempestuous weather provided the last vehicle indicator is clearly visible. In case the last vehicle Indicator is not visible, action should be taken as per para (f) below –

(f) If the Station master is unable to see the last vehicle Indicator of a through passing train running without brake van, he shall at once inform the Station Master of the block station in advance to stop and examine the train. Until the train out of section report is received from such a block station in advance, the Station Master of the block station at which the train has run trough shall not signal ‘train out of section’ to the block station in rear.

(g) Before reporting the arrival/departure particulars to the Section Controller, the Station master must ensure that the train is provided with last Vehicle Indicator at the rear end of the train.

(h) The section controller shall keep a record in his train control chart about the vehicle number of the train running without brakevan and fitted with last vehicle Indicator repeated by the Guard/Station Master at the Originating station as per SR 4.23.02(a). If for any reason the Last Vehicle Indicator could not be seen at any station and on getting the information from the Station Master of such a station, the section Controller shall immediately advice the Station Master in rear of such station not to give or take line clear for any train to move over the same block section and shall initiate action to stop running of trains over the adjacent line/lines.

The Section Controller shall at once advice the Station Master immediately in advance of such station at which the discrepancy is detected, to stop the train and examine the correctness of the last vehicle number and Indicator.

(i) The Guard shall travel on the engine. All other rules as may be applicable to him shall devolve on him except General Rule 4.46, 4.47 and 6.08 (1) (b) with subsidiary Rules thereto and S.R. 4.42.01 (a).

Note : In Automatic Block System, or in case of Intermediate Block signaling, a second train shall not be allowed to leave the same Block Station unless the previous train which has been allowed to leave without a brake-van arrives at the next Block Station complete except in case of an accident or failure of the train.

4.24. Position of brake-van on train – Unless it be otherwise directed by special instructions, one brake-van shall be attached to the rear of the train, provided that reserved carriages or other vehicles may, under special instructions, be placed in rear of such brake-van.

Note : (i) A vehicle on which last vehicle indicator cannot be provided shall not be permitted to run as the last vehicle of a train.

(ii) Attachment of engine in rear of a rain shall be governed by G. R. 3.84 and Subsidiary Rules thereto.

4.25. Guards –

(1) Except under special instructions or in an emergency, every running train shall be provided with one or more Guards.

(2) The Guard of a running train shall travel in his brake-van, except –

(a) in an emergency, or

(b) under special instructions.

(3) When a train is worked without a Guard, such of his duties as can be performed by the Loco Pilot shall devolve on him as may be specified by special instructions.

S. R. 4.25.01 - If a train is to run in accordance with the provisions of S. R. 4.23.02, the Guard shall travel in the engine.

S. R. 4.25.02 - In an emergency or under special instructions issued in each case if it becomes necessary to run a train without a Guard it shall be ensured that the train is provided with continuous and effective vacuum from the engine to the rearmost vehicle which may be a brake-van. If a Guard is not provided at the originating station of the train, the Train Examiner shall mention the number and type of the rearmost vehicle in the vacuum brake certificate (Mech./V5) issued for such train. But in case no Guard is provided at any intermediate point such as at Crew changing station, the Loco Pilot on being informed by the Station Master, shall examine the brake-power of the train and also ensure that the rearmost four pistons are in proper working order. Further to the observance of the above, sub-rules (d), (e), (f), (g) and (h) of S.R. 4.23.02 shall be applicable. In addition the following rules shall also be observed.

(a) The last vehicle indicator as indicated in sub-rule (a) of S.R. 4.16.01 shall invariably be fixed at the tail end of the rearmost vehicle by the Loco Pilot.

(b) A caution order shall be issued to the Loco Pilot with necessary endorsement for running of the train without a Guard and also indicating the last vehicle number.

(c) (i) Running of the train without Guard as well as the last vehicle number shall be mentioned in each line clear and reply message or with the departure report while working trains on Automatic Block system.

(ii) The Station Master on duty at the station either originating or enroot from where the guard is not provided shall relay such information to the section controller with an endoesement in the station dairy. The section controller on duty shall keep a record to this effect in his train control-chart. He will also inform the station master of the station of the next guard changing point or the destination station within the Division in advance.

(d) The Loco Pilot shall be responsible to take with him the vehicle consist of such train. The duties devolve on the Guard for protection of the train laid down in GR 4.44, 6.03 and 9.10 shall devolve on the Loco Pilot.

Note : In Automatic Block system or in case of Intermediate Block Signalling, a second train shall not be allowed to leave the same block station unless the previous train which has been allowed to leave without a Guard, has arrived at the next block station complete except in case of an accident or failure of the train.

S. R. 4.25.03 - No person shall be allowed to work as a Guard unless he has qualified in the duties of a Guard. In addition, he has to learn the section over which he has to work the train.

RULES FROM G & SR BOOK

The section learning trips for Guards shall be as follows :-

i) Guards (initial appointees after completion of training at ZRTI / Sini) – 3 trips.

ii) All other Guards – one trip

iii) guards not operated on a section for more than six months – one trip.

However, in emergency a Guard may be allowed to work in a section without such road learning trips, provided that if the Guard, so booked, has to work in Automatic Block territory, he should have been certified competent to work in such territory as prescribed in SR. 4.25.04.

When a Guard is allowed to work in a section without road learning, he shall obtain the assistance of Loco Pilot whenever require during the journey. Such trip of the Guard should also be construed as a road learning trip as prescribed in this SR.

S. R. 4.25.04 - All guards who are required to work trains on Automatic Block territories for the first time shall be imparted one day's intensive course about the rules pertaining to this system and a competency certificate shall be issued by Ch. DTI / AOM, if found qualified, in token of their knowledge and proficiency in these rules. Thereafter, the competency certificate issued to the Guards shall be renewed every six month by Ch. DTI / AOM, if found qualified, on an oral test which may even be taken while the Guard is on duty. A record of such Competency certificate issued / renewed shall be maintained by the Ch. DTI / AOM.

No Guard shall be put on duty on such sections unless he possesses such a Certificate.

4.26. Couplings - No vehicle that is not fitted with a coupling or couplings of approved pattern shall be attached to any train.

S. R. 4.26.01 - S.E.(C&W) / Yard staff and Guards, shall take special care to see personally that all unused couplings of vehicles on train are secured to the hooks provided for the purpose and are not allowed to hang down loose.

S. R. 4.26.02. - Station Master, Guard and Yard staff, when attaching vehicles to a train shall ensure that screw couplings are screwed up without slack.

S. R. 4.26.03. – The staff responsible for attaching engines with or without coaches or wagons on the stationary trains/rakes must stop the same short of the train / rakes and display "Slow" hand signal for coupling up. The Loco Pilot shall exercise great caution to avoid any bump while attaching engines to trains/rakes.

D. VEHICLES AND CRANES

4.27. Cranes. –

(1) No traveling crane shall be attached to a train until it has been certified by a duly authorised person that it is in proper running order, and with a dummy truck for the jib, if necessary.

(2) When a crane is to work on any line provided with electric traction or any line adjacent to it, the procedure and precautions as laid down under special instructions shall also be followed.

4.27.01. - For detailed instructions on Crane working the relevant provisions of Operating Manual and Subsidiary Rules to G. R. 17.04 shall be referred to.

S. R. 4.27.02 - When running on the main line, the crane shall, as a rule, be placed four vehicles from the engine, but when proceeding to a break-down, this condition may be relaxed.

S. R. 4.27.03. - When a crane is attached to a train, whether with the jib leading or trailing, except when otherwise notified, the Loco Pilot shall not exceed the speed of 40 KM per hour, and shall be particularly careful not to exceed the speed of 15 KM per hour over turnouts.

RULES FROM G & SR BOOK

S. R. 4.27.04. - Attaching, speed and operating instructions for running 120T and 140T Diesel Cranes have been incorporated in para 16.11 of Operating Manual.

4.28. Loading of vehicles. –

(1) No wagon or truck shall be so loaded as to exceed the maximum gross load on the axle fixed under sub-section (3) of section 53 of the Act, or such less load, if any, as may have been prescribed by the Railway Administration.

(2) Except under approved special instruction, no vehicle shall be so loaded as to exceed the maximum moving dimensions prescribed from time to time by the Railway Board.

(3) When a load in a truck projects to an unsafe extent beyond the end of a truck, an additional truck shall be attached to act as a dummy.

(4) The Guard shall, unless this duty is by special instructions imposed on some other railway servant, carefully examine the load of any open truck which may be attached to the train, and if any such load has shifted or requires adjustment shall have the load made secure or the truck removed from the train.

S. R. 4.28.03 - (a) Station Master and Guards are responsible for the safe loading of open wagons, but it is the duty of the Train Examiners to pay attention to the loads of trains passing their stations and to inspect and point out defects in loading. They shall also pass loaded vehicles if called upon to do so, by giving a certificate in the following form :-

"I have examined loads of open wagon Nos. ……of ……train, on……date and certify that the same are secured and fit to run".

4.29. Damaged or defective-vehicles. –

(1) No vehicle which has been derailed shall run between stations, until it has been examined and passed by a competent Train Examiner.

Provided that in case of derailment between stations, the Loco Pilot may, if the vehicle has been rerailed and if he considers it safe to do so, take such vehicle to the next station at a slow speed.

(2) If a Guard or Station Master has reason to apprehend danger from the condition of any vehicle on a train before it can be inspected by a Train Examiner, the Loco Pilot shall be consulted, and if he so requires, the vehicle shall be detached from the train.

S. R. 4.29.01. - A vehicle on a train running with heated bearings which emit smell of burning oil or smoke or a whistling noise or is seen in red hot condition or flames, is a dangerous vehicle. Staff on duty (Station Master, Cabinman, Pointsman, Gateman, Token Porters etc.) shall be alert to detect it and to take immediate action to stop the train. In case the train cannot be stopped at the very station, a message for stopping the train shall be given to the

Station master of the next station ahead and to the Section Controller. In case of electrified sections advantage may be taken of switching off powering consultation with the Traction power Controller.

S. R. 4.29.02. - If an axle box is found to be running hot, between stations or at a station where no siding facility exists the Loco Pilot shall at once examine its condition. He shall remove the cover and examine the packing and put new waste, if possible and bring the train, at a restricted speed as considered safe by the Loco Pilot, to the nearest station where siding facility exists.

RULES FROM G & SR BOOK

S. R. 4.29.03. - (a) The Station Master receiving advice of a hot axle on a train shall, where possible, receive the train on the main line. If he is unable to do so, he shall bring it to a stop outside the first Stop signal before admitting it into the loop line on which it is to be received.

(b) When the Station Master receives advice of a Vehicle on a train which is derailed or whose running gear is in any way considered dangerous he shall bring the train to a stop outside the signal since further movement of such vehicle, especially over points in the Station yard, is likely to cause a serious accident. The vehicle shall be thoroughly examined and the derailed wheels, if any retailed before the train is admitted into the Station Yard.

S. R. 4.29.04. - No carriage, wagon or other vehicle declared unsafe to run by duly authorised official of the Carriage and wagon Department shall be allowed to proceed on any account. Any unauthorized person removing a "damaged" label from a vehicle shall be liable to prosecution.

E. PRECAUTIONS BEFORE STARTING TRAIN.

4.30. Loco Pilot and Guard to examine notices before starting. - Every Loco Pilot and Guard before starting with a train shall examine the notices issued for their guidance, and ascertain there from whether there is anything requiring their special attention on that section of the railway over which they have to work.

S. R. 4.30.01. - Before commencing duty, the Loco Pilot / Guard shall sign the Appearance Book, stating the time of his arrival in Shed/booking office. The Loco Pilot / Guard shall then carefully read all such notices (including speed restriction notices) pertaining to the running of their trains, shown on the Notice Board and in the Loco Pilot / Guard's Order Book and shall sign his name to indicate that he has read the notices therein and understands them.

S.R.4.31.03.-(1) While starting a train from a station/siding where no train Examination staff are posted, the condition under which a BPC shall remain valid or become invalid are as under :-

1.1 The BPC shall remain valid –

(a) When an intensively examined empty rake has been loaded at the station/siding.
(b) When a close circuit (CC) empty rake has been loaded at the station / siding, provided the validity of the CC rake has not expired.
(c) When a close circuit rake has been unloaded or back loaded at a station/siding provided the validity of the close circuit rake has not expired.
(d) When a train with valid BPC, loaded or empty, is stabled at a way side station for not more than 96 hours.
(e) When the integrity of a train with valid BPV has not been disturbed by more than 10 FWWs.

1.2. The BPC should be considered invalid –

a) When an intensively examined loaded train has been unloaded or, back loaded at a station / siding.
b) When the validity period of a CC rake has expired.

c) When a train with valid BPC, loaded or empty, is stabled at a way side station for more than 96 hours.

d) When the integrity of a train with valid BPC has, been disturbed by more than 10 FWUs.

2. While starting a train after loading / unloading / back loading operation(s) from a station where no train examining staff are posted, the Guard and Loco Pilot shall be jointly responsible for the following actions :-

RULES FROM G & SR BOOK

2.1. In case of valid BPC –

a) After the locomotive(s) is / are attached, the Loco Pilot will create not less than 46 cms. of vacuum or 5 kg / cm2 of air pressure in the engine and 38 cms of vacuum of 4.8 kg / cm2 in the rear break van as the case may be, provided that :

i) in case of an air braked train consisting of more than 56 wagons the pressure in the rear brake van shall not be less than 4.7 kg / cm2; and

ii) in case of a train consisting of 40 or more BCX / BOX wagons the minimum vacuum level in the engine and the rear brake van shall not, be less than 44 cms and 34 cms respectively.

b) On noticing this required amount of vacuum / air pressure in the rear brake van, the Guard and the Loco Pilot shall communicate with each other and shall thereafter jointly check the train to ensure the following :

i) All couplings and vacuum Hoses / brake pipes are properly coupled.

ii) In case of air brake stock, all the angle cocks are in open condition and the last angle cock is in closed condition.

iii) In case of vacuum stock, rear most end hose pipe of the last vehicle is kept in the dummy plug.

iv) Empty / load device handle is in proper position.

v) There is no loose fittings / hanging parts like push-pull rod, brake beam, safety brackets, brake blocks etc. which may endanger safe running of the train. The Loco Pilot shall check the train from the station side and the Guard shall check it from the off side.

vi) All the hand brakes are released.

vii) Doors of wagons are closed and locked / secured.

c) Thereafter, Guard shall prepare a memo in triplicate jointly with the Loco Pilot on a plain sheet in the following format and shall append their signatures in each copy :

i) Date

ii) Train description and No.

iii) From / To

iv) Engine No.

v) Engine attached at

vi) Total load

Guard should obtain SM / YM's endorsement on two of these copies of the joint memo, out of which one would be handed over to the Loco Pilot and the other would be retained by him. He would hand over the third copy to the SM / YM.

d) The SM shall not permit the train to start until he has received a copy of

this joint memo.

2.2. In case of invalid BPC–

a) The Loco Pilot and the Guard, in addition to taking all actions as mentioned in Clause 2.1 above shall also be responsible to ascertain the brake power of the train with the following results

RULES FROM G & SR BOOK

Total numbers of cylinders
Total numbers of working cylinders
Percentage of Brake power
Vacuum / air pressure in engine
Vacuum / air pressure in brake van

b) These information will be recorded in the same joint memo as mentioned in Clause 2(C) itself.

c) In this case, the memo / certificate shall automatically revalidate the BPC normally up to the next train examination point in the direction of movement of the train where this will be offered for examination except in case of Para 3(b) mentioned below.

3. While starting a train from a way side station for clearing a stabled load, the following checks should be performed by the Guard and the Loco Pilot.

a) When a BPC is valid and the load has not been stabled for more than 24 hours, check mentioned in Sub-clause 2(a) shall only be required.

b) In case of valid BPC, if the period of stabling is more than 24 hours but not more than 96 hours, checks shall be governed by Sub-clause 2.1 and 2.2. However, in this case the BPC shall automatically get revalidated after the checks for the train to travel upto the destination station.

c) In case of 'invalid' BPC irrespective of the period of stabling checks shall be governed by Sub-clause 2.1 and 2.2.

S. R. 4.31.04.— The Loco Pilot of a train after satisfying himself about the conditions for starting will start the train and invariably test the brake power of his train at the start of his train before hitting continuous down gradient.

4.32. Examination of train by Loco Pilot.— The Loco Pilot shall, before the commencement of the journey and after performing any shunting en-route, ensure —

(a) That his engine is in proper working order.

(b) That the coupling between the engine and the train is properly secured, and

(c) that the head light and marker lights as prescribed in Sub-rule (1) of Rule 4.14. are in good order, and these are kept burning brightly, when required.

S. R. 4.32.01.— "Assistant Loco Pilot when available in the engine, shall couple up the engine on train and uncouple engine from train in all other cases the responsibility of coupling and uncoupling of engines shall devolve on traffic staff."

4.33. Examination of single and multiple units by Loco Pilot.— When coupling single or multiple units or coaches of any such units together, the Loco Pilot shall be responsible for observing that all electrical couplings are properly made. After all couplings have been made, the Loco Pilot while taking over the complete train shall satisfy himself that the control and power apparatus and brakes of the complete train are in proper and prescribed working order.

4.34. Duties of Guard when taking over charge of a train.— The Guard when taking over charge of a train shall satisfy himself, before the train is despatched—

(a) that the train is properly coupled,

(b) that the train is provided with the prescribed brake power,

(c) that the train carries tail board or tail lamp and side lamps and that such lamps are lighted and kept burning brightly, when required.

(d) that the appliance, if any, for communication between the Guard and the Loco Pilot, is in proper working order and,

(e) generally that, as far as he can ascertain, the train is in state of efficiency for traveling,

RULES FROM G & SR BOOK

S. R. 4.34.01.— (a) The Guard must see while taking over charge of his train, that the train load does not exceed the prescribed load for the class of Engine as laid down in the Working Time Table or as notified from time to time.

(b) When taking over charge of a train and before signing the train examiner's brake power certificate, the guard of a train shall ensure that the train examiner has signed in the brake power certificate form to the effect that :-

(i) the doors of all carriages and wagons are in proper working order and can be closed and fastened.

(ii) vestibules connection are properly secured, and doors, when necessary, are locked and bolted.

S. R. 4.34.02.— Guards before starting must try their hand brakes. The proper way of doing this is apply the hand brake of the brake-van hard, and then attempt to shift the brake block off the wheel tyres, pressing them outward with the foot. Unless they be found binding the tyres hard, the train Examiner should be asked adjust the brake gear suitably. The matter should also be reported to the Station master / Yard Master and a suitable remark made in T34H&F.

S. R. 4.34.03.— Before starting from the originating station and also from station after shunting or after picking stable loads the Guard of the train shall satisfy himself that all the doors are properly secured.

S. R. 4.34.04.— Every guard while taking charge of a train carrying passengers must ensure that the Brake-van equipments as mentioned under S.R.4.19.02. are duly provided in this Brake-van.

4.35. Starting of trains.—

(1) A Loco Pilot shall not start his train from a station without the authority to proceed. Before starting the train, he shall satisfy himself that all correct fixed signals and, where necessary, hand signals are given and the line before him is clear of visible obstructions and the Guard has given the signal to start.

(2) The Guard shall not give the signal for starting the train unless he has received the permission of the Station Master to start, in the manner prescribed by special instructions.

(3) The Guard shall not give the signal for starting unless he has satisfied himself that, except in accordance with special instructions, no person is traveling in any compartment or vehicle not intended for the use of passengers.

(4) The Station Master shall see, before he gives the Guard permission to start a train, that all is right for the train to proceed.

(5) The permission of the Station Master referred to in sub-rule (2) may be dispensed with in case of suburban trains on such sections of a railway as may be specified by special instructions.

(6) When permission of the Station Master to start has been dispensed with under sub-rule (5) or at a station where no Station Master is posted, the Guard shall see, before giving the starting signal, that all is right for the train to proceed.

S. R. 4.35.01. — At terminal, junction, engine-changing and meal serving stations with a halt of 10 minutes or over, a warning bell shall be sounded five minutes before the starting time of a passenger train.

S. R. 4.35.02.— Station Master's permission to the Guard to start the train referred to in clause (2) of G.R.4.35. shall be given in the following manner :-

(a) For trains carrying passengers by ringing the station bell; and

(b) For others by issuing correct 'Authority to proceed' under the system of working.

In the case of (b) above, the Loco Pilot, on receipt of the correct 'Authority to Proceed' as required under the system of working and on observing the 'off' aspect of the departure signals referring to his train, or on observing the exhibition of hand signals in terms of G.R.4.35(1), shall sound the prescribed whistle code thus 'oo' for Guard's signal.

S. R. 4.35.03.— (a) The Guard's signal to the Loco Pilot to start shall be given by waving a green hand signal horizontally at full length above the head towards the Loco Pilot and then holding it steady.

(b) In case of trains carrying passengers, the Guard shall blow his whistle before giving the signal to start.

(c) In case of trains worked by two Guard, the second Guard shall after the work on the train at his end is completed, wave a green hand signal horizontally at full length above the head, to the Head Guard, who shall answer the signal in the same way after blowing whistle provided permission of the Station master as indicated in G.R.4.35.(2) has been received and conditions for starting the train are fulfilled. The Second Guard shall then give the starting signal to the Loco Pilot in the manner laid down in sub-clause (a) above.

(d) In case of EMU trains, the signal to start shall be given by the prescribed bell code i.e., two rings.

S. R. 4.35.04.— No goods stock shall be used for carrying passengers without the previous sanction of the General Manager.

S. R. 4.35.05.— Howrah to Kharagpur including Santragachi-Shalimar and Panskura-Haldia sections constitute the Suburban section for the purpose of sub-rule (5) of G.R. 4.35.

S. R. 4.35.06.— The terms 'all is right' mentioned in sub-rule (4) of General Rule 4.35 includes ensuring taking off of the relevant starter signal except in the case of starting a train from a non-signalled line in which case it includes compliance of G.R.5.11 and S.R.5.11.01. in case when the starter signal is defective, the terms 'all is right' includes compliance with sub-rule (1) of G.R.3.70 and S.R.3.70.01.

4.36. Guard to be in charge of train.— After the engine has been attached to a train, and during the journey, the Guard or (if there be more than one Guard) the head Guard shall be in charge of the train in all matters affecting stopping or movement of the train for traffic purposes. In the case of any self-propelled vehicle, such as a motor coach without a trailer and unaccompanied by a Guard, the duties of the Guard shall devolve on the Loco Pilot.

4.37. Subordination of Guards in station limits.— When a train is within station limits, the Guard shall be under the orders of the Station Master.

4.38. Assistant Loco Pilots to obey loco pilot.— The Assistant Loco Pilot shall obey the lawful orders of their Loco Pilots in all particulars.

4.39. Loco Pilot to obey certain orders.— After an engine has been attached to a train and during the journey the Loco Pilot shall obey—

(a) the order of the Guard, in all matters affecting the starting, stopping or movement of the train for traffic purposes, and.

(b) all orders given to him by the Station Master or any railway servant acting under special instructions, so far as the safe and proper working of his engine will admit.

S. R. 4.39.01.— For purpose of G.R.4.39.(b), Yard Master / Asst. Yard Master will have the same authority as the Station Masters

S. R. 4.39.02.— On arrival of a train at an engine changing station, the Loco Pilot shall not detach his engine from the train until his train has been properly berthed and he has received necessary signals to move. Should any further movement of the train / engine be necessary, the Stationmaster / Asst. Station master / Asst. Yard Master / Yard master shall make necessary arrangements and the person deputed to conduct such movement shall personally attend to the work and give necessary orders to the Loco Pilots, informing him when the work is finished.

F. DUTIES OF STAFF WORKING TRAINS DURING JOURNEY

4.40. Loco Pilot and Assistant Loco Pilot to keep a good look-out.— Every Loco Pilot shall keep a good lookout while the train is in motion, and every Assistant Loco Pilot shall also do so when he is not necessarily otherwise engaged.

S. R. 4.40.01.— While a train is in motion, the Loco Pilot and Assistant Loco Pilot shall keep a constant look-out for obstructions and be prepared for an immediate application of brakes at any moment.

4.41. Loco Pilot and Assistant Loco Pilot to look back.— The Loco Pilot and Assistant Loco Pilot shall look back frequently during the journey to see whether the train is following in a safe and proper manner.

The Loco Pilots / Asst. Loco Pilots have to pay special attention after passing permanent way gangs working on the line or a manned level crossing gate to see whether any danger signal is being exhibited by them, warning the Loco Pilot, Asst. Loco Pilot of a danger of an accident.

4.42. Exchange of signals between Loco Pilot, Guard and station staff.—

(1) The Loco Pilot and the Guard of a train shall exchange signals with each other, at such times and in such manner as may be prescribed by special instructions.

(2) The Loco Pilot and the Guard of a train shall, while running through a station, look out for and, except under special instruction, acknowledge the 'all-right' signals which the Station Master and such other staff at the station as may be specified by special instructions shall give the train is proceeding in a safe and proper manner. If the train is not proceeding in a safe and proper manner, the Station Master or the other staff shall exhibit a Stop hand signal, on receipt of which the Guard and the Loco Pilot shall take immediate steps to stop the train.

S. R. 4.42.01.— (a) Signals between the Guard in the rear brake-van and the Loco Pilot shall always be exchanged in the following cases.—

(i) When a train starts after stopping at station, signals shall be exchanged as soon as possible after the train has started and also after the last vehicle has passed over the points on quitting the yard.

Note : At stations where it is not possible to obtain the view of the signal displayed from the Brakevan by the Guard after the train has started, it is sufficient to exchange signals only after the last vehicle has passed the points on quitting the yard.

(ii) When a train starts after stopping outside station limits, signal shall be exchanged as soon as possible after the train has started.

(iii) When a train runs through a station, signals shall be exchanged as soon as the last vehicle of the train has passed over the points on quitting the yard.

(b) Signals shall be exchanged by waving green hand signal horizontally, on a straight road, the signals shall be given from the left hand side of the Engine and brakevan and on a curve, from the side of which they can best be seen.

(c) in case of signal / multiple unit electric trains, the exchange of signals between the Guard and the Motorman shall be made using the bell in the cabs.

(d) In the case of EMU (Push and Pull) / Rajdhani Express trains, exchange of alright signals between Loco Pilot and Guard shall be by ringing of bell in their cab as per code laid down in SR 4.51.01.

RULES FROM G & SR BOOK

The exchange of signals between Loco Pilot and Guard of Rajdhani Express shall not be required in case when a train starts after stopping outside station limit.

(e) The guard of Rajdhani Express is not required to acknowledge hand signals given by station staff but a sharp look out must be kept by him for enabling to stop the train should a danger signal being exhibited by station staff.

S. R. 4.42.02.— (a) Whenever a non-stopping or stopping train passes a cabin, the official in-charge of the cabin shall be responsible to observe the condition of the vehicles on the train. He must lean out of the window waving a green hand signal unless anything wrong with the train is noticed.

(b) (i) For run through trains, the Station master shall also observe / watch the condition of the train. For this purpose he shall also observe / watch the condition of the train. For this purpose he shall normally stand on the side on which his office is situated in such position that clear view of the train is obtained by him, and that his signals can be clearly seen by the Guard. In case the view of the passing train is otherwise obstructed. The Station Master shall depute one of his station staff for the purpose.

(ii) At station where no cabins are situated or where the Station master's Office and the Cabin / Cabins is / are situated on the same side, the Station Master shall depute one of his station staff with hand signal to the other side of the passing train to observe the passing train and assist the Station master in doing his duty as laid down in S.R. 4.29.01. and sub-clause (d) below. The deputed staff will stand at a place from where the running train can be observed properly.

(iii) At stations situated on the double / multiple line section and when more than one train is running through simultaneously or some train is standing on adjacent line, the SM shall observe / watch one train and depute one of his competent station staff to do so for the other train / trains. The staff deputed so will stand at proper sighting place on either end of station yard.

Where no cabins are situated or where the SM's office and cabin (s) is / are on the same side and if a manned traffic gate lodge is available a off side of station building, the gateman may also be authorised / deputed to observe / watch the safety of running trains at off side and to assist the SM in doing his duty as laid down in SR 4.29.01 and sub-clause (d) below.

In specific cases, even two traffic porters / pointsmen may be deputed, if available for this job.

(c) The Station Master or the person deputed under sub-clause (ii) and (iii) of clause (b) above shall wave a Green hand signal horizontally until anything wrong with the train is noticed.

(d) Should any case of hot axle, smoke issuing from a vehicle, wagon door open, load of truck shifted or any fitting of a vehicle hanging and trailing along the ground or goods falling of a vehicle, or any other condition likely to endanger safety of the train be noticed with the train, the official-in-charge of the cabin / the Station Master / the staff deputed under sub-clause (ii) and (iii) of clause (b) above, shall at once change his Green Hand signal to Red and take prompt action to stop the train and if this cannot be done at that station, intimation shall at once be given to the next block station to stop it. On controlled Section, the section Controller shall also be informed. On electrified sections, the Traction Power Controller shall also be informed to switch off power where ever necessary.

S. R. 4.42.03.— The Loco Pilot and Guard shall be on the look out for the signals displayed under clauses (a), (c) and (d) of S.R.4.42.02. unless "Stop hand signal" is displayed under clause (d) of S.R.4.42.02, they shall acknowledge and exchange "Green hand signal" with such person when they are opposite each other. Should they observe Stop hand signal displayed under clause (d) of S.R.4.42.02, they shall take immediate steps to stop the train. While passing through a station, the Loco Pilot shall in addition sound a long continuous whistle.

Note : The duties of Loco Pilot mentioned in this rule shall also devolve in his Assistant Loco Pilot for exchanging signals with the staff of station / cabin when the same happens to be on his side of the locomotive.

S. R. 4.42.04.— (a) When a train starts after stopping at a station and if the train is worked by two Guards or a Guard, the Head Guard before exchanging signal with the Loco Pilot, shall exchange Green Hand signal moved horizontally above the head with the Second Guard, as the case may be, as soon as the train start to indicate that they are in their places.

(b) When a train, either stopping or non-stopping has passed the points on quitting the yard, the guard before exchanging signal with the Loco Pilot, shall look back and satisfy himself that no 'stop hand signal' or other indication is given by any of the station staff, as a warning that there is anything wrong with the train and that the train is not complete.

S. R. 4.42.05.— In the event of the Loco Pilot not receiving signal from the Guard as indicated in sub-rule (i), (ii) and (iii) of clause (a) of S.R.4.42.01., he shall call the Guard's attention by whistle code thus 'OO'. If the signal is still not be given by the Guard the train shall be stopped.

S. R. 4.42.06.— Any failure on the part of the Loco Pilot and / or the Guard to exchange signals with the station staff and also sounding of engine whistle by the Loco Pilot while passing through a station as indicated in S.R.4.42.03., shall at once be reported to the Section Controller as well as to the SM of the Block station in advance, who shall arrange to have the train stopped and hand over a written warning to the defaulting staff.

S. R. 4.42.07.— In case the Loco Pilot and the Guard do not receive any hand signal displayed by the station staff as indicated in sub-clauses (a) and (c) of S.R.4.42.02. while passing through a station they shall exercise extra caution to ensure that all is right for the train to proceed on and record the same in the Guard's journal.

4.43. Guard to keep a good look-out.— During the journey including halts at stations, every Guard shall keep a good look-out and satisfy himself from time to time that the tail board and brake-van lamps are in position and that all brake-van lamps, where required, are burning brightly that the train is complete in every respect and is proceeding in a safe and proper manner.

Note : The term "brake-van lamp" includes "tail lamp".

S. R. 4.43.01.— If any vehicles is attached to a train behind the rear brake-van, the Guard shall keep a good look-out and in the event of any vehicle becoming detached, take steps to stop the train carefully.

S. R. 4.43.02.— (a) guards of running trains shall be responsible to watch any train passing on the adjacent line, and to attract the attention of the Guard or the Loco Pilot of the latter train by exhibiting Stop hand signal, should any condition be noticed on that train which may endanger its safety. In case of trains in the opposite direction, the Guards of the two trains shall examine each other's train but when trains run in the same direction, the Guard of one train shall observe / watch the other train which overtakes his train. The Guard's of these two trains shall exchange green hand signal between themselves when the brake vans are opposite to each other. Similarly, the Guard of the train which overtakes another train shall observe / watch the train so over taken and exchange green hand signal with the Loco pilot of such train. In all cases green hand signals shall be exchanged only if the condition of the train so examined, is found in order.

(b) In the event of Guard / Loco pilot of any running train noticing any stop hand signal shown by the Guard / Loco pilot of the other train passing over the adjacent line, action shall be taken to stop the train. The train shall then be examined thoroughly before commencing further journey and if any thing is found wrong such action shall be taken as the situation may warrant.

(c) Should any condition be noticed with a train which may endanger its safety, and if the Guard / Loco pilot of that train does not exchange signal as indicated in sub-rule(a) above, the Guard of the train noticing such condition shall bring his train to a stop at the next station and report the matter in writing to Station master, latter shall then take steps to have the train in question stopped and examined at the next station which it is about to pass. After the train has been brought to a stop, the Guard and the Loco pilot thereof shall examine the train.

S. R. 4.43.03.— When passing a manned level crossing, the Guard should look back to see if, any signal is given by the Gateman to indicate that anything is wrong with the train.

RULES FROM G & SR BOOK

4.44. Train held up at first Stop signal –

(1) When a train has, without an apparent cause, been kept standing at the first Stop signal for five minutes, the Loco Pilot shall sound the prescribed code of whistle to warn the Guard, and Asstt. Guard / ALP shall proceed to the cabin or station to warn the Station Master. If there is no Asstt. Guard, the Loco Pilot shall depute Assistant Loco Pilot to proceed to the cabin or station to warn the Station Master. The Assistant Loco Pilot proceeding to the Cabin or Station shall show a stop hand signal towards the station. The Guard shall, as soon as the train is stopped at the first Stop signal, check up that the unlit tail lamp or tail board is correctly exhibited and shall maintain a vigilant attitude in rear of the train. After fifteen minutes or such less time as may be prescribed by special instructions, the Guard shall, irrespective of whether the cause is apparent or not, proceed to protect the rear of the train in accordance with instructions laid down in Rule 6.03. If in the meantime the signal is taken 'off' or the Loco Pilot receives the necessary authority to pass the signal in the 'on' position, he shall sound the prescribed code of whistle to recall the Guard and exchange hand signal with him before starting the train.

(2) In the case of a train not accompanied by a Guard, these duties shall devolve on the Loco Pilot.

S. R. 4.44.01. - (a) The prescribed code of whistle is given in S. R. 4.50.01.

(b) Should the first Stop signal be at 'on', the Loco Pilot of the train approaching such signal shall sound the prescribed code of whistle to attract the attention of the station staff.

(c) The Guard shall arrange to take action to protect the train after a halt of 15 minutes in accordance with the instructions contained in G. R. 6.03 and continue to show a Stop hand signal to stop any approaching train until he is recalled. But before he proceeds to protect the train, he shall tie a red hand signal flag to a side lamp bracket or to the hand rail by day or reverse one of his brakevan side lamps where provided under G. R. 4.15 (a), to show red towards the train engine and white towards the rear by night or inside long tunnels or during thick foggy or tempestuous weather impairing visibility.

(d) After the signal is taken off, or when the Loco Pilot receives the necessary authority to pass the signal in the 'ON' position, the Loco Pilot and the Guard shall take action as per instructions contained in S. R. 6.03.01 (f).

(e) The train shall be stopped on the way to station to pick up the Assistant Loco Pilot.

(f) All cases of this kind shall be promptly reported in the joint train report of the Guard and Loco Pilot.

4.45 Attracting attention of Loco Pilot –

(1) If any Guard sees reason to apprehend danger or considers it necessary for any reason to stop the train, he shall use his best endeavours to attract the attention of the Loco Pilot.

(2) In the absence of other means of communications with the engine, a Guard desiring to attract the Loco Pilot's attention shall apply his hand brake sharply and as suddenly release it, and whenever possible, he shall reverse the side lamps to show red towards the engine.

(3) When the attention of the Loco Pilot has been attracted the necessary hand signals shall be shown.

(4) If the train is fitted with continuous brake, the Guard may in case of emergency, apply such brake gradually to stop the train.

S. R. 4.45.01. - When applying the vacuum brake, the lever shall be operated slowly and gradually so as to reduce the vacuum by 13 to 18 cms.

4.46. Assistance from Guard's hand brake -

When the Loco Pilot requires the assistance of Guard's hand brake, he shall sound the prescribed code of whistle, if necessary repeatedly, or, if a brake whistle is provided, sound such whistle, and shall also use other means of communication, if provided, between the Loco Pilot and the Guard.

S. R. 4.46.01. - The prescribed code of whistle is "three short".

4.47. Application of Guard's hand brake -

(1) When the Loco Pilot sounds the prescribed code of whistle or the brake whistle, the Guards shall immediately apply their hand brakes.

(2) When a train is travelling down a steep incline the Guards shall, if necessary to steady the train, assist the Loco Pilot with their hand brakes.

S. R. 4.47.01. - As soon as the Loco Pilot sounds three short whistle the Guards shall, if necessary to steady the train, assist the Loco Pilot with their hand brakes.

4.48. Permission of Guard to detach engine from train. -

When a train has been brought to a stand outside station limits or anywhere on a grade, the Loco Pilot shall not detach his engine from the train without the permission of the Guard who, before giving such permission, shall satisfy himself that the van-brakes have been put on securely and take such other measures as may be necessary or prescribed by special instructions.

Provided that detaching of engines from trains in such cases may be prohibited altogether under special instructions wherever considered necessary in the interest of safety.

S. R. 4.48.01. - Whenever it becomes necessary for an engine, with or without vehicles, to be detached from the rest of the train, the following precautions shall be taken before it is uncoupled :

(i) Hand brakes of the brake-van as also of other hand braked vehicles, shall be screwed on tightly.

(ii) Sprags / Wedges, if any, shall be used.

(iii) Vacuum brake shall then be released by pulling the ball valve wires.

(iv) The Guard and the Loco Pilot shall ensure, before uncoupling, that the remaining portion of the train is secure.

S. R. 4.48.02. - The Divisional Railway Manager, may however, notify and incorporate in the working time table the station / sections where detaching of engines are prohibited altogether taking into consideration the gradient and rollability of vehicles.

4.49. Starting and stopping of train. -

The Loco Pilot shall start and stop his train carefully and without a jerk.

4.50. Sounding of engine whistle. –

(1) Except under special instructions, the Loco Pilot shall always sound the whistle of the engine according to the prescribed code of whistle -

(a) before putting an engine in motion;

(b) when entering a tunnel; and

(c) at such other times and places as may be prescribed under special instructions.

(2) Engine whistle code shall be prescribed under special instructions.

RULES FROM G & SR BOOK

S. R. 4.50.01 - The following whistles shall invariably be given by Loco Pilots for the purposes indicated :-

Srl No.	Code of Engine Whistle	Indication
1.	0	(a) Before starting -
		(i) Indication to Loco Pilot of assisting/banking engine that the Loco Pilot of leading engine is ready to start.
		(ii) Acknowledgement by the Loco Pilot of assisting/banking engine to leading engine.
		(iii) Engine ready to leave Loco-yard or after completing Loco work.
		(iv) Engine ready to go Loco-yard.
		(b) On run -
		(i) Assistance of other engine not required.
		(ii) Acknowledgement of Loco Pilot of assisting/banking engine that assistance stopped.
2.	00	(a) Call for Guard's signal.
		(b) Signals not exchanged by Guard.
		(c) Signals not Exchanged by Station staff
3.	—0	(a) Guard to release brakes.
		(b) Before starting engine or a train from station/ mid-section.
		(c) Main Line Clear after backing into siding.
4.	000	(a) Guard to apply brakes.
		(b) Train is out of control, Guard to assist.
5.	0000	(a) Train cannot proceed on account of accident, failure, obstruction or other exceptional cause.
		(b) Protect train in rear.
6.	— –00	Call for Guard to come to engine.
7.	0—0	(a) Token not received.
		(b) Token missed.
		(c) With wrong 'Authority to Proceed'.
		(d) Passing Stop signal at 'ON' on proper authority.
8.	—	(a) Before starting Vacuum recreated on ghat section, remove sprags.
		(b) Passing an Automatic Stop signal at 'on'.
		(c) Passing an Intermediate Block Stop signal at 'on' when the telephone provided on the signal post is out of order and the Loco Pilot is thus unable to contact the Station in rear.
		(d) On run-Acknowledgement of Guard's signal.
9.	(Continuous)	(a) Approaching level crossing or tunnel or area of restricted visibility or curves or cuttings or site of accident or when in consequence of fog, storm or any other reason the view of the signal is obstructed.

RULES FROM OPERATING MANUAL

		(b) Re-call railway servant protecting train in rear.
		(c) Material train ready to leave.
		(d) Running through a station.
		(e) Approaching Stop signal at 'ON'.
		(f) Detained at a Stop signal.
10.	—0—0	(a) Train parting.
		(b) Train arriving incomplete.
11.	00—	(a) Alarm chain pulled.
		(b) Insufficient vacuum in engine.
		(c) Guard applies vacuum brake.
		(d) Inter-communication apparatus used.
12.	——	Raise Pantograph. To be acknowledged by the other engine.
13.	—0—	Lower Pantograph. To be acknowledged by the other engine.
14.	——00——	(a) Signal arm lowered but light extinguished.
		(b) Signal arm improperly/insufficiently taken 'off'.
		(c) Defective signal.
15.	— — —	Fouling mark not cleared.
16.	00000000000 (frequently)	(a) Apprehension of danger.
		(b) Danger signal to the Loco Pilot of an approaching train whose path is fouled or obstructed for any reason.
		(c) While working on a Single line section during total failure of communications or when single line working is introduced on a double line section.
		(d) Moving in wrong direction on double line or against the signalled direction in the Automatic Block Signalling territory (double line) or against the established direction in the automatic block signalling territory (single line).

Note : The signals above are illustrated by 'O' for a short whistle and "—" for a long whistle.

S. R. 4.50.02. — WHISTLE BOARDS :

(a) Whistle boards are provided with a view to indicating to the Loco Pilot of an approaching train to the need for sounding the whistle / horn (vide serial No. 9 under S.R. 4.50.01) to warn the staff who may be working on the line, as well as the Gateman and road users at level crossings, about the approaching train. "The Loco Pilot shall sound the whistle/horn continuously upto the level crossing/site of work".

(b) Types of whistle boards :-

(i) There are two types of whistle boards.

(ii) It shall consist of a 0.60m. square board, painted yellow, with appropriate lettering in black and fixed on a post painted with 0.3m. high bands of white and black keeping the underside of the board at a height of 2.10m. above rail level. The board shall not be illuminated at night.

(iii) Whistle board as per fig. (A), with the letter 'W' 0.30m. high, shall be provided on the approaches to curves and cuttings, at a point from where visibility of the line ahead is limited to 800m. or less on BG or 400m. on NG and also on the approaches to every tunnel, at a distance of 800m. from it on BG, and 400m. on NG.

(iv) Whistle board as per fig. (B) with the letters (W/L) 0.2m. high, shall be provided on the approaches to all unmanned 'C' Class level crossings and also to manned level crossings where the view is not clear on either side for a distance of 600 metres and those which have normal position open to road traffic, without interlocking and protection by signals, under special conditions. The whistle boards should be bilingual as contained in Annexure – 9/5 to Indian Railways Permanent Way Manual and be erected along the track and at a distance of 600 metres from the level crossing, except where higher distance is otherwise directed under special circumstances.

4.51. Bell signals between Loco Pilot and Guard. -

When bell communication is provided between the Loco Pilot and the Guard of the train, bell signal code, as may be prescribed by special instructions, shall be used.

S. R. 4.51.01. - For Single or multiple unit electric trains, the following bell signal codes shall be used between the Motorman and the Guard. In case of failure of electric bell equipment in the cab, the codes shall be sounded by horn.

Srl. No.	Code of Bell Signal	Indication	Acknowledgement
1.	0	Stop train	0
2.	00	Start train.	00
3.	000 pause 0	To push back train	000 pause 0
4.	00	During run through	00
5.	000	Guard required by Loco Pilot	000
6.	00000	Brakes tested found alright.	00000
7.	00000 pause 0	Brakes tested and not found alright.	00000 Pause 0
8.	0000 pause 0000	Information to Motorman regarding guard leaving the cab.	0000 pause 0000
9.	00 pause 00	Passing Authomatic signal at 'on'.	00 pause 00
10.	0000	Protect train in rear.	0000
11.	00 pause 0	Proceed with caution while working under GR 4.21 (2) (a)	00 pause 0
12.	000 Pause 000	Guard's warning to Motorman, if EMU train exceeds the prescribed speed after passing an Automatic stop signal at 'ON'.	000 Pause 000
13.	0 Pause 0	Zone of speed restriction is over, resume prescribed speed.	0 Pause 0

Note : The signals above are illustrated by 'o' for a ring.

4.54. Passengers. - Every Guard shall give his best assistance to passengers entraining and detraining.

RULES FROM G & SR BOOK

G. DUTIES OF STAFF ON ARRIVAL

4.55. Shutting of power. - In stopping a train, the Loco Pilot shall determine where to shut off power by paying particular attention to the gradient, the state of the weather, the condition of the rails, the brake power and the length and weight of the train.

4.56. Guard to see that train is stopped clear of fouling marks. - When a train comes to a stand at a station, the Guard shall see that, where ever possible, the last vehicle of his train has cleared the fouling marks of all points and crossings, If not, he shall inform the Station Master at once and exhibit stop hand signal to prevent any movement on the fouled line.

S. R. 4.56.01. - The first duty of the rear Guard on arrival at a station is to see that the last vehicle of his train is clear, of the points or derailing switch or clearance/lock bar where provided. If the last vehicle has not cleared the fouling marks of the adjoining lines or derailing switch or clearance/lock bar, where provided, the Guard shall come to Cabin plainly exhibiting a danger hand signal towards the station/cabin on his way thereto.

S. R. 4.56.02 – (a) If the train is not being worked through out with the vacuum brake, the Guard shall screw on his hand brake immediately after the train has come to a stop. If there be more than one hand braked vehicle in rear, the hand brake of each vehicle shall be tightly put on by the train staff the moment the train comes to a stop.

(b) As soon as the train has come to dead stop and there is no further danger from recoil or from heavy gradients, the brakes of all the vehicles except the rear brake-van shall be released by the train staff.

(c) Guards shall be careful not to start their trains until the brakes are released.

S. R. 4.56.03. - When the vacuum brake is in use throughout the train, hand brake need not be applied for short authorised halts.

S.R. 4.56.04. - Similarly, it is the duty of the Guard of a stopping train to see that the train has arrived complete. If the train has not arrived complete, the Guard shall personally be responsible for bringing the fact immediately to the notice of the Station Master, Cabin, Assistant Station Master or Cabinman, as the case may be, so that necessary step may be taken.

4.57. Detaching engine.— Whenever a train has been brought to a stand, and it is necessary for the engine, with or without vehicles, to be detached from the rest of the train, the Guard shall, before the train is uncoupled, satisfy himself that the van-brakes have been put on securely and take such other measures as may be prescribed by special instructions.

S.R. 4.57.01.— The Loco Pilot before detaching his engine from the train, shall give three short whistles to call for the Guard to apply brake and to signify his intention to uncouple from the train. Thereupon the Guard shall take precaution to prevent the possibility of the train running away.

The Loco Pilot shall not detach his engine from the train nor allow it to be detached until he has received from the Guard an answer, in the form of green signal by day, and a white light by night as an assurance that the train is secured and he may proceed.

4.58. Loco Pilot to see that train is stopped clear of fouling marks.— When a train comes to a stand at a station, the Loco Pilot shall see that, wherever possible, his engine is clear of the fouling marks of all points and crossings. If not, he shall take steps to inform the Station Master at once and exhibit stop hand signal to prevent any movement on the fouled line.

S.R. 4.58.01.— In order to avoid the adjacent line at the rear end of the train being fouled the Loco Pilot of all goods trains shall draw the train upto the Starter or Shunt signal or Stop Board, as the case may be, or upto the fouling mark where no such signal is provided.

S.R. 4.58.02.— If a train for any reason stops without clearing the fouling marks of the adjoining lines, the train Loco Pilot shall give three long whistles and the Assistant Loco Pilot / Diesel Assistant shall proceed to the Station Master / nearest end Cabin exhibiting 'Stop' hand signal to inform the Station Master / Cabin staff of the fact, Similar action shall be taken by the Loco Pilot of banking engine or engine attached to a train in the rear in case the engine stops without clearing the fouling marks.

S.R. 4.58.03.— The engine crew of the train detained shall also watch the reception signals in case of crossing and despatch signals in case of precedence so that signals for the correct line are taken off. The watch shall be kept by

rotation as arranged by the Loco Pilot. In case, an incorrect signal is taken 'off' immediate action shall be taken to advise the cabin / station staff along with the measures to prevent an accident.

4.59. Moving of train carrying passengers after it has been stopped at a station.— When a train carrying passengers has been brought to a stand at a station, whether alongside, beyond, or short of the platform, the Loco Pilot shall not move it, except under orders of the Guard or to avert an accident.

S.R. 4.59.01.— The Guard shall give the signal to the Loco Pilot to move only after he and the station staff have warned the passengers as far as possible about the proposed movement. Before moving his train, the Loco Pilot shall sound one long and one short whistle as a final warning to the passengers after receiving the Guard's signal.

4.60. Guard not to leave train till handed over.— No Guard shall leave his train until it has been properly handed over in accordance with special instructions.

S.R. 4.60.01.— No Guard shall leave the station at the end of his run without the Station Master's permission to do so. He shall also before leaving, see that his train has been signed for by the outgoing Guard or by the Trains Clerk / Station Master.

4.61. Loco Pilot not to leave engine when on duty.— No Loco Pilot shall leave his working locomotive or his self-propelled vehicle when on duty, whether at a station or on a running line, except in case of absolute necessity and after a competent railway servant has been placed in charge of the locomotive or self-propelled vehicle. In the case of a self-propelled vehicle manned by a Loco Pilot only, a Loco Pilot may leave it when necessary, provided he has locked the cabs and has put the vehicle in low gear with the ignition switch in the off position and has screwed down and locked the hand brake.

S.R. 4.61.01.— Asstt. Loco Pilot / Diesel Assistants are strictly prohibited from moving engines except under circumstances laid down in G.R. 4.20. (3) and S.R's. thereto.

H. WORKING OF MATERIAL TRAINS.

4.62. Working of a material train in a block section.— A material train shall be worked only with the permission of the Station Masters on each side and in accordance with special instructions.

S.R. 4.62.01.—Composition and formation of Material trains. **—**

(a) The train will consist of a certain number of wagons for the carriage of railway materials and one or more brake-vans properly equipped, one of which still be placed in the rear the other if there is a second, in the front of the train.

(b) Ordinary traffic wagons shall not be attached to material trains without special instructions from the Divisional Railway Manager.

S.R. 4.62.02. — Day-to-day working of material train.—

(a) Once a train has commenced to work, it shall work entirely as per the instructions issued to the Guard by the Divisional Engineer or Divisional Electrical Engineer (TRD) through the Train Inspector, until finally cancelled by the Divisional Operations Manager.

(b) For the purpose of these rules, Train Inspector means the nominated representative of the Engineering or Traction Department who remain on duty with the material train.

(c) After the day's work is completed and after the train has arrived at its stabling station, the Train Inspector shall hand over a memo in duplicate as follows—

If at an engine changing Station.	(a) Engine released to go to shed at …… (b) Engine to be ready at ……
If at station other than engine changing station.	(a) Engine ordered to shut down ……. (b) Engine to be ready at ……

The Guard shall hand over a copy of this memo to the Loco Pilot.

(d) The Guard shall ascertain every morning from the Train Inspector the stabling programmer for the next night and shall issue a message to Divisional Operations Manager, the Chief Controller, Loco Foreman and the Station Masters concerned in the following form:

" Material Train No. …….. stabled at ……."

If the material train is stabled with workers, the Govt. Railway Police at that station or if there is no Govt. Railway Police at the stabling station, the nearest Civil District Police shall also be included as one of the addressees in the above message.

S.R. 4.62.03.— Working hours.—

(a) Except under special circumstances, a material train shall work between sunrise and sunset. But the actual working hours shall be restricted to the time allowed by the section controller. In case of non-controlled area or during the interruption of control circuit, the Station Master may, however, in consultation with the Station Master at the other end of the block section, notify the time allowed for its work, keeping in view of the movement of other important train services. In all cases, the Guard shall be held responsible to ensure that the time allowed, as notified in the Caution Order, is not exceeded.

(b) A material train may run during the night from and to its stabling station without execution of any work.

(c) If, under special circumstances, a material train is allowed to work in the night, the following conditions shall be fulfilled:--

(i) The Engineering Supervisor on the train should not be below the rank of S. E. (P. Way) Gr.-III / SE (TRD).

(ii) Loading and unloading of rails between block stations should not be permitted.

(iii) A portable generating set should be carried on the train with adequate number of flood light so as to ensure proper lighting at the loading/unloading points.

(iv) Female labours should neither be engaged nor carried on the train.

S.R. 4.62.04.— (a) Guard of material trains shall be responsible for their safe working both on Traffic and Engineering sidings and on running lines, and shall personally conduct all shunting operations. Loading and unloading shall be carried on under supervision of the Train Inspector. The Guard shall be held responsible to ensure that no delay to traffic occurs. Train Inspector and the Guard shall be jointly responsible for leaving the tracks clear of all obstructions and for seeing that railway materials when loaded in any open truck, do not infringe the standard moving dimensions.

RULES FROM G & SR BOOK

(b) The Guard shall, in consultation with the Train Inspector, be responsible to apprise the Station Master about the readiness of the Material train to leave, its working programme and the probable duration of work in mid-section.

(c) The flap doors of the wagons may only be opened for the purpose of loading/unloading of materials. The Guard and Train Inspector shall be responsible to ensure that all doors/flap doors are properly closed and secured before the train is moved further.

S.R. 4.62.05.— (a) A material train shall be worked under the system of working in force.

(i) On double line section, when working on the proper line, on completion of work, it shall proceed to the next block station in advance and return, if required, on the proper line.

(ii) On double line, it may be allowed to work on the wrong line and return. In such case, the concerned section must be blocked as described in G.R.1.02.(8).

(iii) On single line, it may be allowed to work between stations and proceed to the next block station or return to the block station from which it is about to start.

(iv) On both double and single line sections, it may be allowed to work in a section which is already blocked, when specially arranged by the Engineering official (not below the rank of JE (P. Way) / S. E. (TRD) who has blocked the line. In such cases the rules for use of 'Block ticket / Authority to proceed for Relief Engine / Train into an obstructed Block section' shall be followed.

(b) Whenever a material train is to work between two stations, the Station Master of the station from which the material train is to leave shall advise the Station Master of the station at the other end about its programme and the duration of time during which the material train will work. This shall be acknowledged before the material train is allowed to leave.

(c) The Station Master shall give fresh "Authority to Proceed" for each trip.

(d) A caution order shall always be issued to the Loco Pilot notifying the time at which the block section must be cleared and whether the train has to proceed to the next station or has to return to the station from which it is about to start.

(e) (i) When a material train is to work and return under the provision of sub-para. (a) (ii) above, the "Authority to Proceed" shall be the caution order itself as mentioned in sub-para. (d) above, with the following endorsement in addition.—

"Block section in rear between — (stn.) and — (station) has been blocked back. Private Number —".

(e) (i) When a material train is to work and return under the provision of sub-para. (a) (ii) above, the "Authority to Proceed" shall be the caution order itself as mentioned in sub-para. (d) above, with the following endorsement in addition.—

"Block section in rear between — (stn.) and — (station) has been blocked back. Private Number —".

(ii) When a Material Train is to work under the provisions of sub-para. (a) (iv) above, the "Authority to proceed" shall be the 'Block ticket / Authority to proceed for Relief Engine / Train into an obstructed Block section' which should be issued only after suspending the system of working.

(f) Except under special circumstances like accident, failure, obstruction etc., the material train shall work and return / proceed as per the instruction contained in the caution order mentioned in sub-para. (d) above.

(g) Unless within the limits of the stop signals of a station, a material train shall not be divided, nor the Engine uncoupled from the train, except incase of emergency or failure or when it is necessary to replenish the Engine with coal or water. However, before the train is parted, the Guard shall put the hand brake (s) in the Brakevan (s) hard on and apply the hand brakes of sufficient number of vehicles in each portion and secure them with sprags. Guard and the train inspector shall ensure that all labourers have been entrained before dividing the train. Vehicles shall not be detached from a material train on a grade of 1 in 260 or steeper.

RULES FROM G & SR BOOK

S. R. 4.62.06 – (a) Except when working under the provisions of sub-rule (a) (iv) of S.R.4.62.05, the speed of a material train working between stations shall nor exceed 25 kilometres an hours.

(b) When working between stations under the provisions of sub-rule (a) (iv) of S.R.4.62.05, the speed of a Material train shall not exceed 15 kilometres an hour during day on the straight and 10 kilometres an hour at night or where a clear view for 800 metres ahead cannot be obtained.

(c) When running through between block-stations and when running with the Engine leading, the speed of a material train shall not exceed the speed prescribed for goods trains of similar weight.

(d) When the engine is pushing the train or is placed in the middle of the train in an emergency or in exceptional circumstances and the Brake-van is leading :-

(i) the speed shall not exceed 25 kilometres per hour on the straight line or 8 kilometres per hour over a turnout.

(ii) the Guard shall travel in the leading brakevan and must exhibit necessary hand signals to the Loco Pilot;

(iii) the train crew shall keep a good look out especially in the direction in which the train is moving and must be prepared to stop short of any obstruction; and

(iv) when approaching any non-interlocked station the Guard shall satisfy himself that the facing points are properly manned before hand signaling the Loco Pilot.

(e) When the engine is pushing the train or is placed in the middle of the train in an emergency or in exceptional circumstances and the Brakevan is not leading -

(i) The speed shall not exceed 8 kilometres per hour;

(ii) The Guard shall travel on the leading vehicle and exhibit hand signal to the Loco Pilot, and

(iii) Sub-clause (d) (iii) & (d) (iv) shall be strictly complied with.

(f) Material trains are not allowed to push down the grade on the sections of the line notified by the Divisional Railway Manager.

S. R. 4.62.07.- Reception of a material train shall be governed by the same rules as are applicable for a goods train whether it proceeds to the next station or returns to the starting station.

S. R. 4.62.08. - (a) Immediately on arrival of a material train at a station after working in mid-section the Guard and the Train Inspector shall issue a Joint memo to the Station Master certifying the complete arrival of the material train and that nothing has been left infringing the running lines (s).

(b) When a Material train, working on the authority of a Line Clear Ticket, has returned to a station without passing over the whole block section, the Loco Pilot shall return the Line Clear Ticket to the Station Master through the Guard, and the Station Master shall cancel the same by making the following remark across the face :-

"Cancelled. Material train returned here at…….H……..Mts. …….Station Master."

The Line Clear Ticket, after being so cancelled will be returned to the Loco Pilot through the Guard, who shall dispose the same in the usual way.

S. R. 4.62.09. - When a material train is working between stations, the Train Inspector shall arrange for the protection of the train with banner flags held across the track at a distance of 600 metres on the BG and 400 metres on the NG in both directions on single line and in the direction of traffic on the double line. The person(s) deputed for the purpose shall, in addition, be supplied with detonators and shall place 3 detonators on the track 10 metres apart whenever the train comes to a stand for a period over 15 mts. or in the event of any other train approaching on the same line.

S. R. 4.62.10. - Whenever the material train is to work between the outermost points and the First Stop signal, it shall be treated as shunt movement.

RULES FROM G & SR BOOK

4.63. Workers on material train. - The Guard of a material train shall, before giving the signal to start, see that all the workers are on the train, warn them to sit down.

S. R. 4.63.01. - Before giving the signal to start, the Guard shall –

(i) advise the Engineering official in charge that the train is ready to leave, and

(ii) ensure that all wagon doors are securely fastened.

4.64. Protection of material train when stabled. -

(1) A material train shall not be stabled on a running line at a station, except in unavoidable circumstances.

(2) When a material train is stabled at a station, it shall be protected in the following manner and the Station Master shall ensure that–

(a) the vehicles of the material train have been properly secured and are not fouling any points or crossings.

(b) all necessary points have been set against the line on which the material train is stabled and such points have been secured with clamps or bolts and cotters and padlocks, and

(c) the keys of such padlocks are kept in his personal custody until the material train is ready to leave the siding or line.

(3) The Guard shall not relinquish charge until he has satisfied himself that the material train has been protected as prescribed in this rule.

S. R. 4.64.01. – (a) The material train shall be secured in the manner prescribed under S. R. 5.23.01.

(b) If under unavoidable circumstances the material train is stabled on a running line, the Station Master shall, in addition to what has been prescribed under sub-rule (2) of General Rule 4.64, arrange to place lever-collars on the concerned home signal and slot levers at the respective cabin(s) and slide collar(s) on the concerned SM's slot slide(s) as indicated in the Station Working Rules. For this purpose Private Numbers shall be exchanged with the persons in charge of the Cabin(s).

(c) The Guard shall be responsible to supervise the protection to be made as required under sub-rule (2) of General Rule 4.64. and inform the Station Master In writing of having done so.

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RULES FROM G & SR BOOK

CHAPTER V

CONTROL AND WORKING OF STATIONS

5.09. Reception of a train on an obstructed line. –

(1) In case of reception of a train on an obstructed line, the Station Master shall :–

(a) Whenever possible, intimate the Loco Pilot through the Station Master of the station in rear that the train is to be received on an obstructed line;

(b) ensure that all the signal or signals controlling the reception of the train are not taken 'off'; and

(c) ensure that all the points over which the train has to pass are correctly set and the facing points locked.

(2) After the train has been brought to a stand at the relevant Stop signal, it may be received on the obstructed line by –

(a) authorising the Loco Pilot to pass the stop signal at 'on' by taking 'off' the Calling-on signal, where provided; or

(b) authorising the Loco Pilot on the signal post telephone, where provided, to pass the Stop signal at 'on', in accordance with special instructions; or

(c) authorising the Loco Pilot to pass the relevant signal or signals at 'on' through a written authority to be delivered by a competent railway servant who shall pilot the train past such signal or signals.

(3) The train shall be brought to a stand at the facing points leading to the reception line until hand signalled forward by a competent railway servant.

(4) A stop hand signal shall be exhibited at a distance of not less than 45 metres from the point of obstruction to indicate to the Loco Pilot as to where the train shall be brought to a stand.

(5) The Loco Pilot shall keep his train well under his control and be prepared to stop short of any obstruction.

S. R. 5.09.01. - (a) The written permission referred in G.R.5.09.(2)(c) shall be sent on form T/509 wherein the Station Master shall endorse the reason for such admission, the line number and the nature of obstruction on that line.

(b) Setting and locking of points shall be done as per S.R. 3.69.03.

(c) A Stop hand signal shall be exhibited by the Station Master / Cabin Assistant Station Master personally at a distance of not less than 45 metres from the point of obstruction to indicate to the Loco Pilot as to where the train shall be brought to a stand.

RULES FROM G & SR BOOK

5.10. Reception of a train on a non-signalled line.—

(1) Should it be necessary, in an emergency, to receive a train on a line which is not signalled for reception, the Station Master shall ensure that.—

(a) the train is brought to a stand at the first stop signal ;

(b) the line on which it is intended to receive the train is clear upto the trailing points or upto the place at which the train is required to come to a stand ;

(c) all the points over which the train has to pass are correctly set and the facing points locked ; and

(d) the Loco Pilot is authorised to pass the approach stop signal at 'on' through a written authority to be delivered by a competent railway servant who shall pilot the train on to the non-signalled line.

(2) The Loco Pilot, while entering a non-signalled line, shall proceed cautiously and be prepared to stop short of any obstruction.

S.R. 5.10.01.— The train shall be piloted in accordance with the procedure detailed in S.R. 3.69.04, except that in lieu of form T-369(3b), T-509 shall be used.

S.R. 5.10.02. — GR. 5.10 and 5.10.01 shall also be applicable for admission of a train, which has stopped after passing the reception stop signal(s) of a station due to any reason.

5.11. Departure of a train from a non-signalled line.— (1) In the event of a train having to be started from a line not provided with a starter signal, the Loco Pilot shall be given a written permission to start :

Provided that such permission may be dispensed with where a tangible authority to proceed given to the Loco Pilot ;

(2) The written permission or the tangible authority to proceed referred to in sub-rule (1) shall not be given unless all the points for the departure of the train have been set and the facing points locked.

S.R. 5.11.01.— Whenever a train has to be despatched from a non-signalled line, a Starting Order on form T-511 shall be given to the Loco Pilot to start from the non-signalled line, When a tangible Authority to proceed is given, the issue of T-511 shall be dispensed with unless more than one train are waiting for the same direction and unless otherwise prescribed in the Station Working Rules, Before handing over the written permission or tangible authority, as the case may be Station Master shall satisfy that the provisions contained in SR,3.70.01. are complied with.

S.R. 11. 02. — GR 5.11 & SR 5.11.01 shall also be applicable for dispatching of a train which is standing / has stopped after passing the departure signal (s) of a station other than the last stop signal, due to any reason.

5.12. Departure of a train from a line provided with a common departure signal.-

(1) In the event of a train having to be started from a line out of a group of lines provided with a common departure signal, the Loco Pilot shall be given a written permission to start in addition to the authority to proceed under the system of working.

(2) The written permission and the authority to proceed referred to in sub-rule (1) shall not be given unless all the points for the departure of the train have been set and the facing points locked.

SR 5.12.01.– The written permission referred to in Rule 5.12(2) shall be on form T-512. Station Master shall satisfy himself that this form shall only be handed over to the Loco Pilot after ensuring the correct setting and locking of the route according to the provisions of SR 3.70.01. The common departure signal shall then be taken off.

RULES FROM G & SR BOOK

5.13. Control of shunting.-

(1) Shunting operations shall be controlled by fixed signals or hand signals or by verbal directions.

(2) The Loco Pilot shall not, however, depend entirely on signals and shall always be vigilant and cautious.

(3) The speed during shunting operations shall not exceed 15 kilometres an hour unless otherwise authorised by special instructions.

S.R. 5.13.01.— Fixed signals that can be used for control of shunting are starters (other than the last Stop signal), Calling on signals and Shunt signals.

S.R. 5.13.02.— Except as provided for in S.R. 8.15.01. at stations where shunt movements are not controlled by fixed signals, a written authority in form T-806 shall be issued to the Loco Pilot through the person in charge conducting the shunting. The Loco Pilot shall retain the Authority till shunting is completed or may be withdrawn in case of reception of a train on the adjacent line which is not isolated. As soon as the shunting is completed, the form T-806 shall be withdrawn, cancelled & pasted in the record foil.

S.R. 5.13.03.— The following categories of staff shall be deemed to be authorised to supervise shunting—

Station Master / Guard / Yard Master / Assistant Yard Master / Yard Foreman / Shunting Master / Shunting Jamadar / Pointsman or such other categories as may be prescribed in the Station Working Rules.

Provided that the responsibilities for the supervision of shunting of passenger trains should not vest with an official below the rank of Shunting Jamadar.

S. R. 5.13.04. – Whenever any engine with or without vehicle/vehicles is to be attached on to a train carrying passengers for the purpose of either attaching/detaching of vehicles / coaches or while attaching train engine, the engine must first come to a halt atleast 20 metres away from the train and then shall come on to the train with great caution.

S. R. 5.13.05. – (a) Fixed signals referred to under S. R. 5.13.01. shall not be taken 'off' to allow shunt movement for an engine unless the line upto the next fixed signal in the 'on' position is clear. In case of any doubt or when the line is not clear, the engine shall be accompanied and hand signalled by a staff mentioned in S. R. 5.13.03.

(b) No engine shall be allowed on any running line at a station occupied by a train carrying passengers except the train engine or banking engine or shunting engine required to perform shunting on the formation. The movement of such an engine should be permitted only under the control of the person In-charge of shunting.

5.14. Responsibility for shunting. – The Station Master shall see that the shunting of trains or vehicles is carried on only at such times and in such manner as will not involve danger.

S. R. 5.14.02. – Whenever shunting on a through goods train is to be performed at station for the purpose of detaching or attaching a vehicle or vehicles, the person in charge of shunting operation shall satisfy himself that effective hand brakes of atleast 15% of wagons of the trains not involved in shunting operation are pinned down, before shunting is commenced.

S. R. 5.14.03. – Whenever a train or part of a train is required to be shunted over the running lines, facing points over which it has to pass shall be locked by any of the following means :–

(i) by pulling the lock levers, where provided,

(ii) by key locking,

(iii) by clamping the point and padlocking the clamp,

(iv) by pad locking the through bolt.

S. R. 5.14.04. – (a) When shunting has to be performed in a dead-end siding, the traffic employee conducting the shunting, after advising the Loco Pilot of the proposed movement, must place himself in a position from where he can show hand signal to the Loco Pilot, and also have a view of the dead-end.

(b) When wagons are being pushed into a dead-end siding, a Pointsman must move alongside the leading vehicle or near any of the vehicles already in the dead-end siding displaying a hand signal and shall show a Stop hand signal when the leading vehicle is near the dead-end. The Loco Pilot shall obey immediately the danger signal given by the pointsman.

S. R. 5.14.05. - (a) At road side stations where Yard Foeman / Shunting Master / Shunting Jamadar is not provided when shunting is governed by S. R. 5.13.02 and authorised in terms of S. R. 5.13.03 the Guard shall be

responsible for ensuring correct setting of concerned points and locking of facing points, as required under the rules, and for hand signalling to the Loco Pilot.

(b) In all cases the persons conducting the shunting shall be responsible for placement of vehicles in proper position as directed by Station Master.

(c) In case of a train without a Guard, the duties of the Guard as laid down in this rule shall devolve on the Station Master or on a competent railway servant deputed by him.

(d) When pushing a train into a siding, the Guard shall give necessary signals and after the brakevan has passed the points, he shall remain in it ready to apply his hand brake if required. As soon as the engine has cleared the fouling mark, the Loco Pilot shall sound three short engine whistles thus the 000 and the Guard shall apply his hand brake or at such earlier time as may be necessary and exhibit a Stop hand signal to the Loco Pilot.

S. R. 5.14.06 – (a) On Double /Multiple line sections, a train may be shunted from Up line to Dn. line, or vice-versa when absolutely necessary i.e., where there is no siding or accommodation in the siding is insufficient to accommodate the train that has to be shunted.

(b) (i) When a train is required to be shunted from the Up line to the Dn. line, or vice-versa, an authority to shunt on form T-806 shall be issued to the Loco Pilot.

(ii) During the time the shunting is in progress, the signals of both directions shall be kept at danger and when train or engine has been safely berthed, all fixed signals which apply to the line on which it is berthed, must be kept at 'on'.

(iii) The line or lines shall be blocked forward or back or both, as the case may be.

(c) The shunting staff shall verify correct setting of points. In case the points are operated from the cabin, the cabinman shall exchange signal with the person conducting shunting in the manner prescribed below :

After the engine with or without vehicles has cleared the points intended for operation, the person conducting the shunting shall show red signal to the Cabin Leverman, as an indication for re-setting the route. The Cabin Leverman shall acknowledge by showing red signal to the person conducting the shunting as an indication to stop the shunting until the operation of requisite points is completed. The Cabin Leverman shall then operate levers, set the route and thereafter remove the danger indication and show a green signal to the person conducting the shunting. Thereafter, the shunting staff shall relay signal for shunting to Loco Pilot.

S. R. 5.14.07. – GOODS YARD SHUNTING. –

(a) In goods yards, points shall be locked by pulling the lever where provided.

(b) Tumbler lever/ spring loaded hand points shall be manned during yard shunting not infringing the running lines.

(c) (i) The maximum permissible speed during shunting operation of vehicles loaded with petrol, K. Oil, liquid fuel, spirit and highly inflammable liquid in bulk or packed in tins or drums shall not exceed 8 KMPH.

(ii) The impact speed of all bogie wagons when shunting a single wagon fitted with roller bearing shall not exceed 5 KMPH.

(iii) Maximum impact speed when shunting a group of five of such type of wagons coupled with transition couplers at either end shall not exceed 3 KMPH.

RULES FROM G & SR BOOK

S. R. 5.14.08. – GOODS SHED / TRANSHIP SHED SHUNTING. –

Before commencing shunting in Goods shed / Transhipment shed the shunting staff shall ensure that loading and unloading work has been stopped and doors, windows and shutters of vehicles are closed and fastened.

5.16. Shunting during reception of trains. – When signals have been taken 'off' for an in-coming train on to a line which is not isolated, no shunting movement shall be carried out towards points over which the incoming train is to pass.

5.17. Shunting near level crossing. – The railway servant in-charge of shunting near or across a level crossing, before giving permission to the Loco Pilot to move his train across it, shall ensure that the level crossing gates have been closed and locked against road traffic.

5.18. Drawing of a train to an advanced position. – (1) A train waiting for an authority to proceed shall not be allowed to draw out up to an Advanced starter for despatch, except where track circuit or axle counter has been provided between the Starter and Advanced Starter to indicate the presence of a train in advanced position.

(2) The provision of sub-rule (1) shall not apply in case of shunting of a train within a station section itself.

5.19. Obstruction of running line.—

(1) No railway servant shall commence any loading, shunting or any other operation by which a running line may be fouled or obstructed without obtaining the previous sanction of the Station Master or of other railway servant nominated in this behalf under special instructions, who shall see that all necessary steps are taken for the protection of traffic while such operation is being carried on and the necessary signals are kept at 'on' until the obstruction is removed.

5.20 Shunting on gradients. – When shunting is being performed on a gradient, the railway servant in-charge of the shunting shall ensure that –

(a) Sufficient number of brakes are put on, sprags are used, where necessary, slip siding point or traps, where provided, are set to ensure safety and that all precautions are taken to prevent vehicles getting out of control, and

(b) in case of shunting over a portion of line on steep gradients, neither isolated nor protected by slip sidings, an engine is also attached towards the falling side of the gradient.

Note : For purpose of this rule a steep gradient shall be 1 in 260 or steeper except in case of vehicles fitted with roller bearings, when it shall be 1 in 400 or steeper.

S. R. 5.20.01. – (a) At stations other than those having steep gradient if circumstance warrants hand shunting may be done by observing the following :–

(i) The person conducting the shunting shall ensure that only one vehicle is moved at a time.

(ii) The vehicle to be shunted is fitted with working hand brakes and accompanied by a competent railway servant who shall apply hand brakes on completion of such shunting.

(iii) The shunting speed shall not exceed 5 KMPH.

(b) (i) Guards and Station Master are to ensure before commencing shunting at Ghat station (steeper than 1 in 260) that the engine is not detached unless the train has been drawn completely within the outermost points of the station yard and hand brakes have been put on and manned during the entire operation of shunting. The Guard in-charge of such shunting shall personally exhibit the shunting signals to the Loco Pilot.

(ii) The Station Master shall ensure supply of sufficient number of wedges for use during the course of shunting and the Guard shall return them to the respective Station Masters before their trains leave the Ghat stations.

(c) Hand Shunting may be permitted on a steep falling grade in sidings were derail or a trap is fitted to prevent accidental escape.

5.21. Loose shunting. – Cranes, vehicles containing passengers, workers, explosives, dangerous goods or livestock or any other vehicle that may be specified under special instructions, shall not be loose shunted and no loose shunting shall be made against them.

S. R. 5.21.01. – (a) "Loose Shunting" is a shunt movement in which vehicles which have to be moved are given an impetus by an engine (with or without other vehicles attached) and thereafter allowed to run forward unattached.

(b) "Fly Shunting" is a shunt movement in which two or more vehicles to be moved, after being given an impetus by an engine (with or without other vehicles attached) are separated at the points, by the points being reversed smartly between the "cuts" in order to send them on to different lines. It necessitates points being reversed after the passage of the leading "cuts".

(c) Vehicles shall not be loose / fly shunted on or to running line at stations which are on a falling gradient steeper than 1 in 400 at any place within the Station limit unless permitted by Station Working Rules and unless the wagons are provided with hand brakes in proper working order. The hand brakes must be examined before commencing loose / fly shunting. A loose shunted vehicle must be accompanied by a man to apply the hand brake when necessary. Loose / Fly shunting is also prohibited (i) into a dead end siding or an open derailing switch, (ii) during storm.

(d) In addition to the restriction stipulated in G. R. 5.21, Loose and Fly shunting of vehicles containing the following articles is also prohibited –

(i) Gases–compressed, liquefied or dissolved ;

(ii) Petroleum or other inflammable liquids ;

(iii) Inflammable solids ;

(iv) Oxidizings substances ;

(v) Acids and other corrosives ;

(vi) Poisonous (toxic) substances ;

(vii) Over-dimensional consignments and vehicles on wheels, road rollers, boilers, portable engines, rails.

(e) The following vehicles are also prohibited for loose / fly shunting and sudden stop :–

(i) Empty tank of inflammable articles ;

(ii) Vehicle without effective hand brakes unless such vehicle is coupled with another vehicle provided with efficient hand brakes ;

(iii) Vehicles stenciled or labeled "NOT TO BE LOOSE SHUNTED" or "DAMAGED" ;

(iv) Single consignment loaded in more than one wagon ; and

(v) Coaching stock of all kinds.

Similarly no other vehicle(s) shall be loose / fly, shunted against the vehicles listed above.

RULES FROM G & SR BOOK

5.22. Leaving vehicle in sidings outside station limits. – No railway servant shall leave any vehicle in a siding outside station limits, unless vehicle is clear of all running lines and, except under special instructions, unless the wheels thereof are properly secured.

S. R. 5.22.01. – Derails or trap sidings are provided in all such sidings in order to isolate the running lines. In no circumstances, shall any vehicle be left outside such derails or trap siding points. The wheels of any vehicle be left outside such derails or trap siding points. The wheels of any vehicle placed in such siding must be properly secured.

S. R. 5.23.01. – (b) Special type wagons, such as BOX, BOBS. BOI, BOY, BRH, BWS, BWL, CRT and certain passenger coaches are liable to roll even on level formation or on a slight bump. Special care shall be taken to secure these wagons while standing in siding or on running lines.

(c) When engines are detached from rakes consisting of wagons fitted with roller bearing the hand brakes of atleast six vehicles at each end of the rake and of all the wagons if the number is less than 12, shall be firmly tightened by the station staff under direct supervision of Station Master / Guard / Yard Master. In case of coaching vehicles in similar circumstances, it shall be ensured that the vacuum brakes are applied and holding effectively failing which Guard's hand brake shall be applied.

(d) The following precautions are necessary when isolated vehicles are stabled on station lines or in sidings. –

(i) At least two safety chains shall be used and locked. The safety chains shall be passed twice round the wheels and after tying the ends together they shall be locked so that no strain falls on the padlocks.

(ii) The hand brakes whether side operated or end operated shall be fully tightened.

(iii) When there are a number of vehicles together, every twentieth one atleast shall be spragged and chained in addition to the end vehicles.

(iv) Coaching stock not fitted with hand brakes, when not formed up as a train with brake vans coupled shall be secured by wedges / sprags and safety chains in the manner described above.

(v) When scotch Blocks or derails are provided vehicles shall be placed within them and the scotch blocks or derails locked across the line.

(vi) As storm may arise while shunting is being performed special care must taken to secure the vehicles which might be left unsecured during shunting. This shall be ensured during stormy weather by supply of sprags, wedges and skids being placed near the entrance points of each pair of lines on which the shunting is being conducted.

(vii) Particular care must be taken to remove the chains, sprags, wedges and skids Before wagons are moved or coupled to trains by the person responsible to conduct shunting.

(viii) In case of big yards, where vehicles remain stationary on the yard lines, other than running lines the above precautions may be relaxed, however, hand brakes & skids shall be used in that end of the yard where the escaping of vehicles is apprehended.

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RULES FROM G & SR BOOK

CHAPTER VI

ACCIDENT AND UNUSUAL OCCURRENCES

S. R. 6.02.01. - Rules and regulations for Single line working on a Double line section when one line is obstructed.

(1). Whenever an accident to a train or track or other obstruction precludes the use of one of the lines on a double line section, the traffic may temporarily be worked over single line under one of the following system :–

(a) By obtaining "Line Clear" on electric speaking instruments.

(b) By the installation of Single line Block instruments and Shunting Limit Boards demarcating the block section in the wrong direction, if the affected line is likely to remain out of use for a substantial period.

8. On receipt of acknowledgement from the Station Master, confirmed by a Private Number single line working may be introduced, 'Line Clear' will be obtained on telephone attached to Block Instruments or Control Telephone or VHF (for granting / obtaining line clear through VHF set SR. **14.01.02.** (b) shall be followed) or any two way communication system set, and trains run on paper line clear ticket in accordance with the instructions contained in this book and Block Working Manual.

9. Loco Pilot of each train shall be handed over an Authority for Temporary Single Line Working on Double Line Section indicating :-

(i) the line on which the train or light engine is to run;

(ii) the kilometrages between which the obstruction exists;

(iii) any restriction of speed which may have been imposed by Way and Works staff; and

(iv) an assurance to the effect that any trap points on the line in question have been spiked or clamped.

(v) authority to pass the last Stop signal in the 'on' position. In case the last Stop signal is the Starter, in addition to the written authority, he shall also be shown hand signals at the foot of this signal.

10. An endorsement will also be made on the Caution Order given to the Loco Pilot of the first train to inform all gateman and gangmen on the way about the introduction of temporary single line working and specifying the road on which the trains will run.

This information shall be conveyed through the Loco Pilot of a subsequent train also, if necessary.

11. The speed of the first train passing over the temporary single line, will be restricted to 25 kilometres per hour. Subsequent trains may run at their booked speed, subject to observance of other speed restrictions imposed by Way and Work Staff.

12. When a train is stopped between stations on account of accident, failure, obstruction or other exceptional cause and the Loco Pilot finds, that it cannot proceed, it shall be protected as per G. R. 6.03.

13. In the case of a train proceeding on the right line :

(a) The last stop signal of the station in rear of the affected section may be passed in the 'On' position on a written authority issued by the Station Master in the prescribed form referred to in para 9 (v). In case the last Stop signal is the Starter, in addition to the written authority, hand signals shall also be shown at the foot of this signal.

(b) The approach Stop signals, if any, of the station in advance of the affected section, may be taken "off".

14. In the case of a train proceeding on the wrong line :

(a) The train shall be piloted out of the station on a written authority issued by the Station Master after all the facing points have been correctly set and locked and trailing points correctly set, over which the trains will pass.

(b) On approaching the next station, the Loco Pilot shall bring his train to stop opposite the first Stop signal pertaining to the right line or at the last Stop signal pertaining to the wrong line (on which he is running), whichever he comes across first.

(c) The Station Master of the station in advance shall depute railway servant in uniform at the foot of the signal and thereafter pilot it into the station on a written authority issued by the Station Master.

(d) If the Loco Pilot finds that no railway servant in uniform has been deputed at the foot of the signal to pilot the train into the station, G. R. 4.44. shall be observed.

(e) The Loco Pilot should switch “on” the flasher light of the train engine while running on the wrong line.

15. All the crossover points in the facing direction over which the train shall proceed while temporary single line working in force, shall be clamped and padlocked.

S. R. 6.02.02. - Rules & Regulation for Single Line Working on Double Line during Total Interruption of Communications.

The following rules must, in addition to the rules prescribed in “Rules and Regulations for working of trains during total interruption of communications on single line ”, be observed by the staff.

1. Whenever an accident to a train or track or other obstruction precludes the use of one line on a double line section during total interruption of communications, single line working shall be introduced only after a responsible official of the Engineering Department, not less than an Inspector in rank, has certified that the other line on which single line working is to be introduced is free and safe for passage of trains. Such an engineering official shall give the certificate only to the Station Master of the station at that end of the affected section for which the unobstructed line shall be the right line for despatching trains. On receipt of this certificate, the Station Master will follow the rules prescribed for opening of communications.

2. Loco Pilots of trains, including light engines, shall be given a Caution Order on which shall be stated clearly :–

(a) the line on which the train is to run;

(b) kilometrage where the obstruction exists;

(c) any restriction of speed which may be imposed by Way & Works staff;

(d) an assurance to the effect that any trap points on the line in question have been spiked and clamped.

3. All the cross-over points in the facing direction over which the train shall proceed, while temporary single line working is in force shall be clamped and padlocked.

4. In the case of a train proceeding on the right line :

(a) The last Stop signal of the station in rear of the affected section may be passed in the ‘on’ position on a written authority issued by the Station Master in prescribed form. In case the last Stop signal is the Starter, in addition to the written authority, hand signals shall also be shown at the foot of this signal.

(b) The approach Stop signals, if any, of the station in advance of the affected section, may be taken ‘off’.

RULES FROM G & SR BOOK

5. In the case of a train proceeding on the wrong line :

(a) The train shall be piloted out of the station on a written authority issued by the Station Master after all the facing points have been correctly set and locked and trailing points correctly set over which the train will pass.

(b) On reaching the next station, the Loco Pilot shall bring his train to a stop opposite the first Stop signal pertaining to the right line or at the last Stop signal pertaining to the wrong line (on which his train is running), whichever he comes across first.

(c) The Station Master of the station in advance shall depute a railway servant in uniform at the foot of the signal (whichever the train would encounter first) who shall stop the train on hand danger signal and thereafter pilot it into the station on a written authority issued by the Station Master.

6 It will be the responsibility of the person in-charge of the first engine or self-propelled vehicle or other vehicle, sent under “Authority for opening communications during total interruption of communication on single line section” to inform

all the gateman and gangman enroute about the introduction of temporary single line working as also the line on which it is proposed to run the train.

This information shall be conveyed through the Loco Pilot of a subsequent train also, if necessary.

S. R. 6.02.03. – Rules and Regulation for working of trains during total interruption of communications on double line sections.

1. In the event of total interruption of communications occuring between two stations on a double line section, i.e. when "Line Clear" cannot be obtained by any one of the following means stated in the order of preference viz.

(a) Block Instruments; Track circuits or Axle Counters;

(b) Telephone attached to the Block Instruments;

(c) Station to station fixed telephones where available.

(d) Fixed telephone such as Railway Auto phones and BSNL phones (with caller I. D. facility wherever feasible).

(e) Control Telephone;

(f) V. H. F. sets.

The following procedure shall be adopted for train passing. –

2. Before any train is allowed to enter a block section in advance, it shall be brought to a stop and the Loco Pilot and the Guard of the train shall be advised of the circumstances by the Station Master on duty.

3. The Station Master shall give an authority for working of trains during total interruption of communication on double line section to the Loco Pilot of each train which shall include :-

(a) An Authority to Proceed without Line Clear.

(b) A caution order restricting the speed to 25 kilometres per hour over the straight and to 10 kilometres per hour when approaching or passing any portion of the line where the view ahead is not clear due to curve , obstruction, rain, fog or any other cause;

(c) An Authority to pass the last Stop signal in the 'On' position.

RULES FROM G & SR BOOK

4. In the event of a Loco Pilot approaching or passing any portion of the line where the view ahead is not clear, a railway employee with hand signals must be sent in advance to guide the further movement of the train. A sharp look out ahead should be kept and the engine whistle freely used.

5. No train shall be allowed to enter the block section until there is clear interval of 30 minutes between the train about to leave and the train which has immediately preceeded.

6. Fixed signals with the exception of the last Stop signal may be taken "off" for the reception and departure of trains. The first Stop signal shall, however, be taken "off" only after the train has been brought to a stand outside it.

7. A tunnel should be entered only after it has been ascertained that it is clear. If there is any doubt on this point, the train should be piloted by a railway employees equipped with hand signals and detonators.

8. The Guard shall keep a sharp look out in the rear and be prepared to exhibit a hand danger signal to prevent the approach of a train from the rear and to protect it if necessary.

9. When a train is stopped in the block section the Guard shall immediately exhibit a hand danger signal towards the rear and check up that the unlit tail lamp or the tail light is correctly exhibited. If the stoppage is on account of accident, failure,

obstruction or otherexceptional cause and the train cannot proceed, the Loco Pilot shall sound prescribed code of whistle to apprise the Guard of the fact, whereupon the Guard shall protect the train by placing one detonator at 250 metres from the train on the way out and 2 detonators, 10 metres apart, at 500 metres from the train, irrespective of the gauge. When a train is detained outside signals and if the detention exceeds or is likely to exceed 10 minutes it shall also be protected accordingly. In the absence of the Guard the duty of protecting the train shall devolve on the Loco Pilot.

10. No train shall be backed. In exceptional circumstances when it may be unavoidable to back a train, the train shall be backed only after providing protection by placing one detonator at 250 metres and two detonators, 10 metres apart, at 500 metres in rear of the point upto which the train is to be backed.

11. Before entering a tunnel, the head light, side and tail lights and other lights (where provided) shall also be lit.

12. When approaching the station ahead, the Loco Pilot must bring his train to stop outside first Stop signal and sound continuous whistle (or any other code prescribed by special instructions), if the signal is not taken "off" or no one from the station turns up within 10 minutes, the train shall be protected as per para 9 above and the Loco Pilot may send his Assistant Loco Pilot immediately thereafter, to the station or the cabin to inform the Station Master or Cabinman of the fact that the train is waiting at the signal for its admission into the station. In the absence of the Assistant Loco Pilot, the Guard after protecting the train, shall give this information.

13. The Loco Pilots of all trains shall make over the "Authority for working of trains during total interruption of communication on double line section" to the Station Master of the station at the other end of the affected section. These shall be kept by the Station Master in his safe custody for inspection by the Transportation Inspector of the section, who shall prepare a report on the working of trains and shall forward the same alongwith his report to the Divisional Railway Manager within 7 days of resumption of communication.

S.R. 6.02.04.— Rules and regulations for working of trains during total interruption of communication on single line section.

1. In the event of total interruption of communications occurring between two block stations i.e. when Line Clear cannot be obtained by one of the following means stated in order of preference viz.

(a) Block Instruments ; Track circuits or Axle counters ;

(b) Telephone attached to the Block Instruments ;

(c) Station to station fixed telephones where available.

(d) Fixed telephone such as Railway auto-phones & BSNL phones (with caller I.D. facility wherever feasible).

(e) Control Telephone ;

(f) V.H.F. sets ;

RULES FROM G & SR BOOK

The instructions laid down in the succeeding paragraphs, shall be followed for working trains between block station.

Note :- These instructions shall also be followed whenever during total interruption of communications an accident to a train or track or other obstruction precludes the use of one of the lines on a double line section, or whenever total interruption of communications occurs during single line working on a double line section.

2. The Station Master who has a train to despatch through the affected block section shall open communications by establishing contact with the Station Master of the block station at the other end of the affected block section by sending an engine or self propelled vehicle or any other vehicle, enumerated below, in the order of preference laid down :—

(i) Light engine
(ii) Train engine ;
(iii) Motor trolly / Tower wagon duly accompanied by a Guard or by a Station Master other than the Station Master on duty ;
(iv) Trolly / Cycle Trolly / Moped trolly duly accompanied by a Guard or by a Station Master other than the Station Master on duty ;

(v) Diesel Car / Rail Motor Car / EMU Rake after ensuring that all passengers have detrained.

3. Before the Light Engine / Train Engine / Motor Trolly / Tower Wagon / Trolly / Cycle Trolly / Diesel Car / Rail Motor Car / EMU Rake is sent in to the affected block section to open communications; the Loco Pilot / Motorman / Guard / Station Master being sent to do so shall be advised by the Station Master on duty of the circumstances in which and the purpose for which he is being sent. The Station Master on duty shall also satisfy himself that the Loco Pilot / Motorman / Guard / Station Master being sent to open communications, thoroughly understand the rules of working of trains during total failure of communications on the single line. If the Loco Pilot / Motorman / Guard / Station Master who is being sent to open communications, is not conversant with the Rule for working of trains during total failure of communications on singe line, the Station Master on duty shall explain these rules to such staff. The Station Master on duty shall also obtain the signature of the Loco Pilot / Motorman / Guard / Station Master on **'Authority for opening communication during total interruption of communication on single line section'** in token of such staff having fully understood the circumstances in which and the purposes for which he is being sent and the Rules for Working of Trains during total failure of communications on single line.

4.1 Before despatching the Light Engine / Train Engine / Motor Trolley / Tower Wagon / Trolley / Cycle Trolley / Moped Trolley / Diesel Car / Rail Motor Car / EMU rake, the Station Master on duty shall hand over **'Authority for opening of communication during total interruption of communication on single line section'** to the Loco Pilot / Motorman / Guard / Station Master who is being sent to open communications, which includes :—

(i) An "Authority to Proceed without Line Clear".

(ii) A Caution Order, specifying the speed up to which the engine or self-propelled vehicle or other vehicle referred to in para 2 may run in the affected block section.

(iii) An Authority to pass the last Stop signal in the 'on' position in case there is a last Stop signal at the station.

(iv) A Line Clear Enquiry message addressed to the Station Master of the block station at the other end of the affected block section asking for Line Clear for the train waiting to be despatched to his station.

(v) A conditional Line Clear reply Message to the Station Master of the block station at the other end of the affected block section permitting him—

RULES FROM G & SR BOOK

(a) to return the light engine/train engine, either light or attached to a train waiting to be despatched from his station or attached with another engine ; or

(b) To return Tower Wagon / Diesel Car / Rail Motor Car / EMU Rake running by itself ; or to return Motor Trolly / Trolly / Cycle Trolly / Moped Trolly either running by itself or

(c) loaded in a train waiting to be despatched from his station.

4.3. The Loco Pilot / Motorman / Guard / Station Master going to open communications shall, on receipt of "Authority for opening communication during total interruption of communication on single line section" and sign on its original copy and carbon copy in token of his having understood its contents.

4.4. In case a light engine or an engine with brake van is to be despatched to proceed to the next block station and then continue its journey onward after arrival at the next block station and is not meant for opening communications, the Loco Pilot of engine or the engine with brake van, shall be given with the 'Authority for opening communication during total interruption of communication' and the items 'Line Clear Enquiry Message and Conditional Line Clear Message' shall be striked out in the form. Such engines or engine with brake van shall be issued only the 'Authority to Proceed without Line Clear', the Caution Order and the authority to Pass the Last Stop Signal in the 'On' position, referred to in para 4.1 (i), (ii) and (iii)

where necessary. Should it be necessary to despatch another light engine or another engine and brake van in the same direction, an interval of at least 30 minutes shall be allowed to elapse before it is despatched.

4.5 The Last Stop Signal shall not be taken 'OFF', while permitting an engine or self propelled vehicle or other vehicle to proceed to the next station on 'Authority for opening communication during total interruption of communication on single line section'.

5. After an engine or self propelled vehicle or other vehicle is despatched to the next station to open communications with Line Clear Enquiry Message and a Conditional Line Clear Message to the next station for the return journey of the engine or self-propelled vehicle or other vehicle, no other train or engine or self propelled vehicle or other vehicle shall be allowed to leave the station and proceed in the same direction until the engine or self propelled vehicle or other vehicle sent to open communications returns. This does not, however, prevent an engineering official going into the section on his push trolly for his work on a section on which push trollies do not run on Line Clear.

6. (a) The engine or self propelled vehicle or other vehicle proceeding on "Authority for opening communication during total interruption of communication on single line section" shall switch on the flasher light wherever provided and shall proceed at a speed not exceeding 15 kilometres per hour by day when the view is clear and 10 kilometres per hour during night or when the view is obstructed, making free use of the engine whistle or the horn of the self propelled vehicle, where provided. In thick, foggy or tempestuous weather or in dust storm etc., when visibility is impaired, the engine or self propelled vehicle or other vehicle proceeding on "Authority to Proceed without Line Clear" shall proceed at walking pace only making repeated use of the engine whistle or horn of self-propelled vehicle, where provided, preceded at an adequate distance by two men on foot, one displaying a red light and the other carrying fog signals ready for immediate use. Normally one of these men will be provided by the Station Master from his class IV staff and the other from the crew of the engine or the person whose motor trolly / trolly / cycle trolly / moped trolly is being used. In case of single manned self-propelled vehicle, both these men shall be provided by the Station Master. The Station Master on duty shall explain to both of them their duties in the presence of the Loco Pilot / Motorman / Guard / Station Master in-charge of the self-propelled vehicle or other vehicle being sent to the next station and satisfy himself that they understand the same.

(b) Both by day and night, a tunnel must not be entered until the Loco Pilot / Motorman / Station Master / Guard has ascertained that it is clear. Should there be any doubt on this point the engine or other vehicle etc., should be piloted by a railway servant equipped with hand signal and detonators. Before entering the tunnel the head lights, side and tail lights and other lights (where provided) shall also be lit.

RULES FROM G & SR BOOK

(c) No obstruction of the line beyond the outermost facing points shall be allowed until the return of the engine / tower wagon / diesel car / rail motor car / EMU rake / motor trolly / trolly / cycle trolly / moped trolly.

7. In the event of an engine / self propelled vehicle / other vehicle, proceeding on an "Authority for opening communication during total interruption of communication on single line section" meeting in the mid-section, an engine / self propelled vehicle / other vehicle sent from the other end, the Loco Pilots / Motormen / Guards / Station Masters, as the case may be, shall taking into consideration the importance of the train for which they are proceeding to get line clear, the distance from the nearest station, gradients to be encountered, the presence of catch siding etc., beside to which of the two stations, the engines / self propelled vehicle / vehicles should proceed. Before proceeding the engines or self propelled vehicles shall, if possible, be coupled up. If the engines / self-propelled vehicles cannot be coupled up they should run at a safe speed and adequate distance apart. In the case of Motor trolly / Push trolly / Cycle trolly / Moped trolly, meeting an engine and brake van / diesel car / rail motor car / EMU rake, the Motor trolly / Push trolly / Cycle trolly / Moped trolly shall, if possible, be loaded in the Brake-van / Diesel car / Rail motor car / EMU rake.

8. On sighting the station to which the engine / self propelled vehicle / other vehicle running by itself or with another similar unit coupled together or separately, to which it is / they are proceeding, the leading engine / self propelled vehicle / other vehicle shall stop out-side (i.e. in rear of) the first Stop signal of the station. The engine or self-propelled vehicle / other vehicle following the leading engine / self-propelled vehicle / other vehicle shall stop at a safe distance behind the leading engine / self propelled vehicle / other vehicle. The Station Master shall be advised of the stoppage outside the first Stop signal either by using the engine whistle /

horn of the self propelled vehicle, if provided, or by sending a man if necessary. They shall not enter the station till permitted by the Station Master to do so either by taking 'off' the relevant signals or otherwise.

9. When the engine or engines / self-propelled vehicle or other vehicle or vehicles / other vehicle or vehicle have been admitted into the Station, the 'Authority for opening communication during total interruption of communication on single line section' with the Line Clear Enquiry Massage and the Conditional Line Clear Message giving the Line Clear for the return journey shall be delivered to the Station Master on Duty who shall keep this document in his safe custody and also post the Line Clear Enquiry Message and Conditional Line Clear Message in his line clear books. On the authority of the conditional line clear message for the return journey, the Station Master on Duty shall make out a Conditional Line Clear Ticket and hand over it to the Loco Pilot / Motorman / Guard / Station Master to return to the Block station from where he came with his engine (either light or attached to a train or another engine or a self propelled vehicle if one is waiting to proceed in that direction) / self propelled vehicle / other vehicles.

10. In case of the engine or self propelled vehicle or other vehicle returning to the station from which this was sent, without reaching the next station, the 'Authority for opening communication during total interruption of communication on single line section' shall be taken back by the Station Master on Duty of the station from which this was issued and cancelled. The original entries shall also be cancelled.

11. The Station Master on duty before despatching the engine either light or attached to a train / self-propelled vehicle / other vehicle, on the return journey shall hand over to the Loco Pilot / Motorman / Guard / Station Master, Conditional Line Clear Reply Message, for the line clear enquiry message giving Line Clear for the train waiting at the other station, thereby authorising the Station Master at that station to start the train waiting there on complete arrival of the engine, either light or attached to a train / self-propelled vehicle / other vehicles at his end.

13. On the return journey, the engine either light or attached to a train / Diesel Car / Rail Motor Car / EMU rake / Train loaded with Motor trolly / Push trolly / Cycle trolly / Moped trolly may run at booked speed observing the speed limits in the Working Time Table and other relevant rules. The Motor trolly / Push trolly / Cycle trolly / Moped trolly returning by itself may run at their normal speed observing the rules governing their running on Line Clear.

14. On reaching the station, the engine either light or attached to a Train / Self-propelled vehicle / other vehicles shall again stop outside (i.e. in rear of) the first Stop signal of the station and thereafter be guided by the instructions from the Station Master, who may arrange to receive it by taking 'off' the relevant signals or otherwise.

RULES FROM G & SR BOOK

15. On arrival at the station the "Conditional Line Clear Reply Message" shall be handed over to the Station Master who shall record it in the Line Clear Message Book and on its authority issue a Conditional Line Clear Ticket for the waiting train.

16. If there be an even flow of trains in both directions, Enquiry and Conditional Line Clear Reply Messages for each succeeding train may be sent through the Guard of preceeding train.

17. The arrival and departure time of all trains, engines, trollies etc. which are passed under the above rules must be carefully recorded in the Line Clear Enquiry and Reply Books, and also in the counterfoil of the 'Authority for opening communication during total interruption of communication on single line section' and in the Train Signal Register.

18. If the Station Master at one end of the interrupted section has more than one train to despatch in the same direction before an other train is normally expected from the opposite direction, he shall, in such cases, send the first available engine of a train to obtain "Line Clear" not only for that train but also for the following trains which may be waiting or expected at his station. In the Line Clear Enquiry Message it shall be stated that these latter trains will be despatched after the first train at intervals of 30 minutes. After the Loco Pilot returns with the Line Clear for the required number of trains to the station at which he had left the train, the Station Master shall despatch the first train on the authority of the line clear for the trains and shall also endorse in that line clear that aparticular train (giving its number and description in full) shall follow at a specified interval. The Station Master shall give similar information to the Guard also in writing. The Loco Pilots of the second and subsequent following trains shall be given a caution order restricting the speed to 25

kilometres per hour over the straight when the view ahead is clear and to 10 kilometres per hours when approaching or passing any portion of the line where the view ahead is not clear due to curve, obstruction, rain, fog or any other cause.

When despatching a second and subsequent trains, the particulars of the last preceeding train along with its time of departure will be endorsed on the line clear as also particulars of the train which would follow. The Line Clear for the last train of the series should be endorsed with the particulars of the preceeding train together with its time of departure.

While adopting this procedure, the Guard and the Loco Pilot should be instructed to keep a sharp look out and be prepared to stop short of any obstruction.

19. When a train is stopped in the block section the Guard shall immediately exhibit a hand danger signal towards the rear and check up that the unlit tail lamp or the tail light is correctly exhibited. If the stoppage is on account of accident, failure, obstructions or other exceptional cause and the train cannot proceed, the Loco Pilot shall sound the prescribed whistles to apprise the Guard of the fact, where upon the Guard shall protect the train by placing one detonator at 250 metres from the train on the way out and 2 detonators, 10 metres apart, at 500 metres from the train, irrespective of the gauge. When a train is detained outside signals and if the detention exceeds or is likely to exceed 10 minutes it shall also be protected accordingly. In the absence of the Guard the duty of protecting the train shall devolve on the Loco Pilot.

20. When trains follow one another no train shall be backed. In exceptional circumstances when it may be unavoidable to back a train, the train shall be backed only after providing protection by placing one detonator at 250 metres and two detonators, 10 metres apart, at 500 metres from the point up to which the train is to be backed.

21. Train must continue to work on this system until anyone of the means of communications, mentioned in sub-rule 1 is restored by the competent authority.

RULES FROM G & SR BOOK

S.R. 6.02.05.— Rules and regulations for working trains on the obstructed line in case of obstruction on the "Authority of Block Ticket / Authority to proceed for relief Engine / Train in to an obstructed block section" in Absolute Block system.—

(a) Until obstruction is removed, trains, if so required, shall be worked on the obstructed line up to the place of obstruction on 'Block Ticket' (T/A-602) which should clearly detail, whether the train is to return or to wait at the place of obstruction for the arrival and return of another following train(s) or to proceed to the next station.

(i) After sending a train on Block Ticket, a following train shall not be despatched in the same direction unless (i) the previous Block Ticket is collected and cancelled, or (ii) necessary endorsement is given on the previous Block Ticket with the advice to wait at the site for a next train to follow, or (iii) the previous train has met with an accident or has been disabled or (iv) the Block Ticket has been collected from the Loco Pilot of the previous train by the official-in-charge at the site and kept in his personal custody and shall be kept until the arrival of the next train and such assurance is given over the telephone installed at the site quoting the serial number of the Block Ticket so collected.

(ii) Trains sent out to the place of obstruction shall be protected as laid down in sub-rule (9) of S.R. 6.02.03. The speed of the train or the engine running on the authority of Block Ticket must not exceed 15 KMPH in day light hours when the visibility is good and 10 KMPH at night and whenever clear view for 800 metres is not available. The engine whistle must be sounded frequently.

(v) The Guard and Loco Pilot of every train about to start on the authority of Block Ticket shall, before proceeding, satisfy themselves by examining the Block Ticket Book what trains are already in the section and what instructions have been given to the Loco Pilots & Guards of such trains.

(d) (i) When the cause of obstruction is removed and if it is decided to resume through traffic between the stations concerned, the Station Master at any one of the affected section may do so after exchanging messages with the Station Master at the other end of the affected section as detailed in clause (vi) below, provided he has obtained an assurance in writing as follows :—

(a) From the Guard and /or Loco Pilot under their/his signature with an endorsement on the reverse of the Loco Pilot's foil of Block Ticket that the trains / engine has arrived complete and nothing has been left in the section, if the cause of obstruction was due to failure to a train/engine.

(b) From the concerned SSE (P.Way) or SSE (TRD) that the line is safe for the movement of trains with or without any restriction if the cause of obstruction was due to an accident / OHE failure / Engg. Block.

(ii) The written assurance referred to in sub-clause (b) of clause (i) above, shall be sent through a messenger to the nearer or to the more convenient station or through the Loco Pilot if a train / Engine is available there provided movement to such station is authorised as per the endorsement on the Block Ticket. In absence of such endorsement, the Traffic official-in-charge at the site shall obtain a concurrence supported by a Private Number from the SM of the Station to which he desires to send the engine / train over the field telephone. Thereafter, he shall authorise the Loco Pilot to proceed to such station by giving proper endorsement on the Block Ticket quoting the Private Number so received under his signature and designation.

(iii) If there be more than one train at the site of obstruction, the Traffic Official-in-charge at the site, shall arrange to couple the trains together, if possible and personally instruct the Loco Pilots to proceed cautiously to the station mentioned in clause (ii) above having due consideration to minimise delay to more important trains. Otherwise trains from each direction will proceed to the station according to the endorsement given on the Block Ticket by the Station Master. However, trains from each direction may be coupled up to form one train before being allowed to proceed. In case it becomes necessary for a train to follow another, an interval of 15 minutes shall elapse between the train preceeded and the train which is about to leave and the speed of the following train shall not exceed 8 KMPH.

(iv) On arrival at the station, Block Tickets of the trains concerned shall be handed over to the Station Master indicating the time of arrival and that the train has arrived complete. This shall be signed by the Guard and / or the Loco Pilot.

(v) The Station Master shall then cancel the Block Ticket (Loco Pilot's foil) and paste the same with the concerned record foil if the same was issued from his station. In case Block Ticket(s), so collected, had been issued from the other station, the same shall be kept in his personal custody and be sent to the issuing Station Master for cancellation and record.

RULES FROM G & SR BOOK

(g) (i) On a double line section, if for any reason other than introduction of single line working, it becomes necessary to run an engine or a train, against the normal direction of traffic, the line concerned shall be blocked as per G.R. 1.02.(8), indicating the station to which the train / engine is to proceed. After obtaining the acknowledgement from the Station Master of the station at the other end, the Station Master intending to run the train shall, issue a Block Ticket. The following particulars shall be mentioned in the caution order portion of the Block Ticket :—

(a) existing speed restrictions—

(b) instruction to Loco Pilot / Guard—

(i) to look out for possible obstruction and take action accordingly.

(ii) to ascertain the condition of the train/ obstruction over the adjacent line and to report the same at the next station in writing.

The Loco Pilot will also certify in writing, if the line over which the train / engine has passed on Block Ticket, is safe for introduction of single line working. The Station Master, on receipt of a such certificate, shall take steps to introduce temporary single line working, under the procedure detailed in S. R. 6.02.01.

The Station Master at the other end of block section after acknowledging the message vide G. R. 1.02. (8) as indicated above shall not permit any obstruction outside the outermost points on the same line at that end of the station nearest to the expected train.

(ii) The speed shall be the same as prescribed by under clause (ii) of sub-rule (a) of Rule 6.02.05. The Loco Pilot and the Guard shall take special care to stop short of any possible obstruction on the line during the run.

(iii) After the arrival of the train / engine at the next station, the Station Master shall follow the procedure detailed in sub-clause (a) of Clause (i), clause (v) and (vi) of sub-rule (d) of rule 6.02.05.

(iv) Movement of train / engine, permitted in sub-rule (g)(i) above, shall be restricted to one train / engine only and the train shall not, in any case, be a passenger carrying train.

The Driver will also certify in writing, if the line over which the train/engine has passed on Block Ticket, is safe for introduction of single line working. The Station Master, on receipt of such a certificate, shall take steps to introduce temporary single line working, under the procedure detailed in S.R.6.02.01.

The Station Master at the other end of block section after acknowledging the message vide G.R.1.02..(8) as indicated above shall not permit any obstruction outside the outermost points on the same line at that end of the station nearest to the expected train.

(ii) The speed shall be the same as prescribed by under clause (ii) of sub-rue (a) of Rule 6.02.05. The Driver and the Guard shall take special care to stop short of any possible obstruction on the line during the run.

(iii) After the arrival of the train/Engine at the next station, the Station Master shall follow the procedure detailed in sub-clause (a) of Clause (i), clause (v) and (vi) of sub-rule (d) of rule 6.02.05.

6.03 Protection of trains stopped between stations :-

(1) When a train is stopped between stations on account of accident, failure, obstruction or other exceptional cause, and the Loco Pilot finds that his train cannot proceed, he shall apprise the Guard of the fact by sounding the prescribed code of whistle or through walkie-talkie or other means and exchange hand danger signals with him. The Loco Pilot shall switch 'ON' flasher light of his locomotive immediately to warn on coming train. Thereafter, the Guard shall immediately exhibit a hand danger signal towards the rear and check up that the tailboard or tail light is correctly exhibited and switch 'ON' flasher light, if provided, in the rear of the brakevan. The Guard and the Loco Pilot shall then immediately take the following action n the rear and the front. –

RULES FROM G & SR BOOK

(i) on a single line section or on a section of double or multiple lines when temporarily worked as a single line section. –

(a) the Guard shall either himself go back or send a competent person back to protect the train; if the Guard has deputed a competent person to protect the train, he shall confirm from the Loco Pilot for the protection of train in front through walkie-talkie or other means of communication between the Loco Pilot and the Guard. In absence of communication system between them, the Guard shall go to the Loco Pilot personally to confirm the protection of train in front ;

(b) The person going back to protect the train shall continuously show his hand danger signal to stop any approaching train and in addition to his hand signal, shall take detonators and place them upon the line on which the stoppage has occurred, as follows :

One detonator shall be placed at 600 metres from his train on way out and three detonators at 1200 metres about 10 metres apart from the place where the train has stopped;

Provided that on the metre and narrow gauge the first detonator shall be placed at 400 metres and the three detonators about ten metres apart, not less than 800 metres from his train or at such distance as has been fixed by special instructions, from the place, where the train has stopped;

(c) if a person other than the Guard has gone back to protect the train, he shall, after taking action as per sub-clause(b), continue to show his hand danger signal to stop any approaching train, until he is recalled.

(d) when the Guard has himself gone back to protect the train, he shall after taking action as in sub-clause(b), depute a competent person, if available, to show a hand danger signal to stop any approaching train until he is recalled and shall himself return to his train to ascertain the cause;

(e) unless the Guard has succeeded in getting another competent person to show a hand danger signal as in sub-clause(d), he shall after consultation with the Loco Pilot, once again return to the place at which he placed three detonators, showing his hand danger signal to any approaching train and continue to do so until he is recalled;

(f) when the Guard or the person deputed by him is recalled, he shall leave down the three detonators; and on his way back pick up the intermediate detonator;

(g) on a section of double or multiple lines, when the Loco Pilot comes to know that :

(i) during the course of run of the train being driven by him the Loco Pilot shall switch 'ON' the flasher light and dim the head light on all or any such occurrences as stipulated hereunder :-

(A) sudden jerk with drag and / or drop in air pressure or vacuum of the train;

(B) sudden increase in air flow indicator reading;

(C) train parting / derailment of the train; and

(D) any situation warranting protection of the adjoining track,

(ii) in case of an accident or if assistance has been asked for, or an a single line section or during temporary single line working on a section of double or multiple lines, the Loco Pilot shall in all cases switch 'ON' the flasher light and dim the head light at once and show a danger signal to the front, and proceed to protect the train in front in the manner prescribed in sub-clauses (b) and (f) either by going himself or by sending his Assistant Loco Pilot / Fireman or some other competent person; and

(h) should any train be seen approaching, the person going to protect the train shall immediately place one detonator on the line, as far away from the disabled train, as possible and shall continue to show a hand danger signal to stop any approaching train. If the person has already placed one detonator at 600 or 400 metres in Broad Gauge or Metre gauge / Narrow Gauge respectively and he is not in a position to reach at a distance of 1200 metres or 800 metres in Broad Gauge or Metre Gauge / Narrow Gauge respectively, he shall again place one detonator as far away from the train as possible which has met with the accident;

RULES FROM G & SR BOOK

(ii) on a double line section where trains on the two lines run in the opposite direction. –

(a) as soon as the Loco Pilot comes to know that :

(I) during the course of run of the train being driven by him, the Loco Pilot shall switch 'ON' the flasher light and dim the head light on all or any such occurrences as stipulated hereunder :-

(A) sudden jerk with drag and / drop in air pressure or vacuum of the train;

(B) sudden increase in air flow indicator reading;

(C) train parting / derailment of the train; and

(D) any situation warranting protection of the adjoining track;

(II) in case of an accident or if assistance has been asked for, the Loco Pilot shall in all cases switch 'ON' the flasher light and dim the head light at once and show a danger signal to the front and shall protect the adjacent line in front in the manner prescribed in clause (i) above either by going himself or by sending Assistant Loco Pilot or some other competent person;

The Guard shall himself first immediately proceed ahead to assist and ensure protection of the adjacent line in front in the manner prescribed in clause(i) above and if a competent person is available send him to protect the train in the rear in the manner prescribed in clause(i) above.

(b) in case it is not known whether the adjacent line is obstructed or not, the Loco Pilot shall take action to protect the adjacent line in the manner prescribed in clause(i) above. The Guard shall confirm from the Loco Pilot on the available means of communication for protection of the adjacent line as mentioned above and proceed towards the locomotive watching the train carefully. If the Guard finds that the adjacent line is obstructed, he shall proceed ahead o assist and ensure protection of the adjacent line as mentioned above. In case he finds that the adjacent line is not obstructed, he shall, after consultation with the Loco

Pilot, go back to protect the train in the rear in the manner prescribed in clause(i) above, if he has not already sent another competent person for the purpose ;

(iii) on a multiple line section with unidirectional traffic on the nominated lines.—

(a) as soon as the Loco Pilot comes to know that :—

(I) during the course of run of the train being driven by him, the Loco Pilot shall switch 'ON' the flasher light and dim the head light on all or any such occurrences as stipulated hereunder :—

(A) sudden jerk with drag and /or drop in air pressure or vacuum of the train ;

(B) sudden increase in air flow indicator reading ;

(C) train parting / derailment of the train ; and

(D) any situation warranting protection of the adjoining track ;

(II) in case of an accident or if assistance has been asked for, the Loco Pilot shall in all cases switch 'ON' the flasher light and dim the head light at once and show a danger signal to the front and he shall at once take action to protect the adjacent line or lines in the manner prescribed in clause(i) above ;

(b) as soon as the Guard comes to know that the train has met with an accident, he shall at once protect such adjacent line or lines in the manner prescribed in clause (i) above.

When it is obvious that an adjacent line on which trains normally run in the opposite direction is obstructed or when it is not known whether any such line is obstructed or not, the Loco Pilot shall at once take action to protect the adjacent line or lines in the manner prescribed in clause(ii) above.

RULES FROM G & SR BOOK

If it is obvious that an adjacent line on which the trains normally run in the direction of the affected train is obstructed or when it is not known whether any such line is obstructed or not, the Guard shall immediately protect such adjacent line or lines in the manner prescribed in clause(i) above. If it is obvious that an adjacent line or lines on which the trains normally run in the opposite direction is obstructed and no line on which trains run in the direction of the affected train is obstructed, he shall proceed ahead to assist and ensure protection of the adjacent line or lines on which trains run in the direction as per clause(ii) above. If, in addition to the line on which trains run in the direction of the affected train any other line on which trains normally run in the opposite direction is also obstructed, the primary duty of the Guard shall be to protect the line on which trains normally run in the direction of the affected train, in the rear, in the manner prescribed in clause(i) above. Only after taking this action he shall proceed ahead to assist and ensure protection of the obstructed adjacent line or lines in front on which trains normally run in the opposite direction.

(iv) On sections where trains on the adjacent line / lines run in both the directions.

Unless it is obvious that no adjacent line is obstructed, the Loco Pilot shall protect the adjacent line / lines in front and the Guard shall protect the adjacent line / lines in the rear in the manner prescribed in clause(i) above. Only after taking this action shall the Guard proceed ahead to assist and ensure protection of the adjacent line / lines in front.

(v) Protection of line on which the affected train is standing on section of double/ multiple lines.

Only after protecting the adjacent line / lines in the manner prescribed in clauses (ii), (iii) and (iv) above, shall the action be taken to protect the line on which the affected train is standing both in front and in the rear.

(vi) Action to locate and remove the cause of stoppage.

Action to locate and rectify any defect either in the engine or a vehicle or to remove any other obstruction which might have caused the stoppage shall be taken, if practicable, only after having assured that the train has been protected properly in accordance with the procedure laid down above.

(vii) Removal of protection from adjacent lines.

If subsequently, the adjacent line / lines are found to be free of obstruction, the protection may be removed except where it is desired to stop an approaching train to obtain assistance.

(2) (i) In the case of a train without a Guard, the duties of the Guard, as laid down in this rule, shall devolve on the Loco Pilot or on a railway servant deputed by him ;

(ii) In the event of any disability of the Loco Pilot, the duties devolving on the Loco Pilot as laid down in these rules, shall devolve on the Guard or on a railway servant deputed by him ;

S. R. 6.03.01. - (a) When a train is stopped between stations on account of accident, failure obstruction or other exceptional cause and the Loco Pilot finds that his train cannot proceed, he shall immediately switch 'ON' the Flasher light, if provided, on his engine and switch off the head light to attract the attention of the Loco Pilot of a train approaching from the opposite direction and sound four short whistles repeatedly to apprise the Guard of his inability to proceed and display red flag by day and red light by night or in thick or foggy weather when visibility is impaired.

(b) On hearing the engine whistle mentioned above, the Guard shall acknowledge it by waving a red hand signal up and down vertically, which shall be understood to mean "I am aware that you cannot proceed and I am now going back to protect the train." The Loco Pilot shall acknowledge the Guard's signal by a long whistle. By day, the Guard shall then secure a red flag to the side lamp bracket or to the handrail of the brake-van which can easily be seen by the Loco Pilot. At night, he shall reserve his brake-van side-lamp where provided under GR 4.15 (1) (a), as an additional indication to the Loco Pilot The Guard shall also ensure that during day the tail board is in position and at night the Tail lamp and the side lamps, where provided are burning brightly. The Guard and Loco Pilot shall also take action for protection of line as per GR 6.03. without any loss of time.

(c) When an accident occurs on a section having two or more parallel running lines and the protection as per GR 6.03. cannot be complied with for any reason, the following action shall be taken, in addition to observance of stipulation contained in para (a) & (b) above.

(i) The Loco Pilot / Assistant Loco Pilot of the disabled train shall give a continuous series of short sharp whistles which he shall continue to sound until the approaching train on the adjacent line has been brought to a stand. In addition, the Guard and Loco Pilot shall exhibit stop hand signals towards the approaching train.

(ii) At night or when visibility is not clear, the Guard and the Loco Pilot shall immediately light up and hold aloft a flare signal (fusee) so as to be clearly visible to the Loco Pilot of an approaching train.

Note :— The Guard and Loco Pilot working trains on single line ghat section must use the flare signal also at night or when visibility is not clear, to protect the train.

(d) The flasher light shall be switched off and actions as mentioned in sub-rule (c) (i) & (c) (ii) above shall not be considered necessary, only when the Loco Pilot & Guard have satisfied themselves that their train is in a position to proceed or that the adjacent line (s) is / are free from all obstruction and it is not necessary to stop any approaching train to obtain assistance.

(e) When the Loco Pilot of any approaching train sees the flasher light or the light of fusee or hears the danger whistle code as contained in S.R. 4.50.01 (16), he shall at once stop his train, take all precautions as continued in GR 3.78 (2) and shall also render all possible assistance to the affected train as required.

(f) If the Guard or the Railway servant so deputed is recalled by the Loco Pilot by sounding a long continuous whistle, he shall return after complying with GR 6.03 (1) (i) (f) and remove the red flag which he fixed on the break-van or put back the side lamp where provided, to its normal position, and give starting signal to the Loco Pilot. The Loco Pilot

shall not start the train until he has received from the Guard, the signal to start and on starting, shall exchange hand signal with him. If due to curvature, obstruction or any other cause the visibility is impaired and it is not possible to exchange signals, the Loco Pilot shall start the train on getting verbal permission from the Guard through his Assistant.

(g) EMU Trains :- When as EMU train is stopped between stations on account of accident, failure, obstruction or other exceptional cause and it cannot proceed, the Motorman and Guard of the train shall take all the relevant precautions as contained in para (a), (b), (c), (d), (e), (f) above. However, the Motorman shall sound the bell four times instead of sounding the whistle and the Guard shall acknowledge it by ringing the bell four times. The Motorman must repeat the bell signal till it is acknowledged, and should it is not be acknowledged within a reasonable time the Motorman must make efforts to contact with the Guard with the assistance of person(s) available. The Guard shall be responsible for immediate switching "ON" of the Flasher-light in rear and also for switching it "OFF" when it is no longer required in terms of para (d) above.

6.04. Trains unusually delayed.—

(1) If a train carrying passengers does not arrive within 10 minutes or if a goods train does not arrive within 20 minutes after allowing for its normal running time from the station in rear, the Station Master at the station in advance shall immediately advise the station in rear and the Control of this fact. Thereafter on double or multiple lines, the Station Masters at either end of the block section shall immediately stop all trains proceeding into the block section on adjacent line or lines in either direction and warn the Loco Pilots and Guards of such trains by issue of suitable caution orders and shall also ascertain the where abouts and the condition of the delayed train.

(2) The action mentioned above shall be taken earlier, should the circumstances so require.

RULES FROM G & SR BOOK

S.R.6.04.01.— (iii) Guards and Loco Pilots are responsible for sending information promptly to the nearest station or to controller by using the field telephone or by any other means.

S.R. 6.04.02. — In the event of a train coming to a stand on a gradient, owing to the inability of the engine to haul the train forward, the Loco Pilot shall, as a rule, divide his train, taking all precautions as prescribed in G.R. 6.09. (2) and (3) but, should the Loco Pilot finds that by pushing back he would be able to get over the gradient, he may do so, but shall take the following precautions :-

(a) On no account shall he push back till the Guard has been warned.

No pushing back shall, however, be done on sections provided with automatic signalling or Intermediate Block signalling except as provided in S.R. 3.75.04.

(b) After pushing back, the train shall not be moved forward until he received a green signal from the Guard to do so, and the later shall not give such signal until the train has come to a stand still. When moving forward, the Guard shall be ready to apply the brake in case of necessity.

(c) In the case of a train coming to a stop over the spring points (trailing direction) no backing is permitted unless the Station Master authorised such backing by the issue of a written memo, after the points are set, clamped and padlocked for the running line. In all such cases the train shall be hand signalled by the Guard.

(d) (i) If, for any reason, a train is brought to a stand for a period longer than 15 minutes the hand brakes of the locomotive shall be applied in addition to the application of vacuum / air brake etc. If such stoppage happens to be, of train having vehicles with roller bearings on a sections with a grade of 1 in 150 and steeper, and train having vehicles other than roller bearings on a section with a grade 1 in 100 and steeper, the following additional precautions shall be taken —

On trains carrying passengers, the guard shall apply hand brakes in the brake-van and sprags or wedges or scotch blocks as the case may be to the wheels of two vehicles nearer to the descending steep incline. On goods trains hand brakes of atleast one-third of the wagons on the train or 10 wagons behind the engine and 5 wagons inside the brake van, whichever is more, shall be pinned down, in addition to the application of guard's hand brake in the brake-

van. Special care shall be taken for the train with special type of wagons such as BOX, BOBS, BOI, BRH, CRT, etc. which are fitted with roller bearings, while taking the above precautions.

(ii) When the train is expected to start, proper vacuum / air pressure must be re-created / re-charged, as the case may be, and the vacuum brake / air brake must be applied before the sprags or wedges or scotch blocks removed and / or hand brakes released. Thereafter, the vacuum / air brakes may be released to start the train.

(iii) The Loco Pilot himself or, on his direction, the Assistant Loco Pilot, shall be responsible for application and release of the hand brakes of wagons behind the engine. The Guard shall be responsible for similar action in regard to the wagons inside the brake-van.

(iv) Considering the condition of brake power on train, the Loco Pilot may take an additional precautions as mentioned in Sub-rule(i) above, during the stoppage of his train on section flatter than 1 in 150 or 1 in 100 to avoid run away.

6.05. Sending advice of accident or break down.— If the engine is, for any reason unable to proceed the Guard or in his absence the Loco Pilot, shall convey, by the most expeditious means, advice to the nearest stations, stating the location, nature and cause of the accident and if assistance has been asked for, the train shall not be moved until such assistance arrives, provided that if the train is subsequently able to move, it may do so at walking pace, but not unless a competent railway servant has been sent with hand signals and detonators to protect the train, such railway servant keeping atleast 400 metres in advance of the train, the other end of the train being protected in a similar manner.

RULES FROM G & SR BOOK

SR 6.05.01.— (1) If a train is stopped between stations on account of accident or breakdown or for any other reason, both the Guard and Loco Pilot of such train after protecting the train in accordance with GR 6.03 shall advise the Control office by means of portable control telephone set provided on the train. In case this is not possible due to any reason, a train passing on the other line should be stopped and given a written report for onward transmission to the next station. In other cases written report of the accident or breakdown should be sent through the Assistant Loco Pilot or the Asst. Guard duly signed by the Guard and / or Loco Pilot. On receipt of the Guard / Loco Pilot's message, the Station Master on duty shall, if the station is connected with control, relay the message through the Control phone to the Power Controller for necessary assistance. In case of non-controlled section, necessary telegram shall immediately be sent to the nearest Loco Foreman.

(2) (i) In the case of a train engine becoming disabled in midsection and if the Loco Pilot is of the opinion that the defect cannot be rectified in 30 minutes, he shall inform the Guard immediately of this fact so that intimation can be sent to the nearest station asking for relief engine / assistance.

(ii) If the Loco Pilot is of the opinion that the defect can be rectified within 30 minutes, but finds at the end of 30 minutes that he has been unable to do so, he shall immediately inform the Guard so that the nearest station can be informed asking for a relief engine/ assistance.

(3) If before the arrival of the relief engine, the Loco Pilot finds that he is able to move his train, he may do so by following G.R. 6.05. strictly.

6.06. Train in a block section without authority to proceed.—

(1) When a Loco Pilot becomes aware in a block section that he does not have an authority to proceed or a proper authority to proceed, he shall immediately stop the train.

(2) The train shall be treated as an obstruction in the block section and protected as such in accordance with Rule 6.03.

(3) The Guard, or in his absence the Loco Pilot, shall convey the report of the occurrence to the nearest block station by the most expeditious means and the train shall the after move only in accordance with the instructions which may be issued by the Station Master to whom the occurrence has been reported ;

Provided that when a proper tangible authority to proceed is lost on the run, the Loco Pilot may proceed to the next station and report the occurrence to the Station Master.

S.R. 6.06.01.— If, while in the block section, the Loco Pilot becomes aware of the fact that he does not have the proper authority to proceed, the following action shall be taken.

(1) The Loco Pilot shall stop the train immediately.

(a) The Loco Pilot shall sound the prescribed code of whistle repeatedly (one short, one long and one short) which shall be acknowledged by the Guard by waving red hand signal up and down. Thereafter the Guard and Loco Pilot shall arrange to protect the train as per G. R. 6.03. and S. R's. there under.

(b) Information may be sent on the portable telephone, if available, or by sending Brakeman / Assistant Loco Pilot or any other railway servant to the nearest station to obtain written permission or by sending information through the Guard / Loco Pilot passing over the adjacent line with the request to send written permission through one of the station staff.

(2) The Station Master who receives such information shall at once inform the Station Master in advance and the Section Controller (if it is a controlled section). He shall issue a written authority, in consultation with the Station Master at the other end of the block section to the Loco Pilot of the train to go ahead to the next station or to push back to the station from where the train started by issue of Caution Order.

6.07. Report of conditions likely to affect running of trains to Controller or Centralised Traffic control operator.—

(1) Loco Pilots, Guards and Station Masters shall advise the Controller or the Centralised Traffic Control Operator of any known conditions or unusual circumstances likely to affect the safe and proper working of trains.

(2) The Controller or the Centralised Traffic control operator, on becoming aware of such defect or failure, shall inform the same to the railway servant responsible for the maintenance of the equipment and other railway servant concerned.

S. R. 6.07.01. — In the event of the Loco Pilot and / or Guard experiencing any abnormal condition in the track over which his train has passed and he considers that the portion of the track over which his train has passed is detrimental for safe running of subsequent trains will take action as under :-

a) Stop his train at next block station without clearing the block section and inform the Station Master through available means of communication not to permit any train from either end of the affected block section in case of single line and from the rear in case of double line. In case of IBS and automatic block territories, the Loco Pilot must inform the station Master and Loco Pilot of trains already left station in rear through available means of communications to stop movement of trains.

b) Proceed further only after satisfying himself that Station Master has clearly understood so as not to permit further movement over the line until a written memo indicating the details of the occurrence is received by Station master from the Loco Pilot. He will then again stop at the station at a convenient place so as to deliver the written memo to the Station Master.

c) The Station Master on the receipt of such a memo must issue a message addressed to the Station Master of the block station at the other end of the block section and Junior Engineer, Section Engineer (P.Way). Assistant Engineer, Divisional Engineer, Chief Controller and Division Operations Manager.

d) Arrange to dispatch by rail maintenance machine lower wagon light engine or in their absence a train accompanied by an engineering official with a caution order to the effect to stop dead sufficiently short of the expected portion of the track. The engineering official accompanying will inspect the track and stall allow the train to pass only after satisfying that the track is safe for the passage of train. Advice the condition of the track and any restriction of speed to be imposed to the Station master personally or through written memo which may be sent through the Loco Pilot.

e) In the absence of engineering officials the train with a caution order instructing the Loco Pilot to stop dead before the affected kilomeres and after satisfying himself about the condition of track pass over the track in question at 10 kilometres per hour or if he finds the line unsafe to pass, return to station in rear. If the Loco Pilot is not able to detect any thing doubtful, subsequent trains shall be dispatched with a speed restriction of 10 kilometres per hour till the track is certified to be safe by engineering officials.

f) If the condition as reported earlier is confirmed by the Loco Pilot no train movement shall be allowed till certified to be safe by engineering officials.

Note :- In case the Guard of the train experiences any abnormal occurrence in the track while working his train he must inform the Loco Pilot of his train through walkie-talkie or other available means of communication between the Loco Pilot and the Guard about the occurrence, after which the Loco Pilot shall take action as mentioned in SR. 6.07(1) (a). In the event of Guard unable to contact the Loco Pilot he should take action to stop the train and inform the Loco Pilot.

S. R. 6.07.02. — As soon as information of sabotage or likely sabotage, bomb blast explosion etc. to the track, bridges or other fixed installation is received, the Station master who becomes aware of it will stop movement of trains in the affected block section as well as on adjacent lines on double multiple line sections and will take action as per SR 6.07 (1) (d) in consultation with the Section Controller except that only rail maintenance machine / tower wagon / light engine shall be sent to ascertain for the line to be safe for the movement of the train.

RULES FROM G & SR BOOK

SR.6.07.03. — In the event of the Loco Pilot and / or Guard experiencing any obstruction or any other unsafe condition on or near the track adjacent to the line over which his train has passed and which in his opinion is detrimental to safe train running will take the following remedial action.

a) immediately switch on the flasher light of his loco ;

b) inform the Station Master (s) concerned / control through the available means of communication, and concurrently;

c) stopped his train and proceed with danger hand signals to protect the line in question in terms of GR. 3.62.;

d) thereafter, he will continue journey to the next station cautiously keeping flasher light on; and

e) be prepared to stopped any incoming train approaching the affected section by communicating on walkie-talkie or other available means of communication and exhibiting danger hand signal;

f) on arrival at the next station he shall inform the Station Master through a written memo about the occurrence;

g) on receipt of such information the Station Master must take action as per SR. 6.07 (1) (c) to (f).

6.08. Train parting. —

(1) If any portion of a train should, while in motion, become detached. -

(a) the Loco Pilot shall use his judgment to keep the front portion in motion, if possible, until the rear portion has been brought to a stand so as to avoid the chance of collision between the two portions; and sound the prescribed code of whistle to inform the Guard of the parting.

(b) the Guard or Guards in the rear portion shall –

(i) do all they can to prevent a collision with the front portion, and

(ii) promptly apply their hand-brakes, where provided, and

(c) the Loco Pilot of a banking engine, if any, shall bring the rear portion to a stand and sound the prescribed code of whistle to attract the attention of the Loco Pilot in the front portion.

(2) As soon as the rear portion of a train has been brought to a stand, the Guard of the train shall protect that portion in accordance with Rule 6.03. both in the front and the rear, and take steps to secure the vehicles in stationary position by pinning down hand brakes and wherever necessary and prescribed by special instructions by use of sprags and chains also.

(3) The Guard shall indicate the parting of the train by waving in repeated motions a green flag by day, or a white light by night, up and down vertically as high and as low as possible.

(4) When both portions of a parted train are brought to a stand within sight of each other and it is possible and safe to couple them, the train shall be coupled with due caution under hand signals from the Guard provided necessary precautions have been taken to secure the rear portion in the manner prescribed in sub-rule (2).

(5) If the Loco Pilot of the parted train has already reached the block station in advance before he could bring the front portion to a stop, he shall instantly warn the Station Master of the parting as also the railway servant in charge of a cabin, if passed on the way, and shall not give up the tangible authority to proceed, if any, till the block section is cleared of all the vehicles of his train.

(6) The duties of the Guard specified in this rule shall devolve on the Loco Pilot in the absence of the Guard.

S.R. 6.08.01.— If there is a banking engine in the rear of the train, the Loco Pilot of the banking engine shall arrange to protect the rear and the Guard shall protect the front portion of the train left in mid-section. The vehicles shall not be moved till the train engine returns for them, or a relief engine arrives.

(ii) The Loco Pilot of the parted train shall warn the Guard by giving one long, one short, one long, one short whistle "——0——0″. Similar whistle shall be given if the Loco Pilot of the parted train has already reached the Block station in advance before he could bring the front portion to a stop.

RULES FROM G & SR BOOK

6.09. Portion of train left in a block section.—

(1) When a train stopped in a block section has to be divided in consequence of an accident or the inability of the engine to take the whole train forward, the Guard of the train shall immediately take steps to protect the rear portion of his train in accordance with rule 6.03.

(2) If the engine is capable of proceeding either with or without vehicles, the Guard shall, after taking action as provided for in sub-rule (1) and before uncoupling, put down the brakes and shall, if necessary, otherwise carefully secure the rear portion of the train to ensure its remaining stationary.

(3) When the guard has been taken action as provided for in sub-rule (2), he shall give a written permission to the Loco Pilot to uncouple and proceed to the next station and may, if thinks fit, give him written instructions to return on the same line.

(4) On sections of the single line where token working is in force, the Loco Pilot shall before leaving any portion of his train in a block section, hand over the token to the Guard from whom he shall obtain a written receipt. The Guard shall retain the token until the block section has been cleared of all vehicle of his train.

(5) At night or in thick, foggy or tempestuous weather impairing visibility, as soon as the engine, whether with o without vehicles is drawn forward, he Guard shall —

(a) protect his train in the front also in accordance with rule 6.03., and

(b) also see that a red light is shown on the front vehicle of the rear portion of the train.

(6) When the front of the train is taken forward, no tail lamp or tail board shall be placed on the rear vehicle of that portion of the train but the Guard shall give its number in full in the written permission referred to in sub-rule (3).

(7) On entering a station with the knowledge that the block section in rear is obstructed, the first duty of the Loco Pilot is instantly to warn the Station Maser of this fact. It a cabin is passed on the way to the station, the railway servant in-charge of the cabin shall also be informed of the fact.

(8) When, under written instructions referred to in sub-rule (3), the engine is to be brought back, the Guard shall, until the arrival of the engine, continue to remain in rear of the portion of the train left in the block section and shall not permit a following train, if any, to move any of the vehicles under his charge.

(9) (a) The Loco Pilot shall not bring his engine, with or without vehicles, back on the same line unless he has received written instructions under sub-rule (3) from the Guard to do so.

(b) In addition, on a multiple line section, the Loco Pilot shall also have a written authority from the Station Master, who shall ensure that no train is diverted on to or crossing the same line on that portion of the track over which the said Loco Pilot would be returning.

(c) The Station Master, before giving such written authority, shall obtain necessary assurance as prescribed by special instructions from the Station Master having diversion facilities and also inform the Controller of the circumstances.

(10) On double or multiple line sections, the Loco Pilot may under instructions from the Station Master, take he train back on the proper line, according to the system of working, until he can cross on to the line on which he has left the rest of his train and may then proceed by that line and after attaching the engine shall work the train to the station to which he is directed.

(11) When moving under written instructions against the direction of traffic on a double line, or against the established direction of traffic on a single line, the Loco Pilot shall proceed cautiously and make frequent use of the prescribed code of whistle.

RULES FROM G & SR BOOK

S.R. 6.09.01.— (a) The Station Master shall verify the number of the last vehicle of the portion of the train brought by the Loco Pilot with the number mentioned by the Guard in the written permission mentioned sub-rule (3) of G.R. 6.09. to ensure that the portion brought by the Driver is complete.

(b) On Double line section provided with Lock and Block instruments and on single line section provided with Tokenless Block Instruments, when worked on paper line clear ticket, whenever a portion of a train has been brought (other than the last portion by which the block section is clear) the Loco Pilot shall stop at the Home Signal while approaching the Block station ahead and shall constantly sound one ling, one short, one long and one short whistle. The Station Master shall arrange to receive the portion of the train (except the last portion) by piloting in, keeping necessary signals at 'on'.

(c) For the purpose of sub-rule (7) of G.R. 6.09, it shall be necessary for the Loco Pilot to inform the person in-charge of the cabin in writing. Signature of such person on the written permission issued by the Guard shall be sufficient for this purpose.

(d) In case where Guard's written permission to return has not been given under sub-rule (3) of G.R. 6.09, the Station Master shall follow the procedure as laid down in S.R. 6.02.05.

(e) Guard's written permission as mentioned in sub-rule (3) of GR 6.09 shall be in the prescribed form No. T/609.

6.10. Fire.—

(1) A railway servant noticing a fire, likely to result in loss of life or cause damage to property, shall take all possible steps to save life and property, to prevent it from spreading and to extinguish it.

(2) In case the fire is on or adjacent to any electrical equipment, the railway servant shall, if he is competent in handling electrical equipment and specially trained for the purpose, have the affected part immediately isolated from its source of supply of electrical energy.

(3) The occurrence of a fire shall, in every case, be reported to the nearest Station Master by the most expeditious means and the Station Master shall take such action as may be prescribed by special instructions.

S.R. 6.10.01.— (b) Guards and Loco Pilots on seeing a sleeper or any other woodwork of the line on fire shall stop at once and extinguish the fire, taking care that it is done effectively, and that nothing is left to smoulder when they leave the spot. The nearest permanent way gang shall be advised of the occurrence and it shall be reported at the first station at which the train stops, unless, in the opinion of the train staff, there is reason to apprehend danger to a train in passing over the spot, in which case, the train shall be stopped at the first station and the matter reported. Further action shall be taken by the Station Master in accordance with S.R. 2.11.01 (d) (ii) & (iii).

(c) The train staff may obtain the assistance of any passer-by or adjacent villagers in case of emergency to obtain water, and assist in extinction of fire, and may pay or promise to pay fair remuneration for such services.

(d) Any other Railway staff noticing fire shall take all possible steps with available means to prevent it from spreading and to extinguish it.

S.R. 6.10.02.— (a) In the event of a vehicle on a train being on fire, the train shall be stopped and the burning vehicle isolated, a distance of not less than 45 metres being left between it and the other vehicles of the train. The train shall be protected in accordance with G.R. 6.03, if not protected by fixed signals. Every effort shall be made to extinguish the fire and to save the wagon labels, seals and the contents of the vehicle. Earth or sand, if available shall also be used. In case the fire is discovered when the train is near a tank or a watering station, the Guard and Loco Pilot shall use their discretion to proceed there, but no such attempt shall be made until the portion of the train in rear of burning vehicle has been detached.

(b) In the case of fire occurring in a passenger train, the safety of the passengers shall be first attended to. In case of postal van every effort shall be made to save the mails.

RULES FROM G & SR BOOK

(c) In an electrically fitted carriage, if the wood-work catches fire due to short circuit, the electric couplers at both ends shall be disconnected and the links from the battery fuse boxes removed.

(d) The fire appliances available in the train and the engine shall be made use of in all cases where fire has broken out.

(e) The practice of keeping a lighted 'Chula' or Stove in a carriage is prohibited.

S.R. 6.10.03.— (a) In the case of a fire on any part of any traction electrical equipment, the affected part shall first be completely isolated from the distribution system. If arcing continues due to feed from adjacent supply control posts, it shall be got interrupted either by remote or local operation of switches. The fire shall be extinguished by means of fire extinguishers provided. The Traction Power Controller shall be informed immediately of the nature of the fire and the extent to which it has affected supply.

(b) If any person not specifically authorised notices a fire on or adjacent to traction electrical equipment he shall make no attempt to extinguish the fire but report the occurrence to the Traction Power Controller by means of emergency telephone or to the nearest Station Master.

S.R. 6.10.04.— (a) In the event of fire on an electric engine, the Loco Pilot shall immediately switch off the circuit breaker and lower the pantograph. The train shall then be brought to a stand atonce.

(b) After disconnecting the electric supply to the affected circuits, the Loco Pilot shall take necessary action to put out the fire.

(c) If fire cannot be extinguished by the above means the Loco Pilot shall advise the Traction Power Controller through the emergency telephone to arrange for the affected section of he overhead equipment to be made dead.

(d) The Guard and any other staff available shall render all possible assistance to the Loco Pilot in putting out the fire.

(e) Fire extinguishers of an approved type for use on electrical fire shall be provided on each electric engine / train and the Loco Pilot shall make himself familiar with the location and use of these extinguishers. During the periodical inspection of a locomotive the extinguishers shall be examined by the locomotive inspecting staff.

S.R. 6.10.05.— (a) Ordinary fire extinguishers or water from a hose pipe shall on no account be used to extinguish fire on live wire or electrical equipment. If the services of the fire brigade are required, the brigade shall not be allowed to commence operations until all electrical equipments in the vicinity of the fire have been made dead.

(b) Fire extinguishers which have been used shall be replaced or recharged with least delay.

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RULES FROM G & SR BOOK

CHAPTER VII

SYSTEMS OF WORKING

S. R. 7.01.01.— The Absolute Block System is in force in this railway in all sections except the following —

Section		System or working in force
(i)	Tikiapara-Kharagpur (Double line)	Automatic Block System
(ii)	Tatanagar-Rajkharswan (Double line)	Automatic Block System
(iii)	Chandil-Sini (Double line)	Automatic Block System
(iv)	Tikiapara-Panskura (Middle line)	Single line Automatic Block System
(v)	Tata-Aunlajhari	Train staff and ticket system
(vi)	Aunlajhari-Badampahar	One Train Only System
(vii)	Aunlajhari-Gorumahisani	One Train Only System
(viii)	Bankura-Matnasibpur	One Train Only System
(ix)	Rupsa-Baripada	One Train Only System

7.02. Applicability of General Rules referring to the working of signals and trains. —

All rules referring to the working of signals and trains also apply to the system of working detailed in these rules, except where otherwise provided.

RULES FROM G & SR BOOK

CHAPTER VIII

THE ABSOLUTE BLOCK SYSTEM

C. OBSTRUCTION–DOUBLE LINE

8.05. Obstruction on double line at a block station when a train is approaching. –

(1) Class 'A' station—When Line Clear has been given, no obstruction shall be permitted outside the Home signal, or, on the line on which it is intended to admit the train, upto the Starter pertaining to the said line.

(2) Class 'B' station— When Line Clear has been given, no obstruction shall be permitted outside the station section but shunting within the station section may go on continuously, provided the necessary signals are kept at 'on'.

(3) When signals have been taken 'off' for an incoming train on to a line which is not isolated no shunting movement shall be carried on towards the points over which the incoming train will pass.

S. R. 8.05.01. – Shunting at a station after taking off signals for an incoming train on to a line which is isolated in accordance with G. R. 4.11. may be prohibited or restricted in the Station Working Rules, keeping in view the local condition.

8.06. Obstruction on double line in the block section. —

(1) When Line Clear has been given, no obstruction shall be permitted in the block section in rear.

(2) Shunting or obstruction for any other purpose shall not be permitted in the block section in rear unless it is clear and is blocked back.

(3) Shunting or obstruction for any other purpose shall not be permitted in the block section in advance unless it is clear and is blocked forward :

Provided that when the block section in advance is occupied by a train travelling away from the station, shunting or obstruction may be permitted behind the train under special instructions taking into consideration the speed, weight and brake power of trains and the gradients on the section, and as soon as intimation has been received that the train has arrived at the block station in advance, the line shall be blocked forward if it is still obstructed.

S. R. 8.06.01. – Special instructions referred to in G.R. 8.06(3) shall be incorporated in Station Working Rules.

D. OBSTRUCTION — SINGLE LINE

D. 1 CLASS 'A' STATIONS

8.07. Obstruction on single line at a class 'A' station when a train is approaching.— When Line clear has been given, no obstruction shall be permitted outside the Home signal, or, on the line on which it is intended to admit the train, upto the Starter which controls the train.

8.08. Obstructing the block section at a class 'A' station on single line.— The block section shall not be obstructed for shunting purposes, unless —

(a) the Station Master has received Line Clear from the Station Master at the other end of the block section, or

(b) the block section is blocked back, or

(c) is occupied by a train travelling away from the block station at which the shunting is to be performed which shunting may be permitted under special instructions taking into consideration the speed, weight and brake power of trains and the gradients on the section. As soon as intimation has been received that the train has arrived, the block section shall be blocked back, and

(d) the Loco Pilot or other person in-charge of the shunting operations has received distinct orders from the Station Master to shunt in a manner directed by special instructions.

S.R. 8.08.01.— Special instructions shall be incorporated in the Station Working Rules.

RULES FROM G & SR BOOK

D. 2. CLASS 'B' STATIONS

8.09. Obstructions in the face of an approaching train at a class 'B' station on single line.— The line outside the Home signal in two-aspect signalling territory or outermost facing points in multiple-aspect or modified lower quadrant signalling territory in the direction of a train for which Line Clear has been given, shall only be obstructed when a Shunting Limit Board or an Advanced Starter is provided and under special instructions which take into consideration the speed, weight and brake power of trains, the gradients, the position of the first Stop signal and the distance from which that signal can be seen by the Loco Pilot of an approaching train.

S.R. 8.09.01.— Special instructions shall be incorporated in the Station Working Rules.

S.R. 8.09.02.— (a) At 'B' class stations where shunting Limit Boards or Advanced Starters are provided, shunting in face of an approaching train is permitted under the three following conditions namely :—

(i) That at such station shunting has been authorised by the Divisional Safety Officer.

(ii) The shunting can be completed within the period of time fixed by the Divisional Safety Officer as the limit upto which shunting may be performed after "Line Clear" has been given for a train. Once this limit of time is reached, shunting shall be stopped whether the train due to arrive is in sight or not.

(iii) That shunting is performed between the limits of the Shunting Limits Boards or Advanced Starters.

(b) (i) Before commencing such shunting, Station Master and Guards must consider whether the shunting can be performed in such a way as to avoid doing it in the face of an approaching train.

(ii) Provisions in the Station Working Rules permitting such shunting operation shall take into consideration the gradient within Station Limits, and leading out of Station Limits, but under no circumstances shall such permission be granted where the following conditions exist :—

(a) If a falling grade within a station yard is steeper than 1 in 400 and is followed upto and beyond the station limit by a falling gradient steeper than 1 in 400.

(b) If a gradient in a station yard (whether falling or rising) is flatter than 1 in 400 and is followed by a falling grade steeper than 1 in 260 starting from a point at a distance less than 240 metres from the limit of the Station Yard.

Note :— For purpose of this rule a motor trolly shall not be treated as a train.

8.10. Obstruction within station section at a class 'B' station on single line.—

(1) If the necessary signals are kept at 'on', shunting may be carried on within the station section provided the provisions of rule 8.09 are complied with for shunting upto Shunting Limit Board or Advanced Starter, where provided.

(2) When signals have been taken 'off' for an incoming train on to a line which is not isolated, no shunting movement shall be carried on towards the points over which the incoming train will pass.

8.11. Obstruction outside station section at a class 'B' single line station equipped with two-aspect signals.— The line outside the station section and upto the Outer signal shall not be obstructed unless a railway servant specially appointed in this behalf by the Station Master is in-charge of the operations, and unless —

RULES FROM G & SR BOOK

(a) The block section into which the shunting is to take place is clear of an approaching train and all relevant and necessary signals are at 'on' position, or

(b) If an approaching train has arrived at the Outer signal, the Station Master has personally satisfied himself that the train has been brought to a dead stand at the signal;

Provided that the line shall not be obstructed under clause(b) in thick, foggy or, tempestuous weather impairing visibility, or in any case unless authorised by special instruction.

S.R. 8.11.01.— Special instructions shall be incorporated in Station Working Rules.

8.12. Obstruction outside station section at class 'B' single line station equipped with manually operated multiple aspects signals.— The line outside the station section and upto the first Stop signal shall not be obstructed unless a railway servant specially appointed in this behalf by the Station Master is in-charge of the operations, and unless the block section into which the shunting is to take place is clear of an approaching train.

8.13. Obstruction outside the first Stop signal at a class 'B' station single line.— The line outside the first Stop signal shall not be obstructed unless the line has been blocked back.

E. GENERAL PROVISIONS

8.15. Authority for shunting or obstruction in block section.— While permitting shunting or obstruction in the block section, the Loco Pilot shall be given authority for shunting in the block section as prescribed under special instructions which authority may be —

(a) either a shunting arm of prescribed size and design on the same post as under the last Stop signal, or

(b) a token of prescribed design, or

(c) a written permission to shunt.

S.R. 8.15.01.— (a) The authority for shunting in block section shall be in the prescribed form T-806 except as mentioned in sub-rule (b).

(b) At stations provided with Tokenless single line Block instrument, the authority for shunting in block section shall be the 'OCC key' or 'SKB' as the case may be except that when permitting shunting in terms of Rule 8.11.(b) the authority shall be as indicated in sub-rule (c) below.

(c) Whenever shunting is allowed in terms of G.R. 8.11, 8.12 and under provision to G.R. 8.06(3) i.e., in rear of a travelling away train, the circumstances under which such shunting is allowed shall be endorsed on the prescribed form T-806.

(d) Whenever the authority mentioned in sub-rule (a) is issued after block back or block forward in terms of G.R. 8.06(2), 8.13. and 8.06(3), the Private Number received from the Station Master at the other end of the concerned section, shall be recorded on it.

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RULES FROM G & SR BOOK

CHAPTER IX

THE AUTOMATIC BLOCK SYSTEM

A. RULES APPLICABLE TO DOUBLE LINE.

9.01. Essentials of the Automatic Block System on Double line.—

(1) Where trains on a double line are worked on the Automatic Block System.—

(a) the line shall be provided with continuous track circuiting or axle counters,

(b) the line between two adjacent block stations may, when required, be divided into a series of automatic block signalling sections each of which is the portion of the running line between two consecutive Stop signals, and the entry into each of which is governed by a Stop signal, and

(c) the track circuits or axle counters shall so control the Stop signal governing

the entry into an automatic block signalling section that —

(i) the signal shall not assume an 'off' aspect unless the line is clear not only upto the next Stop signal in advance but also for an adequate distance beyond it, and

(ii) the signal is automatically placed to 'on' as soon as it is passed by the train.

(2) Unless otherwise directed by approved special instructions, the adequate distance referred to in sub-clause (i) of clause (c) of sub-rule (1) shall not be less than 120 metres.

(3) (a) under special instructions, one of the automatic stop signal between two stations in the automatic block signaling territory in each direction may be made as modified semi-automatic stop signal;

(b) the mid-section modified semi-automatic stop signal so provided shall be interlocked with the signals of the station ahead through track circuits or axle counters or both and shall be controlled by the Station Master of the station ahead, the relevant indications whether the signal is in normal automatic mode or modified semi-automatic mode shall be available to the Station Masters at both the ends;

(c) Advanced Starter signal of the station in rear shall be interlocked with the mid-section modified semi-automatic stop signal in such a way that when working with "A" sign extinguished, the Advanced Starter shall assume 'off' aspect or be taken 'off' only when the line is clear upto an adequate distance beyond the mid-section modified semi-automatic stop signal; similarly the mid-section modified semi-automatic stop signal shall assume 'off' aspect automatically or be taken 'off' only when the line is clear upto an adequate distance beyond the Home signal of the station ahead;

(d) during abnormal conditions like fog, bad weather impairing visibility, the mid-section modified semi-automatic stop signal may be worked by extinguishing 'A' marker in the manner prescribed under special instructions and this action shall also ensure that the 'A' marker of the Advanced Starter signal of the station in rear and Home signal of the station in advance shall also be extinguished;

(e) the adequate distance mentioned under clause (c) shall not be less than as prescribed under sub-rule (2);

(f) during normal conditions, mid-section modified semi-automatic stop signal shall work as normal automatic stop signal.

(4) (a) when the Loco Pilot finds mid-section modified semi-automatic stop signal with 'A' marker extinguished in 'on' position, he shall stop his train in the rear of the signal and inform this fact to the Station Master of the station ahead on approved means of communication as prescribed under special instructions;

(b) the Station Master of the station ahead may authorize the Loco Pilot to pass the mid-section modified semi-automatic stop signal working with 'A' marker extinguished in 'on' position through approved means of communication after ensuring conditions and procedure prescribed under special instructions;

(c) in case the Loco Pilot is unable to contact the Station Master of station ahead, he shall pass the signal at 'on' after waiting for five minutes at the signal and proceed cautiously and be prepared to stop short of any obstruction, at a speed not exceeding ten kilometres an hour (10 kmph.) upto the next Signal and act as per aspect of this signal; and

(d) the Loco Pilot shall report the failure of mid-section modified semi-automatic stop signal to the Station master of the station ahead.

9.02. Duties of Loco Pilot and Guard when an Automatic Stop signal on double line is to be passed at 'on'.—

(1) When a Loco Pilot finds an Automatic Stop signal with an 'A' marker at 'on' he shall bring his train to a stop in the rear of the signal. After bringing his train to a stop in the rear of the signal, the Loco Pilot shall wait there for one minute by day and two minutes by night. If after waiting for this period, the signal continues to remain at 'on', he shall give the prescribed code of whistle and exchange signals with the Guard and then proceed ahead as far as the line is clear, towards the next Stop signal in advance exercising great caution so as to stop short of any obstruction.

(2) The Guard shall show a Stop hand signal towards the rear when the train has been so stopped at an Automatic Stop signal, except as provided for in sub-rule (4).

(3) Where owing to the curvature of the line, fog, rain or dust storm, engine working the train pushing it, or other causes, the line ahead cannot be seen clearly, the Loco Pilot shall proceed at a very slow speed, which shall under no circumstances exceed 10 kilometres an hour. Under these circumstances, the Loco Pilot, when not accompanied by an Assistant Loco Pilot or if he considers necessary even otherwise may seek the assistance of the Guard by giving the prescribed code of whistle.

(4) When so sent for by the Loco Pilot, the guard shall accompany him on the engine cab, before he moves forward, to assist the Loco Pilot in keeping a sharp look-out.

(5) When an Automatic Stop signal has been passed at 'on', the Loco Pilot shall proceed with great caution until the next Stop signal is reached. Even if this signal is 'off', the Loco Pilot shall continue to look out for any possible obstruction short of the same. He shall proceed cautiously upto that signal and shall act upon its indication only after he has reached it.

S.R. 9.02.01.— (a) When a Loco Pilot finds an Automatic Stop signal with an 'A' Marker at 'on', he shall while bringing his train to a stop in rear of it, draw his train as close as possible in rear of the signal.

(b) (i) After the signal has been passed at 'ON' and while taking the train under sub-rule (1) of General Rule 9.02 the Loco Pilot shall so regulate the speed of his train so as to be able to stop within half the distance upto which the line ahead can be seen clearly. But in any case, subject to the observance of speed limit prescribed under sub-rule (3) of General Rule 9.02, the speed of the train shall NOT exceed 15 kilometres per hour even in normal conditions of visibility until the next stop signal is reached looking out for any possible obstruction / train and be prepared to stop short of the same. In all cases "After passing automatic signal at 'on' the Loco Pilot of a following train shall ensure that minimum distance of 150 metres or two clear OHE masts is maintained between his train (in clear weather) and the preceeding train, if any, or any obstruction on the line ahead. However, in the case of EMU trains the minimum distance of 75 metres or one OHE masts shall be maintained between EMU train and a preceeding train if any or any obstruction on line ahead. However, during dense fog, after passing an Automatic Stop Signal at 'On' (Red), the Loco Pilot / Motorman of the train hauled by any locomotive including EMU train shall, while moving at a speed not exceeding 10 kmph, should ensure that he maintains a reasonable distance at which he is able to observe the flashing tail lamp of the train ahead or the obstruction, as the case may be. While doing so he may control the speed of the train / EMU / MEMU, DEMU etc. so as to be able to stop adequately short of the train or obstruction."

(ii) (a) The Guard of a train shall watch that the Loco Pilot / Motorman does not exceed the speed prescribed under sub-rule (3) of G.R. 9.02 and clause (i) of sub-rule (b) of S.R. 9.02.01.

(b) In the case of EMU trains if the Motorman exceeds the speed prescribed, the Guard (when not travelling with the Motorman) shall give three pause three rings on the bell code to warn the Motorman and take action as prescribed in G.R. 4.45.

(c) In case of other trains if the Loco Pilot exceeds the speed prescribed, the Guard shall take action as per G.R. 4.45.

S. R. 9.02.02.— When a Loco Pilot comes across an Automatic stop signal which is flickering / bobbing, he shall treat the signal to be showing its most restrictive aspect and bring his train to a stop in rear of the signal. If the signal assumes a steady aspect and remains steady for atleast 60 seconds, he shall act according to the steady aspect so displayed by the signal. But if the signal continues to flicker or bob and does not assume steady aspect for atleast 60 seconds, he shall treat the signal as defective and take action in accordance with General Rule 9.02 and Subsidiary Rule 9.02.01.

RULES FROM G & SR BOOK

B. RULES APPLICABLE TO SINGLE LINE

9.03. Essentials of the automatic Block System on single line.—

(1) Where trains on a single line are worked on the Automatic Block System. —

(a) The line shall be provided with continuous track circuiting or axle counters,

(b) The direction of traffic shall be established only after Line Clear has been obtained from the block station in advance,

(c) A train shall be started from one block station to another only after the direction of traffic has been established,

(d) It shall not be possible to obtain Line Clear unless the line is clear, at the block station from which Line Clear is obtained, not only upto the first Stop signal but also for an adequate distance beyond it,

(e) The line between two adjacent block stations may where required, be divided into two or more automatic block signalling sections by provision of Stop signals,

(f) After the direction of traffic has been established, movement of trains into, through and out of each automatic block signalling section shall be controlled by the concerned Automatic Stop signal and the said Automatic Stop signal shall not assume 'off' position unless the line is clear upto the next Automatic Stop signal,

Provided further that where the next Stop signal is Manual Stop Signal, the line is clear for an adequate distance beyond it, and

(g) All Stop signals against the direction of traffic shall be at 'on'.

(2) Unless otherwise directed by approved special instructions, the adequate distance referred to in clause (d) and (f) of sub-rule (1) shall not be less than 180 metres.

(3) (a) under special instructions, one of the automatic stop signal between two stations in the automatic block signaling territory in each direction may be made as modified semi-automatic stop signal;

(b) the mid-section modified semi-automatic stop signal so provided shall be interlocked with the signals of the station ahead through track circuits or axle counters of both and shall be controlled by the Station Master of the station ahead, the relevant indications whether the signal is in normal automatic mode or modified semi-automatic mode shall be available to the Station Masters at both the ends;

(c) Advanced Starter signal of the station in rear shall be interlocked with the mid-section modified semi-automatic stop signal in such a way that when working with "A" sign extinguished, the Advanced Starter shall assume 'off' aspect or be taken 'off' only when the line is clear upto an adequate distance beyond the mid-section modified semi-automatic stop signal; similarly the mid-section modified semi-automatic stop signal shall assume 'off' aspect automatically or be taken 'off' only when the line is clear upto an adequate distance beyond the Home signal of the station ahead;

(d) during abnormal conditions like fog, bad weather impairing visibility, the mid-section modified semi-automatic stop signal may be worked by extinguishing 'A' marker in the manner prescribed under special instructions and this action shall also ensure that the 'A' marker of the Advanced Starter signal of the station in rear and Home signal of the station in advance shall also be extinguished;

(e) the adequate distance mentioned under clause (c) shall not be less than as prescribed under sub-rule (2);

(f) during normal conditions, mid-section modified semi-automatic stop signal shall work as normal automatic stop signal.

RULES FROM G & SR BOOK

(4) (a) when the Loco Pilot finds mid-section modified semi-automatic stop signal with 'A' marker extinguished in 'on' position, he shall stop his train in the rear of the signal and inform this fact to the Station Master of the station ahead on approved means of communication as prescribed under special instructions;

(b) the Station Master of the station ahead may authorize the Loco Pilot to pass the mid-section modified semi-automatic stop signal working with 'A' marker extinguished in 'on' position through approved means of communication after ensuring conditions and procedure prescribed under special instructions;

(c) in case the Loco Pilot is unable to contact the Station Master of station ahead, he shall pass the signal at 'on' after waiting for five minutes at the signal and proceed cautiously and be prepared to stop short of any obstruction, at a speed not exceeding ten kilometres an hour (10 kmph.) upto the next Signal and act as per aspect of this signal; and

(d) the Loco Pilot shall report the failure of mid-section modified semi-automatic stop signal to the Station master of the station ahead.

9.04. Minimum equipment of fixed signals in Automatic Block territory on single line.— The Minimum equipment of fixed signals to be provided for each direction shall be as follows : —

(a) Manual Stop signals at a station—

(i) a Home,

(ii) a Starter

(b) An Automatic Stop signal in rear of the Home signal of the station.

Note :- Under approved special instructions, the Automatic Stop Signal may be dispensed with.

9.05. Additional fixed signal in Automatic Block territory on single line. —

(1) Besides the minimum equipment prescribed in Rule 9.04, one or more additional Automatic Stop signals, as are considered necessary, in between block stations, may be provided.

(2) In addition, such other fixed signals as may be necessary for the safe working of trains may be provided.

9.07. Duties of Loco Pilot and Guard when an Automatic Stop signal on single line is to be passed at 'on'. —

(1) When a Loco Pilot finds an Automatic Stop signal with an 'A' marker at 'on', he shall bring his train to a stop in rear of that signal and wait there for one minute by day and two minutes by night.

(2) If after waiting for this period the signal continues to remain at 'on', and if telephone communication is provided near the signal, the Loco Pilot shall contact the Station Master of the next block station or the Centralised Traffic Control Operator of the section where Centralised Traffic Control is provided, and obtain his instructions. The Station Maser or the Centralised Traffic Control Operator, as the case may be, shall after ascertaining that there is no train ahead upto the next signal and that it is otherwise safe for the Loco Pilot to proceed so far as is known, give permission to the Loco Pilot to pass the signal in the 'on' position and proceed upto the next signal, as may be provided under special instructions.

(3) If no telephone communication is provided near the signal, or if the telephone communication provided near the signal is out of order and cannot be made use of, the Loco Pilot shall give the prescribed code of whistle and exchange signals with the Guard and then proceed past the signal as far as the line is clear, upto the next Stop signal in advance, exercising great caution so as to stop short of any obstruction.

(4) The Guard shall show a Stop hand signal towards the rear when the train has been so stopped at an Automatic Stop signal, except as provided for under sub-rule (6).

RULES FROM G & SR BOOK

(5) Where owing to the curvature of the line, fog, rain or dust storm engine working the train pushing it, or other causes, the line ahead cannot be seen clearly, the Loco Pilot shall proceed at a very slow speed, which shall under no circumstances exceed 10 kilometres an hour. Under these circumstances, the Loco Pilot when not accompanied by a Fireman or Assistant Loco Pilot, or if he coniders it necessary even otherwise, may seek the assistance of the Guard by giving the prescribed code of whistle.

(6) When so sent for by the Loco Pilot the Guard shall accompany him on the engine cab, before he moves forward to assist the Loco Pilot in keeping a sharp lookout.

(7) When an Automatic Stop signal has been passed at 'on', the Loco Pilot shall proceed with great caution until the next Stop signal is reached. Even if this signal is 'off', the Loco Pilot shall continue to look out for any possible obstruction short of the same. He shall proceed cautiously upto that signal and shall act upon its indication only after he has reached it.

S.R. 9.07.01.— (a) When a Loco Pilot finds an Automatic Stop signal with an 'A' marker at 'on', he shall, while bringing his train to a stop in rear of it, draw his train as close as possible in rear of the signal.

(b) (i) After the signal has been passed at 'on' and while taking the train under sub-rule (3) of General Rule 9.07, the Loco Pilot shall so regulate the speed of his train so as to be able to stop within half the distance upto which the line ahead can be seen clearly. But in any case, subject to the observance of speed limit prescribed under sub-rule (5) of General Rule 9.07, the speed of the train shall NOT exceed 15 kilometres per hour even in normal conditions of visibility until the next Stop signal is reached looking out for any possible obstruction / train and be prepared to stop short of the same. In all cases after passing an Automatic Stop signal at 'ON', the Loco Pilot of the following train shall ensure that a minimum distance of 150 metres or two clear OHE spans is maintained between his train and the preceding train or any obstruction on line except in the case of EMU train following where the above distance may be reduced to 75 metres or one clear OHE span. However, during dense fog, aftera passing an Automatic Stop Signal at 'On' (Red), the loco Pilot / Motorman of the train hauled by any locomotive including EMU train shall, while moving at a speed not exceeding 10 kmph, should ensure that he maintains a reasonable distance at which he is able to observe the flashing train lamp of the train ahead or the obstruction, as the case may be. He shall control the speed of the train / EMU, MEMU, DEMU etc. so as to be able to stop adequately short of the train or obstruction. In special circumstances like floods etc., the following train may of course be pulled closer to the preceding train or obstruction.

(ii) (a) The Guard of a train shall watch that the Loco Pilot / Motorman does not exceed the speed prescribed under sub-rule (5) of General Rule 9.07 and clause (i) of sub-rule (b) of S.R. 9.07.01.

(b) In the case of EMU trains if the Motorman exceeds the speed prescribed, the Guard (when not travelling with the Motorman) shall give three pause three rings on the bell code to warn the Motorman and take action as prescribed in G.R. 4.45.

(c) In case of other trains if the Loco Pilot exceeds the speed prescribed, the Guard shall take action as per G.R. 4.45.

S.R. 9.07.02.— When a Loco Pilot finds an Automatic Stop signal flickering / bobbing, he shall take action in accordance with S.R. 9.02.02 except that when the signal continues to flicker or bob and does not assume steady aspect for atleast 60 seconds, he shall treat the signal as defective and take action in accordance with General Rule 9.07 and Subsidiary Rule 9.07.01.

C. RULES APPLICABLE TO BOTH DOUBLE AND SINGLE LINES

9.10. Protection of a train stopped in an Automatic block signalling section.—

(1) When a train is stopped in an Automatic block signalling section, the Guard shall immediately exhibit a Stop hand signal towards the rear and check up that the tail board or tail light is correctly exhibited.

(2) if the stoppage is on account of accident, failure, or obstruction and the train cannot proceed, the Loco Pilot shall sound the prescribed code of whistle and the train shall be protected immediately as per Rule 6.03 except that for the protection of the occupied line one detonator shall be placed at 90 metres from the train on the way out and similarly two detonators, 10 metres apart, not less than 180 metres from the train or at such distance as has been fixed by special instructions.

9.11. Loco Pilot to report failures.—

(1) When a Loco Pilot has to pass an Automatic Stop signal at 'on', he shall stop his train at the next reporting station or cabin as prescribed by special instructions and report particulars of Automatic Stop signals passed at 'on' by him.

(2) The Station Master or person in-charge of the reporting station or cabin shall promptly report the fact to the signal and operating officials concerned.

S.R. 9.11.01.— The Loco Pilot shall report to the Station Master at stations given below about the failure of an Automatic Stop signal, in writing, quoting the signal number.

Section	*Stations*
Howrah-Kharagpur	(i) Suburban trains Up / Dn at terminating stations.
	(ii) Dn. Goods trains at Santragachi.
	(iii) Dn. Coaching trains-Howrah.
	(iv) Up Goods/Coaching trains-KGP.
Tata-Rajkharswn	Tatanagar, Gomharriah, Sini, Rajkharswan,
Chandil-Sini	Chandil, Kandra, Sini.

S.R. 9.11.04.— Whenever any Automatic Signal is passed at 'ON' the Guard shall record in his journal the time of passing the next signal. All such cases of passing the Automatic Stop signal at 'on' together with the timings of passing the two signals, shall be recorded in a special Register to be maintained in the Control Office, and this shall be periodically scrutinised by the Operating Officers to ensure that the Loco Pilots take not less than the minimum running time required for observing the speed restrictions and cautious driving.

S.R. 9.11.05.— When a Loco Pilot / Motorman finds an Automatic Stop signal with an 'A' Marker or a Semi-Automatic Stop signal when working as Automatic Stop signal displaying more than one aspect simultaneously other than what have been prescribed under General Rules 3.08(4)(b) in the three aspect signalling territory and 3.08(4)(c) in four-aspect out of the aspects displayed by the signal. He shall also make a report in this regard in terms of S.R. 9.11.01.

9.12. Procedure during failure of Automatic signalling.— When a failure of Automatic signalling is likely to last for some time or cause serious delay, trains shall be worked from station-to station over the sections concerned under special instructions.

RULES FROM G & SR BOOK

S.R. 9.12.01.— Procedure for working of trains during failure of all or series of signals in the Automatic Block System (Double Line) likely to last for some time and cause serious delay while means of communications are available :—

(e) (i) The Station Master on obtaining 'line clear' from the station in advance shall give the Loco Pilot / Motorman of each train an Authority to proceed on Automatic Block System during prolonged failure of signals.

(ii) A Caution order shall invariably be issued to the Loco Pilot / Motorman and Guard as prescribed in sub-rule (g)(i) and (ii) below.

(f) Before handing over the 'Authority to Proceed' all the points over which trains will pass shall be correctly set and all facing points locked. Whenever any power operated points have to be operated for diverting trains these may be released and operated as per the instructions contained in the Operating Manual.

(g) (i) The Loco Pilot / Motorman of the first train entering the affected section shall proceed with utmost caution and shall not run at a speed exceeding 25 KM per hour under any circumstances subject to other restrictions in force and continue to look out for any obstruction until he reaches the station ahead.

(ii) After ensuring that the first train has arrived safely at the station in advance, the Loco Pilot of the subsequent train may run at normal speed subject to the observance of any other speed restrictions in force exercising great caution, bearing in mind the possibility of level crossing gates being open to road traffic and other obstructions and stop short of any obstruction that he may encounter on the run.

(h) When approaching the next station the Loco Pilot / Motorman shall obey the aspect of the first Stop signal. The Station Master after satisfying himself that all is safe shall arrange to receive the train by taking 'off' the relevant reception signal or pilot the train if the situation warrants.

S. R. 9.12.02.— Failure of all signals likely to last for some time and cause serious delay when no means of communications are available—

In the event of failure of all signals occurring in an area consisting of two or more stations working under Automatic Block System (Double Line) the following procedure shall be adopted for working of trains between stations :–

(a) (i) Before any train is allowed to enter in the interrupted section, it shall be brought to a stand and the Loco Pilot as well as the Guard of the train shall be advised of the circumstances by the Station Master.

(ii) All the points over which trains will run within the affected area shall be correctly set and facing points locked before the movement of any train is authorised over them. Whenever any power operated points have to be operated these may be released and operated locally as per the instructions contained in the Operating Manual.

(b) The Station Master shall give the Driver of each train :–

(i) An "Authority to proceed without line clear on Automatic Block Signalling territories" which shall include—

(1) An Authority to proceed without line clear.

(2) An Authority for the Loco Pilot to pass the intervening Automatic, Semi Automatic / Manually operated stop signals between the two stations at 'ON' provided that the Semi Automatic Signals and Manually operated signals shall be hand signalled past by a railway employee in uniform deputed for the purpose and the Loco Pilot after passing a gate stop signal, shall proceed continuously upto the level crossing where the Loco Pilot shall ascertain that he gates are locked and hand signals are displayed by the gateman before he proceeds further. The individual distinguishing number of each Automatic, Semi- Automatic, Manually operated and gate signal shall be indicated on this authority.

(3) A caution order restricting the speed to 25 KM per hour over the straight and to 10 KM per hour when approaching or passing any portion of the line where the view ahead is not clear due to tunnel, curve, obstacle, rain, fog and dust storm or for any other cause subject to the observance of other speed restrictions in force.

(c) In the event of the Loco Pilot approaching or passing any portion of the line where the view ahead is not clear, the Fireman / Asst. Loco Pilot or the Brakesman / Guard with hand signals shall be sent in advance to guide the further movement of the train. A sharp lookout ahead shall be kept and the engine whistle used freely.

(d) No train shall be allowed to enter the affected section until there is a clear interval of 15 minutes between the train about to leave and the train which has immediately preceded.

(e) Manually operated fixed signals with the exception of the last Stop signal may be taken off for the reception and departure of trains. First Stop signal shall, however be taken 'OFF' only after the train has been brought to a stand outside it.

(f) The Guard shall keep a sharp look out in the rear and be prepared to exhibit a Stop Hand Signal and Flare signal as indicated in S.R.3.67.01(a)(i) to prevent the approach of a train from the rear and to protect it, if necessary as per extant rules.

(g) When approaching the station ahead the Loco Pilot shall bring his train / engine to a stop outside the First Stop signal and sound one long continuous whistle. If within 5 minutes neither the signal is taken 'off' nor any one turns up from the station, the Loco Pilot and the Guard shall take action as prescribed under G.R.4.44 and Subsidiary Rules thereto.

(h) The Loco Pilot of all trains shall make over "Authority to Proceed without Line Clear on Automatic Block Signalling Territories" to the Station Master at the end of the affected section. These shall be kept by the Station Master in his personal custody for inspection by the Transportation Officials.

S. R. 9.12.03.—Working of trains under Automatic Block System (Double Line) during obstruction of one line when signals are operative and communications are available—

(g) On receipt of the acknowledgement from the Station Master at the other end, accompanied by the required particulars and confirmed by a Private Number Single Line working shall be introduced.

(h) (i) All trains running in the wrong direction shall be worked in accordance with the rules for the use of electrical communication instrument on single line and line clear shall be obtained on the means of communication mentioned in sub-rule(a) above supported by Private Number. Identification Number shall also be used while obtaining Line Clear.

(i) For each first train to run in the right direction, line clear shall be obtained in accordance with the procedure laid down in sub-rule (h) above, except that line clear shall be given only when the line is clear for atleast 180 metres beyond the first Stop signal and the last train running in the wrong dirction has arrived complete at the station at the other end of the affected section for which Private Number shall be exchanged between the station Masters concerned.

(j) Subsequent trains to run in the right direction shall be allowed to follow each other on Automatic Signals indications provided the Station Master of the station in rear has intimated the Station Master of the station in advance of the fact that former is permitting particular train(s) to follow and has ascertained the latter's readiness to receive it/them and obtain Private Number for each such train.

(k) Loco Pilot of all trains to run in the wrong direction, as also the first train in the right direction, shall be given

(i) a paper line clear ticket on prescribed form.

(ii) an authority on prescribed form T/A 912 authorising the driver to pass the intervening non-governing / governing Semi-Automatic and Manually Operated signals provided that the Semi-Automatic & Manually Operated signals shall be hand signalled past by a Pointsman / any other competent railway servant in uniform deputed for the purpose. The distinguishing number of each signal shall be indicated on this authority. In case of Semi-Automatic gate signal the train shall be drawn cautiously upto the level crossing where the Loco Pilot shall ascertain that the gates are closed and locked and 'proceed' hand signals is displayed by the Gateman at the level crossing before he proceeds further. The Loco Pilot shall also ascertain that the points of he outlying sidings are correctly set and locked and proceed hand signal is displayed at such points by a competent railway servant before passing over them.

A caution order indicating —

(ii)

(a) the line on which single line working has been introduced,

(b) the klilometreage at which the obstruction exists on the other line,

(c) speed restriction, if any.

(l) An endorsement shall also be made in the Caution Order issued to the Loco Pilot of the first train after introduction of single line working to stop and inform all Gatemen, Gangmates and Keymen working on the line about the introduction of single line working specifying the line on which the trains shall run.

(m) The speed of the first train passing over the temporary single line shall be restricted to 25 kmph subject to the observance of any other restriction already in force. Subsequent trains may run at normal speed subject to observance of any other restriction already in force.

Note :— In case there is any speed restriction on the line over which temporary single line working has been introduced, the Station Master concerned shall issue a message to the concerned PWI to arrange for showing of engineering signals as required vide G.R. 15.09 for trains in the wrong direction.

(n) All trains to run in the right direction, except the first train of a group of trains shall be given a caution order as detailed in clause (iii) of sub-rule (k) above.

(o) All trains in the right direction shall run at booked speed subject to the observance of speed restriction, if any.

(p) All fixed signals governing the movement of the trains in the right directions shall be taken 'off'. Trains in the wrong direction shall be piloted out at the dispatching station in accordance with the procedures detailed in SR 3.70.01, except that in lieu of form T-369(3b), an authority on form T/A-912 shall be issued. These trains shall also be piloted in, at the receiving station in accordance with the procedures detailed in GR 5.10 & SR thereto.

(q) While approaching the station ahead Loco Pilot of each train proceeding in the wrong direction shall bring his train to a stop opposite to the first Stop signal pertaining to the correct line or at the last Stop signal pertaining to the wrong line on which he is running, whichever he comes across first, and whistle.

S.R. 9.12.04.— Procedure for working trains under Automatic Block System (Double line) during obstruction of one line when no means of communications are available.—

Whenever an accident to a train or other obstruction precludes the use of one line on a double line (worked under Automatic Block System) during total failure of communications, traffic may be temporarily worked on the unobstructed line by introducing single line working in accordance with the procedure detailed below :—

(a) Before introducing single line working the Station Master at one end of the affected section must have an information in writing from the Guard / Loco Pilot / PWI / Traction Foreman that one line is clear.

(b) On receipt of information about the obstruction by the Station Master of the station in advance of the obstructed section, he shall arrange to send a message as indicated in SR 9.12.03(f) to the Station Master of the block station controlling the entry of trains into the said obstructed line through the Guard of any train which is to proceed to that station as per the procedure laid down in S.R. 9.12.02. In case no train is waiting or no train is expected, the message shall be send through one of his station staff / gangman who may proceed either on foot or by using a push trolly or by using any public transport.

(c) After sending out the message, the Station Master shall not despatch any train in terms of S.R. 9.12.02 before the arrival of any engine / engines with brake-van / empty rake of EMU stock from the opposite direction. He may, however, send a train engine / light engine / engine with brake-van / empty rake of EMU stock in the manner laid down in S.R. 9.12.06.

(d) On receipt of the message indicated in sub-rule (b) above, the Station Master of the station controlling the entry of trains into the obstructed section shall arrange to send the acknowledgement thereof through —

(i) The Loco Pilot of train engine / light engine / engine with Brake-van / Empty rake of EMU stock, if any is waiting/expected which may be sent in accordance with the procedure laid down in S.R. 9.12.06, or

(ii) The Loco Pilot of Engine / Empty rake of EMU stock sent by the Station Master at the other end which is to return to that station as per procedure laid down in S.R. 9.12.06.

(e) In case the information about the obstruction is received by the Station Master of the Block station controlling the entry of trains into the obstructed section, he shall immediately arrange to send a message as indicated in S.R. 9.12.03(f) to the Station Master at the other end of the affected section. If situation necessitates, the Station Master shall also send a Line Clear Enquiry message for the train which may be waiting / expected at his station. The message and the Line Clear Enquiry message shall be sent through one of his station staff / Gangman who may proceed to such station either on foot or by push trolly or by using any public transport.

(f) On receipt of the message indicated in the sub-rule (e) above, the Station Master shall arrange to send the acknowledgement thereof by returning the said railway servant who shall proceed either —

(i) by any train / Engine which is to proceed to that station in accordance with the procedure laid down in S.R. 9.12.02, or

(ii) on foot / using public transport / push trolly if no train or Engine is to proceed as indicated in clause (i) above.

(g) If Line Clear Enquiry has been sent by the Station Master at the other end, a Conditional Line Clear Reply message shall also be sent through such person mentioning the number & description of the last train after the complete arrival of which the line shall be considered as clear for the train for which Line Clear has been asked for.

(h) After the acknowledgement has been sent as indicated in sub-rule (f) above, trains over the line proposed for single line working may be worked in accordance with the instructions contained in S.R. 9.12.06. But if Conditional Line Clear Reply message has been given, no train or Engine shall be despatched until the arrival of the train for which Conditional Line Clear has been given.

(i) On receipt of the acknowledgement mentioned in sub-rule (f) above, the Station Master of the Station controlling the entry of the train into the obstructed section, may resume working of trains over the un-obstructed line in accordance with the procedure laid down in S.R. 9.12.06. A caution order in accordance with clause (iii) of sub-rule (k) and sub-rule (l) and (m) of S.R. 9.12.03 shall also be issued.

(j) After the Station Masters of the station at either end of the obstructed section have become aware of the obstruction in the manner detailed above, trains shall continue to work in accordance with the procedure detailed in S.R. 9.12.06, over the un-obstructed line between the stations concerned until —

(i) both the Station Masters have been informed of the obstruction having been removed, in which case procedure detailed in S.R. 9.12.02 shall be observed, or

(ii) any one of the means of communication is restored in which case the procedure laid down in S.R. 9.12.03, shall be observed.

S.R. 9.12.05.— Working of trains under Automatic Block System (Double Line) during failure of the means of communications when signals are operative.

(a) The Station Master of the station in rear of the affected section shall in consultation with the Section Controller, or with the Station Master of the station immediately in rear of his station, if Section Controller is not available, ascertain the number and description of train(s) in the section and the expected time of arrival at his station. He shall then decide the sequence for allowing the train into the affected section keeping in view the order of precedence and make out a list in duplicate under his stamp and signature indicating the number and description of the trains in the sequence in which the trains shall be allowed to leave his station.

(b) Before the first train of the series so listed, is allowed to enter the affected section, it shall be brought to a stop. A caution order shall be issued to the Loco Pilot and the Guard detailing the circumstances and advising the Loco Pilot to bring his train to a stop outside the first stop signal of the station in advance and sound the prescribed code of whistle and thereafter be guided by the instruction of the Station Master of the station in advance. The Loco Pilot shall also be given a copy of the list (mentioned in sub-rule (a) to be handed over to the Station Master of the station in advance.

(c) On arrival of the train at the station in advance of the affected section, the Loco Pilot shall handover the list to the Station Master and the latter shall paste the same and make necessary entries in the log-register about the number and description of the trains according to the sequence shown therein. As and when the train actually passes arrives his station he shall score out the train number and description from the list indicating the time of its arrival / passing, until and unless he is advised otherwise by the Station Master of the station in rear in the similar manner.

(d) After sending out the list through the Loco Pilot as per sub-rule (b) above, the Station Master of the station in rear shall paste the other copy in his Train Log-register. Subsequent train(s) of the list need not be stopped out of course, provided they are allowed to enter the affected section in the same sequence as detailed in the list. As each train enters the section, he shall also score out the train number and description from his list.

(e) If due to any operational exigencies, it becomes necessary to change the sequence for running of the trains in the affected section or on the completion of the movement of all the trains in the list already sent, a fresh list shall be prepared with necessary remark for any change in the sequence of the previous list and action taken for working of the subsequent train as per fresh list in the same manner as indicated in sub-rule(b) to (d) above.

S. R. 9.12.06.— Procedure for working of train under Automatic Block System (Single Line) during suspension of the panel working and when no means of communications are available.—

In the event of suspension of the panel working between two consecutive block stations where direction of traffic cannot be established and when no means of communication are available, trains shall be worked between the stations concerned in the manner laid down in S. R. 6.02.04. except that in lieu of T-369(3b), the authority in the prescribed form T/A-9112 shall be issued. This form shall indicate the individual number of Automatic / Semi-Automatic / manually operated departure and Gate signals which are to be passed by the Loco Pilot. In case of departure signal(s) the Loco Pilot shall pass such signal(s) only being hand signaled past by a competent railway servant. In case of Gate signal(s), the Loco Pilot shall pass such signal(s) cautiously upto the level crossing where he shall ascertain that the gates are closed and locked against the road traffic and proceed hand signal is displayed by the Gateman before he proceeds further.

S. R. 9.12.07.— Procedure for working of trains on Automatic Block system (single line) during suspension when direction of traffic cannot be established but line clear can be obtained from the block station in advance by one of the following means which shall be used in the order of preference laid down below :–

(i) Station Group telephone.

(ii) Morse Train Wire instrument.

(iii) Control telephone.

The following procedure shall be adopted for train passing :-

(a) Before any rain is allowed to leave the block station, it shall be brought to a stand and the Guard and the Loco Pilot of the train shall be advised of the circumstances by the Station Master.

(c) On receipt of “Line Clear”, the Station Master shall delive of each train :-

(i) A ‘Line Clear Ticket’ on the prescribed form, T/B-1425 or T/C-1`425 as the case may be.

(ii) An authority on the prescribed form T/A-912 indicating individual number of Automatic / Semi-Automatic / Manually operated departure and Gate signals which are to be passed by the Loco Pilot. In case of departure signal(s), the Loco Pilot shall pass such signal(s) cautiously upto the level crossing where he shall ascertain that the gates are closed and locked against the road traffic and proceed hand signals is displayed by the Gateman before he proceeds further.

(iii) A Caution Order shall also be issued advising the Loco Pilot to be on the look out for any possible obstruction and exercising greater caution. Speed of the first train entering the affected section shall be restricted to 25 KM/h subject to other restrictions in force.

(e) Before the authorities mentioned in sub-rule (d) above are handed over to the Loco Pilot, it shall be responsibility of the Station Master to ensure that the points over which the train shall run are correctly set and facing points are locked.

(f) Except the first train the Loco Pilot of the subsequent train(s) may run at normal speed subject to the observance of any other speed restriction in force exercising great caution bearing in mind the possibility of level crossing gates being opened to the road traffic and other obstructions and stop short of any obstruction that he may encounter on the run.

(g) When approaching the next station the Loco Pilot shall obey the aspect of the First Stop signal. The Station Master after satisfying himself that all is safe, shall arrange to receive the train by taking 'off' the relevant reception signal(s) or pilot the train if the situation warrants.

S. R. 9.12.08.— Rules and Regulations for working of trains on the obstructed line in case of obstruction or accident on the "authority of Block Tickets / Authority to proceed for Relief Engine / Train into an Automatic Block Signalling section" (T/C-912) —

When it becomes necessary to work train on the obstructed line on the authority of "Block Ticket / Authority to proceed for Relief Engine / Train into an Automatic Block Signalling Section", all the instructions contained in SR 6.02.05 shall be followed except, in lieu of prescribed form No. T/A-602, T/C-902 shall be used.

9.13. Movements of trains against the direction of traffic on the Automatic Block system. — In Automatic signaling territory, trains shall run in established direction of traffic only. Movements of trains against the established direction of traffic is not permitted. When in an emergency it becomes unavoidably necessary to move a train against the established direction of traffic, this shall be done only under special instructions which shall ensure that the line behind the said train upto the station in rear is clear and free from obstruction.

S. R. 9.13.01. — When a train required to be pushed back, the procedure laid down in S.R.4.12.01. shall be followed. The Station Master before giving the assurance referred to in S.R.4.12.01(a)(i) shall ensure that no train has been allowed or shall be allowed in rear of the train for which permission is being given to push back.

9.14. Procedure when Semi-Automatic Stop signal is 'on'. —

(1) When a Semi-Automatic Stop signal is worked as an Automatic Stop signal, Rule 9.02 or 9.07 shall apply as the case may be.

(2) When a Semi-Automatic Stop signal is working as a Manual stop signal and becomes defective, it may be passed under relevant rules detailed in Chapter-III, Section 'H'.

(3) When a Loco Pilot is authorised to passed a semi-Automatic signal at 'on' by taking 'off' the Calling-on signal fixed below it, he shall follow the precautions stipulated in Rule 9.02 or 9.07 as the case may be.

S. R. 9.14.01. — (a) In case of Semi-Automatic Stop Signal governing the approach of a train to a station when working as a manual stop signal and becomes defective it shall be passed only in accordance with the procedure detailed in S.R.3.69.03.

RULES FROM G & SR BOOK

(b) At stations on the Automatic Signalling territory (Double Line) when the last stop signal which may either be a Manual Stop signal or a Semi-Automatic Stop signal working as a Manual Stop signal governing the departure of a train from a Station becomes defective, the Station Master shall hand over to the Loco Pilot a written authority on the prescribed form T/A-912 authorising him to pass such signal at 'on' or when defective. The written authority shall not be given, unless all the points for the departure of the train have been set and the points locked. Hand signal shall also be shown to the departing train in accordance with General Rule 3.70. The Loco Pilot after passing such signal at 'on' or when defective, shall take his train upto the next signal in advance in the manner as laid down in General Rule 9.02. and Subsidiary 9.02.01(b).

Provided that, where there is / are no intervening Automatic / Semi-Automatic Stop signal(s) between two consecutive stations, action shall be taken in accordance with Subsidiary Rules 9.12.01. for passing trains.

S. R. 9.14.02. — When a Loco Pilot finds a Semi-Automatic Stop signal with illuminated 'A' Marker to flicker / bob, he shall act in accordance with S.R.9.02.02 or 9.07.02 as may be applicable.

9.15. Passing a gate Stop signal at 'on' in Automatic signaling territory. —

If the Loco Pilot finds a gate Stop signal at 'ON' in an Automatic signaling territory,–

(a) he shall comply with the provisions of Rule 9.02 or9.07, as the case may be, if the 'A' marker is illuminated, or

(b) if the 'A' marker light is extinguished, he shall sound the prescribed code of whistle to warn the Gateman and bring his train to a stop in rear of the signal. If after waiting for one minute by day and two minutes by night, the signal is not taken 'off', he shall draw his train ahead cautiously and stop in rear of the level crossing. After ascertaining that the gates are closed against the road traffic and on getting hand signals from the Gateman, and his absence from the Fireman or Assistant Loco Pilot, the Loco Pilot shall sound the prescribed code of whistle and cautiously proceed upto the next Stop signal complying with the provisions of Rule 9.02 or 9.07 as the case may be; in the absence of the Fireman or Assistant Loco Pilot, this duty shall devolve upon the Guard.

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THE TRAIN-STAFF AND TICKET SYSTEM

12.01. Essentials of the Train-staff and Ticket system.— Where trains are worked between two station on the Train-staff and Ticket system.—

(a) a single Train-staff shall be kept at one of such stations, and

(b) no train shall start from either of such stations to the other unless he said Train-staff is at the station from which the train starts and has either been handed to or shown to the Loco Pilot by the Station Master when giving such permission.

12.02. System where applicable.— Trains may be worked on the Train-staff and Ticket system only when the line is single and only between such stations as have been declared by special instructions to be Train-staff stations.

12.03. Conditions to be observed for following trains on the Train-staff and Ticket system.— Trains shall not follow one another in the same direction between Train-staff stations, unless.—

(a) the Loco Pilot has been properly warned of the time of departure of the preceding train and of the place at which it will next stop ;

(b) all the trains are timed to run at the same speed, and such speed shall not exceed 25 kilometres an hour except under special instructions ; and

(c) an interval of fifteen minutes has elapsed since the departure of the preceding train.

12.04. Loco Pilot to have Train-staff or train-staff Ticket.— No train shall be started from a station unless the Loco Pilot has in his possession to be carried with him on the journey, either the Train-staff or a Train-staff Ticket, for the section of the line over which the train is about to travel.

12.05. Train-staff or Train-staff Ticket : by whom to be delivered to Loco Pilot.— The Train-staff or Train-staff Ticket shall be delivered to the Loco Pilot by the Station Master or by some railway servant appointed in this behalf by special instructions.

12.06. Train-staff or Train-staff-Ticket : When to be delivered to Loco Pilot.—

(1) When no other train is intended to follow before the Train-staff will be required for a train running in the opposite direction, then subject to the provisions of sub-rule (3), the Train-staff shall be delivered to the Loco Pilot.

(2) When other trains are intended to follow before the train-staff can be returned then, subject to the provisions of sub-rule (3), a Train-staff Ticket indicating that the Train-staff is following, shall be delivered to the Loco Pilot of each train except the last ; and the Train-staff shall be delivered to the Loco Pilot of the last train.

(3) When a train is assisted by a second engine in the rear, a Train-staff Ticket shall be delivered to the Loco Pilot of the front engine and the Train-staff shall be delivered to the Loco Pilot of the rear engine :

Provided that I both the engines attached to the train are to travel over the entire length of line to which the Train-staff apples, and the train is to be followed by other trains, a Train-staff Ticket shall be delivered to the Loco Pilot of each of the engines attached to the first mentioned train.

(4) When a train is assisted by a second engine in the front, the Train-staff or a Train-staff Ticket, as the case may be, shall be delivered to the Loco Pilot of the leading engine.

(5) When aw material train has to stop between stations, the Train-staff shall be delivered to the Loco Pilot.

(6) The Train-staff or a Train-staff Ticket shall not be delivered to Loco Pilot of any train until the train is ready to start.

(7) The Loco Pilot shall not accept a Train-staff Ticket unless he sees the Train-staff at the same time in the possession of the person who delivers the Train-staff Ticket to him.

12.07. Train-staff to be kept on engine.— When the Train-staff is delivered to the Loco Pilot of a train, he shall place it in a conspicuous place provided for the purpose on the engine.

12.08. Trains not to be started until Train-staff returned.— When the Train-staff has been taken away from a station by the Loco Pilot of a train, no other train shall be started from that station to follow the first mentioned train until the Train-staff has been returned to the station.

12.09. Train-staff or Train-staff to be given up and Ticket to be cancelled on arrival of train.—

(1) Upon he arrival of aw train at the station to which the Train-staff or a Train-staff extends, the Loco Pilot shall immediately give the Train-staff o Train-staff Ticket to the Station Master, or to some railway servant appointed by special instructions to receive it.

(2) The person to whom any such Train-staff Ticket is so delivered shall immediately cancel the same.

12.10. Procedure when engine is disabled on the Train-staff and Ticket system.—

(1) If an engine which carries the Train-staff breaks down between two stations, the Fireman shall take the Train-staff to the Staff-station in the direction whence assistance can best be obtained in order that the Train-staff may be available at that station for delivery to the Loco Pilot of the assisting engine.

(2) If an engine which carries a Train-staff Ticket breaks down between two stations, assistance shall ordinarily be obtained only from the station at which the Train-staff has been left; but if assistance can more readily be obtained from another station in the opposite direction, immediate steps shall be taken to have the Train-staff transferred to the other end of the section.

(3) Whenever an engine has broken down between two stations, the Fireman shall accompany the assisting engine to the spot.

12.13. Distinguishing marks on Train-staff Tickets an boxes.—

(1) Each Train-staff shall have shown upon it the name of the Train-staff station at each end of the portion of line to which it applies.

(2) The Train-staff and Train-staff Tickets and boxes for the different portion of the line shall be distinguished by different colours.

(3) “Up” and “Down” Train-staff Tickets shall also have distinguishing marks.

RULES FROM G & SR BOOK

12.14. Form of Train-staff Ticket.– Every Train-staff Ticket shall be in the following form.—

Ticket No_____ _____Railway

TRAIN-STAFF TICKET

Up (or Down)

Train No. _____

Time_____Hours_____Minutes

From_____To_____

To Loco Pilot and Guard.

You are authorised to proceed from_____

_____station to_____station

and the Train-staff will follow.

Train No. _____in front left_____

_____hours_____minutes

Signed_____

Station Master at_____

(Station stamp)_____

Date_____

(BACK OF TICKET)

The Loco Pilot shall not accept this ticket unless he sees the Train-staff for the portion of line which he is about to enter.

This Ticket shall be given up by the Loco Pilot, immediately on arrival, to the Station Master or other person authorised to receive, it, and such person shall immediately cancel it.

12.17. Protection of trains on the Train-staff and Ticket System.— In the event of a train, which is followed by another train, stopping on the line between stations, the Guard and the Loco Pilot shall take action to protect the train in accordance with the provisions of Rule 10.09.

Extract of GR 10.09.—

10.09. Protection of trains on the Following Trains System.—

(1) When a train is stopped between stations and if the detention exceeds or is likely to exceed five minutes, it shall be protected in accordance with the provisions of Rule 6.03, except that the Guard going back to protect the train shall place one detonator, at 250 metres from the train on the way out, and two detonators, 10 metres apart, at 500 metres from the train, irrespective of gauge.

(2) In case the train, stopped between stations, is unable to proceed on account of accident, failure, obstruction or any other exceptional cause, the Loco Pilot shall also arrange to protect the train in the front in the manner laid down for the Guard.

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RULES FROM G & SR BOOK

CHAPTER XIII

THE ONE TRAIN ONLY SYSTEM

13.01. Use of the one train only system.—

Trains may be worked on the One train only system, only on short terminal branches on the single line.

S. R. 13.01.01.— Sections where trains are worked on the one Train only system in the S. E. Rly. Are (1) Aunlajhari-Gurumahishani (2) Aunlajhari-Badampahar (3) Bankura- Mathnasibpurand (4) Rupsa-Baripada.

13.02. Essentials of the one Train only System.— Where trains are worked on the one Train Only System, only one train shall be on the section on which this system is in force, at once and the same time.

13.03. Authority to enter the section.— Loco Pilot shall not take his train into the section unless he is in possession of the authority to proceed as prescribed by special instructions.

S. R. 13.03.01.— The Authority to proceed shall be a metallic badge with the inscription :

Obverse

Authority for the Loco Pilot / Motorman to proceed

from……to…….and

return to……..

Reverse

Name of the Controlling station.

The badge should normally to be in the custody of S. M. on duty at the controlling station. In case of loss of the metallic badge, a Line Clear Ticket shall be issued under signature of the S. M. on duty with time, date and train number with Station Stamp. The fact that the badge is lost shall be recorded.

13.04. Procedure in case of accident or disablement on the one Train only system.—

(1) (a) If the train becomes disabled and required assistance of if an accident occurs which renders it impossible for the train to proceed, the train shall be protected in accordance with provisions of Rule 6.03 in the direction from which assistance, if necessary, is being obtained.

(b) The Guard of the train shall convey advice of the circumstance, under which the train has become disabled and is not able to proceed, to the Station master of the station from which assistance can best be obtained, and if it is necessary for such Guard to proceed to such station, he shall instruct the Loco Pilot in writing to keep the train stationary until his return, and obtain his written acknowledgement.

(2) (a) Such Station Master, if he is not the Station master of the base station shall communicate this information to the Station Master of the base station. On receipt of such information, the Station Master of the base station may allow another engine to enter the line.

(b) The engine so sent shall either be accompanied by the Guard of the disabled train, who shall explain to the Loco Pilot where and under what circumstances the disabled train is situated or the Loco Pilot of the engine so sent shall be given a written authority, containing such instructions as to where and under what circumstances the disabled train is situated and such other particulars as may be necessary to enter the line unaccompanied by the Guard of the disabled train.

(3) The Guard of the disabled train shall be responsible for the safe and proper working of the line until the disabled train has been moved and any other engine sent to the assistance of the disabled train has been return to the base station.

(4) If there is no Guard of a disabled train, the Fireman or the Assistant Loco Pilot or if necessary, the Loco Pilot shall perform the duties imposed by this rule on the Guard, provided that the engine is not left unmanned in terms of Rule 4.20.

S. R. 13.04.01.— If a train becomes disabled in mid section and is unable to proceed, the Guard shall convey a written advice of the circumstance through Assistant Loco Pilot to the Station Master of the station from which assistance can be obtainded, if absence of Assistant Loco Pilot, Sub-para. 1(b) of Rule 13.04 shall be complied with.

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RULES FROM G & SR BOOK

CHAPTER XIV

BLOCK WORKING

A. GENERAL PROVISIONS

14.08. Authority to Proceed.— The Loco Pilot shall not take his train from a block station unless he has been given an authority to proceed —

(a) On the double line, by the taking 'off' of the last Stop signal, and

(b) On the single line, either —

(i) by a token for the block section, taken from an electrical block instrument.

(ii) by a Line clear Ticket duly signal by the Station Master, or

(iii) by any document prescribed in this behalf by special instructions, or

(iv) by the taking 'off' of the last Stop signal in lieu of langible authority as mentioned in sub-clauses (i) to (iii) on sections provided with electrical block instruments of tokenless type or track circuits or axle counters.

S.R. 14.08.01.— For special instructions see Block working Manual.

14.09. Loco Pilot to examine authority to proceed.—

(1) The Loco Pilot shall ensure that the authority to proceed given to him is the proper authority under the system of working and refers to the block section he is about to enter, and if the said authority is in writing that it is complete and duly signed in full and in ink.

(2) If the conditions mentioned in sub-rule (1) are not complied with, the Loco Pilot shall not take his train past or start from the station until the mistake or the omission is rectified.

14.21. Preservation of messages and written authorities to proceed.— Messages and written autorities to proceed shall be destroyed at such time after issue as may be prescribed by special instruction :

Provided that no message or written authority to proceed shall be destroyed before one month after issue.

RULES FROM G & SR BOOK

D. LINE CLEAR TICKETS

14.25. Line Clear Tickets.—

(1) When owing to failure or non-provision of electrical block instruments he authority to proceed is a Line Clear Ticket, it shall except under special instructions, be in the following form —

Form No. T/B 1425

_____RAILWAY

Srl. No. _____

PAPER LINE CLEAR TICKET

(Loco Pilot / Record)

Down

Number of Train_____Down (Description)_____

Date_____Time_____hours_____minutes_____

From Station Master_____

To The Loco Pilot of Train No. _____Down

The line is clear and you are authorized to proceed to_____station

Last Train No. _____cleared section at_____station

Private No. (in works)_____(in figures)_____

- **<u>Authority to pass signal at 'on' position</u>**

  You are authorized to pass Last stop signal in danger, when the signal is interlocked with Block Instrument.

  _____

  Signature of Station Master

- Strike out which ever is not applicable.

Station Master's Stamp

RULES FROM G & SR BOOK

Form No. T/B 1425

_____RAILWAY

Srl. No. _____

PAPER LINE CLEAR TICKET

(Loco Pilot / Record)

Up

Number of Train_____Down (Description)_____

Date_____Time_____hours_____minutes_____

From

Station Master_____

To

The Loco Pilot of Train No. _____Down

The line is clear and you are authorized to proceed to_____station

Last Train No. _____cleared section at_____station

Private No. (in works)_____(in figures)_____

- **Authority to pass signal at 'on' position**

You are authorized to pass Last stop signal in danger, when the signal is interlocked with Block Instrument.

_____

Signature of Station Master

- Station Master's Stamp

Strike out which ever is not applicable.

(2) Each such ticket shall bear a serial number which shall be recorded in the Train Signal Register, the numbers for the down direction being clearly distinguished from those for the Up direction.

(3) The ticket referred in sub-rules (1) and (2) shall be printed on white paper with blue font. To distinguish paper line clear ticket for up and down directions, water mark arrow pointing 'Up' and 'Down' shall be printed on the ticket.

RULES FROM G & SR BOOK

CHAPTER XV

PERMANEBT WAY AND WORKS

A. RAILWAY SERVANTS EMPLOYED ON THE

B. PERMANENT WAY OR WORKS.

S. R. 15.05.10.— If a Patrolman does not turn up within 15 minutes of his scheduled arrival, the Station Master on duty shall take the following action :—

(a) He shall stop run-through trains proceeding into the next Block Section, out of course.

(b) He shall advise the Station Master at the other end of the section to take similar action and also advise the Section Controller.

(c) He shall issue a Caution Order in form T/B 409 to every trains proceeding into the Block Section, advising the Loco Pilot to be on the alert and to observe a speed restriction of 40 km/h during the day when visibility is clear and 15 km/h during the night o when visibility is impaired. The Caution Orders shall be issued until the Patrolman arrives and reports that the line is safe for passage of trains ;

(d) He shall send out a Station staff/Gangman to ascertain the where abouts of the Patrolman and the reason for delay and, in case the Patrolman is not found, the Station Master shall immediately contact the concerned Gangmate/PWI to arrange for another Patrolman.

S.R. 15.08.04.— Procedure for blocking the line when the workspot is on aq section not provided with Train Control of when the use of a field telephone is not available to the Engineering official on a controlled section, whether due to failure of control working or for any other reason :—

(a) When the section is about to be blocked in terms of the line block orders received the Station Master from whose end the last train to pass he workspot is to enter the section shall issue to the Guard of that train a “last Train Certificate” in the following form in duplicate.

LAST TRAIN CERTIFICATE

The line between_____and_____will

Be blocked for Engineering purposes from_____

*mts. after this train, No. _____clears the section,

Until_____hours on_____19_____

station_____

Date_____ Station Master

Station Stamp

Note :— The period of lapse to be filled in shall be 10 mts. For passenger trains and 15 mts. for goods and mixed trains, for all cases coming under the purview of sub-rule 15.08.03(c). No such period need be indicated in other cases.AS

The Station master shall, in addition, hand over a Caution Order to the Loco Pilot, warning him to look out for a Stop hand signal from the Engineering official in charge at the workspot. If the last train is a run-through train, a shall be stopped out of course for the purpose.

No such Caution Order need, however, be issued to the Loco Pilot, if the train timing is such that there would be no Engineering official yet at the workspot. (Vide Note under sub-rule (b).

(b) The last train, as mentioned above, shall be stopped at the workspot by showing of a Stop hand signal by Engineering official in-charge. The Guard of the train shall also be on the look-out and, on the train being stopped, deliver one copy of the Last Train Certificate to the same Engineering official and obtain a receipt therefore. The Guard shall subsequently deliver the duplicate copy to the Station Master at the other end of the block section and obtain a receipt, the train being stopped out of course for the purpose if booked to run through.

Note :– In cases where the last train is due to pass the workspot so much in advance of the time of commencement of the work as to render it inconvenient for the Engineering official to be present there during its passage, the train need not be stopped at the workspot Instead, it may run through to the block station at the other end, where the Guard shall deliver both copies of the Last Train Certificate to the Station Master and obtain a receipt. It shall then be the responsibility of the Engineering official to obtain his copy of the certificate personally from that Station Master and grant a receipt for the same. The Station Master shall, in turn, advise the Station Master at the other end by telephone or telegraph about this having been done. Wherever this procedure is to be followed, it shall be the responsibility of the Engineering official to advise all concerned in this regard, well in advance.

(c) If, on the nominated train coming to a stand at the site of work, the Guard is not in possession of the Last Train Certificate, nor of any message advising deferment of the block, the Engineering official in charge shall, if he deems it necessary to proceed with the work as programmed, send a telegraphic message through the Guard, addressed to the Station Masters at both ends of the block section with a copy to the DOM, intimating that the work is being proceeded with as arranged. Immediately on arrival at the Station Master and obtain a receipt. The Station Master shall, before giving the “Train out of Block Section” signal, transmit the message to the Station Master at the other end of the Block section and obtain his acknowledgement.

RULES FROM G & SR BOOK

(j) For the first train to pass after completion of the block work, a caution order for ‘stop dead’ at the kilometreage of the workspot shall invariably be used. For subsequent trains normal working may be allowed with such restrictions as may have been indicated in the block removal message.

15.09. Showing of signals.—

(1) Whenever due to lines being under repair or due to any other obstruction it is necessary to indicate to the Loco Pilot that he has to stop or proceed at a restricted speed, the following signals shall be shown and, where prescribed, detonators used, it on a double line in the direction from which trains approach, and if on a single line in each direction —

(a) When the train is required to stop and the restriction is likely to last only for a day or less-A banner flag shall be exhibited at a distance of 600 metres on the Broad Gauge and 400 metres on the Metre Gauge and the Narrow Gauge and three detonators shall be placed, 10 metres apart, at a distance of 1200 metres on the Broad Gauge and 800 metres on the Metre Gauge and the Narrow Gauge from the place of obstruction. In addition, Stop hand signal shall be shown at distance of 30 metres from the place of obstruction, at the banner flag and at a distance of 45 metres from the three detonators. The railway servant at the place of obstruction shall give Proceed hand signal to indicate to the Loco Pilot when he may resume normal speed after the train has been hand-signalled past the place of obstruction.

(b) When the train is required to stop and the restriction is likely to last for more than a day-A stop indicator shall be exhibited at a distance of 30 metres from the place of obstruction and a caution indicator at 1200 metres on the Broad Gauge and 800 metres on the Metre Gauge and the Narrow Gauge from the place of obstruction. In addition, termination indicator shall be provided at the place where a Loco Pilot may resume normal speed.

(c) When the train is not required to stop and the restriction is likely to last only for a day or less Proceed with caution hand signals shall be exhibited at a distance of 30 metres and again at a distance of at least 800 metres from the place of obstruction. The distance of 800 metres shall be suitably increased by special instructions, where required. The railway servant at the place of obstruction shall give Proceed hand signal to indicate to the Loco Pilot when he may resume normal speed after he train has been hand signaled past the place of obstruction.

(d) When the train is not required to stop and the restriction is likely to last for more than a day-A speed indicator shall be exhibited at a distance or 30 metres from the place of obstruction and again a caution indicator at a distance of at least 800 metres from the place of obstruction. The distance of 800 metres shall be suitably increased by special instructions, where required. In addition, termination indicators shall be provided at the place where a Loco Pilot may resume normal speed.

(2) In case the place of obstruction is within station limits—

(a) the provision of sub-rule (1) may be dispensed with if the affected line has been isolated by setting and securing of points or by securing at ‘on’ the necessary manually controlled Stop signal or signals and

(b) approach signals shall not be taken ‘off’ for a train unless the train has been brought to a stop at the first Stop signal except in cases where the Loco Pilot has been issued with a Caution order at a station in rear, informing him of the obstruction and the details thereof.

(3) If the place of work is situated in Automatic signaling territory, and if the distance between the place of obstruction and the Automatic signal controlling the entry of train in the signaling section concerned is less than 1200 metres on the Broad Gauge and 800 metres on the Metre Gauge and provided the Automatic signal has been secured at ‘on’.

RULES FROM G & SR BOOK

(a) the banner flag and three detonators referred to in clause (a) of sub-rule (1) may be provided at 90 and 130 metres respectively, and

(b) the caution indicator referred to in clause (b) of sub-rule (1) may be dispensed with.

(4) The shapes and sizes of the indicators referred to in clauses (b) and (d) of sub-rule (1) may be prescribed by special instructions.

S. R. 15.09.01. (a) Whenever the place of obstruction is approached by a descending gradient steeper than 1 in 300 on a broad gauge, the detonators referred to in sub-rule 15.09. (1) (a) shall be placed at a distance of 1400 metres from the obstruction instead of 1200 metres, the caution indicator referred to in sub-rule 15.09.(1)(b) shall be placed as usual at 1200 metres from the obstruction. In such case the proceed with caution hand signals referred to in 15.09 (1)(c0

and the caution indicators referred to in sub-rule 15.09 (1)(de) shall be placed at a distance of 1200 metres from the obstruction instead of 800 metres.

To maintain uniformity the caution indicators in all cases in BG will be provided at a distance of 1200 metres. The first speed indicator will be provided at a distance of 30 metres prior to the starting of first restriction zone.

(b) In cases referred to in Sub-rule 15.09 (1)(a), if the outermost hand-signalman's view of the line beyond is not clear for at least 800 m, additional hand signalmen may be deputed further ahead, as required, to repeat the Stop hand-signal to the Loco Pilot of any approaching train, allowing him sufficient sighting distance to stop the train short of the main hand-signalman and thus minimize the chances of the detonators being burst.

S.R. 15.09.02.— The various indicators referred to in sub-rule 15.09 (1)(b) and (d) their use on the line shall be governed by the following :—

(a) ***Caution Indicator—*** This shall be as per the details shown in figure 9a) and shall consist of a horizontal board 1.40 m. wide and 0.40m. deep, fish-tailed to the left and pointed to the right painted yellow and black and fixed to a vertical post painted with 0.4m. high bands of black and white alternately, keeping the lower edge of the board at a height of 2.0m. above rail level.

This indicator shall be provided both for permanent and temporary restrictions. When used for temporary restriction, it shall display two yellow lights, arranged horizontally, for permanent restrictions, no light need be displayed.

(b) ***Speed Indicator—*** This shall be as per details shown in Fig. (b) and shall consist of a yellow equilateral triangular board with sides measuring 1.0m. and black figures 0.30m. high, indicating the speed at which trains may proceed.

The board shall be fixed to a vertical post painted with 0.30m. high bands of white and black, alternately, keeping the lower edge of the board at a height of 2.0m. above rail level.

This indicator shall be provided both for permanent and temporary restrictions, and illuminated by night (for temporary restriction only) by fixing a hand signal lamp in front of it, as shown in the figure.

(c) ***Stop Indicator—*** This shall be as per details in Fig. (c) and shall consist of a horizontal board 1.40m. wide and 0.40m. deep and painted with red and white vertical stripes. The board shall be fixed to a vertical post, painted with 0.40m. high bands of white and black, alternately, keeping the lower edge of the board at a height of 2.0 m. above rail level. This indicator shall, by night, display two red lights, arranged horizontally.

A signal-man shall be posted for hand-signalling trains past the stop indicator, after verifying that there is no danger to the trains if allowed at restricted speed. As soon as the train stops the signalman shall obtain the signature of the Loco Pilot on the restriction book (Stop Order) and then allow the train to proceed by showing a green hand signal.

Engineering Stop Order E.D. 9.39 (for Up trains) and E.D. 9.40 (for Down trains) shall be used for the restriction books maintained with the Signal man.

RULES FROM G & SR BOOK

(d) ***Termination Indicators ;*** (i) These indicators shall be as per details shown in Fig. (d)(i) and Fig. (d)(ii) and consist of yellow painted 1.00 m. diameter disc and bearing letters 'T/G' and T/P in black, These shall be fixed on a vertical post painted with 0.33 m. high bands of white and black, keeping the centre of the board 2.15 m. above rail level.

(ii) The termination indicator bearing letters 'T/P' shall be located at a distance beyond the restricted length equal to the length of the longest passenger carrying train running on the section Similarly, the termination indicator bearing letters 'T/G' shall be fixed at a distance beyond the restricted length equal to the length of the longest goods train running on the section. On Broad gauge section, this distance shall be taken as 550m. for T/P Board and 700 m. for T/G Board, unless otherwise notified. These boards shall indicate to the Loco Pilot the point from which the normal speed may be resumed, except as provided for in sub-rule (iv) below.

(iii) The termination indicator provided for temporary restriction shall be illuminated at night by fixing a hand signal lamp.

(iv) After passing the Zone of speed restriction by the EMU train, the guard shall give the bell-code signal to the Motorman to pick up the speed as indicated in S.R. 4.51.01 (13).

(c) ***Caution and Termination Indicators at Vulnerable locations.—*** (i) At such of the bridges, where, during monsoon, water level may touch the danger level mark, and also at other vulnerable locations as considered necessary (i.e. where there is likelyhood of danger arising suddenly during monsoon), special type of Caution boards as per details shown in Fig. (e) shall be provided to enable the Loco Pilots' attention being drawn to the need for extra caution over such locations. These boards shall be 0.6 m. square, painted yellow and bearing a 0.3 m. high letter 'C' in black, and fixed on vertical posts painted with 0.4 m. high bands of white and black keeping the lower edge of the board 2.0 m. above rail level. Such a board shall be fixed at a distance of 1200 m. in respect of the point from which the vulnerable bridge or location starts.

(ii) A Termination Board, of the same description as the Caution indicator, but bearing the letter 'T' instead of 'C' shall be fixed at a distance beyond the vulnerable bridge or length, equal to the length of he longest train running on the section.

(iii) Where the length between the 'C' and 'T' boards exceeds 1.6 km. a series of 'C' boards shall be provided at intervals of 800 m. to remind the Loco Pilot hat the vulnerable length has not been passed completely.

(iv) On single line sections, the first and last boards may have the letter 'C' and 'T' painted on opposite faces so that no separate 'T' board need be provided intermediate boards, if any, shall have the letter 'C' painted on both faces.

(v) These special Caution and Termination boards shall be fixed and maintained in position only during the monsoon season and need not be lit up at night.

(vi) When a Loco Pilot comes across a 'C' Board, whether by day or by night, he shall remain specially vigilant and be prepared at any moment to reduce the speed or to stop, should he receive a signal from any Stationary Watchman, Patrolman, or Gangman or should be himself observe any danger to the track. In the absence of any indication to the contrary, the Loco Pilot may resume normal running on his passing the 'T' board.

S.R. 15.09.03.— Permanent speed restrictions.—

(a) Speed restrictions which are likely to continue over a long period, with no prospect of early removal, are termed as permanent restrictions and these shall be notified in the Working Time Table. Semi-permanent restrictions which, although of a limited duration, are likely to extend for the full period of the Working Time Table, shall also be notified therein. The rues relating to permanent restrictions shall equally apply to semi-permanent restriction also.

RULES FROM G & SR BOOK

(b) Any addition or alteration to the list of permanent restrictions during the currency of a Working Time Table shall be notified through the fortnightly gazette.

(c) All Loco Pilots shall make themselves fully conversant with the up-to-date list of permanent restrictions and observe them meticulously. As an indication to the Loco Pilots about the location of such restrictions, caution, speed, stop and termination indicators shall be provided in the same manner as laid down in S.R.15.09.02, except that the indicators in such cases need not be illuminated at night.

(d) Where a permanent restriction applies to a whole section, e.g. 15 kmph speed restriction over facing points on a non-interlocked section, or where it is according to definite rules on the subject, no indicator need be provided.

S.R. 15.09.04.— (a) A banner flag shall not be passed until it is removed.

(b) In emergencies when a banner flag cannot be obtained in time, a hand signal shall be displayed at the distance at which the banner flag should have been displayed in terms of Rule 15.09.

15.10. Assistance in protection of trains.—

Every railway servant employed on way or works shall, on the requisition of the Guard of a train or the Loco Pilot thereof, render assistance for the protection of the train.

S.R. 15.17.01.— (a) If a rail is badly fractured, no train shall be allowed to pass over he affected portion of track until the fractured rail is replaced or otherwise made safe by an official not below the rank of PWI and certified fit by him.

(b) For the purpose of sub-rule (a), a rail shall be considered badly fractured when :

(i) A gap of more than 75 mm. (25 mm. in the case of outer rail of a curve) has been formed in the rail head portion, or is likely to be formed, either due to the breaking off of a portion of the rail or due to the broken rail ends moving apart, thereby affecting the continuity of support and guidance for wheels.

OR

(ii) There is more than one fracture in a length of 1 m. measured along the rail head.

(iii) A length of more than 150 mm. of the rail foot is broken off or is likely to break off completely under he passage of wheels.

OR

(iv) The fracture, irrespective of its nature, has occurred on a girder bridge.

S.R. 15.17.02.— (a) In case of a rail fracture less serious in nature than what has been indicated in S.R. 15.17.01, the Mate/keyman may allow trains at a speed not exceeding 20 km./h. but only after making the rail safe for the purpose by using special/joggled fish plates, if available, and/or by shifting the nearest sleepers closer together or providing an extra wooden sleeper/block under the fractured location and fastening both the fractured ends firmly to the same, duly ensuring that the providing adequate support during passage of trains.

(b) Until the track has been made safe in the manner indicated in sub-rule (a) above, no train shall be allowed to pass over the affected portion.

15.23. Attachment to train prohibited.— No lorry or trolly shall be attach3ed to a train.

S.R. 15.23.01.— Trolleys or lorries shall always be pushed and not pulled, use of sails or any other unauthorized aid for their propulsion is strictly prohibited.

S.R. 15.23.02.— (a) no trolley, lorry or motor trolley shall be carried in a train unless covered by a card pass issued by the Divisional Railway Manager.

(b) No trolley lorry or motor trolley shall be loaded into any vehicle of a train without the consent of the Guard in charge of the train, who shall direct where it is to be placed. Inspectors and others requiring their trolleys to be carried in trains shall give notice of the same to the Station Master sufficiently in advance of the arrival of the train. The Station Master shall advise Control if it is necessary to stop a goods trains out o course and act upon instructions given.

(c) When there is room in a train the Guard shall not refuse to receive a trolley/lorry/motor trolley.

RULES FROM G & SR BOOK

S.R. 15.27.08.— Procedure for the working of lorries between stations without block protection :—

(a) The official in charge of the lorry, shall give a reguisition to the station master in the prescribed format T-1518, Part A, clearly endorsing on it that the trolley shall work without bock protection. It there is any speed restriction for trains to be followed, in the concerned section, shall also be endorsed on it.

(b) On receiving the requisition the Station Master shall exchange message with the Station Master of the other end block station under exchange of private numbers, in consultation with the section controller. Thereafter, he will authorise the trolley incharge in the prescribed format T-1518, Pt.-'B' to work in the section without block protection.

(c) Until the "Trolley Removal Report" in the prescribed form T-1518, Part-'C' has been received, the Station Master at either end of the section shall stop all trains entering the concerned section and serve caution orders to the Loco Pilots/Guards, advising them that lorry is working in the section.

(d) A Loco Pilot, on receiving intimation that a lorry is on the section, shall work his engine or train at such a speed that he can, without difficulty, bring it to a stand within a distance of 800 metres after sighting the first stop hand signal protecting the lorry.

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RULES FROM G & SR BOOK

CHAPTER XVI

LEVEL CROSSINGS

S.R. 16.01.02.— (a) The Gateman shall stand facing the track on the gate lodge side of the approaching train and be prepared to repeat any signal which the Guard may give to the Loco Pilot as well as to show a Caution or Danger signal should anything appear to be wrong with the train as it passes. For this purpose he shall, by day, hold his flags furled on separate sticks, the green in his left hand and the red in his right hand and, by night, he shall carry aw lighted hand signal lamp. The hand signals shall not be exhibited in the direction of an approaching train, unless need arises. However, at stations, on multiple line section where no cabins are situated or where the SM's office and the cabin(s) is (are) situated on the same side and traffic gate lodge is at off side of station building, the gateman will follow the rules as laid in **SR 4.42.02 (b)(iii), SR. 4.42.02 (c) and (d).**

(b) "Every Guard, Loco Pilot / Motorman and Asstt. Guard of running train while passing through any manned level crossing shall keep good look-out for gateman's signal. They shall exhibit a green hand signal towards the gateman as an indication that they are alert except when the gateman has exhibited a 'stop' hand signal or in the situation covered by G.R. 16.08.

S.R. 16.03.04.— In event of failure of telephone communication between the Station and mid-section level crossing gate which is not protected by gate signal, or of failure to get Gateman's acknowledgement over the phone, the following procedure shall be adopted for passing train :

(a) The Loco Pilot and the Guard of every train proceeding into the affected section shall be served with a caution order, giving the number and kilometreage of the level crossing and directing the Loco Pilot :—

(i) To whistle frequently to attract the attention of the Gateman.

(ii) To proceed cautiously, and stop 30m. short of the level crossing and be guided by hand signal.

(b) (i) The Loco Pilot after stopping shall ascertain if the Gateman is available and apparently in aw fit condition to continue his duty and the gates are closed. If so, the Loco Pilot shall arrange to advise the Station Master/Switchman/Cabinman as the case may be of the fact. Using the telephone provided at the gate. The Station Master on receipt of such an advice from the Loco Pilot shall discontinue issue of caution order to the following trains provided the acknowledgement of the Gateman is available over the telephone.

(ii) In the above circumstance, the Loco Pilot should not stop his train at the next station to advise the Station Master.

(c) (i) If the Loco Pilot does not find the Gateman at the level crossing or if the Gateman is apparently unfit for duty and the gates are not closed, he shall depute his Assistant to close the gates and give proceed hand signal in the absence of Assistance, the Loco Pilot shall seek assistance of the Brakesman or Guard of the train.

(ii) The Loco Pilot, after being hand signaled, shall pass the level crossing and stop clear of it by at least 2 bogie-length to pick up the Assistant or Brakesman/Guard, as the case may be. The Railway servant deputed for closing the gate shall re-open it for road traffic after the passage of the last vehicle of the train.

(iii) If, however, the telephone s out of order or the Gateman is not available or is apparently until to continue his duty and intimation of the fact could not be given to the Station from the Gate, the Loco Pilot shall stop his train at the next station (even if it is through passing station) and give a memo to the Station Master indicting the condition of the Gateman, Gate and telephone.

RULES FROM G & SR BOOK

(iv) The Station Master on receipt of the driver's report regarding absence o unfitness of the gateman, shall advise the Station Master in rear, the Notice Station, the Section controller, PWI, AEN concerned and the Gangmate of the nearest gang for immediate posting of a Gateman. He shall also inform he maintenance staff to attend and repair the telephone, if required, issue of caution order should continue till normal working condition in the gate is restored.

16.04. Gateman to observe passing trains.— Except where otherwise prescribed under special instructions, the Gateman shall observe all passing trains and be prepared to take such action as may be necessary to ensure safety of trains.

S.R. 16.04.01.— The Gateman at all Level Crossing Gates should stand attentively at the gate lodge side, facing the track with furled red and green flags during day in right and left hand respectively an at night hold the hand signal lamp with the white light. He shall watch all passing trains to seen any unusual condition like hot axles, chain

hanging, any vehicle/wagon on fire, load shifted etc. and take prompt action to warn the driver and guard of the train by showing a danger signal. The drivers and the guard should be on the look out for such danger signals.

However, at station, on multiple line section, where no cabins are situated or where the SM's office and the cabin / cabins is / are situated on the same side and traffic gate lodge is at off side of station building, the gateman will follow the rules as laid down in **SR**. **4.42.02 (b) (iii), SR. 4.42.02 (c) and (d)**.

16.08. Parting of train.— If a Gateman notices that a train has parted, he shall not show a Stop hand signal to the Loco Pilot, but shall endeavour to attract the attention of he Loco Pilot and the Guard by shouting, gesticulating or other means.

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RULES FROM G & SR BOOK

CHAPTER XVII

WORKING OF TRAINS ON ELECTRIFIED SECTIONS OF RILWAYS

17.01. Applicability of General Rules.— All rules referring to the working of trains shall also apply to the electrified section except as otherwise provided in the rules contained in this chapter.

S.R. 17.01.01.— (a) All subsidiary Rules which control the movement and operation of diesel, trains shall apply to the movement and operation of electric trains, except as otherwise provided in these rules.

(b) All officials connected with movement of electric rolling stock shall have a through knowledge of these rules. They shall also be responsible for ensuring that staff working under them are thoroughly conversant with the instructions relating to their work and the correct procedure to be followed under normal conditions as well as in an emergency.

(c) Every railway employee, supplied with these rules shall made himself thoroughly acquainted with the rules and shall be held responsible for knowledge of and compliance with them. Ignorance of the rules will not be accepted as an excuse for non-compliance.

S.R. 17.03.02.— (a) It shall be the responsibility of every railway servant to report immediately and abnormalities which may come to his notice on the OHE such as :—

(i) the whole or part of the OHE or a feeder or a cable falling down, and/or persons animals or vehicles coming in contact with or likely to come in contact with live equipment ;

(ii) a damaged catenary or contact wire fouling the vehicle gauge ;

(iii) pantograph of an electric rolling stock getting damaged and/or entanglement of the same with the OHE ;

(iv) damage to the track or structure of the overhead equipment ;

(v) derailment of any other traffic accident ; and

(vi) any defect/breakdown in the continuity bonds, joint bond, cross bonds and impedance bonds.

(b) The railway servant noticing any breakdown or defects mentioned in sub-rule(a) above shall at once report the same to the Traction Power Controller either directly or through any Station Master or Section Controller or through the nearest available telephone.

(c) In case of breakage of an overhead line, the railway servant detecting it shall also ensure hat no person comes in contact with the line until an authorized official of the Electrical Traction Branch arrives on the spot. The authorized official shall take immediate action to make the affected line dead & earthed.

(d) If the damage to the OHE is heavy or the standard moving dimension is infringed, the person observing such damage or infringement shall take steps to show stop hand signal and place detonators in terms of G.R. 3.62.

S.R. 17.03.03.— (a) When any defect on the overhead equipment which is likely to interfere with the smooth movement of the pantograph or cause damage to it, is noticed ahead, the Loco Pilot / Motorman shall trip the circuit breaker and immediately lower the pantographs by placing the pantograph handle in “lower” position. If necessary, the train should be brought to a stop short of such place.

RULES FROM G & SR BOOK

(b) If the damage to the overhead equipment is slight, the Loco Pilot / Motorman may, if possible, coast through such damaged section.

(c) In all cases the defects so noticed shall be brought to the notice of Traction Power Controller.

S.R. 17.04.02.— (b) *Power Block*— Whenever light repairs to or maintenance work of the OHE have to be carried out and the nature of he work is such that it is not necessary to restrict the movement of trains hauled by Diesel locomotives, power blocks are obtained making a section of OHE dead by switching off 25 KV electric supply to the OHE. Power blocks are granted by the Traction Power Controller in consultation with the Section Controller. Whenever Power blocks are granted on a given section of the OHE no movement of electrically hauled trains shall be permitted on that section but the movement of trains hauled by Diesel locomotive may be permitted provided a caution order is issued to the Loco Pilot and Guard of such train or trains drawing their attention to the fact that the OHE staff are working at the

specified kilometreage and that the Loco Pilot should exercise extra caution and sound a long continuous whistle when approaching/passing such section and obey such signals as may be displayed at the place of work.

S.R. 17.04.03.— *Emergency Power Block*— (a) An emergency power block shall be arranged by the TPC and 25 KV supply to the OHE affected shall be cut off by him immediately on receipt of an advice of any serious breakdown of the OHE or injury to persons or damage to property specially when —

(i) the whole or part of the OHE or a feeder or a cable falling down and/or persons, animals or vehicles coming in contact with or likely to come in contact with live equipment.

(ii) A damaged catenary or contact wire infringes height gauges at level crossings.

(iii) An electric locomotive or an Electric Multiple Unit getting damaged & for rectification of which the Driver/Motorman requires the OHE to be made dead.

(iv) Derailment or any other accident to a train on the electrified lines where cutting off of 25 KV supply is considered necessary in the interest of safety by the TPC or the Section controller.

(e) Whenever it becomes necessary for the Loco Pilot of an Electric Locomotive or the Motorman of Electric Multiple Unit train to obtain an emergency power block from the Traction Power Controller for the purpose of inspecting and/or securing the roof equipments including pantographs, he shall ask for such emergency power block giving the particulars as contained in sub-rule(b) above.

(ii) The TPC after making the section dead shall issue permit to work to the Loco Pilot / Motorman supported by a Private Number and advise the Section Controller. The TPC and the Section Controller shall also take actions as per sub-rule (c) above.

(iii) The Loco Pilot / Motorman shall then earth the OHE on both sides of the Electric Rolling Stock before climbing on the roof. For this purpose each Electric Locomotive is equipped with two earthing rods. In the case of Electric Multiple Unit trains the Motorman may obtain two earthing rods either from the Station Master of any station of from the Loco Pilot of another train which may be on the run on the adjacent line. The earthing rods shall be returned to the concerned Station Master / Loco Pilot after the work is over.

(iv) Before asking the TPC supported by a Private number to restore the power supply on the section so made dead, the Loco Pilot / Motorman shall ensure that everything is in order, earthing rods have been removed and that no person / material is on the roof of the locomotive.

RULES FROM G & SR BOOK

17.05 Warning to staff and public.—

(1) All electrical equipment shall be regarded as being live at all times and consequently dangerous to human life, save and except in cases, where the electrical equipment has been specially made dead in accordance with special instruction. Caution notices shall be prominently fixed near all vulnerable places to warn staff and public to exercise due caution.

(2) No person shall climb on the top of engines or tenders or on the roofs of carriages or wagons when those vehicles are located beneath overhead equipment except when the overhead is dead and earthed in accordance with special instructions.

S.R. 17.05.01.— (a) Work on pantographs and roof rolling stock shall be carried on such sidings where switches are provided, for making the overhead equipment dead and earthed.

17.07. Tripping of circuit breakers of locomotives and electrical multiple units at neutral sections.— Unless otherwise allowed by special instructions, the Loco Pilot of the locomotive or electrical multiple unit

shall coast through the neutral section, duly switching off power. Necessary indication boards to this effect shall be provided to guide the Driver to switch off and switch on power.

S.R. 17.07.01.— (a) One first "Warning Board" as per Fig, 1 facing to the direction of movement of train is fixed on the OHE mast located at a distance of not less than 500 metres from the place from where neutral section commences. The Loco Pilot on reaching this board shall put the master Controller to 'O' Position.

Provided that if the speed of the train while approaching a neutral section is low, the Master Controller need not be switched off at this board and power may be kept on till the circuit breaker is tripped at the "cut off power" board as per Fig. 3.

(b) A second "Warning Board" as per Fig. 2 facing to the direction of movement of trains is fixed on the OHE mast located at a distance of not less than 250 metres from the place from where neutral section commences. On reaching this board the Loco Pilot shall get ready to open the circuit breaker at the "cut off power board".

(c) A third indicator e.g. "cut power board' as per Fig. 3 facing to the direction of movement of trains is fixed on the OHE mast located immediately in rear of the place from where the neutral section commences. On reaching this board the circuit breaker must be tripped. In the event of the red pilot lamp does not glow on tripping the circuit breaker, immediate action must be taken to lower the pantograph.

(d) A fourth indicator e.g. "Close circuit breaker board" as per fig. 4 facing to the direction of movement of trains is fixed on the OHE mast located in advance of he place at which the neutral section terminates. On reaching this board the Loco Pilot shall recluse the circuit breaker and resume normal working.

S. R. 17.07.02.— *Lowering pantographs in emergency*—(a) There may be occasions when power supply from one sub-station is interrupted and feed is extended from the adjacent sub-stations or due to not damage to the OHE, the Loco Pilot is required to coast through the affected section with pantograph lowered. Under such circumstances it shall be the responsibility of the OHE official-in-charge to take action under S.R. 4.09.06 as it may relate to him. The concerned Station Master on receipt of such advice, shall take steps to issue caution order with suitable endorsements in terms of S.R. 4.09.03. The Loco Pilot on receiving such advice shall coast through the specified zone by lowering and raising pantograph at the kilometreages mentioned in the Caution Order.

(b) When this restriction is to be observed for more than a day necessary indication boards as per Fig. 5 & 6 facing to the direction of movement of trains shall be fixed on the OHE masts at the appropriate kilometreages indicating to the Loco Pilot where the pantograph is to be lowered and raised.

S.R. 17.07.03.— Wherever it is necessary for the Loco Pilot to take action in terms of S.R. 17.07.07.01 or S.R. 17.07.02, the Asstt. Loco Pilot, in case of electric locomotives, shall assist the Loco Pilot in sighting the boards as per Fig. 1,2,3,4,5, and 6 above call out their indication to the Loco Pilot who shall repeat the same after checking personally. This however, does not absolve the Loco Pilot from personally sighting the indication boards and acting thereon.

RULES FROM G & SR BOOK

S.R. 17.08.03.— Normally a tower Wagon should not be attached to any train. In case of absolute a necessity it may be attached to a Goods train only, if permitted by an official of the Operating Department not below the rank of Chief Controller. Whenever a tower wagon is attached to any goods trains, it shall be marshaled as a rearmost vehicle duly escorted by a competent Traction staff and the speed of the train to which it is attached must not exceed 40 KMPH.

S.R. 17.09.01.— Special precautions by Controllers Traction Power Controllers, Station Master and Train Crew when a section of OHE is found faulty.

(1) In the event of OHE failure, the Traction Power Controller shall immediately locate the faulty section and isolate the same. In case of Double & Multiple line section he shall also isolate the healthy section on adjacent tracks on the same route length as the faulty section. He shall then advice the section controller of the section found faulty and the healthy section temporarily kept isolated.

(2) On receipt of the information under sub-rule (1) above, the Section Controller shall first take the following action and then advice the TPC to restore feed to the healthy section that have been temporarily isolated.

(i) *Faulty section.*— He shall under exchange of Private Numbers, advise the Station Master of all stations who are connected with the working of trains in the affected section to treat the faulty section as if the same is under emergency power block and to take action under S.R. 17.04.16.

(ii) For healthy section.— The Section Controller shall immediately inform the Station Masters of all the stations who are concerned with the working of trains in the section in which healthy OHE is temporarily isolated, under exchange of private numbers, that they shall not allow any train to leave their stations unless both the Loco Pilot and guard of the first train have been issued with a caution order to the following effect.

(a) proceed at a speed of 35 KMPH by day and 20 KMPH by night subject to the observance of other speed restrictions exercising great caution.

(b) Keep a sharp look out and be prepared to stop short of any obstruction which may be due to any infringement from the adjacent line/lines and also keep a sharp look out on the adjacent line/lines to see if there are any OHE abnormalities ; and

(c) Immediately on reaching the next station in advance report whether or not the section over which they moved is safe for the movement of trains.

(2) No person shall climb on the top of engines or tenders or on the roofs of carriages or wagons when those vehicles are located beneath overhead equipment except when the overhead is dead and earthed in accordance with special instructions.

(3) After this, the Section Controller will advice the Traction Power Controller to re-energise the temporarily isolated healthy section under exchange of private numbers, unless based on informations received mean while from the site/station, a would be necessary to continue to keep power 'OFF" from the healthy sections.

(4) After dispatching the first train by the issue of caution order under sub-rule (2) above, no subsequent train shall be allowed to enter the section without permission from the Section Controller. Action to remove speed restrictions shall be taken by the Section controller in consultation with the Station Masters on receipt of report from the Loco Pilot and Guard of the first train. The Section Controller shall also advice the TPC of the report of the Loco Pilot / Guard of the train indicating whether or not there are any infringements and/or abnormalities in OHE. Till such time it is decided to remove speed restriction, the Section Controller may, however, permit the Station Masters concerned to allow subsequent train (s) to enter affected section after issue of caution order under sub-rule 2(ii), above.

(5) (i) Whenever station staff notice a train worked by an electric engine passing with a hot axle/any wagon/coach running in dangerous condition o smoke/fire emanating from a wagon/coach or with any other abnormalities in the running train which is likely to endanger safety of the train/passengers, the Switchman/Station Master shall immediately take steps to stop the train. In case they fail to stop such train by normal means as laid in G & SR, then, they shall immediately inform the Traction Power Controller either directly or through the section controller to switch off the power supply of the OHE of the affected section under exchange of Private number. In case TPC has been directly informed, section controller has also to be informed subsequently.

RULES FROM G & SR BOOK

(ii) Wherever any train gets held up for more than 3 minutes in the block section on account of no tension, the Loco Pilot of the train shall depute his Assistant Loco Pilot to check the train in order to look for any abnormality and to advise the Guard of no tension in OHE. Together with the Assistant Loco Pilot, the Guard shall then check the entire train.

If, in the meantime, power supply is restored, the Loco Pilot shall call back his Assistant Loco Pilot to the Locomotive and resume journey.

Otherwise after train is checked, the Loco Pilot / guard shall inform the section controller/Traction Power Controller of the details of abnormality, if any, or otherwise, and assistance required, through the nearest emergency telephone circuit/by other available means.

Further, the Loco Pilot and Guard shall arrange protection of the line affected in accordance with GR 6.03 which deals with the protection of trains stopped between stations. In case of Automatic territory, the lines must be protected in accordance with GR 9.10.

After ascertaining from the affected train of the nature of abnormality decision regarding recharging of the OHE shall be taken by the section controller in consultation with Dy. CHC. Guard, Assistant Loco Pilot and concerned Station Masters shall be advised accordingly. Necessary steps shall be taken by Dy. CHC, there after, for clearance of the abnormality.

(iii) Restoration of OHE supply will be undertaken by "Traction Power Controller" only on the advice of the Section controller under exchange of private numbers.

(iv) In case the electric loco pilot is unable to establish communication with Section controller/Traction Power Controller through emergency sockets, he shall arrange to take the train cautiously to the next station, ready to stop in case of any obstruction. A speed restriction of 35 KMPH by day and 20 KMPH by night shall be observed for this movement to the next station. On reaching the next station, the loco pilot shall contact SM/Section Controller.

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RULES FROM G & SR BOOK

PART — II

Extract from Operating Manual

CHAPTER I

SIGNALLING AND INTERLOCKING

1.02. Signal between Traffic and Loco limits.—

Signals are provided between Traffic and loco limits to control the movement of engines to and from the shed. Shunt signals are also been provided in major yards for the movement of engines. Loco Pilots must make themselves conversant with the same and move their engines according to the aspect of signals.

1.13. Warning Boards.—

(a) Warning boards are provided with a view to warn the . Loco Pilot of an approaching train that he is approaching the first stop signal so as to enable him to bring his train under control and be prepared to stop at the signal, unless the 'off' aspect of the signal has been sighted by him authorising him to proceed past the signal.

(c) Goods warning Boards are provided at a distance of 1.4 Kms. In rear of the first stop signal which is not prewarned by the provision of a Warner/distance signal located at distance of not less than 1.4 Kms, and these are applicable to all goods trains and also to all passenger carrying trains on high speed section (Howrah-Jharsuguda). The Loco Pilot of passenger carrying train with high speed on Howrah-Jharsuguda section will bring his train under control from the goods warning Board unless the 'off' aspect of the first stop signal or the clear aspect of the distant signal has been sighted by him.

(d) Passenger Warning Boards are provided at a distance of 1 KM in rear of the first stop signal which is not prewarned by the provision of a Warner/Distant signal located at a distance not less than 1 KM from it. These are provided on the routes where the maximum permissible speed of Passenger carrying trains does not exceed 100 KMPH.

(e) The distance mentioned in Paras (c) and (d) above should be suitably increased if the approach to a station is on a failing gradient.

(f) Where the sectional speed ranges from 50 to 72 KMPH on the broad gauge. Passenger warning Boards should be provided only at stations where the first Stop signal is not visible from an adequate distance i.e. 800 metres.

(g) Where, however, the sectional speed of a passenger carrying train is more than 100 KMPH, the goods warning Board will be applicable to such trains. The . Loco Pilot of such high speed train will bring the train well under control from the goods warning boards unless the off aspect of the first Stop signal or clear aspect of the distance signal has been sighted by him.

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RULES FROM G & SR BOOK

CHAPTER II

OPERATING CONTROL

2.14. Staff to obey orders of Control.—

Station / Yard staff, shed staff, Guards and Loco Pilots shall obey orders issued by the Control so long as these orders are in conformity with the General and Subsidiary Rules, Block Working manual. Operating and Accident Manual and other standing orders and instructions etc.

A Section controller has no authority to deviate from any Rules, Standing Orders and instructions. If any orders are issued which contravence or appear to conflict with extant rules, standing orders, instructions etc., such orders shall not be carried out by staff or running staff who shall promptly report the matter to the Deputy Chief Controller, Chief Controller and Divisional Operations Manager.

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RULES FROM OPERATING MANUAL

CHAPTER IV

WORKING OF TRAINS GENERALLY

4.03. Measures to improve punctuality.—

(b) **Guards should :—**

(i) attend their trains in time and start them right time ;

(ii) exchange all-right signals with the Loco Pilot after the train starts from a station in absence of which the Loco Pilot is likely to come to a stop ;

(iii) make over and take over packages and cash promptly at stations ;

(iv) where necessary seek the co-operation of the Control to ensure that trains are not detained unnecessarily.

(c) **Loco Pilots must :—**

(i) attend their duties in time according to rules ;

(ii) see that the Tokens are not missed ;

(iii) ensure that there is no time loss or engine failure ;

(iv) see that extra time is not taken for loco requirements at stations ; and

(v) try to make up lost time on the run without disregarding any of the speed restrictions or exceeding the maximum permissible speed.

4.05. Custody and responsibility of train.—

(a) The Guard is fully responsible for the train he works. Guards of passenger, mixed and Goods trains which do not have separate staff to deal with such work of luggage, Parcels and Goods will be in full charge of such work also.

(b) On a passenger train having a Train Conductor or, the Guard will be relieved of such duties and responsibilities as are assigned to the Conductor. All staff on the train such as Train Conductor, Ticket Examiners, Brakesmen, Loco Pilots, Assistant Loco Pilots, R.P.F. staff etc. shall obey the lawful orders of the Head Guard and shall assist him when called upon to do so in the safe and punctual running of trains and when there is want on alarm chain pulling.

4.08. Carriage of Passengers and others in Brake Van.—

1. The following instructions should be observed for permitting travel of persons other than those authorized to do so, in brake vans of Goods trains —

(a) Requests for permission to travel in the brake van of a Goods train should be obtained in writing by the Station Master from the person concerned indicating the special emergent circumstances warranting this facility.

(b) (i) On controlled sections the Station Master shall obtain the prior sanction of the Deputy Chief Controller on duty before giving permission to any person to travel in the brake van of Goods trains.

(ii) On non-controlled section, the Station Master on duty may himself grant such permission.

RULES FROM OPERATING MANUAL

(c) (i) Permission to travel in the brakevan of a Goods train should be granted only in exceptional emergent circumstances and not as a matter of routine.

(ii) Such permission may, in the said circumstances, be given only if no suitable passenger train in available.

(d) No lady will be permitted to travel in the brake vn of a Goods train.

(e) (i) As a rule, permission shall no be given for traveling in the brake van of Through Goods Trains, except for journeys between stations where these trains normally stop for operational reasons.

(ii) If it is necessary to stop a Goods train out of courses for this purpose, an “out of course” stoppage memo will be given to the Loco Pilot of the Goods train indicating where it is required to be stopped for the purpose of entraining and/or detraining.

(f) (i) The person should purchase a first class ticket or should be in possession of a first class season ticket to cover the journey involved.

(ii) He should also execute an Indimnity Bond.

(g) The Station Master on duty should give him a certificate of emergency in the form given below in Para 4.08(k), at the station from which he wishes to entrain. Such certificate together with the first class ticket/season ticket will constitute the authority to travel in the brake van of the specified Goods train between the stations specified.

(h) The certificate of emergency should be shown to the Guard of the Goods train by which the passenger desires to travel and should be surrendered to the Station Master of the destination station along with the ticket. The guard shall also make a proper entry in the journal (T-34 HF) whenever such passenger travels in his brakevan.

(i) In the case of members of Parliament, the same procedure will apply except hat instead of the Ticket, the First class Pass-cum-Identity Card issued to the Member will be sufficient. The Member of Parliament will give the usual journey voucher at the destination.

(j) The number of persons permitted to travel in a Brakevan in addition to the Guard, should not exceed five. An exception to this rule, may, however, be made, when in emergent circumstances, staff of the security services, Police, repair gang of Telegraph department, staff of medical department and other railway departments have to travel on duty. In such cases, it should be ensured that the Guard of the train is not handicapped in performing his duties.

(k) The Station Masters of the stations between which a person is allowed to travel in the brakevan of Goods train will keep a record of the journeys in a suitable register.

RULES FROM OPERATING MANUAL

CERTIFICATE OF EMERGENCY

……..……..……..…is authorized to travel in the brakevan of Goods train

No……..……from……to……..……on…….He holds First class Ticket/First

Class pass No. …… .

Station…….

Date……. Station Master

(2) The following instructions shall be observed for permitting travel of persons other than the guard of he train, in brake van of passenger carrying trains —

(a) In exceptional circumstances crew/guard, maintenance or security staff may be permitted to travel in the guard's brake van.

(b) On controlled sections the Station Master shall obtain the permission of the Chief Controller/Dy. CHC on duty. On non-controlled section such permission shall be given by the Station Master himself.

(c) The entraining and detraining of staff should be completed within the scheduled stoppage of the train ;

(d) In case the train is to be stopped out of course, the prior permission of

Sr. DOM of the concerned Division shall be obtained.

(e) Station Master on duty from which the persons) may be entrained, shall issue a certificate of emergency, authorizing the staff to travel in the brake van.

(f) In addition to the working guard, maximum 3 persons may be permitted to travel in the brake van.

4.19. Watering and care of horses, Cows, Sheep and Goats or other cattle.—

(a) At engine changing or other stations where trains carrying horse, cows, sheep and goats or other cattle halt for 15 minutes or more, Station Masters are to see personally that every horse and cow, and all sheep, goats or other cattles are freely supplied with water, that the head fastenings in the case of horses and cows and other large cattle are right, and that the keeper in charge of the horses and keepers of the other cattle are doing their duty, and when the latter is not taking care the case, the men in charge should be spoken to on the subject.

(b) Guards of trains will wire forward the number of trucks, wagons and horse-boxes with live-stock and that are on the train, and the Station Master will arrange to have a sufficient supply of clean drinking water ready for them, and will render the keepers every assistance in watering the animals.

(c) Loaded horse-boxes are liable to catch fire owing to the quantity of grass carried in them for the animals inside. The small doors of the horse-boxes must, therefore, never be allowed to remain open when running between stations for fear of sparks from the engine. Guards will be held responsible for ensuring this.

RULES FROM OPERATING MANUAL

(d) When horse-boxes standing on a train at a station during warn and rainy weather, the floors of the syces compartment should be kept open on both sides of the boxes for ventilation ; but care should be taken to close them again before the train is started.

(e) Families of syces in-charge of horses shall not be allowed to travel in horse boxes nor shall syces be allowed to light fires or smoke in a horse-box.

(f) The greatest care should be taken to seen that the ventilating arrangements of horse boxes and cattle trucks are in good order before supplying them for loading. If such is found not to be the case they must not be supplied.

(g) When wagons are supplied for carriage of horses, cattle and other live-stock, the bottom flap doors must be secured in the closed position and the top leaf doors securely fastened back and the ventilators should also be kept open.

(h) Particular care must be taken, that vehicles containing horses or cattle received no rough shunting.

4.23. Conveyance of Treasure Vans.—

(a) When a police escort travels in charge of treasure van —

(i) The carriage or compartment in which he escort is accommodated should be one as near to the treasure vans as possible, so that the watch over the vans enroute can be kept without unnecessary inconvenience. The doors of the compartments occupied by the escort must never be locked.

(ii) Shunting of treasure vans should be avoided unless absolutely necessary, but when shunting is unavoidable, the official in charge of the Police Escort must be advised before the vans are moved, so that he may arrange to have the vans watched during the shunting operations.

(iii) Station Masters and Guards of trains to which treasure vans are attached will be held responsible for the strict observance of this order.

(b) Conveyance of Treasure and Specie Vans without Police Escort.—

(i) When treasure and specie vans are conveyed without a Police Escort such vans must be sent through by mail or Passenger trains.

(ii) The van doors must be sealed and padlocked and the padlocks must be bound with cloth and sealed. If the doors are not padlocked by the sender the Station Master of the dispatching stations must pad-lock them.

(iii) The marks on the seals and locks must be clearly entered in the Vehicle guidance or Way Bill of the train to which the vans are attached.

(iv) If the padlocks are put on by the Station Master of the dispatching station, the keys of padlocks must be sent to the receiving stations, or if the receiving is on a foreign line, to the junction station in a sealed cover, booked under free service way bill, by the train by which the vans are dispatched. When there are more than one van on the train, keys of each van must be placed in a separate sealed cover. The sealed covers or cover, as the case may be, must be in charge of the Train Guard.

(v) A special Guard must be deputed to travel with the train to which the vans are attached. This Guard must travel in a compartment or brake-van, as near the treasure or specie vans as possible, and it will be his duty and personal responsibility to keep a careful watch on the vans in order to prevent the vans from being tampered with in any way or approached by unauthorised persons.

(vi) The special Guard must satisfy himself that the seal and locks are in order and secure and all axle boxes complete with covers properly fastened.

(vii) Before leaving a train examining station this Guard must have the axle boxes of the treasure of specie vans opened and examined in his presence by the train Examiner and must obtain a special certificate from the Train Examiner that the vans are in good running order and all axle boxes properly packed and lubricated.

(viii) When the special Guard makes the vans over to his reliever he must in his rough journal book take a receipt inn which the condition of locks, seals and axle box covers and mark on seals and locks must be clearly stated. At Guard changing stations the Station Master on duty must personally supervise the transfer of the van from one Guard to another and must countersign the receipt obtain by the relieved Guard.

(ix) At all stopping stations the special guard should feel the axle boxes and if there is any indication of warmth, he must at once ask the Loco Pilot of the train to attend to the box, the Loco Pilot's decision should be final as to whether the box or boxes are unsafe to run or can worked on to the nearest train examining station.

(x) Should a treasure or specie van run hot or meet with any other minor mishap on route, every effort must be made to take it into the next terminal station and not to detach it at a road side station.

(xi) When a treasure or specie van is detached short of destination, the special Guard in charge must take receipt for it from the Station Master. This receipt must show the condition of seals, locks and axle boxes and the marks on seals and locks, and the Station Master must place the van in a safe position in the yard under the Railway protection Force. The sealed cover containing the keys of the detached van must be

made over to the Station Master of the Station where the van is detached and must be locked up in the station cash safe.

4.24. Procedure to be adopted in cases of murder or serious assaults in Railway Carriages.—

If a crime of a serious nature such as a murder or serious assault be committed in a Railway carriage on a running trains, the following action shall be taken by the staff with a view to helping the Police officials in their investigation.

(a) The Guard of the train shall have the compartment emptied and locked up after all shutters have been raised from outside immediately the commission of such an offence is known so that blood stains, marks of struggle, foot prints, finger impressions etc. may remain undisturbed.

(b) If the crime took place in second class compartment the carriage shall be detached at the station where the crime was detached and kept under watch till the Police arrive to take over the case.

(c) If the crime took place in an upper class compartment, the compartment shall be immediately locked up and the carriage allowed to proceed to the nearest station where it can be replaced. If no Government Railway Police staff are available at this station, a number of the Railway staff must watch it, until a Police officer comes upon the scene.

(d) No one, either Railway Employee or out-sider, shall be allowed to enter the compartment until the Police arrive except in as far as is necessary to attend to injured persons unable to leave the compartment without assistance.

(e) The Railway Police Station concerned shall be advised at what station the carriage has been or will be detached. After the carriage is taken over by the police, it shall not be removed or otherwise utilized without the written authority from the Police releasing the carriage.

RULES FROM OPERATING MANUAL

4.25. Hot Axles.—

(A) (i) Attention of Railway servants is drawn to the danger which result from allowing a vehicle to run with a hot axle.

(ii) An employee who notices a hot axle must immediately attempt to stop the train and bring the fact to the notice of the Guard and the Loco Pilot. If this is not possible he must report it to a responsible person such as Station Master, who must take steps to have it examined.

(iii) If necessary the vehicle must be cut off. On running trains and at stations other than train examining stations, a hot axle must be dealt with in accordance with GR 4.29 and SRs thereto.

(B) It is serious offence knowingly to allow a hot box to remain in use unless under the supervision of the Train Examining staff. It is dangerous to commit any act, such as stealing waste or removing a cover, which will cause an axle box tom become unsafe and any person detached in such act is liable to be prosecuted.

(C) (i) Hot boxes on trains, if not detached in time, constitute a grave danger to trains in motions, and the attention of Station Master and their staff is drawn to GR 4,42 and SRs thereto which requires them to observe the condition of vehicles on trains passing their station.

(ii) The attention of the train staff (Loco Pilots, Guards and Asst. Loco Pilots) is drawn to GR 4.41. and 4.4.3. which require that the Guard shall keep a sharp lookout and the Loco Pilot and the Asst. Loco Pilot shall frequently look back to see that the train is proceeding in a safe and proper manner.

(D) The greatest danger exists when an axle runs hot en-route on a non-stopping train. Station staff and cabinmen must keep a sharp look out and arrange to send ahead the 'stop and examine' signals if a hot axle is detected or suspected. On a controlled section, the Station Master must advise the Controller on duty of the fact so that he can take immediate action.

(E) The various signs of an axle running hot are given below :–

(i) The box commences to warm up and can only be detached in this stage by feeling with the hand, which should be placed on the side of the box face cover.

(ii) There is a strong smell of heated oil and waste, which can be detached at some distance from the vehicle.

(iii) A whistling noise may commence at anytime during the process of heating. A box which is whistling must be examined.

(iv) When the box becomes sufficiently hot to ignite the waste and oil, flames and smoke can be seen emanating from the box and the metal of the axle becomes red hot. In this condition, the axle may break within a few kilometers.

(F) At road-side stations where there are no Train Examining staff, before a wagon is dispatched, the axle boxes must be examined. If the covers are deficient, it is simple matter to see if the box contains waste or not. If any box is empty, the wagon must be detained and message to be sent to the nearest SSE / SE / JE(C&W) who will arrange to pack it. Station Master must see that these orders are made known to all the class IV staff at their stations.

RULES FROM OPERATING MANUAL

4.29. Examination of couplings of Mail, Express and Passenger trains at engine changing station.—

(a) Guards shall examine the couplings of Mail, Express and Passenger trains while such trains are standing at engine changing station, and be responsible for seeing that any coupling found slack, is tightened to the extent required.

(b) (i) Bogie vehicles should be carefully coupled up so as to avoid undue compression of the buffers. Coupling should be tightened only to the extent that buffer faces come in contact and are only slightly compressed.

(ii) The consequence of tightly coupling up bogie vehicle with buffers compressed is that any slight difference in the buffer levels cause undue weight on the bogies.

4.30. Screw coupling.—

(a) Under no circumstances must bent screw couplings or couplings too long admit of vehicle being coupled together be used; all such coupling must be replaced. Loose screw couplings i.e. screw couplings not secured to the drawbar by means of a shackle and pin should not be used.

(c) When it is discovered by the station staff that a coupling is deficient or defective on a vehicle that has to be attached to a train at a station where no SSE / SE / JE(C&W) is posted, the Station Master must bring the matter to the notice of the Loco Pilot of the train to which it is required to attach the vehicle, and the Loco Pilot will arrange to fix coupling or to remedy the defect.

(d) (i) In the event of a spare coupling being required on the road or at road-side stations the front engine coupling should be used. The Station Master will give the Loco Pilot a memo to this effect quoting the wagon No. for which the coupling was required.

(ii) On arrival at Train Examining station the Loco Pilot will hand over this memo to the Examiner who will issue a fresh coupling. The SSE / SE / JE(C&W) will also be responsible that the coupling fitted to the wagon is properly riveted on.

(e) Station Maters, Guards and yard staff should be very careful attaching vehicle to a train to see that the screw couplings are in all cases screwed up to the extent required.

Neglect in this matter may lead to a serious accident by a train parting on the road.

Under no circumstances a coupling that does not allow vehicles being closely coupled up, be used.

The Guard's responsibility in this matter is clearly defined in GR 4.34.

(f) when trains are stopped on a rising gradient owing to the engine being unable to haul the road, it frequently happens that the Loco Pilot reverses his engine and before the rear portion of the train has completed the backward move and become inert, the Loco Pilot again reverses his engine and goes forward, the result being violent jerking of the draw gear through out the whole train and this causes breakages of draw bar. In this connection, the attention of Guards and Loco Pilots is drawn to SR 6.06.02.

4.31. Proper locking of centre buffer couplers—
BOX / BOBS / BOBX & BOI wagons, etc.—

(b)(iii) Incase of shunting at wayside stations and sidings, proper locking of the knuckle will be ensured by the Guard in charge of shunting operations. The Guard of a train or a pilot must make sure that C.B. couplings on all the wagons are adequately secured.

RULES FROM OPERATING MANUAL

(c) If, however, the breakage takes place between two stations the train engine crew shall load up the broken material on the engine and hand over the same to the SSE / SE / JE(C&W) at the destination. The Guard will furnish the full particulars of vehicle to the Loco Pilot and record the same in his T34 H.F.

4.32. Breakage of Couplings.—

(c) If, however, the breakage takes place between two stations the train engine crew shall load up the broken material which the Guard shall make over to the Station Master of the station at which the train stops. In doing so, the Guard shall supply the Station Master with full particulars of the vehicle from which the broken material was removed obtaining signature for it.

4.34. Haulage of dead locomotives.—

(A) Definition—

(i) A locomotive which is not worked on its own power is defined as a dead locomotives.

(B) need for haulage of a dead locomotive.

A locomotive may be required to be worked dead —

(i) to balance engine from one division to another.

(ii) to clear a block section and take the locomotive to its destination in case of failure or break-down on the road, and

(iii) sending the locomotive to workshop/shed for repairs and / or maintenance schedules.

(C) A dead engine is to be reckoned as being equivalent to the number of units in terms of 4 wheelers as detailed below :—

	Class of Engine (BG)	Equivalent in 4 wheelers
(Diesel)	WDM 2	5
,,	WDS 5	6
,,	WDS 6	4
,,	WDM 3A	4
,,	WDG 3A	4
Electric	WAM 1	4
	WAM 4	4
	WAG 1	4
	WAG 2	4
	WAG 4	4
	WAG 5	4
	WAG 7	4
	WAG 9	4
	WAP 4	4

RULES FROM OPERATING MANUAL

(D) The following conditions shall be satisfied before attachment of dead locomotive to any train/light engine :

(i) Section engineer / Loco Inspector / Power Controller issues certificate for 'Fit to run' for Passenger / Goods train.

(ii) A competent person not lower than Asstt. Loco Pilot shall escort the dead locomotive, when attached in the rear of brake van or has defect in under gear equipment. However, escorting of dead locomotives (diesel as well as electric) attached to freight and passenger-carrying trains is not necessary if the brakes including proportionate brakes are fully operational and the dead locomotive is attached next to the train engine.

(iii) Maximum permissible speed of the dead locomotive shall no be less than booked speed of the train on which it is being attached.

(iv) Running of double/triple headed trains is permissible on the section over which the dead locomotive is to be hauled.

(v) When a dead electric locomotive has to be moved on a non-electrified sections, special check shall be made regarding its infringement to the schedule of maximum moving dimensions. In the case of any infringement, the dead locomotive shall be treated as an ODC.

(vi) As a final check, the coupled locos should be run for about 500 meters and the Loco Pilot shall check for any abnormal rise in the temperature of the wheels of the dead locomotive and shall also check it at subsequent stops during the journey.

(vii) Locomotive with defects in under gear equipment can be attached only in freight trains.

(viii) On a dead locomotive all the circuit breakers and battery knife switch shall be off, the reversing handle removed and such other steps taken to ensure that the dead locomotive can not be started inadvertently.

(ix) The locomotive traction motor reservoirs shall be kept in neutral position.

(x) When a dead locomotive is attached with the working power, the locomotive brakes shall be fully released. The MUZB valve (if fitted) shall be placed in trail poison.

(**E) Clearing of a Block Section in the event of failure of locomotive.**

(i) When a locomotive working a train fails in section, the dead locomotive shall be attached coupled to the relieving locomotive and the train worked to the next block station, where the dead locomotive shall normally be detached.

(ii) In case the dead locomotive is not detached but the train is worked double headed with the dead locomotive upto the destination not more than 1 dead locomotive with brake operative shall be attached to a goods train. In such case the total length of the train with locomotive shall not exceed 725 metres.

(iii) In all the above cases the total number of locomotive including the dead one, shall not exceed three provided double heading of the locomotive is permitted on the section.

(iv) If double heading is not permitted in section where no banker is used in general, the train shall be pushed by the relieving locomotive observing the precaution laid down in G.R.4.13 and S.R.s thereto to clear the block section at the next block station marshalling of the locomotive may be done, and it is ensured that they are not coupled together and there is a minimum distance of 11 ordinary wagons or 91 metres between them.

(v) In sections where double heading is not permitted and banking engine is in use, concerned Divisional engineer shall be referred to in regard to the location of the relieving locomotive who will after examining the presence of bridges in the section and the span, give instructions regarding the marshalling order.

RULES FROM OPERATING MANUAL

(F) Haulage of a dead locomotive by goods train.

In addition to the fulfillment of general conditions mentioned in clause (D) of Para 4.34 the following shall be ensured :

(i) Movement of maximum three locomotives (2 working + 1 dead) with load, is permissible subject to observations of all restrictions on operation of double / triple headed working locomotives in the section provided that brakes in dead locomotives are operational.

(ii) If the dead locomotive is required to be attached on a double / Multiple head train or on a section where double / Multiple heading is not permitted, it must be ensured that there is a minimum distance of 11 ordinary wagons or 91 M or a minimum distance equal to the largest span of the bridge in the section, whichever is more, between the train locomotive and head locomotive.

(iii) In case, the dead diesel or electric locomotive is fitted with the side coupling rods, it shall be ensured that all coupling rods are in proper position.

(iv) In case of dead diesel or electric locomotives fitted with the side coupling rods, it shall be ensured that all coupling rods are in position.

(v) In the case of a dead diesel / electric locomotive the vacuum pipe shall be connected and the dead locomotive treated as a piped vehicle, and, therefore, at least ten fully vacuum bracked 4-wheeler units shall be attached behind the dead locomotive.

(vi) Attaching of dead locomotive as the last vehicle on a train is fraught with the danger of the dead engine running away on a gradient if there is a breakage of coupling etc. Any types of locomotive without hand brakes in working order must not be attaché to the rear of train.

(vii) In the case of a dead locomotive attached behind the brakevan, it will be the duty and responsibility of the said competent person traveling on the dead locomotive to apply the hand brakes judiciously in case of run away occurring enroute due to breakage of coupling etc. The hand brakes of the engine must be tested at the originating station to ensure that it is in perfect working order.

(G) Attaching / hauling of dead locomotives by passenger / Mail / Express / Super fast trains :

In addition to the fulfillment of general conditions mentioned in clause (D) of Para 4.34 the following shall be ensured :

(i) Room in the train should permit the attachment.

(ii) Only one dead locomotive (diesel / electric) can be attached.

(iii) Brake power of the train should be 100%excluding dead locomotive.

(iv) The dead locomotive shall be attached next to train engine only.

(v) As far as possible, brake should work on dead locomotive. However, if it is not possible, then in the case of air-braked train, brake pipe and feed pipe of working locomotive shall be connected to brake pipe and feed pipe of trailing stock and dead locomotive will work as piped vehicle.

In the case of vacuum braked train, vacuum pipe of locomotive shall be connected with vacuum train pipe of trailing stock and the dead locomotive shall be treated as a piped vehicle. If the locomotive is fitted with pure air brake system and vacuum pipe is not provided on locomotive then it should be attached with air brake trains only.

(vi) In addition of freight / passenger trains, a dead locomotive can be attached to Mail / Express trains including Super fast trains but excluding Rajdhani and Shatabdi provided that the locomotive brakes including proportionate brakes are operational. Locos with inoperative brakes can be attached subject to the brake power of the train being within the permissible limits and conditions mentioned in item (iv) above are fulfilled.

RULES FROM OPERATING MANUAL

(vii) In case the dead locomotive is attached to a mail / Express / Super Fast train the following conditions shall be fulfilled :

(a) Permission of Sr. DOM / DOM is obtained.

(b) Attachment / detachment, creation f vacuum / air pressure etc. are completed within the scheduled stoppage of the train.

(H) Haulage of dead electric locomotive on non-electrified section.

When a dead electric locomotive is required to be moved on a non-electrified section, special check be made regarding its infringement to the schedule of maximum moving dimensions. If there be any infringement to the schedule, the dead electric locomotive shall be considered as an ODC and its movement shall be permitted in accordance with the extant rules governing such movement.

Note : For movement of electric locomotive, condition laid down in para 1717 and 1718 of the Manual for A. C. Traction Maintenance and Operation must also be complied with.

4.35. Movement of unbalanced dead locomotive.—

(A) In the case of disablement while on run in section.

(i) One connection rod may be removed from the disabled engine to enable a train to be worked to the destination or to clear a block section. In such case, the speed shall be restricted to 16 KMPH subject to observance of any other restriction inforce in section.

(ii) Coupling rods may be removed to enable a train to be taken to destination or for clearing the block section. In such case, similar part shall be removed from both sides of the engine and the speed must be restricted to 15 KMPH subject to any other speed restriction in force. In the case of engines without side

cylinder, where a suitable floating bush is not available to serve as a dummy, it should be ensured to use the dummy crank pin bushes.

(vi) The section of the track over which the unbalanced dead engine has passed will normally be blocked till such time it has been inspected and certified by the JE(P.Way). In exceptional case, however, as in the case breakdown of the trolly etc. which prevent immediate track inspection, traffic may be allowed to move over the section so affected before certification by JE(P.Way). at a speed not exceeding 30KMPH, subject to any other restrictions inforce in the section. The examination of the track must necessarily be conducted during day light hours.

(B) In case of dispatch to and from shop.

(i) A locomotive should normally be worked to and from shop on its own power. If, however, a locomotive has to be sent dead to and from shops, it may be attached to a goods train provided the condition enumerated in para 4.34 (D) and 4.34(F) are complied with.

(ii) A locomotive sent dead to shops must not ordinarily run with the coupling or connecting rod removed. If a locomotive has to be sent to and from shops dead and in unbalanced condition, it shall not be attached to a goods train, but must be hauled by a special light locomotive. The speed in this case is not to exceed 15 KMPH subject to any other restriction inforce. For running of such unbalance dead locomotive, a prior sanction of Chief Operation Manager must be obtained and procedure mentioned in para 4.35(A)(ii), (A)(iii), (A)(iv), (a)(v) and (a)(vi) should also be issued in advance detailing programme of running the engine.

(iii) The movement of unbalance dead engine from and to shop shall be restricted to day light hours.

(iv) The Loco Pilot of the locomotive hauling the unbalanced dead loco shall be specially warned about the speed restrictions and an acknowledgement taken at the time of his signing on to the effect that he has understood the instructions.

RULES FROM OPERATING MANUAL

4.37. An Engine belonging to another Railway traveling over this Railway.—

The engine, before being put on a train, must be passed by the nearest SSE (Loco) / SSE(Electric) as fit to run and a certificate granted accordingly. This certificate should be sent, attached to the Guard's wagon way bill or through the Asst. Loco Pilot on the engine to the destination of the engine and the certificate given at station of dispatch for the journey over this railway. A competent Asst. Loco Pilot must also accompany the engine to look after the lubrication en-route.

The procedure laid down in Rule 4.34. to 4.36. should also be followed for running of such engine.

4.38. Wagon Way Bill (From OP/T. 437).—

(a) The Guard in charge of every train must be furnished with a wagon way bill, properly filled in at the station from which the train starts. The wagon way bill at each terminal or starting station must be prepared direct from the trains Clerk hand book in which the Trains Clerk must record the number of each individual vehicle composing the train from the vehicle themselves. The number are not be copied out from one wagon way bill into another.

(b) The Wagon way bill must be carefully and legibly prepared in ink or carbon process at the starting station and all the columns of the Wagon Way bill should be filled up by Trains Clerk at the starting stations. The Wagon Way Bill must be signed by the Trains Clerk preparing it.

(c) Wagon Way bill for through goods trains must be prepared in duplicate, one copy must be made over to the Station Master of the terminal station of the Division and the original copy should go through as far as the destination of the train. These through wagon way bill are to be transferred from Guard to Guard where trains are not terminated and are pooled through. Guards handing over the through wagon way bill obtain acknowledgement in their Rough Journal Book of having done so; otherwise they will be held responsible if the wagon way bill is lost. In case of the through train passing over more than one Division before reaching the Division in which destination station is situated, a copy of the wagon way bill must be

kept at the terminal station of each Division, the additional copy required for the purpose being made by the Guard working the train upto such terminal station from the original wagon way bill.

(d) Before starting the Guard shall be responsible for checking the load on the train with the entries on the wagon way bill of wagon numbers, booking and destination stations, type of vehicle open or covered, four wheeler, bogies or special types, tare weights, weights of contents and gross weights etc. when vehicle are attached or detached at intermediate stations, the Guard is responsible for seeing them entered on his way bill or signed, as the case may be and for checking the correctness of all entered including those of the weight of the wagon.

(e) Only one vehicle is to be entered on each line of the way bill, Vehicles are to be entered in the order in which they are placed from the engine at starting station. Subsequent entries enroute are to be made below those comprising starting load.

(f) Wagon way bill for passenger trains must be sent through to the destination station on this Railway. It is not necessary to prepare sectional way bill for passenger trains.

(g) Guards must be particular to see that the description of the vehicle entered on way bill is shown; also that the gross weight entered is the sum of the tare stenciled on the wagon and the weight of contents shown on the side label in tones.

(h) The attention of Guard is drawn to the loads permissible on the different sections of the line, particulars of which are given in the Working Time Table.

(i) On arrival at destination, the Guard of incoming train will make over the wagon way bill to the Station Master or the Yard Master or other Yard staff specially deputed for the purpose, who will sign for the same in the rough journal book. In case the train is stabled at a station, the Guard should hand over the wagon way bill to the Station master on duty and obtain his signature on the Rough Journal Book.

RULES FROM OPERATING MANUAL

(j) If the weight of contents is not shown on the side seal card labels are missing, the following average weight should be taken :—

Coal Wagon, Manganese Ore, Iron Ore	2 Tonnes over carrying capacity
Cement	-do-
Coke Wagon	4 Tonnes less than the carrying capacity
Timber, Firewood, Bricks, Rails and other heavy merchandise	Two-third of carrying capacity.
General merchandise in covered wagons which will include foodgrains fertilizers, salt and sugar etc.	Carrying capacity
T.R. Vans and S.R. Vans	4 Tonnes.

N.B. Weight shall be calculated to the nearest quintal.

The actual tare weights of empty wagons, empty coaching vehicle and brake-vans should be taken.

(k) (i) When a B.G. bogie carriage 9i.e. Coaching stock) is attached to a Goods train, it should be counted as equivalent to two and a half four-wheeler units and a N.G. bogie carriage as equivalent to two units for the purpose of calculating the vehicle load of the train.

(ii) Against South Eastern Railway Passenger carriage the initials shown in the stock books and painted on the vehicle will be entered.

(iii) The description of other Railway coaching vehicle will be given in full.

4.42. Use of portable Control Telephone.—

(a) (i) Portable Control Telephone forms a part of brake-van equipment and must be supplied to every Mail, Express and passenger train, except for EMU suburban locals running between Howrah-Kharagpur section.

(ii) The Portable Control Telephone is to be used by the Guard of Passenger train to relay information to control in case of any accident to train obstruction or other case occurring in the mid-section, so as to arrange prompt relief measure by the Control and other concerned.

(iii) Portable Control Telephone should be supplied by the staff of S&T department at the originating station of passenger trains and collected at the destination station of the trains. In case of inter-railway Mail Express and passenger trains supply and collection of Portable Control Telephones are to be made by the respective railway within their jurisdiction.

(iv) Guard of every Passenger train must make it a point to see before the starting of his train from originating station that Portable Control Telephone is supplied to the brake-van along with other brake-van equipment. In case of non-supply of the same, he should immediately bring it to the notice of Station Master on duty and obtain a memo from him for non-supply with the reasons thereof.

(b) Description of Portable Control Telephone.—

A sealed metallic or wooden box containing a portable control telephone is kept in a leather case. It is of two kinds. Overhead type and socket type.

(i) **Overhead type.—**

Overhead type portable telephone is used for non-electrified area. In the overhead type, a diagram showing the position of control wire and Dy. Control wire L-14 diagram of the section concerned, is kept inside the metallic or wooden box for the guidance of the staff. In addition a set of three poles with connectors and flexible wires are supplied to connect with the control or Dy. Controller circuit. Each Portable control telephone in the Division supplied to Mail Express and Passenger trains shall be serially numbered by the S & T staff. Serial number, Division, Designation of the Inspector maintaining phone, base station details and the rake link on which a telephone is required to work shall be neatly painted on the cover of such portable telephone.

(ii) **Socket type.—**

Socket type portable control telephone is used for electrified section. A sealed metallic or wooden box containing a portable control telephone is connected with wire and six pin plug to connect with the socket provided on a post with a small iron box fitted with plug points, at every three fourth kilometre. In addition every alternative over head must is stenciled with legend of telephone in the direction where the circuit posts are located.

(c) How to use.—

Overhead type.— The line chart must be studied to observe the position of insulators carrying the control wires on the telegraph alignment —

(i) Connect the three poles telescopically to suit the height of the control wires ;

(ii) Connect the loose ends of the flexible wires attached to the topmost pole o terminal marked L 1 & L 2 of the portable control telephone ;

(iii) Lift the rod assemble in between the control wires and hook the two prongs to the two control wires ;

(iv) Portion of the bracket carrying section control wires is painted ‘RED’ and the portion o the bracket carrying Deputy Control wires is painted ‘GREEN’.

(v) Where brackets have not been painted, ascertain the position of control wires from the line charts kept inside the telephone ;

(vii) It is always desirable to count the number of brackets from top as the braket carrying other wires below the centre line may not be shown in the line chart.

(vii) For obtaining a firm connection it is desirable that the red assembly should be connected very near to a overhead post and after connecting the prongs with the control lines, the rod assembly pressed down-wards gently so that the overhead wires connected properly with the prongs having spring loaded toothed edge ;

(ix) Press the switch on the hand set only while speaking ;

(x) When the conversation is over, remove the poles from line, disconnect the two wires from telephone, unfold the poles and secure the flexible wires inside the hooks provided on the body of the telescopic pole ;

(xi) Care should be taken to see that the pressed switch of the hand set does not remain in operated position as it will cause unnecessary drainage to the battery.

(xii) In case there is no response from the Controller on the section control wires, the telephone should be hooked on the Deputy Control wires.

Socket type.—

The flexible wire connected should be inserted on the six pin socket of pressed switch socket of the small post located fo the purpose. After connecting the handle of the portable control telephone and call Traction Power Controller who shall connect the section controller if required.

(e) Procedure for checking and testing of Portable Control phones and maintenance of stock.

RULES FROM OPERATING MANUAL

(v) In addition the Electrical Signal Maintainer / Telecom. Maintainer should also test the portable control telephone every time it is handed over to the Guard of the train and make an entry to that effect in the register to be maintained for this purpose at the base station. Each time the telephone is loaded or unloaded, the Guard signature should be obtained in the register in token of verification of intactness of the seal of the telephone box. In case the seal is broken, the outgoing Guard should accept the telephone with suitable remarks. In case the seal is broken when the telephone is received by an incoming train, the Guard must take an entry to this effect while signing the register.

(vi) At every point the Guard / Loco Pilot is changed, the intactness of the seal of the portable control telephone box should be checked by the Guard taking over duty. When a Guard or Loco Pilot is relieved by another Guard / Loco Pilot the signature of his reliever must be obtained in the Guard's Rough Journal Book / Loco Pilot's Note Book.

(vii) Whenever a portable control telephone fails at the time of emergency use, mention must be made in the Guard's Journal which is to be conveyed to control. This telephone on arrival at the base stations shall be subjected to a joint test by the Operating and S & T Supervisor or by the Supervisor of the Loco department and S & T department in the case of electric engine.

(viii) Each Guard shall be trained and examined once in every three years at the Zonal Railway Training Institute, Sini regarding the use of Portable Control Telephone in detail and on being satisfied on the proficiency of the Guard in the use of such telephone, the Principal shall issue a certificate of competency to each Guard. In addition to this examination made by the Principal, Zonal Railway Training Institute, Sini, the Divisional Transportation Inspectors, Tele-communication Inspectors and Safety Counsellors should check the proficiency of the Guards in the use of portable control telephone as frequently as possible and report deficiency, if any to the Divisional Safety Officer for suitable action.

(f) Portable telephone for Electric Locomotives :—

(i) All electric locomotives in use on this Railway are provided with portable Telephone to be used by the Loco Pilots for connecting the Emergency Control circuits to relay in formation to control in case of any accident, failure, obstruction or any other cases occurring in the mid-section.

(iv) Each Loco Pilot before taking charge of the Loco as well as the JE / SE(Electrical) immediately prior to its issue must check the Telephone irrespective of the periodical testing being done by the S & T staff. They shall ensure before commencement of journey of the locomotive that the telephone is in proper

working order. In case of the Telephone does not confirm to the above standard, a spare tested telephone shall be handed over to the Loco Pilot and arrangement shall be made by the JE / SE(Electrical) for rectification of the defective telephone. All defective phones shall be stacked separately in the Shed under a clear distinguishable indicator label ''Defective.

4.43. Weather Warning.—

(4) (E) Precautions to be taken by the Station Master, Loco Pilot, and Guard-regarding controlling of trains :—

(i) When a weather warning message has been received forecasting heavy or cyclonic storm and high winds, or floods or heavy rains, and there is reasonable doubt that a severe storm and high winds are going to break out, or floods and / or very heavy rains are even imminent, that may endanger the safety of passengers / trains, the Station master, in consulting with the Guard and the Loco Pilot, shall detain the train until the storm and high winds, flood, rainfall abate and till it is considered safe for the rain to proceed ahead.

(ii) Inspite of the action outlined in (i) above, should the Loco Pilot be still caught on run in a storm and high winds, floods or very heavy rains of an intensity which, in his opinion, are likely to endanger the safety of the passengers / train, he should bring his train with the least delay to a halt avoiding such stoppage at places like sharp curves, high embankments, cuttings and bridges. The train may be started again thereafter by the Loco Pilot in consultation with the Guard only after the storm and high winds, floods, rainfall abate and it is considered safe for the rain to proceed ahead.

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RULES FROM OPERATING MANUAL

CHAPTER V

PASSENGER TRAIN OPERATION

AND TIME TABLING

5.05. Speed and running time.—

(a) *Maximum permissible speed :—* The maximum permissible speed over different sections is approved by the Commissioner of Railway Safety taking into consideration the condition of track, bridges, curvature and gradient. This speed limit shall not be exceeded under any circumstances.

Maximum permissible speed for each type of locomotive is also fixed for different sections and notified in the Working Time Table.

(b) *Booked speed :—* The booked speed means the speed at which a train is booked to run, the booked speed of Mail, Express, Passengers and other trains varies according to the class of the train. The booked speed is generally fixed at least 10% less that the maximum permissible speed. In case of late running a Loco Pilot may run upto the maximum permissible speed subject to other restrictions in force.

(c) *Minimum permissible Running time :—* The minimum permissible running time between stations is fixed on the basis of maximum permissible speed. A Loco Pilot should not cover the run between two stations in less than the minimum running time published in the Working Time Table.

(d) *Normal Running time :—* The normal running time for a particular train between stations is fixed on the basis of the booked speed of that particular train. While fixing the normal running time due consideration is given to the permissible track speed, load of the train, type of locomotive, acceleration, deceleration, restriction over facing points and turn-outs and Engineering restriction. When a train is running late the Loco Pilot can exceed the normal running time up to the limit of the maximum permissible speed subject to other restrictions.

(e) *Time allowance for stop and start :—* The time allowances are indicated in the working time table for different types of trains.

(f) *Time allowance to cover Temporary Engineering speed restrictions :—* Time allowance to cover temporary Engineering speed restrictions is provided on each section, based on the work proposed to be carried out by the Engineering department.

(g) *Recovery time :—* This time allowance is provided to compensate for time lost by a train due to unforeseen reasons such as alarm chain pulling, points and signal failure, fog, storms etc. Generally recovery time is provided at the last lap pf run of Passenger trains.

5.16. Load marshalling of Coaching trains.—

(a) *Composition of Coaching trains :-* All coaching trains should run with the composition prescribed in the booklet showing rake link. Trains should not run underload and when due to any unavoidable reason, load of a train has to be reduced below the prescribed composition, immediate action should be taken to restore the load.

(b) *Marshalling of Coaching trains :-* The Marshalling order prescribed in the booklet should be rigidly followed by the person in charge of such work at the base stations, keeping the following instruction in view :-

(i) *Ladies Compartment :—* Ladies compartment should as far as possible be in the middle of the train. Ladies Compartment should be provided with a closet.

(ii) *SLR and Anti-telescopic or Steel bodied coaches :—* In case of Mail-Express trains, anti-telescopic or steel bodied SLRs must be marshaled as the last coach at both ends of the train formation i.e. next to train engine in the front and as a rear most vehicle, except when Anti-telescopic or steel bodied slip or sectional coaches attached outside SLR due to unavoidable operational requirements.

In case of SLRs which have passenger portion on one side and luggage-cum-brake portion on the other, SLR should be marshaled in such a way that the luggage and brake portion is trailing outer most or next to engine. In case an anti-telescopic / steel-bodied SLR is unavoidably required to be marshaled with its passenger portion either next to train engine or as the tailing end of the train, the passenger portion of

SLR should be kept locked in empty condition. In the case of new design of SLRs with passenger portion in the middle these can be positioned in any convenient way.

In case of Mail Express trains, two anti-telescopic or steel bodied coaches should be marshaled inside the anti-telescopic or steel bodied SLRs at both ends.

As sufficient anti-telescopic or steel bodied SLRs are available for use of Mail / Express trains, there should be no occasion to utilise a wooden bodied SLRs on these trains. However, in case it is inescapable to utilise a wooden bodied SLR on Mail / Express train, the wooden bodied SLR should be marshaled inside two anti-telescopic coaches.

After providing for Mail / Express train, all the available anti-telescopic or steel bodied SLRs should be used on Main line passenger trains and after meeting this requirement, the rest should be used on branch line passenger trains. Anti-telescopic or Steel bodied SLR should be marshaled in the same way in the case of Mail / Express trains.

In case of passenger trains, at least one Anti-telescopic or steel bodied coach should be marshaled inside the anti-telescopic or steel bodied SLR at both ends in the first instance, and when adequate number of anti-telescopic or steel bodied coaches are available, there should be at least two such coaches.

In case of provision of wooden bodied SLR on the passenger trains, it should be marshaled inside one anti-Telescopic or steel bodied coach in the first phase and two such coaches in the second phase.

(iii) *Short trains :-* In case of short trains running with single SLR, the SLR whether anti-telescopic / steel bodied or not, should be marshaled in the middle. One anti-telescopic each in front and rear should be marshaled as the outermost vehicle in the first phase and two such coaches should be in the front and rear in the second phase.

(iv) *Non-passenger coaches :—* VPs LRs, WLRRMs and other coaching vehicles, which do not carry passengers may be marshaled as operationally convenient. However, as far as possible, these should be preferably marshaled as outermost vehicles at either end to absorb the impact of collision energy.

(v) *Inspection Carriages :—* Inspection Carriages whether anti-telescopic steel bodied or not and occupied by passengers and Inspection Carriages / Saloon occupied by VIPs should be treated as any other passenger coach and marshaled accordingly. If they are anti-telescopic or steel bodied they could be marshaled anywhere as operationally convenient. If they are wooden bodied, they should be marshaled inside the required number of anti-telescopic / steel bodied coaches. If shunting time required to comply with this marshalling is likely to be long, attaching / detaching of such coaches may be made at convenient points and the party advised to entrain / detrain at their destinations enroute.

(vi) *Reserved bogies and saloons occupied by VIPs :—* Reserved bogies occupied by passengers and Inspection Carriages / Saloon occupied by VIPs should be treated as any other passenger coach and marshaled accordingly. If they are anti-telescopic or steel bodied they should be marshaled anywhere as operationally convenient. If they are wooden bodied, they should be marshaled inside the required number of anti-telescopic / steel bodied coaches. If shunting time required to comply with this marshalling is likely to be long, attaching / detaching of such coaches may be made at convenient points and the party advised to entrain / detrain at their destinations enroute.

(vii) *Sectional / Through service coaches :—* Sectional / Through service coaches, if they are anti-telescopic or steel bodied, may be marshaled as operationally convenient. However, wherever feasible, they should be marshaled inside the SLR, LR, VP etc.

Sectional through service coaches, other than anti-telescopic / steel bodied should be treated like other passenger coaches in the train formation and should therefore be marshaled inside the required number of anti-telescopic / steel bodied coaches.

While determining the position of marshalling of sectional / through service coaches the fact that these coaches will be attached / detached enroute, leaving the train service coaches exposed as outermost should be borne in mind and therefore, the marshalling order of sectional / through service coaches and train service coaches decided in accordance with the instructions contained in clause (ii) to (vii).

RULES FROM G & SR BOOK

Under the personal order of the Chief Operations Manager a sectional coach may, however be attached next to engine provided the sectional coach is anti-telescopic or steel bodied.

(viii) *POH / Sick coaches returning to shops :—* In the case of POH / Sick coaches which are returned to shops for major repairs and are attached to passenger trains, such coaches should be properly locked and windows secured, so as to prevent entry of the passenger into these coaches. In that case, it is not necessary to attach these coaches according to safety marshalling instructions and can be attached next to the train engine or rearmost as convenient. If for any reason it is not possible to lock up these coaches, such coaches should be treated like other passenger coaches in the train formation and should therefore, be marshaled inside the required number of anti-telescopic / steel bodied coaches.

5.17. Attaching of four-wheelers on Passenger trains.—

(a) Four-wheeler coaching vehicle not intended for carriage of passengers or live-stock or IRS four-wheeler covered wagon can be attached to passenger trains in front, next to the engine.

For the purpose of this Rule Officer's four wheeled inspection carriage will not be treated as a vehicle for the carriage of passengers.

(b) No four-wheeler will be attached between the bogies in any circumstances on Passenger and mail / Express trains. Only one exception to this rule will be allowed viz., that when four-wheelers not intended for carriage of passengers or live-stock are attached in rear of passenger train, and if bogie inspection carriage is attached as the last vehicle on the train there should be at least two four-wheelers in front of the inspection carriage.

(c) No four wheeler of any kind should be attached next to the engine in case of special train intended for Governors or other exalted personage, if the train is composed of bogies and four-wheeled vehicles.

(d) No Goods vehicle shall be attached to passenger, Mixed and Parcel Express train unless the wagon has been previously examined and certified fit for this purpose by the train examiner.

(e) When one or more four wheelers are attached to a passenger train, the maximum speed of the train shall not exceed 72 Km/h on the Broad Gauge and 40 Km/h on the Narrow Gauge.

(f) No goods vehicle fitted with spring shackle pins secured by split pins is permitted on passenger, Mixed and Parcel Express trains. Only wagons with shackle pins secured by split cotters may be attached to such trains.

(g) Mail, Express and Passenger trains on the South Eastern Railway are equipped with automatic vacuum brake and no vehicle either coaching or goods not fitted with automatic brake gear—(vehicles with train pipe only are not so equipped)—may be attached to Mail and Express trains. Only one coaching vehicle fitted with train pipe only may, however, be attached to passenger trains provided this vehicle is protected by one or more vehicles fitted with automatic vacuum brake gear being attached in rear of it.

No goods vehicle fitted with train pipe only is permitted to be attached to passenger trains. Vehicles both coaching and goods, fitted with train pipe only may be attached to troop trains and special trains conveying military stores, etc., but not more than one-third of the total load of such trains may consist of goods and coaching vehicles fitted with train pipe only.

(h) In the marshalling of mixed trains the first and second class carriages must be placed next in front of the rear brake-van.

A carriage truck or horse box when attached to such trains may, however, be marshaled between the rear brake-van and upper class carriages.

5.19. Carrying passengers by Goods vehicles.—

No goods stock should be used for carrying passenger traffic without the previous sanction of the General Manager. Horse-boxes must never be used for the conveyance of passengers other than grooms or attendants traveling in charge of horses.

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RULES FROM OPERATING MANUAL

CHAPTER VI

GOODS TRAIN OPERATION

6.08. Loading of wagons.—

The following instructions should be strictly followed for loading wagons :—

(i) The permissible moving dimensions must not be exceeded.

(ii) Wagon should be evenly loaded so that the load bears equally on all springs, no overloading beyond permissible limits laid down being allowed under any circumstances.

(iii) Bulky articles like furniture, machinery parts, etc. that are likely to shift in transit should be properly secured to avoid such shifting.

(iv) Goods in bulk such as coal, ores, etc. should be evenly loaded upto the prescribed load lines so that there is no hazard due to overloading.

6.09. Loading of Heavy Bulky and Long articles.—

(a) Rails and other long articles must not be loaded on trucks without sides unless they are fitted with the bolsters and stanchions and the rails, etc., securely lashed with chains in the prescribed fashion.

(b) The loading of rails projecting over one end of a medium or low-sided truck is objectionable and Station Masters and Guards are authorised to refuse trucks so loaded. If a truck of this kind is loaded with 30 rails, 15 should project over one end at the corners and 15 over the other end in the centre.

(c) *Four-wheeled vehicles fitted with lashing chains but not with bolsters*—

(i) Guards must particularly note and draw the attention of Station Masters to any missing chains and note such case in their Train reports.

(d) *Steel plates loaded in open trucks.*—

(iii) Guards must see to the loading of such wagon on their trains at intervals and if necessary have the lashing retightened, station Masters should render the guards every assistance in doing this. If a Guard finds that he cannot properly secure the load of a wagon, such wagon should be detached from the train for adjustment and the natter reported to the Divisional Commercial Manager for necessary action.

6.10. Loading of Timber, Bullies, Rafters, Bamboos, Firewood etc. in four wheeler B.G. and N.G. Open wagons.—

In loading timber, bullies, rafters, bamboos, firewood etc., whether in Broad Gauge or Narrow Gauge Open wagons, Station Masters and others concerned should advise the Guard when attaching any open wagon(s) loaded with timber to a train. Guards must inspect such wagon(s) at the next stopping station, and thereafter at frequent intervals and, if necessary, have the lashing retightened, as in all probability the load will have settled on account of oscillation and if the lashings are not tightend and undue weight will be put on the stanchions and lashings. Station Masters should render the Guards every assistance in doing this, and if a guard finds he cannot properly secure the load, the wagon (s) should be detached and the matter atonce reported to the Divisional Commercial Manager to take up the bad loading.

6.14. Marshalling of Goods Trains.—

(a) In no case should a single 4-wheeler wagon be marshaled between two bogies or between the engine with a bogie tender and bogie stock. However, this rule does not apply to Match Trucks fitted with Centre Buffer Couplers.

(b) Wagons containing Explosive and other Dangerous goods.— Staff must be fully conversant with the rules laid down in the IRCA Red Tariff issued from time to time in regard to storage, loading/unloading, sealing, labeling, Shunting, Marshalling and Conveyance of explosives and other dangerous goods. Some salient points, not exhaustive, are however, indicated below for the guidance of the staff.

RULES FROM OPERATING MANUAL

6.15. (A) Wagons containing explosive (IRCA) Red Tariff Rule No. 132.1).—

(1) The maximum number of carriage/wagons containing explosives which may at any time be attached to or be hauled by a train shall be Ten by a goods train and three by a mixed or parcels train.

(2) Carriage or wagons containing explosives should be placed as far away as practicable from the train locomotive ; grouping together those carriage/wagons which are permitted to be so grouped.

(3) Carriage/Wagons containing explosives shall be separated by not less than three carriages/wagons not containing explosives or other dangerous goods or articles or inflammable nature from :

(i) the train locomotive, provided that when an electric (traction) or diesel (electric) locomotives is used, only one such carriage/wagon need intervene between the carriages/wagons containing/explosive and the locomotives.
(ii) the passenger carriages or the brake van.
(iii) any other carriages/wagons containing other dangerous goods or articles of inflammable nature.

(4) Carriages/wagons containing explosives shall be close-coupled to the adjoining carriages/wagons and to each other.

(B) Wagons containing Petroleum and other inflammable liquids : (IRCA Red Tariff Rule No. 325.1).

(1) There is no restriction on the number of wagons containing petroleum and other inflammable liquids which may at any one time be attached to or be transported by any one train.

(2) Wagons containing petroleum and other inflammable liquids, which may be grouped together, should be placed as far away as practicable from the train locomotive.

(3) Wagons containing petroleum and other inflammable liquids, Class A, shall be separated by not less than three carriages/wagons not containing explosives or other dangerous goods or articles of inflammable nature from :

(i) The train locomotive, provided that when a electric (traction) or diesel (electric) locomotive is used, only one such carriage/wagon need intervene between the wagons containing petroleum and other inflammable liquids, Class A, and the locomotives ;

(ii) the passenger carriages or the brake-van ;

(iii) any other carriages/wagons containing explosive or other dangerous goods or articles of inflammable nature.

(4) Wagons containing petroleum and other in flammable liquids, Class B, need only be separated by one carriage/wagon not containing explosives or other dangerous goods or articles of inflammable nature from the train locomotive or the passenger carriages or the brake-van or any other carriage/wagons containing dangerous goods or articles of inflammable nature, except that the number of such intervening carriages/wagons shall not be less than three when these other carriages/wagons contain explosives and not less than two when they contain gases, compressed liquefied or dissolve.

(5) Wagons containing petroleum and other inflammable liquids shall be close-coupled to the adjoining carriages / wagons and to each other.

(See also IRCA Red Tariff Rule Nos. 119, 213, 314, 414, 514, 614 and 714).

RULES FROM OPERATING MANUAL

6.16. Precautions to be observed in handling Explosives and other Dangerous goods.—

(A) (1) Explosives : (See IRCA Red Tariff Rule No. 117).

(i) No unauthorised person shall be allowed access to any place where explosives are stored or handled or to carriages or wagons in which they are carried.

(ii) No person on, in or near any place where explosive are handled or stored shall have in his possession any match, fuses, or other appliances for producing ignition or explosive or any knives or other articles made of iron or steel.

(iii) No person shall smoke or take or have any fire or naked light or any agency which produces heat or sparks, near any vehicle containing dangerous goods or other articles of inflammable nature or empties which have contained petroleum and other inflammable liquids or places where these are stored or handled.

(2) Gases, compressed, liquefied or dissolved under pressure, Petroleum and other inflammable liquids, inflammable solids and Oxidising substances.

(See I.R.C.A. Red Tariff Rule No. 212, 313, 413 & 513).

(i) No person shall smoke or have any fire, naked light, matches or other articles of inflammable nature or empties which have contained petroleum or other inflammable liquids, or any agency which produces heat or sparks, near any vehicle containing gases, compressed, liquefied or dissolved, petroleum and other inflammable liquids, inflammable solids and oxidising substances or near any place where such goods are stored or are loaded, unloaded or handled.

(B) Other precautions to be observed.

(i) The Train Clerk shall make a special entry in red ink in the wagons way bill if any wagon containing dangerous goods is attached to a train.

(ii) The Guard shall intimate the Loco Pilot about the number and position of wagons containing explosive or other dangerous goods, if any, on the train.

(iii) The Guard shall draw attention of Trains Clerk / Station Masters about the number and position of such wagons on termination of the train.

(iv) Wagons containing explosives and other dangerous goods shall not be loose, fly or hump shunted. The speed at which such wagon may be shunted shall not exceed 8 KM per hour.

6.17. Stopping of Goods trains outside signals.—

At certain station Goods train are prohibited from stopping at the Outer / Home signal on account of steep rising gradient. A list of such station shall be notified by the Divisional Railway Manager concerned to the staff of Loco, Transportation, Engineering and Signal and Telecom Departments. In the Station Working Rules of such stations this will be mentioned.

If for any unavoidable reasons it becomes absolutely necessary to stop a train at the Outer / Home Signal of such station the following procedure shall be adopted :—

(i) On approaching such a station, Loco Pilot must bring their trains to a stand at the 'STOP BOARD' fixed at the grade and the train will remain there till the signal is taken off or the train is piloted in.

(ii) Should the Loco Pilot be stopped on the up grade on account of signals not being given, the Guard will immediately apply his van brake.

(iii) Before starting again, the Loco Pilot must decide whether he can safely move his train forward or not.

(iv) If he considers he cannot re-start his train without braking a coupling or drawbar, he should back his train intact observing S. R. 6.04.02 and then if he is unable to proceed, divide this train after having personally seen to the pining down of sufficient number of brake (S. R. 6.04.02).

(v) If he considers he can safely move forward on the signal being lowered he must first allow his train to ease back on to the brake van, warn his Guard by sounding one long and one short engine whistle as per S.R.4.50.01 (3)(b) and then start very cautiously. It is essential to avoid any jerk.

(vi) In all cases of such stoppage the Guard should make a special note in his Train Report (T. 34 HF).

(vii) No backing is allowed on Automatic Section, and as in S.R. 3.75.03.

6.18. Stopping goods trains out of course —

(a) *To pick up Railway employee on duty :* No train may be stopped out of course without the permission of the Section Controller who will give a Control Order, correctly numbered. The Station Master or the Assistant Station Master concerned will hand over to the Guard a memo giving the names and designations of the staff to be entrained and the Control Order No. the Guard will check the passes and make a suitable endorsement on the Guard's Train Report which will be checked in the Control Office with the Control Orders.

(b) *To attach or detach wagons* : Normally no wagons will be attached or detached by a through train at road side stations. In cases of emergency such as breaches, floods, accident etc., however wagons may be attached by a through train for a station at which there is no scheduled stoppage. In such cases the SM/ASM will give a memo to the Guard and Loco Pilot at the previous stopping station, requesting him to stop at the station named. Before advising the Loco Pilot and Guard, the SM/ASM must obtain order from Controller in this respect.

(c) Between stations for loading and unloading materials of any department during daylight hours only and in case of emergency.—

(i) The departmental Officer who requires the train to be stopped will inform the Divisional Operations Manager and the Chief Controller of the nature and extent of the work to be done, the place or places, and the probable time that will be occupied. The Divisional Operations Manager or the Chief Controller will then arrange and advise the officer of the date and train fixed, giving at least 24 hours' notice to enable him to provided the necessary labour. Only one such stop which should not normally exceed half an hour, will be provided for each train.

(ii) The Station Masters concerned on receiving the intimation of the arrangement, will issue a Caution Order to this effect.

(iii) Guards are required to enter all such stoppages in their train reports and record particulars as to kilometreages and time of detention.

(iv) Through Goods trains shall not be utilized for the purpose.

6.20. Inability of Engine to take full load —

(a) When a Loco Pilot is unable for any reason to take the full load he must give a written statement to that effect to the Station Master of the station where the wagons are refused. The Station Master must send the Loco Pilot's statement to the Divisional Operations Manager. The Guard must note the occurrence in his train report.

(b) In the case of an illiterate Loco Pilot who cannot write, the Station Master should report, to the Chief Controller, the reasons verbally given report, to the Chief Controller, the reasons verbally given by the illiterate Loco Pilot who at the next engine changing station, must report to the SSE/SE (Loco) his reasons for refusing the load.

(c) In case of failure of an engine from any cause at station the Loco Pilot shall, if the station is connected with Control phone, report the fact to the Power Controller personally, and inform him about the nature and the cause of the failure. In case the station is not connected with Control phone, the Loco Pilot shall hand ever the necessary message to the Station Master for dispatch to the nearest Crew Controller and Power Controller.

6.21. Assisting Engines —

Whenever an assisting engine for any reason has to be attached to a train, the following procedure shall be observed :

(i) On section where double heading of engine is prohibited, an assisting engine shall be attached in the rear of the train.

(ii) On section where double heading of engine is not prohibited :

(a) An assisting engine can be attached in the rear of a train for the purpose of banking. If, however, the assisting engine has to run on long section right up to the next engine changing station or up to the destination of the train, it should be attached to the train engine and its hose pipe should also be connected to the hose pipe of the train.

(b) All bank pilot engines assisting trains moving over up gradients on specified sections (specified by DRM) covering one or more block sections should be attached in rear of the last vehicle of the train. In case of goods trains the vacuum/air pressure hose pipe of the engine will not be connected to the hose pipe of the last vehicle. But in case of passenger train continuity of vacuum/air pressure right upto the bank engine should be maintained for better banking.

In case of goods trains then the vacuum/air pressure hose pipe of the banking engine is not to be connected to that of last vehicle the co-ordination between train Loco Pilot and banking engine Loco Pilot while starting or stopping should be maintained by using the code of whistle specified in SR 4.50.01 and instruction given in SR to GR 3.84.

Note :— Sec. Appendix to Working Time Table for the section over which double is permitted. Assisting Engines to be attached along with Train Engine on Ghat sections when required.

6.22. Work Trains —

(d) The Station Master of the road side stations shall intimate the Section Controller about clearance of wagons and smalls from their stations. The Section Controller shall intimate the Yard to leave room by shunting and van goods train to effect clearance from road-side stations. The Yard Master or the Station Master on duty shall hand over the Work Order to the Guard and the Guard shall intimate to the Loco Pilot the names of the Stations from where clearance is to be done.

(e) At the commencement of the run, the Guard must study to composition of train and the Sectional Work Order carefully and ensure that the work is properly planned so that there is no avoidable detention to the train and the work is completed within the prescribed time.

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RULES FROM OPERATING MANUAL

CHAPTER VII

SHUNTING AND SECURING OF VEHICLES

7.01. Shunting — Miscellaneous rules on —

(a) *Signals for shunting* — General and subsidiary Rules 3.56, SR. 3.56.01 and 3.56.2 should be observed for exhibiting shunting signals.

(i) When two engine or vehicles are approaching the same pair of points from two different lines, or where there is like hood of this occurring, both should be brought to a stand by exhibiting danger signals and after ensuring both have come to a stop, the person in charge of the engine or vehicle, which it is intended to allow over the points first, must be told verbally first and then signaled to move forward ; while a danger signal and a verbal order not to move must be given to the other.

(ii) Wagons with end flaps let down, if empty, must have their flaps put up before being shunted.

(iii) Vacuum Hose Pipe—(a) When un-coupling vehicles fitted with the vacuum brake-gear, the vacuum hose pipes must be placed on the dummy plugs before the screw coupling is unhooked.

(b) Care must be taken in shunting operations to guard against screw coupling hitting the vacuum hose pipe couplings. The couplings of vacuum hose pipes when not in use must be placed on the dummy plugs provided for the purpose. If the couplings are allowed to hang down loose, the plugs are likely to be broken when struck by the screw coupling. The couplings when not engaged are to be fixed on the hooks provided.

This matter must also receive the special attention of the staff engaged in shunting operations.

(c) On running trains, the Guards will be responsible for ensuring that vacuum hose pipes do not hang loose, and when vehicles are being attached to a train the Guard must see that the hose pipes are properly secured in accordance with sub-para (b).

(iv) *Electrically fitted vehicles, shunting of* — Vehicles electrically equipped should not be submitted to rough shunting of any description as such shunting may cause damages to glass cells.

(v) *Shunting of entire train or rear portion of train* — Whenever the entire train has to shunted, and whenever it is necessary to shunt of the rear portion of the train, the brakes of all brake-vans attached to the trains, must be manned by train staff during these operations.

7.04. Shunting at Engine-changing/terminal stations with train engines —

(i) Train engines may be called upon to do shunting on their own or other trains if required before departure from and after arrival at terminal/engine-changing stations where shunting engines are provided but not available in special cases. Shunting time must be recorded in accordance with para 7.03.

7.07. Loose shunting —

(i) (a) Station Master and Yard Masters and other staff connected with shunting must see that wagons containing explosives and other dangerous goods and wagons bearing damageable goods label/labels with symbol “Handle with care” are not loose or fly shunted under any circumstances.

(b) While performing shunting with wagons containing explosives or other dangerous goods at least one wagon must intervene between the shunting engine and the wagon/wagons containing such commodities.

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RULES FROM OPERATING MANUAL

CHAPTER VIII

MATERIAL TRAIN

8.04. Working of Material Train —

(a) A material train shall have sufficient vehicle fitted with hand brake to control the train, taking into consideration the ruling grade on the section it is working on. Each brake-van or hand braked vehicle shall be attended by a person competent to apply the hand brake in case of train parting. A brake van shall always be attached to the rear of the train except in emergent circumstances and in such cases S.R. 4.62.06.(d) shall be followed.

(b) The Material Train Guard shall be responsible for seeing that the brakes of all vehicles on his train are applied as necessary. When working on sections of the line where the gradient is steeper than 1 in 150, the Loco Pilot before moving his train shall see that sufficient number of hand brakes have been applied to enable him to control his train.

(c) A material train containing labours shall not be allowed to run or work on line during fog or after sunset, except for the purpose of proceeding to the first station where stabling accommodation is available or when proceeding to attend an accident.

Night working of a Material train with labourers may, however, be permitted with the personal approval of the Divisional Railway Manager (S.R. 4.62.03.)

8.06. Joint Inspection of Vehicles —

(a) Before a train commences work, and after completing work when finally cancelled, a joint examination of all wagons will be made by the SE/JE (C&W) and the

SE / JE (C&W) or the SE/JE (OHE) concerned ; both of them will sign the report which is to be submitted to the Divisional Mechanical Engineer or to the Divisional Electrical Engineer as the case may be.

(b) (i) Whenever a Material train happens to be or is stabled at a Train Examining station it will be examined daily in the same manner as any other train arriving there. The examination will be made by the SE/JE/(C&W) in conjunction with the authorised representative of the Engineering branch or the Electrical branch and the SE/JE (C&W) will enter any damages discovered in the joint Register memo, the duplicate copy of which will be forwarded to the Sr. Divisional Mechanical Engineer’s office or the Sr. Divisional Electrical Engineer’s office. The examination and adjustment of brakes must be made at least once in a week.

(ii) In addition to the above examination, all material trains will be worked to a train examining station once in every month, as far as possible, for through examination and repair.

8.09. Material train bills —

(a) The Guard’s train Report will be the sole authority for the preparation of Material train bills and the time which it shows the train to have worked must be accepted as final. Guards of Material Trains must submit the following documents :

(i) To the Engineering representative present :— Two copies of report on Form ED 9-11.

(ii) To the Sr. Divisional Operations Manager / Divisional Operations Manager concerned. Two copies of report form T. 34. HF (New).

(iii) To the Loco Pilot of Material Train : Two copies of report on form T. 34 HF (New) for transmission of one copy to the Statistical Officer through the SE /

JE (Loco) concerned.

(b) An abstract on the Train Report in the form below must be signed by the Loco Pilot and Material Train official in-charge as well as by the Guard :

Train commenced work at …….

Engine ordered to shut down at ……...

or

Engine released to go to shed at …….

8.11. Material trains working on Ghat Sections and on other section on which heavy gradient of 1 in 400 and steeper exist —

Material trains when working on such section are to have their engines below them i.e. at the end of the train in the direction in which grade falls.

8.12. Combining the different works by the same Material train —

To get maximum use out of a Material Train working on a section and to avoid movement of Multiple material trains on the same section, the Senior Divisional Operations Manager / Divisional Operations Manager shall in consultation with the Divisional Engineer and the Divisional Electrical Engineer (TRD) plan out the different works to be undertaken in the same section by one Material Train, to the extent possible. The Guard of the Material Train shall in such case record specifically in their train Report the particulars of work done on account of different departments and the time spent on each. The Divisional Railway Manager's office shall allocate to the different departments the material train charges on the basis of the time spent on the different works any residue being debited to the department at whose instance the Material Train commissioned.

8.13. Provision of First Aid Box on Material Train :

Material Train which programmed to work with labour should be provided with First Aid Box with approved contents, Train Inspector will ensure that it carries the First Aid Box; and the Guard of the Train will also see that the First Aid Box is carried on Train.

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CHAPTER IX

TROLLIES AND HEAVY DUTY ON TRACK TIE-TAMPERS

9.01 Introductory —

Rules and Instructions contained in this Chapter are ancillary to general Rules 15.18 to 15.23 and SRs thereto —

The following rules shall be followed for conveyance of push and motor trolley :

(a) No motor or push trolley shall be carried by mail and Express trains except with the permission of the Divisional Operations Manager.

(b) Loading / unloading of Motor or Push Trolley may be allowed by Super Express, Express or Crack Goods trains at stations where schedule halts are provided for such train and the loading / unloading must be completed within the Schedule halts.

(c) In Narrow Gauge sections motor or push trolies may be loaded / unloaded on or from any train at any station if loading / unloading can be done within the schedule halt.

(d) Trolleys must not be placed on the top of parcels, luggage or goods and must be removed if the space occupied is required for booked traffic of any kind.

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RULES FROM OPERATING MANUAL

CHAPTER XV

MOVEMENT OF OUT-OF GAUGE LOADS AND HEAVY, BULKY AND LONG ARTICLES

15.03. Classification of Over Dimensional Consignments —

(b) General restrictions on movement of over dimensional loads.

(i) *'A' Class Load :—* 'A' Class over-dimensional load is permitted to run both during day and night with speed of 40 KMPH. This load may run at higher speed upto which trains carrying four wheelers are permitted to run on the section, subject to the speed being limited to 30 KMPH in vicinity of fixed structures having gross clearance of less than 15"(380mm) and all such locations being indicated in the instructions to be given to the Loco Pilots.

(ii) *'B' Class load :—* 'B' Class over-dimensional load may be allowed to run at speed 40 KMPH during day as well as night. However, for night running following additional conditions shall be observed :

(a) Seniormost SE (C&W) shall accompany the load with the details of all those structures from which the net clearance is less than 6" and he will be responsible to ensure that the consignment does not shift from its position enroute.

(b) At the approach of each of the structure, where the net clearance is less than 6" , the train carrying the load would be stopped and the consignment checked to see that there has been no shifting.

Note : A further speed restriction of 15 KMPH should be observed while passing stations, yards, curves and turnouts through out the run in general and subject to observance of such special restrictions as may be stipulated by the Sanctioning Authority. The train carrying 'B' class loads will be required to pass such tight structures having net clearance of less than 15.24 CM/6" or gross clearance of less than 22.86 cm. / 9" including curve allowance (if the structure is situated on curve) with speed restriction of 8 KMPH. The train with 'B' class loads will be examined and checked at the interchanged points and in the yards where intensive / safe to run examination exists, SE (C&W) will accompany the 'B' class ODC during day light hour at the critical section where the existence of fixed structures render the consignment as 'B' Class. The load should be attached next to engine of a goods train along with an additional brake-van just after the load when / wherever Train examiner will accompany the load.

(iii) **'C' Class Load :—** 'C' Class over-dimensional load may be run during day light only. The speed of the train carrying the load must be restricted to 25 Kilometres per hour which must further be restricted to 8 kilometre per hour while passing through stations, yards, curves, gradients and turnouts.

Note: In addition to these precautions, a speed restriction 8 KM per hour should be observed for all structures having net clearance of less than 15.24. cm. (6") but more than 7.82. cm. / (3"). For structures

having net clearance less than 7.82. cm. / (3") but not less than 2.54. cm. (1") the load should be stopped short of the structures, the dimension should be cheeked and adjusted, if necessary, and then the load should be piloted through the structure at walking speed by a representative of the Engineering Department not below the rank of JE (Engg.)

RULES FROM OPERATING MANUAL

Such consignments shall move in special train only accompanied by Supervisory Staff of Civil Engineering, Traffic, Carriage and Wagon Departments. Supervisory staff of signal (Maintenance) and Electrical (traction) Departments should also accompany the train carrying the load, where necessary and as may be stipulated.

The load must not move on any line along which there exist any structure infringing item No. 8 of Chapter I and item No.11 of Chapter II of Schedule of Dimensions (B.G.), unless there is specific sanction for such movement for passing such structure.

15.05. General Instructions regarding loading and movement of Over Dimensional Consignments —

(vii) Before starting, the Train Guard should contact the Controller on duty and inform him about the over-dimensional load being on train giving the number and position of the wagon as also the details of staff accompanying the train, if any.

(xi) Shunting of trains with an over-dimensional load should be avoided. Loose and fly shunting of vehicles containing over dimensional load is prohibited.

(xii) over-dimensional load should move by through trains and not by work trains or shunting trains.

15.07. Permanent Restrictions —

The following permanent restrictions are to be strictly observed while transporting over-dimensional loads :

(i) Only the Down line shall be used between Goelkera and Posoita for traffic in either direction.

(ii) O. D. C. loads routed via Kharagpur-Tatanagar in the direction of Chandil should move via. Sini.

(iii) O. D. C. loads for Eastern Railway and via. Should not be routed via. Burnpur-Asansol unless specific sanction is accorded by the Chief Operations Manager, S. E. Railway.

(iv) No O. D. C. loads for Eastern Railway should be dispatched to Chitpur area. Such O. D. C. loads must be handed over to Eastern Railway at Tikiapara after obtaining their prior sanction.

(v) Anara-Rukni Chord line under Adra Division is prohibited for movement of O. D. Cs.

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CHAPTER XVI

CRANE

16.11. Attaching Crane to a Train —

(A) Before attaching a crane to a train, the jib should be lowered on to the Crane track and locked to prevent it from swinging while in motion, and should be certified that it is in proper running order. In the absence of Train examiner, the Crane Muccadum will be the duly authorised person to issue certificate as required vide G.R. 4.27. Except in unavoidable circumstances the jib must point towards the rear of the train.

(B) The Chimney must be lowered to the running position.

(C) The spring relieving screws to be released and secured so that they cannot work down.

(D) The crane should as a rule, be placed four vehicles from the engine, but when proceeding to a break down the rule may be relaxed.

(E) The Loco Pilot-in-charge must travel with the Crane and will be responsible for oiling and safety of the crane throughout its journey.

(F) The speed of the train carrying crane shall be restricted as indicated in S.R. 4.27.03. The speed of 10-tonnes Diesel “Orton” cranes is restricted to 25 KMPH.

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CHAPTER XVII

I AUTOMATIC VACUUM BRAKE

17.01. Principles —

Automatic Vacuum Brake obtains its power from the pressure differential between atmospheric pressure and partial vacuum. Atmospheric pressure may be roughly taken as 15 lbs. per sq. inch/1.0546 Kg. per sq. cm.

17.02. Description —

(a) On a train composed of completely fitted or piped vehicles the automatic vacuum brake may be operated on every completely fitted vehicles, provided that the engine or tender hose pipe is coupled to the first vehicle of the train by means of he flexible hose pipe connection and that each vehicle is coupled to its neighbour in a similar manner, the hose pipe in rear of the last vehicle and in front of the leading engine being placed on the dummy plug.

(b) The gauges in the engine, and also in the Guard's van indicate the pressure available for stopping the train and should show not less than the following level of vacuum :

		Engine Gauge	Guard's Van Gauge
(i)	Mail/Express Trains	53 cm.	47 cm.
(ii)	Passenger trains	50 cm.	44 cm.
(iii)	Goods trains with 40 or more BCX/BOX Wagons.	44 cm.	34 cm.
(iv)	Other goods train	46 cm.	38 cm.

The exact vacuum level in the locomotive and Guard's brake-van should be recorded by the JE (C&W) in the Brake Power Certificate.

(c) More than 0.5 metres (20 inches) vacuum is unnecessary and the release valves on the Loco Pilot's ejector should be so set that the small ejector can maintain not more than that amount. Otherwise brake binding trouble is likely to be experienced.

17.03. How applied and taken off —

(a) The brake is applied by the Engine Pilot or he Guard admitting air into the train pipe.

(b) The first application when made by the Loco Pilot should be made sharply, by destroying not less than 5 inches (0.13 metres) of vacuum, in order to force the ball valves tightly on to their seats. The destruction of vacuum inch by inch should be avoided, as the ball valves fail to sit properly, in consequence of the feeble in rush of air, with the result that air leaks past the balls to the space above the pistons reducing the vacuum and therefore the brake power.

(c) In an emergency, the brake may be applied from the Guard's van or from any other vehicle in the train, where an application valve is fitted, provided the train is continuous, pressing down the valve lever to the full extent until the needle of the gauge falls to zero. The brake is then fully applied on each fitted vehicle and also on the engine.

(d) Should a train on which the automatic vacuum brake is in operation, become accidentally divided in the portion on which the brake is operated the hose pipe-couplings between the divided vehicles will be disconnected, and the brake will be applied automatically on each fitted vehicle, and on the engine.

(e) The brake if released by the engine Loco Pilot restoring vacuum by means of the ejector, to the same condition as existed before the application of the brake.

(f) The automatic vacuum brake can be released on any vehicle by pulling the ball valve release wire, which must be pulled until the brake come fully off. The release wire should never be fastened over.

(g) The brake gear should be properly adjusted so that the brake blocks firmly grip the wheel treads in the brake applied condition, the test for which may be done by sounding the brake block with a hammer.

17.04. Specification —

(a) The hose pipe couplings between the engine and the first vehicle, and between each piped or fully braked vehicle and its neighbour must be properly connected. The hose pipe at the rear of the piped or fully braked vehicle forming the last of the sequence from the engine must be put carefully on the dummy plug, and hose pipe in front of he leading engine as well.

(b) The Engine Loco Pilot must create the required vacuum and maintain it throughout the journey.

(c) Examination of trains before starting should be done as per General Rules 4.30, 4.31, 4.32, 4.33 and SRs thereto.

(d) Guards and Loco Pilots shall ensure at the time of taking over charges of a train, that their trains have the minimum prescribed vacuum and brake power as laid down below :—

1. *For Goods Trains :*

(i) The train must have the prescribed vacuum level as mentioned in para 17.02(b).

(ii) Brake power of freight trains.—

Description	–	Originating station
a) C. C. rakes	–	95%
b) Other goods train	–	85%

Not less than 95% of total number of cylinders in case of C. C. rakes and 85% in case of other goods trains shall be in working condition in case of train originating/examination point. There may be however, certain amount of deterioration in the brake power while the train is on run due to wear and tear. Taking into account the practical conditions, the goods trains including C.C. rakes may be worked with 75% active cylinders enroute. For the purpose of this rules “piped vehicle” (i.e. fitted with trains pipes and having no vacuum cylinder or other brake fittings) should be deemed to have in operative cylinder(s). In case, however, a Loco Pilot feels that the brake power is not upto even this level (i.e. 75%), he shall suitably control the speed of the train and worked the train to the next station or next train examining station for necessary examination by train examining staff.

(iii) An active cylinder is one, the vacuum in which can be created/destroyed by control from the engine, and which moreover satisfies the stipulation that its piston should remain up, for not less than 30 mts. after the vacuum is destroyed.

(iv) On steep gradient sections 90% of the cylinders must be operative.

(v) The brake gear should be properly set to yield a piston stroke of 3″ to 4″/90 mms. To 115 mms. For a BOX/BOI wagon carrying slack adjuster (SAB) and "Empty-load Box", the piston stroke under 'load' should be 7″ (178 mm) and in empty condition the same should be the 5″ (127 mm).

(vi) No audible leak is permissible in the vacuum system along the train.

(vii) There should be at least three fully vacuum braked vehicles (including brake-van) with operative cylinders out of the last four vehicles of a train.

(viii) The position of the empty/loaded handle on wagon should be placed on the appropriate position either 'empty' or 'loaded' according to whether the wagon is empty or loaded.

2. *For Passenger Carrying Trains :*

(i) From an originating station, the train must have 100% active vacuum cylinders on the vehicle.

(ii) At intermediate stations, not more than 10% inoperative cylinders (subject to a maximum of three cylinders only) can be permitted.

(e) When the engine is attached to the train, the Loco Pilot must see the hose pipe coupling of the engine is properly connected to that on the train, and when the engine is detached that the hose pipe coupling of the engine and front vehicle are placed on their respective dummy plugs.

(f) The Loco Pilot must test the engine automatic vacuum brake apparatus before leaving shed. Should there be any difficulty in creating and maintaining the required vacuum after coupling to the train, steps should be taken to locate and remedy the fault, failing which the defective vehicles should be attached without infringing safety.

17.05. Recording and Testing of vacuum indication by Guards and Loco Pilots —

(a) (i) The Guard must record in the appropriate column in the Guard's Rough Journal book and in the Guard's train report (T. 34 HF) what vacuum is indicated in the brake-van gauge every time the train starts after a halt. He will not give the starting signal to the Loco Pilot unless the vacuum as indicated in rule 17.02(b) is registered in his gauge or unless he is authorised by a representative of the Mechanical Department to start at lower vacuum than prescribed.

(ii) At the first starting station and at all stations where the engine or any vehicles are detached from the train or any vehicles are attached to the train, before starting, when the Loco Pilot has created vacuum, the Guard must destroy 0.13 metres to 0.20 metres (5 to 8 inches) of vacuum by operating his brake van valve observing the indicator needle and then replace his valve to normal and allow the Loco Pilot to recreate the required amount of vacuum. Without doing this the Guard must not give starting signal to the Loco Pilot.

(iii) If the indicator does not register correct vacuum as given in rule 17.02(b) the fact must be brought to the notice of either the Train Examiner or the Loco Pilot in writing.

(b) *Vacuum tightness test for Locomotive by Loco Pilots :*

(i) *Engine :—* Engine should be tested for vacuum leakage by connecting the engine hose pipe on dummy, or switching off the exhauster after creation of vacuum after setting down for a period of 30 seconds, the vacuum leakage should not exceed 10 cms. in one minute.

(ii) *On Train :—* After creation of full vacuum the exhauster should be switched off and the vacuum may be allowed to settle for 30 seconds, thereafter the vacuum leakage should not exceed 15 cms. In one minute including loco leakage.

17.06. During journey —

(a) Loco Pilots and Guards must unscrew their hand-brakes fully 'off' before starting.

(b) Loco Pilots will be guided in the use of their hand-brakes by the orders in force.

(c) If, during the journey, the Guard of any train, finds that the gauge in his vacuum indicator shows less than the required vacuum (unless he is satisfied that such is caused by an application of the brake) he

must be prepared to apply his hand-brake, if required, and advise Loco Pilot of the defect at the next stopping station.

(d) The Loco Pilot and the Guard must report to the train Examining staff at the next train examining station any irregularity or defect in connection with the working of the automatic vacuum brake which may have occurred and the Guard must, in addition, note the particulars in his journal.

(e) When fitted or piped vehicles on which the automatic vacuum brake is being operated have to be parted for any purpose, the vacuum in the train pipes must be destroyed by opening the air valve on the engine, or on the nearest brake-van to which such valve is fitted so that there may be no delay in uncoupling.

(f) In the case of failure of the automatic vacuum brake on any vehicle during the journey, and if the defect cannot at once be remedied, the train must proceed cautiously to the next convenient station, where the defective vehicle can be remarshalled / detached or otherwise dealt with. The speed of the train should be so regulated as to enable the Loco Pilot to have full control of the train. In all such cases the Guards must be on the alert, and assist in stopping the train.

(g) (i) When two engines are employed to draw a train, the Loco Pilot of the leading engine will be held responsible for the working of the automatic vacuum brake. The Loco Pilot of the second engine must, however, in case of emergency, assist in stopping or reducing the speed of the train by applying the automatic vacuum or hand-brake, as may be required, but he must not maintain or re-create vacuum.

(ii) When an additional engine or engines are employed to push a train, the Loco Pilots thereof must not interfere with the working of the vacuum brake which shall be under the control of the leading engine Loco Pilot as laid down in para (g)(i) above.

(iii) Loco Pilots of all additional engines will, at all times, keep the handle of the vacuum ejectors in the running position and ensure that the small ejectors are closed.

(iv) In the event of the Loco Pilot of the engine in rear requiring in any emergency to attract the attention of the leading engine Loco Pilot, he shall give whistle signal as laid down in General Rule 4.50 and S.R. 4.50.01.

17.07. Stopping —

(a) Before the train is brought to a stand, the Loco Pilot will release the brake slightly to prevent a rebound of the vehicles and an undue strain on the couplings.

(b) In the case of a train becoming divided, the Guard in the rear van must put his hand brake hard on and secure it with the chain or sprag, where provided. He must also take any other precaution that may be necessary to prevent the rear portion moving, before going back to protect his train.

(c) In controlling trains on descending long and heavy grades, the Loco Pilots are cautioned against the exhaustibility of the automatic brake system. Destruction of vacuum above the pistons, owing to leakage takes place during the continuous application of the brake while descending long down grade and it is of the utmost importance that the vacuum above the pistons should be restored. Care should be taken that the speed during the release of the brakes is not allowed to increase beyond a safe limit. Neglect of this rules may lead to the train going out of control.

(d) On long and heavily graded sections when trains are braked only by vacuum, it is essential that the train be stopped at suitable time intervals during the run for recouping the lost vacuum and to ensure that the train can be kept under control and hence halts may be provided on such heavily graded sections either at station or in mid-section for recouping vacuum and these halts wherever provided are shown in the Working Time Table. Loco Pilot while working vacuum braked trains, must ensure that they strictly observe these halts regardless of whether they are given through signals or not.

(e) The fact that after the brake has been applied the Vacuum above the pistons gradually decreases, owing to leakage, and that in less than half-an-hour the brakes may leak off altogether, must not be forgotten when a train is brought to a stand on a gradient steeper than 1 in 150. In all such cases measures must be taken to guard against the possibility of a run away. For this purpose, precautions mentioned in S.R. 6.04.02(d) must be observed strictly.

The Guard must always be vigilant and be prepared to assist the Loco Pilot by applying hand brakes, if called upon to do so by the Loco Pilot and if necessary in an emergency. If the Loco Pilots requires additional brake power, the Guard and Assistant Loco Pilot shall pin down hand brakes of as many vehicles as the Loco Pilot may consider necessary.

17.08. Passenger train stopping apparatus —

(a) Passenger carriages are fitted with apparatus enabling Passengers, in case of emergency, to partially apply the automatic vacuum brake and so to attract the attention of the Loco Pilot and the Guard of the train except such particular carriages/trains as may be exempted vide G.R. 4.18.

(b) On noticing the fall of pressure in the vacuum gauge, the Guard, Loco Pilot, Motorman, Assistant Loco Pilot, will take necessary action as laid down in S.R. 4.18.01. and 4.18.02.

(c) To reset the apparatus to enable the train to proceed, it is only necessary for he Guard or the Assistant Loco Pilot to push one of the discs into its socket or to turn the disc through 90 degree as the case may be, which action will cause both discs to resume their normal position and the brake blocks to be released.

17.09. General —

(a) Hose pipe couplings must not be left hanging loose, but must properly secured on the dummy plugs provided for the purpose.

(g) When automatic vacuum braked vehicles are placed in siding or stabled at the station the vehicle must be secured as per G.R. 5.23. S.R. 5.23.01 by the application of the hand-brake and by sprags and chains on the required number of vehicles.

(h) Guard and others concerned must take care that articles are not placed in Guard's vans in such a position as to come in contact with the lever of the automatic vacuum brake valve.

17.10. Instructions to Loco Pilot, Guard and Assistant Guard in the use of vacuum brakes —

The Loco Pilots, Guards are being instructed in the training centre during their initial and refresher training period regarding the vacuum brake system and its use. However, they must be well acquainted with all the instructions of this Chapter and ensure strict observance.

17.11. Recording of vacuum brake particulars by Guard —

(a) The Guards must be careful to show in their journals and on the copy handed to the Loco Pilot the particulars of vacuum and number of vehicles with active/inactive cylinders on train.

(b) In all cases where the active cylinder is made inoperative or vice-versa, during the journey, the change and the stations where it took place must be noted by the Guard in his journal and on the copy handed by him to the Loco Pilot.

17.12. Locomotive Loco Pilot to blow through —

In order to prevent the accumulation of foreign bodies, moisture or dirt in the pipes of the automatic vacuum brake apparatus. Loco Pilots are instructed that before leaving shed with their engines to work a train both hose pipes must be removed from the dummy plugs and a good blow through given. This must also be done before leaving their engines in the shed after finishing the work.

17.13. Other responsibilities of staff —

(a) The working of the automatic vacuum brake by the engine Loco Pilot will not relieve the Guard of any responsibility as to the braking of the train. Guards must, therefore keep a good look-out and be prepared to apply the automatic vacuum brake or hand brake whenever necessity arise.

(b) Engine Loco Pilots must satisfy themselves that the automatic vacuum brake is in proper working order before starting and at each station where any vehicle is attached or detached. They must also test the brakes before descending steep inclines and while approaching any danger signal or terminal stations, and speed of the train must be reduced if necessary so as to enable to stop the train at the proper place. Guards must watch the speed of the trains and assist the engine Loco Pilot by the use of their vacuum hand-brakes when necessary.

(c) Unless the automatic vacuum brake is working properly while the train is on run, the engine Loco Pilot must whistle for the Guard's hand-brakes, stop the train and inform the Guard that the automatic vacuum brake is out of order, and that the hand-brakes must be relied upon for working the train to the next convenient station. Special care must be taken by the Loco Pilot and Guard as laid down in para 17.06(f).

17.14. How to locate leakage in vacuum —

Commonly the leakages are at the joints of hose pipe couplings, at the dummy plug where the trailing and the last hose pipe is put on, or at the brake-van valve. The leakage is usually detected by the hissing sound produced by the air being drawn in at the places as indicated above or at other places in case of any damage to hose pipe or train pipe.

17.15. Train with Vacuum brake —

(a) Normally trains must run fully vacuum-braked.

(b) In case of emergency when a passenger train for any reasons has to run non-vacuum-braked, the speed must not exceed 40 KMPH and Mixed and Goods trains must not exceed 32 KMPH subject to any lower speed restriction which may have been imposed over a particular section for any reason. In any case a Passenger train must not run non-vacuum over any portion of the line without the permission of the Chief Operations Manager. However, running of Non-vacuum goods train in emergency may be permitted by the DRM.

(c) In such case the load of the train must be reduced, and the Loco Pilot and Guard of the train will be responsible to see that the train is under control to stop wherever required.

17.16. Vacuum for Ghat section —

(a) In addition to the specifications on vacuum requirements and all other instructions laid down for Goods train in earlier paras, it should be further ensured that a minimum of 90% of total number of cylinders are fully operative on trains for Ghat section.

(b) If the required brake power as defined above, is not available or if the Loco Pilot doubts whether the brake power is sufficient or adequate, he has to stop the train and sufficient number of hand brakes have to be pinned down to ensure control on a down gradient.

17.17. Attaching of vehicles not fitted with Automatic Vacuum brake gear to coaching trains —

(a) Mail express and Passenger trains on the S.E. Railway are equipped with automatic vacuum brake and no vehicle either coaching or goods not fitted with automatic vacuum brake gear (vehicles with train pipe only are not so equipped) may be attached to Mail and Express trains. Only one coaching vehicle fitted with train pipe only may, however, be attached to Passenger trains provided this vehicle is protected by one or more vehicle fitted with automatic vacuum brake gear attached in rear of it.

(b) No goods vehicles fitted with train pipe only may be attached to coaching trains. Vehicles both coaching and goods fitted with train pipe only may be attached to troop trains and special trains conveying military stores, etc., but the specification of brake power laid down in Para 17.04. must be followed except if any relaxation is permitted by CME/Sr. DME/DME in case of emergency.

17.20. Application of Automatic vacuum brake from the Brake-van —

The Automatic vacuum brake may be applied from the brake-van in an emergency only. The application of the Automatic Vacuum Brake must, in such cases, be gradual as there is the risk of the train parting owing to sudden application of the vacuum brake from the rear.

17.21. Blanking 'off' Automatic vacuum cylinder —

When an Automatic Vacuum cylinder or gear on a vehicle is out of order, the cylinder must be put out of action. This must be done by disconnecting the syphon pipes from the release valve and dummying the loose and the syphon pipe with a wooden plug. A couple of wooden plugs will from part of the Loco Pilot's personal equipment to be used for the purpose when required.

17.22. Empty/Load handle on BOX type wagons.-

(a) The Box type wagons are provided with a mechanical device known as the Empty/Load box handle, by the manipulation of which, the brake power of the wagon can be increased or decreased.

(b) This equipment has been provided to ensure that the train has adequate brake power to enable it to be kept under proper control at all times, particularly on sections with heavy falling grades.

(c) When the wagon is loaded, its brake power must be increased and this is done by operating the small Empty/Load box handle (provided at the side of the wagon just below the floor) from the 'empty', position to the 'loaded' position. These two position are clearly marked on the plate on which the handle is fixed, by legend and also by colour.

(d) When, however, the wagon is empty and as such increased brake power is not necessary the Empty/Load box handle MUST BE set at the 'Empty' position.

(e) If the Empty/Load box handle is not set in the correct position, a serious accident can happen, as in the loaded condition, the train will have inadequate brake power, on the other hand, when it is empty severe application of brake will skid the wheels and cause them irreparable damage.

(f) All station and yard staff both Operating and Commercial, also Train Examining and Running staff should be fully acquainted with the operation of the Empty/Load box device fitted on BOX type wagons. The following instructions should be strictly observed:

(i) The Empty/Load handle of BOX type wagons should be put to the 'Empty' position when the wagon is empty or when it is loaded partially or loaded with light materials like bamboo, etc, so that the gross weight of the wagon is not likely to exceed 50 tonnes. The handle should be set against 'loaded' position when BOX wagon is fully loaded or if the gross weight is above 50 tonnes.

(ii) The Train Examiner will be responsible for the correct setting of the Empty/load box handle at all originating stations where the train is examined and certified fit by the Carriage and Wagon staff and at stations where the trains are passed by them. This should be recorded in the vacuum certificate also.

(iii) The Guard will be responsible for the correct setting of the empty/load box handle at wayside stations where any shunting is done or when a stabled train is picked up. The Guard must, however, be vigilant to see that when his train is detained at a station for any length of time, no unauthorised person interferes with the handle. This caution is to be exercised particularly when the train is running empty.

iv) The staff responsible for loading or unloading of the wagons should also ensure that the handle of the Empty/Load box is correctly set after loading or unloading.

II. AUTOMATIC AIR BRAKE

17.23. Principles :

In Automatic air braking system, the medium is compressed air pressure. It obtains its power from the pressure differential between control reservoir pressure and brake pipe pressure. The Brake pipe is originally charged to 5 Kg/cm^2 of the compressed air.

17.24. Description :

(a) In a train composed of completely fitted or piped vehicles, the automatic air brake may be operated on every completely fitted vehicle, provided that the Engine air hose is coupled to the first vehicle of the train by means of air hose coupling, angle cocks opened, and that each vehicles is coupled to its neighbor in a similar manner, the rear angle cock of the last vehicle being closed and the air hose placed on the air hose support.

(b) The gauges on the Engine and in the Guard's van, when the train pipe is continuous, indicate the air pressure available by reduction of which the train can be stopped. The gauges should show not less than the following;

	Engine Gauge	Guard's Van Gauge.
Passenger train …	5 Kg./Cm^2	4.9 Kg./Cm^2
Goods Train ……..	5 Kg./Cm^2	4.8 Kg./Cm^2

(c) More than 5 Kg./Cm^2 is not necessary and the air brake combination in the engine (Ag.Valve) should be so set that the pressure charged in the brake pipes not more than 5 Kg./Cm^2 as otherwise brake binding trouble is likely to be experienced.

17.25 How applied and taken off :

(a) The Brake is applied by the engine Loco Pilot or guard by reducing the brake pipes air pressure.

(b) The first application when made by the Loco Pilots should be made sharply by reducing not less than 0.4 kg/Cm^2 of air pressure initially and further reduction in step of 0.2 kg/Cm^2. The different sequence of Brake application are minimum reduction 0.4 kg/Cm^2, service applications 0.8 to 1 kg/Cm^2, full service application 1.5 kg/Cm^2 and emergency brake application, in which the maximum brake cylinder pressure attained in shortest period of time.

(c) In any emergency the brake may be applied from the Guard's van or any other vehicle of the train, where an application valve is fitted (provided the brake pipe is continuous) by pressing down the valve lever, until is needle of the gauge falls to zero. The brake is then fully applied on each fitted vehicle.

(d) Should a train on which the automatic air brake is in operation parts accidentally in the portion on which the brake is operated, the air hoses between the parted vehicles will get disconnected, and the brake will be applied, automatically on each of the fitted vehicle.

(e) The brake is released by the engine Loco Pilot by charging the air pressure by means of Loco Pilot's Brake Valve (Ag.Valve) to the same conditions as existed before the application of the brake.

(f) The automatic air brake can be released on any vehicle by pulling the release lever of the distributor. Unlike in vacuum brake the release rod need not be kept pulled till the Brake cylinder is exhausted.

(g) The brake gear should be properly adjusted so that the brake block firmly grip the wheel treads in the brake applied condition, the test for which may be done by sounding the brake blocks with a hammer.

17.26. Specification :

(a) The air hose coupling between the Engine and the first vehicle and between each piped or fully braked vehicle and its neighbor must be properly connected. The rear air hose of the piped or fully braked vehicle forming the last of the sequence from the engines must be engaged on air hose support and the angle cock closed carefully.

(b) When the air hose couplings have been connected and the angle cocks are opened, the engine Loco Pilot must charge the required air pressure 5Kg./Cm^2 and maintain it throughout the journey.

(c) Examination of trains before starting should be done as per General Rule 4.30,4.31, 4.32, 4.33 and subsidiary rules there to.

(d) Guard and Loco Pilots shall ensure at the time of taking over charge of a train, that their trains have the prescribed minimum brake power as laid down below.

(1) For Goods Trains :-

(i) There must be 5kg/Cm^2 air pressure registered in the Engine brake pipe gauge.

(ii) For the purpose of working out of the percentage of operative pistons on trains, piped vehicle should be deemed to have in-operative cylinder/cylinders. The percentage has not been expressed in terms

of vehicles or four wheeler units but only in terms of brake cylinders, since bogie wagons have two cylinders and four wheelers have one cylinder.

(iii) An active cylinder is one in which the air pressure can be admitted through the auxiliary reservoir when the pressure in the brake pipe is reduced by control from the engine and which, moreover, satisfies the stipulation that its piston would remain in pushed-out position for not less than 30 minutes after the air pressure in the brake pipe is reduced.

(iv) On step gradient sections 90% of the brake cylinders must be operative.

(v) The brake gear should be properly set to yield correct piston stroke. The piston strokes in the empty and loaded conditions shall be as follows:-

		EMPTY	LOAD
BOY	….	90±5 mm.	120±5 mm.
		-	-
BOI.	….	150mm.	150mm.
BOX' N.	….	85±10mm.	130±10mm.

(vi) No audible leak is permissible in the air brake system along the train.

(vii) there should be atleast 4 fully air braked vehicles including brake van with operative cylinders at the rear end of the train.

(viii) The position of Empty/Load Box handle on wagon should be placed on the appropriate position either Empty/Load according to the loaded condition of the wagon.

(2) For Passenger carrying Train.-

(i) From an originating station the train must have all vehicles with active air brake cylinders.

(ii) At intermediate stations not more than 10% of inoperative cylinders.(Subject to maximum of 2 cylinders only) can be permitted.

(e) When the engine is attached to the train the Loco Pilot must see that the air hose coupling on the engine is properly connected to that on the train. Both angle cocks to be closed before detaching their hose couplings of the engine and front vehicles and air hoses are engaged on respective air hose supports.

(f) The Loco Pilot must test the engine automatic air brake apparatus before leaving the shed. Should there be any difficulty in charging and maintain the required air pressure, after coupling to the train, steps should be taken to locate and remedy the fault, failing which the defective vehicle should be detached without infringing safety. Loco Pilots should ensure that the specified main reservoir pressure is maintained.

17.27. Recording and testing of Air pressure indication by guards.-

(a) (i) The Guard must record in the appropriate column in the Guard's rough journal book and Guard's train report (T 34 HF), what air pressure is indicated in the brake van gauge every time the train starts after a halt. He will not give starting signal to the Loco Pilot unless the air pressure as indicated in rule 17.24(b) is registered in his gauge or unless he is authorised by a representative of Mechanical Department to start at lower air pressure than prescribed.

(ii) At the first starting station and at all stations where the engine or any vehicles are detached from the train or any vehicles are attached to the train, before starting when the Loco Pilot has charged the air pressure, the Guard must reduce 0.4 Kg./Cm^2 air pressure by operating his brake van valve observing the indication needle and then replace his valve to normal and allow the Loco Pilot to charge the remained air pressure. Without doing the Guard must not give the starting signal to the Loco Pilot.

(iii) If the indicator is not registering correct air pressure as given in rule 17.24(b) the fact must be brought to the notice of either the Train Examiner or the Loco Pilot.

(b) Air pressure tightness test for Locomotives by Loco Pilots :-

1. Engine :- Engine should be tested for leakage test as follows:-

(A) Open the Loco angle cocks in front and in rear to allow the dirt or water to blow out and apply master gauge on rear air hose couplings. Close the front angle cock of the engine.

(B) Charge the brake pipe pressure to 5 Kg/Cm^2. Ensure 5 Kg./Cm^2 pressure is registered in the Engine brake power pressure gauge as well as in master gauge.

(C) Drop a pressure 1Kg./Cm^2 by keeping the Loco Pilot's brake valve handle in application position.

(D) Deep the cut-out cock in 'OUT' position. Wait for 60 seconds.

(E) Note, there should not be any drop in the pressure gauge in the next 60 seconds.

(F) Any drop in pressure indicates the leakage in the Engine.

G) Again charge the brake pipe pressure to 5 Kg./Cm^2 and ensure pressure is restored instantaneously.

II. On Trains :-

(A) Couple up engine air hose to the train air hose.

(B) Open rear angle cock of the brake van to allow the dirt or water to blow out and apply master gauge.

(C) Charge the brake pipe pressure to 5 Kg/Cm^2. Ensure the same amount of pressure is registered in the brake van pressure gauge and master gauge.

(D) Drop a pressure by 1 Kg. / Cm^2 by Loco Pilots, brake valve.

(E) Keep the cut-out in the loco brake valve in out position and wait for 60 seconds.

(F) A drop of 0.2Kg./Cm^2(0.3Kg./Cm^2 on longer trains) is permissible.

(G) Any excess leakage noticed is to be attended to.

(H) Again re-charge the brake pipe pressure to 5 Kg./Cm^2 and ensure the pressure restores instantaneously in brake van.

(I) Close the rear angle cock of brake van and engage the respective air hose on support.

17.28. During journey.-

(a) Loco Pilots and Guards must unscrew their hand brakes fully off before starting.

(b) Loco Pilots will be guided in the use of their air brakes and hand brakes by the orders in force.

(c) If during the journey the guard of any train finds that the gauge in his Brake van shows less than the required air pressure (unless he is satisfied that such is caused by an application of brakes) he must be prepared to apply his hand brake if required and advise the Loco Pilot of the defect at the next stopping station.

(d) The Loco Pilot and the guard must report to the Train Examining staff at the next train examining station any irregularity or defect in connection with the working of the automatic air brake which may have occurred, and the Guard must in addition, note the particulars in his journal.

(e) When fitted or piped vehicles on which the automatic air brakes are being operated have to be parted for any purpose, the angle cocks of the vehicles where they have to be uncoupled must be closed so that there may be no delay in coupling and the men put on the job are not injured.

RULES FROM OPERATING MANUAL

(f) In case of failure of the automatic air brake on any train during the journey, if the defect cannot at once be remedied, the train must proceed cautiously to the next convenient station, where the defective vehicle can be remarshalled, detached or otherwise dealt with, the speed of the train being so regulated as to enable the Loco Pilot to have full control of the train by the hand brakes. In all such cases the Guards must be on the alert and assist in stopping the train with the hand brakes.

(g) (i) When two engines are employed to draw a train, the Loco Pilot of the leading engine will be held responsible for the working of automatic air brake. The Loco Pilot of the second engine must, however in case of emergency, assist in stopping or reducing the speed of the train by applying the automatic air brake or hand brake, as may be required, but he must not maintain or recharge the air pressure.

(ii) When an additional engine or engines are employed to push a train, the Loco Pilots thereon must not interfere with the working of air brake which shall be under the control of the leading engine Loco Pilot as laid down in para (g)(i) above.

(iii) Loco Pilot of all additional engines will at all times keep the handles of the Loco Pilots brake valve in the release position.

(iv) In the event Loco Pilots of the engine in rear requiring in any emergency to attract the attention of the leading engine Loco Pilot, he shall give whistle code as laid down in G.R.4.50 and S.R.4.50.01.

Note: These Rules are laid down to avoid the serious danger which would arise if the Guard or the Loco Pilots of additional engines were to put the brake on, while the leading Loco Pilot was trying to recharge air pressure.

17.29. Stopping.-

(a) Before the train is brought to a stand, the Loco Pilot will release the brake slightly to prevent a rebound of the vehicles and an undue strain on the couplings.

(b) In case of a train becoming divided, the Guard in the rear van must put his hand brake hard on and secure it with the chain or sprag, where provided. He must also take any other precaution that may be necessary to protect his train.

(c) In controlling trains on descending long and heavy grades, Loco Pilots are cautioned against the exhaustibility of the air brake system. Loco Pilots should know what is called the sensitive brake application and should take extreme care in avoiding the fading of the brake power. After repeated brake applications care should be taken that auxiliary reservoirs where from the brake cylinders are fed are recharged to the original capacity (5Kg./Cm^2). Neglect of this rule may lead to the train going out of control.

(d) On long and heavily graded sections, when trains are braked only by compressed air pressure, it is essential that trains be stopped at suitable time intervals during the run for recouping lost air pressure in auxiliary reservoir and to ensure that train be kept under control and hence halts may be provided on such heavily graded sections either at station or in mid sections for recouping air pressure in the auxiliary reservoir and these halts wherever provided are shown in the working Time Tables. Loco Pilots while working air brake trains must ensure that they strictly observe these halts regardless of whether they are given through signals or not.

(e) The fact that after the brake has been applied the air pressure in the control reservoir gradually decrease due to leakage and that in less than half an hour the brakes may leak off altogether must not be forgotten when a train is brought to a stand on a gradient steeper than 1 in 150. In all such cases measures must be taken to guard against the possibility of a run-away. For this purpose, precautions mentioned in S.R.6.04.02(d) must be observed strictly.

The Guard must always be vigilant and be prepared to assist the Loco Pilot by applying hand brakes, if called upon to do so by the Loco Pilot and if necessary in an emergency. If the Loco Pilot requires additional brake power, the Guard and the Assistant Loco Pilot shall pin down hand brakes on as many vehicles as the Loco Pilot may consider necessary.

RULES FROM OPERATING MANUAL

17.30. Passenger Train Stopping Apparatus :

(a) Passenger carriages are fitted with an apparatus enabling passengers, in case of emergency, to partially apply the automatic air brakes and so to attract the attention of the Loco Pilot and the Guard of the train except such particular carriages/trains as may be exempted vide G.R. 4.18.

(b) On noticing the drop of pressure in the brake pipe pressure gauge, the Guard, Loco Pilot, Motorman, Asst. Loco Pilot will take necessary action as laid down in S.R.4.18.01 and 4.18.02.

(c) To reset the apparatus to enable the train to proceed, it is only necessary for the Guard or Asst. Loco Pilot to push one of the discs to its socket or to turn the disc through 90^0, as the case may be, which will cause both disc to resume their normal position and the brake blocks to get released.

17.31. General :

(a) Air Hose couplings must not be left hanging loose but must be properly secured on the air hose support provided for the purpose.

(g) When automatic air brake vehicles are placed in siding or stabled with in the station limits, the brakes must be released, and vehicles kept from moving by the application of the hand brakes if fitted, or by sprags or chains on the required number of vehicles if necessary.

(h) Guards and other concerned staff must take care that articles are not placed in Guard's vans in such a position as to come in the way of the lever of the Guard emergency valve.

17.32. Instructions to Loco Pilot and Guard on the use of Air Brakes :

Loco Pilots and Guards are being instructed in the training Centre during their initial and refresher training period regarding the air brake system and its use. They must be well acquainted with all the instructions of this chapter and ensure strict observance.

17.33. Recording of Air Brake particulars by Guards :

(a) The Guards must be careful to show in their journals and on the copy handed to the Loco Pilot the particulars of air pressure and number of vehicles with active/in-active cylinders on train.

(b) In all cases where the active cylinder is made inoperative or vice-versa, during the journey, the change and stations where it took place must be noted by the Guard in his journal and on the copy handed by him to the Loco Pilot.

17.34. Locomotive Loco Pilot to blow through :

In order to prevent the accumulation of moisture and dirt in the pipes of automatic air brake apparatus Loco Pilots are instructed that before leaving shed with their engine to work a train, a good blow through should be given with the Loco Pilots brake valve by opening the front and rear angle cocks. A through blow should be given by opening the dummy plus of main reservoir also. The accumulated moisture and oil will be drained out. Likewise before engine is attached to the train, the rear hose should be opened and blow-through given. After the engine is attached to the train and the rear air hose of the engine and the air hose of the first wagon of the train air hose coupled, the blow-through should be given by opening the rear angle cock of the last vehicle.

17.35. Other responsibility of staff :

(a) The working of automatic air brake by the engine Loco Pilot will not relieve the Guard of any responsibility as to the braking of the train. Guards must therefore keep a good look-out and be prepared to apply the automatic air brake or hand brake should any necessity arise.

(b) Engine Loco Pilot must satisfy themselves that the automatic air brake is in proper working order before starting and at each station where any vehicle is attached or detached. They must also test the brakes before

descending steep inclines and while approaching any danger signal or terminal station; the speed of the train must be reduced if necessary so as to stop the train at the proper place. Guards must watch the speed of the train and assist the engine Loco Pilot by the use of their air brake and hand brake when necessary.

(c) Unless the automatic air brake is working properly while the train is on run, the engine Loco Pilot must whistle for the Guard's hand brakes, stop the train and inform the Guard that the automatic Air Brake is out

of order and that the hand brakes must be relied upon for working the train to the next convenient station. Special care must be taken by the Loco Pilot and Guard as laid down in Para 17.06(f).

Note :- Special precautions to be observed on Ghat sections shall be laid down in the working Time Table and also in the Special Ghat Section Rules by the Divisions.

17.36. How to locate leakage in Air pressure :

Normally, the leakages are at the joints of the Air hoses couplings namely at the palm ends and at nipples, at angle cock spindles, at the grip seal joints on main brake pipe, branch pipe etc. The leakage is usually detected by hissing sound produced by the air blowing-off. For detection of minor leaks, soap solution can be applied at joints where bubbles will be formed if leakage exists.

17.37. Trains with air brakes :

(a) Normally, trains must run fully air braked.

(b) In case of emergency when a passenger train, for any reason has to run non-air braked, the speed must not exceed 40 KMPH and for mixed and goods trains, must not exceed 32 KMPH subject to any lower speed restriction which may have been imposed over a particular section for any reason. In any case, a passenger train must not run non-air braked over any portion of the line without the permission of the Chief Operation manager. However, running of non-air braked goods train in emergency may be permitted by the DRM.

(c) In such case, the load of the trains must be reduced and the Loco Pilot and Guard of the train will be responsible to see the train is under control to stop wherever required.

17.38. Air pressure for Ghat section —

(a) In addition to the specification on air pressure requirements and all other instruction laid down for goods trains in the earlier paras, it should be further ensured that a minimum of 90% of total No. of cylinders are fully operative on train on ghat section.

(b) If the required brake power, as defined above is not available or if the Loco Pilot doubts whether the brake power is sufficient or not, he has to stop and sufficient number of hand brakes have to be pinned down to ensure control on a down gradient.

17.39. Attaching of vehicles not fitted with automatic air brakes to catching trains —

(a) Mail, Express and passenger train on S. E. Rly. are so far equipped with automatic vacuum brake only, and in case they are fitted with automatic air brakes, brake piped vehicles (vehicles fitted with only brake pipe and not with distributor valve, brake cylinder, brake rigging etc.) may be attached not more than one. Such vehicle attached on a passenger train should be protected by one or more vehicles fitted with automatic-air brakes attached in rear of it.

(b) No goods vehicle fitted with brake pipe only is permitted to be attached to a coaching train. Vehicles, both coaching & goods, fitted with brake pipe only, may be attached to troop trains and special trains conveying military stores etc., but the specification of brake power laid down in para 17.26 must be followed except if any relaxation is permitted by CME, Sr. DME / DME in case of emergency.

RULES FROM OPERATING MANUAL

17.42. Application of automatic air brake from the brake van —

The Automatic air brake may be applied from the brakevan in an emergency only. The application of Air brake must, in such cases, be gradual, as there is risk of the train parting owning to sudden application of the air brake from the rear.

17.43. Blanking "off " automatic air brake distributor valve —

When an automatic air brake distributor valve or its brake cylinder on a vehicle is out of order, the distributor valve and brake cylinder must be put out of action. The brakes of the individual wagon can be isolated by shutting off the isolating cock. This isolating cock is either fitted on the distributor valve itself, or on the branch pipe connecting the brake pipe to the distributor valve.

17.44. Empty / load handle on special type bogie fitted wagons —

(a) The special type bogie fitted wagon with higher carrying capacity are provided with a mechanical device known as empty / load box, by the manipulation of which the brake power of a wagon can be increased or decreased.

(b) This equipment has been provided to ensure that the train has adequate brake power in the empty as well as loaded condition of the wagon to enable it to be kept under proper control at all times.

(c) When the wagon is loaded, its brake power must be increased and this is done by operating a small Empty / Load Box handle (provided at the side of the wagon just below floor), from the "Empty" position to the "Loaded" position. These two positions are clearly marked on the plate on which the handle is fixed, by legend and also by colour.

(d) When, however, the wagon is empty and as such increased brake power is not necessary, the Empty / Load Box handle MUST BE set at the "Empty" position.

(e) If the Empty / Load Box handle is not set in the correct position a serious accident can happen, as in the loaded condition the train will have inadequate brake- power, on the other hand, when it is empty, severe application of brake will skid the wheels and cause them irreparable damage.

(f) All Station and yard staff both operating and commercial, also train examining and running staff should be fully acquainted with the operation of the Empty / Load Box device fitted on special type bogie fitted wagons. The following instructions should be strictly observed :

(i) The handle of Empty/load Box should be at the "Empty" position when the wagon is empty or when it is loaded with light materials like bamboo etc., so that the gross weight of the wagon is not likely to exceed 50 tonnes. The handle should be set to "loaded" position when the wagon is fully loaded or if the gross weight is above 50 tonnes.

(ii) The Train Examiner will be responsible for the correct setting of the Empty / Load Box handle at all originating stations where the train is examined and certified fit by the Carriage & Wagon staff and at stations where the trains are passed by them. This should be recorded in the Air pressure brake certificate also.

(iii) The Guard will be responsible for the correct setting of Empty / Load Box handle at Wayside station where any shunting is done or when a stabled train is picked up. The Guard must however, be vigilant to see that when his train is detained at a station for any length of time, no unauthorised person interferes with the handle. This caution is to be exercised particularly when the train is running empty.

(iv) The staff responsible for loading or unloading of the wagons should also ensure that the handle of Empty / Load Box is correctly set after loading or unloading. Just before unloading commences, the Empty / Load Box handle should be changed to "Empty" position

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RULES FROM OPERATING MANUAL

CHAPTER XVIII

TRAIN LIGHTING

18.01. Electrical Equipment in Coaching stock –

(c) Flying Squad Fitters are provided in certain Mail and Express trains in addition to the Train Lighting staff in the Train Lighting Depots and the stations on route. Guards are to ensure proper accommodations for Flying Squad Fitters and report any defects in the train to them in order to get the defects rectified while on run.

18.02. Marshalling of coaches –

(i) Rakes should be marshaled in such a manner that equipped coaches and unequipped coaches are distributed evenly over the train so that two unequipped coaches are not marshalled side by side. On a rake not less than 80% of the total number of coaches should be equipped coaches. Non-electrified coaches should not be marshalled inside a block rake. Parcel Vans also should be marshalled outside the passenger coaches.

(ii) If for any reason any coach is marked sick or booked for repairs, the coach after being repaired should go back to the same rake. When for any cause a coach is detached from a Mail, Express or a passenger train, the Station detaching it should at once send a message wire to the next station where spare coaching stocks are based, as also the concerned control advising the class and type of vehicle detached, so that steps may be taken to replace the vehicle on the rake at the earliest possible opportunity.

(iii) With the technical developments and the superiority over the conventional 24 Volts system, certain rakes are working on same principle but at different voltage. When any coach working 24 Volts is required to be marshalled, it should be so marshalled that continuity of original system is not disturbed. Further as far as possible all the 24 Volts coaches, on such trains should be marshalled together at one end, to make it easy to connect them together in the case of failure of generating equipment on these coaches.

18.03. Control of lights and fans –

(a) With a view to preventing an undue drain on batteries, lights and fans on train service coaches are to be switched on as follows :-
   (i) Local or branch line trains – Half an hour before starting time.
   (ii) Mail, Express and Passenger trains : - As soon as the rake is backed on the platform line or one hour before the departure of the train whichever is later.

(b) On termination of a train, after the passengers alight the Train lighting staff must switch off the fans and lights.

18.04. Guard's duties. –

(a) On taking over a train, the Guard must satisfy himself that the lights and fans and the side and tail lamps are in working order.

(b) To avoid wastage of electrical energy, in the morning when there is clear day light, the lights and fans must be switched off and then fans only switched on if required.

RULES FROM OPERATING MANUAL

18.05. Failure of lights and fans on coaches –

If the train lighting staff or Carriage and Wagon staff cannot rectify a defect before the departure of the train, they will inform the respective Divisional Electrical Engineer and the Train Lighting staff at the station ahead by sending message. The Guard will advise the Section Controller through the Station Master, in case of failure of lights and fans enroute the Guard should take necessary action as far as practicable to rectify the fault. If he fails, he should inform the Train Lighting staff at the station ahead over walkie-talkie set or through ASM on duty on control phone.

18.08. Fire on Electrically fitted carriage –

(a) In the even of electrical fittings in a coach catching fire, the Guard / Loco Pilot/any other on duty staff on train shall take all possible actions to stop the train and the Guard shall –

(i) Remove the battery fuse ;

(ii) Remove the dynamo belt;

(iii) See that the fire is extinguished;

(iv) Remove loosely hanging wires, if any;

(b) If there is any Generator Car marshalled in the rake, the Guard should ask the staff accompanying the Generator Car to shut down the Generator and cut off the supply.

(c) In case of wood work of the coach catching fire, all possible steps with available means shall be taken to prevent it from spreading and to extinguish it. In this connection the stipulation of G.R. 6.10 and S.R. 6.10.01(a) and 6.10.02 should also be followed.

(d) In case of fire on train in mid-section, the Guard/Loco Pilot of the train shall give immediate intimation to the controller and other concerned over portable telephone or other means if the fire cannot be extinguished at the initial stage.

18.12. Emergency lighting equipment in brake van of passenger carrying trains –

(a) All trains carrying passenger except EMU shall carry Emergency lighting equipment in a portable sealed box in the brakevan

(b) The emergency Lighting Equipment consists of the following items :

(i) Tripod Stand.

(ii) Platform with 2 Automobile Headlights and a 3-pin socket.

(iii) One hand lamp and Kent Coupler socket wired with 2 core TRS cable.

(iv) One kent coupler socket and 3-pin plug with connecting TRS cable.

(c) Procedure for assembling ;

(i) Tripod stand is to be fixed in position.

(ii) Automobile Head light would be installed fixing them in the direction to be focused according to circumstances.

(iii) Plug is to be fixed in the socket provide at the Tripod stand and kent coupler to the kent coupling socket of the coach.

(iv) The emergency light should be coupled up or connected to the coach which has its batteries in good condition. In case there is no coupler or no current in the coupler, the wire may be directly connected to the battery.

(v) The hand lamp may be used for illuminating any place where the projector light does not give adequate illumination or where close inspection is necessary.

(d) Training to the Guards :- The Guards are trained at the Zonal Railway Training Institute during their initial and Refresher course of training in the use of emergency lighting equipment in the event of accident to a

Passenger carrying train. It is the duty of every Guard to be fully acquainted with the technique and procedure for using these lights and to bring these lights into use when necessary.

(e) The Guard should personally satisfy himself that the equipment is in good working order before taking over from the Train Lighting staff/Station Masters Guards at originating or interchanging or Guards changing stations and should sign in the register maintained at the station and make an endorsement in the Guard's ticket. He is personally responsible for loss or damage to the equipment during the period the equipment under his custody. The TAR (Elect) while handling over the E.L. Box to the Guards will test the same in their presence.

(f) Custody of the emergency lighting equipment :- The emergency lighting equipment is distributed by the SSE/SE/JE(Electrical) of base stations wherever SSE/SE/JE(Electrical) are posted. At those stations where SSE/SE/JE(Electrical) or TLMs are not posted, it will be in the custody of the Station Master. The SSE/SE/JE(Electrical)/Station Master will be responsible for the safe custody of the emergency lighting equipment in his care.

(g) Handing over the equipment at the originating or interchanging stations :-

Before a train leave its originating or interchanging station, the SSE/SE/JE(Electrical)/Station Master will handover the emergency lighting equipment to the Guard of the train and take an acknowledgement of the Guard in a register which must be opened separately for this purpose.

(h) Handing over of the equipment from the Guard to Guard :-

When the Guard of the train changes, the emergency lighting equipment should be handed over to the outgoing Guard by the incoming Guard with acknowledgement duly signed.

(i) Handing over of the equipment at the terminal stations :-

At the terminal station, the emergency lighting equipment will be taken over from the Guard by the SSE/SE/JE(Electrical) in case of those stations where SSE/SE/JE(Electrical) are posted or by the Station Master in respect of other stations. The SSE/SE/JE(Electrical) or the Station Master shall hand over the emergency lighting equipment of the Guard on the pairing rake on its return trip duly taking acknowledgement in the register.

(j) Handing over the equipment at the junction interchange point with other Railways:-

In the case of rakes which continue their run on other Railways, the emergency lighting equipment will be removed at the junction interchange station and handed back to the Guard of the return train.

RULES FROM OPERATING MANUAL

For the maintenance and proper watch over the movement of the emergency lighting equipment, a register will be maintained by the SSE/SE/JE(Electrical) / Station Master at the originating/ Terminating/junction inter-change station showing the movement of emergency lighting sets.

(k) Branch line train :-

For branch line train service for which the same rake returns after a short halt at the terminal station, the emergency lighting equipment should not be removed at terminal station. The equipment will be in the custody of the Guard till it is returned by the Guard at the base station.

(l) Breaking of seal :-

The equipment will be handed over to the Guard in sealed condition. In case any necessity arises for breaking the seal, the Guard concerned should make an entry in the journal kept inside the box giving reasons for breaking the seal. The Guard should while handing over such equipment to either originating or interchange or terminal stations, also sign in the register maintained at the station for having handed over the equipment with the seal in broken condition. The SSE/SE/JE(Electrical) should check and test the equipment thoroughly before putting fresh seal on such boxes. At stations where the equipment is handled by the Station Masters, the concerned Station Master should inform the Electrical staff of having received the equipment with the seal broken and the Electrical staff after thoroughly checking and testing the equipment should seal the same.

18.15. Engine Head Lights –

(a) The Loco Pilot should carry with him, a spare Engine Head Light bulb. In the event of the bulb fusing, the Loco Pilot should replace it. The Loco Pilot should ensure that the train is not detain abnormally on this account.

(b) The Loco Pilot should not tamper with the Engine head light wiring and fittings for temporary lighting in the locomotive since such temporary lighting causes failure.

18.17. DRS Cards –

The deficiencies of electrical fittings in Passenger carrying trains are recorded in these Cards.

Guards should ensure that the train leaves with the DRS Cards. He should return the DRS Cards at the destination station to the Electrical staff. In case DRS Cards are not provided, the Guard should obtain a certificate from the Electrical staff and record the same in his ticket with reasons for not receiving DRS Cards.

RULES FROM OPERATING MANUAL

CHAPTER XIX

ELECTRICAL TRACTION

Safety Measures to be observed in A.C. Traction Areas.

19.01. General and Subsidiary Rules. –

Brief references to important rules required to be followed by Loco Pilots, Guards Station / Yard staff etc. in their day-to day work have been given in this Chapter. These are, however, illustrative and not exhaustive, Loco Pilot should ensure that these instructions as well as those contained in Chapter XVII of the General Rules and Subsidiary Rules there to and also those contained in the A.C. Traction Manual are

known to their crews as far as they are concerned. Guards should similarly ensure that their Assistant, Train Hamals etc., are conversant with these rules. Station Masters and Yard Master will similarly make their staff conversant with these rules.

19.02. General Safety Precautions. –

(i) All staffs are warned that contact with or approach within 2 metres of any live portion of the 25KV traction overhead equipment, unless protected by screen as per rules, is dangerous and should be strictly avoided (G.R.17.04 and Subsidiary Rules there to). The zone with in 2 metres of any live portion of OHE equipment is to be treated as dangerous.

(ii) Not withstanding the above, the Loco Pilot of an electric locomotive is permitted to change the head-light bulb of the locomotives while standing on the buffer beam projection at the floor level of the cab.

19.03. Movement of Diesel locomotives on electrified sections. –

(i) Fueling of the loco shall only be carried out in yards outside the electrified zone.

(ii) Watering of carriages:- Normally, all passenger carriages to move on the electrified sections, should be fitted with the side filling arrangement so that the water can be filled in the tanks from the ground level only.

In the case of coaches equipped with conventional arrangements for filling of water from the roof only, the filling of water in the coaches shall be resorted to only on the non-electrified lines. However, the watering of such coaches suitable for filling from the top only, may be done at specific places where special sectioning arrangements for overhead equipment are provided and authorised traction staff posted for according 'Permit to work'.

19.04. Unwired Tracks –

No electric locomotive with pantograph raised shall under any circumstances be taken to an unwired section. All levers in cabins giving access to an unwired line have a yellow point mark warning the Levermen against setting the unwired lines for electric locos.

19.06. Section Insulators. –

In order to isolate up and down running lines and also sometimes Main and loop lines or different grids in the yard, the cross-over connecting Up and Down lines or cross-over/turnouts connecting main and loop lines or different grids of the yard are provided with section insulators so that when one line or grid is made electrically dead or there be any fault on the same, the other line/grid is not affected. The speed of the electric locomotive with pantograph raised over such section insulators shall not exceed 30KM per hour subject to any other speed restriction which may be in force.

When one of the two sections separated by a section insulator is dead, the pantograph of the electric locomotive on the live section shall not proceed closer than 10 metres towards the section insulator marking the end of the dead section.

19.07 Fire. –

Regarding fire on or adjacent to any electrical equipment, refer to G. & S.R. 6.10.02, 6.10.03, 6.10.04 and 6.10.05.

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RULES FROM OPERATING MANUAL

CHAPTER XXI

FIRE FIGHTING

21.03. Fire Fighting equipments. –

(a) DCPT fire extinguisher. This is dry chemical powder type fire extinguisher, 5kgs weight, IS:2171/1985 dry chemical powder to IS: 4308/1982, Gas cartridge for fire extinguisher to IS: 4947/1982. The fire extinguisher should be completed with dry chemical powder, cartridge and fitted with high pressure discharge hose with brass nozzle and gun metal cap.

(b) (i) Fire fighting appliances should be kept in places easily accessible and the staff must know the location where the fire appliances like hydrant hose-pipe, extinguishers, buckets, etc are installed.

(ii) All Station Masters and Supervisors concerned shall maintain a list of the fire fighting equipment available at their station / shed offices and all the staff working under them must be conversant with the use of the same.

(iii) The Station Master and Supervisors concerned shall see that the Water buckets and sand buckets are properly kept filled with water and sand respectively. They should give prompt information to the official in charge of the (Fire station) of the jurisdiction whenever the fire extinguisher is used or in case of any defect or deficiency in fire fighting appliances.

21.05. Fire extinguishers in Coaching trains. –

(a) Fire extinguishers are provided in each brakevan of all coaching trains, RMS Vans, Dining Cars, A.C. Coaches and Inspection Carriages.

(b) In brake van of coaching trains :-

(i) The SSE/SE/JE(C&W) AT originating station shall be responsible for the maintenance of required stock in good condition and supply of fire extinguishers in brakevan of passenger carrying trains. Each brakevan (SLR) shall be provided with 2 numbers DCPT type Fire extinguishers.

(ii) A serial number with the depot station code should be painted on each fire extinguisher.

(iii) A register for the fire extinguishers of the brakevan should be maintained at the respective base station. The particulars of movement of fire extinguishers and servicing should be entered in this register.

(iv) The SSE/SE/JE(C&W) will take signature of the Guard in a register maintained at the originating station while handing over the fire extinguishers in the brakevan. Similarly, the Guard will also take the signature of SSE/SE/JE(C&W) while returning them.

(v) Guards working coaching trains must verify before starting their trains from the originating station that the fire extinguishers are supplied and seems to be in working order. In case of any defect or deficiency, the Guard must bring it to the notice of SS/SM/GASM/Train Inspector who will arrange for immediate replacement. If a passenger carrying train leaves the originating station without fire extinguisher the SM/SMR should send a report to Sr. DOM/DOM for immediate further action.

(vi) When the Guard of the train changes, the fire extinguisher should be handed over to the out going Guard by the incoming Guard with acknowledgment duly signed. But at interchange point with other Railways, the fire extinguishers should be taken over by the SSE/SE/JE(C&W) from the incoming Guard and handed over to the Guard of the pairing train. To keep such particulars of taking over and handing over, a register should be maintained and Guard's signature obtained there in.

RULES FROM OPERATING MANUAL

(vii) A spare stock of fire extinguishers should be maintained by the SM/SMR of all base stations so that in case of any fire extinguisher found defective or deficient it may be replaced readily.

(viii) The sectional DTI, Safety Counselor, Fire Inspector and other officials will frequently conduct check in regard to provision of fire extinguishers in Brakevan.

(ix) In case a coaching train terminates at an intermediate station for any reason, the SSE/SE/JE(C&W) will arrange to take over the fire extinguishers from the Guard and send them to the base station in consultation with he Sectional Controller.

(x) The case of non-receipt of fire extinguishers at the terminal/originating station or at junction/interchange point though supplied to the brakevan should be reported by the SS/SM of terminal/originating station to all concerned officials for necessary action.

21.10 Fire Alarms. –

A proper fire alarm is the quickest means to warn staff about the out break of fire. On noticing a fire, the alarm is to be rung or sounded at once. As soon as a fire breaks out, any of the following fire alarm as provided shall be used immediately:-

(i) Electric Siren Should be sounded continuously for 5 minutes.

(ii)	Shed Hooter	-do-
(iii)	Engine Whistle	-do-
(iv)	Hand Bell (made of B. G. Rail piece)	-do-
(v)	Electric Fire Bell	Button should be pressed to "ON' to ring the fire alarm bell continuously for 3 minutes.

21.11. Action to be taken in case of Fire. –

(a) Any staff whether on or off duty noticing fire shall :

(i) Raise the fire alarm immediately.

(ii) Take all possible action to extinguish the fire without any loss of time.

(iii) Use the available fire extinguishing appliances properly and promptly.

(iv) Inform the nearest "Civil Fire Station" by the quickest means about the exact location and type of property involved.

(b) Immediate information should also be given to Police Station, RPF post, SSE/SE(Works) an concerned Railway officials of the department whose property is involved in the fire.

(c) The senior most Railway official present at the site of fire, shall see that every action is taken to extinguish the fire and also to prevent theft and other miscreant activities. RPF/police officials present at the site of fire will be responsible to guard the property during the occurrence and after. The senior most fire fighting official present at the site of fire, will ensure proper utilization of the Fire fighting facilities.

(d) As far as practicable, the documents and all movable property adjacent to the fire, should be removed to a safer place under the direction of the responsible staff of the department concerned. A list of the property/documents so removed should be prepared in duplicate.

(e) In case of fire in a sealed wagon, the seals, locks/rivets should be immediately broken (in absence of key of the lock) and the door opened in presence of Station Master/Yard Master/Goods Supervisor/Goods Clerk as the case may be or in presence of Guard when fire on a wagon is in mid-section.

(f) As soon as fire breaks out in the yard, all shunting operation in the vicinity of the affected area should be stopped except for removal of all coaches and wagons from either side of the affected wagon(s)/Coaches(s). Wherever possible, the affected wagon(s)/Coach(s) should be immediately drawn out and placed under the water column or nearest to the hydrant.

(g) In case of fire on train or sleeper, the train staff and Station Master on duty shall also take the action as mentioned in G.R.6.10, S.R.6.10.01, or S.R.6.10.02 as the case may be.

(h) In the event of fire on any part of traction electrical equipment or electrical engine, action as indicated in G.R.6.10, S.R.6.10.03, 6.10.04, 6.10.05 shall be taken.

RULES FROM OPERATING MANUAL

CHAPTER XXII

DUTIES AND RESPONSIBILITIES OF STAFF

22.02. Wearing of Uniform. –

(a) Every Railway servant who is provided with uniform, must appear in full uniform when on duty and attending any enquiry or Training School or appearing before selection Board. Those who have not been supplied with uniform, must come on duty properly and clearly dressed.

(b) Guards of all trains before coming to the platform/yard for taking charge of train shall wear their uniforms as prescribed by the administration.

(c) Station and other staff must be neatly and cleanly dressed in full uniform particularly at the time of a passing trains of any kind.

(d) It is the duty and responsibility of each railway servant to get their uniform properly cleaned and ironed before use.

22.03. Attendance of Guards. –

(a) It must be distinctly understood that Guards are liable to be called upon for duty at any time.

(b) The putting of the names of Guards in the Station Roster will be considered sufficient intimation that their services are required at short notice.

(c) Guards, though they may be scheduled to work a certain train, should not absent themselves from Railway Quarters or their fixed residence on the strength of such schedule without giving the Station Master/Chief Controller/Yard Master (who may be controlling the Guards) notice of where they may be found if required in any emergency. The Guard booked for any train should be prepared to work any other train, should it be necessary.

(d) When unable to go out with a train for which they may be in turn owing to sickness, they must give timely notice (at least four hours before the schedule departure of their train or the expected time of Call Book), of the fact to the Station Master/ Yard Master/Chief Controller in order that arrangements may be made to fill their places. Reporting sick on the Call Book when sent to warn them for duty will not be considered timely notice.

(e) Guards absent from duty without leave or medical certificate from a Railway Medical Officer, will render themselves liable to punishment.

22.04. Guard's responsibility regarding equipment. –

(a) Every Guard before taking over a train shall ensure that his equipment and brakevan equipment (in case of train carrying Passengers) are complete and in good condition. The loss, damage or deficiency of any item as mentioned in G.R.4.19 and S.R. there to must be promptly reported by the Guard to the Chief Controller /Station Master/Chief Yard Master/Yard Master concerned.

(b) It will be the personal responsibility of the Guard to keep his books corrected upto date.

(c) Following are the complement of Brake Van equipment for Coaching trains :-

RULES FROM OPERATING MANUAL

	Item	No.	Maintained/Supplied by
1.	Portable Control Telephone	2	Jr. Eng. (Tele)
2.	Portable trains lighting equipment	1	Jr. Eng. (Elec.G)
3.	Portable fire extinguisher	2	Jr. Eng. (C&W)
4.	Wooden wedges/skids	2	Jr. Eng. (C&W)
5.	Stretcher	1	SS / SM

Equipment would be loaded and run on end to end basis and will be kept in the Cup Board provided in the Brake Van in locked condition by universal key.

No Coaching train shall start without full complement of Brake Van equipment.

Proper arrangement in the form of close Cup Board would be provided in the SLR by Mechanical Deptt. For keeping the Brake Van equipment in locked condition.

In case of non-availability of Guard in the front Guard Van, it would be pad locked and the key should be kept with the Guard of the train to avoid application of Brakes by outsiders.

22.05. Duties of Guards when taking over charge of a train.-

All Guards while taking over charge of trains in addition to the stipulation in G.R.4.34 and S.R. there to shall ensure that -

(a) The vehicle guidance / Wagon Way bill of the train is collected and personally satisfy by actual check that the vehicle/wagons as per vehicle guidance/wagon way bill are correct on train and labels of wagons, seals and rivets of sealed wagons are intact.

(b) The doors of all goods wagons are properly closed/secured and fastened.

(c) All the screw couplings on train are tightened properly with out slackness.

(d) The brakevan is fitted with vacuum guage/air pressure indicator and Pressure available as mentioned in para 17.02 or 17.24 of this Manual.

(e) The train is provided with prescribed brake power as indicated in para 17.04/17.26.

(f) The train is not wrongly marshaled. In case of any defect or deficiency with the train or wagon/vehicle, it must at once be brought to the notice of the Station Master or Yard Master as the case may be and the defect/deficiency made good. If the defect or deficiency is such as would interfere with the safe running/working of the train, the train shall not be allowed to leave the Station/Yard until the defect/deficiency has been removed or the wagon/vehicle concerned has been detached. Refer G.R. 4.35 and S.R. there to.

22.06. Guard's duties in regard to lost articles. –

(a) On arrival of a Passenger train at its destination, the incoming Guard shall, in company with the RPF examine all carriages to see if any property has been left behind by passengers, and if so, hand it over to the Station Master, who must give the Guard a receipt for the same, which will be attached to his Train Report. In the case of Goods vehicles all locks, seals and rivets must be carefully examined and necessary seal memo obtained from the RPF staff.

(b) Whenever any lost property is found in a carriage on a train at a road-side station, it is the duty of the Guard incharge of the train to report the matter to the Station Master in writing, and then take the article in his van to the next Guard-changing or terminal station where it should be handed over to the Station Master who will enter it in the Station Lost property Register and get the signature of the Guard against the entry.

(c) Guards working siding in the colliery or industrial areas and on other sections of the line must pick up and make over to the nearest Station Master and articles of Railway material that may be found lying around the sidings and all such materials must promptly be forwarded to the nearest Train Examiner. The train should not, however, be stopped out of course for the purpose except in the case of materials of great value. Information in other cases, may be given to the Station Master of the next station for advising the Permanent Way Gang.

22.07. Guard's duties in respect of vehicles/wagons attached/detached:

Guard's in charge of trains shall enter the number, owning Railway and description of all vehicles / wagons attached to their trains and the names of the stations to and from which booked, in their Rough Journal and on the reverse of their Train Report in the space for remarks. Those particulars must be taken by Guards direct from the labels affixed to the vehicle/wagons on their trains and not merely copies from the Wagon Way bills prepared by

the Trains Clerk. Guards shall further carefully check the entries in the Wagons Way bills with the particulars shown in the labels and see that the labels contain necessary particulars and that there is a label on each side, and that the door seals and rivets on both sides of sealed wagons are intact. Should any mistake or deficiency discovered, the Station Master or the Trains Clerk shall be asked to rectify the same and until this is done the train must not be started. Similarly, the Guard must record in the wagon way bills the particulars of wagons detached and also record the same on the reverse of the Train Report.

22.08. Guard's responsibility in respect of train papers. –

(a) The Guard in charge of the train will be responsible to maintain the Guard's Rough Journal book and keep it up-to date during the journey of the train. At guard changing station, the Wagon Way Bill/Vehicle consists, DRS cards, Way-bill, Summaries etc, must be carefully examined by the Guards when handling over and taking over charge, and any discrepancy or remarks recorded should be jointly signed by the relieving and the relieved Guard.

The Guards should make out their train reports on the journey and complete immediately on arrival of their train at destination. Three copies of train report (T.34 HF) must be handed over by the Guard to the Loco Pilot/Assistant Loco Pilot of the train at Guard or crew changing station or at terminal station as the case may be, the Loco Pilot should ensure to depute his Assistant Loco Pilot to collect the train report from the Guard. In case of no assistant to the Loco Pilot, the Guard will be responsible to hand over the train report personally to the Loco Pilot. Under no circumstances must such handing over be delayed involving detention to trains.

(b) Reports at destination -

(i) Guards shall prepare and hand over at the end of their journey (before they go off duty) to the Control Office, Station Master or Trains Clerk, Roster Clerk according to the local order in force, the following train paper and obtain signature in their Rough Journal Books :-

For Goods Train	…	Wagon Way Bill / Vehicle guidance consist, Train report.
For Transship Trains	…	Wagon Way Bill / Vehicle guidance consists, Road Van summaries and Tranship Guard's journal.
For Coaching Trains (viz., Mail, Express, Passengers, Mixed and Local Trains)	…	Wagon Way Bill / Vehicle guidance consist, Train report.

RULES FROM OPERATING MANUAL

(ii) In addition the Guards of coaching trains shall hand over the Summaries of Parcels and Luggage etc. to the Station Master/Parcel Clerk/Booking Clark at the destination station.

(iii) In case of local trains, such as those running between Kharagpur and Midnapur, Howrah and Panskura or any intermediate station or any other trains turned to make short trips, the train reports may be made out for each round trip.

(iv) While preparing the train report the Guard must also indicate if any special load on train, such as live stock, perishable or oversize, Inspection Carriage or reserved carriage etc. or any unusal occurrence or any deficiency in rolling stock, weather condition, shunting by train engine etc.

(v) The train report of material train should be prepared after a day's work is finished and handed over to the Staion Master/ Train Clerk/Roster Clerk as the case may be at stabling station.

(vi) At the close of each day these documents must be submitted duly entered in transmit memo to the official concerned. All concerned must take special care in preparing and submission of these documents.

22.09. Travelling on foot-boards of trains in motion. –

(a) Under no circumstances is any one to ride on, or walk along the foot-board of any Passenger train when the same is in motion. The Train Guard and the TTEs on the trains and the Station Masters on duty at starting and stopping stations must ensure this.

(b) Staff and licensed coolies are forbidden to jump onto the foot-boards of carriages or to run along side trains entering stations; they must take up their proper position on the platform and wait there until the train comes to a stand. The Station Master on duty at the station will ensure this.

22.10. Attendance of Crew at Sheds. –

(a) It must be distinctly understood that engine crew are liable to be called up at any time for duty.

(b) The booking of engine crew in the "shed duty list" exhibited in the running shed will be considered sufficient intimation that their services are required. In the case of illiterate staff, the SSE/SE(Loco) or the Shedman must personally explain to him his position for duty as shown in the "Shed duty list".

(c) Engine crew though scheduled to work a certain train, should not absent themselves from Railway premises or their fixed residence on the strength of such schedule without giving the SSE/SE(Loco) or the Crew Controller or SSE/SE(Elect) notice of where they may be found if required in an emergency. The Loco crew booked for a certain train should be prepared to work any other train, when called upon to do so by the SSE/SE(Loco), SSE/SE(Elect), Crew Controller or the Power Controller on duty.

(d) When unable to go out with a train for which he may be in turn owing to sickness, etc., they must give timely notice (at least four hours) of the fact to the SSE/SE(Loco) in order that arrangements may be made to fill their places. Signing sick on the Call Book when sent to warn them for duty will not be considered timely notice.

(e) Engine crew absent from duty, without leave or medical certificate from a Railway Medical Officer, will render themselves liable to punishment.

22.11. Time allowed to Loco Pilots for examining/making over engines. –

(a) Loco Pilots must examine their engines before leaving the shed. The time allowed to outgoing Loco Pilots for examining the engine before departure from the "Bahar" line and to incoming Loco Pilots to make over their engines after return to the Loco limits will be prescribed for each shed by the Divisional Railway Manager. The Loco Pilot must ensure that the time is not exceed. Refer S.R.4.04.03 in this connection.

RULES FROM OPERATING MANUAL

22.12. Time allowed for the engines between Shed and Yard. –

(a) Each Divisional Railway Manager will prescribe the time allowed for outgoing engine to travel from "Bahar" line to the train and the incoming engine to travel from the train to the "Bahar" line. The Loco Pilots must ensure that the time is not exceeded.

(b) Arrangements for recording the time of arrival at the "Bahar" line or the time of returning to Loco limits have been made at the junction of Traffic and Loco limits. The Loco Pilots must record there on the time of arrival and also detention, if any, for being taken out of "Bihar" line or release for Shed.

(c) The time ahead of the scheduled departure of trains by which the outgoing engine is To be placed on "Bahar" line is prescribed for each Shed. The Loco Pilots must ensure that the outgoing engines are placed in the "Bahar" line within the time prescribed. Any failure to turn up at the "Bahar" line Register with the reasons there for.

(d) The movement of engines in big yards will be controlled by Shunt signals and other signals. The Loco Pilots must make themselves conversant with the same and move their engines accordingly.

Note : Further details about the duties and responsibilities of Loco Pilots have been given in Loco Pilots Rule Book.

22.13. Attaching engine on train. –

Whenever any engine with or without vehicle/vehicles is to be attached on to a train enroute or during shunting at road-side station, care must be taken to come on to the train/vehicle with great caution and to avoid bump. Refer S.R. 4.32.01 and S.R. 5.13.04.

22.14. Warning Bell. –

(a) Continuous Warning Bell will be sounded for the guidance of the public as soon as the incoming train is on sight.

(b) Outgoing Train : - In the case of outgoing trains having halts of less than 10 mts. the Starting Bell shall be rung just before the departure to warn the passengers. At originating stations or at stations having halt of 10 mts. or more, Warning Bell (quick continuous beats for 2 seconds) will be sounded five minutes before the departure, and starting Bell shall rung just before the departure of the train.

Note :- (i) No bell required for non-stopping passenger carrying trains or special trains.

22.15. Station bell signal for incoming and outgoing trains —

The following signals are to be given on the station bell for trains carrying passenger :-

	Line clear given for a train to the Station in rear.	Warning, train left last station in rear.	Train Approaching.	Before Starting
Main and Branch line stations not being junction—				
Up trains	Sharp continuous beats for 3 seconds followed by :- **(Two strokes).	** ** (Two pause, two strokes)		** ** ** (Two pause two pause, two strokes)
Down trains	Sharp continuous beats for 3 seconds followed by :- *(One strokes).	***(Three strokes)	Sharp continuous beats for a seconds or two for all trains	*** *** *** (Three pause three pause, three strokes)
Junction Stations —				
Up Main line	Sharp continuous beats for 3 seconds followed by :- **(Two strokes).	** ** (Two pause, two strokes)		** ** ** (Two pause two pause, two strokes)
Down Main line	Sharp continuous beats for 3 seconds followed by :- *(One strokes).	***(Three strokes)		*** *** *** (Three pause three pause, three strokes)

RULES FROM OPERATING MANUAL

	Line clear given for a train to the Station in rear.	Warning, train left last station in rear.	Train Approaching.	Before Starting
Up Branch line	*(One strokes) & Sharp con-tinuous beats for 3 seconds followed by :- ** (Two strokes)	* ** ** (One pause, Two pause, two strokes)	Sharp continuous beats for a seconds or two for all trains	* ** ** (Two pause two pause, two strokes)
Down Branch line	*(One strokes) & Sharp continuous beats for 3 seconds followed by :- * (One strokes)	* *** (One pause, Three strokes)		* *** *** *** (One pause three pause, three pause, three strokes)

22.19. Closing and securing of doors of goods stock.—

The main responsibility to ensure the closing and securing of doors of goods stock before any wagon is attached to train or shunted lies with the Station Master or Yard Master as the case may be. At a station or a siding where goods clerk or goods supervisor is posted, he will be responsible for ensuring that the doors of wagon are properly closed and secured immediately on completion of loading/unloading. The Train Examiner will also be responsible to see before issuing the certificate at the examination point of the train that the doors are properly closed and secured. Guards before starting the train from the originating station must ensure that the doors of all the wagons are properly closed and secured. Guards of all pilots, work

trains etc, before drawing out wagons from the siding shall also ensure that the doors are closed and secured. If any wagons(s) is/are observed by the Guard in door-open condition after starting from a station/Yard/Siding and likely to cause unsafe condition, the train should be stopped immediately and door(s) closed/secured. In case, closing/securing of door(s) is/are not possible, the train my be taken carefully with such restricted speed as considered necessary by the Loco Pilot and Guard to the next station where steps should be taken to have the door(s) closed/secured properly.

22.23. Safety of Female Passengers.—

(a) Guards of Passenger carrying trains will examine fastenings of windows and doors of 'LADIES' compartments when taking over their trains and will ensure that any defects observed are brought to the notice of the Carriage Staff, and put right or secured in a manner to ensure safety before the train starts.

(b) Guards of trains are required to pay special attention whenever time permits, to all 'LADIES' compartments, and at the request of the occupants, to lock the doors of such compartments at night, and be on the alert to open the same when required. The Conductors by Mail and Express trains must pay particular attention to the ladies compartments at stopping stations.

(c) Guards shall inform the Travelling Beat Constable if any, in the train by making an entry in his beat book, about the train number, date and the number or numbers of carriages in which accommodation is reserved for ladies, and initial the entry so that the constable can keep special watch over the same. The Guard must similarly advise the RPF staff, if any, escorting the train of the ladies compartments on the train and advise them to keep a special watch. The Guard should also advise the constable or RPF staff to keep particular watch on the ladies' compartments if any safety fitting of any such compartment is defective or not working properly.

22.24. Passengers to be courteously treated.—

(a) All Passengers shall be treated with utmost courtesy and every assistance and protection afforded to them while on Railway Premises. Every supervisory staff must staff failing to comply with the same.

(b) Public complaint books have been provided at stations and also with the Conductors Guards. The same should be made available to the public as required. The complaints recorded should be attended to at once and causes of complaints removed. It must be the endeavour of every Railway employee to avoid public complaint, but should an occasion arise for any passenger to record a complaint, he must be given all facilities to record the same and the complaints recorded dealt with as per extent orders issued by the Chief Commercial Manager.

(c) Railway employees shall give their names and designation when asked to do so. The Staff scheduled to wear badges or scrolls must have them on without fail when on duty. The staff dealing with the public must be in prescribed uniform.

(f) The Station Master on duty and the Guards of the Passenger carrying trains shall see that specified stopping time is allowed at the stations to enable Passengers to alight and entrain safely. In case the specified time is considered insufficient, they should submit a special report in this regard to the senior most Divisional Operations Manager of the Division.

22.26. Refreshments for passengers.—

(a) Conductors of trains, where available, will enquire from passengers and dispatch messages for meals in accordance with orders issued from time to time. For trains by which no Conductors is booked, this duty devolves on the train Guard. The attendants of A.C. Coaches and corridor coaches shall be responsible to ascertain the requirements of meals from the passengers in their coaches and advise the Conductor / Guard.

(c) Conductors, and in their absence, the Guards, will orders all refreshments required by passengers traveling by Mail, Express, Passenger and Mixed trains. The staff shall note that to avoid confusion, messages for meals is to be issued only by Conductor / Guard. The later must ensure at the meal station that the meals ordered are correctly supplied.

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RULES FROM OPERATING MANUAL

PART – III

Extracts from Accident Manual

CHAPTER III

LIST OF DUTIES DIFFERENT OFFICIALS IN THE EVENT OF A SERIOUS ACCIDENT

3.01. Duties of a Guard in the event of a serious accident.—

Immediately after occurrence of a serious accident, the Guard of the train must :

(a) Note the exact time of the accident and kilometreage;

(b) (i) protect the adjacent line(s) and the train as per G.R.6.03,9.10 and S.R.s there to;

(ii) secure the vehicles as per rul

(iii) ascertain if adjacent line(s) is / are fouled;

(c) make a quick survey, for an immediate action of the casualties, injuries and assistance required;

(d) relay the information giving details of the accident and assistance required to the control through the portable field telephone. In case the field telephone is not working or not provided, the said information must be sent on a memo through the Assistant Guard, or Assistant Loco Pilot to the nearest station. On double or quadruple line section, a train passing on the adjacent line should be stopped and the LOCO PILOT or GUARD be given this information by a memo with instruction to stop at the next station to convey the information, and also depute any Railway employee / willing person(s) available on train to nearest station / police station / Hospital / village seeking assistance for relief.

(e) render first aid to the injured person(s) taking assistance of all available Railway staff, doctors and volunteers on train or near the site of accident. Seek assistance of Railwaymen on the train for attending to the injured and for other relief operations.

(f) get the particulars of damages to the rolling stock, permanent way, OHE etc.

(g) arrange to shift the injured person to the nearest hospital with the help of all available staff and other volunteers, also keep their particulars;

(h) see that water, tea etc., are supplied to the affected passengers as far as practicable;

(i) arrange protection of Railway and public property with the help of available police and Railway staff;

(j) preserves all clues to possible cause of accident;

(k) post an available Railway employee on the field telephone to ensure regular flow of information;

(l) check the unaffected portion of the train and arrange to clear the same safely to the adjacent station(s) as per rules and in consultation with the control / Station master(s) concerned;

Note : In case of suspected sabotage, nothing should be disturbed except for rescuing any injured person, till arrival of police officials and on orders from a Senior Railway official at the site.

(m) remain in overall charge till replaced by a Senior Railway official and permitted by the Competent Authority.

Note : In the event of any disability of the Loco Pilot, the duties devolving on the Loco Pilot, for protection of the line / line(s) shall devolve on the Guard or a Railway servant deputed by him.

3.01.01. Duties of an Assistant Guard / if any in the event of a serious accident.—

Immediately after occurrence of a serious accident, the Assistant Guard / if any of the train must :—

(a) Assist the Guard / if any in conveying accident messages to all concerned.
(b) Help the Guard in protection of site of accident.
(c) Assist the Guard in rendering first aid to the injured person(s).

(d) Assist the Guard in arranging to shift the injured persons to the nearest hospital.

(e) Arrange protection of Railway & Public property with the help of available Police, RPF staff and other Railway staff.

(f) Carry out any other job assigned to him relating to the accident by the Guard of the train.

3.02. Duties of LOCO PILOT and engine crew in the event of a serious accident.—

Immediately after occurrence of a serious accident, the Loco Pilot and his crew must :

(a) note the time of accident, and kilometreage;

(b) protect the adjacent line(s) in front and the front portion of the train as prescribed in G.R.6.03 and 9.10 and SRs there to, as the case may be;

Note : In the event of any disability of the GUARD, it will be the responsibility of the LOCO PILOT to ensure protection of obstructed adjacent line(s) and the train in the rear as per G.R.s 6.03, 9.10 and SRs there to and to give quick information of the accident to the Control / Station Master.

(c) take such precautions as may be necessary or as prescribed by special instructions to render his locomotive safe;

(d) render all possible assistance to the GUARD in relief measures to the injured and particularly in the assessment of damage to rolling stock, permanent way, Locomotive, OHE and nature of assistance required and in giving quick information to the Control / Station Master regarding the accident.

RULES FROM OPERATING MANUAL

Note : In case of suspected sabotage nothing should be disturbed except for rescuing injures persons till arrival of police officials and on orders from a senior official at the site of accident.

3.02.01. Duties of an Assistant Loco Pilot in the event of a serious accident.—

Immediately after occurrence of a serious accident the Assistant Loco Pilot of the train must :—

(a) Assist the Guard / Loco Pilot in conveying accident messages to all concerned.

(b) help the Loco Pilot in protection of site of accident.

(c) Render all possible assistance to the Guard in relief measures to the injured person(s).

(d) Carry out any other job assigned to him relating to accident by the Loco Pilot of the train.

(e) Man the engine in absence of the Loco Pilot.

3.04. NOTE.— IN THE EVENT OF AN ACCIDENT TO A PASSENGER CARRYING TRAIN, ALL OTHER RAILWAY STAFF TRAVELING ON THE TRAIN WHETHER ON DUTY OR OFF DUTY, SHALL PRESENT THEMSELVES TO THE SENIOR MOST OFFICIAL AT THE SITE AND IN THE ABSENCE OF ANY SUCH OFFICIAL, TO THE GUARD OF THE TRAIN AND CARRY OUT THE DUTIES ALLOTTED TO THEM.

3.23. Duties of various staff in case of untoward incidents :-

(a) **Station Superintendent :-**

(i) If an untoward incident occurs at the stations, the concerned Station

Superintendent shall immediately arrange for medical assistance to the injured passengers and report such incident within twenty four hours of the occurrence to the Divisional Security Commissioner with details.

(ii) If an untoward incident occurs in the mid-section, in the absence of the Guard, the Conductor and the Train Ticket Examiner, the Station Superintendent, if it comes to his notice, shall perform the duties referred to in sub-clause (i) above.

(b) Guard :-

If an untoward incident occurs in the mid-section, the Guard of the concerned train shall inform the Station Superintendent of the nearest station who shall perform the duties referred to in (a) (i) above.

(c) Conductor :-

In case the Guard is injured in an untoward incident occurs in the mid-section, the Conductor of the concerned train shall inform the Station Superintendent of the nearest station who shall perform the duties referred to in (a) (i) above.

(d) Train Ticket Examiner :-

In case both the Guard and the conductor are injured in an untoward incident occurs in the mid section, the Train Ticket Examiner in-charge shall inform the Station Superintendent of the nearest station who shall perform the duties referred to in (a) (i) above.

RULES FROM OPERATING MANUAL

CHAPTER IV

4.10. Sounding of Hooter. -

(a) Sounding of hooter for turning out of Relief Train/ARME van will be as follows :

	Total No. of blasts	Duration of each blasts	Gap between 2 consecutive blasts
(i) Relief Train with ARME	5	60 seconds	10 seconds
(ii) Relief Train without ARME	3	60 seconds	10 seconds

(b) The SSE (Loco) or any other official in-charge of the 'Hooter' is responsible for proper maintenance of it and to keep a trained-staff ready round the clock for sounding the hooter at once on receipt of order from train ordering officials.

(c) Target time for the turn out of ARME and ART-

(i) The Accident Relief Medical Van must be dispatched to the site of accident within 15 minutes from the base station after sounding the hooter where there is double exit siding and within 25 minutes in case of single exit siding with the first available engine.

(ii) The Accident Relief Train must be turned out /dispatched from the base station to the site of accident within 30 minutes by day and 45 minutes by night after sounding of hooter.

RULES FROM OPERATING MANUAL

CHAPTER VI

6.09. Information regarding killed and injured :

(a) It will be the first duty of all Railway Officers and staff on reaching the site of a serious accident to attend the injured and see to their comfort, rendering first aid and shifting to the nearest hospital, etc.

(b) However collection of detailed information of the dead and injured is also most important. The officer in charge at the site of accident will specially nominate an officer or Senior Subordinate (s) preferably of the Commercial Department to prepare lists of killed and injured separately with the following information as far as available :

(i) Name.
(ii) Approximate Age.
(iii) Sex….
(iv) Home address.
(v) Ticket No. Class, from and to.
(vi) Name and address of next of kin or relatives.
(vii) Monthly income and source of income.
(viii) Particulars of luggage/property recovered and made over to police/relative/safe custody.
(ix) Particulars of luggage/property lost or damaged.

(x) Means of transport by which evacuated to hospital/station.

(xi) Train No. if the injuries was allowed to continue his journey.

(xii) A complete list of injuries (as per report/dictation of Doctor).

(c) The lists indicated above should be prepared in conjunction with the police or civil authorities as may be present, and should be signed jointly by the officer or inspector nominated and a member of the police or civil authority.

(d) The figures of the casualties must be accurate and should not be understated or exaggerated.

RULES FROM OPERATING MANUAL

CHAPTER VII

SUSPECTED CASES OF SABOTAGE

7.02. Duties of Guard, Engine crew and other Railway staff on the stop.—

(a) When a train is involved in an accident due to suspected sabotage, the guard and engine crew must ensure regarding their duties as contained in para 3.01, 3.02 and 3.04 of the Manual.

(b) In Addition to (a) above the guard, engine crew and the other Railway staff should-

(i) take a good care that no one including themselves touches or disturbs any fittings or parts of the track or vehicles etc., except in order to save human life, till the arrival of police / civil and senior Railway officials.

(ii) request the ticket checking staff or other Railway staff available on train and some of the responsible passengers to keep an eye on portions of the track etc. which appear to have been tampered with an instructions not to allow any person to disturb the actual available position of the fittings;

(iii) make hurried examination of the track at the site of accident in conjunction with two or three responsible passengers or few local public and keep a note of the clues which may be indicative of the sabotage and accident. Such evidence should be shown to the other Railway staff available on train and to a few responsible passengers or members of the public and their statements obtained. A brief note of what was noticed should be drawn up which should be countersigned by the passenger or public in question with their addresses.

(iv) draw a sketch also, if possible.

7.04 Preservation of clues.—

(a) Instructions contained in para 6.14 of this manual should be rigidly followed by the officers or Senior subordinate of any department who may happen to be present at the time of an accident takes place due to sabotage or train wrecking or who first arrives at the site of accident.

(b) In addition to the action taken by the Guard, engine crew and other Railway staff as per para 7.02, as soon as the civil, police and Railway higher officials arrive at the site of accident, actions need be taken by the Railway officials, not to allow any one to touch or disturb any fitting of permanent way and vehicles etc., until joint examination has been completed, except in the cases of emergencies when it becomes necessary to act otherwise in order to save human life. For this purpose, ticket checking staff on train if any, RPF and gangman should be deputed. The group should be placed at some distance in such a way, also to keep a strong watch on the outsiders, and if they observe the movement of any person is suspicious should question them take steps to point out these persons to police.

(c) No coach(es) or wagon(s) on train(s) involved in an accident due to suspected case of sabotage should be disturbed until the joint examination has been completed. The undamaged coach(es) or wagon(s) may be drawn away with the written permission of Senior Police official present. It should, however to clearly understood that these restrictions will not apply when it becomes necessary to act otherwise in order to save life.

RULES FROM OPERATING MANUAL

CHAPTER VIII

8.01. Report of accident by every railway servant.—

(a) Every railway servant shall promptly report any accident on the railway which may come to his notice;

(i) to the nearest Station Master, or

(ii) to any other such a responsible railway servant who may be promptly available.

(b) The Guard and the Loco Pilot of the train, the Station Master, any officer, or a Senior Subordinate who may happen to be present at the time of accident or who first arrives at the site of accident shall make out a quick survey of the circumstances connected with the accident and also make out a general and suitable note with the following particulars for information to the Control / Station Master and for other necessary action later. Refer Appendix 4 of this manual for detail examination.

(i) Exact time of occurrence,

(ii) Train number, load of the train, engine number, name of the Loco Pilot, Guard, Assistant Loco Pilot etc.,

(iii) Between stations,

(iv) Exact kilometreage,

(v) Condition of weather,

(vi) Description of accident,

(vii) Casualties and injuries,

(viii) Exact position and condition of vehicles, including the position of derailed wheels,

(ix) Exact position and condition of track,

(x) Position of block instruments, signals, points locks, keys, levers, lever / slide collars etc.,

(xi) Condition of engine head-lights, tail lamp / tail board and brakevan side lights where provided,

(xii) Number of vehicles derailed, whether loaded or empty.

(xiii) Length of track damaged, including number of sleepers and fish plates etc., broken and rails twisted.

(xiv) In case of an accident at level crossings, the condition of gate signals if any and other lamps at the gate, position of barriers, condition or road sign,

name and condition of gateman, condition of road and road vehicle and name of its driver, whether the driver of the road vehicle was under the influence of any liquor or drug and had he proper license.

(xv) Cause of the accident as far as known.

(xvi) Approximate cost of damage wherever practicable.

(xvii) In case of averted collision, the distance between the two trains or the train and obstruction, the position and condition of intervening stop signal between the trains or train and obstruction.

Note : (i) The dubbers of the signals, indicators, tail lamp, and gate lamp etc., should be touched to feel whether those were warm after the accident in case the said lamps / indicators were found in extinguished condition.

(ii) A rough sketch indicating the position of scene of the accident should be drawn on the spot if possible.

(c) In case of accident on section where the control system is in existence, the report of an accident in the first instance shall be repeated by the officials as mentioned in sub-para(b) above, to the Train Controller. If the Train Controller is not found available for any reason, the information shall be communicated through any other control and in absence of such provision, to the nearest Station Master.

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RULES FROM OPERATING MANUAL

CHAPTER X

10.20. Treatment of passengers in case of their illness or / and injury while traveling or by accident.—

(a) While it is not incumbent on the Railways to provide medical relief to passengers who are ill, such assistance is invariably rendered in practice as a matter of courtesy to a customer. The assistance may be arrange as soon as possible and as per para 627 0f the Medical manual (1981).

(b) However, in case of illness or injury to passengers as a result of a Railway accident in which case it is the duty of the Railway Administration to provide free medical attendance and treatment facilities as per rules. They must be properly and carefully attended to until removed to the hospital or handed over to relatives or friends, as the case may be.

(c) If the passenger is reported to be injured due to any defective fittings, the fittings should be examined. Evidence of other passengers should also be taken. A full report must be made out by the guard giving name, age, address of the passenger, particulars of ticket, description of carriage and condition of fittings etc. The guard should also give a memo to the Station Master to arrange examination of the fittings by the Train Examiner at the Terminal station and also to arrange rectification if required at earlier station.

(d) In case of passengers found sick or injured on arrival of train at station, every endeavour should be made to convey them as promptly as possible to the local hospital for medical treatment. If there be no hospital at the station in question, the passenger should be sent as quickly as possible to the nearest hospital by any train or any other suitable means.

(e) In serious cases, medical aid must be called for from the nearest sources available. The Guards and Station Masters should ascertain if there are any doctors(s) among the passengers on the train or on the platform waiting for a train. In case of non-availability of medical aid at the spot, an advance information may be sent to the Doctor(s) concerned to be in readiness to attend the train conveying the passenger(s).

(f) When any passenger injured in a Railway accident and even in case of a minor injury, first aid must be given. He must be examined by a Railway medical Officer and the injuries recorded. If any passenger refuses medical attention, it must be taken from him in writing by the Guard / Station Master /

Person-in-charge of the Work. In every case attempt must be made to get the injured examined by Railway medical Officer before he leaves the Railway premises. If he continues his journey by the same / any other train he may be examined by a Railway Doctor at an intermediate station or on arrival at the destination and the Doctor concerned should be informed before hand about it.

10.21. Injured or dead on or near the railway track.—

(a) When life is not extinct.

(i) When any railway employee finds any injured person on or near the track, he should do his best for rendering first aid and/or in the alternative arrangement for medical help as early as possible. He should also arrange to inform the police through the Station Master of the nearest station or any other person in the vicinity. The person should be transported to the nearest hospital for medical aid. However, all the available evidence should be kept as far as possible.

(ii) When any person is run over or knocked down by a train. First aid (if available) shall be rendered by the guard of the train and /or by a qualified doctor if any in the train or at the station. The person shall be transported to the nearest railway station in the direction of the run of the train promptly where medical aid is available and the Station Master will arrange to send the injured to the Hospital immediately after rendering first aid if not already rendered.

(iii) If an injured person is found on or near the track or run over or knocked down by a train, a statement of the person should be recorded by the guard and/or Loco Pilot or by the person who happens to find the injured. The particulars to be recorded are name, father's name, age, sex, caste, address, relatives/friends available nearby, how he happened to be on the line, particulars of injuries, and how the wounds were inflicted etc. The statement should be prepared in duplicate and signed by the Guard, Loco Pilot or the person who finds the injured and some other responsible witness, and one copy should be made over to the Station Master of the nearest station where the person is handed over, for onward transmission to the police authorities. Along with the statement, a memo showing the date, time and place where the injured was found and action taking there of, should also be hand over to the Station Master. In case , the Railway servant who finds the injured person is illiterate, he should seek the assistance of some responsible person for obtaining and recording the above statement and particulars.

(b) When life is extinct.

(i) When a dead body is found on or near the railway track by any railway employee or any person is run over and killed by a train, the Guard and/or Loco Pilot of the train or the railway employee concerned must ensure recording of all available evidence. The dead body should not be removed until the arrival of the police as the chances of some clues which may lead to detection of causes may be interfered with. However, to clear the line for the movement of subsequent trains, the dead body may be removed from the line, but in doing so, the movement should be minimum required. Handling of the dead body by many people should be avoided so as to keep the available finger prints undisturbed. Information of the fact must by given to the police authority without loss of time.

(ii) The following particulars must be collected and furnished in the memo by the Guard and / or Loco Pilot of the train or by the person who happens to find the body :—

(a) time and place the body was found;

(b) position of the body in relation to the track;

(c) bloods stains on the ballast, rail, sleeper etc.;

(d) extents of injuries;

(e) whether injuries inflicted by a train or otherwise;

(f) approximate age;

(g) sex;

(h) name, father's name and address if available;

(i) position of clothing and any other evidence found on or near the track;

(j) the name of the informer, his father's name and full address.

(iii) The body may thereafter be left in charge of village chowkidar or any responsible person in the vicinity or lineman or gangman or gateman. If no responsible person is readily available at the site or nearby, it shall be removed with the help of available assistance to the nearest gate-lodge in the direction of the movement of the train. Where there is no gate-lodge it will be carried and made over to the Station Master of the next station. In all cases, a written memo giving the particulars as mentioned in sub-para(ii) above shall be made out by the guard and / or Loco Pilot of the train or by the person who happens to find the body, and handed over to the Station Master. A copy of the memo should also be handed over to the man under whose charge the body is kept for onward submission to the police authorities.

(iv) In case the body is found by a railway staff not working a train, he shall, unless himself is in a position to advise the police authorities or as mentioned in sub-para(iii) above, take immediate steps to advise any responsible person in the vicinity of scene to enable the later to take further action.

RULES FROM OPERATING MANUAL

(c) Attempts should be made to find out the identity and address of the deceased or injured. The Station Master should send information promptly on telephone or other available means of communication to the relatives of the deceased or injured free of cost and letter confirming the message, if there is no relative or friend with the deceased or injured.

10.22. Murder or serious assaults in railway carriages.—

(a) If a crime of a serious nature such as a murder or serious assault be committed in a railway carriage on a running train, the procedure detailed in para 4.24 of this Railway's Operating Manual (2005) should be followed except otherwise directed.

(b) Detailed particulars of the incident should be recorded by the Guard of the train including the name of the Travelling Ticket Examiner or conductor concerned as also the name and address of few passengers of the carriage as witness of the incident. Immediate information should be given to the police authorities either by the guard or travelling Ticket Examiner or conductor personally who happens to get the information or through the Station Master or through any other responsible person. However, the guard should make over a detailed memo to the Station Master.

(c) The usual accident message under class 'P' will also be issued by the Station Master of the station at which the matter was reported.

10.24. Person fallen out of trains.—

(1) In case of person fallen out of train, the Guard of the train shall take the following action in addition to the observance of rules contained in para 10.21(a)(i) of this Manual.

(a) A statement of the person involved in the accident should be recorded in all cases where it is possible, but in case of child, the statement of the guardian with the child should be recorded. Statement of two co-passengers who were eye-witnesses to the incident shall also be recorded. The statements shall be recorded in presence of the Railway Police traveling by the train and counter signed by him. If there is no Railway Police traveling by the train, the signature and addresses of two passengers in whose presence the statement is recorded should be obtained.

(b) In the cases of accidents in which carriage windows or doors or other fastenings are involved, the guard of the train shall immediately examine the same along with the Train Examining staff and record the result jointly in the Train Report. If no Train Examining staff is available at the place of accident, the carriage(s) shall be examined at the next train examining station and the result recorded.

(2) The following information shall be collected and furnished by the Guard of the train for accident report on Form GA 3—

(a) Kilometerage at which (i) the person fell down, (ii) the train stopped.
(b) the place where the person fallen down (on platform or between the line and platform or on other line or in between two tracks, etc.).
(c) was the incident noticed by the Guard and / or Loco Pilot and train brought to a stand or the alarm chain was pulled and by whom ?
(d) was the train backed to the accident spot ?
(e) name, age, sex and address of the person and detailed particulars of ticket held;
(f) in case of child, the name, relationship and address of the guardian also;
(g) where was the person / child seated or standing at the time of incident as seen by the fellow passengers;
(h) was the person injured, and killed or injured, particulars of injury;

(i) owning Railway number, type, description and position of the carriage from the engine and guards van, from which the person fell down; condition of door, window, handles, shutters, safety catch, door opens inwards or out-wards, etc.
(j) brief description as to how the occurrence happened;
(k) whether first aid was rendered, if so, by whom ?
(l) how the injured / dead was disposed of;
(m) was there any G.R.P. constable on the train and Travelling Ticket Examiner in the carriage ?
(n) remarks as to whether the occurrence is accidental or due to carelessness of the person concerned or for any other reason.

10.25. Train parting—disposal of broken material.—

Precautions to be taken in the cases of train parting are indicated in G.R.6.08 and SRs thereto. However, in the event of a train parting due to breakage of rolling stock draw gear, the broken material must be taken charge of by the Station Master. If must not remain in charge of any of the train staff. If the breakage has taken place between two stations, the engine crew and guard will pick up and make over the broken material to the Station Master at the first station ahead, giving full particulars of the vehicle concerned.

10.26. Certain important rules.—

In addition to what have been detailed in para. 8.01, 9.17, appendix-4 and other relevant para of this manual, the following rules shall also be observed in the case of certain types of accident.

(a) In the case of fire attributed to sparks from the engine, it shall also be stated whether the engine was fitted with a spark arrestor, and if so, of what pattern, as also the description of the fuel used. In case of sparks escaped from the ash pan, it shall be stated, what, if any precautions have been taken to arrest the escape of sparks from the ash pan. In case of fire to a coach having electrical equipment, all the electrical equipment shall be examined in detail to find out if the fire had originated due to any defect of electrical equipment. In this connection, G.R.6.10and SRs thereto, and Chapter XXI of the Operating manual (2005) shall also be referred.

(b) In case of a train passed fixed signals at danger at a station, the Station Master shall immediately reckon the distance up to which the train has passed the signal before coming to a stop and

examine the condition of the brake blocks on the train as also condition of vacuum system. Whether the brake blocks are cool, hot, etc., should also be noted. The Examination shall be done in presence of the Guard and Loco Pilot of the train and result entered in the Station diary.

(c) In the case of a train passed Engineering Stop Indicator or fixed signal at danger outside station limits, the guard of the train shall immediately reckon the distance upto which the train has passed the signal or indicator before coming to a stop, in the presence of the Loco Pilot and enter it in the train report.

(d) In the case of averted collision at Station, the Station master shall immediately reckon the distance between the two trains or the train and obstruction in the presence of the train staff and enter it in the Station dairy. In the case of averted collision between stations, this duty shall devolve on the guard or guards of the train(s), and the distance shall be entered in the Train Report of the train(s).

(e) In the case of bad riding or engine hunting or lurching etc., the rules laid down in S.R.2.11.01 and 2.11.02 shall be rigidly observed.

RULES FROM OPERATING MANUAL

10.28.—

(i) 10 (Ten) Nos. of arm bands should be available with all Guards working passenger carrying Trains. The arm bands should be used by railway staff working at the site of accident for easy identification.

(ii) A permanent check list should be displayed in all SLRs regarding important duties of the Guard in the event of an accident, Viz :—

(1) Immediately after the mishap the Guard shall arrange to protect the adjacent line / lines and then the line on which his train was running.

(2) Send information through quickest means to Control / Sms on either end.

(3) Take action to save lives, render first Aid.

(4) Look out for Doctors traveling in his train and seek their assistance.

(5) Seek assistance of Railway men on the train for attending to the injured and for other relief operations.

(6) Post a Railway employee to man the field telephone to ensure regular flow of information to control.

(7) Make a quick assessment of the assistance needed and advise Control or nearest Station master.

(8) Preserve and safe guard, all clues of possible cause of accident.

(9) Arrange protection of property of passengers and Railway through RPF, GRP and other Railway staff.

(10) Guard shall not leave the site till he is permitted to do so by a competent authority.

(iii) Every division should have a system nominating ‘Controlling Stations’ for each section. The Station Master of such nominated ‘Controlling Station’ should immediately, on receiving advice of an accident, reach the site with sufficient staff drawn from all the departments at his stations and take all necessary steps for rescue and relief. It should be made clear to every body that staff of all departments must follow the directions of the Station Master of the Controlling Station and render all help and assistance necessary for tackling the disaster situation.

(iv) Every railway should have fully equipped Road Ambulance Vans in identified areas where a good Road infrastructure has developed. These vans should be used exclusively for reaching the site of accident and should be kept in good fettle.

(v) A minimum of two telephone with STD facilities should be provided in every Control Office. Facsimile facilities should also be provided in every division.

(vi) Every ARME should be provided with Cold Cutting equipment which should be periodically tested. It should be ensured that sufficient number of staff are trained for handling this equipment.

(vii) Relief train arranged for clearing the stranded passengers must be given over riding priority. It must also be ensured that other passenger trains which have been detained due to accident are given due priority in running.

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APPENDIX

Post Loading / Post Tippling Checks by the Guard and the Loco Pilot

Items to be Checked by Guard and Loco Pilots

1.	All CBCs and Air Hoses are properly coupled and locked.
2.	All the Angle Cocks are in open condition.
3.	The last Angle Cock is in closed condition.
4.	Empty / Load device handle is in proper position.
5.	There is no loose fittings / hanging parts like springs push-pull rod, Brake Beam, Safety brackets, Brake Blocks etc. which may endanger safe running of the train.
6.	Hand Brakes are released.
7.	Doors of wagons are closed and locked / secured.
8.	Check continuity of air pressure / vacuum before starting.

Proforma for Joint Check by the Loco Pilot and Guard

1.	Date	:	……...
2.	Train No. and loco Number	:	……...
3.	From	To	……...
4.	BPC No. : Date & Station of Issue		
5.	Loaded at……...	Or	Tippled at…….
6.	Time of Locomotive Attached	:	……...
7.	Total Load	:	……...

…….. ……..

(Signature of Loco Pilot) (Signature of Guard)

Loco Pilot's Name…….. Guard's Name……

(This memo should be prepared in 3 copies, one copy to be kept with Loco Pilot, one copy with the Guard and one copy will be given by the Guard to the Station Master / Yard master.)

(Authority : Board's letter No. 2005 / M(N)) / 951 / 13, February 8,2006).

REGISTER OF ADDENDA AND CORRIGENDA

A & C No.	Date of issue	Date of receipt	Date of Posting	Reference to rule / para and page		Signature of the Inspecting official
				Rule / para No.	Page No.	

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दक्षिण पूर्व रेलवे

SOUTH EASTERN RAILWAY

गार्ड, लोको पायलट एवं मोटर मैन के लिए लघु पुस्तिका

HAND BOOK FOR

GUARDS, LOCO PILOTS & MOTORMEN

भाग – II/PART - I

सामान्य नियमों एवं सहायक नियमों (संशोधन) की सक्षिप्तियां

Extracts of General (Amendment) Rules and Subsidiary Rules

भाग – II/PART - II

परिचालन मैनुअल नियमों की सक्षिप्तियां

Extracts of Rules from Operating Manual

भाग – II/PART - III

दुर्घटना मैनुअल नियमों की सक्षिप्तियां

Extracts of Rules from Accident Manual

सत्यमेव जयते

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