

Compendium of SAFETY CIRCULARS

From 2005 to 2023 (Upto May)



Issued by

**SAFETY ORGANISATION
SOUTH EASTERN RAILWAY**

**GARDEN REACH
KOLKATA- 700043**

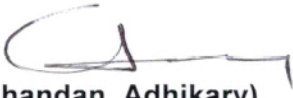
(Published in June 2023)

Preface

Though Safety Circulars on different topics have been issued by Safety Organisation, from time to time, older Circulars are not available at most of the field offices at present. A lot of them may have been weeded out over the time and non-availability of the same defeats the very purpose of their issuance.

In order to ensure availability of all safety circulars for last 19 years (2005 to 2023-up to May) all safety circulars issued from this office, have been compiled and published as an e-booklet, for knowledge and guidance of field staff, involved in day to day operations and maintenance works.

As importance of adhering to the prescribed rules can not be over emphasized, I would urge all the officers/staff of S.E. Railway, to go through and propagate the knowledge down the line.


(Chandan Adhikary)
Principal Chief safety Officer
14/06/23

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South Eastern Railway



प्रधान मुख्य संरक्षा अधिकारी कार्यालय
Office of the Principal Chief Safety Officer
गार्डनरीच, कोलकाता / Garden Reach, Kolkata-700043

संख्या/No. SFY/Safety Circular /2022

दिनांक/ Dated: 05/04/2023

Safety Circular No: 1/ 2023

Sub:Pre-Monsoon and Monsoon Precautions

In view of ongoing season of Cyclone, Storm, Strong Wind, Heavy Rain etc, following rules are reiterated for implementation and strict compliance.

(1):By SM, LP/ALP, MM& Guard:

- 1.1 When a weather warning message forecasting cyclone, heavy storm or strong 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 Loco Pilot 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 {Ref SR 2.11.04(a)}.
- 1.2 Should a train be caught on the run in a cyclone, storm or strong wind of an intensity, which in the opinion of the Loco Pilot, is likely to endanger the safety of the train, he shall immediately control the speed of his train and bring it to stop at the first convenient place or taking care as far as possible to avoid stoppage of the train at places like sharp curve, high embankments and bridges (including approached there of). In controlling the speed and bringing the train to a halt, the Loco Pilot 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.{Ref SR 2.11.04(b)& OPM 24.02(E)}.
- 1.3 As an added precaution it is also imperative that the station staff as well 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.{Ref SR 2.11.04(c)}.
- 1.4 Precautions in the event of anemometer indicating wind velocity higher than the danger level.{Ref: SR 2.11.05)
 - (a) In case of vulnerable locations and specially selected bridges where anemometers are installed at one of the stations adjacent to the bridges, the Station Master shall take the following action, if the anemometer is indicating the critical limit of wind velocity of 39 knots(72 kmph).{Ref SR 2.11.05(a)}.

- (i) The Station Master shall immediately inform the section controller and the Station Master on the other side of the section about the need to control the movement of trains.{Ref:SR 2.11.05(a)(i)}.
 - (ii) The Station Master shall not start or allow the movement of trains from his station and also shall not grant line clear to the adjacent station{Ref:SR 2.11.05(a)(ii)}.
 - (iii) He shall resume normal running of trains in consultation with the Section Controller and the Station Master of the adjacent station after the wind velocity comes down below the danger level{Ref:SR 2.11.05(a)(iii)}.
 - (iv) In addition, the Station Master shall observe the working instructions prescribed by the Division for each location.{Ref:SR 2.11.05(a)(iv)}.
- (b) The Station Master will keep a watch on the wind velocity indication every half hour or at lesser interval as may be required during the critical period (specially from May to August) and record it in his station diary besides intimating it to the Section Controller{Ref:SR 2.11.05(b)}.
- (c) If the needle of the apparatus fails to operate as prescribed, the Station Master will be required to use his judgment, if there is any apprehension of a severe storm or gale and take the precautions as mentioned above{Ref:SR 2.11.05(c)}.

1.5A Caution Order shall be issued to the train: On a double / multiple line section when it is necessary to advise the Loco Pilot to keep a sharp look out for any possible obstruction/infringement from the adjoining line{Ref: SR 4.09.01(11)}.

1.6 Ensure that Stable Loads/ Vehicles are properly secured as per prescribed rule.{Ref: SR 5.23.01}.

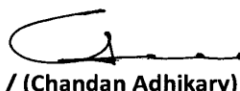
(2) **Controllers:** Immediately inform all concerned for necessary precautions on getting weather warning message regarding cyclone, strong wind etc, and alert the affected sections to take safety measures as per rule{Ref: OPM 24.02}.

(3) **P.Way Staff :**{Ref: SR 15.05.02–11, IRPWM- Para 1124, 1125 & OPM 24.02(F)}

3.1 In case of a sudden severe storm during the non-monsoon period, the PW-Inspectors, PW Mistries and Gangmates shall, on their own initiative, organise patrolling by the gangs of those portions of the line which are likely to be effected thereby, until the danger passes. This shall be done irrespective whether regular monsoon patrolling by Patromen is in force or not. In case of cyclone or heavy gale, the patrolman shall also inspect the lengths of track which are likely to be fouled by falling of trees etc. (Ref: SR 15.05.02-11).

- 3.2 Advise the Gangmates for extra vigilant in the affected section. Ensure that the Gangmates are carrying out their prescribed duties.(Ref: IRPWM-1124, 1125 & OPM 24.02(F)).
- 3.3 Arrangements should be made to stock sufficient quantities of rails, sleepers, Materials for cribs, ballast, sand/quarry dust/cinder and boulders at suitable points near Vulnerable Locations, so that the Materials may be rushed to site as required.(Ref: IRPWM-1124,1125 & OPM 24.02(F)).
- 3.4 Ensure trimming of trees near to the railway track which may cause unsafe to the moving trains.
- 3.5 Ensure Platform sheds are properly fastened, or else concerned departments to be informed for necessary action.
- (4) **SSE/JE (TRD)**: Immediately mobilise the resources and alert the staff on receipt of the weather warning message, so that they will be in readiness for any eventualities. CTPC also informed the weather warning message to concerned officials and the SSE/JE(OHE) of the concerned sections.{Ref: OPM 24.02(B)(vii) &(C)}.
- (5) **SSE(S & T)**:All remedial measures including checking of Earth connection of Railway Installations, should be taken by S&T staff before monsoon/ Pre-monsoon, so as to avoid damage of Signals, S&T gears, Cables and other installations. Also ensure arrangement of adequate fuel at stations provided with Diesel Generator (DG) Sets and their readiness for use when required.

Note: These instructions are reiterated in conformity with the rules of G & SR, OPM & other manuals and can't in any way supersede them. In case of any conflict the provision of the manuals will prevail.


(चंदन अधिकारी / (Chandan Adhikary))
प्रधान मुख्य संरक्षा अधिकारी/ Principal Chief Safety Officer
05/04/23

Copy to :

1. Secy to GM – for kind information of GM.
2. Secy to AGM- for kind information of AGM.
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4. DRM/ ADA, CKP, KGP & RNC
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संख्या/ No. SFY/Safety Circular / 2022

दिनांक/ Dated: 25.10.2022

Safety Circular No: 2 / 2022

Sub: Train operation during Foggy and Inclement weather - Precautions.

Ref: Railway Board's Letter No. 98/Safety(A&R)/19/16 Dt: 25.10.2019 & 12.10.2022.

In lines with Railway Board's instructions under reference, following precautions/preparation to be done for train operation during foggy/ inclement weather are re-iterated for implementation and strict compliance:

A. Infrastructure/ Additional / Alternations:

Provision of Fog Safe Device: -

Reliable Fog Safe Devices, if available, may be provided to the Loco Pilots in all Trains running in affected areas during fog. Placement of detonators under conditions as prescribed in Para E(i) shall be dispensed with, where reliable Fog Safe Device is available and is in working order.

B. Works to be completed before foggy weather to strengthen Rail Infrastructure: -

- (i) Adequate supply of Detonators to all concerned.(where there is requirement)
- (ii) Lime marking across the track at the Sighting Board (or at Distant Signal in case of Double Distant Signal) must be done.
- (iii) All Signal Sighting Boards, Whistle Boards, Lifting Barriers, Fog Signal Posts and busy vulnerable Level Crossing Gates which are accident prone should either be painted or provided with yellow/black luminous strips. The work of repainting for their proper visibility should be completed before onset of winter / foggy season.
- (iv) The Existing SLRs with Red Light should also be modified & fixed with LED based flasher tail lights. This will be very important step to ensure safety in foggy weather.
- (v) When the train is held up in Automatic territory (on double and multiple section) in abnormal situation including fog, the Guard will put the LED light to on position. This will be in addition to Flashing Red Tail Lamp.
- (vi) It should be ensured that retro reflective strip in Sigma shapes for identification of Stop Signal be provided as per existing instructions.

C. PME & RC:

PME/Refresher Training and other Safety/Promotional Courses of LP/ALP/MM & Guards etc., who become due between 15th December and 31st January should be completed by 15th December.

D. (a) Visibility Test Object (VTO):

As per SR 3.61.01 (a), the Visibility Test Object shall be provided at stations where there is requirement of placement of detonators during foggy weather condition, at a distance of **180 meters** from a nominated location where the SM shall normally stand to see. No VTO & Fog Signal Post are to be provided at stations with Double Distant Signal, Automatic Signal territory & stations which don't qualify for placement of detonator.

(b) Placement of Detonators:

One detonator shall be placed at a distance of **270 meters** outside from the first stop signal of the station and another detonator shall be placed at **10 meters** from the first one, in the direction of an approaching train to inform in advance the location of the signal to the Loco Pilot of an approaching train. SR 3.61.01(a).

Note: *Fog Signal Posts (FSP) shall be erected at 270 meters from the First Stop Signal at each end of the station, where detonators are required to be placed during foggy weather conditions to indicate the place where the first detonator shall be placed.*

E. Necessity for Placement of Detonators:

(i) Where it is necessary to Place Detonators:

At all 'B', 'C' & Special class stations in Multi Aspect Signaling (with **Single Distant**) SR 3.61.01.

(ii) Where it is not necessary to Place Detonators: SR 3.61.01

It is not necessary to place detonators to indicate "location of a Stop Signal" to the Loco Pilot in the following circumstances.

- (a) In sections where a reliable Fog Safe Device has been provided on Locomotives.
- (b) Where adequate pre-warning is provided; i.e. at stations where Double Distant Signals are provided;
- (c) Where maximum speed allowed in the station section is up to 15 kmph even at stations where pre-warning signal is not available, but a Warning Board exists;
- (d) Where speed of the section is less than 50 KMPH (but more than 15 kmph) and the first signal of a Station is not a stop signal;
- (e) In Automatic Signalling territory;
- (f) On Gate Signal;
- (g) On Departure Signals;
- (h) At the site(s) of Temporary Speed Restriction imposed due to maintenance of Track/OHE/Signal.

F. Precautions to be taken by SM:

When the adequacy of signal visibility is doubtful due to foggy weather conditions, the ASM/SM shall: -

- (i) Ensure that VTO is lit and observe it before granting Line Clear to a train.
- (ii) In case prescribed VTO is not visible take action as under:
 - Depute fog signalman with detonators to place detonators.

- Engineering Department will make all efforts to provide fog signalmen.
- No shunting should be carried out on non-isolated lines after granting Line Clear to an approaching train.
- Provisions given as per GR 5.18 to be followed strictly and no train shall be advanced beyond the Starter or Intermediate Starter Signal where these exists or up to the Advance Starter at stations which do not have track circuiting in this zone.

G. Precautions to be taken by Loco Pilot: Ref: SR 3.78.04

- When the Loco Pilot in his judgment feels that visibility is restricted due to fog, he shall run at a speed at which he controls the train so as to be prepared to stop short any obstruction; this speed shall in any case not be more than **60 kmph**. The speed of trains may be enhanced to 75 kmph provided there is fog safe device in the loco & is subject to the judgement of the Loco Pilot.
- Loco Pilot to whistle frequently to warn the gateman and road users of an approaching train at level crossings.
- In Absolute Block System**- the speed should not exceed **60 kmph** as detailed in (i) above.
- In Automatic 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:
 - After passing Automatic stop signal at '**Green**', the speed shall not exceed **60Kmph**.
 - After passing an Automatic stop signal at '**Double Yellow**'; the speed shall not exceed **30Kmph**.
 - After passing an Automatic stop signal at '**Yellow**', the Loco Pilot shall run at a further **restricted speed** so as to be able to stop at the next stop signal.
 - After passing an Automatic Stop Signal at 'On' (Red), the speed shall not exceed **10 kmph** & maintains a reasonable distance at which he shall be able to observe the flashing tail lamp of the train ahead or the obstruction and able to stop adequately short of the train or obstruction. Ref: GR 9.02.01
 - If on account of curvature of the line, fog etc. the line ahead cannot be seen clearly, the speed shall not exceed to **10 kmph**.

NB: Speed may be enhanced to **75 kmph** provided that there is fog safe device in the loco and is subject to judgement of the Loco Pilot. (Refer GR A/C No-113 Vide No OPS/50/G&SR/A&C/Pt.IV Dt: 14.05.2018.).

Note:

- In case fog safe device is not available in locomotives or the device fails enroute the maximum speed of 75 kmph as indicated above shall be reduced to 60 kmph or less subject to judgement of Loco Pilot.
- As provided under GR 4.16(1) (b) a red tail lamp of approved design displaying a flashing red light, during both day or night, to indicate last vehicle check device in foggy weather should be provided and lit on the last vehicle.
- First Stop Signal location chart of every station shall be provided to each Loco Pilot either as an easy to carry Card or in the Working Time Table.
- Prevailing FOG situation should be advised to Crew and Guard in lobby during "Sign ON".

It should be ensured that the staff be advised and counselled regarding provisions in G&SRs and Railway Board Letter before onset Fog. Each and every crew is to be imparted necessary training for up to two days about the systems of working of trains during fog. This process be completed by 1st December every year positively.

Note: (i) These instructions are reiterated in conformity with the rules of G&SR and Railway Board instructions and can't in any way supersede them. In case of any conflict the provision of G&SR and Railway Board instructions will prevail.

(ii) In case of any further instructions received from Railway Board, the same shall be intimated subsequently.

Ref: GR 3.60 to 3.64, SR 3.61.01, SR 3.78.04, GR 4.16(1) (b), GR 5.18, GR 9.02.01, GR A/C No-113, Dt: 14.05.2018, RB L. No 98/Safety(A&R)/19/16 Dt: 25.10.2019.



(चंदन अधिकारी / (Chandan Adhikary)
प्रधान मुख्य संरक्षा अधिकारी/ Principal Chief Safety Officer

25/10/19

प्रतिलिपिसूचनार्थ एवं आवश्यक कार्यवाही के लिए:

1. Secy to GM – for kind information of GM.
2. Secretary to AGM- for kind information of AGM.
3. PCEE, PCME, PCOM, PCE, PCSTE/ GRC
4. DRM/ ADA, CKP, KGP & RNC
5. Sr. DSO/ ADA, CKP, KGP & DSO/RNC

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संख्या/ No. SFY/Safety Circular/2022

दिनांक/ Dated: 05.04.2022

Safety Circular No: 01 / 2022**Sub: Short Cut practices adopted by Signal & Operating Staff leading to Accident.**

On 21.03.2022 at 16.17 hrs, while train no. 12869 CSTM- HWH SF Exp was being received into Line no-5 of Tatanagar on signal, rear trolley of coach no. SE158402 LS 2nd from rear got derailed of all wheels at km 249/22/1, just after passing point no. 173. **The accident occurred due to by-passing of Track Circuit No. 323T by Signal Maintainer from the Relay Room without informing the same either to Panel SM/Cabin SM or to his superior and under wheel operation of point no. 173 after using super emergency by the SM on duty, in collusion with S&T staff.**

On 21.01.2014 at 08.12 hrs, while train no. 58109 Up Tata - GUA Passenger was being admitted into Up Loop line of Gamharia Station (CKP Divn) on signal, rear SLR got derailed over Point no. 56A, as **"Point was moved under track occupied condition resulting into two Routes"**.

On 26.09.2013 at 01.10 hrs, 05 BCN Loads of train no. Dn BCN Spl/JSME got derailed over X-over Point no. 9 A/W of Bhalulata station (CKP Divn), while being admitted into Dn loop on signal. The cause of accident was **"Under wheel Operation of Point due to track circuit of rear fouling zone by-passed by Signal staff, resulting in two routes leading to derailment"**.

From the above accidents, it appear that practice of adopting short-cut methods are being followed at stations by Signal Maintenance staff in collusion with Operating Staff, to avoid reporting of Signal/Point failures, detention due to Piloting in/Piloting out etc. Though these issues have been raised several times in the past, these practices seem to be continuing unabated. Adopting short-cut method is very dangerous and it may lead to serious consequences at any point of time.

Time and again, instructions in this regard have been issued vide this office Safety circular nos. 03/1993, 10/1995, 01/2005, 01/2014, 04/2019 and 05/2019, which may be referred in this regard, for guidance of field staff. However once more, safety norms regarding the duties of Signal staff (Technician/JE/SSE) and Operating Staff (Station Master/Station Manager/Cabin Man) in connection with working of signaling equipments (Signals, Points, Block Instruments, Relay Room, Panel, EI, Track Circuit, Axle Counter etc) during failures/maintenance works as prescribed in the Rule Books are reiterated below for strict compliance of all concerned.

1. Whenever, the Station Master becomes aware that any signal/Point/Gear of station has become defective, he shall immediately report the same to Signal Maintainer concerned with issuance of signal failure memo in the prescribed form & to the Section Controller etc. **Ref: SR 3.68.04 (a)**
2. Station Master shall make necessary entries in Signal Failure Register, TSR, SM Diary and Caution Order Register regarding the signal failure. **Ref: SR 3.68.04 (b)**
3. The S&T staff shall not commence restoration work unless he has received the failure memo and clearly understood its contents. **Ref: SR 3.68.04 (c)**
4. Whenever, the relay room key is required by S&T staff, this shall only be handed over to the designated staff after making all relevant entries in the Relay Room Key Register including the signatures of both SM and S&T staff. **Ref: OPM 13.08**
5. Signal Maintainer shall not carry out any test even if required, when a train has been signalled till it passes the signal and the consent of Station Master has been obtained. **Ref: SR 3.51.05**
6. Whenever required, the S&T staff shall issue Disconnection memo to the duty SM under clear acknowledgement. The implication of the proposed disconnection shall clearly be spelt out by S&T staff on the disconnection memo. **Ref: SR 3.51.04 & 3.68.04 (c)**
7. During the period of disconnection, the duty SM shall arrange for movement of trains strictly following the rules applicable for the particular situation, as per implications mentioned in the Disconnection memo and also during the period a point/signal remains out of order. **Ref: GR 3.51 & SR 3.68.04**
8. Once a signal or point is declared as failed, it shall never be brought to use unless the same is inspected by competent S&T staff and certified in writing to the effect that the failure has been rectified and normal working can be resumed. The Station Master before acknowledging such memo shall test the signal/point and satisfy himself that it is in proper working order. **Ref: SR 3.68.04 (d) & (f)**
9. Once the leading wheels of an engine or vehicle or any part of a train have entered the points, the person responsible for operation of points & signals must not operate the point, until the engine and all the vehicles have passed completely clear of such point. **Ref: SR 3.51.03**
10. Concerned SSE (Signal) & Ch. DTI should regularly check & ensure that no short-cut practices are being adopted during attending signal failure, transaction of Relay Room Key etc. Safety Counsellors should counsel the Signal & Optg field staff about

prescribed guidelines & report the matter if any short-cut is noticed during inspection. Related Registers, Documents & Data logger reports shall be cross checked. Officers of Signal, Operating & Safety Departments should also check that no short-cut method is being adopted during failure of signal/point/Track circuit etc.

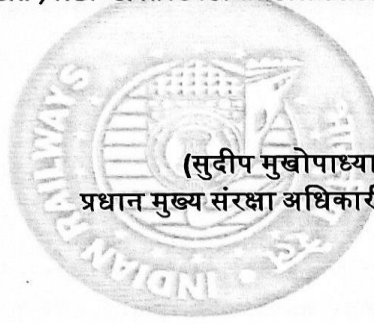
Note: These instructions are reiterated in conformity with the relevant rules of G&SR & OPM/BWM and can't in any way supersede them. In case of any conflict the provisions as laid down in the Rule books will prevail.

[Signature] 5/4/22

(सुदीप मुखोपाध्याय / Sudip Mukhopadhyay)
प्रधान मुख्य संरक्षा अधिकारी/ Principal Chief Safety Officer

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2. PS to AGM for kind information of AGM/SER.
3. PCSTE, PCOM, PCEE for kind information and necessary action please.
4. DRM- ADA, CKP, KGP & RNC for information & necessary action please.
5. Sr. DSOs/DSO - ADA, CKP, KGP & RNC for information & necessary action.



[Signature] 5/4/22.

(सुदीप मुखोपाध्याय / Sudip Mukhopadhyay)
प्रधान मुख्य संरक्षा अधिकारी/ Principal Chief Safety Officer



संख्या/ No: Safety Circular No-1/2021

दिनांक/ Dated: 23.03.2021

DRM- ADA, CKP, KGP & RNC

Safety Circular- 1 / 2021

Sub: Securing of Vehicles / Trains/ Loads / Locomotives in Block Sections / Stations to avoid Rolling Down.

Ref: Exec. Dir Elect. Engg(RS) Railway Board L.No. 2021/Elect.(TRS)/ 113/Safety Misc. Date: 18.03.2021

On 17.03.2021 at about 16.25 hrs, train no. 05326 DLI-TPU Express while entering into Tanapukur Station (Block Section Banbasa-Tanapukur non-electrified Single Line Section of Izatnagar Division in North Eastern Railway), Train Engine (Diesel) No.40201-WPD4D/TKD dashed a Cow near Home Signal, resulted BP & FP pipe routed off and BP, FP pressure became zero in train engine. Train stopped at km 60/16-17. Loco Pilot tried to recover BP & FP pressure by closing additional angle cock of BP & FP pipe. LP & ALP checked the Load keeping loco un-manned. In the mean time train started rolling down & rolled up to Banbasa (BNSA) & Khatima (KHMA) station ie about 18 km. Finally train stopped at Km 42/6 at Khatima Station.

Prima Facie Cause of the Accident: Due to Cow Run Over, pressure dropped after detachment of Brake Pipe & Feed Pipe. Pressure of Coaches was manually released but train was not secured and due to gradient train rolled down.

In view of roll down incidences the instructions on "securing of vehicles/Trains" are reiterated below, which should be followed rigidly by the Loco Pilot/ Assistant Loco Pilot / Guard to avoid reoccurrence of roll down cases in future.

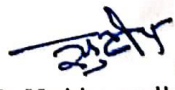
- (i) Loco Pilot while on duty should not leave locomotive un-manned.
- (ii) Application of SA-9 and A-9 brakes; physically check if brake application has actually taken place.
- (iii) Also, apply locomotive independent brakes on the banking locomotives, if the train is banked.
- (iv) Application of hand brake and parking brake.
- (v) In case, the detention is likely to be of more than 30 minutes, wedging of wheels of locomotives using wooden wedges as per RDSO's approved design, provided on locomotives, should be done, along with application of Guard's brakes to avoid rolling down of the train.
- (vi) Hand brakes/parking brakes of locomotive should be ensured in working condition.

- (vii) In case train / loco stalled in block section due to accident, failure, obstruction or any other reason, the following additional precautions should also be taken:
- a- Assistant Loco Pilot, Loco Pilot and Guard should protect the train as per provisions of G & SR 6.03.
 - b- The train should be secured by applying loco brakes (SA-9, A-9 & Hand Brake) & Hand Brakes of at least 6 wagons at either end of the train. The hand brakes should be operated by ALP from leading end and by the Guard from the rear end. In case the train is being worked without Guard, the duties of the Guard shall devolve on the ALP. In case of coaching trains, the Guard should apply hand brakes of the SLR in addition to the application of Loco brakes by the Loco Pilot.
- (viii) If MR pressure starts dropping while train is stationary, Loco Pilot has to secure the Loco with the wedges and inform the Guard regarding dropping of MR pressure and thereafter the Guard will secure the Train with wedges in the last vehicle.
- (ix) Station staff, Guard, Crew and Section Controller should be aware of gradients at Stations/ Yards/ Sidings and Block Sections.
- (x) Availability of Safety equipments as per SWR (Appendix E) in yards and stations and wooden wedges on Locos shall be ensured.

Concerned LP/ALPs/Guards & other concerned staff need to be sensitized by proper counselling by supervisors/ officers covering all the instructions / procedures issued by Railway Board & RDSO/ Zonal Railways.

A reply regarding counselling/sensitisation details should be sent to this office within 15 days for onward submission to Railway Board.

Note: These instructions are reiterated in conformity with the rules of G&SR and Railway Board Letters and can't in any way supersede them. In case of any conflict the provision of G&SR and Railway Board's Letter will prevail.


(एस. मुखोपाध्याय / S. Mukhopadhyay)

प्रधान मुख्य संरक्षा अधिकारी/Principal Chief Safety Officer

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No. SFY/Safety Circular

Dated: 14.10.2020

Safety Technical Circular-01/2020

Sub: Safe working procedure for carrying out Through Fastening Renewal (TFR) work.

On 11.09.2020, in Ambala division of Northern Railway, one unusual occurrence of railway track buckling occurred at the worksite where work of Through Fastening Renewal (TFR) was being carried out by contractor's labour without following any correct method of working and without presence of any competent Railway supervisor and One Parcel special train No. E/00466 DN ASR-GHY was stopped at the site on banner flag due to such unsafe condition. It was reported that fastenings of consecutive 30 sleepers were opened simultaneously at the site.

In IRPWM-2020, stipulations for opening/replacement/renewal of individual fastenings as available in various paras are reproduced as below:

- 1) **Para 345 (1) (a):** The regular track maintenance in LWR/CWR shall be confined to hours when the rail temperature is between $t_d+10^{\circ}\text{C}$ and $t_d-30^{\circ}\text{C}$ and shall be completed well before onset of summer.
- 2) **Para 345 (1)(b):** If rail temperature after the maintenance operation exceeds $t_d+20^{\circ}\text{C}$ during the period of consolidation, then the speed restriction of 50 Kmph shall be imposed.

- 3) **Para 345 (5) (a) & (b): Renewal of fastenings:** The work of renewal of fastenings shall be carried out when rail temperature is within the limits specified in **Para 345 (1) (a) & (b)** with following additional precautions:-

(a) Renewal of fastenings not requiring lifting of rail:

Fastenings not requiring lifting of rails, shall be renewed on not more than one sleeper at a time. In case fastenings of more than one sleepers are required to be renewed at a time, then at least 15 sleepers in between shall be kept intact. Work shall be done under supervision of Keyman.

(b) Renewal of fastenings requiring lifting of rail:

Fastenings requiring lifting of rails i.e., grooved rubber pads, etc. shall be renewed on not more than one sleeper at a time. In case fastenings of more than one sleeper are required to be renewed at a time, then at least 30 sleepers in between shall be kept intact. Work shall be done under supervision of Gangmate.

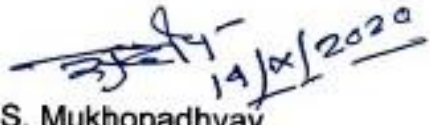
Alternatively, if prevailing rail temperature is lower than t_d-10 , fastening up to 5 sleepers on either side may be removed for replacement of rubber pad under the rail.

4) **Para 346 (a) (1): Through fittings renewal:** Whenever it is decided to carry out through renewal of fittings, the LWR shall be de-stressed immediately after the TFR is completed of complete or part LWR.

5) **Para 628: Renewal of fastenings:** - Precaution during renewal of fastenings shall be taken as per the provisions of LWR/CWR. Large scale replacement of fastenings must be done under the supervision of JE/SSE/P.Way.

P-Way officials carrying out TFR work should ensure that safe working procedure for the work should be adopted strictly observing above stipulations of IRPWM-2020.

Note: These instructions are reiterated in conformity with the IRPWM-2020 and cannot in anyway supersede them. In case of any conflict, the provisions of IRPWM-2020 will prevail.


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संख्या/ No. SFY/ Safety Circular

दिनांक/ Dated: 16.03.2020

Safety Circular No. 1 / 2020

Sub: Observance of Safe Running of Trains , including Goods Train with Open Door and other abnormalities.

In view of more than 16 cases of OHE Mast, Signal Post & Other fixed structure hitting by Open/Hanging Door of wagons during the last 6 months, resulting into the disruption to traffic, degraded mode of operation, loss of Railway Properties and endangering safety, duties of Crew, Guard, Station Masters, Cabin Men, Points Men, Gate Man & other field staff in this regard are being reiterated for understanding and strict compliance.

1. Every Railway servant who observes anything wrong with a train, or any unusual circumstances likely to interfere with the safe running of trains, or the safety of the public, shall take immediate steps as per the requirement or circumstances to prevent accident and where necessary, advise the nearest Station Master by the quickest possible means. {Ref: GR 2.11(2)(c)(d)}.
2. LP and Guard of the train shall look out for and acknowledge the All Right Signal, which the SM or other staff at the station shall give if the train is proceeding in a safe and proper manner. {Ref: GR 4.42(2)}.
3. If the train is not proceeding in a safe and proper manner, the SM or other staff shall exhibit a Stop Hand Signal on receipt of which, the Guard and the LP shall take immediate steps to stop the train. {Ref: GR 4.42(2)}.
4. Whenever a train passes a cabin, the officials in charge of the cabin shall be responsible to observe the conditions 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. {Ref: SR 4.42.02 (a)}.
5. For run through trains, the SM shall observe the condition of the train by standing in front of his office in such a position to have a clear view of the train and that his signal can be clearly seen by the Guard. {Ref: SR 4.42.02 (b) (i)}.
- 5.1 In case, the view of the passing train is obstructed, the SM shall depute one of his Station staff including Traffic Gateman for observing the conditions of passing train from a suitable place. {Ref: SR 4.42.02 (b) (i)}.
6. At station, where no cabin is situated or the SM's office or cabins are situated on the same side, the SM shall depute one of his station staff including Traffic Gateman with Hand Signal to the other side of the passing train to observe the train and assist the SM in doing his duties. The deputed staff will stand at such

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a place from where the train can be observed properly. **{Ref: GR 4.42.02 (b) (ii)}**.

7. In case of Hot Axle, Smoke Emission, Open Door, Hanging parts or doors, Wagon Body Bulge, Load Shifting, Fire, Goods falling of a vehicle or any other conditions likely to endanger safety of the train, the staff deputed shall at once display "Red Hand Signal" and take prompt action to stop the train. If this cannot be done at that station, intimation shall at once be given to the next block station to stop the train with intimation to the Section Controller and Traction Power Controller (TPC) to switch off power, wherever necessary. **{Ref: SR 4.42.02 (d)}**.
8. Guard of the running trains shall be responsible to watch any trains passing on the adjacent line and to attract the attention of the Guard or the LP of the later train by exhibiting Stop Hand Signal after noticing any condition on that train, which may endanger its safety. **{Ref: SR 4.43.02 (a)}**.
9. In case of train in the opposite direction, Guards of the two trains shall examine each other's strength but when trains run in the same direction, the Guard of one train shall observe the other train, which overtakes his train. The Guard of these two trains shall exchange green hand signal between themselves if the condition of the train is safe. **{Ref: SR 4.43.02 (a)}**.
10. LP/ Guard of any running train after noticing any Stop Hand Signal shown by Guard/ Loco Pilot of the other train passing over the adjacent line, shall take action to stop his train and examine thoroughly before commencing further journey. **{Ref: SR 4.43.02 (b)}**.
- 10.1. In the event of failing to exchange signal after noticing the condition of the train endangering safety, the Guard of the train noticing the unsafe condition shall bring his train to stop at the next station and report the matter in writing to the SM. SM shall take steps to have the train in question stopped and examined at the next station. **{Ref: SR 4.43.02 (c)}**.
11. The Gateman at all L.C. 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 and at night hold the hand signal lamp and watch all passing trains to see any unusual condition like Hot Axle, Hanging Parts, Vehicle/ wagon on fire and Hanging doors etc. and take prompt action to warn the LP and Guard of the train by showing a danger signal. **{Ref: SR 16.04.01(a)}**.
- 11.1 The Guard shall look back to see the hand signal exchanged by the Gateman while passing a Manned L.C. and take action as per the hand signal displayed. **{Ref: SR 4.43.03}**.
12. Before taking over the charge of a train and signing the BPC, the Guard shall ensure that SSE/ SE/ JE(C&W) certificate that the doors of all carriages & wagons are in proper working order and can be closed and fastened is available on the BPC and signed. **{Ref: SR 4.34.01(b)}**

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13. During the GDR check, Guard and Loco Pilot will see that doors of wagons are closed and locked properly and look for any other abnormality, which may endanger safety during the run.

(Ref: Para 9.2 (g) & (h) of JPO issued jointly by CFTM and CRSE (Fr.) vide no. M2/W- 113/ Policy/108, dated 24.01.2011).

14. At Rolling - In Examination points, C&W staff shall take up position on both sides of the line and observe the wagon for any abnormality like Hot Axle, Smoke emission, Open/ hanging doors, hanging parts, body bulge, load shifting, under gear of the wagon for any loose or dangling components and flat tyres/wheels.

(Ref: Para: 3.2.7 of Rules for Maintenance and Examination of BG Goods Stock: IRCA Conference Rules Pt. III)

Note: These instructions are reiterated in conformity with the rules of G & SR Manual provision and can't in any way supersede them. In case of any conflict, the provision of G & SR and technical circular (JPO) cited above will prevail.



जी.के.द्विवेदी/G.K. Dwivedy 16/03/2020

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संख्या/ No. SFY/70/Safety Circular/Part - 3

दिनांक/ Dated: 16.12.2019

Safety Circular No: 9/2019

**विषय/ Sub: Working on the Signalling Equipments during Failures,
Maintenance or Works: Role of Operating and Signalling Staff**

In view of the recent derailment of Train No. 17417 Tirupati – Sainagar Sirdi Express on Point no. 23 in Koduru yard of Guntakal division of South Central Railway, where S&T staff removed all rod connections of the point without taking disconnection and precaution, instructions regarding the duties of **Operating and Signalling Staff** in connection with working on the signalling equipments during failures, maintenance or works available in the Rule Books are reiterated for serious reading, understanding and strict application by Station Masters, Technician, JE, SE and SSE (Signal).

1. As soon as a Station Master becomes aware that any Signalling Gear has become defective or has ceased to work properly, he shall immediately report such defect with complete particulars to all concerned officials as detailed in GR 3.68, SR 3.68.01, 3.68.02, 3.68.03, 3.68.04, 3.68.05 and BWM 2.10.
2. Station Master shall make necessary entries in Signal Failure Register, Train Signal Register, Diary and Caution Order Register. {Ref: SR 3.68.04(b)}.
3. No Railway staff shall interfere with any Points, Signals or their fittings, Signal wires or any Interlocking or Block gear for the purpose of effecting repairs or for any other purpose except with the previous permission of the Station Master. {Ref: GR 3.51(3) and BWM 4.18(2)}.
4. Signal staff shall attend to all failures promptly on receipt of information. Before taking up work, he shall first obtain failure report/ message from SM/ ASM in writing in accordance with provision of GR 3.68 for failure recorded in the signal failure register. {Ref: SEM 11.5.1}.
5. Work of failure attendance or maintenance etc on the signalling gears shall be undertaken with utmost precaution including issue of Disconnection Memo on Form S&T/DN (T-351), where necessary and obtain acknowledgement from the Station master and then carry out the work. {Ref: SR 3.68.04 (c) and SEM 11.4}.
6. Requirement of Disconnection Memo is detailed in Para 11.4.2 (Annexure 3) of Signal Engineering Manual.
7. The Station Master shall not accept the Disconnection Notice (T-351) for a signalling gear, if Signals have already been taken off for reception/ despatch of

a train until the said train has arrived/ passed clear of the Signals and Points mentioned in the Disconnection Notice or if "Line Clear" has been given for a train, until the train has passed the said Signals & Points. {Ref: SR 3.51(04), SR 3.51.05, BWM 4.18(4) & (5)}.

8. Whenever an emergency Crank Handle is required to be used by a signal official for maintenance work or in the event of failures, the signal officials will give a Disconnection Memo to the Station Master on duty and the Station Master on duty shall hand over the Crank Handle under clear acknowledgement after making necessary entries in the appropriate register. **The concerned points will be treated as defective until the Emergency Crank Handle (s) is/are returned to the Station Master on duty.** {Ref: OPM 13.11(f), Note (b)}.
9. After rectification of defect, Signal staff shall issue reconnection memo on the relevant portion of the Form S&T/DN (T-351) to the Station Master. {Ref: SR 3.68.04 (d)}.
10. When it is necessary to disconnect point equipment switches or signals for repairs, replacement or alteration, Warner/ Distant and Stop Signals governing the lines in question shall be kept in the "ON" position and made inoperative until the work is completed. (Ref: SEM 11.4.3).
11. Until the rectification of failure or reconnection of signalling gear, trains may be dealt by Station Master as per the provisions contained in GR 3.68, 3.69, 3.70, 3.71 and SR 3.68.02, 3.68.03, 3.68.05, 3.69.01, 3.69.02, 3.69.03, 3.69.04, 3.69.05, 3.69.06, 3.70.01, 3.70.02, 3.70.03 and OPM 13.11(b).
12. Station Master and Signal staff shall ensure the locking of the Relay Rooms/ Lever Frame Basement and Custody and exchange of keys as per the instructions contained in Para 13.08 of Operating Manual.


16/12/2019

जी.के.द्विवेदी/ G.K. Dwivedy

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संख्या/ No: SFY/70/Safety Advice

दिनांक/ Dated: 17.10.2019

Safety Circular No: 7/2019

विषय/ Sub: Working of Tower Wagons/Cars, Track Machine and Self Propelled vehicle.

Tower Car no. RU-6530/SRC caught Fire on 05.10.2019 at Inner home signal of KGP at km 114/07-09 between Jakpur and Kharagpur at 04.10 hrs. As per the preliminary information received, glaring system deficiencies in the working of Tower Wagon/ Tower Car have been found. In order to improve the Safety of Tower Wagons/Cars on line and its occupants following prevalent instructions as per relevant manuals, though not exhaustive are reiterated for ensuring Compliance with immediate effect:

1. Taking Over and Handing Over:

Before taking out the Vehicle on line proper taking over by the Drivers shall be ensured as follows:

- 1.1. Tower Wagons/Cars, Track Machine and Self Propelled vehicle overdue for scheduled inspection shall not be taken over for running on line.
- 1.2. Track Machine shall be checked as per the JPO issued vide no. A/2R/RB/2016/16-17, dated 15.09.2016 prior to running on line.
- 1.3. Tower Wagons/Cars, Track Machine and Self Propelled vehicle shall be checked for availability of equipment as per the Check list of Operating Manual Chapter –XXII, para -22.19 (d).
- 1.4. Fire extinguisher shall be provided as per scale vide Operating Manual Chapter –XXIV, para -24.07 (c) viii-A.
- 1.5. Fire fighting appliances shall be periodically checked and all staff trained in their proper use as instructed at Operating Manual Chapter –XXIV, para -24.06 (b) ix.
- 1.6. Driver should go through the Log book and record any kind of abnormality noted, if any, should inform it to the Vehicle in-charge. In case of any deficiency in safety equipments and essential T&P, the driver must not take out the Vehicle on open line.

Page 1 of 3

2. Sign On & Sign Off:

- 2.1 Drivers of Tower Wagons/Cars, Track Machine and Self Propelled vehicle shall commenced their duty only after Signing On in the prescribed register after breathalyzer test duly witnessed by the Supervisors and Sign Off after completion of duty after breathalyzer test in Sign Off register as per G&SR-4.04.
- 2.2 The Breathalyzer equipment should be provided in every Depot-in-charges. The breathalyzer equipment shall be checked on daily basis and confirmed by the Supervisors for its proper working.

3. Competency, Training, Counseling & Medical Examination of Driver:

- 3.1 As per ACTM Vol- II, Pt-I, Para – 21216, following should be ensured for Tower wagon/car driver;
 - 3.1.1 They should be imparted G&SR in the Zonal Training School or other approved establishment followed by a Written, Oral and Practical test conducted by the School.
 - 3.1.2 An Oral and Practical test by SSE(OHE) to see if the Employee is fully conversant with the mechanism and operation of the Engine and Transmission of the Inspection Car, as well as the details of maintenance & Fault Finding directory to carry out minimum support for clearing the section.
 - 3.1.3 Training for a period of 1 month to learn the Road in the section in which he is required to work the Vehicle is essential as per provision contained in G&SR and ACTM. At the end of such training, the employee should sign a declaration that he is fully conversant with the Road. The record of Road learning shall be kept with Driver in his record book and register maintained in OHE /track machine depot. The Driver should always carry the Record Book while on duty.
 - 3.1.4 A period of Practical Training for 2 months in the actual driving of the Vehicle under the supervision of a qualified Driver at the end of which a Driving Test will be conducted by DEE(TRD) before issuing Competency Certificate.
 - 3.1.5 He should undergone prescribed Periodical Medical Examination at regular interval as ACTM, Vol-I, Para-30509.
- 3.2 As per Operating Manual Chapter –XXII, para -22.19 (c) the Competency certificate to Machine Operators/Drivers shall be issued.
- 3.3 No overdue PME of drivers of Tower Wagons/Cars, Track Machine and Self Propelled vehicle shall be allowed on duty.

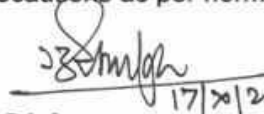
4. Nomination of Loco Inspector:

- 4.1 Every drivers of Tower Wagons/Cars, Track Machine and Self Propelled vehicle shall have a nominated Loco Inspector like Loco Pilot.
- 4.2 The nominated Loco Inspector should counsel Drivers on various Safety Rules, G&SRs, Route learning etc as per the norms prescribed for Loco Pilots. (ACTM

Para -30507). Divisions should work out the arrangement of nomination of Loco Inspectors as deemed fit.

Note:

1. These Instructions are reiterated in conformity with the rules of AC Traction Manual, General & Subsidiary Rules (G&SR) & Operating Manual and cannot in any way supersede them. In case of any conflict, the provisions of Rule Books will prevail.
2. All Nominated Loco Inspector must sensitize the drivers of Tower Wagons/Cars, Track Machine and Self Propelled vehicle and ensure that the driver is fully aware about their working and take safety precautions as per norms.


(जी. के. द्विवेदी / G. K. Dwivedy)

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संख्या/ No. SFY/70/Safety Circular/Part - 3

दिनांक/ Dated: 07.08.2019

Safety Circular No: 6/2019

विषय / Sub: Working of Tower Wagons in Open Line.

During the course of inspection of Chaibasa Station of Chakradharpur Division on 26.07.2019, it has been found that Tower wagons are being worked on a plain paper memo giving details of power block granted by control. In view of the above, following instructions available in Rule Books are reiterated and advised for strict adherence by Tower Wagon Drivers, SMs, LP/MMs, SCR, CHC, TPC etc.

1.0 Working Procedure:

- (i) Section Controller on getting the information from the concerned Station Master(s) of the section about Traffic-cum-Power block & regarding working of Tower Wagon shall inform the TPC.
- (ii) On readiness of the field staff at the site of work, the TPC shall send the power block message to the Section Controller. SCR shall in turn advise the concern Station Masters to take precautions as per laid down norms supported by private no.
- (iii) On receipt of the assurance from the SCR, the TPC shall dead the OHE of concern Elementary Section & issue Permit-to-Work message. Tower Wagon shall be now allowed into the affected block section after proper protection by the OHE staff & Station Master.
- (iv) On completion of work, TPC shall cancel the permit-to-work & issue memo to SCR for cancellation of block. SCR then advise concern SMs about the cancellation of block under exchange of Private no.

Note:

1. Before restoration of normal working, it must be ensured by the concerned Stations Masters that Tower Wagon arrives completely and the block section is cleared, under exchange of private no. with adjacent affected Station & SCR.
2. Before imposition of Power Block, TPC/SCR/SMs shall check the Elementary Section(s) as per OHE diagram & Appendix-G of SWR.

{Refer SR-17.04.02, 17.04.03 & 17.04.04, 17.04.05(b)}.

2.0 Movement of Tower Wagon:

- (i) The Tower Wagon movement on tracks shall be governed by rules and regulations governing movement of trains.

- (ii) Tower Wagon shall be allowed in to the block section to work, by lowering Last Stop Signal or Pilot Out as per the situation, in case of Single Line or right direction of Double Line. In case of wrong line in Double Line, train to be allowed on the authority of "T/409-Caution Order" along with "T/511-Starting Order". Block Forward/ Block Back permission may be obtained as per GR 1.02(8 & 9).
- (iii) If a Tower wagon after leaving a Block station & on completion of its work return to the starting station, the Driver shall bring the tower wagon to a stop at the first stop signal in the case of single line section and on double lines at the point opposite to the first stop signal, pertaining to the proper line/ last stop signal pertaining to the line upon which it is moving whichever is earlier. The Tower Wagon Driver shall then give information to the Station Master over walkie talkie or send one of his staff about the arrival of the tower wagon. Station Master shall arrange for its admission by taking off the reception signal in case of single line & right direction of double line and in case of wrong line train shall be piloting in by T/509. (SR 17.08.02).

3.0 Protection during working of Tower Wagon:

- (i) **By Station Master:** Use Button Collar, Power Block Collar, Entry in TSR/ Caution Order Register/ SM's Diary in Red ink. Block Instrument should be kept in TOL position. (SR-17.04.16).
- (ii) **By OHE Staff:** Earth the OHE at both ends. Use Banner Flag, Detonator as per norms (SR 17.04.05(f) & GR 15.09).
- (iii) **By LP/ MM:** of any electric train in the affected Elementary Section shall be advised to lower the Pantograph & not to raise it until further instruction. (Refer SR-17.04.16(b)).

Note:

1. These instructions are compiled and reiterated in conformity with the provisions of G&SR and cannot in any way supersede them. In case of any conflict, the provision of G&SR will prevail.
2. For counselling & sensitization purpose, details available in G&SR may please be referred as mentioned below.

GR 1.02(8&9), GR 15.09, SR 17.04.02, 17.04.03, 17.04.04, 17.04.05, 17.04.16, 17.08.01, 17.08.02 and 17.08.03.

(जी.के.द्विवेदी / G. K. Dwivedy)

प्रधान मुख्य संरक्षा अधिकारी/ Principal Chief Safety Officer

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7/7/19

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South Eastern Railway



प्रधान मुख्य संरक्षा अधिकारी कार्यालय
Office of the Principal Chief Safety Officer
गार्डन रीच, कोलकाता / Garden Reach, Kolkata – 700043

संख्या/ No. SFY/70/Safety Circular/Part - 3

दिनांक/ Dated: 10.06.2019

Safety Circular No: 5/2019

विषय / Sub: Precautions to be taken before Putting Back of Signal by SM.

1. On 23.05.2019, train No. 53132 Muzzafarpur Jn.--Sealdah Passenger while entering into Samastipur Station yard of Samastipur Division of East Central Railway from Karpoorigram (KPGM) side stopped near Home Signal due to ACP (Alarm Chain Pull) at 10.26 hrs. Train restarted after attending ACP at about 10.31 hrs. In the mean time, Home Signal was put back by on duty SM and Starter for another Train No. 13043 Howrah-Raxaul Express was taken off which was standing on Line No-6. The train started at 10.31 hrs towards Darbhanga (DBG) side. Route for both the train was common near point no.382. Both the Loco Pilots stopped their trains in time thus a collision had been averted.
2. In view of the above incident, following instructions available in Rule Books are reiterated and advised for strict adherence by SM, LP/MM & Guards:
 - 2.1 A Signal which has been taken "OFF" for the passage of a train shall not be placed 'ON' until the whole of the train, which it controls has passed it, except-
 - (a) In case of emergency to avert an accident, or where Starter and Advanced Starter taken "off" for departing trains, that is trains starting from station after coming to stop, are required to be put back for the purpose of movement of another train for precedence or crossing shall be put back only after taking following precautions: {Ref: GR 3.36(2)(a)}.

Relevant starter and Advance Starter may be replaced to 'On' position and thereafter, the Loco Pilot of the train for which the signals had been taken 'off' shall be advised by on-duty Station Master through a secured means of communication, specified under special instructions or where secured means of communication are not available, through a written memo to the effect that the said signals have been replaced to 'On' and that the Loco Pilot shall not start, {Ref: GR 3.36(2)(a)}.

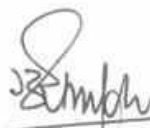
Till the Loco Pilot has been advised through secured means of communication referred to in sub-clause(i) or through a written memo and his acknowledgement received, the route set shall not be altered except to avert an accident.{Ref: GR 3.36(2)(a)}.

 - (b) Where arrangement is provided to restore the signal to 'On' automatically, the control operating the signals shall not be restored to its normal position till the whole of the train passed it. {Ref: GR 3.36(2)(b)}.

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- 2.2 If, in an emergency, a reception signal has to be put back to 'ON' position 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 preset time delay {Ref: SR 3.36.02(a)}.
- 2.3 If the departure signal once taken 'off' for a train has to be put back to 'on' -
- On single line section before changing the route or allowing any other movements, the "Authority to Proceed" if any, handed over to Loco Pilot must be withdrawn. {Ref: SR 3.36.02(b)(i)}.
 - At a station on double line section or on single line section having token less working, before changing the points or allowing any other movements, the loco pilots of the train concerned must be advised of the change in writing and his acknowledgement obtained. There after the Loco Pilot and staff so deputed shall immediately exhibit Stop hand signal to the Station Master/trailing end cabin. {Ref: SR 3.36.02(b)(ii)}.
3. These instructions are reiterated in conformity with the rules of G&SR and cannot, in any way supersede them. In case of any conflict, the provisions of G&SR will prevail.

Note: For counselling & sensitization purpose, details available in GR 3.36 & SR thereto may please be referred in original.



(जी. के. द्विवेदी / G. K. Dwivedy)

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संख्या/ No. SFY/70/Safety Circular/Part - 3

दिनांक/ Dated: 07.06.2019

Safety Circular No: 4/2019

विषय / Sub: Precautions to be Taken at the Time of Piloting Out of Train.

1. On 27.05.2019 at 01.10 hrs Pilot Out Memo T/369(3b) was prepared for train no 012150 Danapur- Pune Special Express due to failure of Up Intermediate Starter, Up Advance starter and Up IB signals at Chausa station of Danapur Division of East Central Railway. However, station staff handed over the Pilot Out Memo to another Train No. 63231 Patna- Mughalsarai Memu Passenger standing on the adjacent line. Motor Man of Train No. 63231 started his train without verifying the Pilot Out Memo and derailed on Trap Point, as the route was not set for the movement of his train.
2. In view of the above accident, following instructions available in Rule Books in this regard are reiterated for strict adherence by Crew, Guard and Station Staff.
 - 2.1 The Loco Pilot shall ensure that the authority to proceed given to him is 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 {Ref: GR 14.09(1)}.
 - 2.2 If the conditions mentioned in sub-rule (1) of GR 14.09 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. {Ref: GR 14.09(2)}.
 - 2.3 Guard shall not give the signal for starting the train unless he has received the permission of Station Master to start and Station Master shall see that all is right for the train to proceed in case of when the starter signal is defective which include compliance with sub-rules of GR 3.70 and SR 3.70.01 (Ref: GR 4.35 & SR 4.35.05).
 - 2.4 The Station Master shall see that the authority to proceed given to a Loco Pilot is accurate and that, when it is in writing, it is complete and signed in full and in ink {Ref: GR 14.11(3)}.
 - 2.5 At a station when the Starter signal has become defective the Station Master shall issue a written authority in form T-369(b) to the Loco Pilot to pass the defective Starter and in addition he shall depute a Jamadar/ Pointsman at the foot of such Signal to exhibit proceed hand signal to the Loco Pilot. (Before handing over the written authority to the Loco Pilot the procedure detailed in SR 3.69.01 (i) (ii) & (C) shall be complied with (Ref: SR 3.70.01).

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2.6 In case of station having RRI/PI/SSI, the following procedure shall be followed:

2.6.1 If the route setting can be done correctly, yet the signal does not take off, the SM shall try to allow movement by taking off the Calling On Signal in case it is available. If the Calling On Signal is not available or fails to take off, then the SM shall reset the desired route and take action as mentioned in SR 3.69.04 (i) and (ii). {Ref: SR 3.70.02}.

2.6.2 In case the advance starter becomes defective, such signal shall be passed on the written authority in form T-369(b), Proceed Hand signal, in this case, shall be dispensed with only where the Advance Starter does not protect any point (Ref: SR 3.70.03).

3. These instructions are reiterated in conformity with the rules of G&SR and cannot, in any way supersede them. In case of any conflict, the provisions of G&SR will prevail.

Note: For Counseling and sensitization purpose, details available in SR 3.69.01(i) & (ii), SR 3.69.04 (i), GR 3.70, SR 3.70.01, SR 3.70.03, GR 3.81(2), GR 4.35 & SR thereto, GR 9.14.01, GR 14.09, GR 14.11 may please be referred in original.


(जी. के. द्विवेदी / G. K. Dwivedy)

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South Eastern Railway



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संख्या/ No: Safety Circular No-3/2019

दिनांक/ Dated: 30.04.2019

विषय / Sub: Precautions to be taken during Cyclone, Storm and Strong Wind etc.

संदर्भ / Ref: 1. GR/SR- SR 2.11.04, 2.11.05, 5.23.01, 4.09.01(11)
2. Operating Manual - 24.02
3. IRPWM- 514

In view of on going season of Cyclone, Storm, Strong Wind, etc, following precautionary measures are reiterated for adoption:

A- Station Masters:

1. On getting weather warning message forecasting cyclone, heavy storm or strong wind which endanger the safety of passengers, train etc, shall detain the train in consultation with the Guard & Loco Pilot of the train (SR 2.11.04-a).
2. Refuse to grant line clear to a train coming to his station until the storm abates (SR 2.11.04-a).
3. Detain the train arrived at the station, in consultation with LP/MM/Guard when necessity so arises. (when wind velocity higher than the danger level, i.e. **39 knots or 72 kmph**, (SR 2.11.04/ SR 2.11.05).
4. Inform immediately to adjacent Stations, Control, Engg, TRD, S&T and other concerned departments about the situation. (SR 2.11.05-ii)
5. Made aware of the possibility of failure of prolonged power supply.
6. Resume the normal working in consultation with SCR & SM of adjacent station only after the wind velocity comes down below the danger level (SR 2.11.05-iii).
7. Issue Caution Order for any possible obstruction/infringement about adjoining Railway Track [SR 4.09.01(11)].

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8. Ensure to secure the stable loads if any at Yard. (Ref-SR 5.23.01).

B. **LP/ALP/MM/ Guards:** (i) Immediately control the speed of his train and bring it to a stop at first convenient place, avoid stoppage at a sharp curve, high embankments, bridge & bridge approaches, when the train is caught on the run in a cyclone, storm or strong wind [SR 2.11.04(b)]

(ii) Take care to avoid jerk while stopping the train [SR 2.11.04(b)].

(iii) See that doors and windows of the coaches are kept open for free passage of wind through the coaches [SR 2.11.04(c)].

C. **Controllers:** Immediately inform all concerned for necessary precautions on getting weather warning message regarding cyclone, strong wind etc, and alert the affected sections to take safety measures as per rule.(OPM 24.02)

D. **SSE(P.Way):** (i) Ensure trimming of trees near to the railway track which may cause unsafe to the moving trains.

(ii) Advise the Gangmates for extra vigilant in the affected section.(IRPWM Para-514).

(iii) Ensure Platform sheds are properly fastened, or else concerned departments to be informed for necessary action.

E. **SSE/JE (TRD):** Immediately mobilise the resources and alert the staff on receipt of the weather warning message, so that they will be in readiness for any eventualities (OPM 24.02).

F. **SSE(S & T):** Ensure adequate fuel at stations provided with Diesel Generator (DG) Sets and ensure their readiness for use when required.


(D.Naskar)
Dy. Pr. Chief Safety Officer(7)

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संख्या/ No: Safety Circular No-2/2019

दिनांक/ Dated: 04.04.2019

विषय / Sub: Securing of Vehicles/Loads/Trains/Locomotives at Stations and in Block Sections.

संदर्भ / Ref: GR/SR- 5.23.01 & Railway Board's letter No. 2012/Safety (A&R)/19/1, dated 04.12.2018 and 08.12.2016

In view of frequent roll down incidences the instructions on "securing of vehicles" are reiterated below, which should be followed rigidly to avoid reoccurrence of roll down cases in future.

Extract of JPO on "Avoiding Rolling Down of Trains during Attaching and Detaching of Loco in a Coaching Train" signed by CPTM, CELE and CRSE(Chg) on 13.09.2018:

1.1 Before Detaching the Loco:

- a) Outdoor Dy.SS/YM/Shunting Master/Guard shall supervise the entire activity.
- b) Shunting staff shall apply the Hand brake of the Front SLR and place 2 Iron skids/wedges each under the wheels of the Front and Last vehicle.
- c) Incoming Guard shall apply the Hand brake of the Rear SLR.
- d) Dy.SS/YM/Shunting Master/Guard who is supervising Shunting operations after ensuring application of Hand brake in SLRs (in Front and in Rear) shall advise the LP to apply A-9.

1.2 During Detaching the Loco:

- a) Shunting staff will uncouple the BP & FP air hoses and drain out the BP pressure so that formation brakes are applied.
- b) C&W staff should not release brakes of the first 5 coaches before creation of BP pressure on full train.

1.3 Attaching Loco onto the Formation-

- a) The Loco Pilot shall exercise great caution to avoid any bump while attaching Engine.

- b) Shunting staff should ensure that Loco is stopped 20 meter before the formation and then move cautiously at a speed of 2-3 Kmph following the existing procedure of Shunting.

2. Extract of G&SR 5.23 and Railway Board's letters issued from time to time for Securing of vehicles at Stations/ Yards/ Block section:

- 2.1. When vehicles are allowed to remain on a running line, a clear remark in Red ink should be made immediately in the Train Signal Register indicating Time and Number of running line on which the vehicles are stabled. Remarks should also be made to the effect that 'All precautions for securing the load have been taken' as prescribed above. A record thereof shall be made in the Station Diary also. At stations where Cabin Assistant Station Masters/Switchmen are in charge of cabin they shall intimate the fact to each other under exchange of Private Numbers and record in the Train Signal Register in Red ink and in addition comply with SR 5.04.01. (a) & (b). Stop collars must be placed on relevant signal and point buttons/slides/levers etc.;
- 2.2. After any Load/Train/Loco is stabled, the Station Master must inform the Section Controller supported by Private Number that all laid down precautions for Stabling and securing the any Load/Train/Loco have been taken.
- 2.3. Additional precautions to be taken while stabling Vehicles/Loads/Trains at a station with gradient of 1 in 400 or steeper. In addition, following precautions must also be observed over and above those prescribed under approved special instructions:-
- (a) Before vehicles are uncoupled the hand brakes should be applied, sprags/wooden wedges/skids should also be used.
 - (b) As far as possible, the vehicles/loads/trains should be stabled on a line which is isolated from other lines, particularly running lines.
- 2.4. When the engine(s) of a train which has arrived at a station is/are detached or continue to remain on load in shutdown condition, following precautionary measures shall be taken so as to prevent rolling down:
- 2.4.1 Loco pilot while on duty should not leave loco unmanned. In case he is required to leave the Loco unmanned, he should do so only after receiving written authority from the Station master/Yard master and ensuring the following:
- (a) Application of both SA-9 and A-9 brakes;
 - (b) Application of hand brake and parking brake;
 - (c) Secure the loco with wooden wedges provided on the loco.
- 2.4.2 The hand brake of the brake van shall be pinned down by the Guard. In case of coaching vehicles in similar circumstances, the air/vacuum brakes are to be applied and holding effectively, failing which Guard's hand brake shall be applied. The hand brakes shall be fully tightened.
- 2.4.3 The train crew and the Guard shall certify jointly in a written memo for having complied the above actions before they leave the train.
- 2.4.4 Station Masters shall ensure that

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- (a) Hand brakes of at least six vehicles at each end of the rake and of all the wagons if the number is less than 12, are firmly pinned down by the incoming ALP at the engine end and the incoming Guard at the Brake Van/ Match Truck end of the train.
 - (b) Points shall be set against the occupied line where ever feasible complying GR 3.38(2) and SR 3.51.06 by the person in charge of operation of these.
 - (c) Skids/Wooden wedges shall be put by station staff at both ends of the rake as well as after every twenty wagons.
 - (d) If the train/rake is likely to remain stabled/ continue to remain with Engine on Load in shutdown condition for more than 3 hours, the station staff under the supervision of the ASM/ SM/ AYM/ YM, shall tie two safety chains, one at each end of the rake and padlock it.
 - (e) When one/some loose vehicle(s) is/are to be allowed to remain on the line, the vehicle(s) shall be secured in the manner described above. In this case the responsibility of securing the vehicles will devolve on the station/yard/shunting staff. In case the stabled load has to be split for any reason, each such split part should be treated as a separate load for the purpose of securing.
 - (f) Coaching stock not fitted with hand brakes, when not formed as a Train with Brake vans attached, shall be secured by Wedges/ Sprags and Safety chains in the manner described above.
 - (g) 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 for conducting Shunting.
3. **Action to be taken by Assistant Loco Pilot/ Loco Pilot and Guard, when the train is stalled in Block Section due to Accident, Failure, Obstruction or any other reasons:**
- a) Assistant Loco Pilot, Loco Pilot and Guard should protect the train as per provisions of G&SRs 6.03.
 - b) The train should be secured by applying brakes (SA-9, A-9 and Hand Brake) and hand brakes of at least 6 wagons at either end of the train. In case of coaching trains, the Guard should apply hand brakes of the SLR in addition to the application of Loco brakes by the Loco Pilot.
 - c) If MR pressure starts dropping while train is stationary, Loco Pilot has to secure the Loco with the wedges and inform the Guard regarding dropping of MR pressure and thereafter the Guard will secure the Train with wedges in the last vehicle.
4. Station staff, Guard, Crew and Section Controller should be aware of gradients at Stations/ Yards/ Sidings and Block Sections.
5. Frequent counselling in this regard should be done by concerned Supervisors of Operating, C&W, Electrical (OP) and Safety Branch and endorsed in the Register kept at Stations.

6. Availability and Suitability of Safety equipments as per SWR (Appendix E) in yards and stations and wooden wedges on Locos shall be checked and confirmed by Sectional Divisional Traffic Inspectors/ Loco Inspectors.



(जी. के. द्विवेदी / G. K. Dwivedy)

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संख्या/ No: Safety Circular No-1/2019

दिनांक/ Dated: 03.04.2019

विषय / Sub: Action to be taken when lurch/jerk/any other unusual are experienced on run in the section.

संदर्भ / Ref: SR 2.11.01 & USR 6.07(1).

On 26.03.2019 at 03.09 hrs Guard of Train no. 18312 Varanasi - Sambhalpur Express felt jerk between Ramgarh & Mael stations of Ranchi Division and informed the matter to on duty SM/Mael verbally over walkie-talkie but failed to stop the train at Mael station in advance for issue of written memo by LP as per rule. In view of the above the provisions contained in USR regarding Action to be taken when Lurch/ Jerk/ Any Other Unusual are experienced on run are reiterated below for strict compliance.

1.0 Role of Loco Pilots

If you have experienced any jerk / lurch / abnormal condition on the track note the Kilometrage as accurately as possible at which bad riding had occurred.

1.1 On single line or on Double line between two stations where there is no IB or between IB Signal and station ahead;

1.1.1 Inform the SM of the station ahead by walkie-talkie / CUG / other means of communication about the problem and not to permit any other train into the affected block section.

1.1.2 Proceed further, only after satisfying yourself that the SM has fully understood.

1.1.3 Whistle frequently, while approaching the first block station.

1.1.4 Stop your train without clearing block section in such a manner that the engine is in front of station building or cabin where the block instrument is located.

1.1.5 After stopping, prepare a written memo specifying exact location as far as practicable and the nature of defect noticed and hand over the same to SM under clear acknowledgement.

1.2 On Double line between station and IB Signal ahead;

1.2.1 In case the unusual is experienced before IB Signal, stop at the IB Signal even if it is in 'off position.

1.2.2 Talk to the SM in rear through the telephone attached to the IB Signal and appraise the situation.

1.2.3 If unable to talk to SM in rear, use other means of communication such as EC Socket or CUG and try to contact Control or SM.

1.2.4 Proceed further only after satisfying yourself that the SM in rear / Control have

fully understood.

1.3 In case of Automatic Block Territory:

- 1.3.1 Alert the trains crew following your train through available means of communication, i.e. walkie-talkie.
- 1.3.2 Contact Control/ SMs of either side through CUG or through EC Socket.
- 1.3.3 If unable to contact, it is desirable not to proceed further so that the rear Automatic Stop Signal will be at 'danger' which will certainly control the normal movement of the following trains.

2.0 Role of Guard:

- 2.1 If the Guard experiences any abnormal occurrence, he shall intimate the same to LP through walkie-talkie or other available means of communication.
- 2.2 If the Guard could not contact the LP / ALP, shall take action to stop the train by application of Guard's emergency brakes.
- 2.3 After stopping the train, intimate the LP.
- 2.4 Report it in writing to SM of the next stopping station.

3.0 Role of SM:

- 3.1 Do not close the block section once the LP reported about 'lurch / jerk / unusual'.
- 3.2 Intimate the adjacent SM, SCR, SSE/SE/JE-PWay.
- 3.3 Dispatch light engine or any self-propelled vehicle like Tower Car/TTM/Maintenance Machine or complete train accompanied by Engineering Official not below the rank of SSE/SE/JE-P. Way, who will pilot the train with a caution order indicating the location and nature of defect (if possible).
- 3.4 Once, the Engineering Official certifies track with or without speed restriction, subsequent trains can be dealt accordingly.
- 3.5 If no Engineering Official is available, allow the first train to proceed into the section with a caution order advising the LP to stop dead and proceed at 10 KMPH or to come back if the track is found unsafe by the LP.
- 3.6 Once the train clears into the next block station, subsequent trains are issued with a caution order of SR 10 KMPH till the track is certified fit by Engineering officials.

4.0 Role of LPs of subsequent train entering into the affected block section.

- 4.1 Subsequent train LP who is entering into the affected block section on caution order shall be guided by the Caution order issued to him by the SM.

5.0 Role of SSE/SE/JE-P.Way -

On getting information from SM,

- 5.1 Proceed in all haste by trolley or by 1st available means of communication to the site/station concerned to pilot the 1st train over the affected location.

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- 5.2 Get the train stopped short of affected location.
 - 5.3 Inspect the track and shall allow the train to pass only after satisfying that the track is safe for the passage of train. In case , the defect is not found at the Km location advised by the LP/SM, SSE/SE/JE-P.Way shall see the track sections on both side as there may be some error in noting down the exact location by the LP.
 - 5.4 Give/send written memo to SM advising the condition of track and any restriction of speed to be imposed till permanent repairs are done.



03/04/2019
(जी. के. द्विवेदी / G. K. Dwivedy)

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7. Sr. DME/ ADA, CKP, KGP, RNC
8. Sr. DEE (TRS)/ ADA, CKP, KGP, RNC

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SOUTH EASTERN RAILWAY

SAFETY CIRCULAR NO. -2/2018

DATE: 10/11/2018

Sub: Exchange of Signals between LP and Guard

In an incident in KGP division on 09.11.2018, feed pipe between 5th and 6th coach from engine of train no. 12847, HWH-DIGHA Duranto Express uncoupled immediately after 6 minutes of departure from Howrah station. Guard of the train got down and coupled the feed pipe; however, LP started the train with Guard still between the coaches and without exchanging signal with the Guard. AC Coach and RPF staff pulled the Alarm Chain and the train could be stopped averting the run over of the Guard. The incident indicates the complacency among the train running staff and disregard of the provisions laid down in GR 4.42 & SR 4.42.01 which is required to be addressed on priority.

All Sr. DSOs and Sr. DEE (OPS) are advised to Counsel the Loco Inspectors, LPs, ALPs and Guards and sensitise them for adherence of the provisions laid down in GR 4.42 & SR 4.42.01 for the safety of passengers, staff and train crew themselves. The coverage must be 100% with camping in crew lobbies within shortest possible time and an Action Taken Report should be submitted

Hindi version will follow.


(DEBASHIS NASKAR)
Dy CSO(Traffic)
for Chief Safety Officer
S.E RLY GRC
Date: 10/11/2018

No. SFY/70/Safety Circular/Pt.3

- Copy to:-1). Secretary to GM for kind information of GM
2). Secretary to AGM for kind information of AGM.
3)PCE,PCEE,PCME,PCOM,PCSTE
4) DRMs-ADA,CKP,KGP,RNC.
5.Sr.DSO/DSO-ADA,CKP,KGP,RNC
6)Principal-ZRTI/SINI ,ELTC/TATA,STC/KGP,CETC/KGP.

(9) (39)

दक्षिण पूर्व रेलवे

संरक्षा परिपत्र संख्या - 2/2017

दिनांक : 18.10.2017

विषय : Securing of Dead Loco in Stations, Yards, Stabling lines etc

On 13.10.17 at Jodhpur division of North western Railway, A dead Loco no 40094 was detached from 14802 Indore-Jodhpur Express at Bhagat Ki Kothi(BGKT) station. After detachment the dead loco started rolling down towards Basni which is at a down gradient. As a result Loco no 40094 trailed through Point no 111 at BGKT and dashed against loco no 14732 of train no 09031. The accident occurred as the **Dead Loco was not secured** after detaching from Train.

Instructions on precautions to be taken during Securing of Dead Loco in Stations, Yards, Stabling lines etc are already exist. In order to bring awareness amongst the field staff in adhering to the rule provisions, following instructions are re-iterated for implementation & strict compliance.

A. After making the Loco Dead, the following precautions to be taken by LP/ALP/LP(S) during Securing of Dead Loco:

- Apply both SA-9 & A-9 brakes.
- Apply Hand brake & Parking brake.
- Secure the Loco with wooden wedges provided on the Loco.
- Make clear entry in the Loco Log book regarding applying of Hand brake/ Parking brake & wooden wedges.
- Close all doors & windows.

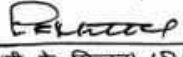
B. Before uncoupling of Dead Locos from train, to prevent rolling down of Dead Loco,

- Ensure the Hand brake/ Parking brake of the dead loco in applied condition
- Ensure the skids/wedges are placed under the wheels on both sides of the loco in tight condition.

C. The points must be set, clamped and padlocked against the blocked line and towards dead end or trap point (if available).

- Stop Collars must be placed on relevant signal and point buttons/slides/levers etc.;
- Remarks should be made in TSR and/or SM diary in Red ink to the effect.

These instructions may be brought to the notice of all concerned field staff-LPs, ALPs, CLIs, SMs, YMs, PMs and CMs etc for strict compliance.


(पी. के. मिश्रा) 18/10/17
मुख्य संरक्षा अधिकारी

सं. SFY/70/Safety Circular /Pt.-I

दिनांक :-18.10.2017

प्रतिनिधि:

- 1) DRMs-ADA,CKP,KGP,RNC.
- 2) Sr. DSO/DSO- ADA,CKP,KGP,RNC
- 3) Principal-ZRTI/SNY,ELTC/TATA,STC/KGP,CETC/KGP
- 4) PCE,CEE,CSTE,CME & COM-S.E.Rly./GRC
- 5) Secretary to GM for kind information of GM.
- 6) Secretary to AGM for kind information of AGM.

(2)
172
8

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

Safety Circular No. - 4/2016

Dated- 20.09.2016

Sub : Action to be taken to pass IBS Signal at ON.

Ref : GR 3.75, SRs 3.75.01 , 3.75.02 & 3.75.03

Recently, there has been an incident when the Motorman found IB signal at Danger and he was unable to talk to SM in rear using IB telephone. SM, however, was able to communicate with the Guard of the train on VHF and he advised the crew on VHF to pass the IB signal at Danger by giving PN and ID for line clear, which was not in order. Crew in this case followed correct procedure and passed IBS at danger after waiting for 5 minutes and then proceeding at 15 kmph in terms of GR 3.75(3). Exchanging of PN & ID on VHF by SM with crew is not prescribed in G&SR and therefore must not be resorted to. Instructions as laid down in **G& SR 3.75** should only be followed in such cases. The same are re-iterated:

- 2.1 **When a Loco pilot finds an IB Signal at 'ON' he shall-**
 - a. Stop his train in rear of the signal.
 - b. Advise the Guard of the fact by sounding a long continuous whistle.
 - c. Contact the SM in rear over the IB signal post telephone.
- 2.2 **Station Master, on being contacted over telephone by the Loco pilot, if finds that the signal is defective, he shall,**
 - a. Obtain 'Line Clear' for the train in exchange of PN and ID,
 - b. Give that PN and ID Number to the Loco pilot over the IB telephone and authorize him to pass the IB signal at 'ON'.
 - c. The Loco pilot shall then-
 - Sound one short, one long and one short whistle
 - Exchange signal with Guard and shall proceed ahead,
- 2.3 **If Station Master is unable to obtain 'Line Clear' due to total interruption of communication, he shall-**
 - a. Call for the Guard through the Loco pilot.
 - b. Advise the Guard of the circumstances and give a PN for the train to proceed up to the next block station.
 - c. The Guard shall prepare a memo indicating the PN, in duplicate, authorizing the LP/Motorman to proceed.
 - d. In such case the speed of the train shall not exceeding 15 kmph when view ahead is clear, otherwise at a speed not exceeding 8 kmph until he reaches the foot of First Stop signal of the Block Station in advance obeying any gate stop signal in between the IB Signal and First Stop Signal of the Block Station in Advance
 - e. 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.

Contd. P-2

1172/1

(7)
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2.4 If the IB telephone is not provided or is out of order-

Loco pilot -

- a. Wait for 5 minutes at the signal
 - b. Sound one long whistle
 - c. Exchange signal with Guard and then
 - d. Pass IB Signal at 'ON' and proceed cautiously and be prepared to stop short of any obstruction,
 - e. Speed- As per item 2.3 (d) & (e) above.
 - f. Report the failure to the Station Master at the block station ahead.
3. Before dispatching a train, if the Station Master of the block station working the IB Signal becomes aware that such a signal is defective, he shall -
 - a. Treat the entire section upto the block station immediately ahead of the Intermediate Block Post as one Block Section
 - b. Obtain 'Line Clear' for the train in exchange of PN and ID no,
 - c. Issue a written authority on T/369(3b) with PN and ID no, to the Loco pilot to pass the defective intermediate Block Stop signal at 'ON' without stopping at the signal.
 - d. Display of 'Proceed' hand signal at the foot of defective IB signal may be dispensed with.
 4. Further in case of MEMU/DMU, the crew must take adequate precaution for securing of trains before alighting from the cab for contacting SM using IBS telephone. Crew shall advise Guard to be extra vigilant during his absence in leading cab and secure the train by applying both parking brake and train brake as well as by placing wooden wedges on the wheels. Further he should take out Reverser key.

SMs, Crews & Guards should be counseled to follow above instructions laid down in G& SR 3.75 strictly in case of passing of IB Signal at ON.


(प्रदीप कुमार)
मुख्य संरक्षा अधिकारी

No. SFY/70/Safety Circular

Date-20.09.2016

- Copy to:
- 1) DRMs-ADA,CKP,KGP,RNC. & CE/TM- S.E. Rly.- GRC
 - 2) Sr. DSO/DSO- ADA,CKP,KGP,RNC
 - 3) Principal-ZRTI/SNY, ELTC/TATA,STC/KGP,CETC/KGP
 - 4) PCE,CEE,CSTE,CME & COM-S.E.Rly./GRC
 - 5) Secretary to GM for kind information of GM.
 - 6) Secretary to AGM for kind information of AGM.

(6)

1171

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

Safety Circular No. - 3/2016

Dated- 15.09.2016

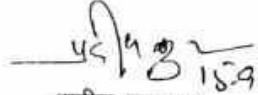
**Sub: Alteration of Point against a running line which is blocked -
Strict Compliance of GR 3.38 Para (2).**

**Ref: CRS / S.E. Circle's letter no 752 dated 12.09.16 & no 200
dated 18.05.16**

Despite repeated instructions and counseling it has been found that lapses by field staff in observing the provision of GR 3.38 Para (2) keep occurring. This has been viewed very seriously. Accordingly, provisions of **GR 3.38 Para (2)** i.e 'Alteration of Point against a running line which is blocked' are again re-iterated for strict compliance:

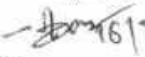
"GR 3.38(2): When a running line is blocked by a stabled load, wagon, vehicle or by a train which is to cross or give precedence to another train or immediately after the arrival of a train at the station the points in rear on double line sections and at either end on single line sections should be immediately set against the blocked line except when shunting or any other movement is required to be done immediately in that direction on that line."

These instructions may be brought to the notice of all concerned field staff-SMs, YMs, PMs and CMs etc for strict compliance.


(प्रदीप कुमार)
मुख्य संरक्षा अधिकारी

No. SFY/70/Safety Circular

Date-15.09.2016

- Copy to: 1) DRMs-ADA,CKP,KGP,RNC. & CE/TM- S.E. Rly.- GRC
2) Sr. DSO/DSO- ADA,CKP,KGP,RNC
3) Principal-ZRTI/SNY, ELTC/TATA,STC/KGP,CETC/KGP
4) PCE,CEE,CSTE,CME & COM-S.E.Rly./GRC
5) Secretary to GM for kind information of GM. 
6) Secretary to AGM for kind information of AGM.

o/c

R

16-9-16

1168 5 (5)

South Eastern Railway

Safety Circular No. - 2/2016

Dated-03-08-2016

Sub : Action to be taken when lurch/jerk/any other unusual are experienced on run in the section.

Ref : SR 2.11.01 & USR 6.07(1).

Recently an incidence of jerk was reported wherein LP did not follow **the principle of informing the SM without clearing the block section**. As a result another train entered the block section and travelled over fractured Rail Weld endangering safety. Instructions on precautions to be taken in case of lurch/jerk / any other unusual in the section already exists vide SR 2.11.01 & USR 6.07(1). In order to bring awareness amongst the field staff in adhering to the rule provisions of SR 2.11.01 & USR 6.07(1), following instructions are re-iterated:

1.0 Role of Loco Pilots -

If you have experienced any jerk / lurch / abnormal condition on the track note the kilometerage as accurately as possible at which bad riding had occurred.

1.1 On single line or on Double line between two stations where there is no IB or between IB Signal and station ahead;

- 1.1.1 Inform the SM of the station ahead by walkie-talkie / CUG / other means of communication about the problem and not to permit any other train into the affected block section.
- 1.1.2 Proceed further, only after satisfying yourself that the SM has fully understood.
- 1.1.3 Whistle frequently, while approaching the first block station.
- 1.1.4 Stop your train without clearing block section in such a manner that the engine is in front of station building or cabin where the block instrument is located.
- 1.1.5 After stopping, prepare a written memo specifying exact location as far as practicable and the nature of defect noticed and hand over the same to SM under clear acknowledgement.

1.2 On Double line between station and IB Signal ahead;

- 1.2.1 In case the unusual is experienced before IB Signal, stop at the IB Signal even if it is in 'off position.
- 1.2.2 Talk to the SM in rear through the telephone attached to the IB Signal and apprise the situation.
- 1.2.3 If unable to talk to SM in rear, use other means of communication such as EC Socket or CUG and try to contact Control or SM.
- 1.2.4 Proceed further only after satisfying yourself that the SM in rear / Control have fully understood.

1168/1 (4)
5/1

1.3 In case of Automatic Block Territory;

- 1.3.1 Alert the trains crew following your train through available means of communication i.e., walkie-talkie.
- 1.3.2 Contact Control/SMs of either side through CUG or through EC Socket.
- 1.3.3 If unable to contact, it is desirable not to proceed further so that the rear Automatic Stop Signal will be at 'danger' which will certainly control the normal movement of the following trains.

2.0 Role of Guard:

- 2.1 If the Guard experiences any abnormal occurrence, he shall intimate the same to LP through walkie-talkie or other available means of communication.
- 2.2 If the Guard could not contact the LP / ALP, shall take action to stop the train by application of Guard's emergency brakes.
- 2.3 After stopping the train, intimate the LP.
- 2.4 Report it in writing to SM of the next stopping station.

3.0 Role of SM:

- 3.1 **Do not close the block section** once the LP reported about 'lurch / jerk / unusual'.
- 3.2 Intimate the adjacent SM, SCR, SSE/SE/JE-PWay.
- 3.3 Dispatch light engine or any self-propelled vehicle like Tower Car/TTM/Maintenance Machine or complete train **accompanied by Engineering Official not below the rank of SSE/SE/JE-P. Way**, who will pilot the train with a caution order indicating the location and nature of defect (if possible).
- 3.4 Once, the Engineering Official certifies track with or without speed restriction, subsequent trains can be dealt accordingly.
- 3.5 If no Engineering Official is available, **allow the first train to proceed into the section with a caution order advising the LP to stop dead and proceed at 10 KMPH** or to come back if the track is found unsafe by the LP.
- 3.6 Once the train clears into the next block station, **subsequent trains are issued with a caution order of SR 10 KMPH** till the track is certified fit by Engineering officials.

4.0 Role of subsequent LPs entering into the affected block section.

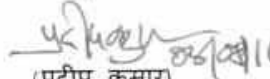
- 4.1 Subsequent train LP who is entering into the affected block section on caution order shall be guided by the Caution order issued to him by the SM.

Contd... P/3

168/2 ③
5/2**5.0 Role of SSE/SE/JE-PWay -**

On getting information from SM,

- 5.1 Proceed in all haste by trolley or by 1st available means of communication to the site/station concerned to pilot the 1st train over the affected location.
- 5.2 Get the train stopped short of affected location.
- 5.3 Inspect the track and shall allow the train to pass only after satisfying that the track is safe for the passage of train. In case, the defect is not found at the Km location advised by the LP/SM, SSE/SE/JE-PWay shall see the track sections on both side as there may be some error in noting down the exact location by the LP.
- 5.4 Give/send written memo to SM advising the condition of track and any restriction of speed to be imposed till permanent repairs are done.


(प्रदीप कुमार)
मुख्य संरक्षा अधिकारी

No. SFY/70/Safety Circular

Date- 03.08.2016

- Copy to:
- 1) DRMs-ADA,CKP,KGP,RNC.
 - 2) Sr. DOM/DOM- ADA,CKP,KGP,RNC.
 - 3) Sr. DSO/DSO- ADA,CKP,KGP,RNC
 - 4) Sr. DSTE/DSTE- ADA,CKP,KGP,RNC
 - 5) Sr. DEN/DEN- ADA,CKP,KGP,RNC
 - 6) Sr. DEE(OP)/DEE(OP)- ADA,CKP,KGP,RNC
 - 7) Sr. DME/DME- ADA,CKP,KGP,RNC
 - 8) Principal-ZRTI/SNY, ELTC/TATA,STC/KGP,CETC/KGP
 - 9) PCE,CEE,CSTE,CME & COM-S.E.Rly./GRC
 - 10) Secretary to GM for information of GM.


मुख्य संरक्षा अधिकारी

1167 2

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

Safety Circular No. - 1/2016

Dated- 18.02.2016

Sub : Precautions to be taken by Crew and Guard during backing of train in IB Signaling section due to unavoidable circumstances.

On 09.02.16, Train no N/BJMD after passing UP IB Signal stalled at Km 383/21 in NOMD-BJMD block section of CKP division due to continuous steep rising gradient. In the mean while, Tr. No 12021 left NOMD and stopped at up IB Signal which was at 'ON'. After getting stalled, LP and Guard of N/BJMD started backing the train without taking adequate precautions, resulting into derailment of its Match Truck.

If backing of train on the portion of line after passing IB Signal was **unavoidable due to any other circumstances, crew and guard should have followed instructions laid down in SR 3.75.04 (Annexed). SR 6.04.02 also states that no pushing back shall be done on sections provided with automatic signaling or IB signaling except as provided in SR 3.75.04**

LPs, ALPs & Guards should be counseled to follow instructions laid down in SR 3.75.04 strictly in case of backing of trains in IB Signaling sections.

Further, in the above incident, it was noticed that the board '**Backing is not permitted beyond this point**' which is to be fixed at an adequate distance beyond the track section of IB Signal was not found fixed. Availability of '**Backing is not permitted beyond this point**' board may be checked and missing boards in IB Signaling sections, if any, provided immediately.

Encl: As above.

प्रदीप कुमार
(Pradeep Kumar)
मुख्य संरक्षा अधिकारी
Chief Safety Officer

No. SFY/70/Safety Circular

Date-18.02.2016

- Copy to:
- 1) DRMs-ADA,CKP,KGP,RNC.
 - 2) Sr. DOM/DOM- ADA,CKP,KGP,RNC.
 - 3) Sr. DSO/DSO- ADA,CKP,KGP,RNC
 - 4) Sr. DSTE/DSTE- ADA,CKP,KGP,RNC
 - 5) Sr. DEN/DEN- ADA,CKP,KGP,RNC
 - 6) Sr. DEE(OP)/DEE(OP)- ADA,CKP,KGP,RNC
 - 7) Sr. DME/DME- ADA,CKP,KGP,RNC
 - 8) Principal-ZRTI/SNY, ELTC/TATA,STC/KGP,CETC/KGP
 - 9) PCE,CEE,CSTE,CME & COM-S.E.Rly./GRC
 - 10) Secretary to GM for information of GM.

प्रदीप कुमार
18/2/16
Chief Safety Officer

1167/1 ①
2/1

Annexure

SR 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 line 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, whereupon 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 up to which backing is required and ensure that the distance is not likely to foul the track section 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 Loco pilot 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 line 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.

LM

South Eastern Railway

Office of the
Chief Safety Officer
Garden Reach

Safety Circular No.1/2015

**Sub Exchange of all right signals between Loco Pilot, Guard and
Station staff for Run through trains.**

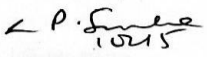
This office has time and again emphasized the importance of exchange of all right signals between running staff and Station staff. Its objective is to detect anything unsafe on both side of a running train with a view to prevent a disaster. At stations where no cabins are situated or at stations where the cabins and stations are situated on the same side, SMs exchange signal from one side.

In this regard reference is made of SR 4.42.02(b) (ii) where in it is clearly provided that signal exchange for run through trains are to be done from both side of trains at stations having no cabins or at stations where cabins and stations are situated on the same side.

The Station Master and his staff of such station will follow strictly the provision of aforesaid portion of SR.

Inspectors, Safety Counselors and Officers are instructed to make regular checks and counsel staff on the subject.

Officers of all Departments should check the compliance of these instructions during foot plate inspection and should make a mention to this effect in their inspection notes, invariably.

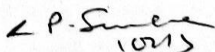

(L.P.Sinha)
Chief Safety Officer

No.SFY/70/Safety Circular

Dated: 10.02.2015

Copy to:

- 1) CME, CEE, COM, PCE & CSTE - GRC for information.
- 2) Secretary to GM for GM's kind information.
- 3) DRM-ADA, CKP, KGP & RNC for information & necessary action.
- 4) Sr. DOMs - CKP, KGP, RNC & ADA for necessary compliance.
- 5) Sr. DSOs - CKP, KGP, RNC & ADA for information & necessary action.
- 6) Principals - ZRTI/SINI, ELTC/TATA, STC/KGP & CETC/ KGP for information & necessary action


Chief Safety Officer

O/C
to
5408

Office of the Divisional Engineer,
S. E. Rly. Chakrata

28 JAN 2014

द० पू० रेलवे, च० ग०
S. E. Rly. Chakrata

South Eastern Railway

Safety Circular No.1/2014

Sub: Unsafe and short-cut practices adopted by duty SM & S&T maintenance staff.

On 21.01.2014 at 08:12hrs at Gamharia station in CKP division, rear SLR of Train no. 58109 Up Tata-Gua Pass derailed over point No.56A, while being admitted on up loop line. The Prima Facie Cause of the accident is "Point moved under 'Track occupied' condition resulting in two routes".

On 26.09.2013 at about 01.00 hrs at Bhalulata Station in CKP division, 5 BCN lds of Dn BCN Spl. to JSME derailed over X-over Pt.No. 09 A/W. The Cause of the accident is "Unauthorized operation of Pt. from Relay Room, caused two routes leading to derailment".

In both cases, it was found that short-cut and unsafe practices adopted by S&T maintenance staff in collusion with duty SM had caused these accidents. Similar accidents had also occurred in Adityapur station of CKP division and Chandil station of ADA division in the past.

It appears that short-cut practices are being rampantly followed at stations by S&T maintenance staff in collusion with duty SM to avoid reporting of signal and point failures as well as piloting-in/out of trains which is mutually convenient for both. This is a very dangerous system aberration which is fraught with serious consequences. Effective and prompt action by all concerned is therefore required to curb this menace from its root.

The following instructions in this connection are being reiterated for strict compliance by concerned staff:-

- Whenever the SM becomes aware of a defect in point or signal, he shall immediately inform the signal maintainer and the controller about this and record it in the Signal Failure Register, Train Signal Register, Diary & Caution Order Register.
- The SM shall also issue a failure memo in the prescribed form detailing the particulars of failures, which will be served to the S&T staff under acknowledgement, when he arrives at station to attend the failure.
- The S&T staff shall not commence restoration work unless he has received the failure memo and clearly understood its contents.
- Whenever, the relay room key is required by S&T staff, this shall only be handed over to the designated staff after making all relevant entries in the Relay Room Key Register including the signatures of both SM and S&T staff. Similar procedures shall be followed while the S&T staff returns the key to SM after work.

Cont.at P/2

Scanned with CamScanner

- e) Signal Maintainer shall not carry out any test even if required, when a train has been signalled till it passes the signal and the consent of Station Master has been obtained.
- f) Whenever required, the S&T staff shall issue Disconnection memos to the duty SM under acknowledgement. The implication of the proposed disconnection shall clearly be spelt out by S&T staff on the disconnection memo.
- g) During the period of disconnection, as per the details of implication mentioned in the Disconnection memo and also throughout the period a point/signal remains out of order, the duty SM shall arrange for movement of trains strictly following the rules applicable for the particular situation.
- h) Once a signal or point is declared as failed, it shall never be brought to use unless the **same is inspected by competent S&T staff and certified in writing to the effect that the failure has been rectified and normal working can be resumed.** The Station master before acknowledging such memo shall test the signal/point and satisfy himself that it is in proper working order.

(Ref: GR.3.51 and GR.3.68 along with SRs thereto; Para 4.24(2) of BWM, Safety Circular no.3/93 & 10/95.)

The sectional SI and the DTI should regularly check the station records to find out discrepancies, which suggest adoption of short-cut procedures if any. The staff found negligent should be taken up severely under DAR. All SMs and S&T staff should be counseled to this effect.

Officers of Operating, S&T and Safety Departments should check the compliance of these instructions while inspecting stations and should make a mention to this effect in their inspection notes, invariably.


(N. Kashinath)
Chief Safety Officer

No. No.SFY/70/Safety Circular

Dated: 23.01.2014

- Copy to:
- 1) CME, CEE, COM, PCE & CSTE – GRC for information.
 - 2) Secretary to GM for GM's kind information.
 - 3) AGM for kind information.
 - 4) DRM-ADA, CKP, KGP & RNC for information & necessary action.
 - 5) Sr.DSOs - CKP, KGP, RNC & DSO- ADA for information & necessary action.
 - 6) Principals - ZRTI/SINI, ELTC/TATA, STC/KGP & CETC/ KGP for information & necessary action


Chief Safety Officer

1117

South Eastern Railway

Office of the
Chief Safety Officer
Garden Reach

Safety Circular No.1/2013

Sub: Entanglement of bridge checker plate with BOBRN empty.

Ref: GM's instructions in punctuality meeting held on 02.12.2013,
record notes circulated vide No.G.6/Punctuality Meeting,
Dtd.03.12.2013.

On 30.11.2013 between Narayangarh and Bakhrabad stations in Kharagpur division at about 03.30 hrs, goods train No.Up/Electric BOBRN/E stopped at KM-143/11 after passing Bridge No.168 due to uncoupling of the rake at two places. The Guard and the ALP coupled the wagons and proceeded to Vakhraabad station, where it was controlled on common loop line for giving precedence to 12508 Up Exp which was closely following. Again 12508 Exp stopped due to uncoupling of air hoses of an AC coach at the exact location where the previous BOBRN/E had uncoupled and stopped at about 04.15 hrs. The Guard and ALP of the train checked the train and found that one heavy foreign metal part entangled below the AC coach.

On subsequent examination it was found that the brake beam of the leading wheel of the trailing bogie of the 3rd wagon from the train engine of BOBRN /Empty was broken and worked out from its pocket. Apparently, the under gears of this wagon of BOBRN /Empty had got entangled with a piece of checker plate of trolley refuge of bridge No.168 which resulted in to uncoupling of the train. The entangled checker plate was left at the site as it is and the Guard and ALP of BOBRN/Empty simply coupled their train and proceeded without exploring the cause of uncoupling. The under gear of AC coach of 12508 Up Exp was hit by this checker plate again and got uncoupled. Needless to say, it was a matter of sheer chance that this did not result in to a major accident. Had the Guard and ALP of BOBRN/Empty checked their train and the site to ascertain the cause of the uncoupling of their train, this incident could have been prevented.

It is therefore, advised that following action needs to be taken in this regard:-

- a) Whenever a train uncouples during its run, the Crew and Guard must look for the cause of the uncoupling unless it is very apparent to them, such as any hanging part of the wagon or hitting/ entanglement of any foreign body and hitting mark on the track, etc.
- b) If they find any foreign body, they have to remove it off the track so as to prevent infringement to running trains. If possible, the foreign body may be taken in the brake-van to be handed over to the SM of the next block station.

Cont.at P/2

- c) If they suspect any abnormal or unsafe condition on the track, they must report the same to the SM of the nearest block station or section controller so as to get the site certified by a competent engineering official.
- d) In all cases, they have to inform the matter to the SM of the nearest block station or section controller through walkie-talkie set or Mobile phone promptly.]
- e) Whenever the SM of a station or Controller receives a message from the Guard or Crew of a train regarding abnormal or unsafe condition on the track, they will stop movement of a subsequent train in to the affected section and inform the concerned engineering official about the matter immediately.


(N. Kashinath)
Chief Safety Officer

No. No.SFY/70/Safety Circular

Dated: 11.12.2013

- Copy to:
- 1) CME, CEE, COM, PCE & CSTE – GRC for information.
 - 2) Secretary to GM for GM's kind information.
 - 3) AGM for kind information.
 - 4) DRM-ADA,CKP,KGP & RNC.
 - 5) Sr.DSO-CKP,KGP, RNC & DSO-ADA.
 - 6) Principal-ZRTI/SINI,ELTC/TATA,STC/KGP & CETC/KGP

Chief Safety Officer

South Eastern Railway

Safety Circular No. - 1/2008

Dated-03.04.2008

Sub - Policy on Drunkenness on duty.

Ref: Board's policy circular No.2001/Safety-I/23/4,dt.27.11.2001.

1. AIM OF THE REVISED POLICY:

- (i) Ensuring that staffs who are having a drinking problem are identified.
- (ii) Protect the health and welfare of staff by offering counseling and rehabilitation to those with alcohol related problems.
- (iii) Prevent risks to staff, passengers and the general public from abuses of alcohol by staff in Safety critical posts.
- (iv) Prevent the damaging effects of alcohol on optimum operational efficiency.
- (v) Take up with staff who are incorrigible and are a danger both to themselves as also to the system.

2. GENERAL ASPECTS OF REVISED ALCOHOL POLICY:

- i) It should be made applicable to all categories of Staff. However, stress should be given for those categories of staff connected with train running i.e.-(a) Drivers / Motormen / Asst. Drivers,Guards b) ASMs /SMs, c) Pointmsmen/ Leverman /Cabin men/SWMs.
- ii) The running staff viz Driver, Asstt. Driver shall undergo breathalyzer test both at the time of signing-on and signing-off.
- iii) The Station/yard staff and other categories of staff will be subjected to sample test/ surprise test by supervisors and officers carrying portable breathalyzers.
- iv) Officers should keep a list of all Senior Supervisors working under them who are in the habit of drinking.
- v) Similarly, Senior Supervisors should keep a list of all staff working under them who are in the habit of drinking.
- vi) All such staff that is short-listed would now form the target population. They must be divided into two categories as Chronic or Habitual depending on the severity of their drinking habits.
- vii) The idea is that each level 'N' must keep a watch on level 'N - 1' immediately below. For example, L1 should keep a watch on all short listed Drivers attached with him; Crew Controller should keep a watch on all such Asstt. -Drivers, and similarly Station Master should keep a watch on the staff posted at his station.
- viii) **For Indian conditions, the following Safety limits are laid down for the presence of alcohol in blood and urine:**

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- (a) Between 01-20 mg / 100 ml, the person concerned will not be allowed to perform duty.
- (b) Between 21-40 mg / 100ml of blood is dangerous.
- (c) Between 41-70 mg / 100ml of blood is very dangerous.
- (d) Beyond 70 mg / 100 ml of blood requires immediate action.

3. REFORMATIVE ASPECTS OF REVISED ALCOHOL POLICY:

- (i) The following reformative action is to be taken for the staff short- listed as either chronic or habitual.
- (ii) Counseling of staff during initial/ promotional training courses and periodical medical examination. Employees should be told about hazards of drinking as also about the short and long-term effects of drinking.
- (iii) They should be counseled for:
 - (a) Not drinking alcohol eight hours before going on duty.
 - (b) Should not have smell of alcohol on their breath while on duty.
 - (c) Should not drink alcohol while on duty.
- (iv) The railways may either decide to organize de-addiction camps within their own resources on the same pattern as Southern Railway.
- (v) Alternatively, NGOs should be identified at zonal Head quarters and preferably at each divisional Head quarters also for organizing rehabilitation programme for de-addiction.
- (vi) Organizing of these camps at regular intervals must be a continuous process and should not be given up after a one-time exercise. The modalities for organizing such de-addiction camps may be worked out with each NGO on a long-term basis.
- (vii) It can be decided as a policy that in case some expenditure is incurred by the railway by way of payment to NGOs, then 50% of the same may borne by the railway and 50%-by the staff concerned.
- (viii) The staff that has been categorized as habitual should be sent first, on priority, for undergoing rehabilitation programme for de- addiction at the nominated centre in preference to staff who have been categorized as chronic.
- (ix) Staff who go for the de-addiction camp and successfully complete it will be kept under watch for a further period of 6 months and thereafter taken off the list.
- (x) Staff who undergo the rehabilitation programme but are unsuccessful in their first attempt will be given a second chance for undergoing the de-addiction camp.
- (xi) Staff who is unsuccessful a second time will be medically de-categorized and taken off Safety critical posts.
- (xii) Staff who refuse to go will be dealt with as follows:

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- (a) No further promotion.
 - (b) Special checks to be kept on their working with particular reference to frequent and surprise breathalyzer tests and blood/ urine samples.
 - (c) Any lapses on their part will be dealt with as laid down under item no. 5.

4. PREVENTIVE ASPECTS OF REVISED ALCOHOL POLICY:

- (i) While recruiting staff for safety critical posts of Astt. Driver or Lever man or ASM, each candidate must be screened for alcohol content in his/her blood. **Alcohol level of any amount will render the candidate unsuitable for recruitment.**
- (ii) Each staff should be held responsible for ensuring that he/she does not hand over / take over charge from another staff who is under the influence of alcohol. Failure to do so will make them liable for disciplinary action.
- (iii) Each staff should be held responsible for ensuring that he/she reports all cases of any of their co-workers found under the influence of alcohol on duty. Failure to do so will make them liable for disciplinary action.
- (iv) **All Driver's and Guard's Lobbies must be provided with heavy-duty breathalyzers, which are capable of indicating the blood alcohol level from breathalyzer test alone. A stand by Breathalyzer may also be made available.**
- (v) **All Running/Operating Officers/Inspectors must be provided with portable breathalyzers** for conducting surprise checks especially with regard to those staff who have been categorized as either chronic or habitual.
- (vi) No Running staff will be allowed to sign on for duty without undergoing the breathalyzer test. The readings of the breathalyzer test must be entered in the signing-on register.
- (vii) In case the result of the breathalyzer test is positive then a print-out of the readings must be obtained for further action.
- (viii) In case the staff concerned refuses to co-operate in undergoing the breathalyzer test, he should be taken up under D&AR.

5. DETERRENT ASPECTS OF REVISED ALCOHOL POLICY:

- (i) Immediate supervisors of staff should be used as auditing agency for purposes of conducting surprise checks etc.
- (ii) **Post-accident medical examination of all the involved staff should invariably be restored to immediately.** This should be irrespective of whether the staff concerned is prima facie responsible for the accident or not.
- (iii) Post Accident medical examination will give employees involved the opportunity of providing that alcohol played no part in causing the accident.
- (iv) The employee should be removed from safety critical post while waiting for the results of the Post Accident medical examination.

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- (v) In case results of the alcohol test are positive then the staff concerned should be taken up under D&AR.
- (vi) Random surprise checks should be carried out on the staff. If they refuse for test the following action must be taken:
 - (a) Will not be considered for promotion.
 - (b) To be taken up under D&AR proceedings.
- (vii) If a supervisor/officer has a reasonable cause to suspect the fitness on duty.
 - (a) Relieve from duty, until tested.
 - (b) Remove from safety critical duties while waiting for results.
- (viii) If the result of the random medical check turns out to be positive, then the staff concerned should be taken up under D&AR.

6. PUNISHMENT NORMS:

- (i) Staff who is found with alcohol level of between **01-20 mg/100 ml.** of blood will not be permitted to perform duty.
- (ii) Staff who is found with alcohol level of between **21-40 mg/100 ml.** of blood will be issued a minor penalty in each case.
- (iii) Staff who is found with alcohol level of between **41-70 mg/100 ml.** of blood will be issued a major penalty in each case.
- (iv) Staff who is found with alcohol level of beyond **70 mg/100 ml.** of blood will be placed under suspension and disciplinary proceedings initiated against him for reversion from the safety critical post.
- (v) For repeated detection of 3 times, irrespective of the level of alcohol detected, disciplinary proceedings will be initiated against the staff concerned for reversion from the safety critical post.

State of art Breathalyzer equipment capable of giving exact level of alcohol content in the blood including print outs need to be introduced. These breathalyzers should necessarily have the memory function so as in case of suspect a print out can be taken at a convenient location. Traffic Directorate of RDSO will standardize specifications of fuel cell sensor based breathalyzers.

EXISTING PROVISIONS IN VARIOUS MANUALS AND RULE BOOKS

1.1 PROVISION IN INDIAN RAILWAY ACT, 1989:

ARTICLE 172: PENALTY FOR INTOXICATION—

If any Railway servant is in a state of intoxication while on duty, he shall be punishable with fine which may extend to five hundred rupees and when the performance of duty in such state is likely to endanger the safety of any person travelling on or being upon a railway, such railway

4 of 7

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servant shall be punishable with imprisonment for a term which may be extended to one year, or with fine or with both.

1.2 PROVISION IN GENERAL AND SUBSIDIARY RULES :

GR 2.09 – TAKING ALCOHOLIC DRINK, SEDATIVE, NARCOTIC, STIMULANT DRUG OR PREPARATION.

- (i) 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 alcoholic drink, sedative, narcotic or stimulant drug or preparation his capacity to perform his duties is impaired.
- (ii) No railway servant directly connected with the working 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– RAILWAY SERVANT FOUND INTOXICATED:

- (i) Railway servant found in a state of intoxication on Railway premises whether on or off duty, will be liable to summary dismissal.
- (ii) When any railway servant is found intoxicated on the railway premises or suspected to be in a state of intoxication, the evidence of two independent witnesses and if possible, a medical report regarding his condition should be obtained. Arrangements for his relief should be immediately made and matter reported to the proper authority.

2.0 INDIAN RAILWAY MEDICAL MANUAL:

- (i) As per Indian Railway Medical Manual (Article 564), a person is drunk when he is so much under the influence of an intoxicating drink or drug as to lose control of his faculties to such an extent as to render him unable to execute safely the occupation at which he is engaged at the material time (Ministry of Railway letter no. 69/H/3/26 dated 03.01.70).
- (ii) **Article 565** describes the mode of checking drunkenness - Annexure A'. Para 5 describes that a Railway doctor when certifying case of drunkenness, should base his opinion on following consideration.
 - (a) Whether the person concerned has recently consumed alcohol.
 - (b) Whether the person concerned is so much under the influence of alcohol as to have lost control of his faculties to such an extent as to render him unable to execute safely the occupation on which he was engaged at the material time.
 - (c) Whether his state is due, wholly or partially, to a pathological condition which causes symptoms similar to those of an alcoholic intoxication, irrespective of the amount of alcohol consumed.
- (iii) He should not certify the case as drunk just because patient smells of alcohol. The quantity taken also is no guide, **but the fact of impairment of his capacity to perform his duties has to be taken into account.**

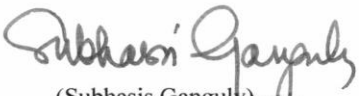
- 173/5
- (iv) The program for recording particulars of suspected cases of drunkenness is annexed herewith.

564. ALL DRUNKENNESS CASES BE EXAMINED CAREFULLY:

- (1) Every case of drunkenness is a potential medico-legal case and the Railway doctor called upon to certify such a case should make a careful examination and should note down every important particular.
- (2) Railway doctors may also have to issue drunkenness certificates to persons produced by police at places where there are no civil hospitals or dispensaries and only a Railway hospital or health unit exists.
- (3) In places where prohibition is in force, it is an offence even if one has imbibed alcohol, let alone getting drunk. When a case is brought, the Railway doctor should carefully examine the case and certify as to whether -
 - (a) The person has imbibed alcohol but not drunk or that.
 - (b) The person is actually drunk i.e. under the influence of alcohol.
- (4) The Performa for recording particulars of a suspected case of drunkenness should always be kept handy as the Railway doctor may be called upon to certify drunkenness at any moment and sometimes away from his headquarters.
- (5) It is desirable that a Railway doctor, when certifying cases of drunkenness, should carefully follow the provisions of IRMM.

565. INSTRUCTIONS REGARDING ISSUE OF CERTIFICATES FOR DRUNKENNESS:

- (1) When a Railway doctor is called upon to certify a case of drunkenness in a Railway employee, he should after careful examination immediately report by a telegram or urgent letter his opinion to the immediate superior or Divisional Officer of the employee concerned intimating whether the employees should be put off duty or not.
- (2) When a Railway doctor is asked to certify the crew of a running locomotive and if on examination he finds a member of the same under the influence of alcohol, he should immediately issue a memo to the authority concerned, putting the person off duty.
- (3) As far as possible, the Senior Assistant Divisional Medical Officers themselves should undertake to examine such cases of drunkenness rather than depute their juniors, and in case of doubt, should refer the case to the Divisional Medical officer or Assistant Divisional Medical Officer in charge of his section.


(Subhasis Ganguly)
Chief Safety Officer 10/04/2008

178/6

No. SFY/70/Sfety Circular/Pt.-I

Date-03.04.2008

- Copy to:
- 1) DRMs-ADA,CKP,KGP,RNC.
 - 2) Sr. DOM/DOM- ADA,CKP,KGP,RNC.
 - 3) Sr. DSO/DSO- ADA,CKP,KGP,RNC
 - 4) Sr. DSTE/DSTE- ADA,CKP,KGP,RNC
 - 5) Sr. DEN/DEN- ADA,CKP,KGP,RNC
 - 6) Sr. DEE(OP)/DEE(OP)- ADA,CKP,KGP,RNC
 - 7) Sr. DME/DME- ADA,CKP,KGP,RNC
 - 8) Principal-ZRTI/SNY,ELTC/TATA,STC/KGP,CETC/KGP
 - 9) PCE,CEE,CSTE,CME & COM-S.E.Rly./GRC


03/04/2008
Chief Safety Officer

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South Easter Railway

Safety circular No.166

Dated: 08-6-2006

Sub: Issue of OES caution order.

- Ref: i) CE's circular No.150 of 1998, circulated vide No.TC/-
TR.MAINT/ POLY/Pt.II/9405, dated 24-12-98.
ii) CE's circular No.149 of 1998, circulated vide No.TC/-
SPD/RST/POLY/8560 dt. Nil of November 1998.
iii) CTE's letter No.TC/SPD/RST/POLY/3460 dt.31.1/30.3.2006.
-

1. OES caution order is otherwise known as look out caution order, which indicates to the Driver of a train, to blow whistle continuously, while passing in the specified track zone.
2. This also indicates to the Driver to run the train with maximum permissible speed provided that when the train is required to be stopped at the work site, necessary track protection as per GR 15.09 and IRPWM, para 806 shall invariably be complied with.
3. The procedure for protection of track as mentioned in item (2) above shall be as follows:
 - (i) A banner flag shall be exhibited at 600 metres and
 - (ii) Three detonators shall be placed 10 metres apart, at a distance of 1200 metres from the place of obstruction.
 - (iii) A stop hand signal shall be shown at the following places:
 - a) at a distance of 30 metres from the place of obstruction,
 - b) at the banner flag, and
 - c) at 45 metres from the three detonators.

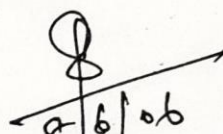
Note: In automatic territory, if the distance from the place of work/obstruction to the automatic stop signal controlling entry of a train into the signalling section is less than 1200 metres and the automatic signal is secured at 'ON', the banner flag and three detonators may be provided at 90 and 180 metres respectively.

Cont.page/2

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4. The time period, for which OES caution order is applicable, shall clearly be mentioned on the caution order itself.
5. The caution order shall be cancelled as soon as the work gets over and re-imposed again if required the next day.
6. This caution order will only be issued during the following type of works:
 - a) Working of rail dolley.
 - b) Works involving mass labour/noise/restricted visibility due to dusty conditions, such as in BCM working, caution order to be issued on adjacent line.
 - c) Casual replacement of bridge sleepers.
 - d) Change of guardrail on girder bridges.
 - e) Changing of loose rivets on girder bridges.
 - f) Painting of bridge girder.

This has the approval of the PCE.

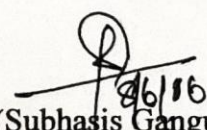

(Subhasis Ganguly)
Chief Safety Officer

No.: 50/332/Pt.6

Dated 08-6-2006.

Copy for circulation to:

1. DRMs – ADA/CKP/KGP/RNC.
2. Sr.DSO/DSO - ADA/CKP/KGP/RNC.
3. Sr.DOM/DOM - ADA/CKP/KGP/RNC.
4. Sr.DME/DME - ADA/CKP/KGP/RNC.
5. Sr.DEE (OP)/DEE (OP) - ADA/CKP/KGP/RNC
6. Principal – ZRTI/SNY, ELTC/TATA & STC/KGP for information and necessary action.
7. PCE/COM/CME/CEE, GRC.


(Subhasis Ganguly)
Chief Safety Officer

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26/06/06

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FAXED
Date 8/2/06 Sr. DSO/ADA
Time 16/50 hrs.
Signature/Design Jm

SOUTH EASTERN RAILWAY

Safety Circular No. 165

Dated: 25.01.2006.

Sub: - Running of trains without valid BPC

There are quite a few cases of train running in the SE Railway system where the BPC is required to be revalidated after loading, at the next TXR point by virtue of the changed geography of the present SE Railway. However, in all other cases running of trains without valid BPC poses a very serious safety hazard, which has the potential to cause major mishaps. To reiterate the responsibility of the running staff and crew regarding the BPC, the extant instructions are being reiterated below:

1. Duty of Station Master

1.1 When a train is examined by a train examiner at a station, the Station Master shall not give permission to start the train until he has received a report from such examiner to the effect that the train is fit to proceed and has the prescribed brake power (**GR 4.31**).

1.2 This report, which may otherwise be termed as the Brake Power Certificate (BPC), shall be issued by -

1.2.1 **TXR staff** where posted in the prescribed format. (**SR 4.31.01**)

1.2.2 **Train Driver and Guard**, where TXR staffs are not posted or at wayside stations while clearing stabled loads. (**SR 4.31.03**). Specific attention is drawn to para 3 of the said SR as quoted below.

"Thereafter, the Guard shall prepare a memo in triplicate, indicating the number of operative and inoperative pistons as well as the number of train piped vehicles, which shall be signed jointly by the Guard and the Driver. One copy of this memo shall be given to the Station Master, while the other two copies shall be for the Guard and the Driver."

2. Duty of Driver and Guard

2.1 The driver shall be responsible to ensure that the brakes of the complete train are in proper and prescribed working order (**GR 4.33**)

2.2 The guard shall be responsible to ensure that the train is provided with the prescribed brake power (**GR 4.34(b)**).

2.3 At stations where no train examination staffs are posted or at wayside stations while clearing stabled load, the guard and driver shall be jointly responsible for checking the adequacy of brake power of the train according to parameters defined in SR 4.31.03. Specific attention is drawn to para 1.2.2 above.

After the checking the guard shall prepare a memo in triplicate indicating all relevant factors. This should be jointly signed by the driver and guard. One copy of such memo shall be kept each by driver, guard and Station Master (SR 4.31.03).

3. General

3.1 All concerned staff should be well aware of their responsibility regarding brake power of train follow these meticulously always.

3.2 Regarding the procedure for examination of trains and issue of brake power certificate the extant instructions by the concerned departments from time to time should be strictly followed. Supervisors, Safety Counsellors and inspecting officials should conduct regular periodical checks at different locations such as loading points, TXR examination points, yards and also conduct surprise inspections to check that the above instructions are being followed without exception.

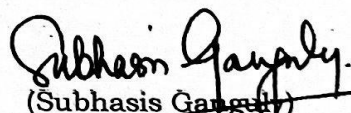

(Subhasis Ganguly)
Chief Safety Officer

No. 50/44/Pt.10.

Dated: 25.01.2006.

Copy for circulation to:

1. DRMs - ADA/CKP/KGP/RNC.
2. Sr.DSO/DSO - ADA/CKP/KGP/RNC.
3. Sr.DOM/DOM - ADA/CKP/KGP/RNC.
4. Sr.DME/DME - ADA/CKP/KGP/RNC.
5. Sr.DEE (OP)/DEE (OP) - ADA/CKP/KGP/RNC.
6. Principal - ZRTI/SNY, ELTC/TATA & STC/KGP for information and necessary action.
7. COM/CME/CEE - GRC


(Subhasis Ganguly)
Chief Safety Officer

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SOUTH EASTERN RAILWAY

No.Safety Circular No.164

Dated: 02.05.2005

Sub: Repairing and renewal of signals and points gears.

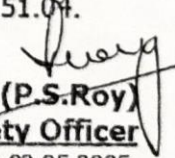
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When it is necessary to do any work in connection with repairing, renewal or overhauling of signals and point gears at a station which may endanger the safe working of trains, a 'Disconnection Notice' shall be issued by the competent S&T staff in the prescribed form T/351 to the Station Master and his signature obtained before commencing work.

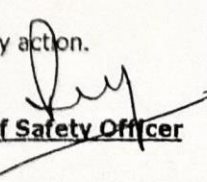
2. While issuing the disconnection notice, the S&T staff must comply with the provisions as laid down in para 11.4.1 of SEM Pt-II.
3. Works for which issue of disconnection memo is not required is laid down in para 11.4.2 of SEM Pt-II.
4. The S&T staff issuing the disconnection notice shall also send a message to Signal Control indicating S&T gears to be disconnected, nature of work and locations/KM where caution is required and probable duration of work.
5. When a S&T gear is disconnected, the concerned signals shall be kept in "ON" position and made inoperative until work is completed. S&T staff shall follow the procedure as laid down in para 11.4.3 of SEM Pt-II in this regard. Before putting signature on the disconnection and reconnection notices, the SM/SWM shall comply with the provisions as laid down in GR 3.51 and SR 3.51.04 (1st & 2nd para).
6. The transaction of "Relay Room Key" shall be carried out as per instructions mentioned in SR 3.51.05.
7. The running of trains during the period disconnection notice is in force, shall be regulated as per provision laid down in 5th para of SR 3.51.04.

No.50/44/Pt.10

1. DRMs – ADA/KGP/CKP/RNC
2. Sr.DSO/DSO – ADA/KGP/CKP/RNC
3. Sr.DOM/DOM – ADA/KGP/CKP/RNC
4. Sr.DSTE/DSTE – ADA/KGP/CKP/RNC
5. Principal – ZTC/SNY, ELTC/TATA, STC/KGP for information and necessary action.
6. CSTE, COM


(P.S.Roy)
Chief Safety Officer

Dated: 02.05.2005


Chief Safety Officer

Copy to Secy. to GM for GM's information.