SAFETY ORGANISATION ON IR

Safety Organization on Indian Railway was created on the recommendations of Kunzru Committee. Shri Kunzru was the Chairman of Railway Accident Committee, 1962. It was further strengthened and expanded on the recommendations of Wanctoo Committee 1968.

This organization is a musty disciplinary organization envisaged to ensure that safe practices are followed by framing and implementing necessary rules and regulation and creating safety consciousness amongst staff dealing with train working.

The organization is also assigned to conduct Safety Audit and also to hold accident enquiries to investigate the causes of accidents and analyze them and to take preventive measures. The set-up of this organization has a three tier arrangement.

RAILWAY BOARD

At the apex level there is Safety Directorate in the Railway Board headed by Advisor (Safety) assisted by Directors and supporting staff. Chairman Railway Board is in charge of Safety Directorate.

ZONAL RAILWAYS

At the Zonal Railway headquarters Chief Safety Officer (CSO) is the head, assisted by Dy.CSO of each department namely Traffic, Mechanical, Engineering, S&T and Electrical. A small contingent of supporting staff and a Safety team consisting of Senior Scale officers or Assistant Scale Officers and Safety Counselors of Mechanical, S&T, Engineering, Electrical and Traffic departments

<table>
<thead>
<tr>
<th>Divisional</th>
<th>Level</th>
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<tbody>
<tr>
<td>At the divisional level the safety organization is managed by JA/Senior Scale officers (Sr. DSO/DSO). There are one or two Junior Scale officers to assist Sr. DSO/DSO but this practice is not uniform.</td>
<td></td>
</tr>
<tr>
<td>The Sr. Divisional Safety Officer is also assisted by a team of Safety Counselors drawn from different departments.</td>
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<tr>
<td>The main function of Safety Organization is to audit the functioning of all departments. Attending site of accident to restore normalcy, conducting accident enquiries and take follow up action, organize preventive measures, conduct safety Audit Inspections, safety seminars and to educate the staff to meticulously observe the safety rules are the other functions of this organization. The Sr. DSO/DSO also keeps a watch on the safety inspections by other Branch officers and supervisors.</td>
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</tbody>
</table>
COMMISSIONER OF RAILWAY SAFETY (CRS)

An independent organization headed by Chief Commissioner of Railway Safety (CCRS) headquartered at Lucknow is functioning under the Ministry of Civil Aviation. CCRS is assisted by nine CRSs on the railways and they are deemed to be the custodians of safety on Indian Railways.

Rules for safe Train operation....

2. Subsidiary Rules.

Rule Books

4. Accident Manual

General Rules.

These are framed by the Railway Board on behalf of Government of India in exercise of the powers conferred under section 60 of the Railway Act 1989 and the Railway Board Act1905.

These rules are applicable to all the Zonal Railways in India and they have statutory power hence any violation of these rules shall be a breach of law.

The Zonal Railways can further restrict the provision of these rules but can not relax them. These rules are framed and issued by Member Traffic , Railway Board in consultation with the CCRS.

1.01 Short title and commencement:

1 These rules may be called the Indian Railways (Open Lines) General Rules, 1976.
2 They shall come into force on such date as the Central Government may, by notification in the Official Gazette, appoint.

Subsidiary Rules.

As General Rules lay down basic principles of safety hence are not sufficient to deal with the varying conditions prevailing at different Railways. These are required to be supplemented by the rules framed by the different Zonal Railways.
Subsidiary Rules must not be in contravention of the provision of General Rules. Subsidiary Rules are issued by Chief Operations Manager (COM).

**Station Working Rules.**

As local conditions may vary at individual station, each Block Station must be provided with a set of rules known as Station Working Rules (SWRs) for dealing with and to regulate safe working of trains at and between station.

These rules must be read in conjunction with the GRs and SRs and are legally binding on the staff.

These rules are framed and issued by the Sr. Divisional Operations Manager (Sr. Dom) and Sr. Divisional Signal & Telecommunication Engineer (Sr. DSTE).

The train working staff at the station are required to read and understand these rules thoroughly and also to give their acknowledgment in the Assurance Register provided for the purpose.

**Block Working Manual**

The rules and regulations for working trains on single and double line sections by means of various types of electrical block instruments are prescribed in this manual.

Different types of block instruments used on a railway, method of operation, precautions during maintenance, training of staff and their proficiency, maintenance of train passing records and procedure to be followed in case of failure of Block Instruments are prescribed in this manual. It is issued by Chief Operating Manager of the Railway.

**Operating Manual**

This manual contains useful information about the Operating department including rules and regulations about marshaling of trains, shunting, movement of over-dimensional consignments (ODC), Station Working Rules (SWRs), details about dangerous sections & hat sections.

Instructions for movement of explosives and dangerous goods, inspection carriages, Government mail and special trains are also given in detail. The organization’s, objects and functions of traffic and train control are dealt with in this manual.

**Accident Manual**

Each railway issues an Accident Manual which lays down the general instructions such as reporting, classification and types of accidents, details about relief measures such as Medical Relief Trains with their composition, location, maintenance and dispatch to the site of accident, instructions for rendering assistance to passengers seriously injured and duties of various officers and staff when an accident takes place.

General guide lines of safety viz. name of authorities to be informed, payable ex-gratia / compensation amount, jurisdiction and contact details of civil authorities & assistance agencies etc. in case of accident, are given in this manual. Procedure to order ART / ARME trains , various types of accident enquires, their object, composition and when such an enquiry is to be conducted by CRS is also laid down in this manual.
SAFETY – 2

DEFINITIONS

STATION:
Means any place on a line of railway at which traffic is dealt with, or at which an authority to proceed is given under the system is working;

STATION MASTER:
means the person on duty who is for the time being responsible for the working of the traffic within station limits, and includes any person who is for the time being in independent charge of the working of any signals and responsible for the working of trains under the system of working in force;

STATION LIMIT:
Means the portion of a railway which is under the control of Station Master and is situated between the outermost signals of the station or as may be specified by special instructions;

Station section
Means that section of section limits-

(L/Q – D/L)
(1) at a class 'B' station provided with two-aspect signals, which is included-

(a) on a double line, Between the Home signals and the last Stop signal of the station in either direction;
(L/Q – S/L)
(b) on a single line –

(1) between the Shunting limit boards or Advanced Starters (if any), or

Between the outermost facing points, if there are not Home signals or shunting limits boards or advanced starters;
(ii) Between the Home Signals if there are no Shunting Limit Boards or Advanced Starters, or

(B) On a single line-
   (I) Between the Shunting limit Boards or Advanced starters (if any), or
(II) Between the outermost facing points, if there are no shunting Limit Boards or Advanced Starters.

(MAUQ/DL)

2. At a Class ‘B’ station provided with manually operated multiple-aspect or modified lower quadrant signals, which is included-
   1. On a double line
   2. Between the outermost facing points and the last stop signal of the station in either direction, or
   3. Between the Block Section Limits boards, where provided, and the last stop signal of the station in either direction.

STATION SECTION

Between two shunting Limit Boards

STATION SECTION

Home signal to Advanced Starter

STATION SECTION

BSLB to Advanced Starter Outer Most Facing Points to advance starter

STATION SECTION MLQ

B SLB to Advanced Starter
Outer Most Facing point to advanced starter.

5. **Block Station**

Block stations are those at which the Driver must obtain an authority to proceed under the system of working to enter the block section with his train;

- under the Absolute Block System Block Stations are of three classes - A, B, and C…

6. **Class 'A' stations**

where Line Clear may not be given for a train unless the line on which it is intended to receive the train is clear for at least 400 meters beyond the Home signal, or up to the Starter;

7. **Class 'B' stations**

where Line Clear may be given for a train before the line has been cleared for the reception of the train within the station section;
8. Class ‘C’ Station.
block huts, where line clear may not be given for a train, unless the whole of last preceding train, has passed complete at least 400 meters, beyond the home signal and- is continuing its journey. This shall include an Intermediate Block Post
9. Non-Block stations

Non-block stations or Class 'D'stations are stopping places which are situated between two consecutive block stations, and do not form the boundary of any block section.

10. BLOCK BACK

- Means to dispatch a message from a block station intimating to the block station immediately in rear on a double line, or to the next block station on either side on a single line, that the block section is obstructed or is to be obstructed.

11. BLOCK FORWARD

- Means to dispatch a message from block station on a double line intimating to the block station immediately in advance the fact that the block section in advance is obstructed or is to be obstructed.

12. BLOCK SECTION

- Means that portion of the running line between two block stations on to which no running train may enter until Line clear has been received from the block station at the other end of the block section.
13. **Shunting**
means the movement of the vehicle or vehicles with or without an engine or of any engine or any other self-propelled vehicle, for the purpose of attaching, detaching or transfer or for any other purpose;

14. **Running line**
means the line governed by one or more signals and includes connections, if any, used by a train when entering or leaving a station or when passing through a station or between stations;

15. **MAIN LINE**
Means the line ordinarily used for running train through and between stations.

16. **Running train**
means a train which has started under an authority to proceed and has not completed its journey;

17. **Line Clear**
Line Clear means, the permission given from a block station to a block station in rear for a train to leave the later and approach the former;
or the permission obtained by a block station from a block station in advance for a train to leave the former and to proceed towards the later.

18. **OBSTRUCTION**
Obstruction and its cognate expression include a train, vehicle or obstacle on or fouling a line, or any condition which is dangerous to trains.
19. AUTHORITY TO PROCEED
   • Means the authority given to the Loco Pilot of a train, under the system of working, to enter the block section with his train.

20. OVER HEAD EQUIPMENT
   • Overhead equipment means, the electrical conductors over the tacks together with their associated fittings, insulators and other attachments, by means of which they are suspended and registered in position for the purpose of electric traction.

21. POINT AND TRAP INDICATORS
   • Point and track indicators are not signals, but are appliances fitted to and working with points to indicate by day or by night the position in which the points are set.

22. DAY
   • Day means from sun rise to sun set

23. NIGHT
   • Night means from Sun set to sun rise.

24. DIRECTION OF TRAFFIC
   • Means…….
   • A. On a double line, the direction for which the line is signaled.
   • B. On a single line, the direction for the time being established, under the system of working, to allow trains to move in that direction;

25. FACING AND TRAILLLING POINTS
   • Points are facing or trailing in accordance with the direction of a train or vehicle moves over them. Points are said to be facing points, when be their operation a train approaching them can be directly diverted from the line upon which it is running.

26. FIXED SIGNAL
   • Means a signal of fixed location indicating a condition affecting the movement of a train and includes a semaphore arm or disc or fixed light for use by day and fixed light for use by night.

27. FOULING MARK
   • Means the mark at which the infringement of fixed standard dimensions occurs, where two lines cross or join one another.

28. LAST STOP SIGNAL
   • Means the fixed stop signal of a station controlling the entry of trains into the next block section.

29. LEVEL CROSSING
   Means the intersection of road with railway track at the same level

30. LEVEL CROSSING GATE.
   • Means any form of movable barrier, including a chain, capable of being closed across the road at the level crossing, but does not include a wicket or a turnstile for the use of pedestrians.

31. MULTIPLE ASPECT SIGNALLING
   • Means a signaling arrangement in which signals display at any one time any one of the three or more aspects and in which the aspect of every signal is pre warned by the aspect of the previous signal or signals.

32. TWO ASPECT SIGNALLING
   • Means a signaling arrangement in which each signal displays at any one time either of the two aspects.
33. LOCO PILOT
• Means the engine Loco Pilot or any other competent railway servant for the time being in charge of driving a train.

34. COMPETENT RAILWAY SERVANT
• Means a railway servant duly qualified to undertake and perform the duties entrusted to him.

35. GUARD
• Means the railway servant in charge of a train and includes a Brakeman or any other railway servant, who may for the time being be performing the duties of a guard.

36. CONTROLLER
• Means a railway servant on duty who may, for the time being, be responsible for regulating the working of traffic on a section of a railway provided with the system of speech communication.

37. TRAIN EXAMINER
• Means a railway servant duly qualified to examine trains and certify their fitness for safe running and includes any other railway servant who may for the time being be performing the duties of a Train Examiner.

38. INTERLOCKING
• Means an arrangement of signals, points and other appliances, operated from panel or level frame, so interconnected by mechanical locking or electrical locking or both, that their operation must take place in proper sequence to ensure safety.

39. ISOLATION
• Means an arrangement, secured by the setting of points or other approved means, to protect the line so isolated, from the danger of obstruction, from other connected line or lines.

40. COMMISSIONER OF RAILWAY SAFETY
• Means a commissioner of Railway Safety appointed to exercise any functions under the act, and includes a Chief Commissioner of Railway Safety.

41. ADEQUATE DISTANCE
• Means the distance sufficient to ensure safety.

42. APPROVED SPECIAL INSTRUCTIONS
• Means special instructions approved of or prescribed by the commissioner of Railway Safety.

43. AUTHORISED OFFICER
• Means the person who is duly empowered by general or special order of the Railway Administration, either by name or by virtue of his office, to issue instructions or to do any other thing.

44. SUBSIDIARY RULE
• Means a special instruction which is subservient to the General Rule to which it relates and shall not be at variance with any General Rule.

45. SYSTEM OF WORKING
• Means system adopted for the time being for the working of trains on any portion of a railway.
Classification of stations

“Station” shall for the purpose of these rules, be divided into two categories –
Block station and,
Non block stations.

Block Station
1. (2) Block stations are those at which the Driver must obtain an authority to proceed under the system of working to enter the block section with his train;

under the Absolute Block System Block Stations are of three classes- A, B, & C…

Class 'A' stations

where Line Clear may not be given for a train unless the line on which it is intended to receive the train is clear for at least 400 meters beyond the Home signal, or up to the Starter;

Class of station!
A Class station in two aspect single line territory

Class of station!
A Class station in two aspect double line territory! 
**Class 'B' stations**

where *Line Clear* may be given for a *train* before the line has been cleared for the reception of the train within the *station* section;

**B class Station in two aspect single line territory!**

**Class 'B' stations**

where *Line Clear* may be given for a *train* before the line has been cleared for the reception of the train within the *station* section;

**B class Station in two aspect single line territory!**

**B Class station with SLB**

**Simultaneous reception, in single line territory**

- May trains be received simultaneously from both the directions? NO

**Simultaneous reception at, in single line territory**

- Now, may trains be received simultaneously from both the directions? YES
Simultaneous reception, in single line territory

B Class of station! In two aspects double line territory!

Class of station! B class, in Multiple aspect upper quadrant (MAUQ) single line territory!
**Class of station!**

B class in Multiple aspect double line territory!

B Class station in two aspect/ Modified lower quadrant (MLQ) double line territory.

---

**Class ‘C’ Station.**

- block huts, where line clear may not be given for a train,
- unless the whole of last preceding train, has passed complete at least 400 meters, beyond the home signal and
- is continuing its journey .

This shall include an Intermediate Block Post.

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**Class of station!**

C Class station in two aspect, double line territory

Multiple aspect, double line territory
Minimum Equipment at Station.

**MAUQ SIGNALING.**

“B” Class station… a Distant, a Home and a Starter.
“C” Class station… a Distant and a Home.

**MLQ SIGNALING.** For each direction.

“B” Class station… a Distant, a Home, a Warner below the main Home and a Starter.
“C” Class station… a Distant and a Home.

Minimum Equipment at Station.

**LQ SIGNALING.** For each direction.

“A” Class station… A Warner, a Home, and a Starter.
“B” Class station ...

(a) Single Line... An Outer and a Home.
(b) Double Line... An Outer, a Home and a Starter.

Warner in both the cases, if train pass through above 50 KMPH.
“C” Class station... An Warner and a Home.

Non-Block stations

Non-block stations or Class 'Distortions are stopping places which are situated between two consecutive block stations, and do not form the boundary of any block section.

**CLASS “D” STATIONS ARE OF TWO TYPES**

- A. Those at which there is a siding called key siding, known as ‘DK’ stations and
- B. Those at which there is no siding called flag stations.
- Special Class Stations – Any station, which is not worked under A, B,C or D class conditions, is termed as special class station.

**SYSTEM OF WORKING :**

1) Trains shall be worked on one of the following system:-

- The Absolute Block System.
- The Automatic Block System.
- The Following Train System.
- The Pilot Guard System.
- The Train-staff and ticket System.
- The one train only System.
(2) The Absolute Block System and Automatic Block System alone shall be used except, if any other method as mentioned above, is sanctioned under special instructions.

- BLOCK OVERLAP AND SIGNAL OVERLAP

<table>
<thead>
<tr>
<th>Name of overlap</th>
<th>Meant for signal</th>
<th>Point of consideration</th>
<th>Overlap distance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Block</strong></td>
<td>Last stop signal of the station in rear</td>
<td>From first stop signal Same station.</td>
<td>LQ - 400 m MAUQ/MACLS-180 m</td>
</tr>
<tr>
<td><strong>Signal</strong></td>
<td>Normally for Home signals (manual sections)</td>
<td>From starters (double lines) From outermost trailing point (single line)</td>
<td>LQ - 180 m MAUQ/MACLS - 120 m</td>
</tr>
<tr>
<td><strong>All signals</strong> (Automatic sections)</td>
<td>From next signal in advance</td>
<td>120 m</td>
<td></td>
</tr>
</tbody>
</table>

B/O & S/O IN DOUBLE LINE TERRITORY

B/O & S/O IN SINGLE LINE TERRITORY
SECTION TO BE DIVIDED IN TO.

A. Station Sections. Under unitary control of concerned Station Master.

B. Block Section. Under dual control of both adjoining concerned Station Masters.

No train may enter in to block section without mutual agreement and operation between both the concerned.

(LINE CLEAR & AUTHORITY TO PROCEED)

LINE CLEAR. Through Block instrument or other approved means of communication.

AUTHORITY TO PROCEED. Tangible or Non tangible

TO ENSURE SAME!

Conditions laid down as….

Absolute Block Working System

Essentials for L/C…….

• No train shall be allowed to leave a block station unless, L/C has been received from the block station in advance….

ESSENTIALS:

L/C may not be granted unless…

(i) On double line

the line is clear, not only up to the first stop signal at the block station at which such line clear is given, but also for an adequate distance?? beyond it.

(AD 400 MTS IN TWO ASPECT L.Q. OR CLS & 180 MTS IN MA/UQ – CLS AND MLQ)

ESSENTIALS:

L/C may not be granted unless…

(ii) On single line

• The line is clear of the trains running in the same direction not only up to the First stop signal at the Block station at Which line clear is given but also for an Adequate distance beyond it,
And is clear of the trains running in the direction towards the block station to which such L/C is given. Means of communication for Line Clear

- BLOCK INSTRUMENTS
- TRACK CIRCUITS
- AXLE COUNTERS
- TELEPHONES ATTACHED TO B/Ints
- STATION TO STATION FIXED TELEPHONES
- FIXED TELEPHONES ( RLY.AUTO/BSNL)
- CONTROL TELEPHONE
- VHF SETS
- UNDER SPECIAL INSTRUCTIONS, BUT NOT AS THE SOLE MEANS OF COMMUNICATION ON SECTIONS WHERE PASSENGER TRAINS RUN

**Condition for Granting Line Clear**

**A-class Station.** On single or double line, the line shall not be considered cleared and line clear shall not be given unless :-
1. The whole of the last preceding train has arrived complete.
2. All signals have been put back to “ON” behind the said train.
3. The line on which it is intended to receive the incoming train is clear up to the starter.
4. All points have been correctly set and all facing points have been locked for the admission of the train on the said line.

**Condition for Granting Line Clear**

**B – Class Station**

1. **On double line :** -

   The line clear shall not be given, unless:-
   a. The whole of the last preceding train has arrived complete.
   b. All necessary signals have been put back to “ON” behind the said train,
   c. The line is clear – (up to block overlap)

I. At stations equipped with two aspect signaling -
   - up to the Home signal, or
II. At station equipped with Multiple aspect signaling or MLQ
   - up to the outer most facing points or the BSLB if any.

**B – Class Station**

2. **On Single Line (L/Q)**

   The line clear shall not be given, unless:-
   a. The whole of the last preceding train has arrived complete,
   b. All necessary signals have been put back to “ON” behind the said train and
   c. The line is clear----(up to block overlap)
• Up to the S L B or Advance Starter, if any at that end of the station nearest to the expected train or
• up to the Home signal if there is not SLB or Ad. Starter or
• up to the outermost facing points if there is no SLB or Ad. Starter or Home signal.

B – Class Station

2. On Single Line (MAUQ/MACLS/MLQ)
Up to the SLB or Advance starter (if any ) or
Up to the outer facing point, If there is no SLB or Advance Starter.
At B class single line station, this rule does not forbid direct reception of a train from one side, when line clear has been given to the block station on the other side , provided the distance Between, ( 1st. Stop signal & OMFP)
- the outer signal and outermost facing points in two aspect signaling and (400 + 180 meter)
- between Home signal and outermost facing points in Multiple aspect signaling , MLQ signaling ,(180 + 120 meter)

is not less than the sum total of the adequate distance required for giving Line clear and also to take off the Home Signal. [Block Overlap ( 400 m. in L/Q and 180 m. in MAS/MLQ Signaling ) and Signal Overlap (180 m. in L/Q and 120 m. in MAS/MLQ Signaling )]

C- Class Station (L/C)

On Single or Double line in Two aspect , multiple aspect or MLQ signaling, the line shall not be considered clear and line clear shall not be given , unless:

A. the whole of the last preceding train has passed complete at least 400 meters (Block overlap) beyond the Home Signal and is continuing its journey

B. All signals taken “ OFF ”for the preceding train , have been put back to ON behind the said train”, provided that on single line , the line is also clear of trains running in the opposite direction towards the block hut from the block station at the other end . Absolute block working system……

OBSTUCTION (Shunting Stages)

A Class Stations…
When the L/C has been given, No obstruction shall be permitted- Out side the home signal, or on the line on to which it is intended to receive the train, up to the starter pertaining to the said line.
SHUNTING STAGES

Obstruction – Double line

(At Block station when a train is approaching)

B class station –

When line clear has been given, no obstruction shall be permitted outside the station section but shunting within the station section may go on continuously, provided the necessary signals are kept at “ON”.

- When signals have been taken off for an approaching train on a line which is not isolated, no shunting movement shall be carried on towards the points over which the incoming train will pass.

Obstruction – Double line

In Block Section....

A. When L/C has been given, no obstruction shall be permitted in the block section in rear.

B. Shunting or obstruction for any other purpose shall not be permitted in the block section in rear unless it is clear and is block backed.

C. Shunting or obstruction for any other purpose shall not be permitted in the block section in advance unless it is clear and is block for warded.

Provided that when block section in advance is occupied by a train traveling away from the station, shunting or obstruction may be permitted

- behind the train under special Instruction,

- taking into consideration the speed, weight and brake power of trains and gradients on the section, and

- as soon as the intimation has been received that the train has arrived at the block station in advance, the line shall be blocked forward if it is still obstructed.

Obstruction – Single line

A class Station....

IN FACE OF APPROACHING TRAIN.....

When the L/C has been given, no obstruction shall be permitted outside the Home signal or on the line on which it is intended to admit the train.

Obstruction – Single line

A- class station

( in the block section)

The block section shall not be obstructed for shunting purposes, unless -

. The SM has received line clear from the SM at the other end of the block section, or

B. The block section is blocked back, or,

C. If occupied by a train traveling away from the block station. At which the shunting is to be performed under special, Instruction subject to speed, gradients and brake power.

D. The driver or other person in charge of the shunting operations has received distinct orders from the station.

Obstruction – Single line

B- Class Station

a. In face of approaching train

The line out side the

- Home Signal in two aspect signalling territory or
- outer most facing points in multiple aspect or MLQ signaling territory
  in the direction of a train for which line clear has been given ,shall only be
  obstructed
  when a SLB or an Advance Starter is provided and under special Instruction
  subject to speed, weight, brake power of trains, gradients, position of the first stop
  signal and the distance from which that signal can be seen by the driver of an
  approaching train.

Obstruction-Single line

B- Class Station

b. Within Station Section : -

1. If the necessary, signals are kept at “ON” , shunting may be carried on within
   the Station Section ( provided the provision vide Para “a” above be complied with ), up
   to SLB or Advance Starter , where provided.

2. When signals have been taken off for an incoming train on to a line which is not
   isolated , no shunting movement shall be carried on towards the points over which the
   incoming train will pass

OBSTRUCTION…Out side Station Section.

( In two aspect signalling territory )
The line outside the station section and up to the outer signal shall not be
obstructed……

   unless a railway Servant specially appointed in this behalf by SM, in charge of the
   operations and unless :

a. The block section into which the shunting is to take place is clear of an
   approaching train and all relevant and necessary signal are at “ON” position, or

b. If an approaching train has arrived at the outer signal , the SM has personally
   satisfied himself that the train has been brought to a dead stand at the signal; provided
   the line shall not be obstructed under clause ”b” in thick, foggy ,tempestuous weather
   impairing visibility, or in any case unless authorized by special. Instruction.

OBSTRUCTION...

( In Multi Aspect Signalling territory )

Out side Station Section.

A. The line out side the station section and
   up to the first stop signal
   shall not be obstructed unless a Railway servant specially
   Appointed in this behalf by SM is in charge of the operations
   and unless the block section into which the shunting is to take
   place is clear of an approaching train.

B. Out side the first stop signal..

The line out side the first stop signal Shall not be obstructed
unless the line has been block backed.

Authority for shunting / Obstruction in Block Section

a. A shunting arm of prescribed size and design on the same post as and
   under the last stop signal, or
b. A token of prescribed design, or
   c. A written permission to shunt.

T/806 – Shunting Order
SAFETY 4

Safety of Our Trains depends upon proper functioning of Railway Staff on Duty.

DUTIES OF RAILWAY STAFF

DUTIES OF SS

§ To attend duty in time in neat & clean uniform and to see that all staff reports for duty in time and in uniform.
§ To conduct supervision over the working of the staff at station
§ The SS In-charge will be over all responsible for safe working of trains and general working of station, in smooth and disciplined way and shall exchange alright signals in term of SR 4.17(2).
§ To carryout surprise checks to arrest irregular practices adopted in train working by staff.
§ To hold safety meetings and discuss safety rules circulated by Division/HQ office for the monthly meeting to be held on first week of every month.

§ To maintain muster roll, T&P Register, Stock of money value books, tickets, attend all correspondence register of articles sent for repair to traffic work shop, submit all salary voucher to Personal branch, including station.
§ To hold primary enquiries pertaining to any detention to trains or accident taking place at the station and record the statement of staff concerned and also to help in restoration of normal working.
§ To study Station Working Rules on receipt from Divisional office & check various aspects pertaining to the layout of the station & point out discrepancies described in SWR. Explain the contents of SWR to staff at station & obtain acknowledgement in Assurance Register. To point out necessary corrections in SWR and send it to Operating branch of Divisional Office.
§ He is responsible for general supervision, upkeep and maintenance of the Station Rule Books, office record and files etc.
§ He shall carry out night inspections & L. C. gate inspection as per rules in force.
§ He shall attend control telephone while on duty without any loss of time & carryout instructions given by control office/ officers & supervisors. In case of emergency, he shall also perform all the duties as listed in the duty list of Dy.SS/ASM.
§ In case of thick and foggy weather, he shall call for and depute fog signalman in time as and when necessary.
§ In case of an accident in the Section at either end, he shall give utmost help and assistance to the site of accident and to the stranded passengers, if any.

DUTIES OF DY.SS

§ To attend duty in time in neat and clean uniform and to see that all staff reports for duty in time and in uniform.
§ To maintain discipline during his duty hours and to see that all essential equipments are available in Dy. SS office and at B panel cabin in good working order. To study Station Working Rules and explain the various procedures and
rules to train working staff i.e. PASM, Points men, P.P & Gateman and obtain their acknowledgement in assurance Register.

§ He shall be in readiness to exchange ‘All Right’ Signals with the crew and Guard of a run through trains. Similarly, he will depute a Group ‘D’ staff to observe the same from off side to detect any danger or abnormality in running through trains. See SR 4.42(1) & (2). He will ensure complete arrival of trains as mentioned in para 6.5 of main SWR & shall inform to PASM at a panel.

§ He is responsible to report failure of signals/points, tracks and other interlocking fears to Signal maintainer/SE (Sig) on duty who is responsible for their Rectification/maintenance and upkeep. He shall prepare & issue T369/3b, T369(A), Caution Orders etc. as and when required.

§ He will ensure that proper maintenance of all train working records such as ‘Train Signal Register’. Private Number Books, Charge Book and other documents, pertaining to reception and despatch of trains is done upto date.

§ He shall see that no outsider and unauthorised persons are allowed to enter the Dy. SS. Office. He shall not leave the office without permission of the competent authority or without being relieved by his proper reliever.

§ He shall also carryout any other instructions given by other superiors from time to time. He shall attend safety meetings held at station.

§ To carry out corrections in all Transportation/Operating Rules books and instructions including G&SR /Block Working Manual, Operating Manual, etc. provided at the station.

§ To attend control telephone while on duty without any loss or time and carry out instructions given by control office.

§ In case of accident in the Section at either end, he shall give utmost help and assistance to the site of accident and to the stranded passengers.

§ To do any other railway work allotted by SS/Supervisor in charge. He shall not leave HQ without the permission of SS In charge & should promptly attend station to assist SS/SM, when called for, during failures of other emergencies.

§ In case of thick and foggy weather, he shall call for and depute fog Signal-man in time as and when necessary.

§ He shall attend to trains to start them punctually and shall plan the reception/dispatch of train in case of late running of trains.

§ To look after the work of SS in charge in his absence with full responsibility.

DUTIES OF POINTS MAN

§ To attend duty in time and in prescribed uniform.

§ He is responsible for all shunting operations, in BH yard as well as to and form GNFC siding and when there is no shunting in the yard, they will remain with Dy. SS on duty and assist other Group D staff in train operation duties.

§ He shall conduct shunting operations under the orders of yard Master /Dy. SS.

§ He shall keep his essential equipment neat, clean and handy for use.

§ Whenever shunting is to be performed in the yard, he is responsible to perform shunting in close co-ordination with the PASM in regard to setting of the desired route for him. He should show necessary hand signal from near the points towards the cabin to get the same altered and after receiving ‘All right’ signal shall commence shunting operations. This he should do every time when points are required to be altered for shunting operations. He should verify the correct setting of points at site & should also see aspect of concerned shunt signal before performing shunting.
§ After having received instructions for shunting operations, he shall perform shunting as per G and SRs 5.13, 5.14, 5.15, 5.16 & 5.17 and show correct signals by remaining as near the engine as possible.
§ He shall take special precautions while performing shunting with special stock such as BOX, BOBs, wagon carrying livestock, dangerous, inflammable articles, ODC etc.
§ While performing shunting he shall not take any electric locomotive on to any unwired track.
§ He shall stop all shunting operations when asked to do so either by the Dy. SS or panel ASM for the purpose of reception/dispatch of a train.
§ He shall not perform any shunting or fouling a line on to which a train is being received.
§ He shall not make any attempt or allow his staff to make any attempt to couple or uncouple vehicle in motion, travel on buffers, hand brakes coupling of vehicles.
§ He shall not exceed the speed limit during shunting operation as laid down in SR 5.13 (13)
§ He shall not leave his place or work unless relived or without the permission of Dy. SS on duty.

DUTIES OF PLATFORM PORTER
§ To attend duty in time in prescribed uniform.
§ He responsible to keep the Dy. SS office neat and clean & work under the orders of Dy. SS/PASM on duty.
§ He shall obtain instructions from Dy. SS/PASM on duty regarding running of trains in regard to reception & despatch of trains. During shunting operations he shall assist Pointsman/shunting incharge & comply with other instructions without undue delay.
§ He shall report promptly if any defect is noticed in track S&T gears, which may endanger safety & shall pilot the train when desired by the DY. SS/PASM on duty.
§ He shall keep all essential safety equipment such as H. S. lamps, Clamps, Flags, etc and office records neat and clean.
§ He is responsible to deatch & attach engine to trains if required, connect Hosepipes of vehicles/wagons and release brake blocks of trains stabled at the station at the time of load clearance.
§ He is responsible to deliver various memos, ‘Caution Order, ‘ Authority to pass defective signals’ & other authorities etc. to Loco Pilot/Guard & obtain their signature.
§ He is responsible to clamp & lock the points if instructed by Dy.SS/PASM on duty.
§ He shall obtain Guard’s arrival certificate in Train Intact Register of all stopping trains.
§ He shall pass competency test, attend safety meeting and sign assurance register of SWR whenever required by Dy.SS/PASM on duty.
§ He shall not leave his place of work unless relieved or without permission of Dy.SS/PASM on duty & carryout any other instructions given by SS/SM/PASM on duty.

DUTIES OF CABIN MAN
§ The cabin man on duty will remain at the cabin for the whole period he is on duty.
§ He will not let any one operate the cabin.
§ He will take off signals for the reception and dispatch of trains as directed by the SM on duty.
§ He will exchange private number with the SM on duty, as and when required and keep a record of the train movement and private number exchanged.
§ He will set the points against the blocked line immediately, after arrival of a train for the unoccupied line or if no line a clear for the line which is blocked by an unimportant train.
§ He will keep stop collars on the levers of the signals of the blocked line.
§ During shunting operations, He will be vigilant and extra careful in operation of the points & signals.
§ He will follow the instructions given by the SM on duty.

DUTIES OF GATE MAN
§ He will remain present at the L.C. Gate as long as he is on duty.
§ He will keep the L.C. Gate in the normal position and close it against road traffic and open it as when required by the SM on duty.
§ He will keep all the gate equipments in ready to use condition. Do clean them daily.
§ He will keep the complaint book available with him and give it as and when demanded.
§ He will do nothing to cause a complaint.
§ He will exchange Private No. with the SM on duty, as when required, and keep a record of it.
§ He will keep the working instructions of the L.C. Gate, in safe custody and read them and understand them and act accordingly.
§ He will protect the L.C. Gate, by placing detonators in case of an obstruction at the L.C. Gate, as explained in the working instructions, when needed.
§ He will keep the check rails neat clean and keep the surroundings also neat & clean.
§ He will not leave the place of his works unless authorized by the SM on duty or by his reliever.

DUTIES OF LOCO PILOT
§ Mounting or dismounting from an engine on the move is forbidden.
§ Mounting on top of tender:- It is forbidden to ride on the tender of an engine with the head projecting above the cab roof.
§ Precautions while looking out of the engine cab:- Drivers and other traveling on engines must exercise great are in looking out of the engine cab when traveling, on account of the danger from proximity of water columns, signals and other fixed structures.
§ When any of the engine crew are working under the engine or attending to motion parts, all the available brake power must be kept in ‘ON’ position, cylinder cocks in open position, and the reversing lever in midgear.
§ Fire irons must be kept in the place provided for them on the tender in such a way that there is no likelihood of their falling off.
§ When fires of locomotives are cleaned on the run, ash-pan dampers and sliding doors must be closed and drenchers used to avoid damage to track and rolling stock, and injuries to individuals working close to the line.
§ Gauge glass protectors must always be fitted, and the glass plates, of which they are composed, must fit close together without gaps.
§ Engine Passes:- The Driver must scrutinize the engine pass of any person desiring to travel on his engine and, if the pass is not in order, he must not allow him to travel on the engine.
§ Turning on Injector:- Turning on the injector, when passing men at work on the line, or when running through stations at which a passenger train or a Ballast train is standing, must be avoided.
§ Whistling when passing Passenger or Ballast trains:- When passing a passenger or a Ballast train, the engine whistle must be sounded at frequent intervals.
§ Loud and prolonged whistling:- Unnecessarily loud and prolonged whistling in stations and station yards must be avoided, particularly at night.
§ Engine smoking or safety values blowing:- Drivers must prevent their engines from smoking or safety valves from blowing when entering or standing in a station, or under a foot over bridge or while passing through the tunnel. At all times the emission of smoke from the chimney and steam from the safety valves must be avoided, as far as practicable.
§ Cleaning ash-pan:- (a) Ash-pan should not be cleaned on the main line, except over an ash-pit.
§ (b) If a driver finds it necessary to clean his ash-pan on any other line where there is no ash-pit, he must thoroughly damp the ashes and level them off to below rail level. A driver shall, however, not clean his ash-pan and drop cinders on points and crossings at a station.
§ Prevention of Cinders falling on bridges:- Drivers must take precautions to prevent cinders falling on and burning bridge timbers.
§ Drivers must not clean or interfere with the fire at such time and if necessary, should close the damper flaps or doors.
§ Jamadars to pilot engines to and from shed:- No engine may leave the shed for the station yard or vice versa, unless accompanied by a Jamadar under whose direction it will be moved. No engine is to be moved from an incoming train until the Jamadar who will pilot it to the shed, guides the movement. See also G&SR 84.
§ Manning of Points:- When there are no pointsmen present, Firemen, Shunters or other staff deputed for this work will man the points for the movement of engines in the locomotive yard.
§ Merchandise on Engine/Driving Compartment:- Drivers must not carry any merchandise including spirituous or fermented liquor or any other intoxicating substances on their locomotives, or in the driving compartments.
§ Firearms:- Firearms must not be carried on engines.
§ Conversation with drivers prohibited: Persons, other than the engine crew and those whose business it is to supervise the work of drivers, must not enter into conversation with the driver while the engine is in motion.
§ Eyesight examination after accidents: Drivers and shunters who pass a fixed signal at danger wheathr it be an arm signal or a disc signal, must be sent up for eyesight examination and passed before being again booked to work a train, or to do shunting in a station yard.
§ Defective eyesight:-(a) Drivers and Shunters who pass eyesight test with the aid of spectacles must wear the prescribed spectacles while on duty, failing which they render themselves liable to summary dismissal.
§ (b) Drivers and Shunters who are permitted to use spectacles for the purpose of passing the eyesight examination must provide themselves with two pairs of spectacles and must give a written undertaking to the Loco Foreman/Shed-in-Charge that they will wear one pair and carry the spare pair while on duty. Should a pair of spectacles be broken or lost, the occurrence must be reported to the Running shed foreman at once, who will arrange to send the man to the Divisional Medical Officer who will issue such instructions as will ensure that the Driver will possess two pairs of suitable spectacles.
§ Intoxication: Any man suspected of being intoxicated while on duty will be sent the nearest Railway of Civil Doctor for examination, and if so certified by the Doctor, he will be put ‘OFF’ duty pending approval and further orders from the Divisional Officer concerned. Person intoxicated on duty are liable to dismissal and prosecution under Section 100 of the Indian Railways Act.

**DUTIES OF ASSTT.LOCO PILOT**

§ Same as Loco Pilot.

**DUTIES OF GUARD**

§ The guards will come on duty as and when they are called except the passengers guards, who will come on duty atleast 30 minutes before the scheduled departure of the train for which they are booked. He will come in complete uniform.

§ Before a train starts from a terminal or crew changing station, the guard shall set his watch by the station clock and set the watch of Loco Pilot with his watch.

§ Every guard shall be in after dance for duty at such place and at such time as may be prescribed by special instructions.

§ He will ensure that he has been supplied with a copy of the working Time table for the time being in force.

§ Before starting the train from the originating or crew changing station the guard must ensure that he has been issued a caution order.

§ Goods stock, duty certified fit to run on a passenger by examining staff can only be attached to run on passenger train.

§ The guard will be responsible to see that tail board / Tail lamp / Tail light are correctly exhibited in the train. It is the duty of the guard to ensure that tail lamp/ tail Board in affixed only in rear of the last vehicle.

§ While running through a station, the guard of the train will exchange & also 06 serve the P.M am standing on the off side of the station. It they do not receive signal from the SM or P.M an on the off side, they shall exercise extra caution while proceeding further. Failure on the past of SM & station staff to display hand signal shall be indicated in the combined Guard’s & Loco Pilot’s report.

§ A list of Guards equipments in given in the G.R 4.19 & SR 4.19(1) the guard is duty bound to have those equipments with him while on duty.

§ The guard will ensure that the proper guard’s brake van in provided in the train and ensure that train has a continuous vacuum /air pressure brake system from train engine to the last vehicle of the train. No goods train shall leave a station without a brake an. However, in exceptional operational exigencies, with the prior approved of the Sr.DOM/DOM a goods train may be run without a brake van, with special conditions of working.

§ The Guard of the train shall travel in his brake van.

§ The guard of the train will carefully examine the load of the train before starting from the originating or crew changing station.

§ Every guard, before starting with a train shall examine the notices issued for their guide lines.

§ Every guard, before starting from the originating or crew changing station must joint test the brake power of the train with the Loco Pilot.

§ It is the duty of guard and motor man Loco Pilot to change the destination indicators at respective ends of the train in case of EMU/MEMU rakes.

§ Guard of the train will see that the F.P. and B.P. pressure in the guards brake van is changed to the determined value i.e. F.P. between 6.0 & 5.8 KG/CM2 and B.P. 5.0 & 4.8 Kg/CM2 respectively.

§ He should test that his brake system is working than only sight the B.P.C.
§ The Guard will not give signal for starting a train unless he has satisfied him self that no person is traveling in a compartment not intended for use of passengers.

§ Guard to be inch age of the train. Guard shall be in charge of the train in all matters affecting. Stopping or movement of the train.

§ The Loco Pilot and the guard of the train shall exchange signals with each other at such times and in such manner as may be prescribed lay special instructions.

§ The Loco Pilot and the guard of a train shall, while running through a station, look out for and except under special in atrocious, acknowledge the “all right” signals which the sum and such other staff at the station as may be specified lay special instructions shall give if the train is proceeding in safe and proper manner. It the train is not proceeding in a safe and proper manner, the SM or the other staff shall exhibit stop hand signal on receipt of which the guard and Loco Pilot of the train will take immediate step to stop the train.

§ Guard and the Loco Pilot of the running train will be responsible to watch any train parsing on the adjacent track and to attract the defective of the guard and L/P of the later train lay exhibiting danger hand signal should my condition be noticed on that train which may endanger safety.

§ In case of train running in the opposite direction, as on double line the CP/ACP of the train will exchange “all right” signal with the train running in opposite direction the guard of the train shall exchange “all right” signal with the guard of the train running in opposite direction.

§ Guard and L/P & ACP of both trains running in opposite direction will watch and examine each other train.

§ If any thing unusual in deserved danger hand signal will be shown to attract the attention of the L/P & guard of that train.

§ Guard to keep a good look out during the journey including halts at stations, every guard shall keep a good look out and satisfy him self from time to time that the tail board / Tail Camp are burning brightly & that the train is complete in every aspect and proceeding in safe and proper manner.

§ When a train passes a manned level crossing gate or Gang working on line/ the guard shall look back to ascertain that every thing is right with his train and no signal in being exhibited hearing him of a danger of an accident.

§ The guard shall look out on curves and if any during unusual is noticed take steps to stop the train.

§ Train held up at the first stop signal when a train has, without an apparent cause, been kept standing at the first stop signal.

§ He will keep the check rails neat and clean and keep the surroundings also neat & clean.

§ He will not leave the place of his work unless authorized by the SM on duty.

§ For five minutes, the L/P shall sound the prescribed code of whistle to warn the guard. The guard will apprise the claim man or the SM of the station. He will check up that the tail guard/tail Lamp in properly exhibited and shall maintain vigilant attitude in rear of the train after 15 minutes, the guard shall proceed to protect the train in rear as per Rule 6.03. In the mean time if the signal is taken off or an authority the L/P will sound the prescribed code of whistle, the guard will give all right signal and than, the L/P will start the train.

§ ADDITIONAL DUTIES OF THE GUARD WHILE WORKING A TRAIN (Para 1011of operating manual)

§ Besides the provision of General and Subsidiary Rule 113, the Guard, when taking over change of a train, shall also be responsible to satisfy himself in regard to the following, when any defect or deficiency in the train must at once
be brought to the notice of the Station Master and rectified before starting the
train.

§ (a) Goods Trains:-While examining the train, the Guard should walk from Brake
van to the Engine on one side and return to the brake van examining the other
side of the train. In examining the train, he shall pay special attention to the
following.

§

§ (i) That the hand brake of the Brake-van is in working order; the brake block
should be adjusted if they do not act properly;

§ (ii) That brake-van equipment is complete and that the last vehicle has a tail-
board by day or a tail lamp by nigh;

§ (iii) That in case of partly-vacuum train, the prescribed hand brake power is
provide;

§ (iv) that the couplings are properly tightened up and are not loose, and in the
case of screw or chain coupling wagons on the metre Guage and Narrow Guage,
that they are properly coupled and are not likely to uncouple on the run; also that
coupling not in use are attached to the hooks and not allowed to drag on the
ballast;

§ v) that all vacuum hose pipes are connected through out:

§ (vi) that the entries in the Vehicle Guidance tally with the wagons on the train;

§ (vii) that the wagon brakes are ‘off’ and that brakes levers are secured on their
hangers;

§ (viii) that the doors including side and end doors of all the stock, loaded or
empty that open outwards, are properly closed and well secured and cannot
swing out, and the doors of live-stock wagons are properly secured;

§ (ix) that the wagons shown as empty in the Vehicle Guidance are really empty:

§ (x) that fitting and equipment of open trucks are complete and loose fittings such
as, chains, stanchions, ropes, etc., are not hanging loose but are secured from
falling often route as otherwise they are likely to cause accidents;

§ (xi) that in the case of covered loaded wagons; the seal label on each side is
intact, and that the wagons required to be riveted are actually riveted on each
side.

§ (xii) that open wagons loaded with inflammable or damageable goods are
sheeted to protect the goods from sparks or from rain;

§ (xiii) that in the case of open loaded wagons which are sheeted, the sheets and
ropes, if any, are firmly secured, and that the knots on the lashes are sealed, and
the seals are intact. In case open loaded wagons are not sheeted, the Guard shall
see that check lines on the goods are intact;

§ (xiv) that heavy loads are securely fastened and that fastenings on trucks loaded
with girders, machinery, long timber, etc., have not slackened, or the loads
shifted. If the load on any truck has shifted, it must be readjusted, resecured and
the wagon certified fit-to-run by the Train Examiner before the train is allowed
to proceed, failing which the truck must be detached;

§ (xv) that a wagon does not appear to be overloaded or unevenly loaded as can be
judged by visual observation.

§ (xvi) that the train is correctly marshalled (See Chapter VI) and the wagons
which are required to be separated from the Engine, Brake-van, or from each
other, e.g., open wagons loaded with Inflammable goods, petrol, Kerosene and
other Hydro-Carbon Oil wagons, wagons containing Dangerous and Explosive
goods, are attached correctly in accordance with the rules;

(xvii) That the other Railway’s non-pooled wagons and this Railway’s L.T stock are
not wrongly routed:
(xviii) That the total vehicle and tonnage/tonnes load of the train does not exceed the maximum prescribed for the section and the class of engine working the train;

(xix) That vacuum gauge in the Brake-van indicates the required amount of vacuum;

(xx) That everything is all-right in so far as safe running of the train is concerned;

(b) During the course of journey also, the Guard shall inspect such items referred to above as are necessary and take suitable action;

When a Goods train halts for any length of time at a station, the Guard must patrol the train, examine loaded wagons, and see that the seals/rivets on covered wagons and check lines/sheets on open wagons are intact, that the goods have not shifted, and that the wagon fittings, etc., are not hanging loose, that there is no sign of hot axle and, in so far as he can see, the train is in a fit state of running.

When wastage of the contents of bags of grain, seeds, etc., is noticed through crevices of wagon doors and floors, the Guard must immediately bring such case to the notice of the SM on duty and Railway Protection Force Staff, if available, and take steps to stop further wastage.

(C) Passenger Trains:- In addition to such items as are given under sub-para (a) and (b) above which may be relevant to passenger trains, the Guard, while working a passenger train, shall also see to the following:-

(1)

(i) While taking over charge of a train, he should see that the Brake-van equipment (para 1003) is complete and that each Brake-van of his train is provided with 2 Fire extinguishers, that neither of them is empty nor with plunger driven in and that the test date marked on them is not more than one year old;

(ii) That train and Brake-van lights and fans are in working order;

(iii) That proper charge is taken over of packages, covers, etc., unless as Brakeman is available for this duty.

(iv) That the window catches and other safety devices fitted in the compartments reserved for ladies are in perfect working order (deficiencies should be repaired and the matter reported in the Journal)

(v) That the passenger carriages are thoroughly cleaned and filled with water; and

(vi) That a copy of Reservation list is available when this duty is not specially assigned to other staff, such as, Train Conductor or Traveling Ticket Examiner on the train.

(2) During the course of the journey, the Guard should –

(i) Look after the safety and comfort of passengers, more particularly, of women and children, and assist them when getting in and getting out (See also G&SRs 138 & 195);

(ii) Attend to complaints of passengers regarding cleanliness of carriages, water supply in lavatory cisterns, lights and fans and any other complaints and have they rectified;

(iii) Perform generally the duties of a Train Conductor when one is not providing;
(iv) Make it a practice of walking along his train at stations to see if passengers want any assistance or information and keep a careful look out for irregularities of any kind especially at night and near ladies compartments

(v) Before a train begins a night journey, ensure that the safety bolts provided on the inside of windows and doors of upper class carriages are in working order.

(vi) Keep closed the doors, windows and Venetians of all carriages running empty;

(vii) In case of trains where there are no dining cars, ascertain requirement of meals from passengers and arrange from the next station when Refreshment Rooms are provided.

(viii) On those trains on which Train Conductors are not provided, wake up upper class passengers, if requested to do so; and

(ix) see, in so far as possible, that there is no irregular of unauthorized travel by trains in contravention of any rules in force; for example, persons suffering from contagious or infections diseases, or prisoners and insane persons traveling in unreserved compartments, or make passengers traveling in ladies compartments or persons traveling on footboards, etc. All infringement of rules by passengers should be brought to the notice of the Station Master and reported in the journal.

(d) General

(1) Guards must not permit anyone to travel in the Brake-van without a proper authority.
(2) Fire arms must not be carried in Brake-vans except under special instructions.
(3) Guards must not carry any merchandise including spirituous or fermented liquor, or any other intoxicating substances in their Brake-vans.
(4) On the Metre Gauge coaches where the door open outwards, the door-catches fitted to the lower part of the doors must be fastened, as far as possible, by the station staff.

DUTIES OF CHIEF CONTROLLER

§ Maintenance of all books and registers, as prescribed, from time to time.
§ To see that.
§ Maximum advantage of existing power capacity is gained by proper balancing of locomotives and reducing to the minimum their detention at outstations and lie over at home shed.
§ Trains are run, as far as possible, with maximum permissible loads in length as well as in weight for the purpose of avoiding wastage of power capacity and for moving larger volume of traffic by running the least number of trains, thereby reducing the cost of working and increasing the availability of rolling stock.
§ Proper balancing of running staff is done by judicious adjustments and their ‘On duty’ hours are kept to the minimum.
§ Daily check of 6 hrs., 18 hrs., 24 hrs. of stock position and accordingly, to give instruction to DY TNL to arrange movement of stock.
§ Daily check:-
§ (a) Turn round of engines;
§ (b) special stock, i.e. BFRs, BFUs and Oil tanks, etc.
§ (c) Transhipment of damaged stock
§ (d) Disposal of unconnected wagons
§ (e) Punctuality of Passenger and Goods trains.
§ Fixing up daily interchange transaction with contiguous divisions and Foreign
Railways, and making arrangements for the fulfillment of interchange
obligations.
§ Check on loading at stations.
§ Check on receipts from the Foreign Railways or contiguous divisions to see if
the quotas laid down are being observed and that no incorrectly routed traffic is
being received.
§ Details of Train Watering facilities on the jurisdiction.
§ Normal Watering station:-
§ (a) For Passenger Trains.
§ (b) For Goods Trains.
§ Emergency Watering Stations.
§ Master Charts depicting all trains indicated in the Working Time Table in force.
§ Check of daily operating performance report before submission to the Divisional
Superintendent.
§ Check of all Control Charts plotted by Section Controllers and take up of all
irregularities in working and avoidable detentions to trains, wagons and engines
and bring them to the notice of the Divisional Officers.

§ The Deputy Chief Controller shall be responsible to the Chief Train Controller
and be personally responsible for-
§ (i) The general supervision of the work during the absence of the chief controller
and supervision of the work of Section Controllers.
§ (ii) Holding conference with important terminal and marshalling yards at 8,16
and 23 hrs for collecting stock position.
§ (iii) Maintaining a continuous and running record of stock and brake vans in
important yards in chronological order as trains come in and go out of the yards.
§ (iv) Ordering of trains.
§ (v) Arranging running of link trains according to the link diagrams.
§ (vi) Maintaining a complete and up-to-date record of quotas and restriction
orders in force from time to time.
§ (vii) Consolidating of indents and putting up for allotment orders.
§ (viii) Compliance of stock and supply orders.
§ (ix) Fulfillment of interchange commitments as ordered by the Chief Controller.
§ (x) Holding conference with the adjoining Controls of the contiguous divisions
and foreign Railways at the appointed time for exchanging forecasts of trains in
sight to be handed over and taken over.
§ (xi) Complying with orders of the movements of coaching stock received from
the Divisional Superintendent and / or the chief Operating Superintendent.
§ (xii) Securing power in time for all trains to start from the jurisdiction
punctually.
§ (xiii) Maintaining detailed account of the coaching stock allotted to the division
and that arriving from other divisions and railways, arranging suitable
replacements of coaches detached sick on route.
§ (xiv) Repeating the composition and marshalling of trains to Terminal stations
and stations en route for expeditious despatch of trains onwards.
§ (xv) Securing proper connection of loads so as to comply with the prescribed
train load and formation orders and to ensure that, as far as possible, the trains
run with the maximum permissible load for the sections concerned.
§ (xvi) Watching movement of special types of stock e.g.
§ (a) BFRs, BFUs OTs  
§ (b) Flats  
§ (c) Express Delivery Wagons  
§ (d) Over-Dimensional Consignments.  
§ And ensuring that no avoidable detentions take place in the transit of such stock.  
§ (xvii) Watching punctual running of Passenger trains on the jurisdiction.  
§ (xviii) Maintaining a running diary of all events affecting the working of trains and traffic.  
§ (xix) Maintaining the various books and registers as laid down by the Divisional Operating Superintendent.  
§ (xx) Making prompt arrangements for the transhipment of sick wagons.  
§ (xxi) Examining the position of marshalling yards at intervals of every four hours and to see that the Yard function according to orders given from time to time.  
§ (xxii) Examining the Train Room Application Register and to see that clearance of goods stock from roadside stations is done regularly and without undue detention.

**DUTIES OF SECTION CONTROLLER**

§ The Section Controller shall be responsible for-  
§ (i) Arranging movement of trains from station to station and goods and coaching stock over the entire section placed under his jurisdiction with the minimum of delay.  
§ (ii) Arranging crossing and preferences of trains and giving clear and concise orders to stations well in advance.  
§ (iii) Plotting all train movements on the Control charts.  
§ (iv) Advising the terminal stations and loco shed of the late running of trains.  
§ (v) Maintaining running diary in which all events affecting the running of trains and the movement of traffic shall be recorded.  
§ (vi) Maintaining the register of Signals and points failures.  
§ (vii) Receiving “Leave Room” messages from stations for the packages and wagons and arranging their clearance.  
§ (viii) Ensuring that the stock orders passed by the Deputy Controller/Chief Controller are promptly complied with.  
§ (ix) Taking yard stock position from stations on his jurisdiction at the appointed time.  
§ (x) Recording all particulars of trains, viz., engine number, load, driver’s name, as also the details of detention to the trains at the various station on the Control chart.  
§ (xi) Recording special events affecting train working in the remarks column on the Control chart, separately for the passenger and Goods trains and also miscellaneous events.  
§ (xii) Expeditiously receiving and passing IN and OUT load reports of trains from and to the Terminal yards.  
§ (xiii) Intimating the work to be done by each train at the stations well in advance in detail as under:-  
§ Detach 4 loaded, 10th from engine last wagon No. 20802 S.E Attach 3 loaded South after 10th from engine.
§ Out 23 packages, i.e., 14 from van No. 30121 ER 9 from van No. 2022 CR in centre.
§ In 12 pkgs. In van No. 20212 eight from BVG.
§ (xiv) maintaining the various books and registers as prescribed from time to time.

RULES APPLYING TO RAILWAY SERVANTS GENERALLY

2.03 KNOWLEDGE OF RULES- Every Railway servant shall-
(a) Be conversant with the rules relating to his duties, whether supplied or not with a copy or translation of the rules relating to his duties and the Railway Administration shall ensure that he does so,
(b) Pass the prescribed examinations, if any
(c) Satisfy himself that the staff working under him have complied with clauses (a) and (b) and
(d) If necessary, explain to the staff working under him, the rules so far as these apply to them

RULES APPLYING TO RAILWAY SERVANTS GENERALLY

2.04. ASSISTANCE IN OBSERVANCE OF RULES- Every railway servant shall render assistance in carrying out these rules and report promptly any breach thereof, which may come to his notice, to his superior officer and other authority concerned.

2.05 PREVENTION OF TRESPASS, DAMAGE OR LOSS-(1) Every railway servant is responsible for the security and protection of the property of the Railway Administration under his charge.

(2) Every railway servant shall Endeavour to prevent-
(a) Trespass on railway premises
(b) Theft, damage or loss of railway property,
(c) Injury to himself and other and
(d) Fire in railway premises.

2.06. OBEDIENCE TO RULES AND ORDERS- Every railway servant shall promptly observe and obey
(a) All rules and special instructions and
(b) All lawful orders given by his superiors.

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

2.08. ABSENCE FROM DUTY-
(1) No Railway servant shall, without the permission of his superior, absent himself from duty or alter his appointed hours of attendance or exchange duty with any other railway servant of leave his chare of duty unless properly relieved.
(2) If any railway servant while on duty desires to absent himself from duty on the ground of illness, he shall immediately report the matter to his superior and shall to leave his duty until a competent railway servant has been placed in charge there of.

DUTIES OF RAILWAY STAFF
§ When a train comes to stand at a station, the guard shall see that the last vehicle of the train has cleared the fouling mark. If not, He shall inform the SM at once and exhibit stop hand signal to prevent any movement on the fouled line.

§ If the last vehicle is not clearing of the fouling mark, as required vide GR 4.56, the guard shall show proceed with caution signal as prescribed in GR 3.55 towards the L.P. who may move to clear the fouling mark. If the last vehicle is still not clear, the guard shall exhibit stop hand signal to prevent any movements on the fouled line. The guard will sign the train intact register and endorse on the same in bold letters and underline that the fouling mark is not clear. He shall also personally inform the SM, if the train has reached the terminal station and he goes off duty. Where the guard continuous to be can duty with the train, he shall protect the infringement against any movement as laid down above.

RULES APPLYING TO RAILWAY SERVANTS GENERALLY

SR 2.08 (1) A railway servant who absents himself from duty or leaves his station without permission, shall be treated as being absent from duty and renders himself liable to disciplinary action including dismissal.

SR 2.08 (2) A railway servant, who overstay leave without previously having obtained permission, shall render himself liable to disciplinary action including dismissal.

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

(2) No railway servant, directly connected with the working of trains, shall take or use any alcoholic drink, sedative, narcotic or stimulant drug or duty or take or use any such drink, drug or preparation when on duty.

RULES APPLYING TO RAILWAY SERVANTS GENERALLY

2.10. CONDUCT OF RAILWAY SERVANTS- A railway servant shall-
(a) Wear the badge and uniform, if prescribed and be neat and tidy in his appearance while on duty.
(b) Be prompt, civil and courteous,
(c) Not solicit or accept illegal gratification
(d) Give all reasonable assistance and be careful to give correct information to the public and
(e) When asked, give his name and designation without hesitation.

2.11. DUTY FOR SECURING SAFETY-
(1) Every railway servant shall-
(a) See that every exertion is made for ensuring the safety of the public.
(b) Promptly report to his superior, any occurrence affecting the safe or proper working of the railway which may come to his notice and
(c) Render on demand all possible assistance in the case of an accident or obstruction.

2.11. DUTY FOR SECURING SAFETY-
(2) Every railway servant who observes-
(a) That any signal is defective,
(b) Any obstruction, failure or threatened failure of any part of the way or works
(c) Any thing wrong with a train or
(d) Any unusual circumstances likely to interfere with the safe running of trains, or the safety of the public, shall take Immediate steps, such as the circumstances of the case may demand, to prevent accident; and where necessary, advise the nearest SM by the quickest possible means; Provided that in the case of a train having parted, he shall not show a stop hand signal but shall Endeavour to attract the attention of the Loco Pilot or Guard by shouting, gesticulating or other means.

DUTIES OF RAILWAY STAFF
§ Guard not to leave the train until handed over: No guard shall leave his train until it has been properly handed over in accordance with the special instructions.
§ During shunting of his train the guard will be responsible to ensure that the shunting is performed safety.
§ When a train is stopped in the mid section, due to accident or engine unable to haul the load, Guard must ensure that the train is protected as per GR. 6.03.

WORKING OF TRAINS GENERALLY (CHAPTER IV OF GR)
A. TIMING AND RUNNING OF TRAINS
B. SPEED OF TRAINS
C. EQUIPMENTS OF TRAINS AND TRAIN CREW
D. PRECUATIONS BEFORE STARTING A TRIN.
E. DUTIES OF STAFF WORKING TRAINS DURING JOURNEY.
F. DUTIES OF STAFF ON ARRIVAL.
G. WORKING OF MATERIAL TRAINS-PRECUATINS AT WORK SITE.

TRAFFIC TRAIN AND POWER CONTROL
CHAPTER III OF OPERATING MANUAL
The detailed instructions in this regard are given in chapter III of the Operating Manual.

The control Office is situated in every Division which is headed by the Chief Controller. The main object of the control office is to control the movement of traffic on the Division and have liaison with the adjoining Divisions and Railways in order to achieve cohesion in working so as to avoid delay to trains and traffic. Control over the movement of trains and traffic over a section of Railway is exercised round the clock under the supervision of Dy.Chief Controller.
§ The General Operating control on a section consist of..
§ (i) Traffic Control
§ (ii) Train Control
§ (iii) Power Control
§ In case of accident control office plays the main roll in handling the situation at the site of accident to restore the normalcy.

STATION WORKING RULES
CHAPTER XIX OF OPERATING MANUAL
§ The detailed instructions regarding SWR are given in the Chapter XIX of Operating Manual which should be followed.
§ The SWR of the station is made in conformity of the G &SR, looking to the specialty or abnormality of that station.
§ All conditions and procedures for working at that station are given in the SWR.
§ The SWR is prepared by the Sr.DOM and Sr.DSTE of the divisions.
§ An assurance register is maintained at every station. All staff posted to work at station are supposed to sign the assurance register in assurance of having read and understood the SWRs.

§ A register of correction slips is to be maintained at the station time to time correction slips are issued for the SWR.

§ VTO is nominated in the SWR. When VTO is not visible to the SM he should act in accordance with G&SR 3.61.

SAFETY 5

SYSTEM OF WORKING

7.01…SYSTEM OF WORKING.

1. Trains shall be worked on one of the following system:-
   - The Absolute Block System.
   - The Automatic Block System.
   - The Following Train System.
   - The Pilot Guard System.
   - The Train-staff and ticket System.
   - The one train only System.

2. The Absolute Block System and Automatic Block System alone shall be used except, if any other method as mentioned above, is sanctioned under special instructions.

ABSOLUTE BLOCK SYSTEM
SECTION TO BE DEVIDED IN TWO.

A. Station Sections.
   Under unitary control of concerned Station Master.

B. Block Section.
   Under dual control of both adjoining concerned Station Masters.

Block Section: Portion of running line between two stations where no running train can enter until line clear is obtained from next Station
No train may enter in to block section without mutual agreement and operation between both the concerned.

**LINE CLEAR & AUTHORITY TO PROCEED**

**LINE CLEAR.** Through Block instrument or other approved means of communication.

**AUTHORITY TO PROCEED.** Tangible or Non tangible

**TO ENSURE SAME!**

Conditions laid down as….

**ESSENTIALS OF ABSOLUTE BLOCK SYSTEM**

L/C may not be granted unless…

i) On double line
   - the line is clear, not only up to the first stop signal at the block station at which such line clear is given, but also for an adequate distance beyond it.

AD 400 MTS IN TWO ASPECT L.Q. OR CLS & 180 MTS IN MA/UQ – CLS AND MLQ)

**ESSENTIALS :**

L/C may not be granted unless…

ii) On single line
   - The line is clear of the trains running in the same direction not only up to the
   - First stop signal at the Block station at which line clear is given but also for an adequate distance beyond it, And is clear of the trains running in the direction towards the block station to which such L/C is given.

**MEANS OF COMMUNICATION FOR LINE CLEAR**

- BLOCK INSTRUMENTS
- TRACK CIRCUITS
- AXLE COUNTERS
- TELEPHONES ATTACHED TO B/Ints
- STATION TO STATION FIXED TELEPHONES
- FIXED TELEPHONES ( RLY.AUTO/BSNL)
- CONTROL TELEPHONE VHF SETS

UNDER SPECIAL INSTRUCTIONS, BUT NOT AS THE SOLE MEANS OF COMMUNICATION ON SECTIONS WHERE PASSENGER TRAINS RUN

**Condition for Granting Line Clear**

**A-class Station** On single or double line, the line shall not be considered cleared and line clear shall not be given unless :-

1. The whole of the last preceding train has arrived complete.
2. All signals have been put back to “ON” behind the said train.
3. The line on which it is intended to receive the incoming train is clear up to the starter.
4. All points have been correctly set and all facing points have been locked for the admission of the train on the said line.

**B-class Station**

1. On double line : The line clear shall not be given, unless:-
   a. The whole of the last preceding train has arrived complete.
   b. All necessary signals have been put back to “ON” behind the said train,
   c. The line is clear -- (up to block overlap)

I. At stations equipped with two aspect signaling- up to the Home signal, or

II. At station equipped with Multiple aspect signaling or MLQ - up to the outer most facing points or the BSLB if any.

2. On Single Line (L/Q)

   The line clear shall not be given, unless:-
   a. The whole of the last preceding train has arrived complete,
   b. All necessary signals have been put back to “ON” behind the said train and
   c. The line is clear----(up to block overlap)
   - Up to the S L B or Advance Starter, if any at that end of the station nearest to the expected train
   - or
   - up to the Home signal if there is not SLB or Ad. Starter
   - or
   - up to the outermost facing points if there is no SLB or Ad. Starter or Home signal.

2. On Single Line (MAUQ/MACLS/MLQ)

Up to the SLB or Advance starter (if any )

or

Up to the outer facing point, If there is no SLB or Advance Starter.
At B class single line station, this rule does not forbid direct reception of a train from one side, when line clear has been given to the block station on the other side, provided the distance between, (1st Stop signal & OMFP)

- the outer signal and outermost facing points in two aspect signaling and (400 + 180 meter)
- between Home signal and outermost facing points in Multiple aspect signaling, MLQ signaling, (180 + 120 meter) is not less than the sum total of the adequate distance required for giving Line clear and also to take off the Home Signal. (Block Overlap (400 m. in L/Q and 180 m. in MAS/MLQ Signaling) and Signal Overlap (180 m. in L/Q and 120 m. in MAS/MLQ Signaling)

C- Class Station

(Conditions for granting Line Clear) On Single or Double line in Two aspect, multiple aspect or MLQ signaling, the line shall not be considered clear and line clear shall not be given, unless:

A. the whole of the last preceding train has passed complete at least 400 meters (Block overlap) beyond the Home Signal and is continuing its journey

B. All signals taken “OFF” for the preceding train, have been put back to ON behind the said train”, provided that on single line, the line is also clear of trains running in the opposite direction towards the block hut from the block station at the other end.

Absolute block working system……

OBSTUCTION (Shunting Stages)

A Class Stations…

When the L/C has been given, No obstruction shall be permitted
- Out side the home signal,
- or
- on the line on to which it is intended to receive the train, up to the starter pertaining to the said line.

SHUNTING STAGES

Obstruction – Double line

(At Block station when a train is approaching )

B class station –

- When line clear has been given, no obstruction shall be permitted out side the station section but shunting within the station section may go on continuously, provided the necessary signals are kept at “ON”
- When signals have been taken off for an approaching train on a line which is not isolated, no shunting movement shall be carried on towards the points over which the incoming train will pass.
**Obstruction – Double line**
**In Block Section….

a) When L/C has been given, no obstruction shall be permitted in the block section in rear.

b) Shunting or obstruction for any other purpose shall not be permitted in the block section in rear unless it is clear and is block backed.

c) Shunting or obstruction for any other purpose shall not be permitted in the block section in advance unless it is clear and is block for warded.

Provided that when block section in advance is occupied by a train traveling away from the station, shunting or obstruction may be permitted behind the train under special Instruction, taking into consideration the speed, weight and brake power of trains and gradients on the section, and - as soon as the intimation has been received that the train has arrived at the block station in advance, the line shall be blocked forward if it is still obstructed.

**Obstruction-Single line**

**A Class Station….

**IN FACE OF APPROACHING TRAIN…..**

When the L/C has been given, no obstruction shall be permitted outside the Home signal or on the line on which it is intended to admit the train.

**Obstruction-Single line**

**A- class station ( in the block section )** The block section shall not be obstructed for shunting purposes, unless-

- or
- B. The block section is blocked back,
- or,
- C. If occupied by a train traveling away from the block station. At which the shunting is to be performed under special Instruction subject to speed, gradients and brake power.
- D. The driver or other person in charge of the shunting operations has received distinct orders from the station.

**Obstruction-Single line cont..**

**B- Class Station**

**a. In face of approaching train**

The line out side the - Home Signal in two aspect signaling territory or - outer most facing points in multiple aspect or MLQ signaling territory in the direction of a train for which line clear has been given, shall only be obstructed when a SLB or an Advance Starter is provided and under special Instruction subject to speed, weight, brake power of trains, gradients, position of the first stop signal and the distance from which that signal can be seen by the driver of an approaching train.
b. Within Station Section:

1. If the necessary, signals are kept at “ON”, shunting may be carried on within the Station Section (provided the provision vide Para “a” above be complied with), up to SLB or Advance Starter, where provided.

2. When signals have been taken off for an incoming train on to a line which is not isolated, no shunting movement shall be carried on towards the points over which the incoming train will pass.

**OBSTRUCTION…Outside Station Section.**

(In two aspect signaling territory)

The line outside the station section and up to the outer signal shall not be obstructed unless:

a. The block section into which the shunting is to take place is clear of an approaching train and all relevant and necessary signal are at “ON” position, or

b. If an approaching train has arrived at the outer signal, the SM has personally satisfied himself that the train has been brought to a dead stand at the signal; provided the line shall not be obstructed under clause “b” in thick, foggy, tempestuous weather impairing visibility, or in any case unless authorized by special Instruction.

**OBSTRUCTION…**

(In Multi Aspect Signaling territory.

**Outside Station Section.**

A. The line outside the station section and up to the first stop signal shall not be obstructed unless a Railway servant specially appointed in this behalf by SM is in charge of the operations and unless:

- The block section into which the shunting is to take place is clear of an approaching train.

B. Outside the first stop signal. The line outside the first stop signal shall not be obstructed unless the line has been block backed.

**Authority for shunting / Obstruction in Block Section**

a) A shunting arm of prescribed size and design on the same post as and under the last stop signal, or

b) A token of prescribed design, or

c) A written permission to shunt. T/806 – Shunting Order

**THE AUTOMATIC BLOCK SYSTEM..**

**Essentials..**
A. Double Line

– The line shall be provided with continuous track circuiting or with axle counters.
– The line between two adjacent block stations may, when required, be divided into a series of automatic block signaling sections each of which is the portion of the running line between two consecutive Stop signals, and The entry into each of which is governed by a Stop signal, and

- The track circuits or axle counters shall so control the Stop signal governing the entry into an automatic block signaling section that –

  – (i) the signal shall not assume an 'off' aspect unless the line is clear not only up to the next Stop signal in advance but also for an adequate distance beyond it, and
  – Unless otherwise directed by approved special instructions, the adequate distance shall not be less than 120 metres.
  – ii ) the signal is automatically placed to 'on' as soon as it is passed by the train.

Duties of Driver and Guard

Duties of Driver and Guard to pass Automatic signal at on …

When a Driver finds an Automatic Stop signal with an 'A' marker at 'on', he shall bring his train to a stop in the rear of the signal.

- wait there for one minute by day and two minutes by night.
- If after waiting for this period, the signal continues to remain at 'on',
- shall give the prescribed code of whistle and
- exchange signals with the Guard and then
- proceed ahead, as far as the line is clear, towards the next Stop signal in advance
  Exercising great caution so as to stop short of any obstruction.
- The Guard shall show a Stop hand signal towards the rear when the train has been so stopped at an Automatic Stop signal,
- Where owing to the curvature of the line, fog, rain or dust storm, engine working the train pushing it, or other causes, the line ahead cannot be seen clearly…
- Driver shall proceed at a very slow speed, (not > 8 kmph).
- Driver, when not accompanied by a Fireman or an Assistant Driver, may seek the assistance of the Guard by giving the prescribed code of whistle
- When called by the Driver, the Guard shall accompany him on the engine cab, before he moves forward, to assist the Driver in keeping a sharp look-out.
- The Driver shall proceed with great caution until the next Stop signal is reached.
- Even if this signal is 'off', the Driver shall continue to look out for any possible obstruction short of the same.
- He shall proceed cautiously up to that signal and shall act upon its indication only after he has reached it.

B) Single Line Essentials..
- In addition to basic provisions as in case of double line following procedure will also be adopted.
- The direction of the traffic shall be established only after Line Clear has been obtained from the block station in advance.

![Diagram of signal arrangement]

- A train shall be started from one block station to another only after the direction of traffic has been established,

- It shall not be possible to obtain Line Clear unless the line is clear, at the block station from which Line Clear is obtained, not only up to the first Stop signal but also for an adequate distance beyond it,
- The line between two adjacent block stations may, where required, be divided into two or more automatic block signalling sections by provision of Stop signals,
- After the direction of traffic has been established, movement of trains into, through and out of each automatic block signalling section shall be controlled by the concerned Automatic Stop signal and
- the said Automatic Stop signal shall not assume 'off' position unless the line is clear up to the next Automatic Stop signal:
- provided further that where the next Stop signal is a Manual Stop signal, the line is clear for an adequate distance beyond it,
- All Stop signals against the direction of traffic shall be at “ON”

**On single line**

**Minimum equipment of fixed signals in Automatic Block territory …**

For each direction -
- Manual Stop signals at a station -
  – a Home
  – a Starter
- An Automatic Stop signal in rear of the Home signal of the station. Under approved special instructions, the Automatic Stop signal may be dispensed with.

**On single line**

**Additional fixed signals in Automatic Block territory …**

One or more additional Automatic Stop signals, as are considered necessary, in between block stations, may be provided.
In addition, such other fixed signals as may be necessary for the safe working of trains may be provided.

**On single line**

**Conditions for taking 'off' Manual Stop signals in Automatic Block territory…**
**Home signal** - when a train is approaching a Home signal, otherwise than at a terminal station,
- the signal shall not be taken 'off' unless the line is clear not only up to the Starter but also for an adequate distance beyond it. (adequate distance, not less than 120 metres)

**Last Stop signal** –
- The last Stop signal shall not be taken 'off' for a train
- unless the direction of traffic has been established and
- the line is clear up to the next Automatic Stop signal, or
- When the next Stop signal is a Manual Stop signal for an adequate distance beyond it,

(Adequate distance, not less than 180 metres.)

**AUTOMATIC “ON” SIGNAL**

in Single line territory.
- Guard will show Stop hand signal to wards rear when train is so waiting at an on Automatic Stop signal
- Driver will proceed cautiously up to next stop signal or up to some obstruction with exercising great vigil.
- Driver will not pick up normal speed till he passes next signal, even if it is "off" and will also exercise caution to stop short of any obstruction till the next signal passes to be obeyed accordingly.

- Where owing to the curvature of the line, fog, rain or dust storm, engine working the train pushing it, or other causes, the line ahead cannot be seen clearly… Driver shall proceed at a very slow speed, (not > 8 kmph).

- Driver, when not accompanied by a Fireman or an Assistant Driver, may seek the assistance of the Guard by giving the prescribed code of whistle.

- When called by the Driver, the Guard shall accompany him on the engine cab, before he moves forward, to assist the Driver in keeping a sharp look-out.

- Person in charge of working trains on Automatic Block System on single line

- Except where Centralized Traffic Control is in operation, the Station Master shall be responsible for the working of trains at and between stations.

- On a section where Centralized Traffic Control is in operation, the Centralized Traffic Control Operator shall be responsible for the working of trains on the entire section.

**Person in charge of working trains on Automatic Block System on single line**
On a section where Centralized Traffic Control is in operation, the working of trains at a station or part of a station may be taken over by or handed over to the Station Master during emergency or as prescribed by special instructions.

When such emergency control is transferred, the Station Master shall be the person in charge of working trains at the station or part of the station.

SAFETY 6

ABNORMAL CONDITIONS

Caution Order

- Whenever, in consequence of the line being under repair or for any other reason, special precaution are necessary, a Caution Order detailing the
  - Section with kilometers between which such precautions are necessary,
  - the reasons for taking such precautions,
  - the speed at which a train shall travel and
  - any other instruction as if required.

Caution order with seal of station and legible signature of SM on duty, will be issued to the Driver & Guard under their acknowledgement on the record copy.

Shall be handed over to the Driver at the stopping station immediately short of the place where such precautions are necessary, or at such other stations and in such manner, as prescribed under special instructions. (nominated, NOTICE STATION)

Does not apply in the case of long continued repairs

when fixed signals are provided at an adequate distance short of such place and have been notified to the running staff concerned.

(PERMENANT SPEED RESTRICTION OR PSR)

Caution order shall be on white paper, with green font and signed in full.

As a temporary measure, the caution order may on white paper with a green band running diagonally across the form.

Types..

Normal Caution Order.
Reminder Caution Order.
Nil Caution Order.

Limits of speed generally

- Every train shall be run on each section of the railway within the limits of speed sanctioned for that section by approved special instructions.
- The sectional speed sanctioned and permanent speed restrictions shall be shown in the Working Time Table.
- The Driver Shall regulate and control the running of the train according to the Working Time Table,
  - so as to avoid either excessive speed or loss of time, and
  - not make up between any two stations more time than is allowed in this behalf in the WTT, and shall also observe all speed restrictions.
  - (MINIMUM RUNNING TIME)

Different speeds…..
- **Sectional Speed**, common for all trains.
- **Booked Speed**, for individual train. (Normal Running Time.)
- **Maximum permissible speed**, for individual train, In case of late running, only.(Minumum Running Time.)
- **Time Recovery**, to recover late running.

[ Maximum permissible speed (MRT) - Booked Speed (NRT).]
(Since July 06. Only uniform speed in force, Maximum permissible speed withdrawn.)

**Limits of speed over facing points**
- **The speed of trains over non-interlocked facing points**
  - shall not exceed 15 kilometers an hour in any circumstances, and
- **The speed over turn-outs and cross-over**
  - shall not exceed 15 kilometers an hour unless otherwise prescribed by approved special instructions, which may permit a higher speed.
  - a train may run over interlocked facing points at such speed as may be permitted by the standard of interlocking

**Engine pushing**
- **No engine or self-propelled vehicle shall**
  - push any train outside station limits except in accordance with special instructions and
  - at a speed not exceeding 25 kilometers an hour, and having continuous brake system also.

**GR 3.61 Placing of DETONATORS in Thick, Foggy or tempestuous weather impairing visibility**

When the Station Master is unable to see the visibility test Object (VTO) provided at 180 meters from the center of the station on either side, he will place detonators as shown below.

In thick, foggy or tempestuous weather impairing visibility, whenever it is necessary to indicate to the Loco Pilot of an approaching train the locality of a signal, two detonators
shall be placed on the line by a Railway servant appointed by the Station Master in this behalf, about 10 meters apart and at least 270 meters outside the first stop signal.

**GR. 3.62**

**PLACING OF DETONATORS IN CASE OF OBSTRUCTION**

- (1) Whenever in consequence of an obstruction of a line, it is necessary for a Railway servant to stop approaching trains, he shall proceed, plainly showing his stop hand signal, to a point 400 meters from the obstruction and place on the line one detonator and then proceed to a point 800 meters from the obstruction and place on the line three detonators, about 10 meters apart. Apart at such place. Provided that on the broad gauge the first detonator shall be placed at 600 meters. And three detonators at 1200 meters from the obstruction about 10 meters apart from each other.

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

**SR. 3.62 (1)**

- The detonators as stated in GR 3.62 (1) shall be placed at 500 meters and 1000 meters respectively on those routes of the meter Gauge where high speed trains run.

**SR 3.62 (2)**

- Of three detonators mentioned in GR 3.62 above, the first and third detonator shall be placed on the rail which shall be on the side of the Loco Pilot and the second detonator another other rail on the side of Assistant Loco Pilot.

**Protection of train in Absolute Block System**
When a train is stopped between station on account of accident, failure, obstruction or other exceptional cause and the Driver finds that his train cannot proceed, he shall apprise the Guard of the fact by sounding the prescribed code of whistle or through other means and exchange Stop hand signals with him.

- The Guard and the Driver shall then immediately take the following action in the rear and the front.
- First at the adjacent if there is, or at one or more parallel lines, of the same or different gauges, Then at their own line.

**GUARD....**

The primary duty of the Guard shall be to protect or depute a competent railway servant to protect the obstruction on the adjacent line or lines on which trains run in the direction of the affected train unless it is quite apparent and clear that such adjacent line or lines are not obstructed.

**DRIVER.**

Similarly, the primary duty of the Driver shall be to protect the obstruction on the adjacent line or lines on which trains run in the direction opposite to that of the affected trains.

After the obstruction on the adjacent line or lines has been protected, or when it has been ascertained that the adjacent line or lines is or are not obstructed, the line on which the train has stopped shall then be protected both in the rear and the front and If subsequently the adjacent line or lines are found to be free of obstruction, the
protection may be removed except where it is desired to stop an approaching train to obtain assistance.

The Guard shall either himself go back or send a competent person back to protect the train, if the Guard has deputed a competent railway servant to protect the train, he shall go to the Driver for consultation.

- The person going to protect the train shall continuously show the Stop hand signal to stop any approaching train, and in addition to his hand signals, shall take detonators and place them upon the line on which the stoppage has occurred, as follows …

- On the broad gauge place detonators; the first detonator shall be placed at 600 meters and the three detonators at 1200 meters about 10 meters apart, from the place where the train has stopped.

- If a person other than the Guard has gone to protect the train, he shall continue to show the Stop hand signal to stop any approaching train until he is recalled.

**Protection of train in Absolute Block System**

![Diagram of protection system](image)

- When the Guard has himself gone to protect the train, he shall depute a competent railway servant, if available, to show a Stop hand signal to stop any approaching train until he is recalled, and shall himself return to his train to ascertain the cause.

- Unless the Guard has succeeded in getting another railway servant to show Stop hand signal he shall after consultation with the Driver, once again will return to the place at which he placed three detonators showing the Stop hand signal to any approaching train and continue to do so until he is recalled.

- When the Guard or the railway servant deputed by him is recalled, he shall leave the three detonators and on his way back pick up the intermediate detonator.

- On a single line section or during temporary single line working on a section of double or multiple lines, or

- On a section of double or multiple lines, if assistance has been asked for,
the Driver shall at once show a Stop hand signal to the front, and proceed to protect the train either by going himself or by sending his Fireman or some other competent railway servant.

In case of a train without a Guard, the duties of the Guard, as laid down in this rule, shall devolve on the Driver or on a railway servant deputed by him.

**Protection of a train stopped in an Automatic block signaling section…**

When a train is stopped in an Automatic block signaling section, the Guard shall immediately exhibit a Stop hand signal towards the rear and check up that the tail board or tail light is correctly exhibited.

If the stoppage is on account of accident, failure, or obstruction and the train cannot proceed, the Driver shall sound the prescribed code of whistle, and the train shall be protected immediately as per GR 6.03 except that for the protection of the occupied line one detonator shall be placed at 90 meters from the train on the way out and similarly two detonators, 10 meters apart, not less than 180 meters from the train or at such distances as has been fixed by special instructions.

**Protection of a train stopped in an Automatic block signalling section…**

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**ACCIDENTS AND UNUSUAL OCCURENCES PROTECTION IN GENERAL…**

- When a train is stopped between station on account of accident, failure, obstruction or other exceptional cause and the Driver finds that his train cannot proceed, *he shall apprise the Guard of the fact by sounding the prescribed code of whistle or through other means and exchange Stop hand signals with him.*

**DISCONNECTION AND RECONNECTION OF S&T GEARS FOR REPAIR**

- The station Master must not permit S&T staff to take over S&T gears (Points and Signals) for repair unless proper disconnection notice has been served by the S&T Official to the SM. After repair the proper reconnection notice must be served by the S&T Official after testing the said gear for normal working by the SM.
- The proper reconnection notice will be served on Form NO. S&T(T/351).
LEVEL CROSSING...

- No person to be deputed as Gate man unless he has **knowledge of signals**.
- Every Gate man shall be **supplied with detonators, day and night hand signals** and other prescribed equipments and he will **keep them properly and ready for use**.
- Gates will be **generally kept closed for road traffic** and will be opened for road traffic when required and is safe.
- Under special instructions, some Gate may be notified as **generally opened to road traffic** and conditions to pass the trains will be specified.
- When Gate can not be closed on both side of track, action to stop the approaching train, will be taken by **protection**.
- When Gate is opened for road traffic, Gate man shall be prepared to show **danger signal to approaching train**.
- When Gateman not provided during night, Gate will remain closed and **special instruction** to pass road traffic during night, will be issued separately.
- Gateman shall ensure **clearance of channel** to pass the wheel flanges.
- If there is **some obstruction on line**, he will remove it or if unable to do so, will keep stop signal to on, will show stop signal to approaching train and will ensure protection , as per G & SR 3.62

PROTECTION OF OBSTRUCTION AT THE LC GATE

**GR 3.62**

On MG and NG detonators will be placed at 400 & 800 mtrs.
Hooters for ART & ARME...

45 Sec 45 Sec
------ 5 Sec ------  .................... ART Required at base
station/yard/shed

45 Sec 45 Sec 45 Sec
------ 5 Sec ------ 5 Sec ------ ART Required at
other than base

45 Sec 45 Sec 45 Sec 45 Sec
------ 5 Sec ------ 5 Sec ------ 5 Sec ------ ART & ARME Both required

Long blast

Cancellation of previous order
TARGET TIME FOR ART & ARME..

ART ......

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ARME..........

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<tr>
<td>Single Exit sdg.</td>
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</table>

Priorities of Relief Trains.
- Accident Relief Medical Equipments/Van (ARME/V) - Top most priority in both side journey.
- Accident Relief Train.(ART) – Second top priority only in out ward journey.