

SOUTH CENTRAL RAILWAY

Safety.387/Fly Leaf/05/2013

Fly Leaf No. 05/2013

Attention SM/ASMs

KNOW YOUR ROLE DURING THE FOLLOWING CIRCUMSTANCES

During inspections and safety audits of stations / cabins it was noticed that the Operating Staff knowledge is inadequate during failures / unusual circumstances. In order to prevent such failures, following guidelines are once again re-iterated connecting various instructions published from G&SR, Accident Manual, JPOs, etc., from time to time.

CIRCUMSTANCE

ROLE OF SM/ASMs

Altering the points immediately on arrival of train (GR 3.38(2))

- a. Immediately on arrival of a stopping train within the fouling mark, the SMs of all stations shall alter the points in rear on double line; and points in rear and front on single line sections.
- b. SMs working on double line sections shall alter both the points (**points in rear and front**) whenever a **stopping train is received on common loop**.

Block instrument / BPAC failure (Para 8.3 of BWM Part 'A', 'B' & 'C')

Whenever block instrument / BPAC fail, ensure that failure entries are made in the Signal Failure Register of both the stations connecting the block section.

Home Signal failure (G & SR 3.68, 3.69)

- a. Check, the panel for correctness of operation like, whether the SM's key is proper in 'in' position, line is clear of obstruction not only upto the berthing track portion but also overlap portion, etc.,
- b. If the Home signal still does not respond, try for alternate line (ensuring that line is free and permitted for passenger carrying train).
- c. If the signal still fails to obey, take 'off' the Calling-on signal.
- d. If Calling-on signal also fail to obey, personally ensure that the points (facing and trailing) are correctly set by using the crank handle, clamp and padlock the points, arrange to hand over T.369 (3b) to the loco crew through a competency railway servant who shall do so and exhibit 'proceed hand signal' from the foot of the defective Home signal.

- e. Do ensure that the signal failure is registered in the Signal Failure Register irrespective of the train received on alternate line or through Calling-on signal.
- f. Also ensure that the entry is made in the Calling-on route cancellation register when the train is received on Calling-on signal.

Receiving a train on obstructed line (GR 5.09)

- a. Depute one competent railway servant to exhibit ‘stop’ hand signal **45m** ahead of obstruction.
- b. Ensure the train is in the Calling-on zone and relevant facing points are correctly set, take ‘off’ the Calling-on signal and then wait for **60** seconds for the signal to respond.
- c. Depute another competent railway servant to stop the train near the **facing point leading to the obstructed line**.
- d. After the arrival of the train, initiate Calling-on cancellation which should take **240** seconds to clear the route.
- e. Do not forget to make an entry in the Calling-on route cancellation register with complete details.
- f. If Calling-on signal is not working, ensure the facing point/s are correctly set, clamped and padlocked before authorising the LP to proceed on T.509 authority.

Stabling & securing (G&SR 5.23)

- a. Ensure the formation is within the fouling.
- b. Ensure securing of the formation with **two** safety chains (one at either end), at least **4 skids** (two at either end), application of hand brakes of at least **6 wagons** on either end of the formation (in case of coaching stock, hand brake in Guard compartment of SLR/s). All these shall be supervised by Guard or SM.
- c. Ensure the formation is not split. If split for any reason, each such split should be treated as a separate load for the purpose of securing.
- d. Set the points against the obstructed line (if layout permits movements of other lines), clamp and padlock.
- e. Place ‘line blocked’ caps on the signal / point buttons.
- f. Make a **red ink entry** in the **TSR** and Station Diary.
- g. Exchange PN with the SCOR.
- h. Make entries in the ‘stabled load’ register with complete details while stabling and while clearing the load.
- i. If the loco is not detached and required to be unmanned, serve a memo to the loco crew who are further responsible to secure the loco.
- j. Obtain the signature of LP & Guard in the ‘stabled load’ register (if the loco is not stabled, obtain only the signature of Guard).

Note:

- The above instructions need to be followed, even if the load is stabled on non-running lines.
- Entries and precautions need to be taken even if full / part of coaching rake is stabled with or without passengers irrespective of time that they are stabled.

Lurch reported (SR 6.07)

- a. Immediately inform the SM of adjacent station, JE/SE-P.Way, ADEN/DEN, Chief Controller and DOM.
- b. Arrange to despatch self-propelled vehicle or light engine or full train with Engineering Official with a caution order to stop dead sufficiently short of the KM as reported by the LP.
- c. In the absence of Engineering Official, allow the train to proceed with a caution order of stop dead ahead of the suspected KM and proceed at 10 KMPH, if it is safe to proceed further or else to return back to the station.
- d. Subsequent trains shall be allowed with a caution order of 10 KMPH and this procedure will continue till the Engineering Official inspects and certifies track for safe running.
- e. If the condition as reported earlier is confirmed by the LP, no train movement shall be allowed till certified to be safe by Engineering Official.

Despatching relief loco (SR 6.02.6) in Absolute Block System

- a. Prepare T/A 602 and permit a relief loco to enter into the obstructed block section..
- b. Caution order restricting the speed to 15/10 KMPH shall be given.
- c. Location of the loco and BV/SLR of the train should be mentioned.
- d. Red ink entries should be made in the TSR.

LC Gate working (Appendix II of G&SR)

- a. Ensure that the Gatemen of non-interlocked LC Gate is informed under exchange of PN before granting / obtaining line clear for a train.
- b. In case of interlocked LC Gates, inform the train details to the Gateman.
- c. Write the correct details in the prescribed LC Gate Register direction-wise.
- d. In case of any change in the planning / cancellation of movement of trains, inform the Gatemen under exchange of PN.
- e. When interlocked LC Gate fails (may be Traffic or Engineering LC Gate), do not forget to exchange PN with the Gateman treating that LC Gate as non-interlocked LC Gate.
- f. While despatching a train from wrong line on double

line section, do exchange PN with the Gateman of interlocked / non-interlocked LC Gates.

Shunting operations

(G&SR 5.13, 5.14, 5.20, 8.05, 8.06, 8.09, 8.14 & Appendix XII)

- a. Prepare Shunting Order T. 806 in triplicate unless the same is exempted for issue by the Sr.DOM of the Division.
- b. Do not resort for shortcut methods while performing shunting.
- c. Ensure the correct setting and locking of points for unsignalled movements.
- d. Encourage the staff to use hand signals.
- e. Give clear instructions to the shunting staff and make them to understand the same.
- f. Any change in the planning, inform the same to all those persons who were earlier informed.
- g. Do follow the instructions of Para 8 of SWR.
- h. On single line sections, do not perform shunting even within station section after granting line clear for a train unless the same is permitted in the SWR.
- i. If shunting movements are involving entry into block section, follow the instructions of BWM which stipulate;

On single line

- T.806 + Shunt key when the movement is beyond LSS but upto opposite FSS.
- Beyond FSS, treat the movement as train movement and make suitable red ink entries in TSR.

On double line

- Beyond LSS – block forward and prepare T.806 with PN.
- Following a train travelling away from the station – T.806 without PN.
- Behind BSLB / outermost facing points – block back and prepare T.806 with PN.

**CHIEF SAFETY OFFICER
SAFETY ORGANISATION**