

SOUTH CENTRAL RAILWAY

Safety.387/Fly Leaf/12/2022

Fly Leaf No. 12 / 2022

Attention..... Station Masters

(Appendix - I of G&SR - Caution Orders)

a. Imposing of SR :

1. SM on receiving the advice shall not acknowledge it until he has advised the SM of adjacent station under exchange of PN.
2. SMs of block stations controlling entry of trains into the affected block section shall not permit any train unless;
 - a. The SCOR and the SM of Notice Station/s are advised under exchange of PN.
 - b. Stop the trains 'out of course' for issue of Caution Order till such time the Notice Station/s have advised the SR.
 - c. The SM of Notice Station shall indicate the number and description of the first train to which such Caution Order is issued. However, in case the Notice Station is situated on different control section / different Division, the SCOR is responsible to mediate between two different Notice Stations.
 - d. Inform the Official in-charge in the Divisional Headquarters who is responsible for preparing the Caution Orders. The Official in-charge shall despatch the cyclostyled / computer printouts from the Division to Notice Stations by nominated trains. In case of online facility, the Caution Order messages shall be fed in the system.

b. Preparation of Caution Order :

1. Caution Order should have space at least for 4 restrictions to interpolate.
2. Each page of Caution Order should be stamped and signed, station code initials should not be used and both permanent and temporary SRs in force are printed in geographical order in relation to the direction of the train.
3. Details of total number of SRs in force, number of additions and deletions shall also be indicated in those Caution Orders.

4. In case of any error or overwriting, it shall be cancelled and a fresh one prepared.

c. Procedure for issue of Caution Order by the SM of Notice Station :

1. SM of Notice Station on receipt of information of imposition / modification of SR shall acknowledge and ensure that the crew (LP, ALP & Train Manager/Guard) of trains are warned through the issue of Caution Order.
2. Ensure issue of 'NIL' Caution Order, if no SR is imposed between his Notice Station and next Notice Station.
3. The LP, ALP and Train Manager/Guard of trains as notified in the WTT are served with the copy of Caution Order under clear acknowledgement in the record foil or separate Register maintained as a token of assurance of receipt of the Caution Order.
4. In case banker engine is attached, the LP & ALP of banker engine also should be issued with a copy of Caution Order. If the banker is attached en-route, the SM of that station shall consult SCOR or SM of Notice Station and issue a Caution Order upto the next Notice Station.
5. In case of sub-urban trains (MMTS), Caution Order will be issued to the LP & Train Manager/Guard covering the entire section only once as per the link chart unless any changes are made.

- d.** When any SR is cancelled, the SM shall inform the SM of adjacent station, SM of Notice Station and the SCOR under exchange of PN. Subsequently, the SM of Notice Station shall score 'off' the relevant SR and sign before delivering it to the crew.

e. Record of Caution Order Message Register :

1. Caution Orders that are in force shall be brought forwarded on every Monday at 00:00 hours in geographical order.
2. Serial numbers shall be used for both imposition and cancellation of SRs in the Caution Order Message Register throughout the year commencing from 1st January to 31st December. And the Caution Orders which are still in force on 31st December shall be brought forward into the new register opened from 0000 hours of 1st January. The closing summary of the Caution Orders in force in the old register (31st December) shall become opening summary of

the new register (1st January). Accordingly, the Caution Orders that are brought forward shall begin with serial No.1 (together with the reference of old serial number) and the subsequent restrictions, in force from 1st January, shall be given the next serial numbers for posting.

3. SM shall record in the Station diary the Serial Numbers of all SRs in force at the time of signing 'off' duty. These entries shall also be signed by the SM who is signing 'ON'.

f. Preservation of Caution Orders :

1. Master copy of Caution Order direction-wise for each day (duly incorporating the changes if any) should be preserved.
2. Record foils of Caution Orders (Master Copy) shall be preserved for a period of 6 months after use.

PRINCIPAL CHIEF SAFETY OFFICER

SAFETY ORGANISATION

SOUTH CENTRAL RAILWAY