SOUTH CENTRAL RAILWAY

Safety. 387 / Fly Leaf / 04 / 2026

Fly Leaf No. 04 / 2026

JOINT PROCEDURE ORDER *FOR SECURING AND RELEASE OF VEHICLES / LOAD / TRAIN / LOCO IN STATION / YARD OR IN BLOCK SECTION.*

(Ref : JPO dated 15.04.2025 issued by COM/G/SCR and CELE/SCR.)

1. Action by Station Master / Train Manager / Loco Pilot / Assistant Loco Pilot / Traffic Staff when vehicles / load / train is to be stabled at Station without locomotive attached :-

a) As far as possible, the vehicles / load / train should be stabled on a line which is isolated from other lines, particularly running lines.

b) The vehicles / load / train shall be stabled inside the fouling marks. Clearance of FM by train after reception shall be ensured by Train Manager / Loco Pilot /Assistant Loco pilot/ Station Master as per GR 4.56, 4.58 and 14.10.

c) The vehicles / load / train be chained and padlocked using at least two chains, one at either end; The padlock keys of the Safety Chains shall be in the personal custody of the Station Master.

d) At least four wooden wedges / skids be used, two each below the outermost pair of wheels at either end.

e) Hand brakes of at least 6 wagons from either end of train plus BV and in case of coaching train, hand brakes of SLRs at other end must be fully tightened by Pointsman under the supervision of Train manager. Train Manager after applying the hand brakes of his BV / SLR, shall supervise the entire activity of stabling and securing done by Pointsman. In absence of Train Manager, all the necessary hand brakes will be applied by Pointsman under the supervision of Shunting Jamedhar / Station master.

f) While detaching loco from the load, the Pointsman shall close BP cut-off angle cock of the loco first and after 5 – 10 seconds close the BP cut–off angle cock of the formation, then uncouple the BP air hoses between the loco and the formation. Then, he/she shall open the BP cut–off angle cock of the formation so as to drain out the entire BP pressure in order to ensure full application of formation brakes. The BP cut–off angle cock of the formation shall then be closed and the air hoses shall be secured in the hanger.

g) Additional precautions to be taken while stabling vehicles / load / train at a station with gradient of 1 in 400 or steeper may have been prescribed under approved special instructions (by CRS) and mentioned in SWR of respective station. These should be followed scrupulously. In addition, following precautions must also be observed over and above those prescribed under approved special instructions:

(i.) Before train engine / vehicles are uncoupled, the hand brakes should be applied, wooden wedges / Skids should also be used to prevent vehicles from rolling down.

h) The vehicles of stabled load / train should be coupled together. In case the stabled load has to be split for any reason, each such split part should be treated as a separate load for the purpose of securing.

i) The points must be set, clamped and padlocked against the blocked line and towards dead end or trap point (if available). Scotch blocks must be used, if available. The padlock keys shall be in the personal custody of the Station Master.

j) Line block collars must be placed on relevant point buttons / slides / levers etc.

k) Remarks should be made in TSR and / or SM diary in Red ink to the effect that 'Line No. ____ is blocked by Station Master. All the precautions for securing the load that have been taken as prescribed above shall be recorded / signed by Pointsman, Train Manager in Stabled load register and counter signed by Station Master.

l) After any load / train is stabled, station master must inform the section controller supported by private number that all laid down precautions for stabling and securing the load / train have been taken.

2. Action by Loco Pilot / Assistant Loco Pilot before leaving the loco in case load / train is stabled with locomotive attached or light engine(s) is / are stabled :-

a) Stop train on A–9 and bring A–9 to Emergency position (i.e., BP pressure = 0) and the SA–9 to Applied position. Physically ensure that trains brakes are applied.

b) Apply the hand brake / parking brake on the locomotive. In case of multi / consist locomotives, hand brake of all the locomotives should be applied. Physically verify that hand brake's chain is tightened / parking brake(s) are applied.

c) Place 4 wooden wedges under the wheels of both the trucks on either end of the loco. Record this action in the loco logbook, noting the wheel numbers clearly. If less than four wooden wedges are available on the locomotive(s), inform SM for requisite wedges, and then secure the loco.

d) Shut down the locomotive, turn off the battery switch and submit the loco keys and the locomotive log book at the SM office/ Crew Controllers Office.

3. a) Loco Pilot while on duty should not leave loco unmanned. In case he is required to leave the locomotive unmanned, he should do so only after receiving written authority from the Station Master / Yard Master and ensuring actions mentioned at Para 2 above.

b) Before leaving the station / yard, all the precautions that have been taken as Prescribed above shall be recorded / signed by Pointsman, Train Manager, Loco Pilot in Stabled load register and countersigned by Station Master. In Stations where Shunters are deployed, the precautions taken for stabling Light Engines shall be recorded in loco logbook as per para 2C above.

4. Action to be taken by Loco Pilot / Assistant Loco Pilot and Train Manager when the train is stalled in block section due to accident, failure, obstruction or any other reasons :-

a) Loco Pilot / Assistant Loco Pilot and Train Manager should protect the train as per provisions of G&SR 6.03;

b) The train should be secured by applying Loco brakes (SA–9, A–9 & hand brake) and hand brakes of at least six wagons at either end of the train and BV. Loco Pilot / Assistant Loco Pilot and Train Manager may take additional safety precautions depending on gradient, brake power of the train etc as deemed necessary to prevent run–away. The hand brake should be operated by Assistant Loco Pilot from leading end and by the Train Manager from the rear end. In case the train is being worked without Train Manager, the duties of the Train Manager shall devolve on the Assistant Loco Pilot. In case of coaching trains, the Train Manager should apply hand brakes of the rear SLR and front SLR by ALP, if not locked.

c) If MR pressure starts dropping while train is stationary, Loco Pilot has to apply A–9 to emergency first and then inform Train Manager about MR pressure dropping in loco and advise him to drop BP through emergency valve of brakevan / SLR. Loco pilot shall secure the loco with wedges and Train Manager shall secure the train with wedges in the last vehicle.

5. Action by Station Master / Train Manager / Loco Pilot / Assistant Loco Pilot / Traffic Staff for clearing of stable vehicle / load / train / locomotives from station / yard :

(a) LP and ALP shall collect loco keys, log book, etc. from the SM's office / Crew Controllers Office. Check the loco log book for any irregularities. If any are found, inform the TLC and act according to their advice.

(b) Then LP and ALP to Energize the loco, bring A–9 on release position and build BP pressure to 5 kg/cm^2, keeping SA–9 applied.

(c) Perform a BP Continuity Test to ensure BP pressure continuity in the load / formation.

(d) Apply train brake i.e., keep the A–9 at full–service application position, and check a few wagons to confirm that the brakes are applied (excluding those with hand brakes applied).

(e) ALP to release the hand brake / parking brake in the loco(s) with assistance of LP, if required. Then remove the wooden wedges from the loco wheels, returning wedges taken over from station, if any.

(f) Once train brakes are applied, securing arrangements of load shall be removed as per following sequence – removal of chain, followed by removal of wooden wedges / metal skids and then release of hand brakes by Pointsman under the supervision of the Train Manager.

(g) In case of difficulty in release of hand brakes, Train manager shall advise LP for partial release of train brakes (A–9) till hand brakes are released.

(h) If it is necessary to make a TMLP Report (Train Manager & LP), inspect the load as per rules. In case of any irregularities, report them to SM. During the preparation of the TMLP Report, either LP or ALP must be present in the loco cab.

(i) After the above steps if everything is in order, TM upon consulting LP shall inform SM that the train is ready.

(j) Once the signal is taken off for the train, release A–9 and then SA–9. On gradients, release A9 & take traction and as it moves forward release SA–9 to avoid roll down.

(k) Before starting the train, ensure BP is at 5.0 kg/cm^2 and that Air Flow Indicator (AFI) is in its predefined position.

(l) After starting the train, check for free movement of the load. If it feels jammed, notify SM or TLC.

(m) Immediately after starting the train, perform Brake Feel Test (BFT).

6. Station staff, Train Manager, Crew and Section Controller should be aware of gradients at Stations / Yards / Sidings and block sections.

7. Frequent counselling in this regard should be done by concerned Supervisors.

8. Adequate number of skids, wooden wedges and chains of approved design at stations shall be ensured by Station Master as per SWR. While stabling, if less than four wedges are available in the locomotive, LP should inform SM for requisite wedges and secure the locomotive.

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SAFETY ORGANISATION **SOUTH CENTRAL RAILWAY**

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