

Srl. No: -SWR/SFC/31

EAST COAST RAILWAY
SAMBALPUR DIVISION

STATION WORKING RULES OF SAINTALA STATION (CODE: SFC)

BG/MG/NG: Broad Gauge

Date of issue: 25.07.2023

Date brought into force: 16.08.23

NOTE: -

The Station Working Rule (SWR) must be read in conjunction with General and Subsidiary Rules and Block Working Manual. These rules do not in any way supersede any rule in the above books.

1. STATION WORKING RULE: -

1.1 STATION WORKING RULE DIAGRAM NO:- SI/WRD – 22186, ALT-B

1.2 SIGNAL INTERLOCKING PLAN NO.:- SI. – 22186, ALT-B

The Station Working Rule diagram and approved Signal Interlocking Plan shows the complete lay out of the yard, siding, normal position of points, the Signalling and Interlocking arrangements, Gradients and Level Crossings within the station limits. This must be referred to for giving details of the points number and signals when reporting accidents.

2. DESCRIPTION OF STATION: -

SAINTALA is a four line station situated in Sambalpur Jn.-Titlagarh Jn. section at KM 715.914 from HWH. It is Standard-II(R) interlocked Class 'B' station with Electronic Interlocking (EI) and Absolute Block System of Working. LVCD axle counters at either end are provided at the station for last vehicle check.

2.1 GENERAL LOCATION:-

2.1.1 NAME OF STATION : SAINTALA (SFC).

2.1.2 CLASSIFICATION OF STATION : 'B' class

2.1.3 NAME OF THE SECTION : Sambalpur Jn.- Titlagarh Jn, (Double line towards DEOGAON ROAD end & BADMAL end), RE, BG section.

2.1.4 ROUTE : "D"

2.1.5 LOCATION : KM 715.914 from HWH via JSG Jn.

2.1.6 PI/EI : EI.

2.2 BLOCK STATIONS, IBH, IBS ON EITHER SIDE AND THEIR DISTANCE AND OUTLYING SIDINGS: -

- i) Sambalpur Jn. end :- DEOGAON ROAD (Code: DFR) inter distance 17.366 K.M.
- ii) Titlagarh Jn. end :- BADMAL (Code: BUDM) inter distance 8.751 K.M.
- iii) Passenger Halt :- Nil.
- iv) Flag station :- Nil.
- v) Outlying siding :- Nil.
- vi) D.K. station :- Nil.
- vii) IBH :- Nil.
- viii) IBS :- The section between SFC-DFR has been split into two Block Sections by providing Intermediate Block Signal (IBS) at Km. 706.266 and Km. 706.680 on DN and UP line respectively.

2.3 BLOCK SECTION LIMITS: -

Between stations	The point from which 'Block section' commences.	The point at which 'Block section' ends.
Between SFC-DFR (DN Line)	DN Advanced starter signal No.28 of SFC.	400m beyond DN IB Signal No. 30.
Between SFC-DFR (DN Line)	DN IB Signal No. 30.	Outermost facing point No. 34A of DFR.
Between SFC-DFR (UP Line)	UP Advanced starter signal No.27 of DFR	400m beyond UP IB Signal No. 29.
Between SFC-DFR (UP Line)	UP IB Signal No. 29.	Outermost facing point No. 33A of SFC.
Between SFC- BUDM (DN Line)	DN Advanced starter signal No.28 of BUDM	BSLB on DN line of SFC Station.
Between SFC- BUDM (UP Line)	UP Advanced starter signal No.27 of SFC	Outermost facing point No. 33A of BUDM.

2.3.1 STATION SECTION:

The portion in between DN Advanced starter signal No 28 and BSLB on DN line of SFC Station and further, the portion from Outermost facing point No. 33A of SFC to UP Advanced starter signal No. 27 is the station section of SFC station.

2.3.2 STATION LIMIT:

The portion between DN Inner Distant signal at BUDM end and DN Advanced starter signal No-28 at DFR end and Further, the portion between UP Inner Distant signal at DFR end to UP Advanced starter signal No. 27 at BUDM end is station limit of the Station.

2.4: GRADIENT: -

(a) FROM THE CENTER OF STATION BUILDING TOWARDS DEOGAON ROAD (DN LINE)

Chainage in meter		Inter distance in meter	Gradient (Falling/Raising/Level)
FROM	TO		
0	356.00	356.00	1 in 1000 F
356.00	750.00	394.00	LEVEL
750.00	914.00	164.00	1 in 300 R
914.00	1394.00	480.00	1 in 215 R
1394.00	1714.60	320.00	1 in 370 R

1714.00	1774.00	60.00	LEVEL
1774.00	2034.00	260.00	1 in 150 F
2034.00	2354.00	320.00	1 in 430 F
2354.00	2694.00	340.00	1 in 145 F
2694.00	2894.00	200.00	1 in 270 F
2894.00	3014.00	120.00	1 in 145 F
3014.00	3134.00	120.00	1 in 175 F
3134.00	3374.00	240.00	1 in 2000 F
3374.00	3594.00	220.00	1 in 600 F
3594.00	3914.00	320.00	LEVEL
3914.00	block section	---	1 in 350 F

(b) **FROM THE CENTER OF STATION BUILDING TOWARDS DEOGAON ROAD (UP LINE)**

Chainage in meter		Inter distance in meter	Gradient (Falling/Raising/Level)
FROM	TO		
0	356.00	356.00	1 in 1000 F
356.00	750.00	394.00	LEVEL
750.00	914.00	164.00	1 in 300 R
914.00	1394.00	480.00	1 in 215 R
1394.00	1714.60	320.00	1 in 370 R
1714.00	1780.00	66.00	LEVEL
1780.00	2034.00	254.00	1 in 150 R
2034.00	2354.00	320.00	1 in 400 R
2354.00	2734.00	380.00	1 in 150 R
2734.00	2894.00	160.00	1 in 300 R
2894.00	3134.00	240.00	1 in 150 R
3134.00	3374.00	240.00	1 in 1200 R
3374.00	3594.00	220.00	1 in 600 R
3594.00	3914.00	320.00	LEVEL
3914.00	block section	---	1 in 350 R

(c) **FROM THE CENTER OF STATION BUILDING TOWARDS BADMAL (DN LINE)**

Chainage in meter		Inter distance in meter	Gradient (Falling/Raising/Level)
FROM	TO		
0	689.400	689.400	1 in 1000 R
689.400	1686.00	996.400	LEVEL
1686.00	2206.00	520.00	1 in 175 R
2206.00	2666.00	460.00	1 in 126 R
2666.00	2786.00	120.00	1 in 490 R
2786.00	3126.00	340.00	1 in 150 R
3126.00	3166.00	40.00	LEVEL
3166.00	3366.00	200.00	1 in 290 F
3366.00	3886.00	520.00	1 in 175 F
3886.00	Block Section	---	LEVEL

(d) **FROM THE CENTER OF STATION BUILDING TOWARDS BADMAL (UP LINE)**

Chainage in meter		Inter distance in meter	Gradient (Falling/Raising/Level)
FROM	TO		
0	877.400	877.400	1 in 1000 R
877.400	1569.00	691.400	LEVEL
1569.00	2126.00	557.00	1 in 185 R
2126.00	2346.00	220.00	1 in 150 R
2346.00	2666.00	320.00	1 in 160 R
2666.00	2786.00	120.00	1 in 441 R
2786.00	2946.00	160.00	1 in 160 R
2946.00	3120.300	174.300	1 in 150 R
3120.300	3175.00	54.700	LEVEL
3175.00	3366.00	191.00	1 in 290 F
3366.00	3886.00	520.00	1 in 175 F
3886.00	Block Section	---	LEVEL

(e) **IB (FROM JSG END)**

Distance in Kilometer from HWH		Inter distance in meter	Gradient (Falling/Raising/Level)
FROM	TO		
0	704.142	704.142	1in 170.40 F
704.142	704.905	0.763	1 in 150 F
704.905	705.120	0.215	LEVEL
705.120	705.260	0.140	1 in 400 R
705.260	705.700	0.440	LEVEL
705.700	705.940	0.240	1 in 240 R
705.940	706.300	0.360	LEVEL
706.300	706.860	0.560	1 in 420 R
706.860	707.780	0.920	1 in 141 R
707.780	707.900	0.120	1 in 300 R
707.900	708.000	0.100	LEVEL
708.000	708.300	0.300	1 in 150 R
708.300	Block Section	---	1 in 600 R

(f) **IB (FROM TIG END)**

Distance in Kilometer from HWH		Inter distance in meter	Gradient (Falling/Raising/Level)
FROM	TO		
709.000	708.451	0.549	LEVEL
708.451	707.980	0.471	1 in 190 F
707.980	707.864	0.116	LEVEL
707.864	707.685	1.179	1 in 150 R
707.685	707.410	0.275	1 in 155 R
707.410	706.855	0.555	1 in 150 R
706.855	706.300	0.555	1 in 420 R
706.300	705.940	0.460	LEVEL
705.940	705.260	0.680	1 in 680 R
705.260	BLOCK SECTION	---	1in 400 R

2.4 LAY OUT: -

- i) No. of running lines :- 04 (Four)
- ii) No. of sidings :- One (sick siding of CSL-95M) take off from Line No.1 at DFR end.
- iii) No. of Passenger platform :- 02 (two),
(i) One High level Platform of dimension 600M X 9.44M beside Line No.-1.
(ii) One High level platform of dimension 600M X 9.44M beside Line No.4.
- iv) No. of goods shed platform :- Nil
- v) FOB :- 01(one) from FF-1 to PF-2

2.5.1 RUNNING LINES, DIRECTION OF MOVEMENTS AND HOLDING CAPACITY IN CSL:

(I) CSL OF RUNNING LINES:

DESCRIPTION	CSL	Electrified/ Non-electrified	ISOLATION PROVIDED	
			TOWARDS BUDM	TOWARDS DFR
Line No.1 (Common Loop)	804 mtrs. (STR. to STR)	Electrified	SH	ORL (DS)
Line No.2 (DN Main)	845 mtrs. (STR. to SH)	Electrified	---	---
Line No.3 (UP Main)	855 mtrs. (STR. to SS)	Electrified	---	---
Line No.4 (UP Loop)	805 mtrs. (STR. to SS)	Electrified	ORL	DS

(II) DIRECTION OF MOVEMENTS: -

- A) Trains arriving from DEOGAON ROAD end are UP trains.
B) Trains arriving from BADMAL end are DN trains.

2.5.2 NON-RUNNING LINES AND CSL. –

Description	CSL	Electrified/ Non-electrified	Isolation provided
Sick Siding	95m (SH-SB)	Electrified	DS-39

2.5.3 ANY SPECIAL FEATURES IN THE LAYOUT: - Nil.

2.6 (i) LEVEL CROSSINGS:- (STATION SECTION) : NIL

(ii) LEVEL CROSSINGS:- (IN BLOCK SECTION)

Sl. No	Location	K.M.	Normal Position	Class	Type	Operation	Communication
1	Between DFR -SFC	702/34-36 (JT-107)	Open to Road Traffic	'Spl'	Interlocked	Winch operated Lifting barrier	Voice logger telephone with SM/DFR

2	Between DFR -SFC	704/26-28 (JT-109)	Closed to Road Traffic	'C'	Non-Interlocked	Winch operated Lifting barrier	Voice logger telephone with SM/DFR
3	Between DFR -SFC	706/30-32 (JT-111)	Open to Road Traffic	'C'	Non-Interlocked	Winch operated Lifting barrier	Voice logger telephone with SM/DFR
4	Between SFC - DFR	712/33-35 (UP) 712/34-36 (DN) (JT-115)	Closed to Road Traffic	'C'	Non Interlocked	Winch operated lifting barrier.	Voice logger telephone connection with SM/SFC
5	Between SFC -DFR	713/15-17 (UP) 713/16-18(DN) (JT-116)	Closed to Road Traffic	'C'	Non Interlocked	Winch operated lifting barrier.	Voice logger telephone connection with SM/SFC
6	Between SFC - DFR	714/13-15 (UP) 714/14-16(DN) (JT-117)	Open to Road Traffic	'B-2'	Interlocked	Electrically operated lifting barrier.	Push button Telephone connection with SM/SFC

(AWS has not been provided at above Level Crossing Gates except JT-117).)
(Working of Level Crossing Gate is detailed in appendix 'A')

3. SYSTEM AND MEANS OF WORKING:-

(Rule No.:- Chapter XIV of G&SR, Chapter III, Part-II of Chapter VI of BWM)

- i) **System of working** : - Absolute Block system.
- ii) **Type of block instrument** : - DLBI for SFC-BUDM section & SFC-DFR section.
- iii) **Instrument** : - SFC-BUDM instrument, Non-Cooperative type and SFC-DFR instrument, non-Cooperative type.
- iv) **Block Telephone** : - Provided with respective block instruments of SFC-BUDM & SFC-DFR sections.
- v) **Staff responsible for their operations** : - S.M. on duty.
- vi) **Custodian of keys** : - S.M. on duty.

4. SYSTEM OF SIGNALLING AND INTERLOCKING: -

4.1.1 STANDARD OF INTERLOCKING AND TYPE OF SIGNALLING: –

The station is provided with Standard II (R) interlocking with Multiple Aspect Colour Light Signalling and Dual LVCD Axle Counters. All the points are operated from VDU by on duty Station Master. The Home signals and Advanced Starter signals are interlocked with respective block instruments. GR 3.08(4) (b) governs the aspect and indications of the signals respectively. The station has no end cabins.

Minimum equipment of signal – Distant, Inner Distant, Home, Starter and Advanced starter in either direction.

4.1.2 STATION MASTER'S OPERATING PANEL: -

The Station is provided with central Electronic Interlocking (EI) system. All signals and points are electrically operated from the VDU provided at SM's Office. A stand by VDU is also provided to switch over the system in case of failure of working VDU. Calling-on

signals are provided below Home signals (i.e. in both DN & UP directions). Central VDU is provided in the Station Master's office to electrically control all signals, points, Gate & siding key, etc.,

NOTE: All operations and Indications shall be carried out through VDU only .The details of operation from VDU is given under APPENDIX-'B'.

4.1.3 TRACK CIRCUIT: -

All the lines including point zone between Home and Advanced starter signal on either direction is track circuited. In addition, there are short length track circuits in advance of Advanced starter signals and in rear of Home signals. The position of the running lines including point zones i.e. occupied/clear is indicated in the illuminated diagram at the Station Master's office. Normally there will be no indication of track circuits. It shows 'RED' when the line is occupied and 'WHITE' in VDU when the line is clear provided the route is set.

4.1.4 AXLE COUNTER: -

Block Sections between SFC-BUDM and SFC-DFR are monitored by Dual Digital Axle Counter System. Dual Digital Axle Counters along with associated accessories are provided at either end of the block Section.

(i) SFC-DFR DN IB AXLE COUNTER: -

A pair of Dual Digital Axle Counter is provided, one beyond DN Advanced starter signal No.28 of DFR and another 400m beyond DN IB Stop Signal No.30 for counting the axles "IN" and axles "OUT" to indicate whether the Block section is clear of trains as well as to verify the last vehicle of the incoming train.

(ii) SFC-DFR DN LVV: -

A pair of Dual Digital Axle Counter is provided, one beyond DN IB Stop Signal No.30 and another 180M beyond the DN Home Signal of DFR for counting the axles "IN" and axles "OUT" to indicate whether the Block section is clear of trains as well as to verify the last vehicle of the incoming train.

(iii) SFC-DFR UP IB AXLE COUNTER:-

A pair of Dual Digital Axle Counter is provided, one beyond the UP Advanced starter signal No.27 of DFR and another 400m beyond UP IB Stop Signal No.29 for Counting the axles "IN" and axles "OUT" to indicate whether the Section is clear of trains as well as to verify the last vehicle and complete arrival of the incoming train.

(iv) SFC-DFR UP LVV:-

A pair of Digital Axle Counter is provided, one beyond the UP IB Stop Signal No.29 and another 180M beyond the UP Home Signal of SFC Station for Counting the axles "IN" and axles "OUT" to indicate whether the Block Section is clear of trains as well as to verify the last vehicle and complete arrival of the incoming train.

(v) BUDM-SFC DN LVV: -

A pair of Dual Digital Axle Counter is provided, one beyond DN Advanced starter signal No.28 of BUDM and another 180M beyond the DN Home Signal of SFC Station for counting the axles "IN" and axles "OUT" to indicate whether the Block section is clear of trains as well as to verify the last vehicle of the incoming train.

(vi) SFC-BUDM UP LVV:-

A pair of Dual Digital Axle Counter is provided, UP Advanced starter signal No.27 of SFC and another 180M beyond the UP Home Signal of BUDM Station for Counting the axles "IN" and axles "OUT" to indicate whether the Block Section is clear of trains as well as to verify the last vehicle and complete arrival of the incoming train.

The position of the Block section whether cleared or occupied are reflected in the VDU provided in the Station Master's office which shows 'GREEN' when the Block Section is clear

and 'RED' when occupied. Whenever a train enters in to the Block Section, "Block Section Clear" indication 'GREEN' for the particular block section disappears and 'RED' indication appears.

After complete arrival of the train the 'RED' indication will disappear and 'GREEN' indication will appear. If after the complete arrival of the train the 'RED' indication does not change to 'GREEN' it should be assumed as Block Instrument failure for the particular section and necessary action as per GR 14.13 is to be followed. The axle counters are interlocked with the respective block instruments for that section. If axle counter fails, Advanced Starter Signal/IB Signal shall not come to 'OFF' and the concerned instrument shall remain locked in last operated position.

A resetting arrangement for resumption of the system in case of failure of axle counter has been provided in the SM office of the adjacent Block stations after being assured by both the SM that the last vehicle has arrived complete at the receiving station by exchanging Private Number then resetting to be complied with. (Details of resetting procedure are given in this SWR (Appendix-B)).

NOTE:-

Before taking off reception and dispatch signals for DN and UP directions, the SM on duty should ensure that the entire route including overlap and berthing portion is clear of all obstructions by observing the Track indication/Axle counter indication. The indication of track circuit/ Axle counter will exhibit Red Light when track is occupied and White light when track is clear. There will be no track indication when any route is not set. Dual SSDAC is provided in between SFC-IBS & SFC-BUDM section with provision of visual indication at on duty SM room in order to enable him to inform SSE/JE(Signal)/ESM when one SSDAC fails.

4.1.5 POSITION AND OPERATION OF POINTS: -

The positions of all points are shown in station Working Rule Diagram and also on VDU. All points are operated through VDU by Station Master on duty. All cross over points on running line are independently worked by electric point machine and have built in locking and detection arrangement.

4.1.6 ELECTRICAL KEY TRANSMITTER (EKT):-

EKTs with crank handle keys are provided at both end locations for the operation of points in case of failure of point motors. The keys for the crank handle keys are transmitted electrically to the crank handle locations for operating the points by crank handles. EKT is also provided in traffic LC Gate No.JT-119 for key transaction with SM.

4.1.7 IBS:-

The section between SFC-DFR has been split into two Block Sections by providing Intermediate Block Signal (IBS) at Km. 706.266 and Km. 706.680 on DN and UP line respectively.

4.1.8. POINTS AND TRAP INDICATOR:- Nil.

4.1.9 REPEATER (BANNER TYPE): - Nil.

4.1.10 CALLING ON SIGNALS:-

Miniature colour light Calling-on signal is provided below the Home signals in terms of GR.3.13 (6) (b). A Calling-on signal shows no light in the 'ON' position and Yellow light when taken "OFF". A calling-on signal, will be taken 'OFF' for reception of a train when the Home signal above it cannot be taken 'OFF' due to failure or any other reason or for admission of

train on a blocked line. Before taking 'OFF' Calling on signal during failure of track circuit the route and clearance of the track over which the train will be admitted must be verified physically on field. Calling ON Signal will be released after 60 second after occupation of calling on Track.

4.1.11 SHUNT SIGNALS:-

Independent shunt signal No. SH3A/B, SH-5, SH-19, SH-4(ABCD) and dependent shunt signal SH-14 (bellow S-14) have been provided. Off aspect of shunt signals and starter signals shall be used for conducting shunting in the yard.

4.1.12 ANTI COLLOISION DEVICE: - Nil.

4.1.13 EMERGENCY CROSSOVER:- Nil.

4.1.14 LC GATE OPERATION:- Given in Appendix 'A'.

4.1.15 CRANK HANDLE :-

When any point fails to operate normally by the Route Setting operation through VDU it is inevitable to operate the points with crank handle. The SM on duty shall personally ensure clamping and padlocking of all facing and trailing points on the route. Crank handle keys are interlocked with signals and interlocking system. When points become defective, the signals controlling these points shall be considered defective and vice-versa and the procedure for use of crank handle for motor operated points shall be followed as per operating manual para-2.19.

CRANK HANDLE		<u>CONTROL POINTS</u>
CH-1	-----	33A/B.
CH-2	-----	41A/B, 42A/B
CH-3	-----	35A/B,36A/B.
CH-4	-----	34A/B.
CH-5	-----	39.

These crank handle keys are interlocked with the signaling and interlocking system at this station and normally locked inside the RKT instrument at the respective Crank Handle Locations. Crank handle keys can be taken out only when all signals are not taken 'OFF' and the route is not locked for whatever reasons. Crank Handle key can be released by SM by tracking the mouse pointer on to the concerned crank handle button icon. This will enable two options to be displayed on the menu i.e. Crank handle Transmit control and Crank Handle Release control. To release the crank handle key, SM should click the Crank handle 'TRANSMIT' control option. After transmission the KEY IN indication will start flashing, now the key can be extracted from the EKT. After extracting the key from the EKT, the KEY IN indication will disappear. When the keys are taken out no signal can be taken "OFF" over the particular route on the points nominated by that Crank Handle. This key can be electrically transmitted to both ends locations of the yard for manual operation of the defective points.

SM on duty shall personally ensure the clamping and padlocking of all facing and trailing points. An emergency Crank handle register shall be maintained by the SM on duty at the station as per Para 2.19 of the Operating Manual. Correct setting, clamping

and padlocking of the points devolve on the SM on duty. The cases of failure of motor point should be promptly reported to the concerned signal maintainer/SSE (Signal) for immediate rectification.

4.1.16 **EMERGENCY CRANK HANDLE OPERATION DURING FAILURE OF BOTH VDUs:-**

In case of failure of both VDUs on duty SM shall turn the VDU selection switch towards “NO VDU” and turn the emergency, crank handle Key provided on the SM table to “KEY IN” position. This operation will release all crank handle of this station after 120 seconds.

After restoration of VDUs SM on duty shall turn the emergency crank handle key towards “KEY OUT” position and turn VDU selection switch either of the VDU and restore the crank handles through VDU as per standard procedure.

4.1.17 **EMERGENCY POINT OPERATION (BLACK WITH RED DOT) :-**

Emergency point operation facility is provided to operate the point from the VDU in case of failure of point controlling track circuit/Axle Counter. Before doing the emergency operation, the Emergency Point Operation Key is to be made “KEY IN” by clicking the KEY IN menu. The user name and password is be logged in. On clicking the concerned point icon, a pop-up menu is displayed carrying four options: 1) Normal 2) Reverse 3) Emergency Normal 4) Emergency Reverse.

For emergency operation of concerned point, drag the pointer to either emergency normal or emergency reverse whichever is desired. A normal or reverse flashing indication will appear and the indication will be steady after the point is set to Normal or reverse, whichever is desired. After the completion of Emergency point operation, the key is to be KEY OUT by clicking KEY OUT menu. The user name and password is to be given for KEY OUT also. This action will be recorded in a counter. Each operation of emergency point operation shall be recorded in the station diary and in the Register meant for this purpose.

4.1.18 **EMERGENCY ROUTE RELEASE INDICATION (WHITE) EMERGENCY ROUTE RELEASE BUTTON (WHITE WITH RED DOT) :-**

The Electronic interlocking is based on the principle of ‘DEAD APPROACH LOCKING’. As such when a route is set and signal is taken ‘OFF’ on the route, the route gets locked. Normally the route is released by the passage of the train over the route.

When it becomes necessary to alter the route after the signal has been taken ‘OFF’ vide SR 3.36.02(a), click on the concerned signal. After clicking by the left button on the mouse a pop-up menu will appear. Click on the cancellation menu (Main/Calling-on) of the concerned signal, the signal will immediately go to ON aspect.

After doing so click on the route release menu, the route locked indication will start flashing for 120 seconds. After completion of 120 seconds, the White light along with the White strip of light will disappear suggesting the route has been released. This action will be recorded in a counter. The counter will register the next number for each and every such action. In case the route illumination (white strip lights) does not disappear, it suggests that the route is not released/cancelled. In such case the concerned S&T staff should be advised immediately to release the route.

Each operation of emergency cancellation of route should be recorded in the emergency route release counter register by registering the next higher number. All such operations and the new number should be recorded in the station diary Veeder counter register and in the train signal register.

4.1.19 **EMERGENCY ROUTE RELEASE COUNTER :-**

This counter is provided to register the number of operations made for emergency cancellation of route. The Station Master must record the last number registered on the counter while taking over/handing over duty.

Correction Slip No.01
Date of Issue: 23.11.2023

4.2 **CUSTODY OF RELAY ROOM KEY AND PROCEDURE FOR ITS HANDING OVER AND TAKING OVER BETWEEN STATION MASTER AND S&T MAINTENANCE STAFF: -**

Custody of Relay Room key and procedure for its handover and taking over between SM & S&T staff has to follow the procedure as per Para No.13.16 of Operating Manual (2015), JPO/02/2012, dated 29.08.2012, RB JPO issued vide No.2021/Sig/21/Safety Performance, dated.10.06.2023.

The provision of double locks in relay room includes all relay rooms, relay huts, goomties, LC Gate relay huts/goomties within station limits and cabins provided as an extension of station relay room for housing signaling gears in station yard.

The Relay room & extended relay rooms within the station limits shall have double locking system of operating and S&T Locks. One Godrej Lock shall be provided on the door of Relay Room by the Station Master. This lock is named as operating lock. The key shall be kept in the safe custody in the key- box with the SM on duty. Likewise, one Godrej lock shall be provided on the door of Relay Room by the Signal Maintainer/ Signal Supervisor of the Station /Section.

Names of the S&T staff authorized for opening of Relay Room is to be entered in the first page of Relay Room Key Register and jointly certified by SSE /Signal In-Charge and TI In- Charge of the Section. In emergency, if any S&T staff other than authorized wants to open Relay room, he must inform DSTE through Signal Fault Control. Signal Fault Control shall convey the permission of DSTE to SS/SM by giving Signal Fault Control order number.

Whenever relay room is to be opened either for scheduled maintenance or during failures or for other maintenance activities/construction works. The concerned Maintainer/Signal Supervisor will inform SM on duty for opening of Relay Room with reason.SM on duty will verify his identity from the list of authorized S & T Staff recorded in the first page of Relay Room Key register or as advised by Signal Fault Control in emergency. SM shall give the key of operating lock to S&T staff, after the entry is made in the Relay Room and also with Red Ink in TSR. Relay Room key shall not be handed over by SM on duty to any Group D staff of S&T department. On completion of work, the concerned Signal Maintainer/ Signal Supervisor shall properly close Relay Room door and lock it with both the locks and then return the key of operating lock to the SM on duty making the entry in the relay room register.

When the key of Operating Lock is returned by S& T staff to SM on duty, he shall first verify the Relay Room for proper locking and then keep the key in safe custody and acknowledge it on the Relay-Room key register. If the relay room key is handed over to the Signal staff regarding the interference in safety gears the train shall be piloted in and out.

For attending Failures of S& T gears within relay Rooms, the following steps shall be taken :-

Entry to be made in S& T failure register by SM on duty and failure Memo has to be issued to S& T staff. S& T staff shall not take the Relay Room Key for attending failures and open the Relay Room unless the failure is recorded in Signal failure register. If disconnection is required, Disconnection Memo has to be given by S& T staff to SM on duty. Failure Memo should be acknowledged and entry in relay room key register to be made by S& T staff before obtaining Station Master's key. Relay Room key for Schedule maintenance shall be taken once in a calendar Month during monthly inspection by Sectional Supervisor. Relay room can be opened by following above procedure for special maintenance activities like cable insulation testing, block/ disconnection memos, selection/ locking table testing, maintenance work inside relay room by Electrical and Engineering staff, during failures, data logger resetting and inspection by Divisional and Headquarter officials, Track Circuit adjustments & voltage monitoring during monsoon and whenever required during rains. Works required by S& T Construction & open line

staff for preparatory works and during commissioning. In each such case, the Construction Staff Shall follow the detailed guidelines issued regarding working on signaling gears under the charge of open line.

In case of emergencies such as fire, flood, earthquake etc., Open Line Section Engineer (Signal) / Signal Maintainer & SS/SM shall jointly decide the need for opening the Relay Room. Section Engineer Signal HQ at Divisional Control Office and Section controller

shall be advised respectively. In case of communication failure during such emergencies, Open Line Signal Maintainers/ Supervisors and SS/SM on duty shall jointly decide the need for opening the Relay Room and communicate later on to respective controls. In case key is lost /misplaced, it shall be reported to S&T control as well as section control for either lock. In normal course the spare key with respective custodians shall be used. In emergency situation, lock may be broken under advice to Section Control as well as S&T control. New lock shall be procured and provided.

In case SM on duty comes to know of relay Room opening by unauthorized means or by unauthorized person or by any Group-D' Staff, the signaling system shall be suspended by him and matter immediately reported to Section Controller for necessary action. Senior section Engineer/ Signal & TI of the respective section will check the station records of relay room opening during their inspections and cross check it with data logger/counter reading if provided. Discrepancy, if any, shall be immediately inquired into and advised to Sr DSTE & Sr DOM by numbered control message from the station immediately for further action.

4.3 **POWER SUPPLY: -**

Power signaling and interlocking installations and the ancillary field units are fed from the following sources of power supply.

- (i) Normal: - UP AT/DN AT connected to OHE Traction distribution (230V, 50 Hz)
- (ii) Stand by: - Stand by Supply from OSEB – Single Phase (230V, 50Hz).
- (iii) Normal Power Supply (Single Phase 230V, 50Hz) to the Signaling & Interlocking installation at the station is drawn from the traction power sources. Whenever traction power supply fails SS/SM on duty shall operate the rotary change over switch provided in the CLS power panel at SM's office connecting the power supply from the State Electricity Power Supply.
- (iv) The SS/SM on duty however maintain the record of power failures either of the traction supply or local supply and he must promptly report the failure of any one or both the power sources immediately through the section controller and to the concerned Electrical Staff and S&T maintenance Staff.
- (v) A change over switch is provided in the SM's office with the three power supplies viz. UP AT, DN AT and local power supply for changing the switch to the required supply position. The availability of supply is indicated by luminous indicator above the circuit breaker for each supply.
- (vi) Normally the switch will be kept towards auto position. Whenever the power block is to be given on the line, on duty SS/SM must ascertain the power is available on the other AT and change over the switch to desired position e.g. if power block is to be given on the UP line, DN AT must be available and vice versa.
- (vii) In case of failure of one of the AT supply without any power block, on duty SS/SM has to check whether the circuit breaker has tripped. (Three circuit breakers are provided in the changeover switch board, one for each supply and their normal position is UP and when tripped, it goes DN). In case of failure of both AT supplies without any power block, the local supplies shall be utilized by operating the changeover switch. If the circuit breaker is tripping, even after resetting, no attempts shall be made to hold it by any other means and a message shall be given to the AEE/GEN and CTFO/PSI/TRD/GEN for prompt rectification.
- (viii) Whenever there is a failure of power supply in one AT, the on duty SS/SM shall take prompt action to inform to all concerned for the rectification. The SM himself, during his daily checks, shall test the availability of power supply on both AT's and make an entry in station diary daily duly initiating action for rectification of failure, if any
- (ix) For IPS system that provides to EI, auto-change-over has been provided.
- (x) There is a remote monitoring SM box provided at the station to monitor the health of IPS.

REMOTE MONITORING SM BOX:

Remote monitoring SM Box gives alarm to the SM for the following fault conditions:-

S.SAINI
DSTE(SIG)/SBP

LINGARAJ GARTIA
DOM(G)/SBP

- (a) 50% depth of discharge (DOD) of battery. In this condition audio/visual alarm comes, which can be acknowledged with audio cut-off.
- (b) 60% DOD, which warns for emergency. The alarm for this condition is same as for condition 1.
- (c) 70% DOD, which signals system, shut-down. In this condition signal feed is cut-off and all DC-DC conv. Correction Slip No- 02
Dt. of issue- 09.05.2025 Audio alarm continues till power supply is restored.
- (d) Any of the above conditions calls for 'call S&T'.
- (e) Whenever there is a failure of Local power supply the SM shall take prompt action to inform to all concerned for the rectification. The SM himself, during his daily checks, shall test the availability of Local power supply and make an entry in the Station Diary duly initiating action for rectification of failure, if any.

NOTE: - For further Detail of Appendix-'B' should be referred.

5.0 TELECOMMUNICATION FACILITIES: -

- (i) Telephone attached with DLBI of SFC-BUDM & SFC-DFR Block Sections.
- (ii) Station to Station fixed telephone (Hot line) is provided
- (iii) Station is provided with Auto telephone connected with Railway Exchange.
- (iv) BSNL telephone is provided.
- (v) The station is connected to BLGR-SPRD control circuit by a control telephone.
- (vi) Station to station 25 Watt VHF communication is provided.
- (vii) Telephone is provided between Station and both end crank handle locations.
- (viii) Telephone with voice logger is provided between Station and L.C. Gates at KM.714/6-7(LC No.JT-117), KM.713/16-18(LC No.JT-116), KM.712/14-15(LC No.JT-115).
- (ix) Telephonic communication is provided between SM's office and DN IB Signal post at Km. 706.266.
- (x) Telephone is provided between Station TPC.

NOTE: -

- (i) For obtaining line clear, VHF should be used as a last alternative and not as a sole means of communication.
- (ii) VHF and Walkie Talkie sets should not be used for unnecessary discussions with Loco Pilots, Guards or any other staff.

5.1 FAILURE OF COMMUNICATION: -

The on duty SM shall use the above electrical communication instruments stated in Para-5.0 from item No. (i) to (vi) strictly in order of preference for obtaining/granting line clear vide SR 14.01.01. In case of failure of any of the above means of communication between the adjacent block stations the SM on duty shall work vide SR 6.02.06. In the event of total failure of communications SR 6.02.03 (double line section) shall be observed for working the train between section SFC-DFR & SFC-BUDM section. During failure of signal, inter-locking, points, block instrument telephone etc. the S&T staff should be informed for rectification.

6.0 SYSTEM OF TRAIN WORKING: -

The movement of trains is controlled by Section Controller on duty whose orders shall be complied with, provided they do not contravene any General Rules, Subsidiary Rules, Station Working Rules, Block Working Manual and other safe working instructions issued from time to time. In the event of suspension of control working, the Station Master on duty shall work independently in conjunction with the Station Master of adjoining block station and shall be responsible to ensure that there is no undue delay to train operation in general.

6.1 DUTIES OF TRAIN WORKING STAFF: -

Details of duties of operating staff are mentioned in Appendix 'D' of the SWR.

6.1.1 TRAIN WORKING STAFF: -

The following are the complement of train working and operating staff provided at this station to work in each shift.

SL. NO.	DESIGNATION	ROSTER	NO. OF STAFF IN EACH SHIFT	HRS. OF DUTY
1.	SS(In-charge) SM	Continuous	--- 01	9 hrs. 8 hrs.
2.	PM-A / PM-B	Continuous	01	8 hrs.
3.	GK/Sr. GK	E.I.	01	12 Hrs.

The above staff shall work as per the rosters issued by Sr.DPO/SBP from time to time and these rosters shall be displayed in the SS's office and in gate lodge for traffic gateman.

6.1.2 RESPONSIBILITY OF ASCERTAINING CLEARANCE OF THE LINE: -

The SM on duty is responsible to ascertain the clearance of the nominated line (GR.14.10).

6.1.3 ASSURANCE OF STAFF IN ASSURANCE REGISTER: -

All staff before taking DN independent charge of their duties at this station shall make a written declaration in the assurance register that they have read and thoroughly understood the system in force and must sign in such declaration vide SR 5.01.02.

No Railway servant shall be entrusted with any duty involving safety of the public unless the station in-charge is satisfied that the concerned staff is competent for the post. No Railway servant unless duly examined and certified shall be allowed to work the points and signals.

The SS is responsible to see that all the staff are conversant with the Station Working Rules and their signatures obtained in the Assurance register after he is satisfied that they have thoroughly understood the working rules of the station. In case of Group 'D' staff, their signature/thumb impression must be obtained after explaining fully about their duties and responsibilities.

The station superintendent is responsible personally for maintaining the Assurance Register and for obtaining declaration of the staff working under him. The Assurance Register must be maintained in two parts, one for Group 'C' and the other for Group 'D' staff. A duplicate copy of the Assurance Register must be maintained and kept in personal custody of the Station Superintendent.

The declaration shall be renewed in the following cases: -

- (i) Whenever there is a change in the Station Working Rules.
- (ii) For any staff who have not worked at the station or were away from the station for a period of 15 days or more.

6.2 CONDITIONS FOR GRANTING LINE CLEAR: -

- a. The conditions laid in GR 8.01(1)(a),(b)(c), 8.01(2)(b),8.03(2),(a),(b),(c) (ii) & 8.03(1)(a),(b)(c) (ii) shall be complied with the SM on duty before line is considered clear and line clear is granted.
- b. Before granting a line clear for a train the SM on duty shall personally ensure that the reception signals pertaining to a train are in the 'ON' position and burning properly vide GR 3.50(4). Line clear shall not be granted for train till such time it is ensured that concerned Loco Pilot is notified of the fact in writing by the SM of the station to which such line clear is to be granted.

c. [A] For double line Section-(SFC-DFR)

Before granting line clear for a train, the SM on duty shall ensure that :-

- i) The whole of the last preceding train has arrived complete inside the outermost facing Point No. 33A.
- ii) All necessary signals have been put back to 'ON' behind the said train.
- iii) The line is clear up to the outermost facing point No.33A on UP line of SFC Station.

Correction Slip No- 02
Dt. of issue- 09.05.2025

[B] For double line Section-(SFC-BUDM)

Before granting line clear for a train, the SM on duty shall ensure that-

- i) The whole of the last preceding train has arrived complete inside the BSLB.
- ii) All necessary signals have been put back to 'ON' behind the said train.
- iii) The line is clear up to the BSLB on DN line of SFC station.

6.2.1 **OUTLYING SIDING: - Nil.**

6.2.2 **ANY SPECIAL CONDITION TO BE OBSERVED WHILE RECEIVING OR DESPATCHING A TRAIN: - Nil.**

6.2.2.1 **SETTING OF POINTS AGAINST BLOCKED LINE: -**

All Points shall normally be set for the straight except when authorized by special instruction. When a running line is blocked by stable load, wagon, vehicle or by train which is to cross or give precedence to another train or immediately after arrival of a train at the station, the points in rear should immediately be set against the blocked line except when shunting or for any other movement towards the blocked line is required to be done vide 3.51.06(a). if all the lines at the station happen to be blocked then SR.3.51.06(b) will be followed.

Safety Point Alarm Unit (SPAU):

A safety Point Alarm is provided on the VDU table with different indications:

1. On complete arrival of a train at the station, the SM has to set the Points immediately against the occupied line.
2. In case the SM forgets to alter the points, after a time lag of 02 minutes, an audible buzzer will be heard from this instrument along with the 'RED' indication of the line on which the train has arrived.
3. The SM shall then press 'ACK' button to mute the buzzer, and immediately set the required points against the line on which the train has arrived.
4. On setting the points against the occupied line, the RED indication will disappear.
5. In case SM fails to set the required points against the occupied line a fault message will be triggered SMS will be sent to concerned station mobile and all concerned staff to take necessary action.

If all the lines of a station happen to be blocked, when line clear has been granted to a train, the points should be set for the line occupied by a stabled load or a goods train in that order so that, in case of mishap, the chance of causalities are minimized [Refer SR.3.51.06 (b)]. In case of all the lines are occupied by Coaching train, points should be set for a loop line to negotiate with the speed of incoming train would be reduced which in turn, would minimize the consequences/causalities.

The above precautions shall be taken in addition to the observation of other precautions. [Refer SR 5.04.01 & SR 5.23.01].

6.2.2.2 **RECEPTION OF TRAIN ON BLOCKED LINE: -**

(The SM on duty shall comply with the instructions laid down in GR 5.09 and SRs thereto.)

Whenever trains are to be admitted on an obstructed line the SM on duty can admit the same by taking off calling on signal when calling on fails SM on duty shall authorize the loco pilot with form T/509 indicating the reason for such admission, the line number and the nature of obstruction on that line.

Before handing over the authority the SM on duty shall ensure the correct setting clamping and padlocking of both facing and trailing end of the concerned route vide SR 3.69.03.

A stop hand signal shall be exhibited by the SM on duty at a distance of not less 45mts. from the point of obstruction to indicate to the Loco pilot as to where the train shall be brought to a stand.

- 6.2.3 **RECEPTION OF TRAIN ON NON-SIGNALLED LINE :-** In case reception of a train on a non-signalized line the SM's shall follow GR 5.10 and SR there to.
- 6.2.4 **DESPATCH OF TRAINS FROM NON-SIGNALLED LINE :-** In case of dispatch of a train from non-signalized line the SM's shall follow GR 5.11 and SR thereto.
- 6.2.5 **DESPATCH OF TRAINS FROM LINE PROVIDED WITH COMMON STARTER SIGNAL:-** N/A

6.2.6 **SPECIAL RESTRICTIONS:-**

Speed is raised to 30 KMPH on first loop lines on either side of main line and over its turnouts. No train shall negotiate at a speed more than 15 KMPH if it involves negotiating more than one turnout.

Correction Slip No- 02
Dt. of issue- 09.05.2025

6.3 **CONDITIONS FOR TAKING 'OFF' APPROACH SIGNAL: -**

Reception of trains is governed by General Rule 3.38, 3.40, 4.17, Subsidiary Rule 3.42.02 (a) (iv), 3.42.03, 3.36.02, 3.36.04 and other relevant provisions of General and Subsidiary Rules, Block Working Manual and Station Working Rules of the station to be followed.

Adequate distances to be kept clear vide General Rule 3.40(3) (b) for reception of trains.

A. CLEARANCE OF ADEQUATE DISTANCE: -

To take off the home signal for admission of a train the adequate distance (signal overlap) as mentioned below shall be kept clear: -

Sr. No.	Line No.	UP TRAIN		DN TRAIN	
		FROM	TO	FROM	TO
1	Line No. 1 (Common Loop)	UP starter signal No.21.	End of Sand Hump	DN Starter Signal No. 14	End of Overrun line(DS No.39) or up to Advanced starter signal No.28
2	Line No. 2 (DN Main)	---	---	DN Starter Signal No. 16	DN Advanced starter signal No.28
3	Line No. 3 (UP Main)	UP starter signal No.17.	UP Adv. Starter Signal No.27	---	---
4	Line No. 4 (UP Loop)	UP starter signal No.15.	End of ORL or UP Adv. Starter Signal No.27	---	---

Before admitting a train on any line, it must be ensured that the track indication for the respective line indicates 'Clear' indication in the VDU. To receive a train, for which line clear is granted, the SM on duty shall nominate a clear line in consultation with the Section Controller on duty. SM shall personally satisfy himself that the nominated line is clear and free from all obstructions by seeing the track circuit indication on VDU or by physical verification of the nominated route in case of failure of track circuit. He shall suspend all non-isolated shunting and thereafter set the points of the nominated route are set through VDU. He shall then verify from the visual indication available in the VDU that points are set to the desired route.

In case any of the track circuit on the concerned route shows occupied by RED indication even though the other conditions are satisfied, the operation through VDU by the SM on duty will not permit the concerned signal to be taken off. However, reception of train will be possible in such cases with the "Calling-On" signal fixed below Home signal at either end provided the first track circuit in advance of Home signal does not show 'RED' indication.

Miniature Colour light calling on signal is provided below the Home signals in terms of GR 3.13(6) (b). A calling-on signal shows no light in the 'ON' position. The calling on signal is taken off for reception of a train when the Home signal above it cannot be taken off due to failure of track circuit or any other reason or for admission of a train on blocked line.

B. TAKING OFF CALLING ON SIGNAL:-

To take "OFF" Calling-on signal the train must come to a stop at the foot of the Home signal, occupying the track circuit in rear of the signal. When a train occupies the track circuit a RED

light strip will appear on the VDU. The particular route on which train is intended to be received shall be set by tracking the pointer in VDU on to the signal below which the calling on signal is provided. Various options in terms of the total routes over which the signal will lead to will appear on the menu. Then the SM must drag the pointer and click over the particular Calling on route amongst the various options displayed in the menu by the left button of the mouse as a result of which the Calling-on signal will blink for 60 seconds in case of calling ON signal below Home signal.

After a lapse of 60 seconds, the Calling-on signal below Home signal will clear. i.e., a White light glows at the concerned calling-on signal on the VDU. Every such operation has to be recorded by the on duty SM along with the reasons to do so. The calling-on signal route can be released by the SM on arrival of the train or by emergency cancellation.

Correction Slip No- 02
Dt. of issue- 09.05.2025

NOTE:

- i) Before taking “OFF” Calling-on signal during failure of track circuit, the clearance of track over which the train is intended to be received must be verified physically.
- ii) SM on duty to ensure that no through signals are given while receiving a train on Calling-on signal.

6.3.1 RESPONSIBILITY OF STATION MASTER FOR RESTORATION OF SIGNALS TO ‘ON’:

If for any reason after taking off signals, it is required to put back the signal and alter the route, in terms of Subsidiary Rules 3.36.02(b) (ii), a time delay of 2 minutes shall be observed before the points can be altered.

6.4 SIMULTANEOUS RECEPTION, DESPATCH, CROSSING & PRECEDENCE OF TRAINS:

According to the existing interlocking at this station, the simultaneous reception and dispatch of trains are permitted as stipulated below (GR3.47).

(i)	While receiving UP train on Line No.1	Dispatch of UP train from Line No. L3/L4.
(ii)	While receiving UP train on Line No.3	Reception/Dispatch of DN train from Line No. L1/L2
(iii)	While receiving UP train on Line No.4 set to ORL.	Reception/Dispatch of DN train from Line No. L1/L2 or Dispatch of UP train from Line No. L3.
(iv)	While receiving DN train on Line No.1 set to ORL.	Reception/Dispatch of a UP train on Line No.L3/L4 and Dispatch of DN train from Line No. L2.
(v)	While receiving DN train on Line No.2	Reception/Dispatch of a UP train on Line No.L3/L4

6.5 COMPLETE ARRIVAL OF TRAIN: -

(Rule no. GR 4.16 & SR 4.17.01, GR 4.17.02, GR 14.10)

- a) **STAFF RESPONSIBLE TO VERIFY COMPLETE ARRIVAL: -** SM on duty.
- b) **MODE OF VERIFICATION:** Through AXLE COUNTER.

6.5.1 L.V. VERIFICATION THROUGH AXLE COUNTER: -

Entire block section at both sides of the station is monitored by axle counter system and the position of block section whether clear or occupied is indicated in the VDU. As soon as a train enters in to the block section, the ‘RED’ indication appears in the axle counter indication panel. After the whole train clears the block section, ‘GREEN’ indication appears on the axle counter indication panel. This confirms the complete arrival of train and the SM on duty shall give train out of section report on seeing the section clear (GREEN) indication at the panel.

6.5.2 L.V. VERIFICATION WHEN AXLE COUNTER FAILS:-

In case of failure of axle counter, the Station Master on duty shall obtain complete arrival certificate from the Guard of the train in the complete arrival register (T/1410) maintained at the station for stopping train. For through passing train the station master on duty shall satisfy

himself about complete arrival of train by verification of the last vehicle indicator vide GR 4.16 that the train is complete. In case a train arrives/passes incomplete, action shall be taken as per Subsidiary Rules 4.17.02. 'The train out of block section signal' shall be withheld to the station in rear until complete arrival certificate is received from the station in advance supported by a Private Number.

Train passing on adjacent line shall be stopped and Guard and Loco pilot shall be issued with caution order to proceed cautiously and stop short of any obstruction as per SR. 4.17.03.

6.5.3 L.V. VERIFICATION WHEN MOTOR TROLLEY FOLLOWING:-

On occasions when motor trolley follows a train, the points shall not be altered until the following motor trolley is admitted on the same line. In the event of motor trolley is delayed in the section the Station Master on duty shall take action in terms of Subsidiary Rule 15.25.03 (b)(vi).

6.6 DISPATCHING OF TRAINS: -

Dispatch of trains are governed by General Rules 3.36, 3.38, 3.42, 5.11, 14.08 & 8.01 Subsidiary Rule 3.36.04(b), 3.42.04 and Block Working Manual 2.07(5)(a)(b) and other provisions of General Rules, Subsidiary Rules, Block Working Manual and Station Working Rules of the station.

To dispatch a train, the Station master on duty having obtained line clear for that train, shall set the route for the outgoing train correctly and satisfy himself by observing the visual indication on the VDU. He shall suspend all non-isolated shunting and ensure that the Level crossing gates are closed against road traffic and then shall take "OFF" the concerned route starter and Advanced starter signal. The 'OFF' aspect of the concerned starter and Advanced starter is the authority to proceed into the block section.

The Station Master on duty shall watch the safe passage of the train with its last vehicle indicator. After the train passes the advanced starter complete, he shall send the train entering block section signal to the station in advance. If a train worked without Guard or Brake Van the instruction laid down in Subsidiary Rule shall be followed. The Gateman of interlocked level crossing gate at DFR end shall be advised before dispatch of a train.

If a train worked without Guard or Brake Van the instruction laid down in Subsidiary Rules 4.23.02 and 4.25.02 shall be followed.

6.6.1 PUTTING BACK SIGNALS TO 'ON' IN CASE OF EMERGENCY: -

If a signal once taken 'Off' for reception/despatch of a train has to be, in an emergency, put back to 'ON', the procedure laid down in Subsidiary Rules 3.36.02 shall be followed. In case of reception of train, route shall not be altered until the train has come to a stand outside Home signal. In case of departure signal before changing route, the SM shall take action as per SR 3.36.02(b) (i) & (ii).

6.7 TRAINS RUNNING THROUGH: -

The provision of GR 3.4, 4.17, 4.42 with relevant SRs and SR 3.42.02 (a) (iv) and other relevant provision of BWM shall be observed.

b) The sequence for taking 'OFF' signals for run through trains is governed by SR 3.42.02 (a) (iv)

c) In every case in which trains are permitted to run through on a non isolated line, all shunting shall be stopped and no vehicle unattached to an engine or not properly secured in accordance with rule 5.23 may be kept standing on a connected line which is not

isolated from through line vide SR 4.11 (2).

d) The SM on duty is responsible to see that a train passes complete with its last vehicle indicator. If a train passes without last vehicle indicator or its authorized substitute, action shall be taken as per General and Subsidiary Rule. [Ref. GR 3.42, 4.17, 4.42 and SR 4.42.02 (b) (i),(ii).

e) The SM is responsible to observe/watch the condition of the vehicles on a train and shall wave green hand signal horizontally as per Subsidiary Rule 4.42.02. (b) until anything wrong is noticed on train. For this purpose, the SM on duty shall stand in such a position that a clear view of the passing train is seen by him and that his hand signals can clearly be seen by the

Loco Pilot and Guard of the train. He shall depute his points man with hand signal to the other side of the passing train who shall exhibit hand danger signal to draw the attention of the guard/ Loco Pilot of the train in case of observing any unsafe condition/abnormalities of the train. He shall also report to the SM on duty for taking further suitable action in terms of SR 4.42.02(d).

6.8 **WORKING IN CASE OF FAILURE OF POINTS AND SIGNAL: -**

In case of failure of S&T equipments on duty Station Master shall work in accordance to GR 3.68, 3.69 and 3.70 and SRs thereto.

6.8.1 **PROCEDURE TO BE FOLLOWED INCASE OF FAILURE OF A SIGNAL & INTERLOCKING**

INSTALLATION: -Whenever there is a failure of points, signals, track circuits or any other interlocking gear at the station that includes level crossing gate (s), if any etc. the SM on duty shall follow the procedure detailed in GR 3.68, 3.72, 3.74 and SR thereto. In case of defective approach signals, the trains will be piloted in vide SR 3.69.02, 3.69.03 & 3.69.05. In case of defective departure signals, trains will be piloted out vide GR 3.70 & SR 3.70.01. & 3.70.02.

6.8.2 **TRACK CIRCUIT :-**

In case of failure of track circuits, the clearance of the concerned line should be ensured physically before a train is piloted.

6.8.3 **AXLE COUNTER :-**

If the axle counter fails between the block sections, resetting procedure will be adopted as mentioned in Appendix-B. if the axle counter indication does not appear 'Green & continues to show 'RED' condition after resetting, the concerned block instrument shall be suspended & failure intimation to be given to sectional signal Maintainer /JE/SSE (signal) for rectification.

6.8.4 **DEFECTIVE SIGNALS :-**

When signals become defective, the procedure laid down in GR & SR shall be followed. A signal in the OFF position is the final indication that the points are correctly set for the route for which it applies and if it is found impossible to take OFF a signal, the setting of points on the route to which it applies shall be inspected by the Station Master on duty before the signal is declared as defective irrespective of what is indicated by the position of the route, [Refer GR 3.68 to 3.46, 3.52 to 3.56, 3.71, 3.80 and SR 3.68.01 (c)].

In case of disconnection of signal and interlocking for repairs and maintenance, procedure laid down in GR and relevant SRs shall be followed. In the event of signal showing no lights, Station Master on duty shall before giving line clear, initiate action in accordance with the procedure prescribed in GR and the relevant SRs. [Refer GR 3.51, 3.69, 3.50 (4), 3.68 to 3.77]

6.8.5 **BLOCK INSTRUMENT**

In the event of partial/total failure of block instrument the concerned block instrument shall be suspended till its rectification and trains shall work as per GR. [Refer SR 6.02.04 & 6.02.06)

UP advanced Starter is electrically interlocked with block instrument so that the same cannot be taken off unless the concerned block instrument is in line clear position . When the block instrument is suspended in 'Line clear' position, the concerned Advanced

Starter must also be treated as suspended, but DN Advanced Starter can be lowered ,even if ,Block Instrument of Section SFC-DFR is out of order.
During the failure of Block Instrument of the section SFC-BUDM the authority will be T/369(3b) with identification number & Private Number issued from the station in advance written both in figure and words .

6.8.6 DEFFECTIVE INTERLOCKING:-

In the event of interlocking becoming defective, the points will be treated as defective. The SM on duty on receipt of this information will immediately introduce non-interlocking system of working at the station. Trains will be Piloted In or Out as the case may be. The SM on duty shall be responsible for correct setting, clamping and padlocking of both facing & trailing points for admission of train.

6.8.7 DEFFECTIVE/DAMAGED POINTS:-

When any point fails to operate normally by the route setting operation through VDU, it is inevitable to operate the points with crank handle. The SM on duty shall personally ensure clamping and padlocking of all facing and trailing points on the route. Crank handles are interlocked with signals and interlocking system. When points become defective, the signals controlling these points shall be considered defective and vice-versa and the procedure for use of crank handle for motor operated points shall be followed as per para-20.06 of Appendix-“B”& 2.19 of operating manual .The responsibility of correct setting of points, clamping and padlocking the points for reception and dispatch of trains at the station, rests with SM on duty himself.

6.8.8 INSPECTION OF POINTS BEFORE DECLARING THEM DEFECTIVE:-

However, before declaring a signal is defective, the setting of the point on the route to which it applies shall be inspected by the Station Superintendent/Station Master irrespective of the position of the switches point laid down in GR with relevant SRs shall be followed. [Refer GR 3.68, 3.70 & SR 3.77.01(b)]. Initiate action in accordance with the procedure prescribed in GR and relevant Subsidiary Rules there to. [Refer GR 3.50(4) and 3.68, 3.77]

6.8.9. ISSUE OF CAUTION ORDER:-

Whenever in consequence of the line being under repair or for any other reason special precautions are necessary, a caution order detailing the kilometers and speed at which a train shall travel and the reasons for taking such precautions shall be handed over to the driver in terms of GR 4.09 and SR thereto.

6.9 WORKING OF MOTOR TROLLEY, MATERIAL LORRIES ETC: -

- (a) Motor Trolleys are run in accordance with Subsidiary Rules 15.25.03 to 15.25.07.
- (b) Material Trolleys will work in accordance with Subsidiary Rules 15.27.05 to 15.27.08.
- (c) Rail Dolleys will work in accordance with Subsidiary Rules 15.27.10.

The following precautions must be taken:-

- i) The section where axle counters are provided in lieu of track circuits, trolleys, motor trolleys, Lorries etc which are not insulated, shall not be allowed to run except on line clear.

- ii) Motor trolleys / tower wagons / material Lorries are not likely to actuate the axle counter correctly.
- iii) In all other respects, the working of a light Motor trolley shall conform to the rules laid down for ordinary trolleys while running without block protection and to those laid down for motor trolleys while running under block protection or following another light motor trolley or a motor trolley.

7. BLOCKING OF LINES: -

Whenever a running line is blocked either by loose vehicles or by stabling train or by a train which is to cross or give precedence to another train, the points at either end should

immediately be set against the blocked line except during shunting movement. 'Line Block' is to be activated on VDU by SM on duty following procedures as laid down in para no. 6.2.2. A clear remark in 'RED' ink shall be made immediately in the train signal register and a record shall be made in the Station Master's diary also. Stable load register is also to be maintained. The stable load or loose vehicles are to be secured to prevent rolling down of vehicles. [Refer SR 3.36.3(b), GR 5.23, SR5.04.01 (a) and SR 5.23.01(a)]

- 7.1 LINE BLOCK FEATURE IN VDU:-** Line block feature identical to conventional panel is incorporated in VDU panel of SFC station for blocking of a running line which is blocked either by loose vehicles or by stabling of a train or by a train which is to cross or give precedence to another train. For blocking/unblocking of line, SM on duty has to click the mouse near the route button provided on running line and a popup menu Blocking & Unblocking will appear. By selecting the blocking option the said line is blocked and reception signal pertaining to that line cannot be taken off. For unblocking the line SM on duty has to select the unblocking option from popup menu. Similarly Blocking/Unblocking feature is provided near the advanced starter signals of both end of the station for Blocking/Unblocking the block section. By selecting the blocking option no train can be dispatched to the block section.

7.2 SECURING OF VEHICLES :-

No load shall be stabled in non isolated lines without a live Locomotive is attached. As far as practicable, loose vehicles shall not be allowed to stand on the running line. However, under unavoidable circumstances, if it is necessary to detach vehicles from a train or to stable a train and leave them standing on running line, SM on duty shall be responsible to secure vehicles/stable loads in accordance with GR 5.23 and SR 5.23.01 to prevent rolling down of vehicles and arrest obstruction & fouling of line.

NOTE:- Special care shall be taken to secure special type vehicles fitted with roller bearings while standing in siding or on running lines.

7.3 ALTERING OF POINTS TO A CLEAR LINE WHEN RUNNING LINE IS BLOCKED :-

- a) When a running line is blocked by stable load e.g, wagons, vehicles or by a train which is to cross or give precedence to another train or immediately after arrival of a train at the station etc. the points at either end should immediately be set against the blocked line except when shunting or another movement is required to be performed in that direction on the same line.
- b) If all the lines at a station happens to be blocked when line clear has been granted to a train, the points should be set for the line occupied by a stable load or a goods train in that order so that in a case of mishap, the chances of casualties are minimized.
- c) In case all the lines are occupied by passenger carrying trains points should be set for a loop line, to negotiate which the speed of the incoming train would be reduced, which in turn would minimize the consequences of casualties. While doing so, points shall be set

for a loop, occupied by a train if any, whose engine is facing the direction of approach of the incoming train rather than a loop line, occupied by a train whose passenger coach will, in case of collision, receive the impact.

7.4 LOADING AND UNLOADING OF VEHICLES ON RUNNING LINE:-

Loading and unloading from vehicles on running line is prohibited unless permitted by Sr. DOM/SBP vide SR 5.19.01.

At stations where loading and unloading of goods is permitted whether full rake or part thereof, the station master shall ensure that no goods are left fouling any line before and after clearance of the rake from the line. The railway servant supervising loading and unloading shall also ensure that consignment does not foul any line vide SR 5.19.001: (a).

If the stations are on gradients, the rake should be properly secured as detailed in SR 5.23.01.

During the time of loading / unloading, the station master shall ensure isolation of the lines(s) as detailed in SR 3.51.06.

8.0 SHUNTING: -

8.1 GENERAL PRECAUTIONS: -

- i) The rules laid down in GR 3.46, 3.52 to 3.56, 5.13 to 5.23, 8.05(2) (3), 8.06 ,8.14 and 8.15 (c) with relevant SRs shall be observed. All shunt moment shall be supervised by Guard/SS/SM, point man on duty vide SR 5.13.03 as the case may be. In the event of any non-signaled movement, the SM on duty shall ensure physical verification of the clearance of the crossover points.
- (ii) The staff supervising shunting shall ensure correct setting of both facing and trailing points, clamping and pad locking of points, if necessary.
- (iii) No shunting shall be allowed unless sufficient number of brakes are put on and all precautions are taken to prevent vehicles getting out of control and a live locomotive is attached towards the falling side of the gradient as specified in para 5.20 of G&SR.
- (iv) Shunting shall be supervised by person as specified in para 5.13 & 5.14 of G&SR.
- (v) While shunting, it shall be ensured that visibility is clear and weather is fair.
- (vi) Hand and loose shunting is strictly prohibited.
- (vii) During attachment and detachment of locomotive, wagon of the train shall be properly secured.
- (viii) Due to steep gradient in either side of the station , Shunting shall be supervised by person as specified in para 5.13 & 5.14 .
- (ix) Due to steep gradient in either side of the station , While shunting, it shall be ensured that visibility is clear and whether is fair.

8.2 SHUNTING IN FACE OF AN APPROACHING TRAIN:-

Shunting in face of an approaching train is prohibited.

8.3 PROHIBITION OF SHUNTING ANY SPECIAL FEATURES IF ANY:-

Hand shunting /Fly shunting/ Loose shunting is prohibited at both ends of the yard.

8.4 SHUNTING ON DOUBLE LINE (BUDM end):-

- (i) When the line clear has been given no shunting shall be permitted in the block section in rear Vide GR 8.06 (1).
- (ii) Shunting or obstruction for any other purpose shall not be permitted in the block section in rear unless it is clear and is blocked back Vide GR 8.06(2) and BWM 6.15.
- (iii) Shunting or obstruction for any other purpose shall not be permitted in the block section in advance unless it is clear and is blocked forward Vide GR 8.06(3) and BWM 6.15.

8.5 SHUNTING ON DOUBLE LINE (DFR end):

- (i) When the line clear has been given no shunting shall be permitted in the block section in rear Vide GR 8.06 (1).
- (ii) Shunting or obstruction for any other purpose shall not be permitted in the block section in rear unless it is clear and is blocked back Vide GR 8.06(2) and BWM 6.15.

- (iii) Shunting or obstruction for any other purpose shall not be permitted in the block section in advance unless it is clear and is blocked forward Vide GR 8.06(3) and BWM 6.15.

8.6 SHUNTING IN THE SIDING TAKING OFF FROM THE STATION YARD:-

Shunting in the siding can be performed by taking off shunt signal. During failure of shunt signal it should be authorized by issuing T/806 clearly mentioning the limits upto which shunting is to be permitted as also the lines, occupied in shunting. The relevant provisions of GR 5.14 and SR thereto shall be meticulously followed.

8.6.1 SHUNTING OUTSIDE STATION SECTION :-

- (i) Shunting shall not be permitted in block section (i.e., in the block section in rear) unless it is clear and blocked back.
- (ii) Shunting shall not be permitted in block section in advance unless it is clear and is block forward.
- (iii) When line clear is been given, no shunting shall be permitted in the block section in rear vide GR. 8.05[2] & GR 8.12.
- (iv) The line outside the station section and upto the Home Signal shall not be obstructed unless a Railway servant specially appointed in his behalf by the SM who 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 and all relevant and necessary signals are kept “ON” position

8.6.2 SHUNTING WITHIN STATION SECTION:

If the necessary signals are kept at “ON”, shunting may be carried on within the station section vide GR 8.05[2].

8.6.3 DURING FAILURE OF BLOCK INSTRUMENT: -

The SM on duty shall ensure that there is no train in the block section and the last train has arrived complete clearing the fouling mark while conducting shunting at that end of the block section of which block instrument has been suspended and all necessary precautions have been taken as per rules laid down in GR.

9.0 ABNORMAL CONDITIONS: -

(a) THE RULES TO BE OBSERVED IN THE EVENT OF ABNORMAL CONDITION: -

[I] PARTIAL FAILURE OF COMMUNICATION: -

In the event of suspension of Lock and Block Instrument and during partial failure of other available means of communication, the procedures detailed below shall be followed for working of trains in different situations.(Refer BWM Chapter-III & 6.16 and SR 6.02.06)

[II] THE AUTHORITY TO PROCEED IN THE OCCUPIED BLOCK SECTION IN CASE OF OBSTRUCTION OF LINE OR ACCIDENT: -

In case, it is necessary to allow a train into an obstructed block section due to engine failure, obstruction or accident, a block ticket shall be issued in terms of SR 6.02.05 Absolute Block System on the affected block section shall be suspended and concurrence of the SM at other end shall be obtained and recorded in caution order register and train signal register SM's diary.

On the block ticket (T/A 602) it shall be mentioned in detail the place of obstruction i.e. Engine at Km., B/Van Km., whether the train is to return or to wait at the place of

obstruction for the arrival of another following train(s) or to proceed to next station and to obey the site officer instructions.

A caution order shall be issued restricting the speed to 15 KMPH in day light hours when the visibility is clear and 10 KMPH at night or whenever clear view of 800 Mtrs. is not clear.

On arrival at the station the block ticket shall be collected with necessary endorsement from Loco pilot/Guard and cancelled and pasted to its record foil shall be sent to the issuing station for cancellation.

In case of accident/engineering block assurance from SSE/P.WAY concerned shall be obtained that the line is safe for movement of trains before resumption of normal working. When the obstruction is removed and assurance in writing is obtained from SSE/P.WAY concerned or Guard/Loco Pilot the SM on duty may resume normal working after exchanging proper messages supported by Private Number.

[III] TRAINS DELAYED IN BLOCK SECTION: -

If a train carrying passenger does not arrive within 10 minutes or if a goods train does not arrive within 20 minutes after allowing for its normal running time from the station in rear, the SM at the station in advance shall immediately advise the station in rear and the control this fact. There after SMs at either end of the double line section shall immediately stop all trains proceeding in to the block section on adjacent line in either direction and warn the Loco pilots and Guards of such trains by issue of suitable Caution Orders. [Refer GR 6.04 & SRs thereto]

[IV] FAILURE/PASSING OF INTERMEDIATE BLOCK STOP SIGNAL AT ON: - The detailed procedure is given in Appendix-'F'.

[V] FAILURE OF LV AXLE COUNTER: -
Detail operation is given in Appendix 'B' of SWR.

(b) PROCEDURE FOR EMERGENCY OPERATION OF POINTS BY CRANK HANDLE: -
Details of the operation are given in Appendix 'B' of SWR.

(c) CERTIFICATION OF CLEARANCE OF TRACK BEFORE CALLING-ON SIGNAL IS OPERATED :-
To take 'OFF' a calling on signal during failure of track circuit on the route, the clearance of the track over which the train would pass must be physically checked by the SM on duty. After satisfying himself SM on duty shall initiate the calling on signal operation. The procedure shall be strictly followed.

(d) REPORTING FAILURE OF POINTS, TRACK CIRCUIT/AXLE COUNTER AND INTERLOCKING:-
In case of failure of any interlocking gear at the station, the failure report should be communicated by the SM on duty to the sectional Maintainer, the JE/SSE (SIG) of the Section and others through a memo as per SR 3.68.04 and document all such transactions.

9.1 TOTAL FAILURE OF COMMUNICATION BETWEEN DOUBLE LINE SECTION:-

In the event of total failure of communications between SFC-DFR & SFC-BUDM i.e. when line clear cannot be obtained by any one of the following means stated in order of preference viz.

- (a) Block Instruments, Track Circuits or Axle counters,
- (b) Telephone attached to the Block Instruments,
- (c) Station to station fixed telephones wherever available,
- (d) Fixed telephones such as Railway auto phones & BSNL phones,
- (e) Control telephone, and
- (f) VHF set.

The trains shall be worked in terms of GR.6.02.03, which is summarized in brief as follows:

- (i) Each train before being allowed to enter into the Block Section should be stopped and the Guard and Loco Pilot of the train apprised of the situation.
- (ii) The SM will hand over an authority for working of train during total interruption of communication inform T/C-602 to the Loco Pilot of each train which shall include :-
 - a) Authority to proceed without 'Line Clear'.
 - b) Authority to pass the Last Stop Signal at its "ON" position.
 - c) A caution order restricting the speed to 25 KMPH by day when view ahead is clear and 10 KMPH by night or when view ahead is not clear.
- (iii) No train shall be allowed to enter the Block Section until there is a clear interval of 30minutes between the train about to leave and the train, which has immediately proceeded.

Correction Slip No- 02
Dt. of issue- 09.05.2025

- (iv) Fixed signals except the last stop signal may be taken "OFF" for the dispatch of the train and for the reception of the train at the next block station, reception signals may be taken off only after the train has been brought to a stand outside it.
- (v) On arrival at the next block station the Loco Pilot shall hand over the authority to proceed without line clear to the SM on duty who will preserve the same for further inspection.
- (vi) Before resuming normal working when any means of communication is established. SM of either end must satisfy that there is no train in the block section. [Refer SR 6.02.03].

9.2 **TEMPORARY SINGLE LINE WORKING ON DOUBLE LINE SECTION:**

During temporary single line working, when one line is clear and the other line is obstructed between SFC-DFR and SFC-BUDM the trains shall be worked as per the procedure, which is summarized as follows:

- (a) Before introducing single line working the SM on duty must satisfy that the line on which single line working will be introduced is clear and free from all obstructions.
- (b) The Lock and Block instrument will be suspended. The Commutators of Lock & Block Instrument will be kept on "Train on line position".
- (c) SM proposing single line working must issue a message with
 - (i) The cause of introduction of single line working,
 - (ii) Line on which the single line will be introduced,
 - (iii) Source of information about the clearance of the line on which single line will be introduced,
 - (iv) Place of obstruction,
 - (v) Restriction of speed, If any,
 - (vi) Assurance about keeping the last stop signal at 'ON' position if the train runs on right line and in case of wrong line all signals are to be kept at 'ON' position etc under the exchange of Private Number.
- (d) SM on duty at the other end of the block section will acknowledge the message and confirm the same by a Private Number.

- (e) After obtaining line clear for the train from the advance station the Loco Pilot must be given as :-
- (i) Authority for Temporary Single Line (TSL) working on double line (T-D/602) indicating there in
 - Caution order
 - The line on which single line working is introduced.
 - The chainage kilometer of obstruction.
 - Any other speed restriction, if any existing.
 - Endorsement to inform all Gang man and Gateman about the single line working (for the first train only).
 - The speed of the first train to be restricted to 25 KMPH subject to other speed restriction.
 - Authority to pass Signal in “ON” position
- (ii) The approach stop signals at the station in advance may be taken “OFF”. In case a train proceeding on wrong line, the train shall be piloted out and at the receiving station, the train shall be piloted ‘IN’, on the authority of T/510.
 On being ensured that the obstructed line is clear and free from all obstructions, the SM will resume normal working after exchanging message with the SM of the other concerned end supported by private number in consultation with the Section Controller on duty when there is no train in the block section.

A goods train or an engine may be allowed on wrong line by blocking back the section without introducing single line working. [Refer SR. 6.02.05(g)(i)]

9.3 THE AUTHORITY TO PROCEED IN OCCUPIED BLOCK SECTION IN CASE OF OBSTRUCTION ON LINE OR ACCIDENT:-

Rules and Regulations for working of trains on an obstructed line in case of obstruction or accident on the authority of Block Ticket (T/A-602) when communications are available shall be followed in accordance with the provisions which is summarized as follows [Refer SR 6.02.05]

After sending a train on block ticket, a following train shall not be dispatched in the same direction unless:-

- a) The previous Block Ticket is collected and Cancelled or
- b) Necessary endorsement is given on the previous block ticket with the advise to wait at the site for a next train to follow or
- c) The previous train has met with an accident or has been disabled or
- d) The Block ticket has been cancelled from the Loco Pilot of the previous train by the official –in-charge at the site and kept in the personal custody & shall be kept until the arrival of the next train and such assurance is given over the telephone installed at the site quoting the serial number of the Block Ticket so collected.
- e) SM will suspend the Absolute Block System of Working and both SMs concerned should arrange for running of trains on the authority of Block Ticket.
- f) SM at the dispatching end will hand over to the driver the block Ticket as the authority which shall include:-
 - i. Caution Order:- Existing Speed Restriction/s shall be indicated in the Caution Order portion. The Speed Restriction to 15 KMPH during clear visibility and 10 KMPH when visibility is obstructed shall be clearly indicated.
 - ii. An authority to pass the Stop Signal at “ON” position.

- g) Before resumption of normal working a message between the SMs of the concerned stations shall be exchanged with private number.[Ref SR 6.02.05(d)(vi)]

The Block Ticket so issued must be collected by SM of either end with a certificate about the complete arrival of the train with its time and the section is clear of all obstructions from Loco Pilot/Guard of the train and cancelled.

10. **VISIBILITY TEST OBJECT: -**

- i) V.T.O. post / Authorised substitutes earmarked to work as V.T.O. Post. – The lights of Line No.1 starter signals on both ends are earmarked to serve as VISIBILITY TEST OBJECTS vide GR 3.61 (2) (b) (ii).
- ii) Distance between CSB and V. T. O. post: - 180 Mts.
- iii) Station Master on duty will test the visibility during thick and foggy weather and if visibility is impaired, he will work as per GR 3.61 and SRs thereto.

11. **ESSENTIAL EQUIPMENTS AT THE STATION: -**

This is mentioned in the Appendix 'E' of the SWR. Essential equipment shall be kept ready on hand in good condition with necessary relief stock.

12. **FOG SIGNAL MEN NOMINATED TO BE CALLED IN CASE OF FOG: -**

The station has been provided with double Distant signals which give adequate prewarning to the loco Pilot. Hence, placing of detonators in case of fog shall be dispensed with vide SR 3.61.01. However, Fog Signal Register shall be maintained as per GR 3.61 and Subsidiary Rules thereto. In charge of the station shall ensure that the information maintained in the register is kept Up to date and is accurate in all respects. Transportation inspectors shall check the registers and also the stock of detonators on hand each time they visit the station and initial with date as an indication having done so.

CERTIFICATE:-

NOTHING IN THESE RULES SHALL BE READ AS CANCELLING, AMENDING AND MODIFYING ANY OF THE GENERAL RULES, SUBSIDIARY RULES, BLOCK WORKING MANUAL AND OPERATING MANUAL. THESE RULES HENCEFORTH CANCEL ALL PREVIOUS STATION WORKING RULES OF SAINTALA STATION.

APPENDICES

APPENDIX 'A'	--	WORKING OF L.C. GATES.
APPENDIX 'B'	--	SYSTEM OF SIGNALLING AND INTERLOCKING AND COMMUNICATION ARRANGEMENTS AT THE STATION.
APPENDIX 'C'	--	ANTI COLLOSION DEVICE (RAKSHA KAVACH).
APPENDIX 'D'	--	DUTIES OF TRAIN PASSING STAFF AND STAFF IN EACH SHIFT.
APPENDIX 'E'	--	ESSENTIAL EQUIPMENTS OF STATION.
APPENDIX 'F'	--	RULES FOR WORKING OF DK STATIONS, PASSENGER HALTS, IBH, IBS AND OUTLYING SIDINGS.
APPENDIX 'G'	--	WORKING OF TRAINS IN ELECTRIFIED SECTIONS.

APPENDIX – ‘A’

DETAILS OF LEVEL CROSSING GATES TOGETHER WITH INSTRUCTIONS TO THE OPERATING STAFF (INCLUDING LEVEL CROSSING GATE MEN) ABOUT THEIR NORMAL WORKING, THEIR MAINTENANCE AND THEIR WORKING INCASE OF FAILURES EMERGENCIES WITH SPECIAL PROVISIONS, IF ANY.

1.0 GATE WORKING INSTRUCTIONS FOR ‘C’ CLASS ENGG. NON-INTERLOCKED LEVEL CROSSING GATE No. JT-115 AT KM 712/33-35(UP), 712/34-36(DN) BETWEEN SFC-DFR STATIONS.

1.1 GENERAL INSTRUCTIONS-

1.1.1 DESCRIPTION OF THE LEVEL CROSSING GATE:

Following details shall be maintained at all manned level crossing gates;

1.	Number of level crossing gate	:	JT-115
2.	Engineering or Traffic Gate	:	Engineering
3.	Under control of Station Master or Permanent Way Inspector	:	SSE/BUDM
4.	Location at KM	:	712/33-35(UP), 712/34-36(DN)
5.	At station	:	----
6.	In between station	:	SFC-DFR
7.	BG/MG/NG	:	BG
8.	Single line/Doubling Line/Multiple Line	:	Double line
9.	Normal position	:	Closed to road traffic
10.	Interlocked/Non-interlocked	:	Non-Interlocked
11.	Means of interlocking	:	Nil
12.	Provision of gate Signal at Kms	:	Nil
13.	Signaling arrangement	:	Nil
14.	Means of communications Telephone with or without Voice logger.	:	Telecom system with voice logger from gate goomty with SM Office /SFC.
15.	Width of Level Crossing Gate	:	7.5 mtrs
16.	Type of Road(NH/SH/Others)	:	Others
17.	Name of Road	:	Village Road
18.	Metaled/Non Metaled	:	Metaled
19.	Approach Road	:	Metaled
20.	Width of the Road	:	5.5 mtrs.
21.	Angle of Road Crossing (incase of the skew gates)	:	---
22.	Road Gradient (if any)	:	(a)North/East side---1 in 30 (b) South/West side---1 in 30
23.	Road alignment (straight/curve)	:	(a)North/East side--- Straight (b) South/West side--- Straight
24.	Provision of height gauge	:	Provided
25.	Type of Barrier	:	Winch Operated Lifting barrier
26.	Length of check Rail	:	9.50 Mtrs.
27.	Road surface in between LC gates.	:	CC Blocks
28.	Length of Rumble strip/speed breakers.	:	5.5 mtrs.
29.	Road Signs	:	Provided
30.	Speed breakers indication board	:	Available
31.	TVU	:	3092 on 12/2024
32.	Census next due on	:	12/2027

33.	Demarcation for placement of detonators.	:	Provided.
34.	No. of Gatekeeper working	:	02 (12 Hours shift)
35.	Nearest Railway Medical Assistance	:	Titlagarh (TIG)
36.	Nearest Private Medical Assistance available (if any)	:	Saintala (SFC)
37.	List of equipment available Yes / No.	:	Yes

1.2 EQUIPMENTS TO BE AVAILABLE AT THE GATE:

<u>ITEMS</u>	<u>QUANTITY/NUMBERS</u>
1. LED based flashing Tri-color hand signal lamp	3
2. Hand signal Flag Green	1 mounted on sticks
3. Hand Signal Flag Red.	3
4. Banner Flag Red	3
5. Posts for exhibiting red banner flag	2
6. Spare chains with padlocks	2 with stop mark
7. Detonators	10 in tin case
8. Gate Lamps	2
9. Tommy Bar	1
10. Mortar Pan	1
11. Spade/Fowrah	1
12. Rammer	1 (in case of asphalted road this may not be provided)
13. Pick Axe	1 (in case of asphalted road this may not be provided)
14. Tin case for flags	1
15. Water pot/Bucket	1
16. Canister for Muster Roll	1
17. Set of spare spectacles of Gatekeeper Wearing glasses.	1
18. Board demarcating protection of level crossing Gate diagram in case of obstruction on Gate .	1
19. Basket	1
20. Whistle	1
21. Wall clock	1
22. Small size chains with padlock to be used in case of failure of gate boom lock.	2

1.3 LIST OF REGISTERS PROVIDED AT THE LC GATE LODGE: -

- Gate working instructions in Hindi / English.
- Gate working instructions in local vernacular language.
- Gatekeeper Rule Book in Local vernacular language.
- List for tools and books.
- Duty Register.
- Certificate for working as Gatekeeper.
- Bio–Data particulars of Gatekeeper, including date of passing vision test, initial/refresher course, safety camp etc.

- viii) Accident Register.
- ix) Records of last census of road traffic at level crossing gate.
- x) Public complaint Book.
- xi) Inspection Book.

1.4 DUTIES OF GATEKEEPER :-

1. ALERTNESS:-

The Gatekeeper on duty shall be alert. He should be prepared to take immediate action, when danger is apprehended. Keys of the gate shall be in his personal custody.

2. POSITION OF GATE KEEPER DURING PASSAGE OF TRAINS:-

During passage of trains, Gatekeeper will stand in the manner indicated below:-

- i) Gatekeeper will stand attentively in front of the gate – lodge facing the approaching train.
- ii) In daytime, Gatekeeper shall hold red and green flags furled up on separate sticks in right and left hands respectively.
- iii) In nighttime, Gatekeeper shall hold lighted hand signal lamp with white light facing the track.
- iv) He shall keep the whistle slung around his neck from a cord.

3. ROUTINE DUTIES OF GATEKEEPER:-

- i) Gatekeeper shall ensure that red banner flag is placed across the track whenever the gate is kept in open condition for passage of road vehicles and incase of emergency and obstruction on track.
- ii) Gatekeeper shall ensure that all gate lights and hand signal lights are lighted and kept burning continuously from sunset to sunrise.
- iii) Gatekeeper shall perform his duties strictly according to the duty roster and shall not leave the gate unless his reliever arrives and takes over charge from him. However, if it is necessary to leave the gate in an emergency, he must close and lock the gate against road traffic, before leaving the gate.
- iv) Except where otherwise prescribed under special instructions, he shall observe all passing trains and be prepared to take such action as may be necessary to ensure safety of trains.
- v) Gatekeeper shall watch all passing trains and keep sharp look out for any unusual like hot axle, hanging chains, hanging battery, any vehicle/wagons /trains/battery/box on fire, shifted load, falling material like brake blocks, brake beams, safety bracket, vacuum cylinder or any other situation endangering safe running of trains.
- vi) Gatekeeper shall also be prepared to repeat any signal which TMR may give to loco pilot.
- vii) If lifting barriers get damaged or becomes out of order, the Gatekeeper shall use the spare chain with disc and padlocks for securing the gate against road traffic.
- viii) Gatekeeper shall report to the nearest Station Master, Gangmate or Permanent Way Inspector any defect in his gate or apparatus pertaining to it, as soon as possible.
- ix) Gatekeeper shall wear badge and prescribed uniform while on duty at level crossing gate.
- x) Gatekeeper shall ensure that he is having competency certificate in his possession while on duty.
- xi) Gatekeeper shall work the gate as per gate working instructions and remain well conversant with these instructions.
- xii) Gatekeeper shall ensure that equipment supplied at the gate is in good order and ready for immediate use.
- xiii) Gatekeeper shall see that the channel for the flange of the wheel is kept clear.

- xiv) Gatekeeper must keep the road surface well-watered and rammed in case of non-metalled roads.
- xv) Gatekeeper must be vigilant to see that inconvenience to road users due to closure of gates should be to the minimum possible extent.
- xvi) Gatekeeper shall prevent tress passing by persons or cattle to the maximum extent.
- xvii) Gatekeeper on electrified section shall watch that road vehicles/animals passing from gate are within the height loading gauge provided on either side of the Level crossing gate.
- xviii) Before opening the gate, he shall ensure that the train has passed complete over the level crossing by observing the last vehicle indicator of the train.

4. ACTION IN CASE OF UNUSUAL OCCURRENCE OF TRAIN:-

In case Gatekeeper observes anything unusual with a passing train, he shall take following action:-

- i) He shall take prompt action to warn the LP/TMR of the passing train by showing red flag by day and red light by night.
- ii) He shall simultaneously try to draw the attention of the Loco Pilot /TMR by whistling continuously, shouting, gesticulating, and throwing ballast on the brake van or by any other means.
- iii) If Loco Pilot/TMR fails to take notice, Gatekeeper shall immediately inform the Station Master to take appropriate action, under exchange of private number.
- iv) In case of train parting, Gatekeeper shall not show stop hand signal but shall show prescribed signal for train parting.
- v) He shall endeavor to attract the attention of the Loco Pilot /TMR by whistling continuously, shouting, gesticulating, and by raising both hands vertically above, quickly parting them and bringing them together in repeated Up and Down motion as high and as low as possible.
- vi) In case the train does not stop, Gatekeeper shall immediately inform the Station Master to take appropriate action, under exchange of private number.

5. ACTION IN AN EMERGENCY AT THE LEVEL CROSSING:-

- i) Place banner flag/red lights on the slave on track at 5 mtrs. away from the check rail end.
- ii) Thereafter, if he is unable to remove the obstruction, Gatekeeper shall immediately inform the Station Master on duty, by telephone regarding the defects/obstructions at the gate, under exchange of private number.
- iii) If there is no response from the Station Master after two or three attempts he shall first protect the gate and then inform on phone.

THE GATE KEEPER SHALL PROTECT THE LINE AS UNDER: -

(A) ACTION IN ELECTRIFIED SECTION:

- i) On noticing that, the whole or part of the OHE or a feeder or a cable falling down, the gate keeper shall ensure that, as far as possible, human beings, animals or vehicles etc are kept away in order to avoid any contact with the live equipment.
- ii) As soon as it is noticed that, Pantograph of an electric rolling stock getting damaged and/or entanglement of the same with the OHE, he shall make every possible effort to stop the train and immediately inform SM on duty.

- iii) Any damage to the track or structures of the OHE comes to the notice of on duty GK, he shall immediately inform SM on duty and take all necessary measure for protection of the line as under,

(B) PROTECTION ON DOUBLE LINE:-

- i) If both lines are obstructed the Gatekeeper shall plant a red banner flag by day and a red light by night at 5 meters away from the line on which train is expected to arrives first.
- ii) Then he will similarly plant the other red banner flag by day and red light by night on the other line at 5 meters away from the site of obstruction.
- iii) Gatekeeper shall then proceed to protect the gate along with detonators and red flag by day and red hand signal lamp by night.
- iv) Gatekeeper shall proceed exhibiting red flag by day and red hand signal lamp by night on the line on which a train is expected to arrive first, to a point 600 meters and place one detonator on the line. Thereafter he shall proceed to a distance 1200 meters from the level crossing gate and place 3 detonators on the track in 10 meters apart. Having thus protected the line he shall return to the level crossing gate picking up the intermediate detonator on his way back.
- v) Thereafter, he shall proceed on the other line, showing red hand signal, similarly place detonators as described in para (iv) above and return to the site of obstruction, picking up the intermediate detonator on his way back.
- vi) Having returned to the gate, he must then take steps to remove the obstruction and warn the Loco Pilot of the approaching train.
- vii) In case the Gate Keeper observes or hears a train approaching when he is still on his way to protect and before he reaches the stipulated distance to place detonators, he shall place detonators on the line at a distance as far away as he can go.
- viii) Thereafter, he shall warn the Loco Pilot and stop the approaching train by waving his red flag by day red hand signal lamp by night repeatedly.

(C) OTHER ACTIONS TO BE TAKEN BY GATEKEEPER:

- i) At night, Gatekeeper shall light two hand signal lamps and take action to exhibit red light and protect the lines as described in sub Paras (a) and (b) above.
- ii) If the gate is broken by a road vehicle, which is fouling the track, or if lifting barriers or any other part of the gate foul the track, or if there is any other obstruction at the gate, the Gatekeeper shall take immediate action.
- iii) He shall note down the particulars of the road vehicle, vehicle number, name of the driver, owner and relay these details to the SM and Permanent Way Inspector regarding the particulars and obstructions at the level crossing gate, through messenger or other means available.

1.5 ENGINEERING ITEMS:-

Visibility:-

Direction	Side	Visibility Distance
UP	Right	800 m.
	Left	1000 m.
DN	Right	1000 m.
	Left	800 m.

- i) Speed Breaker: - Speed Breakers of approved design are provided on either side of this Level Crossing gate.

- ii) Periodical Census of traffic has been taken and the latest TVU is 3092 on 12/2024.

1.6 **SPECIAL INSTRUCTIONS :-**

1. **MODE OF OPERATION:-**

This is a Manned & Non-interlocked Engineering L.C. Gate situated at Km 712/33-35(UP), 712/34-36(DN) in between SFC-DFR Stations. This gate is provided with winch operated coupled lifting barriers and the gate is closed/opened by the Gatekeeper manually by winch operation. Telephone communication is provided between the L C. gate lodge with SM office of SFC station. The level crossing gate is normally kept closed and locked against road traffic. The Station Master/ SFC shall not permit any train to enter the block section, unless he is assured of the closure and locking of the gate by the Gatekeeper supported by exchange of private number. When the Gatekeeper desires to open the gate for passage of road traffic he should ensure that no PN has been exchanged with the Station Master/ SFC for the passage of train or the whole of the train with last vehicle indicator has passed over the level crossing gate for which the Gatekeeper has exchanged private number with the SM/SFC. Before opening the gate for road traffic, he shall display banner flag/danger signal at either side of the track at a distance of 5 meters away from the gate.

2. **EXCHANGE OF PRIVATE NUMBERS:**

- (i) The normal position of level crossing gate being "Closed to Road Traffic" it should always be in closed condition against road traffic, except when, it is opened for passage of road traffic over the level crossing, subject to conditions prescribed below.
- (ii) The Station Master / SFC before permitting each train to enter into the block section, shall ask Gatekeeper on the telephone by giving a Private Number whether, gate is closed against road traffic for the passage of train. The Gatekeeper only after ensuring that the gate is actually closed and locked against road traffic shall give a Private Number to the Station Master / SFC in assurance of gate being closed and locked against road traffic.
- (iii) The Station Master / SFC shall not permit any train to enter the block section, unless he is assured of the closure and locking of the gate by the Gatekeeper supported by exchange of private number.
- (iv) When the Gatekeeper desires to open the gate for passage of road traffic he should ensure that:
 - (a) He has not exchanged any private number with the SM / SFC as per (ii) above.
 - (b) If he has exchanged private number with the Station Master / SFC , the whole of the train with last vehicle indicator has passed over the level crossing gate and Station Master / SFC has not exchanged private number with him for any other movement immediately after the passage of the train.
Before opening the gate for road traffic, he shall display banner flag/danger signal at either side of the track at a distance of 5 meters away from the gate. Then he shall open the gate for passing the road traffic, keeping a red flag / red hand signal lamp ready in his hand to stop approaching train if any.
- (v) In case the Gatekeeper is not responding on the telephone or in case the telephone becomes defective or private number is not received from the Gatekeeper, the Station Master/ SFC shall adhere to the procedure prescribed in SR 16.03.04.
- (vi) In the event of failure of telephone, if the gate is required to be opened for the passage of road traffic, the Gatekeeper shall look out in both directions before opening the gate to

ensure that no train is approaching from either end. He shall then plant a banner flag during day and a hand signal lamp with the red light during night, 5 meters away from the gate on the track on either side. He will thereafter, open the gate for passing the road traffic keeping a red flag / red hand signal lamp ready in his hand to stop approaching train if any.

1.7 FAILURE OF TELEPHONIC COMMUNICATION:-

When telephonic communication fails or he does not get any response from the gatekeeper despite two or three attempts, the following procedure should be adopted:

- a) Station Master/SFC shall issue caution order to the Loco Pilot of the departing train.
- b) The caution order shall advise the Loco Pilot to whistle continuously and approach the gate cautiously.
- c) The Loco Pilot shall be instructed to pass the gate cautiously, on being hand signaled by the gatekeeper. If hand signal is not seen, the Loco Pilot should be prepared to stop short of the gate and depute his Assistant Loco Pilot to see the condition of the gate. If gate is closed, ALP will give all right signal and if gate is not closed, the ALP must close the gate and then give all right signal. In the absence of the ALP, the LP may take the assistance of TMR.
- d) In case of an approaching train, the SM shall advise the SM at the dispatching end, under exchange of private number that the telephone at the gate has failed.
- e) The SM at the dispatching end shall then issue a caution order to the LP before dispatching a train in the block section from his end.
- f) The SM shall advise the GK through gang man/patrol man or the LP of the first train that the telephone has become defective.
- g) He should also advise S&T staff responsible for maintenance of the telephone to rectify the same at the earliest.
- h) Normal working will be resumed only after S&T staff rectify the telephone and issue reconnection/fit memo for the same

1.8. FAILURE OF LIFTING BARRIERS :-

- i) When the Gate cannot be closed due to failure of lifting barriers, The Gatekeeper will immediately inform the Station Master on duty/ SFC, under exchange of Private number, and ensure that lifting barriers do not foul the track.
- ii) He shall immediately fix red banner flag by day and red light by night on the post at that end first from which the train is approaching and then at the other end.
- iii) Gatekeeper shall secure the Gate against road traffic by means of safety chains and padlocks.
- iv) After securing the Gate against road traffic, Gatekeeper shall show green hand signal flag by day and green light by night to the Loco pilot of an approaching train.
- v) Station Master on duty/ SFC shall issue caution order to the Loco pilot of departing train.
- vi) He shall also advise the Station Master/ DFR at the dispatching end, under exchange of private number, to similarly issue a caution order to the Loco pilot before dispatching a train into the block section from his end.
- vii) SM/ SFC should also advise maintenance staff responsible for maintenance of the lifting barriers to rectify the defect at the earliest.
- viii) Normal working will be resumed only after maintenance staff repair the barriers and issue reconnection/fit memo for the same.

1.9 OBSTRUCTION AT THE GATE:-

- i) If the Gate is broken by a road vehicle which is fouling the track, or if lifting barriers or any other part of the Gate foul the track, or if there is any other obstruction at the Gate, the Gatekeeper shall Immediately fix red banner flag by day and red lamp by night on posts provided at both ends of the Gate for this purpose.
- ii) Immediately after this, the Gatekeeper shall advise the Station Master / SFC on duty regarding the defects/obstruction at the Gate under exchange of private number.
- iii) Stationmaster at SFC on duty shall be advised to put the departure signals back to 'ON' position, if taken 'OFF' for a train.
- iv) If there is no response from the Station Master / SFC after two or three attempts, he shall first protect the Gate and then inform him on phone.
- v) Gatekeeper shall then rush with detonator and red flag by day and red hand signal lamp by night in the direction of the approaching train and protect the Gate as stipulated in General Instruction for duties of Gatekeeper under item No.1.4. (5).
- vi) Thereafter he shall protect the Gate from the other direction also.
- vii) He shall note down the particulars of the road vehicle, name of the Driver, owner and relay these details to the Station Master/ SFC who shall not allow the trains unless he has been assured by the Gatekeeper that the road vehicle or the lifting barriers are not fouling the track.
- viii) The Station Master/ SFC shall also inform the station Master/ DFR, at the dispatching end, under exchange of private number, asking him not to dispatch any train into the block section from his end, until the track has been cleared of all obstructions.
- ix) After the track has been cleared of all obstructions the Gatekeeper shall inform the Station Master/ SFC accordingly under exchange of private number.
- x) Gatekeeper shall secure the Gate against road traffic by means of safety chains and padlocks and thereafter exhibit green hand signal, if the Gate is not obstructed.
- xi) Station Master/ SFC shall advise maintenance staff responsible for maintaining the lifting barriers Gates to repair the same at the earliest.
- xii) Normal working will be resumed only after maintenance staff rectify the defective lifting barriers and issue reconnection/fit memo for the same.

1.10. OBSTRUCTION ON THE TRACK NEAR LEVEL CROSSING GATE:-

If there is a rail fracture or obstruction on the track due to falling of a tree, fouling by road vehicle or derailment which is visible to the Gatekeeper, the Gatekeeper and Station Master/SFC will adopt the procedure given under item No.1.9 above. If the obstruction fouls the level Crossing Gate, Gatekeeper must keep the gates closed against road traffic till the track is cleared of the obstruction.

1.11. ACCIDENTAL ROLLING DOWN OF TRAIN:-

When the Gatekeeper seen that a train is rolling down or immediately after receipt of the information about accidental rolling down of the train the Gatekeeper shall:

- i) First close the gate against the road traffic.
- ii) Then immediately inform the Station Master on duty.
- iii) He shall not open the gate till he ensured that the train has completely stopped.

CERTIFICATE: -

S.SAINI
DSTE(SIG)/SBP

LINGARAJ GARTIA
DOM(G)/SBP

NOTHING IN THESE RULES SHALL BE READ AS CANCELLING, AMENDING AND MODIFYING ANY OF THE RULES IN GENERAL RULES, SUBSIDIARY RULES, BLOCK WORKING MANNUAL AND OPERATING MANNUAL.

2.0 GATE WORKING INSTRUCTIONS FOR 'C' CLASS ENGG. NON-INTERLOCKED LEVEL CROSSING GATE No.JT-116 AT KM.713/15-17(UP), KM. 713/16-18 (DN) IN BETWEEN SFC-DFR STATIONS

2.1 GENERAL INSTRUCTIONS-

2.1.1 DESCRIPTION OF THE LEVEL CROSSING GATE:

Following details shall be maintained at all manned level crossing gates;

1.	Number of level crossing gate	:	JT-116
2.	Engineering or Traffic Gate	:	Engineering
3.	Under control of Station Master or Permanent Way Inspector	:	Permanent Way Inspector
4.	Location at KM	:	KM.713/15-17(UP), KM. 713/16-18 (DN)
5.	At station	:	----
6.	In between station	:	SFC-DFR
7.	BG/MG/NG	:	BG
8.	Single line/Doubling Line/Multiple Line	:	Double line
9.	Normal position	:	Closed to road traffic
10.	Interlocked/Non-interlocked	:	Non-Interlocked
11.	Means of interlocking	:	---
12.	Provision of gate Signal at Kms	:	NIL
13.	Signaling arrangement	:	Nil
14.	Means of communications Telephone with or without Voice logger.	:	Telecom system with voice logger from gate goomty with SM Office /SFC.
15.	Width of Level Crossing Gate	:	7.5 MTRS
16.	Type of Road(NH/SH/Others)	:	Others.
17.	Name of Road	:	Village road.
18.	Metaled/Non Metaled	:	Metaled.
19.	Approach Road	:	Metaled.
20.	Width of the Road	:	5.5 MTRS.
21.	Angle of Road Crossing (incase of the skew gates)	:	Nil.
22.	Road Gradient (if any)	:	(a) East/North side---1 in 30. (b) West/South side --- 1 in 30.
23.	Road alignment (straight/curve)	:	(a) East/North side--- Straight. (b) West/South side--- Straight.
24.	Provision of height gauge	:	Provided.
25.	Type of Barrier	:	Winch Operated Lifting barrier
26.	Length of check Rail	:	9.5 MTRS.
27.	Road surface in between LC gates.	:	CC Blocks.
28.	Length of Rumble strip/speed breakers.	:	8.5 MTRS.
29.	Road Signs	:	Provided.
30.	Speed breakers indication board	:	Provided.
31.	TVU	:	7733 on 12/2024
32.	Census next due on	:	12/2027
33.	Demarcation for placement of detonators.	:	Provided.
34.	No. of Gatekeeper working	:	02 (12 hours duty)
35.	Nearest Railway Medical Assistance	:	Titlagarh (TIG)
36.	Nearest Private Medical Assistance available (if any)	:	Saintala (SFC)
37.	List of equipment available Yes / No.	:	Yes.

2.2 EQUIPMENTS TO BE AVAILABLE AT THE GATE:

<u>ITEMS</u>	<u>QUANTITY/NUMBERS</u>
1. LED based flashing Tri-color hand signal lamp	3
2. Hand signal Flag Green	1 mounted on sticks
3. Hand Signal Flag Red.	3
4. Banner Flag Red	3
5. Posts for exhibiting red banner flag	2
6. Spare chains with padlocks	2 with stop mark
7. Detonators	10 in tin case
8. Gate Lamps	2
9. Tommy Bar	1
10. Mortar Pan	1
11. Spade/Fowrah	1
12. Rammer	1 (in case of asphalted road this may not be provided)
13. Pick Axe	1 (in case of asphalted road this may not be provided)
14. Tin case for flags	1
15. Water pot/Bucket	1
16. Canister for Muster Roll	1
17. Set of spare spectacles of Gatekeeper Wearing glasses.	1
18. Board demarcating protection of level crossing Gate diagram in case of obstruction on Gate .	1
19. Basket	1
20. Whistle	1
21. Wall clock	1
22. Small size chains with padlock to be used in case of failure of gate boom lock.	2

2.3 LIST OF REGISTERS PROVIDED AT THE LC GATE LODGE: -

- (i) Gate working instructions in Hindi / English.
- (ii) Gate working instructions in local vernacular language.
- (iii) Gatekeeper Rule Book in Local vernacular language.
- (iv) List for tools and books.
- (v) Duty Register.
- (vi) Certificate for working as Gatekeeper.
- (vii) Bio–Data particulars of Gatekeeper, including date of passing vision test, initial/refresher course, safety camp etc.
- (viii) Accident Register.
- (ix) Records of last census of road traffic at level crossing gate.
- (x) Public complaint Book.
- (xi) Inspection Book.

2.4 DUTIES OF GATEKEEPER :-

1. ALERTNESS:-

The Gatekeeper on duty shall be alert. He should be prepared to take immediate action, when danger is apprehended. Keys of the gate shall be in his personal custody.

2. POSITION OF GATE KEEPER DURING PASSAGE OF TRAINS:-

During passage of trains, Gatekeeper will stand in the manner indicated below:-

- (i) Gatekeeper will stand attentively in front of the gate – lodge facing the approaching train.
- (ii) In daytime, Gatekeeper shall hold red and green flags furled up on separate sticks in right and left hands respectively.
- (iii) In nighttime, Gatekeeper shall hold lighted hand signal lamp with white light facing the track.
- (iv) He shall keep the whistle slung around his neck from a cord.

3. ROUTINE DUTIES OF GATEKEEPER:-

- i) Gatekeeper shall ensure that red banner flag is placed across the track whenever the gate is kept in open condition for passage of road vehicles and incase of emergency and obstruction on track.
- ii) Gatekeeper shall ensure that all gate lights and hand signal lights are lighted and kept burning continuously from sunset to sunrise.
- iii) Gatekeeper shall perform his duties strictly according to the duty roster and shall not leave the gate unless his reliever arrives and takes over charge from him. However, if it is necessary to leave the gate in an emergency, he must close and lock the gate against road traffic, before leaving the gate.
- iv) Except where otherwise prescribed under special instructions, he shall observe all passing trains and be prepared to take such action as may be necessary to ensure safety of trains.
- v) Gatekeeper shall watch all passing trains and keep sharp look out for any unusual like hot axle, hanging chains, hanging battery, any vehicle/wagons /trains/battery/box on fire, shifted load, falling material like brake blocks, brake beams, safety bracket, vacuum cylinder or any other situation endangering safe running of trains.
- vi) Gatekeeper shall also be prepared to repeat any signal which TMR may give to loco pilot.
- vii) If lifting barriers get damaged or becomes out of order, the Gatekeeper shall use the spare chain with disc and padlocks for securing the gate against road traffic.
- viii) Gatekeeper shall report to the nearest Station Master, Gangmate or Permanent Way Inspector any defect in his gate or apparatus pertaining to it, as soon as possible.
- ix) Gatekeeper shall wear badge and prescribed uniform while on duty at level crossing gate.
- x) Gatekeeper shall ensure that he is having competency certificate in his possession while on duty.
- xi) Gatekeeper shall work the gate as per gate working instructions and remain well conversant with these instructions.
- xii) Gatekeeper shall ensure that equipment supplied at the gate is in good order and ready for immediate use.
- xiii) Gatekeeper shall see that the channel for the flange of the wheel is kept clear.
- xiv) Gatekeeper must keep the road surface well-watered and rammed in case of non-metalled roads.
- xv) Gatekeeper must be vigilant to see that inconvenience to road users due to closure of gates should be to the minimum possible extent.

- xvi) Gatekeeper shall prevent tress passing by persons or cattle to the maximum extent.
- xvii) Gatekeeper on electrified section shall watch that road vehicles/animals passing from gate are within the height loading gauge provided on either side of the Level crossing gate.
- xviii) Before opening the gate, he shall ensure that the train has passed complete over the level crossing by observing the last vehicle indicator of the train.

4. ACTION IN CASE OF UNUSUAL OCCURRENCE OF TRAIN:-

In case Gatekeeper observes anything unusual with a passing train, he shall take following action:-

- i) He shall take prompt action to warn the LP/TMR of the passing train by showing red flag by day and red light by night.
- ii) He shall simultaneously try to draw the attention of the Loco Pilot /TMR by whistling continuously, shouting, gesticulating, and throwing ballast on the brake van or by any other means.
- iii) If Loco Pilot/TMR fails to take notice, Gatekeeper shall immediately inform the Station Master to take appropriate action, under exchange of private number.
- iv) In case of train parting, Gatekeeper shall not show stop hand signal but shall show prescribed signal for train parting.
- v) He shall endeavor to attract the attention of the Loco Pilot /TMR by whistling continuously, shouting, gesticulating, and by raising both hands vertically above, quickly parting them and bringing them together in repeated Up and Down motion as high and as low as possible.
- vi) In case the train does not stop, Gatekeeper shall immediately inform the Station Master to take appropriate action, under exchange of private number.

5. ACTION IN AN EMERGENCY AT THE LEVEL CROSSING:-

- i) Place banner flag/red lights on the slave on track at 5 mtrs. away from the check rail end.
- ii) Thereafter, if he is unable to remove the obstruction, Gatekeeper shall immediately inform the Station Master on duty, by telephone regarding the defects/obstructions at the gate, under exchange of private number.
- iii) If there is no response from the Station Master after two or three attempts he shall first protect the gate and then inform on phone.

THE GATE KEEPER SHALL PROTECT THE LINE AS UNDER: -

(A) ACTION IN ELECTRIFIED SECTION:

- i) On noticing that, the whole or part of the OHE or a feeder or a cable falling down, the gate keeper shall ensure that, as far as possible, human beings, animals or vehicles etc are kept away in order to avoid any contact with the live equipment.
- ii) As soon as it is noticed that, Pantograph of an electric rolling stock getting damaged and/or entanglement of the same with the OHE, he shall make every possible effort to stop the train and immediately inform SM on duty.
- iii) Any damage to the track or structures of the OHE comes to the notice of on duty GK, he shall immediately inform SM on duty and take all necessary measure for protection of the line as under,

(B) PROTECTION ON DOUBLE LINE:-

- i) If both lines are obstructed the Gatekeeper shall plant a red banner flag by day and a red light by night at 5 meters away from the line on which train is expected to arrive first.
- ii) Then he will similarly plant the other red banner flag by day and red light by night on the other line at 5 meters away from the site of obstruction.
- iii) Gatekeeper shall then proceed to protect the gate along with detonators and red flag by day and red hand signal lamp by night.
- iv) Gatekeeper shall proceed exhibiting red flag by day and red hand signal lamp by night on the line on which a train is expected to arrive first, to a point 600 meters and place one detonator on the line. Thereafter he shall proceed to a distance 1200 meters from the level crossing gate and place 3 detonators on the track in 10 meters apart. Having thus protected the line he shall return to the level crossing gate picking up the intermediate detonator on his way back.
- v) Thereafter, he shall proceed on the other line, showing red hand signal, similarly place detonators as described in para (iv) above and return to the site of obstruction, picking up the intermediate detonator on his way back.
- vi) Having returned to the gate, he must then take steps to remove the obstruction and warn the Loco Pilot of the approaching train.
- vii) In case the Gate Keeper observes or hears a train approaching when he is still on his way to protect and before he reaches the stipulated distance to place detonators, he shall place detonators on the line at a distance as far away as he can go.
- viii) Thereafter, he shall warn the Loco Pilot and stop the approaching train by waving his red flag by day red hand signal lamp by night repeatedly.

(C) OTHER ACTIONS TO BE TAKEN BY GATEKEEPER:

- i) At night, Gatekeeper shall light two hand signal lamps and take action to exhibit red light and protect the lines as described in sub Paras (a) and (b) above.
- ii) If the gate is broken by a road vehicle, which is fouling the track, or if lifting barriers or any other part of the gate foul the track, or if there is any other obstruction at the gate, the Gatekeeper shall take immediate action.
- iii) He shall note down the particulars of the road vehicle, vehicle number, name of the driver, owner and relay these details to the SM and Permanent Way Inspector regarding the particulars and obstructions at the level crossing gate, through messenger or other means available.

2.5 ENGINEERING ITEMS:-

Visibility:-

Direction	Side	Visibility Distance
UP	Right	1000 m.
	Left	1000 m.
DN	Right	1000 m.
	Left	1000 m.

- i) Speed Breaker: - Speed Breakers of approved design are provided on either side of this Level Crossing gate.
- ii) Periodical Census of traffic has been taken and the latest TVU is 7733 on 12/2024.

2.6 SPECIAL INSTRUCTIONS :-

1. MODE OF OPERATION:-

This is a Manned & Non-interlocked Engineering L.C. Gate situated KM.713/15-17(UP), KM. 713/16-18 (DN) in between SFC-DFR Stations. This gate is provided with winch operated coupled lifting barriers and the gate is closed/opened by the gateman manually by winch operation. Telephone communication is provided between the L C. gate lodge with SM office of SFC station. The level crossing gate is normally kept closed and locked against road traffic. The Station Master/ SFC shall not permit any train to enter the block section, unless he is assured of the closure and locking of the gate by the gateman supported by exchange of private number. When the gateman desires to open the gate for passage of road traffic he should ensure that no PN has been exchanged with the Station Master/ SFC for the passage of train or the whole of the train with last vehicle indicator has passed over the level crossing gate for which the gateman has exchanged private number with the SM/SFC. Before opening the gate for road traffic, he shall display banner flag/danger signal at either side of the track at a distance of 5 meters away from the gate.

2. **EXCHANGE OF PRIVATE NUMBERS:-**

- (i) The normal position of level crossing gate being “Closed to Road Traffic” it should always be in closed condition against road traffic, except when, it is opened for passage of road traffic over the level crossing, subject to conditions prescribed below.
- (ii) The Station Master / SFC before permitting each train to enter into the block section, shall ask Gateman on the telephone by giving a Private Number whether, gate is closed against road traffic for the passage of train. The Gateman only after ensuring that the gate is actually closed and locked against road traffic shall give a Private Number to the Station Master / SFC in assurance of gate being closed and locked against road traffic.
- (iii) The Station Master / SFC shall not permit any train to enter the block section, unless he is assured of the closure and locking of the gate by the gateman supported by exchange of private number.
- (iv) When the gateman desires to open the gate for passage of road traffic he should ensure that:-
 - (a) He has not exchanged any private number with the SM / SFC as per (ii) above.
 - (b) If he has exchanged private number with the Station Master / SFC , the whole of the train with last vehicle indicator has passed over the level crossing gate and Station Master / SFC has not exchanged private number with him for any other movement immediately after passage of the train.
Before opening the gate for road traffic, he shall display banner flag/danger signal at either side of the track at a distance of 5 meters away from the gate. Then he shall open the gate for passing the road traffic, keeping a red flag / red hand signal lamp ready in his hand to stop approaching train if any.
- (v) In case the Gateman is not responding on the telephone or in case the telephone becomes defective or private number is not received from the Gateman, the Station Master/ SFC shall adhere to the procedure prescribed in SR 16.03.04.
- (vi) In the event of failure of telephone, if the gate is required to be opened for the passage of road traffic, the gateman shall look out in both directions before opening the gate to ensure that no train is approaching from either end. He shall then plant a banner flag during day and a hand signal lamp with the red light during night, 5 meters away from the gate on the track on either side. He will thereafter, open the gate for passing the road traffic keeping a red flag / red hand signal lamp ready in his hand to stop approaching train if any.

2.7 **FAILURE OF TELEPHONIC COMMUNICATION:-**

When telephonic communication fails or he does not get any response from the gatekeeper despite two or three attempts, the following procedure should be adopted:

- i) Station Master/SFC shall issue caution order to the Loco Pilot of the departing train.

- ii) The caution order shall advise the Loco Pilot to whistle continuously and approach the gate cautiously.
- iii) The Loco Pilot shall be instructed to pass the gate cautiously, on being hand signaled by the gatekeeper. If hand signal is not seen, the Loco Pilot should be prepared to stop short of the gate and depute his Assistant Loco Pilot to see the condition of the gate. If gate is closed, ALP will give all right signal and if gate is not closed, the ALP must close the gate and then give all right signal. In the absence of the ALP, the LP may take the assistance of TMR.
- iv) In case of an approaching train, the SM shall advise the SM at the dispatching end, under exchange of private number that the telephone at the gate has failed.
- v) The SM at the dispatching end shall then issue a caution order to the LP before dispatching a train in the block section from his end.
- vi) The SM shall advise the GK through gang man/patrol man or the LP of the first train that the telephone has become defective.
- vii) He should also advise S&T staff responsible for maintenance of the telephone to rectify the same at the earliest.
- viii) Normal working will be resumed only after S&T staff rectify the telephone and issue reconnection/fit memo for the same

2.8. FAILURE OF LIFTING BARRIERS :-

- i) When the Gate cannot be closed due to failure of lifting barriers, The Gatekeeper will immediately inform the Station Master on duty/ SFC, under exchange of Private number, and ensure that lifting barriers do not foul the track.
- ii) He shall immediately fix red banner flag by day and red light by night on the post at that end first from which the train is approaching and then at the other end.
- iii) Gatekeeper shall secure the Gate against road traffic by means of safety chains and padlocks.
- iv) After securing the Gate against road traffic, Gatekeeper shall show green hand signal flag by day and green light by night to the Loco pilot of an approaching train.
- v) Station Master on duty/ SFC shall issue caution order to the Loco pilot of departing train.
- vi) He shall also advise the Station Master/ DFR at the dispatching end, under exchange of private number, to similarly issue a caution order to the Loco pilot before dispatching a train into the block section from his end.
- vii) SM/ SFC should also advise maintenance staff responsible for maintenance of the lifting barriers to rectify the defect at the earliest.
- viii) Normal working will be resumed only after maintenance staff repair the barriers and issue reconnection/fit memo for the same.

2.9 OBSTRUCTION AT THE GATE:-

- i) If the Gate is broken by a road vehicle which is fouling the track, or if lifting barriers or any other part of the Gate foul the track, or if there is any other obstruction at the Gate, the Gatekeeper shall Immediately fix red banner flag by day and red lamp by night on posts provided at both ends of the Gate for this purpose.
- ii) Immediately after this, the Gatekeeper shall advise the Station Master / SFC on duty regarding the defects/obstruction at the Gate under exchange of private number.

- iii) Stationmaster at SFC on duty shall be advised to put the departure signals back to 'ON' position, if taken 'OFF' for a train.
- iv) If there is no response from the Station Master / SFC after two or three attempts, he shall first protect the Gate and then inform him on phone.
- v) Gatekeeper shall then rush with detonator and red flag by day and red hand signal lamp by night in the direction of the approaching train and protect the Gate as stipulated in General Instruction for duties of Gatekeeper under item No.1.4. (5).
- vi) Thereafter he shall protect the Gate from the other direction also.
- vii) He shall note down the particulars of the road vehicle, name of the Driver, owner and relay these details to the Station Master/ SFC who shall not allow the trains unless he has been assured by the Gatekeeper that the road vehicle or the lifting barriers are not fouling the track.
- viii) The Station Master/ SFC shall also inform the station Master/ DFR, at the dispatching end, under exchange of private number, asking him not to dispatch any train into the block section from his end, until the track has been cleared of all obstructions.
- ix) After the track has been cleared of all obstructions the Gatekeeper shall inform the Station Master/ SFC accordingly under exchange of private number.
- x) Gatekeeper shall secure the Gate against road traffic by means of safety chains and padlocks and thereafter exhibit green hand signal, if the Gate is not obstructed.
- xi) Station Master/ SFC shall advise maintenance staff responsible for maintaining the lifting barriers Gates to repair the same at the earliest.
- xii) Normal working will be resumed only after maintenance staff rectify the defective lifting barriers and issue reconnection/fit memo for the same.

2.10. OBSTRUCTION ON THE TRACK NEAR LEVEL CROSSING GATE:-

If there is a rail fracture or obstruction on the track due to falling of a tree, fouling by road vehicle or derailment which is visible to the Gatekeeper, the Gatekeeper and Station Master/SFC will adopt the procedure given under item No.1.9 above. If the obstruction fouls the level Crossing Gate, Gatekeeper must keep the gates closed against road traffic till the track is cleared of the obstruction.

2.11. ACCIDENTAL ROLLING DOWN OF TRAIN:-

When the Gatekeeper seen that a train is rolling down or immediately after receipt of the information about accidental rolling down of the train the Gatekeeper shall:

- i) First close the gate against the road traffic.
- ii) Then immediately inform the Station Master on duty.
- iii) He shall not open the gate till he ensured that the train has completely stopped.

CERTIFICATE: -

NOTHING IN THESE RULES SHALL BE READ AS CANCELLING, AMENDING AND MODIFYING ANY OF THE RULES IN GENERAL RULES, SUBSIDIARY RULES, BLOCK WORKING MANNUAL AND OPERATING MANNUAL.

3.0 GATE WORKING INSTRUCTIONS FOR 'B2' CLASS ENGG. INTERLOCKED LEVEL CROSSING GATE No. JT-117 AT KM 714/13-15(UP), KM.714/14-16 (DN) IN BETWEEN SFC-DFR STATIONS

3.1 GENERAL INSTRUCTIONS:-

3.1.1. DESCRIPTION OF THE LEVEL CROSSING GATE:

Following details shall be maintained at all manned level crossing gates;

1.	Number of level crossing gate	:	JT-117
2.	Engineering or Traffic Gate	:	Engineering
3.	Under control of Station Master or Permanent Way Inspector	:	Permanent Way Inspector
4.	Location at KM	:	KM 714/13-15(UP), KM.714/14-16 (DN)
5.	At station	:	----
6.	In between station	:	SFC-DFR
7.	BG/MG/NG	:	BG
8.	Single line/Doubling Line/Multiple Line	:	Double line
9.	Normal position	:	Open to Road Traffic
10.	Interlocked/Non-interlocked	:	Interlocked
11.	Means of interlocking	:	EKT
12.	Provision of gate Signal at Kms	:	(a) UP gate signal: KM 714/3-4 (b) DN gate signal: KM 714/10-11
13.	Signaling arrangement	:	Yes.
14.	Means of communications Telephone with or without Voice logger.	:	Telephone connection from gate goomty with SM Office /SFC.
15.	Width of Level Crossing Gate	:	7.5 MTRS
16.	Type of Road(NH/SH/Others)	:	Other (village)
17.	Name of Road	:	Saintala -Tikrapara Road
18.	Metaled/Non Metaled	:	Metaled
19.	Approach Road	:	Metaled
20.	Width of the Road	:	7.5 MTRS
21.	Angle of Road Crossing (incase of the skew gates)	:	----
22.	Road Gradient (if any)	:	(a) North/East side:- 1 in 60. (b) South/West side:- 1 in 60.
23.	Road alignment (straight/curve)	:	(a) North/East side :- Straight. (b) South/West side :- Straight.
24.	Provision of height gauge	:	Provided
25.	Type of Barrier	:	Electrical Operated Lifting barrier
26.	Length of check Rail	:	9.5 MTRS
27.	Road surface in between LC gates.	:	Leveled with hexagonal concrete blocks

S.SAINI
DSTE(SIG)/SBP

LINGARAJ GARTIA
DOM(G)/SBP

28	Length of Rumble strip/speed breakers.	:	7.5 MTRS
29	Road Signs	:	Provided
30	Speed breakers indication board	:	Provided
31	TVU	:	24675 on 12/2024
32	Census next due on	:	12/2027
33	Demarcation for placement of detonators.	:	Available
34	No. of Gatekeeper working	:	2 (12 hours Duty)
35	Nearest Railway Medical Assistance	:	Titlagarh (TIG)
36	Nearest Private Medical Assistance available (if any)	:	Saintala (SFC)
37	List of equipment available Yes / No.	:	Yes

3.2 EQUIPMENT:

ITEMS

QUANTITY/NUMBERS

1. LED based flashing Tri-color hand signal lamp	3
2. Hand signal Flag Green	1 mounted on sticks
3. Hand Signal Flag Red.	3
4. Banner Flag Red	3
5. Posts for exhibiting red banner flag	2
6. Spare chains with padlocks	2 with stop mark
7. Detonators	10 in tin case
8. Gate Lamps	2
9. Tommy Bar	1
10. Mortar Pan	1
11. Spade/Fowrah	1
12. Rammer	1 (in case of asphalted road this may not be provided)
13. Pick Axe	1 (in case of asphalted road this may not be provided)
14. Tin case for flags	1
15. Water pot/Bucket	1
16. Canister for Muster Roll	1
17. Set of spare spectacles of Gatekeeper Wearing glasses.	1
18. Board demarcating protection of level crossing Gate diagram in case of obstruction on Gate .	1
19. Basket	1
20. Whistle	1

S.SAINI
DSTE(SIG)/SBP

LINGARAJ GARTIA
DOM(G)/SBP

- | | |
|---|---|
| 21. Wall clock | 1 |
| 22. Small size chains with padlock to be used in case of failure of gate boom lock. | 2 |

3.3 LIST OF REGISTERS PROVIDED AT THE LC GATE LODGE: -

- i) Gate working instructions in Hindi / English.
- ii) Gate working instructions in local vernacular language.
- iii) Gatekeeper Rule Book in Local vernacular language.
- iv) List for tools and books.
- v) Duty Register.
- vi) Certificate for working as Gatekeeper.
- vii) Bio–Data particulars of Gatekeeper, including date of passing vision test, initial/refresher course, safety camp etc.
- viii) Accident Register.
- ix) Records of last census of road traffic at level crossing gate.
- x) Public complaint Book.
- xi) Inspection Book.
- xii) S&T Register.

3.4 DUTIES OF GATEMAN:-

1. ALERTNESS:-

The Gatekeeper on duty shall be alert. He should be prepared to take immediate action, when danger is apprehended. Keys of the gate shall be in his personal custody.

2. POSITION OF GATE KEEPER DURING PASSAGE OF TRAINS:-

During passage of trains, Gatekeeper will stand in the manner indicated below:-

- i) Gatekeeper will stand attentively in front of the gate – lodge facing the approaching train.
- ii) In daytime, Gatekeeper shall hold red and green flags furled up on separate sticks in right and left hands respectively.
- iii) In nighttime, Gatekeeper shall hold lighted hand signal lamp with white light facing the track.
- iv) He shall keep the whistle slung around his neck from a cord.

3. ROUTINE DUTIES OF GATEKEEPER:-

- i) Gatekeeper shall ensure that red banner flag by day and red light by night is placed across the track in case of emergency and obstruction on the track.
- ii) Gatekeeper shall ensure that all gate lights and hand signal lights are lighted and kept burning continuously from sunset to sunrise.
- iii) Gatekeeper shall perform his duties strictly according to the duty roster and shall not leave the gate unless his reliever arrives and takes over charge from him. However, if it is necessary to leave the gate in an emergency, he must close and lock the gate against road traffic, before leaving the gate.
- iv) Except where otherwise prescribed under special instructions, he shall observe all passing trains and be prepared to take such action as may be necessary to ensure safety of trains.
- v) Gatekeeper shall watch all passing trains and keep sharp look out for any unusual like hot axle, hanging chains, hanging battery, any vehicle/wagons /trains/battery/box on fire,

- shifted load, falling material like brake blocks, brake beams, safety bracket, vacuum cylinder or any other situation endangering safe running of trains.
- vi) Gatekeeper shall also be prepared to repeat any signal which TMR may give to loco pilot.
 - vii) If lifting barriers get damaged or becomes out of order, the Gatekeeper shall use the spare chain with disc and padlocks for securing the gate against road traffic.
 - viii) Gatekeeper shall report to the nearest Station Master, Gangmate or Permanent Way Inspector any defect in his gate or apparatus pertaining to it, as soon as possible.
 - ix) Gatekeeper shall wear badge and prescribed uniform while on duty at level crossing gate.
 - x) Gatekeeper shall ensure that he is having competency certificate in his possession while on duty.
 - xi) Gatekeeper shall work the gate as per gate working instructions and remain well conversant with these instructions.
 - xii) Gatekeeper shall ensure that equipment supplied at the gate is in good order and ready for immediate use.
 - xiii) Gatekeeper shall see that the channel for the flange of the wheel is kept clear.
 - xiv) Gatekeeper must keep the road surface well-watered and rammed in case of non-metalled roads.
 - xv) Gatekeeper must be vigilant to see that inconvenience to road users due to closure of gates should be to the minimum possible extent.
 - xvi) Gatekeeper shall prevent tress passing by persons or cattle to the maximum extent.
 - xvii) Gatekeeper on electrified section shall watch that road vehicles/animals passing from gate are within the height loading gauge provided on either side of the Level crossing gate.
 - xviii) Before opening the gate, he shall ensure that the train has passed complete over the level crossing by observing the last vehicle indicator of the train.
 - xix) In the event of gate signal becoming defective the Gatekeeper shall maintain the signal in the 'ON' position even by disconnecting the signal or the wire if necessary.

4. ACTION IN CASE OF UNUSUAL OCCURRENCE OF TRAIN:-

In case Gatekeeper observes anything unusual with a passing train, he shall take following action:-

- i) He shall take prompt action to warn the LP/TMR of the passing train by showing red flag by day and red light by night.
- ii) He shall simultaneously try to draw the attention of the Loco Pilot /TMR by whistling continuously, shouting, gesticulating, and throwing ballast on the brake van or by any other means.
- iii) If Loco Pilot/TMR fails to take notice, Gatekeeper shall immediately inform the Station Master to take appropriate action, under exchange of private number.
- iv) In case of train parting, Gatekeeper shall not show stop hand signal but shall show prescribed signal for train parting.
- v) He shall endeavor to attract the attention of the Loco Pilot /TMR by whistling continuously, shouting, gesticulating, and by raising both hands vertically above, quickly parting them and bringing them together in repeated Up and Down motion as high and as low as possible.
- vi) In case the train does not stop, Gatekeeper shall immediately inform the Station Master to take appropriate action, under exchange of private number.

5. ACTION IN AN EMERGENCY AT THE LEVEL CROSSING:-

- i) In case of an obstruction at the level crossing gate, Gatekeeper shall maintained the gate signals, iF any, in the 'ON' position by normalizing slot switch /signal knob.
- ii) Thereafter, if he is unable to remove the obstruction, Gatekeeper shall immediately inform the Station Master on duty, by telephone regarding the defects/obstructions at the gate, under exchange of private number.
- iii) If there is no response from the Station Master after two or three attempts he shall first protect the gate and then inform on phone.

THE GATE KEEPER SHALL PROTECT THE LINE AS UNDER: -

(A) ACTION IN ELECTRIFIED SECTION:

- i) On noticing that, the whole or part of the OHE or a feeder or a cable falling down, the gate keeper shall ensure that, as far as possible, human beings, animals or vehicles etc are kept away in order to avoid any contact with the live equipment.
- ii) As soon as it is noticed that, Pantograph of an electric rolling stock getting damaged and/or entanglement of the same with the OHE, he shall make every possible effort to stop the train and immediately inform SM on duty.
- iii) Any damage to the track or structures of the OHE comes to the notice of on duty GK, he shall immediately inform SM on duty and take all necessary measure for protection of the line as under,

(B) PROTECTION ON DOUBLE LINE:-

- i) If both lines are obstructed the Gatekeeper shall plant a red banner flag by day and a red light by night at 5 meters away from the line on which train is expected to arrives first.
- ii) Then he will similarly plant the other red banner flag by day and red light by night on the other line at 5 meters away from the site of obstruction.
- iii) Gatekeeper shall then proceed to protect the gate along with detonators and red flag by day and red hand signal lamp by night.
- iv) Gatekeeper shall proceed exhibiting red flag by day and red hand signal lamp by night on the line on which a train is expected to arrive first, to a point 600 meters and place one detonator on the line. Thereafter he shall proceed to a distance 1200 meters from the level crossing gate and place 3 detonators on the track in 10 meters apart. Having thus protected the line he shall return to the level crossing gate picking up the intermediate detonator on his way back.
- v) Thereafter, he shall proceed on the other line, showing red hand signal, similarly place detonators as described in para (iv) above and return to the site of obstruction, picking up the intermediate detonator on his way back.
- vi) Having returned to the gate, he must then take steps to remove the obstruction and warn the Loco Pilot of the approaching train.
- vii) In case the Gate Keeper observes or hears a train approaching when he is still on his way to protect and before he reaches the stipulated distance to place detonators, he shall place detonators on the line at a distance as far away as he can go.
- viii) Thereafter, he shall warn the Loco Pilot and stop the approaching train by waving his red flag by day red hand signal lamp by night repeatedly.

(C) OTHER ACTIONS TO BE TAKEN BY GATEKEEPER:

- i) At night, Gatekeeper shall light two hand signal lamps and take action to exhibit red light and protect the lines as described in sub Paras (a) and (b) above.
- ii) If the gate is broken by a road vehicle, which is fouling the track, or if lifting barriers or any other part of the gate foul the track, or if there is any other obstruction at the gate, the Gatekeeper shall take immediate action.
- iii) He shall note down the particulars of the road vehicle, vehicle number, name of the driver, owner and relay these details to the SM and Permanent Way Inspector regarding the particulars and obstructions at the level crossing gate, through messenger or other means available.

3.5 ENGINEERING ITEMS:-**Visibility:-**

Direction	Side	Visibility Distance
UP	Right	800 m.
	Left	600 m.
DN	Right	600 m.
	Left	800 m.

- i) Speed Breaker: - Speed Breakers of approved design are provided on either side of this Level Crossing gate.
- ii) Periodical Census of traffic has been taken and the latest TVU is 23453 on 12/2021.

3.6 SPECIAL INSTRUCTIONS:-**1. MODE OF OPERATION:-**

This interlocked L.C. Gate is situated at the DFR end of the yard in between UP Home signal and UP Gate Stop signal GS1 of SFC station. This gate is interlocked with station stop signals. Telephone connection is provided between the L C. gate lodge with SM office SFC Station. The level crossing gate is of lifting barrier type and motor operated by means of motor from the panel provided at the gate lodge. The normal position of the gate is open to road traffic. Dead approach locking of 60 second is provided for UP & DN direction movement.

Before taking off reception/departure signals the SM on duty at SFC Station shall inform the gate keeper about the train number & directions and advise him to close and lock the gate. The gatekeeper shall after satisfying himself that the level crossing is clear of all obstructions shall sound the hooter and close the barriers of the LC gate. For closing the barriers together press the CLOSE push button (YELLOW) continuously provided on the panel till the barriers come down and get locked in the locking device. As soon as the Barriers reach the close position AMBER LEDs glow (provided in panel) and on getting locked GREEN LEDs will glow indicating that boom has been locked. (In case GREEN LED for the connected barrier is not glowing after closing the gate, however, the AMBER LEDs are glowing then the emergency push button can be only pressed for locking the booms for taking of the signals. The emergency locking operation should be done only after physical verification of locking at both the lock posts. After the LC gate is closed and locked against road traffic Key 'A' can be extracted from EKT-1. Key 'A' thus extracted is inserted in EKT-2 and transmitted electrically to panel in conjunction with switch GS1 or GS2 (gate slot) reversed. This releases concerned UP & DN Gate stop signals.

After passage of UP train LC No.JT-117 shall be released automatically after sequential occupation and clearance of track circuit No.GS1T1 & GS1T2 and after passage of DN trains the gate shall be released automatically after sequential occupation & clearance of track circuit No. GS2T1 &GS2T2.

Approach warning is provided and is effective from 4KM in rear of UP Gate Stop Signal GS1.

After passage of train, on duty SM/SFC Station shall grant permission and transmit the Gate key to the gatekeeper by pressing the group Trans button. The green indication starts flashing at SM's VDU and gate keeper will get yellow indication near the EKT which indicates that the key 'A' can be extracted from EKT-2 after turning the GS1 or GS2 switch to normal position. Then Key 'A' is extracted from EKT-2 and inserted in EKT-1 and turned.

For opening the LC gate barriers press the OPEN push button (GREEN) continuously till both the barriers start opening and reach to the (fully opened)vertical position from horizontal position. Motors will cut off after the booms achieve the desired vertical angle.

In case of emergency Key 'B' (chained with Boom Crank Handle) is extracted from EKT-3, Electro-Mechanically free, provided at Gate Lodge (in a locked and sealed red box). The crank handle can be used for manual operation of individual lifting barriers by crank handling in case of emergency.

Extraction of Key 'B' shall put back all the relevant signals at 'ON'. Switch GS (Gate Slot) is provided in the gate lodge to put back the concerned UP & DN signals to 'ON' by the gateman in case of emergency.

In case of failure of lifting barriers of level crossing gate due to failure/damage of gate boom etc., emergency sliding boom can be used as auxiliary gate without piloting IN and OUT of train. This emergency sliding boom cannot be used during normal working condition of main boom.

A. INSTRUCTIONS FOR OPERATION OF SLIDING BOOM:

- i) In case of breakage of normal boom or LC gate cannot be closed due to failure, the Gate keeper shall release electro-mechanically free Key 'S' from " EKT- 5 " provided in the Gate lodge. Extraction of Key 'S' from the "EKT-5" will put back the road signals to danger and the hooter will sound simultaneously. Key 'S' unlocks the Sliding Barrier-1 provided at the far end of Gate Lodge.
- ii) Sliding Barrier-1 to be rolled across the road up to lock post. Key (chained with barrier) releases the lock plunger & Key 'SB-1' when extracted lock the Sliding Barrier-1.
- iii) Similarly, Sliding Barrier-2 provided at the near end of Gate lodge, after unlocking the pad lock by Gateman (Key available with self custody with him) to be rolled across the road up to lock post. Key (chained with Barrier) along with Key 'SB-1' inserted releases the lock plunger & Key 'SB-2'. Key 'SB-2' when extracted locks the Sliding Barrier-2 & Key 'SB-1'.
- iv) Finally released Key 'SB-2', is to be transmitted electrically to SM/SFC by inserting it in "EKT- 4" provided in the Gate lodge, in conjunction with Gate slot switch 'GS' reversed to enable the SM/SFC on duty to take off concerned signals.
- v) In case of any damage to sliding boom when it is in closed condition to road traffic, leading to infringement or obstruction on track, the Gateman shall normalize the switch 'GS' to put back the concerned signals to danger and inform to on duty SM/SFC .
- vi) After passage of train, SM/SFC on duty shall transmit the Gate Key. The Gateman shall extract Key 'SB-2' from "EKT- 4", normalize the switch 'GS', unlock the sliding boom and operate the gears in reverse sequence of operation to normalize the sliding boom.

B. OPERATION OF ELECTRIC LIFTING BARRIER DURING 110/24V DC POWER FAILURE:-

(Hand Generator Mode-During Power Failure)

In case of power failure (110/24 V DC), the barriers cannot be operated from the panel. But the barriers can be operated simultaneously by use of hand generator as mentioned below.

1. Put the Mode selector switch on the panel to MANUAL position.
2. To close the barriers rotate the lever on the main control panel in clock-wise direction till both the barriers reach the horizontal and locking takes place.
3. To open the barriers rotate the lever on the main control panel in anti-clock-wise direction .Both the Locks will open first and the barriers will start rising .Keep cranking till the required position is achieved.

C. OPERATION OF ELECTRIC LIFTING BARRIER WHEN 110/24 V DC POWER SUPPLY AS WELL AS HAND GENERATOR FAILS. (During power failure and failure of hand generator)

In case of failure of 110/24 V DC power supply as well as fault in the hand generator system a provision of hand cranking of each barrier has been provided.

1. Insert the crank handle which can be obtained from the emergency key box EKT 'K' on the slot provided in with the barrier pedestal.
2. Now crank in the anticlockwise direction to open the barrier, first the lock will open and then the barrier will start rising.
3. Crank in the clockwise direction till the barriers are fully closed. Keep cranking till the locking takes place.

D. INDICATIONS PROVIDED ON CONTROL PANEL FOR OPERATION OF ELECTRICAL LIFTING BARRIER:-

1. Red colour emergency push button which is to be pushed in cse any or both of the booms do not get locked (GREEN INDICARORS do not light up.) It will be used only after physical verification of looking at both the lock posts.
2. LED INDICATOR (AMBER) LAMP (At the Top) which glows when power supply is available. NO GLOW will indicate that hand generator has to be used. It glows continuously.
3. SELECTOR SWITCH which allows you to choose operation on Manual or Auto mode.
4. LED INDICATOR LAMP (GREEN) (2nos) glows when the plunger of the barriers has been detected. Meaning thereby that the barrier has reached its Horizontal position.
5. YELLOW COLOUR push button which has to be kept pressed till the barriers reach the Horizontal position.
6. LED INDICATOR LAMP (GREEN) (02 nos) glows when the barrier has been securely LOCKED. The lamp will turn off as soon as the lock has been opened.
7. GREEN COLOUR push button which has to be kept pressed till the barrier reach the fully open position.
8. Mode selector switch provided in Operating panel to be kept either in Auto position or Manual position as per requirement. It is only to be kept in Manual position for using hand generator when power supply fails or else it is to be kept in AUTO position.
9. 'Power' indicator LED will glow continuously if power supply is available.

Gate is locked when a signal is taken off. Locking of the gate is released only when the train movement for which Signals are taken off is completed. For emergency opening of the LC gate before completion of train movement or if the route given for a train has not been released, then emergency gate release operation has to be initiated in the following manner.

Signal cancellation button and the concerned signal button has to be pressed. Then emergency gate release button has to be pressed. A flashing Red indication will appear on the top of the emergency gate release button. When the gate lock indication disappears(i.e after 120 seconds) gate key can be transmitted by pressing gate key and group trans button simultaneously for opening the gate.

In the event of failure of reception and dispatch signals or during non-interlocking working the gateman shall be informed and the train shall be passed in terms of SR 3.69.02,3.69.03 and 3.70.01 after ensuring correct closing and locking of L.C Gate shall be opened only when necessary and safe to do so . the LC gate shall be so worked as to cause least possible inconvenience to the vehicular traffic in consistence with safety as per subsidiary rule 16.03.01 (a).

2. INTIMATION TO GATE MAN:-

- i) Before taking off reception signals for UP Train and departure signal for DN Train Station Master/SFC shall inform the gateman, the number, description, and direction of the train.
- ii) The gateman shall close the gate and transfer the key to the Station Master/ SFC
- iii) The reception/departure signals will then be taken 'OFF'
- iv) In order to ensure that road traffic is not held up for a long time, the Station Master/SFC must ensure that the train is ready for departure in all respects before he advises the gateman for closing the gate.
- v) When a train has to be piloted to and from the station yard or any shunting movement is to be done, the staff deputed to pilot the train to perform the shunting across the gate shall be personally responsible to ensure that the gate is closed against road traffic before allowing any movement across the gate.

3.7 FAILURE OF TELEPHONIC COMMUNICATION:-

When Telephonic Communication fails or he does not get any response from the Gateman despite 2 or 3 attempts, the following procedure should be adopted:-

- a) Station Master/SFC shall issue caution order to the Loco Pilot of the departing train.
- b) The caution order shall advice the Loco Pilot to whistle continuously and approach the gate cautiously.
- c) The Loco Pilot shall be instructed to pass the gate cautiously, on being hand signaled by the gatekeeper. If hand signal is not seen, the Loco Pilot should be prepared to stop short of the gate and depute his Assistant Loco Pilot to see the condition of the gate. If gate is closed, ALP will give all right signal and if gate is not closed, the ALP must close the gate and then give all right signal. In the absence of the ALP, the LP may take the assistance of TMR.
- d) In case of an approaching train, the SM shall advise the SM at the dispatching end, under exchange of private number that the telephone at the gate has failed.
- e) The SM at the dispatching end shall then issue a caution order to the LP before dispatching a train in the block section from his end.
- f) The SM shall advise the GK through gang man/patrol man or the LP of the first train that the telephone has become defective.
- g) He should also advise S&T staff responsible for maintenance of the telephone to rectify the same at the earliest.

- h) Normal working will be resumed only after S&T staff rectify the telephone and issue reconnection/fit memo for the same

3.8 FAILURE OF LIFTING BARRIERS:

- i) When the gate cannot be closed due to failure of lifting barriers, the gatekeeper will immediately inform, the Station Master on duty/SFC under exchange private number, and ensure the lifting barriers of gate do not foul the track. Then he will resort to use the sliding boom. If both the sliding barrier and sliding boom fails, then the gate keeper will take the following action.
- ii) He shall immediately fix red banner flag by day and red light by night on the post at that end first from which the train is approaching and then at the other end.
- iii) Gatekeeper shall secure the gate against road traffic by means of safety chains and padlocks.
- iv) After securing the gate against road traffic, Gatekeeper shall show green hand signal flag by day and green light by night to the Loco Pilot of the approaching train.
- v) Station Master on duty SFC shall issue a caution order to the Loco Pilot of a departing train.
- vi) He shall also advise the station Master/ DFR at the dispatching end, under exchange of private number, to similarly issue a caution order to the Loco Pilot before dispatching a train into the block section from his end.
- vii) Station Master/SFC will advise maintenance staff responsible for maintenance of lifting barriers to repair the defect at the earliest.
- viii) Normal working will resumed only after maintenance staff repair the barrier and issue reconnection/fit memo for the same.

Note: Authority to pass signals in 'ON' position as per rules shall also be issued to the Loco Pilots of both departing and arriving trains.

3.9 FAILURE OF GATE KEY WITH THE GATE IN CLOSED POSITION, WHEN GATE KEY CANNOT BE EXTRACTED FOR OPENING THE GATE:-

- i) If the gate key cannot be extracted from the key transmitter, then Gatekeeper must immediately inform the Station Master/ SFC on duty on telephone, under exchange of private number.
- ii) Thereafter, the gate must be treated as non – interlocked and procedure for reception/ dispatch of trains as prescribed for non – interlocked gate should be adopted.
- iii) Station Master on duty/ SFC shall issue a caution order to the Loco Pilot of a departing train.
- iv) He shall also advise the station Master/DFR at the dispatching end, under exchange of private number, to similarly issue a caution order to the Loco Pilot before dispatching a train into the block section from his end.
- v) Station Master/SFC will advise S&T staff responsible for maintenance of key transmitter to rectify the defect at the earliest.
- vi) Normal working will resumed only after S&T staff repairs the key transmitter and issue reconnection/fit memo for the same.

3.10 FAILURE OF GATE KEY WITH THE GATE IN OPEN CONDITION:

- i) If the gate key cannot be extracted from the key transmitter then Gatekeeper must immediately inform the Station Master on duty/ SFC on telephone, under exchange of private number.
- ii) Thereafter, the gate must be treated as non-interlocked and procedure for reception/dispatch of trains as prescribed for non interlocked gate should be adopted.
- iii) Gatekeeper shall secure the gate against road traffic by means of chains and padlocks and pass the trains on hand signals.
- iv) Station Master on duty SFC shall issue caution order to the Loco Pilot of a departing train.
- v) He shall also advise the station Master SFC at the dispatching end, under exchange of private number, to similarly issue a caution order to the Loco Pilot before dispatching a train into the block section from his end.
- vi) Station Master SFC will advise S&T staff responsible for maintenance of gate/key transmitter to rectify the defect at the earliest.
- vii) Normal working will resumed only after S&T staff repairs the key transmitter and issue reconnection/fit memo for the same.

3.11 DEFECTIVE GATE SIGNAL:

- (i) The gateman shall treat the gate signal as defective and must not take off them under following circumstances:
 - (a) If gate signals can be taken 'OFF' without closing the gate, or
 - (b) The key can be extracted from the operating winch when the gate is in open condition.
- (ii) If the Gate or the Gate Signal or Distant Signal becomes defective in 'OFF' position, the gateman will make all efforts to put it at 'ON' position.
- (iii) The gateman will immediately advise the Station Master/SFC on duty, under exchange of private number, regarding defective gate signals.
- (iv) Thereafter, the gate must be treated as non – interlocked and procedure for reception/dispatch as prescribed for non-interlocked gates should be adopted.
- (v) He shall show green hand signal flag by day and green light by night to the passing train after closing the gate.
- (vi) Station Master/SFC on duty will issue a caution order to the driver of departing train.
- (vii) He shall also advise the Station Master/DFR at the dispatching end, under exchange of private number, to similarly issue a caution order to the driver before despatching train into the block section from his end.

- (viii) Station Master/SFC shall advise S&T staff responsible for maintaining the gate signal to repair the same at the earliest.
- (ix) Normal working will be resumed only after S&T staff rectifies the defective gate signal and issue reconnection/fit memo for the same.

3.12. OBSTRUCTION AT THE GATE:-

- i) If the gate is broken by a road vehicle which is fouling the track, or if lifting barriers or any other part of the gate foul the track, or if there is any other obstruction at the gate, the gatekeeper shall immediately normalize GS switch to put back concerned signals and then fix red banner flag by day and red lamp by night on posts provided at both ends of the gate, for this purpose.
- ii) Immediately after this, the gatekeeper shall advise the Station Master/ SFC on duty, regarding the defects/obstruction at the gate, under exchange of private number.
- iii) Station Master/ SFC on duty shall be advised to put the reception/departure signals back to 'ON' position, if taken 'OFF' for a train.
- iv) If there is no response from the Station Master SFC after two or three attempts, he shall first protect the gate and then inform on phone.
- v) Gatekeeper shall then rush with detonators and red flag by day and red hand signal lamp by night in the direction of the approaching train and protect the gate as stipulated in General Instruction for duties of Gatekeeper under item No.3.4. (5).
- vi) Thereafter he shall protect the gate from the other direction also.
- vii) He shall note down the particulars of the road vehicle, name of the Driver, owner and reply these details to the station Master SFC who shall not start the trains unless he has been assured by the Gatekeeper that the road vehicle or the lifting barriers are not fouling the track.
- viii) The Station Master SFC shall also inform the station Master DFR at the dispatching end, under exchange of private number, asking him not to dispatch any train into the block section from his end, until the track has been cleared of all obstructions.
- ix) After the track has been cleared of all obstructions the gatekeeper shall inform the Station Master SFC accordingly, under exchange of private number.
- x) Gatekeeper shall secure the gate against road traffic by means of safety chains and padlocks and they're after exhibit green hand signal, if the gate is not obstructed.
- xi) Station Master SFC shall advise maintenance staff responsible for maintaining the lifting barriers to repair the same at the earliest.
- xii) Normal working will be resumed only after maintenance staffs rectify the defective lifting barriers and issue reconnection/fit memo for the same.
- xiii) Station Master SFC shall then issue a caution order to Loco Pilots of all trains to proceed cautiously, and pass the gate signal at 'ON' position on green hand signal of the Gatekeeper, if the gate is broken, but is clear of any obstruction.

3.13. OBSTRUCTION ON THE TRACK NEAR LEVEL CROSSING GATE:

If there is a rail fracture or obstruction on the track due to falling of a tree, fouling by road vehicle or derailment which is visible to the Gatekeeper, the Gatekeeper and Station Master SFC will adopt the procedure given under item No. 3.12 above. If the obstruction fouls the level Crossing Gate, Gatekeeper must keep the gates closed against road traffic till the track is cleared of the obstruction.

3.14. DUTIES OF GATEKEEPER IN CASE OF ACCIDENTAL ROLLING DOWN OF TRAIN:

When the Gatekeeper seen that a train is rolling down or immediately after receipt of the information about accidental rolling down of the train the Gatekeeper shall:

- (i) First close the gate against the road traffic.
- (ii) Then immediately inform the SM on Duty.
- (iii) He shall not open the gate till he ensured that the train has completely stopped.

CERTIFICATE: -

NOTHING IN THESE RULES SHALL BE READ AS CANCELLING, AMENDING AND MODIFYING ANY OF THE RULES IN GENERAL RULES, SUBSIDIARY RULES, BLOCK WORKING MANNUAL AND OPERATING MANNUAL.

4.0 GATE WORKING INSTRUCTIONS OF “C” CLASS TRAFFIC INTERLOCKED LEVEL CROSSING GATE AT KM.716/18-20 (LC NO. JT-119) IN SAINTALA YARD AT BUDM END.

4.1. GENERAL DESCRIPTION:-

2.1.1 DESCRIPTION OF THE LEVEL CROSSING GATE:-

1.	Number of level crossing gate	:	JT-119
2.	Engineering or Traffic Gate	:	Traffic
3.	Under control of Station Master or Permanent Way Inspector	:	SM/SFC
4.	Location at KM	:	716/18-20
5.	At station	:	----
6.	In between station	:	SFC-BUDM
7.	BG/MG/NG	:	BG
8.	Single line/Doubling Line/Multiple Line	:	Double line
9.	Normal position	:	Open to road traffic
10.	Interlocked/Non-interlocked	:	Interlocked
.			
11.	Means of interlocking	:	Station Stop Signals
.			
12.	Provision of gate Signal at Kms	:	(a) UP gate signal: Nil (b) DN gate signal: Nil
.			
13.	Signalling arrangement	:	MACLS
.			
14.	Means of communications Telephone/Bell etc.	:	Telephone connection from gate goomty with SM Office /SFC.
.			
15.	Width of Level Crossing Gate	:	7.5 MTRS
.			
16.	Type of Road(NH/SH/Others)	:	Other (village)
.			
17.	Name of Road	:	Village Road
.			
18.	Metaled/Non Metaled	:	Metaled
.			
19.	Approach Road	:	Metaled
.			
20.	Width of the Road	:	7.5 MTRS
.			
21.	Angle of Road Crossing (incase of the SKEW gates)	:	---
.			
22.	Road Gradient (if any)	:	(a) North/East side:- 1 in 30 (b) South/West side:- 1in 30
.			
23.	Road alignment (straight/curve)	:	(a) North/East side-Curve (b) South/West side-Straight
.			
24.	Provision of height gauge	:	Provided
.			
25.	Type of Barrier	:	Electrical Operated Lifting barrier
.			
26.	Length of check Rail	:	9.5 MTRS
.			
27.	Road surface in between level crossing gates.	:	C.C.Block
.			
28.	Length of Rumble strip/speed breakers.	:	9.5 MTRS
.			
29.	Road Signs	:	Provided

.			
30	Speed breakers indication board	:	Provided
.			
31	TVU	:	3463 (12/2021)
.			
32	Census next due on	:	12/2024
.			
33	Demarcation for placement of detonators.	:	Available
.			
34	No. of gateman working	:	02 (12 Hours Duty)
.			
35	Nearest Railway Medical Assistance	:	Titlagarh (TIG)
.			
36	Nearest Private Medical Assistance available (if any)	:	Saintala (SFC)
.			
37	List of Equipment available Yes/No	:	Yes
.			

2.2 EQUIPMENTS AT THE L.C.GATE-

Sl. No.	Description	Requirement	To be used as
1.	LED Tri colour hand signal lamps	Two	One for use and another for spare.
2.	Green Hand Signal Flag	One flag mounted on sticks	To hold in furled condition while passing train.
3.	Red Hand Signal Flag	Two flags mounted on sticks.	One to hold in furled condition and another for spare.
4.	Red Banner Flag mounted with sticks.	Double line – 2	In case of obstruction, one flag each is to be displayed on either side of line.
5.	Spare chains with padlocks.	2 chains with 2 padlocks.	For securing gate against road traffic in case of gate boom cannot be closed.
6.	Stop Boards.	2 retro reflective stop boards with stands.	To display towards road traffic when gate is secured by gate chains due to failure of booms.
7.	Padlock	One	To lock the door of the gate lodge in case of necessity.
8.	Detonators.	Ten (10) in a tin case.	For use in case of obstruction of track.
9.	Tommy Bar	One	For levelling the soil surface or to clean the channels of rails.
10.	Bucket	One	To keep water.
11.	Whistle	One	For alerting road users on approach of train and LP/ Guard to call their attention.
12.	Wall Clock	One	To note down the timings in PN/Log book.
13.	Small size chain for use in case of failure of gate boom lock.	Two	For securing boom in closed condition in case of failure of boom lock.

2.3 RECORDS TO BE KEPT AT GATE LODGE:

In addition to the above equipment, following records shall also be kept at the gate lodge.

- 1) Gate working Instructions in Hindi / English.
- 2) Gate working instructions in local vernacular language.
- 3) Gateman Rule Book in local vernacular language.
- 4) List for tools and books.
- 5) Duty Roster.
- 6) Certificate for working as Gateman
- 7) Bio-data particulars of Gateman, including date of passing vision test, Initial/refresher course.
- 8) Accident Register.
- 9) Record of last census of road traffic at level crossing gate.
- 10) Public Complaint Book.
- 11) Inspection Book.

2.4 DUTIES OF GATE MAN:-

1. **ALERTNESS:** The Gateman on duty shall be alert. He should be prepared to take immediate action, when danger is apprehended. Keys of the Gate shall be in his personal custody.

2. **POSITION OF GATE KEEPER DURING PASSAGE OF TRAINS:-**

During passage of trains, Gateman will stand in the manner indicated below:

- i) Gateman will stand attentively in front of the Gate – lodge facing the approaching train.
- ii) In daytime, Gateman shall hold red and green flags furled up on separate sticks in right and left hands respectively.
- iii) In night time, Gateman shall hold lighted hand signal lamp with white light facing the track.
- iv) He shall keep the whistle slung around his neck from a cord.

3. **ROUTINE DUTIES OF GATEMAN:-**

- i) Gateman shall ensure that red banner flag by day and red light by night is placed across the track in case of emergency or obstruction on the track.
- ii) Gateman shall ensure that all gate lights are burning properly and tricolor torches are kept ready for immediate use from sunset to sunrise.
- iii) Gateman shall perform his duties strictly according to the duty roster and shall not leave the gate unless his reliever arrives and takes over charge from him. However, if it is necessary to leave the gate in an emergency, he must close and lock the gate against road traffic, before leaving the gate.
- iv) Except where otherwise prescribed under special instructions, he shall observe all passing trains and be prepared to take such action as may be necessary to ensure safety of trains.
- v) Gateman shall watch all passing trains and keep sharp look out for any unusual like hot axle, hanging chains, hanging battery, any vehicle/wagons /trains/battery/box on fire, shifted load, falling material like brake blocks, brake beams, safety bracket, vacuum cylinder or any other situation endangering safe running of trains.
- vi) Gateman shall also be prepared to repeat any signal which guard may give to Loco Pilot on walkie – talkie or in any other way.
- vii) If lifting barriers get damaged or becomes out of order, the Gateman shall use the spare chain with disc and padlocks for securing the gate against road traffic.
- viii) Gateman shall report to the nearest Station Master, Gangmate or Permanent Way Inspector any defect in his gate or apparatus pertaining to it, as soon as possible.
- ix) Gateman shall wear badge and prescribed uniform while on duty at level crossing gate.
- x) Gateman shall ensure that he is having competency certificate in his possession while on duty.
- xi) Gateman shall work the gate as per gate working instructions and remain well conversant with these instructions.
- xii) Gateman shall ensure that equipment supplied at the gate is in good order and ready for immediate use.
- xiii) Gateman shall see that the channel for the flange of the wheel is kept clear.
- xiv) Gateman must keep the road surface well-watered and rammed in case of unmetalled roads.
- xv) Gateman must be vigilant to see that inconvenience to road users due to closure of gates should be to the minimum possible extent.
- xvi) Gateman shall prevent tress passing by persons or cattle to the maximum extent.

4. ACTION IN CASE OF UNUSUAL OCCURRENCE OF TRAIN:-

In case Gateman observes anything unusual with a passing train, he shall take following action:

- i) He shall take prompt action to wards the Loco Pilot /guard of the passing train by showing red flag by day and red light by night.
- ii) He shall simultaneously try to draw the attention of the Loco Pilot /guard by whistling continuously, shouting, gesticulating, and throwing ballast on the brake van or by any other means.
- iii) If Loco Pilot/guard fails to take notice, Gateman shall immediately inform the SM on duty to take appropriate action, under exchange of private number.
- iv) In case of train parting, Gateman shall not show stop hand signal but shall show prescribed signal for train parting.
- v) He shall endeavor to attract the attention of the Loco Pilot/Guard by whistling continuously, shouting, gesticulating, and by raising both hands vertically above, quickly parting them and bringing them together in repeated Up and Down motion as high and as low as possible.
- vi) In case the train does not stop, Gateman shall immediately inform the SM to take appropriate action, under exchange of private number.

5. (A) ACTION IN EMERGENCY AT THE LEVEL CROSSING:-

- i) In case of an obstruction at the level crossing gate, gateman shall maintain the gate signals, if any at 'ON' position.
- ii) Thereafter, if he is unable to remove the obstruction, gateman shall immediately advise the Station Master on duty, regarding the defects/obstructions at the gate, under exchange of private number.
- iii) If there is no response from the Station Master/SFC after or three attempts he shall first protect the gate and then inform on phone.

(B) On Electrified Section:-

- i) On noticing that, the whole or part of the OHE or a feeder or a cable falling down, the gate keeper shall ensure that as far as possible, human beings, animals or vehicles etc. are kept away in order to avoid any contact with the live equipment's.
- ii) As soon as it is noticed that, Pantograph of an electric rolling stock getting damaged and/or entanglement of the same with the OHE, he shall make every possible effort to stop the train and immediately inform the SM on duty.
- iii) Any damage to the track or structures of the OHE comes to the notice of on duty GK, he shall immediately inform on SM on duty and take all necessary measure for the protection of line as under.

(C) The gateman shall protect the line as under: -

- I. If both lines are obstructed the gateman shall plant a red banner flag by day and a red light by night 5 meters away on posts duly provided for the purpose. He shall first protect the line on which a train is expected to arrive first.
- II. Then he will similarly plant the other red banner flag by day and red light by night on the other line 5 meters away from the site of obstruction.
- III. Gateman shall then proceed to protect the gate along with detonators and red flag by day and red hand signal lamp by night.
- IV. Gateman shall proceed exhibiting red flag by day and red hand signal lamp by night on the line on which a train is expected to arrive first, to a point 600 meters on BG and place one detonator on the line. Thereafter he shall proceed to a distance 1200 on BG from the level crossing gate and place 3 detonators on the track in 10 meters apart. Having thus protected the line he shall return to the level crossing gate picking up the intermediate detonator on his way back.

- V. Thereafter, he shall proceed on the other line, showing red hand signal, similarly place detonators as described in para (iv) above and return to the site of obstruction, picking up the intermediate detonator on his way back.
- VI. Having returned to the gate, he must then take steps to remove the obstruction warn the Loco Pilot of the approaching train.
- VII. In case the gateman observes or hears a train approaching when he is still on his way to protect and before he reaches the stipulated distance to place detonators, he shall place detonators on the line at a distance as far away as he can go.
- VIII. Thereafter, he shall warn the driver and stop the approaching train by waving his red flag by day red hand signal lamp by night repeatedly.

(D) OTHER ACTIONS TO BE TAKEN BY GATEMAN:-

- i) At night Gateman shall light two hand signal lamps and take action to exhibit red light and protect the lines as described in sub paras (a) and (b) above.
- ii) If the gate is broken by a road vehicle, which is fouling the track or if lifting barriers or any other part of the gate fouls the track, or if there is any other obstruction at the gate, the gateman shall take immediate action.
- iii) He shall note down the particulars of the road vehicle, vehicle number, name of the driver, owner and relay these details to the Station Master & Permanent way inspector regarding the particulars and obstructions at the level crossing gate, through messenger or other means available.

2.5 ENGINEERING ITEMS:-

Visibility:-

Direction	Side	Visibility Distance
UP	Right	800 m.
	Left	600 m.
DN	Right	800 m.
	Left	600 m.

- i) Speed Breaker: - Speed Breakers of approved design are provided on either side of this Level Crossing gate.
- ii) Periodical Census of traffic has been taken and the latest TVU is 3463 on 12/2021.

2.6 SPECIAL INSTRUCTIONS:-

1. MODE OF OPERATION:-

This interlocked L.C. Gate is situated at the BUDM end of the yard in between point zones of SFC station. This gate is interlocked with station stop signals. Telephone connection is provided between the L.C. gate lodge with SM office SFC Station. The level crossing gate is of lifting barrier type and motor operated by means of HAND GENERATOR/MOTOR from the panel provided at the gate lodge. The normal position of the gate is open to road traffic. Before taking off reception/departure signals the SM on duty at SFC Station shall inform the gate man about the train number & directions and advise him to close and lock the gate. The gate man shall after satisfying himself that the level crossing is clear of all obstructions shall sound the hooter and close the barriers of the LC gate. For closing the barriers together press the CLOSE push button (YELLOW) continuously provided on the panel till the barriers come down and get locked in the locking device. As soon as the Barriers reach the close position AMBER LEDs glow (provided in panel) and on getting locked GREEN LEDs will glow indicating that boom has been locked. (In case GREEN LED for the connected barrier is not glowing after closing the gate, however, the AMBER LEDs are glowing then the emergency push button can be only pressed for locking the booms for taking of the signals. The emergency locking operation should be done only after physical verification of locking at both the lock posts. After the LC gate is closed and locked against road traffic Key 'G' can be extracted from EKT-1. Key 'G' thus extracted is inserted in EKT-2 and transmitted

electrically to panel in conjunction with switch GS (gate slot) reversed. This releases concerned UP & DN signals.

After passage of train, on duty SM/ SFC Station shall grant permission and transmit the Gate key to the gateman by pressing gate control 48 and group Tran's button simultaneously. The green indication starts flashing at SM's control Panel and gate man will get yellow indication near the EKT which indicates that the key 'G' can be extracted from EKT-2 after turning the GS switch to normal position. Then Key 'G' is extracted from EKT-2 and inserted in EKT-1 and turned.

For opening the LC gate barriers press the OPEN push button (GREEN) continuously till both the barriers start opening and reach to the (fully opened) vertical position from horizontal position. Motors will cut off after the booms achieve the desired vertical angle.

In case of emergency Key 'H' (chained with Boom Crank Handle) is extracted from EKT-3, Electro-Mechanically free, provided at Gate Lodge (in a locked and sealed red box). The crank handle can be used for manual operation of individual lifting barriers by crank handling in case of emergency.

Extraction of Key 'H' shall put back all the relevant signals at 'ON'. Switch GS (Gate Slot) is provided in the gate lodge to put back the concerned UP & DN signals to 'ON' by the gateman in case of emergency.

OPERATION OF ELECTRIC LIFTING BARRIER DURING 110/24V DC POWER FAILURE

(Hand Generator Mode-During Power Failure)

In case of power failure (110/24V DC), the barriers cannot be operated from the panel. But the barriers can be operated simultaneously by use of hand generator as mentioned below.

1. Put the Mode selector switch on the panel to MANUAL position.
2. To close the barriers rotate the lever on the main control panel in clock-wise direction till both the barriers reach the horizontal and locking takes place.
3. To open the barriers rotate the lever on the main control panel in anti-clock-wise direction .Both the Locks will open first and the barriers will start rising .Keep cranking till the required position is achieved.

OPERATION OF ELECTRIC LIFTING BARRIER WHEN 110/24V DC POWER SUPPLY ASWELL AS HAND GENERATOR FAILS.(During Power Failure and failure of hand generator)

In case of failure of 110/24 V DC power supply as well as fault in the hand generator system a provision of hand cranking of each barrier has been provided.

1. Insert the crank handle, which can be obtained from the emergency key box EKT 'L', on the slot provided in with the barrier pedestal.
2. Now crank in the anticlockwise direction to open the barrier, first the lock will open and then the barrier will start rising.
3. Crank in the clockwise direction till the barriers are fully closed. Keep cranking till the locking takes place.

INDICATIONS PROVIDED ON CONTROL PANEL FOR OPERATION OF ELECTRICAL LIFTING BARRIER

1. RED colour emergency push button which is to be pushed in case any or both of the booms do not get locked (GREEN indicators do not light up). It will be used only after physical verification of locking at both the lock posts.
2. LED INDICATOR (AMBER) LAMP (At the Top) which glows when power supply is available. NO GLOW will indicate that hand generator has to be used. It glows continuously.
3. SELECTOR SWITCH which allows you to choose operation on Manual or Auto mode.
4. LED INDICATOR (AMBER) LAMP (2 nos) - Glows when the plunger of the barriers has been detected. Meaning thereby that the barrier has reached its Horizontal position.
5. YELLOW COLOUR push button which has to be kept pressed till the barriers reach the horizontal position.
6. LED INDICATOR LAMP (GREEN) (2 nos) glows when the barrier has been securely LOCKED. The lamp will turn off as soon as the lock has been opened.
7. GREEN COLOUR push button which has to be kept pressed till the barriers reach the fully open position.
8. Mode Selector Switch provided in Operating panel to be kept either in Auto position or Manual position as per requirement. It is only to be kept in Manual position for using hand generator when power supply fails or else it is to be kept in AUTO position.
9. 'Power' indicator LED will glow continuously if power supply is available.

Gate is locked when a signal is taken off. Locking of the gate is released only when the train movement for which Signals are taken off is completed. For emergency opening of the LC Gate before completion of train movement or if the route given for a train has not been released, then emergency gate release operation has to be initiated in the following manner. Signal cancellation button and the concerned signal button has to be pressed. Then emergency gate release button along with control 27 button has to be pressed. A flashing Red indication will appear on the top of the emergency gate release button. When the Gate lock indication disappears (i.e. after 120 seconds) gate key can be transmitted by pressing gate key and group trans button simultaneously for opening the gate.

In the event of failure of reception and dispatch signals or during Non Interlocking working the Traffic Gateman shall be informed and the train shall be passed in terms of SR 3.69.02, 3.69.03 and 3.70.01 after ensuring correct closing and locking of L.C Gate. During this period the L.C Gate shall be opened only when necessary and safe to do so. The LC gate shall be so worked as to cause least possible inconvenience to the vehicular traffic in consistence with safety as per subsidiary rule 16.03.01 (a).

2. WORKING OF SLIDING BOOM BARRIER :-

In case of failure of lifting barriers of level crossing gate due to failure/damage of gate boom etc., emergency sliding boom can be used as auxiliary gate without piloting IN and OUT of train. This emergency sliding boom cannot be used during normal working condition of main boom.

INSTRUCTIONS FOR OPERATION OF SLIDING BOOM:-

- a. Sliding boom provided at the far end of gate lodge has been padlocked with chain in open position and sliding boom at near end in open position has been locked by E-type lock.

- b. In case of breakage of normal boom or LC gate cannot be closed due to failure, the gate man shall release electro-mechanically free Key 'S' from " EKT- 5 " provided in the gate lodge. Extraction of Key "S" from the EKT will put back the road signals to danger and the hooter will sound simultaneously.
- c. The gate man shall insert the Key "S" in E-type lock provided at near end sliding boom and unlock the emergency sliding boom. He will slide the boom against the road traffic and lock it in closed position by pushing the locking plunger. The locking plunger initially in locked condition can be released by unlocking the E-type lock with the key attached to the chain of the boom. This will also release key "SB-1" (Sliding Barrier-1) attached to the lock post. Key SB -1 when released locks the near end sliding boom.
- d. The far end sliding boom is normally in padlocked condition and the Key SB-1 is in the custody of gateman. The gateman shall unlock the sliding boom by this Key and slide it against the road traffic and lock it in closed position by pushing the locking plunger. The locking plunger is initially in locked condition. This can be freed by unlocking the E-type lock with the help of Key attached to the chain of the boom and "SB-1" concurrently. This will also release key "SB-2" (Sliding Barrier-2) attached to the far end lock post. Key SB-2 when extracted locks the far end sliding boom and Key "SB-1". This key "SB-2" is to be transmitted to SM by inserting it in "EKT- 4" provided in the gate lodge in conjunction with the GS (Gate Slot) switch provided in the gate lodge to enable the SM on duty to take off concerned signals.
- e. In case of any damage to sliding boom when it is in closed condition to road traffic, leading to infringement or obstruction on track, the gateman shall normalize the switch GS to put back the concerned signals to danger.
- f. After passage of train, SM on duty shall transmit the gate Key. The gateman shall extract SB-2 Key from EKT- 4, normalize the switch GS, unlock the sliding boom and operate the gears in reverse sequence of operation to normalize the sliding boom.

In the event of failure of reception and dispatch signals or during Non-Interlocking working the Traffic Gateman shall be informed and the Train shall be passed in terms of SR 3.69.02, 3.69.03 and 3.70.01 after ensuring correct closing and locking of L.C Gate. During this period the L.C Gate shall be opened only when necessary and safe to do so.

The LC gate shall be so worked as to cause least possible inconvenience to the vehicular traffic consistence with safety as per subsidiary rule 16.03.01 (a).

3. **INTIMATION TO GATEMAN:-**

- i) Before taking off reception/departure signals, Station Master/SFC shall inform the gateman, the number, description, and direction of the train.
- ii) The gateman shall close the gate and transfer the key to the Station Master/ SFC
- iii) The reception/departure signals will then be taken 'OFF'
- iv) In order to ensure that road traffic is not held up for a long time, the Station Master/ SFC must ensure that the train is ready for departure in all respects before he advises the gateman for closing the gate.
- v) When a train has to be piloted to and from the station yard or any shunting movement is to be done, the staff deputed to pilot the train to perform the shunting across the gate shall be personally responsible to ensure that the gate is closed against road traffic before allowing any movement across the gate

4. **Failure of Telephonic Communication:-**

When Telephonic Communication fails or SM/SFC does not get any response from the Gateman despite 2 or 3 attempts, the following procedure shall be adopted:-

- i) The Station Master/ SFC on duty shall send written advise to the gateman through the porter with full details of number, description & direction of the train.
- ii) Gateman on receipt of such advise shall close the gate transmit the key to the Station Master/ SFC, which will enable him to take 'OFF' reception/Departure signals.

- iii) When sufficient time is not available because of greater frequency of trains service station master/ SFC will issue written authority to the train loco pilot to pass the signal at 'ON' position.
- iv) In addition to Station Master/ SFC also issue a caution order advising the Loco pilot to whistle continuously and approach the gate cautiously.
- v) Train Loco Pilot shall be instructed to pass the gate cautiously on before signalled by the gateman. If hand signal is not seen, Loco pilot should be prepared stop short of the gate and ensured the gate is closed following GR 3.73.
- vi) In case of an DN train, the Station Master/ SFC shall advise the Station Master/BUDM under exchange of private number ,that the telephone at the Gate has failed.
- vii) The Station Master/ SFC shall then issue a caution order to the Loco Pilot before dispatching a train in to the block section from his end.
- viii) SM/ SFC should also advise S&T staff responsible for maintenance of the telephone, to rectify the defect at the earliest.
- ix) Normal working will be resumed only after S&T staff rectify the telephone and issue reconnection /fit memo for the same.

5 Failure of lifting Barriers and Sliding Boom Working:-

- i) When the Gate cannot be closed due to failure of lifting barriers as well as sliding boom working, The Gateman will immediately inform the Station Master on duty/ SFC, under exchange of Private number, and ensure that lifting barriers do not foul the track.
- ii) He shall immediately fix red banner flag by day and red light by night on the post at that end first from which the train is approaching and then at the other end.
- iii) Gateman shall secure the Gate against road traffic by means of safety chains and padlocks.
- iv) After securing the Gate against road traffic, he shall show green hand signal flag by day and green light by night to the Loco Pilot of an approaching train.
- v) Station Master on duty/ SFC shall issue caution order to the Loco Pilot of departing train.
- vi) SM/ SFC shall also advise the Station Master/ BUDM at the despatching end, under exchange of private number, to similarly issue a caution order to the Loco Pilot before dispatching an UP train into the block section from his end.
- vii) SM/ SFC should also advise maintenance staff responsible for maintenance of the lifting barriers to rectify the defect at the earliest.
- viii) Normal working will be resumed only after maintenance staff rectify the lifting barriers and issue reconnection/fit memo for the same.

Note:-

Authority to pass signals at 'ON' position as per rules shall also be issued to the drivers of both departing and arriving trains.

6. Failure of the gate key with the gate in closed position when Gate key cannot be extracted for opening the gate:-

- i) If the gate key cannot be extracted from the gate or the key transmitter, then gateman must immediately inform the Station Master / SFC on duty on telephone, under exchange of private number.
- ii) For emergency opening of the gate, he will extract key-H from EKT-3 kept in the red sealed glass box which is mechanically free & electrically proved. Concerned signals will be put back to "ON" position when emergency key is extracted. The date and time of breaking the sealed cover of Emergency Key Box shall be recorded and signed with reasons by the gateman.
- iii) Thereafter, the gate must be treated as non – interlocked and procedure for reception/ dispatch of trains as prescribed for non – interlocked gates should be adopted.
- iv) Station Master on duty / SFC shall issue a caution order to the Loco Pilot of a departing train.
- v) He shall also advise the station Master/BUDM at the dispatching end, under exchange of private number, to similarly issue a caution order to the Loco Pilot before dispatching a train into the block section from his end.

- vi) Station Master / SFC will advise S&T staff responsible for maintenance of key transmitter to rectify the defect at the earliest.
- vii) Normal working will resumed only after S&T staff repairs the key transmitter and issue reconnection/fit memo for the same.

7. **Failure of the gate key with the gate in open condition:-**

- i) If the gate key cannot be extracted from the key transmitter then gateman must immediately inform the Station Master on duty/ SFC on telephone, under exchange of private number.
- ii) Thereafter, the gate must be treated as non-interlocked and procedure for reception/dispatch of trains as prescribed for non-interlocked gates should be adopted.
- iii) Gateman shall secure the gate against road traffic by means of chains and padlocks and pass the trains on hand signals.
- iv) Station Master on duty/ SFC shall issue caution order to the Loco Pilot of a departing train.
- v) He shall also advise the station Master /BUDM at the dispatching end, under exchange of private number, to similarly issue a caution order to the Loco Pilot before dispatching a train into the block section from his end.
- vi) Station Master/ SFC will advise S&T staff responsible for maintenance of gate/key transmitter to rectify the defect at the earliest.
- vii) Normal working will resumed only after S&T staff repairs the key transmitter and issue reconnection/fit memo for the same.

8. **OBSTRUCTION AT THE GATE:-**

- i) If the gate is broken by a road vehicle which is fouling the track, or if lifting barriers or any other part of the gate foul the track, or if there is any other obstruction at the gate, the gateman shall immediately put back the signal to danger by operating switch "GS" and thereafter fix red banner flag by day and red lamp by night on posts provided at both ends of the gate, for this purpose.
- ii) Immediately after this, the gateman shall advise the Station Master/ SFC on duty, regarding the defects/obstruction at the gate, under exchange of private number.
- iii) Stationmaster/ SFC on duty shall be advised to put the reception/departure signals back to 'ON' position, if taken 'OFF' for a train.
- iv) If there is no response from the Station Master / SFC after two or three attempts, he shall first protect the gate and then inform on phone.
- v) Gateman shall then rush with detonators and red flag by day and red hand signal lamp by night in the direction of the approaching train and protect the gate as stipulated in General Instruction for duties of gateman under item No.1.4. (5).
- vi) Thereafter he shall protect the gate from the other direction also.
- vii) He shall note down the particulars of the road vehicle, name of the driver, owner and reply these details to the station Master who shall not start the trains unless he has been assured by the gateman that the road vehicle or the lifting barriers are not fouling the track.
- viii) The Station Master/ SFC shall also inform the station Master /BUDM at the dispatching end, under exchange of private number, asking him not to dispatch any train in the block section from his end, until the track has been cleared of all obstruction.
- ix) After the track has been cleared of all obstructions the gateman shall inform the Station Master accordingly, under exchange of private number.
- x) Station Master/ SFC shall then issue a caution order and T/369(3b) to Loco Pilots of all trains to proceed cautiously, and pass the gate signal at 'ON' position on green hand signal of the gateman, if the gate is broken, but is clear of any obstruction.
- xi) Gateman shall secure the gate against road traffic by means of safety chains and padlocks and thereafter exhibit green hand signal, if the gate is not obstructed.
- xii) Station Master/ SFC shall advise maintenance staff responsible for maintaining the lifting barriers to repair the same at the earliest.

- xiii) Normal working will be resumed only after maintenance staffs rectify the defective lifting barriers and issue reconnection/fit memo for the same.
9. Obstruction on the Track near Level Crossing Gate:-
If there is a rail fracture or obstruction on the track due to falling of a tree, fouling by road vehicle or derailment, which is visible to the gateman, the gateman and SM/ SFC will adopt the procedure given under item No.7 above. If the obstruction fouls the level Crossing Gate, gateman must keep the gates closed against road traffic till the track is cleared of the obstructions.
10. DUTIES OF GATEMAN IN CASE OF ACCIDENTAL ROLLING DOWN OF TRAIN:-
When the Gateman seen that a train is rolling down or immediately after receipt of the information about accidental rolling down of the train the Gateman shall:
- (i) First close the gate against the road traffic.
 - (ii) Then immediately inform the SM on Duty.
 - (iii) He shall not open the gate till he ensured that the train has completely stopped.

CERTIFICATE: -

NOTHING IN THESE RULES SHALL BE READ AS CANCELLING, AMENDING AND MODIFYING ANY OF THE RULES IN GENERAL RULES, SUBSIDIARY RULES, BLOCK WORKING MANNUAL AND OPERATING MANNUAL.

APPENDIX – ‘B’

DETAILS OF SIGNALLING AND INTERLOCKING INSTALLATIONS, INSTRUCTIONS FOR WORKING THEM NORMALLY AND EMERGENCIES ETC. INCLUDING THE POWER SUPPLY ARRANGEMENTS.

1.0 BRIEF DESCRIPTION OF THE SIGNALLING & INTERLOCKING INSTALLATIONS:-

This is a ‘B’ class station provided with Standard –II(R) interlocking. The station is provided with Route setting type Electronic Interlocking system having points, signals, track circuits and other signaling gears. The Station is equipped with Multiple Aspect Colour Light Signaling. All points and Signals etc. are power operated through a central Visual Display Unit (VDU) with a standby VDU installed in the SM’s Office.

2.0 DESCRIPTION OF OPERATOR CONSOLE CUM VISUAL DISPLAY UNIT:

The Operator Console cum Visual Display Unit (VDU) is provided for operation of Signals, Points, L.C Gates, Crank Handles, Siding & other controls etc. A Mimic yard diagram based on approved SI plan will be displayed on the VDU. The VDU is used for controlling and monitoring the station. Indications on the Station yard mimic diagram of VDU will be dynamically updated.

2.1 SYSTEM OVERVIEW:

An Operator Console consisting of a VDU (Colour monitor), with keyboard and pointing device (mouse) connected with a computer (CPU) is provided. The CPU is connected to the Electronic Interlocking (E.I) equipment to exchange control and indication messages. The system is programmed to display the Station Yard Mimic diagram on the VDU and that it allows access to all functions through pop-up menus. When a particular function is selected, an appropriate Menu will appear on the screen. A function (clearance of Signal or cancellation, Route release, Point operation, Gate release etc.) can be executed through selecting the required operation by clicking the Left button of the pointing device (mouse) on the desired function.

2.2 An additional VDU connected with a computer is provided as standby arrangement in case of failure of the working operator console. In case of failure of the working operator console the system shall switch over to the stand by VDU automatically.

2.3. ICONS AND INDICATIONS PROVIDED ON THE VDU

In addition to mimic yard diagram including signal, points, track circuit, Axle counters, L.C.gates, sidings as indicated in the WRD, various other ICONS and indications have been provided on the VDU. A brief description of the same are described below.

SL. NO	ICONS	INDICATIONS	FUNCTIONS	REMARKS
1	SM’s Key	Yellow light when key is ‘IN’	Ensures operation of VDU by authorized person	Protected by pass word
2.	---	Emergency Route release - DN & UP	Flashing indication appears when Emergency route release operation is initiated.	

3.	---	Emergency Gate release	Flashing indication appears when Emergency gate release operation is initiated.	
4.	Emergency Point operation key	Yellow light when key is 'IN'	Ensures emergency point operation by authorized person	For each operation concerned counter shall register one count higher.
5.	---	System indication On/Off	Indicates System 'A' or 'B' is in working mode	
6.	Point failure Ack. ICON	Yellow	Flashing indication appears when any point fails. SM has to left click on the icon to acknowledge.	Buzzer will sound. On acknowledgement buzzer stops. After verification at site inform S&T staff Immediately.
7.	Signal failure Ack. ICON	Yellow	Flashing indication appears when any signal fails. SM has to left click on the icon to acknowledge.	Buzzer will sound. On acknowledgement buzzer stops. Inform S&T staff Immediately.
8.	CH-1 to CH5	Yellow lamp indicates 'KEY IN'. Red lamp indicates 'CH LOCKED'	In normal condition yellow lamp will be lit. Whenever the crank handle is locked in route or otherwise red indication will glow.	--
9.	'UP Train Entering Section' muting	Yellow - acknowledged	On getting alarm/buzzer SM shall left click on the button icon to acknowledge it.	
10.	'DN Train Entering Section' muting	Yellow - acknowledged	On getting alarm/buzzer SM shall left click on the button icon to acknowledge it.	
11.	DN Block release	Yellow – Prepared for Block release.	On getting indication SM shall left click on the button icon which shall release Block Handle.	After complete arrival of train this will be activated
12.	UP Block release	Yellow – Prepared for Block release.		

13	Line Block	Red when blocked	SM shall select the required counter on the menu and can read the latest counter reading. SM shall point the cursor on the icons provided on the berthing track and right click. One drop menu will appear indicating line blocked and un-blocked, SM has to select the required menu.	When line block is selected the concerned berthing portion of track will appear as thick Red line.
14	Emergency Crank Handle Key	Yellow light when key is 'IN'	When turned during no VDU condition all crank handles will be released.	-

3.0. OPERATIONAL PROCEDURE THROUGH VDU AND INDICATIONS:-

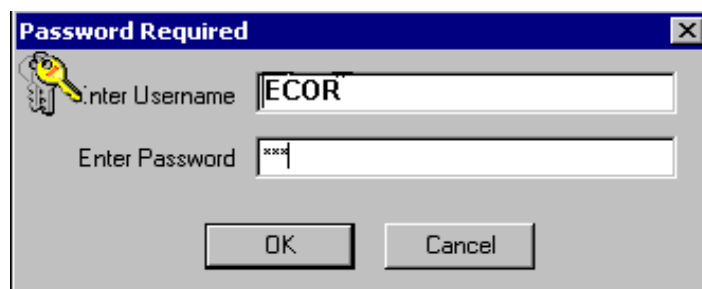
In addition to the mimic yard diagram various other indications will be available on the VDU. The implications of different indications provided and the operational procedure for different functions shall be strictly followed as per the following description.

3.1 ELECTRONIC INTERLOCKING (E.I) SYSTEM INDICATIONS:-

Electronic Interlocking Equipment (E.I) at the center can work in either of the two modes i.e, System-'A' or System-'B'. On the VDU (Computer), there are two system indications in which Green indication mentioning the On-line system and the Red indication mentioning that the system is in power off condition.

3.2 OPERATION PROCEDURE OF SM's KEY :-

To prevent the unauthorized operation by any person other than SM on duty this facility is provided on VDU. On duty SM needs to track the pointer to the "SM KEY" icon and click the 'KEY IN' menu by the clicking left button of the mouse, by this a Password window will appear. SM on duty needs to enter the password and press the 'OK' Button provided on the Password window. This will allow operating all the controls e.g., Signals, Points, and Crank handles etc. through VDU. In case incorrect password or user name is entered, no operation can be made. In such cases the same procedure is to be repeated till correct password is entered.

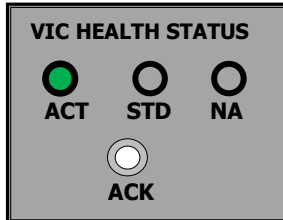


Enter the USER NAME and PASSWORD and click the OK button.

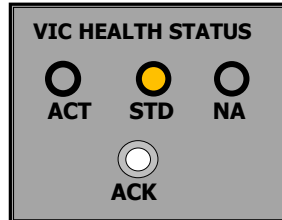
Now the Operating VDU is ready for use & the entire yard can be controlled from the VDU. Similarly Station Master to select the KEY OUT to prevent the unauthorized operation.

3.1.1.1 VIC (Vital Interlocking Computer) Status Indications:-

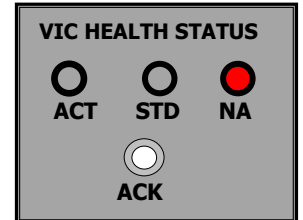
VIC-A Active, Stand By and Not Available indications will be displayed in VDU as shown below:



VIC-A is Active
Available

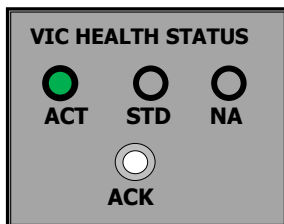


VIC-A is Stand-by

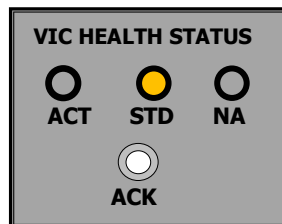


VIC-A is Not

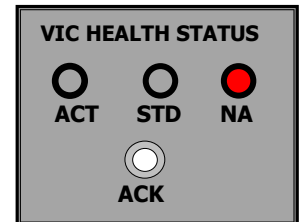
VIC-B Active, Stand By and Not Available indications will be displayed in VDU as shown below:



VIC-B is Active
Available

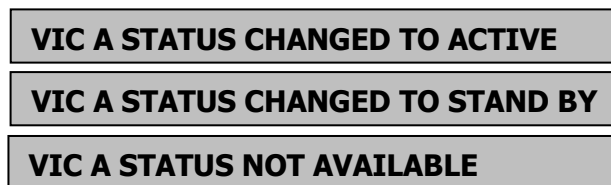


VIC-B is Stand-by



VIC-B is Not

If there is any change in VIC's status, its changed status will be displayed in VDU as shown below to alert the Station Master. When the Station Master acknowledges the fault message, the corresponding fault message will be cleared in VDU. For acknowledging the fault message the operator needs to Right click on the corresponding fault message and shall select the "ACK" option from the pop-UP menu.

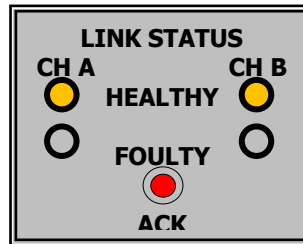


If at least one VIC is available in Active State EI will continue to function normally. On observing the fault message, SM shall acknowledge the fault message and immediately inform to EI Maintainer.

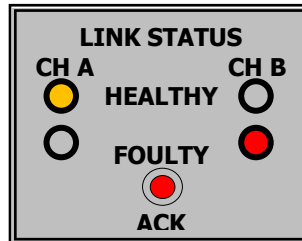
3.1.1.2 Link Status Indications:

These indications are provided to display the status of communication between VDU and CIU (Central Interlocking Unit).

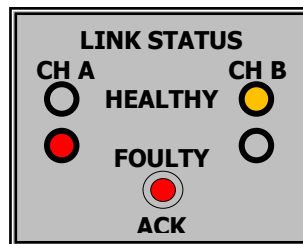
When both Channels A & B communication links with CIU are Healthy, then the corresponding indications will be displayed as shown below:



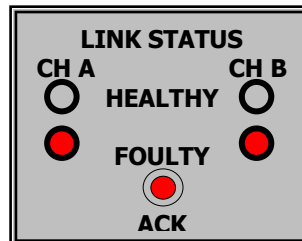
When Channel–A Link Status is Healthy and Channel–B is Faulty then the corresponding indications will be displayed as shown below:



When Channel–A Link Status is Faulty and Channel–B is Healthy then the corresponding indication will be displayed as shown below:



When both Channels A & B are Faulty, then the corresponding indications will be displayed as shown below:



When Channel-A link or Channel-B Link fails, corresponding fault Buzzer is turned on to alert the operator. To acknowledge the failure, Station Master shall Right click on the above control and shall select the “ACK” option in the pop up menu. Then the Buzzer stops.

When both Channel-A and Channel-B Links fail, all the VDU indications become blank since no indication data is received by the VDUs from the CIU. And CIU will restart for every 60 minutes until link is recovered. The Station Master shall report the failure to ESM for troubleshooting.

3.1.1.3 OC SHUTDOWN STATUS(VCOR RELAY DROP)

When VCOR Relay Drops in any OC, corresponding fault message will be shown in VDU and also a buzzer starts automatically to alert the Station Master. SM shall acknowledge the fault message and inform the EI Maintainer regarding the failure.

VCOR RELAY DROPPED AT OC NO- 4

3.1.1.4 CIU SHUT-DOWN

If CIU is shutdown due to any critical fault, corresponding fault message will be shown in VDU and a buzzer starts automatically to alert the Station Master. SM shall acknowledge the fault message and inform the EI Maintainer regarding the failure.

During the both system's failure, all indications on the VDU become blank. Then the station master should immediately inform to the EI Maintainer.

3.3 OPERATION PROCEDURE OF PC Enable :

On duty SM/ASM needs to track the pointer to the "PC CONTROL" icon and click right button of the mouse, a pop DN menu appear as shown below and then select the "PC ENABLE" option with left click. Now SM/ASM can operate all controls from the active VDU.

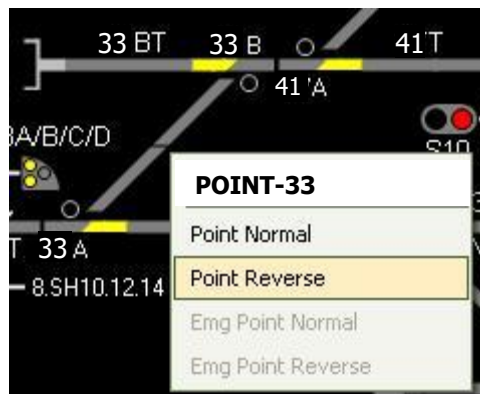


After selecting PC Enable, it will ask for Login Authentication as shown below.

Select the User Name and Enter Password and click the OK button. Now the Operating VDU is ready for use & the entire yard can be controlled from the VDU.

3.4 OPERATION AND INDICATION OF POINT:

To operate any Point the SM needs to track the mouse pointer to concerned point's Normal /Reverse indications on the VDU, Right click on it, then it will show a Menu as shown below.



3.3.1 REVERSE TO NORMAL OPERATION:

Track the pointer to POINT NORMAL menu and click. A Normal flashing indication will appear and the indication will be steady after the point is set to Normal.

3.3.2 NORMAL TO REVERSE OPERATION:

Track the pointer to POINT REVERSE menu and click. A Reverse flashing indication will appear and the indication will be steady after the point is set to reverse.

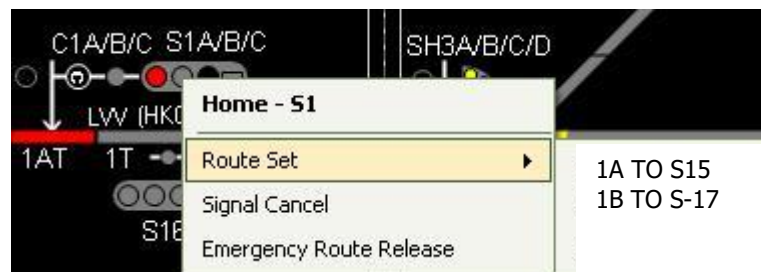
3.3.3 POINT INDICATIONS

For every point, a steady strip of yellow light will appear in the point zone to indicate the point Normal / Reverse condition. It will flash if the point is operating from Normal to Reverse or vice versa. And it will flash continuously if the point's detection not available.

For every point, an indication is provided, it will show Red indication if the Point is in Locked condition otherwise it will be blank.

3.4 PROCEDURE FOR SETTING OF ROUTES AND TAKING OFF SIGNALS:

To Take-Off a Signal on the desired route the SM on duty needs to track the mouse pointer over the concerned Signal on the VDU, after clicking by the right button of the mouse a menu will appear as shown below:



SM on duty will select the route as per the requirement by moving the mouse pointer on the appropriate menu & left clicking on the menu. It will set the route and clear the signal provided all the conditions required to clear the signal is satisfied. Similarly by following the similar procedure operation of other signals can be done.

3.4.1 SETTING A ROUTE AND ITS INDICATIONS:

To set a route of a signal, click on a possible route of the signal, after doing so the route gets initiated & Red-flashing indication will appear on the replacement track of the signal. Point operation is initiated as per the requirement of the desired route and Normal/Reverse set indications will start flashing if favorable point detection is not available. After setting of points in the route, overlap & isolation flashing indication will be replaced by steady indication and a complete yellow 'Route set' indication will appear from the replacement track of the signal to the last track of overlap section of the route. In addition, the points lock indication will appear. A Point locked can be ensured from the Red Steady indication will appear near the point. Finally a Route locked Yellow Steady indication will appear on the immediate rear of the signal. Now the signal will be Taken-off. The yellow route set indication will turn to red when different track circuit portion within the route is occupied during passage of a train.

3.4.2 SHUNT SIGNAL OPERATION:

The same procedure as main signal has to be followed as explained above. To set the signal route for shunt signals SM on duty shall put the pointing device on the Shunt signal icon and right click on the same. A drop down menu will appear indicating different actions that can be selected. After selecting, the desired route SM on duty shall left click on it. Desired route will be initiated and the Shunt signal can be taken off.



3.4.3 CALLING ON SIGNAL OPERATION:

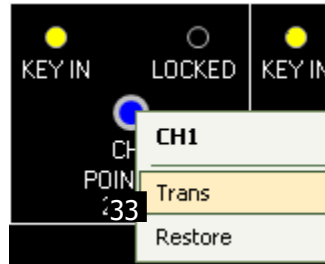
The same procedure as main signal has to be followed as explained above. To set the signal route for CALLING ON signals SM on duty shall select the desired route and left click on the same after a train occupies the approach track circuit in immediate rear of the stop signal. The signal is cleared after a lapse of 60 seconds provided other conditions are fulfilled.



3.5 CRANK HANDLE CONTROL OPERATION:

Normally a 'KEY IN' (Yellow) indication will appear on the VDU indicating that the crank handle's Key is in RKT. To Transmit or Receive control of the Crank Handle, right click on the crank handle control button icon provided on VDU.

The appearing pop-up menu gives details of the possible commands on the Crank Handle.



To Transmit the Crank Handle KEY to the field personnel, SM on duty has to click transmit control menu. After transmission the 'KEY IN', indication will start flashing, now the KEY can be extracted from the RKT at site. After extracting the key from the RKT, the 'KEY IN' indication will disappear. When the Manual point operation is over, after putting CH key in the RKT, 'KEY IN' flashing indication will appear on the VDU, Now the SM on duty has to Release the control for the steady indication by clicking release control menu.

A Crank handle locked indication (Red) will appear when the particular point is on the signal route set over it or engaged in route setting in any other way.

3.6 LEVEL CROSSING GATE OPERATION:

AFTER CLOSING OF JT-119 IT IS NOT APPLICABLE.

3.7 OVERLAP TIME RELEASE (YELLOW LIGHT):

Separate indication (Yellow Light) for each overlap is provided near the starter signal to indicate the free or locked condition of overlap. This indication light will glow when any Home Signal route locks overlap and there will be no light when overlap is free. The locked indication starts flashing when the approaching train clears the rear end point zone track and occupies the berthing track. After a time release of 120 seconds the white flashing light will disappear indicating concerned overlap is free.

4.0 EMERGENCY OPERATIONS:

To carry out different emergency operations the following procedures are to be followed.

4.1 CANCELING A ROUTE/ EMERGENCY ROUTE RELEASE:

To cancel a signal route when the route is set and the signal is taken-off, click on the signal. After clicking by the right button on the mouse, a pop-DN menu will appear as shown in Para 3.4 above. Click on the "Signal Cancel" menu of the concerned signal, the signal will immediately go to 'ON' aspect. After doing so, click on the "Emergency Route release" menu the route locked indication will starts flashing for 120 sec & the Emergency Route Release Indication (DN / UP as the case may be) will flash for the entire time interval. After the completion of 120 sec, the locked route will be released. This action will be recorded in a counter. The counter will increase to next higher number for each and every such operation and also, this number should be recorded by the SM on duty who shall record the details of the Route cancellation along with the latest counter no. in a register and SM's diary.



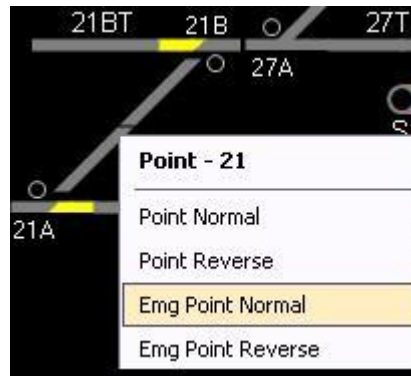
4.2 EMERGENCY OPERATION OF POINTS:

When the Point zone Track circuits failed without any Point lock condition by any signal routes, a point can be operated by the Emergency Point operation.

Note: Before resorting to this operation SM on duty shall verify that the point zone is clear of any vehicle occupying the track section and the same is clear of any obstructions.

4.2.1 EMERGENCY NORMAL OPERATION

Before doing the emergency operation the Emergency Point Operation Key is to be made "KEY IN" by clicking the 'KEY IN' menu. The User Name and Password is to be logged in. Track the pointer to 'EMG NORMAL' menu and click. A Normal flashing indication will appear and the indication will be steady after the point is set to Normal. This action will be recorded in a counter. The counter will increase by next number for each and every such operation and also, this number should be recorded by the SM on duty who shall record the details of the Emergency Point Operation along with the latest counter no. in a register.



After the completion of the Emergency point operation, the Key to be 'KEY OUT' by clicking 'KEY OUT' menu. The User Name and Password is to be given for "KEY OUT" also.

4.2.2.. EMERGENCY REVERSE OPERATION OF POINTS:

Before doing the emergency operation an Emergency Point Operation Key is to be made 'KEY IN' by clicking the 'KEY IN' menu. The user name and password is to be logged in. Emergency reverse menu is to be clicked. Track the pointer to 'EMERGENCY REVERSE' menu and click. A Reverse flashing indication will appear and the indication will be steady after the point is set to Reverse. The counter will increase by next number for each and every such action and also, this number should be recorded by the SM on duty who shall record the details of the Emergency Point Operation along with the latest counter no. in a register.

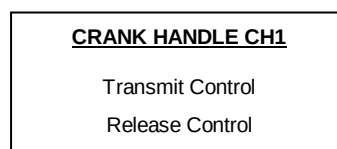
After the completion of the Emergency point operation, the Key to be 'KEY OUT' by clicking 'KEY OUT' menu. The user name and password is to be given for 'KEY OUT' also.

4.3 EMERGENCY CRANK HANDLE RELEASE OPERATION:

When a crank handle is locked due to route set earlier is not released or otherwise to Transmit or Release control of the Crank Handle, SM on duty shall cancel the relevant signal first and then click on the crank handle control button icon provided like the following on the VDU.



On clicking, the appearing pop-up menu gives details of the possible commands on the Crank Handle



For Transmitting the Crank Handle KEY to the field personnel SM on duty has to click transmit control menu. After transmission the 'KEY LOCKED' (Red) indication will start to flash for 120 seconds & 'KEY IN' remains steady. After a lapse of 120 seconds the 'KEY LOCKED' indication will vanish & 'KEY IN' indication will start to FLASH. After extracting the key from the RKT, the 'KEY IN' indication will disappear. When the Manual point operation is over, after putting the emergency crank handle key in the RKT, flashing 'KEY IN' indication will appear on the VDU, Now the SM on duty shall Release the control for the Steady indication by clicking 'RELEASE CONTROL' menu.

The counter will increase by next number for each and every such action and also, this number should be recorded by the SM on duty who shall record the details of the Emergency Crank Handle Operation along with the latest counter no. in a register.

4.3.1.. EMERGENCY CRANK HANDLE OPERATION DURING FAILURE OF BOTH VDUs.

In case of failure of both VDUs on Duty SM shall turn the VDU selection switch to "NO VDU" and turn the emergency crank handle Key provided on the SM table to "KEY IN" position. The operation will rerelease all crank handle of this station.

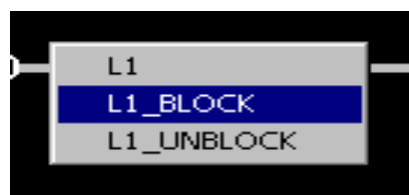
After restoration of VDUs SM on Duty shall turn the emergency crank handle key towards "KEY OUT" position and turn the VDUs selection switch either of the VDUs and restore the crank handles the VDUs as per standard procedure.

4.4 LINE BLOCK AND UNBLOCK:

When SM on duty requires demarcating a berthing/stabling line as BLOCKED / FREE line he shall adopt the following procedure:

4.4.1 LINE BLOCK:

To set the 'LINE BLOCKED', the SM on duty shall select "L. No.- - BLOCK" command using the left mouse button, after selecting the Line Block that particular line will be blocked for all the possible Track circuit section on that particular line. The 'TRACK BLOCK' yellow colour indication will be displayed after the successful application of such a blocking process on the VDU.



4.4.2 LINE UNBLOCK:

To release the set block of any particular line, the SM should select "L. No.____ UNBLOCK" command using the left mouse button. After selecting the "L. No.____ UNBLOCK" that particular line will be available for the train movement leading to all the possible L1 Track circuit section.

5.0 PROCEDURE FOR RESETTING OPERATION OF LVCD (DIGITAL) AXLE COUNTER IN SECTION SFC-BUDM AND SFC-DFR.

5.1 Dual Digital Axle Counters are provided on both DN & UP line of SFC-BUDM section and SFC-DFR block section. The occupation and clearance of the axle counter section are indicated on VDU by RED & GREEN light respectively. When after arrival of a train the LVCD Axle counter does not show clear indication and the 'Section Occupied' indication continues to glow SM on duty shall

initiate resetting procedure for the LVCD Axle Counter monitoring the Block section. Before initiating Resetting procedure SM on duty shall ensure that the train which has left arrived completely at receiving station and block section is clear [free] of trains. If the track indication of that particular block section is showing 'Red' then the following actions are to be performed by the SM on duty.

The receiving station shall inform the sending station as to whether the last train that entered into the section has arrived or not. And, if arrived fully shall so intimate authenticated by exchanging Private number with the sending station before resorting to resetting operation.

As digital Axle counters are provided as LVCD in Block section, resetting is to be done by both of sending end and receiving end individually.

The status of the section LVCD i.e. Clear (GREEN), occupied (RED), preparatory reset (miniature GREEN) and power on indications (YELLOW) are provided in the reset box.

The procedure to be followed for re-setting by both of sending end and receiving end individually is as follows: -

- a. Insert SM's LV reset key, turn right and keep pressed.
 - b. Press LV reset button provided on the panel.
 - c. Release SM's LV reset key and reset button.
 - d. Turn left the SM's LV reset key and remove it.
 - e. The system obtains preparatory reset state and preparatory reset indication (miniature Green) glows on the panel.
 - f. The counter reading increases by one count after a gap of 5 seconds approximately.
 - g. The counter reading should be recorded.
 - h. First train is to be piloted to the section to make the system normal.
- The SM shall record in his Train Register the resetting operation giving details of train number, time, Private Number exchanged with SM in rear, giving reasons for the resetting operation.

If the axle counters functioning properly now, then Block Section cleared indication 'GREEN' will appear on the panel and the concerned Block working will be normalised.

If the axle counter section indication does not appear 'Green' and continues to show 'RED' indication, the concerned Block section shall remain suspended and failure intimation to be given to sectional signal Maintainer/JE/SE (Signal) for early rectification.

Dual SSDAC is provided in between SFC-DFR & SFC-BUDM section with provision of Visual indication at SM room in order to enable him to inform SSE/JE(Sig)/ESM when one SSDAC fails.

6.0 MAIN SIGNAL LAMP FAILURE INDICATION AND BUZZER ACKNOWLEDGMENT:

LED signal lamps are provided for main signals at this station. In case failure of LED signals will be indicated by the appearance of 'RED' light on VDU along with audible buzzer, which can be acknowledged and muted by pressing the 'SIGNAL FAILURE ACKNOWLEDGEMENT' button icon. However the RED light will continue to glow until the LED lamp is replaced by a new lamp. For rectification of failure SM on duty should inform the concerned S&T staff.

6.1 POINT FAILURE INDICATION (RED), POINT FAILURE BUZZER AND POINT FAILURE ACKNOWLEDGEMENT:

Whenever there is failure of point due to non-setting, point failure indication flashing light appears near the point button icon along with point failure Buzzer.

The buzzer stops when the point failure acknowledgement button icon is pressed, but the flashing light above the ACK button shall continue to glow. The flashing light at the concerned point zone can identify the defective point. After the failure is rectified, the flashing light above the 'POINT FAILUR ACK' button will disappear.

6.2 SHOWING OF COUNTERS:

Counter icon has been provided on the VDU. When selected a drop down menu will appear indicating the following counters.

1. Emergency Route Release.
2. Emergency Point Operation.
3. Emergency Crank handle release.

When the pointing device is placed any one of the menu the latest counter number will pop-DN on VDU.

7.0 TRACK CIRCUITS:

All lines are track circuited from Home signal to Advanced starter signals at either direction of the yard. Approach Track Circuit (5 Rail lengths) for Calling-on signal are also provided in rear of the Home signals in both directions. In addition there are (5 Rail length) track circuits beyond Advanced starter Signals in both the directions for replacement of Last Stop Signal. Indications for the above track circuits are available on VDU at SM's office. Yellow strip on VDU indicates 'ROUTE IS SET AND TRACK CLEAR' and Red strip indicates 'TRACK OCCUPIED CONDITION'.

- 7.1** On account of the doubtful operation of any track circuit by a light vehicle including self-propelled vehicle such as motor trolley or light engine or tower wagon etc., indicating the occupancy/clearance of track, it is necessary that the Station Master on duty satisfies himself that the said vehicle has cleared the point zone track circuits by observing the track indications of the track on either side of the crossovers by positively checking the 'entrance' and 'exit' track circuits are showing occupancy and clearance in accordance with the train movement.

8.0 TAKING OFF CALLING-ON SIGNAL:

Miniature colour light Calling-on signal is provided below the Home signals in terms of GR.3.13 (6)(b). A Calling-on signal shows no light in the 'ON' position. A Calling-on signal is taken 'OFF' for reception of a train when the Home signal above it cannot be taken 'OFF' for admission of train on blocked line or due to failure of main signal due to any other reason.

To take off Calling-on signal the train must come to stop at the foot of the Home signal, occupying the track circuit (1AT, 2AT etc.) as the case may be in rear of the Home signal. When a train occupies the track circuit, a RED light strip will appear on the VDU. The particular route on which the train is intended to be received shall be set by selecting and setting desired route through VDU by SM on duty. After a lapse of 60 seconds, the Calling-on signal clears. In case of Calling On signal below Home signal, white light glows at the concerned Calling-on signal on the VDU.

NOTE:

- i) Before taking "OFF" Calling-on signal during failure of track circuit, the clearance of track over which the train is intended to be received must be verified physically.
- ii) SM on duty to ensure that no through signals are given while receiving a train on Calling-on signal.

9.1 RELEASE/CANCELLATION OF ROUTE:

Normally when a train is received on any route or dispatched, the route illumination will disappear automatically after passage of the train suggesting that the route is released. When the route is not released automatically after passage of train over it or when SM on duty intends to cancel the route set by him shall follow procedure for cancellation of route described in para 4.1 of APPENDIX-B above.

NOTE:

DN and UP Calling-on signals are to be manually cancelled after the passage of the train to release the route.

9.2 REPLACEMENT OF SIGNALS TO 'ON':

Signals are replaced to 'ON' automatically by the passage of a train beyond the signal. It will not be possible to re-clear the signal again unless the due process for clearing the signal is repeated again. For replacement of any signal to 'ON' position manually, the SM shall follow para No. 3.4 of APPENDIX-B.

9.3 INTERLOCKING OF SIGNALS:

DN Advanced starter is not interlocked with Block Instrument of section SFC-DFR and UP Advanced starter signal is interlocked with Block Instrument of section SFC-BUDM in Line Clear position.

The Block Instrument cannot be made normal unless the respective Home signal is put back to 'ON' and the respective Block Section monitored by Axle Counter is clear of trains. Signals once taken 'OFF' can be put back to danger in case of emergency by following para No. 3.4 of APPENDIX-B even when the SM's Key is withdrawn from VDU.

9.4 PILOTING OF TRAINS :-

Whenever Home signal becomes defective, trains can be admitted by taking off Calling-on signal. Whenever both Home signal and Calling-on signal failed, all trains will be piloted in vide SR. [Refer SR 3.69.06 & SR 3.70.02.].

9.5 SHUNTING:

Shunt signals at top point viz., SH4 at BUDM end and SH3 at DFR end have been provided for back shunt movement. SH5 is provided for exit from sick siding.

For taking off shunt signal, the same procedure as main signal has to be followed as explained above. To set the signal route for shunt signals SM on duty shall put the pointing device on the Shunt signal icon and left click on the same. A drop down menu will appear indicating different actions that can be selected. After selecting the desired route SM on duty shall left click on it. Desired route will be initiated and the Shunt signal will be taken off.

10 VERIFICATION OF LINE CLEARANCE BY STATION MASTER ON DUTY FOR RECEPTION OF TRAIN INTO STATION YARD:

In the Station yard, a route on the running line comprises of entrance, berthing and dispatch portion of the yard shall be kept clear of any obstruction for the passages of any train or for any

other movements. The clearance of the route including overlap must be ensured by the SM on duty personally through VDU indications and/or physical verification of track before any movement of trains are permitted on the concerned route subject to the other conditions such as locking of the point's etc.

11 CRANK HANDLING/EMERGENCY OPERATION OF POINTS:

Crank handle operation is interlocked with the Signaling and interlocking system at this station. Key for Crank handle keys are normally locked inside the RKT instrument inside Location boxes in the yard and can be taken out only when all the signals leading are in the 'normal' position and the route is not locked for whatever reasons. Crank handle can be transmitted or released by following procedure as laid down in Para no.3.5 of Appendix-'B'. When this key is taken out, no signal to the concerned point can be taken 'OFF' in the yard. This key can be electrically transmitted at both ends of the yard.

12. OBSERVATION OF TRACK CIRCUIT AFTER STABLING OF TRAINS ON RUNNING LINES:

When a train is stabled on a running line for a duration exceeding ten hours, the use of the said running line after clearance for passing the trains 'IN' 'THROUGH' or 'OUT' at the station shall be done with a lot of care and diligence. Station Master on duty shall meticulously observe the proper functioning of the relevant track circuits (occupation/clearance) while admitting a train. Such observance should continue for a minimum of four to five trains thereafter. If the Station Master on duty is not satisfied with the proper functioning of the track circuits on which the train was earlier stabled, the signals leading on the line shall be suspended and the S & T maintainer/SSE(Signal) to be informed for rectification of the failure.

13. LOCKING OF RELAY ROOM: Refer para no.-4.2 of main SWR.

14. MAINTENANCE OF S & T INSTALLATION AND ADHERENCE TO MAINTENANCE SCHEDULES:

Regular maintenance of the S&T installations, adherence to schedules of maintenance testing of points, track circuits, level crossing gates, associated interlocking apparatus cables and the interlocking functional tests is must for safe and satisfactory working of these installations at this station.

The tests, checks and replacements etc., shall confirm to the schedules of maintenance as indicated in the Signal Engineering Manual as also as per the current and extant instructions/circulars on the subject.

15. PROCEDURE TO BE FOLLOWED INCASE OF FAILURE OF AN INTERLOCKING GEAR:

In case of failure of any interlocking gear at the station, the failure report should be communicated by the Station Master to the sectional Maintainer, the SSE(Signal) of the section and others through a memo as per GR and SR 3.51.04 and 3.68.04 and document all such transactions.

16. INSPECTION OF POINTS BEFORE DECLARING THEM DEFECTIVE:

Before declaring a point as defective, the setting of the point on the route to which it applies shall be inspected by the Station Master on duty.

17. RECTIFICATION AND CHECK BEFORE RESUMING NORMAL WORKING:

After receipt of the failure information, the sectional Maintainer shall attend to the failure after giving a 'Disconnection Memo'. After rectification of the fault, the Sectional Maintainer shall

give 'Reconnection Memo' detailing the rectification. Thereafter the Station Master on duty shall personally check this defective apparatus. After satisfying himself that the gear is in good and proper working order, he shall resume the normal working of the said defective apparatus in terms of SR.3.68.04 (C) and (D).

18. PROCEDURE FOR CARRYING OUT PLANNED MAINTENANCE WORK:

Whenever any normal maintenance or special works for major renewals etc., are involved, the Signal and Telecom department should preplan these works. Field staff and the Inspector of the section should give to the Station master in writing 'Advance Intimation' about this work in terms of GR and SR.15.08.01.

19. EMERGENCIES:

Notwithstanding, anything contained in the aforesaid para as when equipment is found defective and unsafe for passage of trains, the Signal and Telecom staff must at once suspend the working of the equipment and associated installations and issue 'Suspension Memo' explaining the seriousness of the defect or damage to the interlocking installation to the Station master and take the Station Master's acknowledgement. After this, the usual practice of exchange of disconnection memo and reconnection memo can follow. The Station Master must act promptly on such messages and take adequate precaution treating the S&T installation as defective and pass trains over the affected interlocking equipment's according to extant instructions as contained in GR and SR.3.77.

20. PROCEDURE TO BE FOLLOWED IN CASE OF FAILURE OF SIGNAL POINTS AND USE OF EMERGENCY CRANK HANDLE:

- 20.1** Whenever a Signal or a Point become defective any movements over the Points on the running lines should be made after clamping and padlocking both the facing and trailing Points by Station Master on duty personally for all trains at the Station.
- 20.2** In case of failure of Signal or a Point and in case the Point cannot be operated from the VDU, the emergency Crank Handle which is interlocked with the system has to be extracted and the following procedure has to be observed.
- 20.3** One common emergency Crank Handle is provided for all the Motor operated Points of a group. This is mechanically riveted to the Key of RKT. This Key along with Crank Handle can be released from the RKT by following procedure vide 3.5 of appendix-B. The Station Master on duty in case of Point Motor failure will take out the Crank Handle set the Point manually by inserting Crank Handle on the Motor.
- 20.4** When the Crank Handle is removed from RKT for operation of the defective Motor Operated Points, the responsibility for its safe custody rests with the SM on duty till it is replaced back in RKT and sealed by Signal Maintainer.
- 20.5** The case of failure of Motor Operated Points should be promptly reported to the concerned SSE(Signal)/ESM for immediate rectification.
- 20.6** Whenever an emergency Crank Handle is required to be used by a Signal Official for maintenance of work attending to failure, the Signal Official will give a disconnection memo to the Station Master on duty and after making necessary entries in the emergency Crank Handle register, the Station Master on duty will obtain acknowledgement of the Signal Official in the emergency Crank Handle Register and then handover to him the emergency Crank Handle for the Points concerned. All the Points will be treated as defective till the Emergency Crank Handle is returned back to Station Master on duty.
- 20.7** In case of failure of both the VDU's station master on duty shall turn physical SM's Key to no VDU mode. Then he shall insert ECHIR key and turn. This will release emergency crank handle key.
- 18.8** Before parting with the Emergency Crank Handle either for attending failure or for Maintenance work by Signal Maintenance Officials, the Station Master on duty will ensure that the reception and departure Signals are put back to on position. The Points of all the

lines should be treated as Non-interlocked and the Station Master on duty is responsible for introduction of Non-interlocked working and the trains will be piloted IN and OUT duly clamping and Padlocking the Points, both in facing and trailing directions over which the train is to pass, as per GR 3.69 and 3.70 with relevant SR's. The Station Master on duty will be personally responsible for setting and locking of Points, for reception and dispatch of all trains.

- 21.0** The Emergency Crank Handle Register is to be maintained by the Station Master on duty wherein the particulars of usage of the Emergency Crank Handle must be recorded as per operating manual and other circulars issued. When both VDU fails, the procedure for extracting the crank handle key is mentioned in 4.1.1 in Appendix B.

22.1 INTERLOCKING OF SIGNALS WITH BLOCK INSTRUMENTS:

22.2 INTERLOCKING WITH SIGNALS:

All the DN and UP HOME Signals are Electrically interlocked with the respective block instruments, so that before the handle of the Block Instrument can be turned from TRAIN COMING FROM position to LINE CLOSED position of DN or UP direction as the case may be must be in their NORMAL position.

- 22.3** The UP advanced starter signal is controlled and interlocked with Block Instrument of section between SFC-BUDM & DN Advanced starter signal is not interlocked with Block Instrument of section SFC-DFR. So UP Advance starter Signal can not be taken OFF until the Handle of the concerned Block Instrument is in 'LINE CLEAR' position.

22.4 SUSPENSION OF LAST STOP SIGNALS:-

When the block instrument for section SFC-BUDM is suspended with its handle in any position for whatever reason the concerned Last Stop Signal controlled by the Block Instrument must be treated as suspended and a train towards BUDM shall be Piloted Out and a train towards DFR shall be worked out with signal upto DN IBS & issued T/369(3b) to pass DN IBS at "ON".

23.0 NORMALISATION OF THE BLOCK AXLE COUNTER AND OF BLOCK WORKING BY RESETTING FEATURE:-

- 23.1** Dual Digital Axle Counters are provided on both DN and UP line Block Sections between SFC-BUDM and SFC-DFR section.

- 23.2** The occupation and clearance of the axle counter section are indicated on the VDU by 'RED' and 'GREEN' light.

- 23.3** If any Block proving Axle Counter [LVCD] section fails, the Last Stop Signal at the rear station cannot be taken 'OFF' and Block instrument at advance Station cannot be turned to 'Line Closed' position after arrival of a train and in such case, resetting of last Vehicle Checking Device is to be resorted to either Section.

- 23.4.** No train shall be allowed on signal to leave a station in any particular direction unless: -
Track clear indication is available for the relevant Axle Counter track circuited portion and Last Stop Signal is taken OFF. [Refer Para No:5 of appendix 'B' for procedure of resetting of LVCD Axle counter].

24.0 TELECOMMUNICATION FACILITIES: -

- (i) Telephone attached with DLBI of SFC-BUDM & SFC-DFR Block Sections.
- (ii) Station to Station fixed telephone (Hot line) is provided
- (iii) Station is provided with Auto telephone connected with Railway Exchange.
- (iv) BSNL telephone is provided.
- (v) The station is connected to Balangir Jn.– Singapur Road Jn. control circuit by a control telephone.
- (vi) Station to station 25 Watt VHF communication is provided.
- (vii) Telephone is provided between Station and both end crank handle locations.
- (viii) Telephone with voice logger is provided between Station and L.C. Gates at KM.714/6-7 (LC No.JT-117),KM.713/16-18(LC No.JT-116),KM.712/14-15(LC No.JT-115).
- (ix) Telephonic communication is provided between SM's office and DN IB Signal post at Km. 706.266.
- (x) Telephone is provided between Station and TPC.

NOTE:

- (i) For obtaining line clear, VHF should be used as a last alternative and not as a sole means of communication.
- (ii) VHF and Walkie Talkie sets should not be used for unnecessary discussions with Loco Pilots, Guards or any other staff.

25.0 FAILURE OF COMMUNICATION / FAILURE OF BLOCK INSTRUMENTS:

- 1) In the event of partial failure/suspension of block instrument, Track circuit & Axle Counter 'Line Clear' shall be obtained over telephone attached to the block instrument or station to station telephone by exchanging identification number and supported by private number as per SR 6.02.06 (a) and Chapter–III Part–I of Block Working Manual.
- 2) In the event of partial failure/suspension of block instrument and block telephone attached to the block instrument, or the Station to station fix telephone 'Line Clear' shall be obtained on Railway auto phone or BSNL phone, by exchanging identification number supported by private number vide SR 6.02.06 (1)(b) and Chapter-III Part-I of Block Working Manual.
- 3) In the event of partial failure/suspension of block instrument, block telephone and station to station fixed telephone or Railway auto phone or BSNL phone, Line Clear shall be obtained over the control phone exchanging identification number and supported by 'Private Number' vide SR 6.02.06(1) (c) and Chapter-III Part-I of Block Working Manual.
- 4) In the event of partial failure / suspension of block instrument or block telephone attached to the block instrument, or station to station fixed telephone or Railway auto telephone or BSNL phone or control telephone line clear shall be obtained on the VHF sets exchanging ID number supported by PN provided that the instructions contained in SR 14.01.02 are followed vide SR 6.02.06 (1) (d) Chapter-III Part-I of Block Working Manual.
- 5) In the event of total failure of all communications trains shall be worked vide SR 6.02.03 and SR 6.02.04.

26.0 [A] POWER SUPPLY ARRANGEMENTS FOR THE SIGNALLING INSTALLATION

Power signaling and interlocking installations and the ancillary field units are fed from the following sources of power supply.

- i) Normally supply from AT connected to OHE Traction distribution [230 V 50 Hz].
- ii) Stand by supply from Odisha State Electricity Board (OSEB) [Single phase 230V-50Hz].

- iii) Normal power supply [Single phase 230V-50Hz] to the Signaling & Interlocking installation at the station is drawn from the traction power sources. Whenever traction power supply fails SS/SM on duty shall operate the rotary change over switch provided in the CLS power panel at SM's office connecting the power supply from the healthy sources to the installation.
- iv) The SS/SM on duty however maintains the record of AT power supply/ local supply and he must promptly report the failure of AT supply immediately through the section controller and to the concerned Electrical Staff and S&T maintenance staff.
- v) A change over switch is provided in the SM's office with the three power supplies viz UP AT, DN AT supply and local power supply for changing the switch to the required supply position. The availability of the supply is indicated by luminous indicator above the circuit breaker for each supply.
- vi) Normally the switch will be kept towards **AUTO** position. Whenever the power block is to be given on the line, on duty SS/SM must ascertain the power is available on the local supply and other AT and change over the switch to desired position.
- vii) In case of failure of AT supply without any power block, on duty SS/SM has to check whether the circuit breaker has tripped. (Three circuit breakers are provided in the changeover switch board, one for each supply and their normal position is UP and when tripped, it goes DN). In case of failure of AT supply without any power block, the local supplies shall be utilized by operating the changeover switch if required.
- viii) If the circuit breaker is tripping, even after resetting, no attempts shall be made to hold it by any other means and a message shall be given to the AEEE/GEN and CTFO/PSI/ TRD/GEN for prompt rectification.
- ix) Whenever there is failure of AT supply, the on duty SS/SM shall take prompt action to inform to all concerned for the rectification. The on duty SS/SM himself, during his daily checks, shall test the availability of AT power supply and make entry in station dairy duly initiating action for rectification of failure, if any.

[B] WORKING OF INTEGRATED POWER SUPPLY (IPS), INDICATIONS & ACTION TO BE TAKEN BY SS/SM ON DUTY.

Power supply to the signaling installation is fed through IPS installed in the S&T power supply room. The IPS is normally fed through UP AT/DN AT traction power selected by SS/SM. On duty. Standby power supply is through OSEB local supply. One changeover switch is provided in the SM's room for selection of output of either traction power supply or local power supply. The available traction/local supply is fed to the IPS through auto-change over switch provided in IPS.

The IPS system is connected with Battery as a back-up power source for safe working during transition of power and in case when there is no 230V AC supply available due to any reason.

In the event of the failure of all the sources of 230V 50Hz AC supply, the signalling system shall be fed by power generated by back-up battery bank connected to IPS for a approx. time of 06 to 08 hours. The health of battery bank is monitored through one IPS monitoring panel provided in the SM's room which shall be display the voltage 110V DC [Battery Bank provided as back-up source of power supply]. Depending upon the health of the Battery Bank and the system, the following indication/alarm will appear on the IPS monitoring Panel, their implications and action to be taken by SS/SM on duty is tabulated below.

Sl. No.	Instruction	Health of Battery Bank/ Equipment.	Visual Indication	Audio Indication	Action to be taken by SS/SM on duty
---------	-------------	------------------------------------	-------------------	------------------	-------------------------------------

A	-	50%DOD (depth of discharge)	Red	Alarm	Alarm shall be acknowledged by SS/SM on duty
B	-	60% DOD	Red	Alarm	-do-
C	System Shut down	70% DOD	Red	Alarm	Feed to signals gets cut off however all DC-DC converters continue to work. Audio alarm will continue till power supply is restored.
D	Call S&T Staff	Equipment fault	Red	Alarm	If any of the modules of IPS fails this alarm will appear on the SM's panel. Alarm shall be acknowledged by on duty for audio cut-off.

On duty SS/SM in each shift shall check and record the readings, indications, etc in the station dairy duly initiating rectification of failures of IPS system, if any.

In the event of failure of IPS monitoring ASM console due to any reason and when both traction power and local power failed the SS/SM on duty shall inform concerned Electrical staff immediately. In case 'Call S&T staff ' or 'System shut down' indication appear on the IPS monitoring panel of IPS and/or mal-functioning of the IPS monitoring panel SS/SM on duty shall inform the same to concerned S&T staff immediately.

NOTE: In case of failure of all AC supply sources IPS Battery Bank can provide power supply approx. up to 06 to 08 hours before system shut down indication of IPS.

27.0 WORKING OF AUTOMATIC FIRE DETECTION AND ALARM SYSTEM:

- In case of any alarm in any particular area due to fire or dust-Zone number on the LCD display can be seen, note down the zone No. displayed in control panel.
- The moment the smoke detector detects any smoke particles, the RED LED will blink along with the alarm.
- Once you find the zone number rush to that particular area where the detector gives alarm.
- Once you reach the area where the detector is giving the alarm, check whether the alarm is due to the fire or for any other reason.
- Then call immediately to the staff of concerned department.
- Call the fire station if required.
- Take action to extinguish the fire by the fire extinguishers available in the station.
- To alert the people in case of emergency press “*” sign of the fire which is present inside the key pad together for few seconds. This will enable you to hear the panel alarm.
- To reset the panel follow the instructions provided by S&T official in station master's room near the fire alarm panel.
- The control panel will get reset and siren muted.
- If the power fails on this will enable us to see the red indicator on the panel.
- In case of failure in power and if the battery is fully charged, the panel can function effectively as long as the charge in the battery is present.

APPENDIX - 'C'

ANTI COLLISION DEVICE (RAKSHA KAVACH)

NIL

APPENDIX - 'D'

1.0 STATION MANAGER (INCHARGE) :

He is the over all In-charge of the station; He is responsible for the efficient discharge of duties devolving upon all the Staff employed at the station whether permanent or temporary according to Station Working Rules, Manuals & safe working Instructions. He shall get himself well conversant with the detailed working of Station and E.I.system, points and signals etc.

He is responsible for maintaining the Assurance Register up-to-date. He shall conduct surprise night inspection and safety meetings/fire drills etc. as per instructions issued from time to time. He shall see that all the staff under his control working safely according to the rules in force.

He shall see that all signals, points, level crossing gates and the whole machinery at the station are in proper working order. He shall report all the defects to the concerned officials.

He shall satisfy himself that the staff employed under him are well conversant with Station Working Rules and perform their duties correctly. He is responsible for maintaining SWR, other Rule books and Assurance Register DN to date.

He shall see that all safety records are maintained properly and all rules prescribed in G & SR, Block Working Manual, Operating Manual and other relevant directions issued from time to time by competent authorities are followed rigidly by all concerned and any irregularities if noticed are reported promptly to the authorities concerned.

He shall see that all accidents are promptly reported, attended to and GA-3 along with accident message is submitted to the concerned officers in time. He shall see that the staff is civil and helpful to all users of railway.

He shall frequently visit the platform, Station, LC gate etc. in order to maintain an effective supervision over the said staff and their working. He shall see that station premises are kept neat and clean.

He is responsible for booking all staffs working under him for PME and Refresher Course / Safety camp in their due time. His Special attention is drawn out to chapter II of General and Subsidiary Rules and GR 5.01 to 5.08 with relevant Subsidiary Rules, Chapter – XXII of Operating Manual.

He shall see that all equipment, apparatus and instruments including signal and interlocking gears are in proper working order and all failures are promptly reported to officials concerned for repairs/rectifications.

He shall pay special attention towards passenger amenities & coaching trains punctuality and yard feasibility. He shall endeavor for minimizing detention to freight trains by judicious planning of trains staff. He shall pay attention to smooth functioning of goods train to eliminate detentions. He shall attend to all compliance by traveling/trading public.

He shall see that the law and order in the station area is taken care of with the help of G.R.P. and R.P.F and civil authorities as per need.

He shall ensure compliances of all Operating, Safety and Commercial records maintained at the station. He is responsible for overall supervision of the station.

His special attention is drawn to chapter No.II of G & SR 1976 (Revised-2012) and GR 5.01 to 5.08 with relevant SRs. He shall follow the instruction laid down in SR 3.68.01© & (d) and SR 14.07.01 and BWM 2.09 (e). He shall conduct surprise night inspection, safety meetings and fire drills. He shall maintain good public relation as well as look after passenger's amenities and be helpful to travelling public.

1.1 ASSURANCE REGISTER:

All staff before taking up independent charge of their duties at this station shall make a written declaration in the assurance register that they have read and thoroughly understood the system in force and must sign such declaration.

No Railway servant shall be entrusted with any duty involving safety of the public unless the station in-charge is satisfied that the concerned staff is competent for the post. No Railway servant unless duly examined and certified shall be allowed to work the points and signals. The SS is responsible to see that all the staff are conversant with the Station Working Rules and their signature obtained in the Assurance register after he is satisfied that they have thoroughly understood the working rules of the station. In case of Group 'D' staff, their signature/thumb impression must be obtained after explaining fully about their duties and responsibilities.

The station superintendent is responsible personally for maintaining the Assurance Register and for obtaining declaration of the staff working under him. The Assurance Register must be maintained in two parts, one for Group 'C' and the other for Group 'D' staff. A duplicate copy of the Assurance Register must be maintained and kept in personal custody of the Station Superintendent.

The declaration shall be renewed in the following cases: -

- i) Whenever there is a change in the Station Working Rules.
- ii) For any staff who have not worked at the station or were away from the station for a period of 15 days or more.
- iii) When a staff joins as a new member in the station.

2.0 USE OF PRIVATE NUMBER BOOKS IDENTIFICATION NUMBER SHEET :-

Sufficient Private Number books and I.D number sheets in sealed covers shall be kept always in the stock by Station Superintendent under lock and key. He shall maintain a register for this purpose.

3.0 ACCIDENTS:

Accidents shall be reported and immediate action shall be taken by the Station Superintendent in charge in accordance with the instruction laid down in the Accident Manual. Whenever the Station Superintendent received report of an accident, he shall take all necessary precautionary measures to protect the traffic and shall arrange earliest possible assistance as required at the site of accident. He shall frame the accident message/reports and follow DN all safety principles without delay.

4.0 TESTING OF POINTS AND SIGNALS:

The Station Superintendent shall test the working of the reception signals daily during the day when there is no train due to arrive/leave the station. He shall also test the working of points, crossings, Crank Handle, etc. and record the result in the Station Master's diary.

5.0 SS/STATION MASTER:

He shall work in 8 hrs. shift for train passing and booking of traffic, coaching returns and other statements shall be prepared and submitted by him in time under the direction of the Station Superintendent in charge. He shall assist the Station Superintendent in charge for the DN keep of the station in all aspects.

Station Master on duty who makes an entry in the train signal register must continue on duty till all the entries pertaining to the trains are completed vide Subsidiary Rule 14.07.01.

He is responsible for working beyond this period when called upon to do so in the exigencies of services. He will follow SR 3.68.01© & (d), SR 14.07.01. Their special attention is drawn to Chapter II of G & SR 1976 (Revised-2012) and GR 5.01 to 5.08 with relevant SRs. As an Assistant to the SS, he shall follow the instructions given to him by the Station Superintendent.

6.0 **HANDING OVER AND TAKING OVER CHARGE:**

The Station Superintendent in charge/Station Master/Assistant Station Master on duty shall record in the diary the condition of all the running lines, the caution orders in force at the time of handing over charge. These entries must be counter signed by Station Master/Assistant Station Master coming on duty while taking over charge. This will not, however, relieve any one of the SM of his responsibility to ensure by physical check that the nominated line is clear of all obstructions before admission of any train on it.

7.0 **TRAFFIC POINTSMAN:**

He shall work under the instructions of SM on duty and follow the GR 02.05 to 2.11 and other relevant rules laid down in GR and SR. He shall remain responsible for:

- (i) Delivery of authority to proceed and caution order etc. to the Loco Pilot of train.
- (ii) Correct setting and locking and crank handling of points for reception/dispatch and shunting operation under the supervision of Station Master.
- (iii) To couple and uncouple vehicles under the supervision of Station Master/Guard when shunting operation is in progress.
- (iv) Piloting and hand signalling of trains when necessary.
- (v) Knowledge of hand signals, detonators and their use.
- (vi) Protection of line in emergency and fog signalling.
- (vii) Exchange of signals with the Loco Pilot and Guard of passing trains as directed by the Station Master.
- (viii) Cleaning, Oiling and lighting of lamps.
- (ix) Loading/unloading of parcels, luggage and packages to and from the train and watching the packages and other materials by properly stacking in the station premises.
- (x) Dusting of station office, filling DN the fire buckets with sand/water and getting train arrival register (T/1410) signed by the Guard as and when required.
- (xi) Serving messages and any other duties entrusted to them by the SMR/SM from time to time.
- (xii) Uses of emergency crank handle for setting of points.
- (xiii) To supervise shunting as per SR 5.13.03.
- (xiv) They must be thoroughly conversant with the GR 3.38, 3.46, 3.77(I), 5.09, 3.52 to 3.60, 3.62, 5.13, 5.15, 5.16, 5.21, 5.23 & SRs there to and their special attention is drawn to chapter No.II of G & SR (Amendment) 2000 also.
- (xv) When necessary, they will work in the Goomties for observing and reporting the complete/incomplete arrival/departure of trains as per the order of the SM on duty in case of failure of Axle Counter/Track Circuit.

APPENDIX - 'E'**ESSENTIAL EQUIPMENT OF THE STATION**

Below is the list of essential safety equipment, which shall be readily available in good working order with necessary relief stock.

Srl No.	Description	Quantity
1.	Detonators	10 in tin case
2.	Tri colour torch	04 Nos.
3.	Hand signal flags	04 sets.
4.	Safety chains with pad locks	08 Nos.
5.	Wooden Wedges	12 Nos.
6.	Skid	02 Nos.
7.	Fire buckets (with sand and water)	06 Nos.
8.	Clamps with padlocks	12 Nos.
9.	"Block suspension" Boards	02 Nos.
10.	"Motor Trolley on Line" Boards	02 Nos.
11.	First aid Box	01 No.
12.	Stretcher	01No.
13	Fire extinguisher	02 No.
14	Blanket	01 No.

APPENDIX - 'F'

IBS:RULES FOR WORKING INTERMEDIATE BLOCK SIGNALLING BETWEEN SFC-DFR

The block section between SFC-DFR has been split into two block sections by providing Intermediate Block Stop signals at KM 706.680 F/HWH [controlled by DFR station] for UP line and, at KM 706.266 F/HWH [controlled by SFC station] for DN line. Intermediate Block stop signals are controlled through double line lock and block instruments at the respective receiving ends.

- A] The Block working for section between DFR-SFC on UP & DN lines are controlled by the provision of Double line Lock and Block Instruments (SGE type) and are provided at DFR and SFC stations. The UP Advanced starter signal no. 27 of SFC and DN Advanced Starter signal no. 28 of SFC are controlled by the clearance of IB section through respective IB section monitoring axle counters and the IB Home signals are controlled in turn through the line clear position of respective Double line lock and block instruments and LV section monitoring axle counters of receiving stations.
- B] Trains between intermediate block signal to respective Home signal of station in advance are worked by means of SGE type lock & block instrument vide GR 3.75, 4.09, 5.07, 14.01 to 14.14 of the G & SR and chapter VI of BWM.
- C] Last stop signal to the intermediate block stop signal is controlled by Dual Axle counter and are worked under absolute block system in terms of G & SR 14.01, 14.13.
- D] **INDICATIONS PROVIDED FOR I.B. SECTION.**
The indications of signals of IB in both DN and UP directions are provided at SFC Station and DFR Station.

SECTION SFC-DFR:

SN	Signal Aspect [S-28] (SFC)	IB Section Indication [28 AXT]	DN IB Home Aspect	Block Section Indication	Remarks.
1	Green	Green Illuminated when section is clear. When train enters the section RED illuminated	-	-	Advanced starter no. 28 is taken off to dispatch a train up to DN IB Home.
2	Red	Red Illuminated	-	-	IB Section is occupied.
3	-	-	Green	Green illuminated when LVV section is clear. When train enters the section RED illuminated	IB Home taken off for train up to DN Home signal of SFC.
4	-	-	Red	Red Illuminated	LVV section is occupied or IB Home

					passed at danger.
--	--	--	--	--	-------------------

SECTION DFR-SFC

SN	Signal Aspect [S-27] (DFR)	IB Section Indication [27 AXT]	UP IB Home Aspect	Block Section Indication	Remarks.
1	Green.	Green illuminated when section is clear. When train enters the section RED illuminated	-	-	Advanced starter no. 27 of DFR is taken off to dispatch a train up to UP IB Home.
2	Red.	RED Illuminated	-	-	IB section occupied.
3	-	-	Green	Green illuminated when LVV section is clear. When train enters the section RED illuminated	UP IB Home signal is taken off for train up to UP home signal of SFC.
4	-	-	Red	Red Illuminated	LVV section is occupied or IB Home passed at danger.

E] Buzzer/Bell

One audio buzzer has been provided in the SM room at both SFC and DFR to detect Train Entering section for outgoing trains. After train passes the intermediate block stop signal, the buzzer/bell will start ringing. On hearing the buzzer/bell the SS/SM of sending station must acknowledge the same by clicking on IB train entering section [TES] muting icon to stop the buzzer/bell and then send train entering section report to the receiving station who shall turn the commutator of the Double Line Lock and Block Instrument from the 'Line Clear' position to 'Train On Line' position and acknowledge train entering section following the procedures laid down vide Block Working Manual.

- F] In the event of failure of I.B. track circuit [i.e. track clear indication not available] which shall not permit taking 'OFF' last stop signal, it should be ensured by SS/SM on duty at the dispatching station through exchange of private number with the SS/SM of the receiving station that the last train that has passed the last stop signal of his station has fully arrived at receiving station, before allowing the next train to enter in to the section, such permission to the next train shall be granted and the section SFC-DFR as the case may be shall be treated as single section by issuing the pilot memo when normalization of the system is not possible. Trains are to be dispatched from the station only after obtaining line clear till such time track circuit or last stop signal is restored to normal.

F1 CLOSURE OF INTERMEDIATE BLOCK SIGNAL POST:

In the event of suspension of Lock and Block Instrument or Failure/Suspension of Intermediate Block Home UP or DN line or failure of Axle counter mechanism or failure of track circuit upto 400m from IBS the concerned section shall be suspended, the Intermediate Block Post concerned shall be deemed to be closed and section between the stations on either side of the Intermediate Block Post concerned shall be treated as one block section. Refer to General Rule No. 3.70 and 3.75. The authority to pass the Advanced Starter and Intermediate Block Stop Signal concerned at 'ON' shall be issued by the SM Immediately in rear of such signal.

G] NORMALIZATION OF IB AXLE COUNTER AND RESTORATION OF BLOCK WORKING BY RESETTING FEATURE:

- i] No train should be allowed to leave station in any particular direction unless IB track clear indication is available for the relevant track circuited portion of IB section and last stop signal cannot be taken off also.
- ii] A Resetting arrangement for the resumption of IB Axle counter, under failure condition through co-operative feature of both the SM on duty at either end station of the Block section is provided, which should only be resorted to after the train that was sent last has arrived fully at the receiving station and is certified in this respect by the SM at the receiving station through exchange of private number.
- iii] For monitoring of IB section working & re-setting of IB Axle counters, Track Indications and Re-setting arrangements are provided on the VDUs of SFC and DFR stations. Counters are also provided for the purpose of recording of each act of re-setting for the IB Axle Counters in case of failures in IB section.
- iv] The SM on duty at SFC station shall maintain a separate register for use for resetting of IB Axle Counters wherein every operation of the resetting shall be recorded giving details of date of use, train number, time, number registered in the counter on Veeder Counter and reasons for resetting and initial for each such entry.
- v] The procedure for resetting of the IB Axle counters in terms of clause G(ii) above shall be as follows:

SECTION SFC-DFR:

	DISPATCHING STATION [SFC]		RECEIVING STATION [DFR]
1	In case of failure of axle counter between sending station and IB signal then SM on duty of sending station shall call the attention of SM of receiving station through Telephone for granting Permission to re-set IB Axle counter as well as Train Passed signal with Danger [train run away condition] giving details of last train left the station into the section.	1	SM on duty at receiving station shall after verifying that the said dispatched train arrived fully and exchange private number with SM on duty of sending station and gives permission to re-set by clicking on the 'Reset Permission Button' icon provided on the VDU. Then a flashing yellow indication will appear near the icon. For each such operation the permission granting counter shall increase by one digit. SM on duty shall make an entry of changed permission granting counter number in counter register
2	On getting permission to reset from receiving station, a flashing yellow indication will appear on Permission Received icon which shall be acknowledged by SM on duty by acknowledging 'Permission Ack Button' icon and then flashing indication will become steady. On duty SM at sending station shall then	2	After completion of reset procedure Permission granting indication will go blank at the receiving station.

	<p>make IB Reset 'key IN' on the VDU and then click 'PRESS' on the 'Reset Push Button' icon. Approximately after 5 seconds click the 'RELEASE' on the reset button icon and then make the reset 'key OUT'.</p> <p>Now SM on duty has to manually reset the near end axle counter. He shall insert the reset key, turn right and press on the reset box simultaneously with reset button.</p> <p>On doing the above process for resetting preparatory reset indication will appear on both VDU and reset box. First train has to be piloted out. On passing of the first train IB Axle counter will get reset. After this preparatory reset and Permission Received indication will go blank.</p> <p>For each such operation, the IB. reset counter provided shall increase by one count. SM on duty shall make an entry of changed Reset counter number in re-setting register.</p>		
3.	<p>In case of train passed IB signal at danger, train run away indication will appear on the VDU along with buzzer. SM on duty shall then acknowledge the same. He shall call the attention of SM of receiving station through telephone for granting Permission to reset the runaway indication giving details of last train left the station into the section.</p>	3	<p>SM on duty of receiving station, after verifying the complete arrival of last train shall give a private number to the sending station that the section is clear. He shall then grant permission to reset the train run away indication.</p>
4.	<p>SM of the sending station shall acknowledge the permission granted. The trains run way indication will go blank and the system is normalized.</p> <p>In such case there is no need of piloting out of the first train.</p>		

H] NORMALIZATION OF LVV AXLE COUNTER AND RESTORATION OF BLOCK WORKING BY RESETTING FEATURE:

	RECEIVING STATION [DFR]		DISPATCHING STATION [SFC]
1	<p>In case of failure of axle counter between IB signal and receiving station, SM on duty of receiving station, after verifying that the last train has arrived fully shall call the attention of the SM of sending station through telephone giving details of last train left the station into the section has arrived complete and exchange private number with SM on duty of sending station and ask for granting permission for resetting of the LVV.</p>	1	<p>SM on duty at sending station shall give permission to reset by clicking on the 'Reset Permission Button' icon provided on the VDU. Then a yellow indication will appear near the icon.</p>

2	<p>On getting permission to reset from sending station, a flashing green indication will appear on Permission Received icon which shall be acknowledged by SM on duty by acknowledging 'Permission Ack. Button' icon and then flashing green indication will become steady.</p> <p>On duty SM at receiving station shall then make IB Reset 'key IN' on the VDU and then click 'PRESS' on the 'Reset Push Button' icon. Approximately after 5 seconds click the 'RELEASE' on the reset button icon and then make the reset 'key OUT'. On doing the above resetting process, preparatory reset indication will appear on VDU.</p> <p>Now SM on duty has to manually reset the near end axle counter. He shall insert the reset key, turn right and press on the reset box simultaneously with reset button. On doing the above resetting process, preparatory reset indication will appear on reset box.</p> <p>T/369(3b) shall be issued to loco pilot of first train to pass IBS at ON. On passing of the first train LVV Axle counter will get reset. For each such operation, the LVV reset counter provided shall increase by one count. SM on duty shall make an entry of changed Reset counter number in re-setting register.</p>	2	<p>For each such operation, the LVV reset counter provided shall increase by one count. SM on duty shall make an entry of changed Reset counter number in re-setting register.</p>
---	---	---	--

l]

DISPATCH OF TRAINS:

Dispatch of trains is governed by the provision of GR 3.42, 3.70 & SR there to and Block working manual rules. For dispatching trains with last vehicles/trains without guard/banking engine in rear, JPO and safety circulars issued along with relevant GR & SRs to be followed.

From SFC towards DFR.

Train will be dispatched in accordance with the General Rules 3.42, 3.70., 3.75, 4.35 and 8.01 and subsidiary Rules thereto.

SFC TO IBS ON DN LINE:

The SM on duty shall ensure that the portion of line between Advanced Starter and 400 Mtrs beyond IBS at their respective ends is clear of obstruction and indication to this effect is available and shall also ensure any non-isolated shunting at their respective ends suspended and shunting authority issued if any is withdrawn and kept in his custody.

IBS SIGNAL TO DFR:

The SM on duty SFC shall obtain line clear through lock & Block instrument from the station in advance to dispatch a train in to section and pass the IBS signal through by taking off the IBS signal no. 30 of SFC for DN line.

After the train passes the DN IBS a buzzer will ring at both the receiving and dispatching stations. On hearing the buzzer/bell the SM must acknowledge the same by pressing train entering section [TES] muting icon to stop the buzzer/bell and then send train

entering section report to the station master of the station in advance who in turn will turn the commutator of the Double line Lock and Block Instrument from the line clear position to Train On Line position and acknowledge train entering section. After dispatch of a train from SFC into the Block section, in case when the intermediate stop signal is not taken 'off' but the buzzer has started ringing, this may be either due to the train passing intermediate Block stop signal at 'ON' position or due to failure of the track circuit in advance of that intermediate Block Signal. The SM on duty will then inform the matter to SCR on duty and concerned S&T official.

The above procedure must be rigidly followed irrespective of the fact whether line clear for train has been received from station in advance or not and this must be recorded in the Train Signal Register and SM's diary book of both the Stations.

(i) Dispatch of trains towards DFR station in case of failure of the DN Advanced Starter signal due to failure of "IB Axle Counter" device or otherwise-.

If the failure of the DN Advanced starter of SFC due to the failure of IB axle counting device or the indication showing 'Red' light either due to power failure or due to any other cause, the SM should resort to the resetting procedure mentioned in para G(iv).

If it is not possible to restore normal working of the IBS by use of the resetting procedure, the ESM-in-charge of the section shall be served with a written memo to attend the defective signal and rectify the same. The ESM-in-charge of the section on being served with a memo by the SM shall attend the failure and rectify the fault. The ESM after ensuring that all S&T gears relating to defective signal have been attended to and are in working order except the axle counter which needs re-setting, shall establish communication with SM concerned and ask him to reset the IB axle counter by following the reset procedure mentioned in the para G(iv). SM on duty shall follow the resetting procedure after ensuring that all the trains which had left his Block Station had arrived complete and intact at DFR (by exchanging of P.N with SM/DFR confirming this) for resumption of normal working.

DESPATCH OF TRAINS IN CASE OF FAILURE OF INTERMEDIATE BLOCK STOP SIGNAL:

- [a] When a driver finds an intermediate Block Stop signal at 'ON' Position he shall stop his train in rear of the signal and advise the guard of the fact by sounding long continuous whistle and shall then contact the Station Master of the Block Station in rear over the signal post telephone provided for the purpose vide SR.3.75.01[i].
- [b] If the SM of SFC station, on being contacted over Telephone by the driver, finds that the signal is defective, he shall, after obtaining "Line Clear" for the train from the station in advance, authorize the driver on the telephone to pass intermediate Block Signal at "ON" and enter the block section ahead. He shall give Driver the Private Number and identification Number under which he has received "Line Clear" for the train from the station in advance.
The driver shall then sound one short, one long and one short whistle and, on receipt of Guard's signal shall proceed ahead duly exchanging signals with him. The station Master on being contacted by the Driver on signal post telephone if he is unable to obtain "Line Clear" for the train due to total interruption of communications, shall call for the Guard through the Driver and on being contacted by guard, he shall advise the guard of the circumstances and give a Private Number for the train to proceed up to the next block station. The guard shall prepare a memo in duplicate authorizing the Driver to proceed with the Private Number received from the Station Master. In such case the speed of the train shall be restricted as prescribed in GR 3.75(3).
- [c] In such case the Driver shall pass the IB signal at "ON" and proceed cautiously and be prepared to stop short of any obstruction, at a speed not exceeding 15 Kilometers an

hour if he has a good view of the line ahead otherwise, at a speed not exceeding 8 kilometers an hour and report the failure to the Station Master at the block station ahead. While complying with the instructions contained in GR 3.75(3), when the Driver has to pass IB signal at “ON” after waiting for 5 minute at the signal, he shall proceed cautiously preparing to stop short of any obstruction at a speed not exceeding 15KMPH when view ahead is clear and 8 KMPH when view ahead is not clear due to curve, obstruction, rain, fog or any other cause until he reaches the foot of the next stop signal and even the signal is “OFF” the Driver shall continue to look out for possible obstruction short of the same and will act upon its indication only after he has reached it. Before starting, the Driver shall sound one long whistle which may be repeated as necessary and shall then start his train on receipt of Guard’s signal. Thereafter he shall exchange signals with the Guard.

On reaching the block station ahead the Driver shall report the failure of the signal to the Station Master. If the telephone is provided at the intermediate Block Stop signal Post is out of order the Driver will pass the IB signal as per GR 3.75(3) & SR 3.75.02, and on reaching the block station ahead, the Driver shall report the failure of the signal to the SM, Following train shall not be allowed to leave SFC unless the complete arrival of the receiving train is certified by the SM on duty at DFR under exchange of Private Numbers.

The station Master of the block station working the intermediate block stop signal on becoming aware that such a signal is defective shall, before dispatching the train, treat the entire section up to the block station immediately ahead of the intermediate block post as one block section and issue a written authority to the driver to pass the defective intermediate Block Stop Signal at “ON” without stopping at the signal in accordance with the procedure prescribed by special instruction.

A written authority as mentioned in GR 3.75(4) shall be in Form T/369[3b] in which the Private Number and identification Number obtained from the station in advance in support of the “Line Clear” shall be recorded. Display of “Proceed hand signal at the foot of defective Intermediate Block Stop Signal may be dispensed with.

- [d] However, if the SM on the Block station immediately in rear of an intermediate Block Signal is aware that DN intermediate Block Signal is defective shall before Dispatching a train verify that all trains which had left his Block Station had arrived complete and intact at DFR station by exchanging Private Number with SM/DFR and shall follow the resetting procedure mentioned in the para G(iv). Thereafter driver shall be handed over the authority of T-369[3b] to pass IBS Signal at “ON” position where in, the Private Number and identification number obtained for line clear shall also be written. After each such resetting process, next higher number is registered on the veeder Counter and the SM should record this, giving the details of the occasion with timings in the Veeder Counter register kept in the station.

J] **SPECIAL INSTRUCTION IN CASE OF A TRAIN PASSING IBS AT ‘ON’ POSITION:**

- I] In case train run away indication appears the SM of receiving Station shall not turn the block instrument handle to line clear position and SM at sending station shall not take any action to dispatch the third train unless the second train which passed the IB signal at ‘ON’ position has actually arrived complete and is verified by the receiving station.
- II] Every case of a train passing IB signal at ‘ON’ position without strictly following the provision of GR 3.75 should be treated as a breach of block rule by the driver and action to be taken accordingly.
- III] When train run away indication appears at the dispatching Station without any train in the section, then SMs should resort to train run away resetting procedure. If the same could not be reset the IBS system should be treated as failed and Signal Maintainer should be

advised. All the subsequent trains shall be Piloted OUT after taking line clear and treating entire section as one Block section as per GR 3.75(4).

- IV] Whenever a train after having obtained line clear passes IBS at “ON” position the train run away indication appears at the dispatching station and also at receiving station. Under such circumstances no further train shall be allowed in the section till the said train arrives completely at the receiving station and its complete arrival report has been received at the receiving station supported by Private Number treating the entire block section as single section.
- V] If any train passes IB Signal at ‘ON’ position when there is a train in the Section between IBS and the receiving station, the train run away indication will appear at both receiving and dispatching station. Under such circumstances the SM in the receiving station shall not turn the Block instrument to Line Clear position and SM at sending station shall not dispatch the (3rd) train, unless the 2nd train which passes the IBS at ‘ON’ position has actually arrived and its complete arrival is verified by the receiving station.
- VI] Resetting procedure is to be followed as detailed in para G(iv) after verifying that the last vehicle of the runaway train has arrived intact and ensured by exchange of private number with the SM of the receiving station.
- VII] Whenever a train run away indication appears when there is a train in the section, no further train should be allowed in the section till resetting is done.
- VIII] Before any resetting operation is done, the Dispatching station should advise the receiving station giving details of the last train that has entered the section and should ensure by exchange of private number that the last train has arrived complete at the receiving station.

Every Case of re-setting shall be entered in a register in the following proforma.

Date and time	Train No. Last entered the block section	Private No. of station ahead for Complete Arrival of the train Under Col.2	Veeder Counter No Before resetting operation completed	Train No. Entering Block section Immediately after the resetting operation	Remarks	Signature of SS/SM
1	2	3	4	5	6	7

- IX] If resetting is not possible under item as mentioned above, the system should be treated as failed and train will work treating the entire section up to the Block Station immediately ahead of the IBS Post as one block section as per GR 3.75(4).

K] ACTION TO BE TAKEN WHEN A TRAIN PASSES INTERMEDIATE BLOCK STOP SIGNAL AT ‘ON’

a) By SM of receiving Station.

- I] Shall not turn the Block Instrument commutator to “Line Closed” Position Unless the complete arrival of the train which passed IBS at “ON” position is ensured, without any exception even for such a train which leaves the rear station after obtaining line clear and passes IBS at “ON” position, since there is a chance of leaving a vehicle or vehicles in the Axle Counter area where the function of Axle Counter also fail.
- II] In case the bottom needle of the SGE type block instrument is in its ‘Line closed’ position, action should be taken to turn the block instrument commutator to ‘TOL’ Position vide BWM 5.16(2)(iv) and must not turn to “Line closed” and then to “Line clear” position unless the

train which had passed the “Intermediate Block Stop Signal” at ‘ON’ position arrives complete and its complete arrival is verified.

b] By the SM of both the block stations in rear and in advance of the intermediate Block Stop Signal.

I] After the complete arrival of the last train, according to the information received vide sub-para (a) above, the SM of the receiving station shall communicate the same to the SM of the sending station supported by a Private Number which shall be acknowledged by the later by issuing Private Number. Thereafter the SM of the dispatching station and the SM of the receiving station shall resort to Resetting procedure. This simultaneous operation will cause the ‘counter’ to increase by one count at both the stations and SM shall record the next higher number in the register mentioned for the purpose and details of it.

II] After completion of resetting procedure and normalization of IBS the SM of the Block Station in rear shall then take steps or authorize Station master of the receiving station supported by a Private Number to normalize the block instrument.

III] In the event of failure of IBS signal in the “OFF” position or fails to go to “ON” position immediately after passage of train, the station master controlling the signal shall take steps to put back the IBS signal to “ON” position and treat IBS signal failed and train shall be dispatched treating entire section between his station and station in advance as one Block section.

L] RUNNING OF MOTOR TROLLEYS ON IBS ZONE:

i) While allowing motor trolley/4 wheeler tower wagon/material trolley etc., entire section between DFR-SFC shall be treated as one block section and shall be issued T-369 [3B] for passing IBS at “ON” position.

ii) After the complete arrival of the said Motor Trolley/4 wheeler tower wagon/material trolley etc., at the station ahead, Station Master of adjacent station shall exchange Private Number in token of complete arrival and then shall resume normal working by resetting the Axle Counter as stated in the SWR.

iii) Motor Trolleys shall not be allowed on following line clear.

NOTE:- Backing of train on the portion of line after passing the intermediate Block Stop signal normally shall not be allowed, However, if it becomes inevitable to back, such backing may be done with great caution as mentioned in SR 3.75.04.

M] SIGNAL POST TELEPHONE:

A telephone socket (RE Type portable telephone kept with drivers) with a RED Press button at the bottom is provided at the foot of each IB signal and is meant for driver to contact the SS/SM in rear by pressing the RED button. The driver of the train encountering the IB signal at ‘ON’ position shall contact the station in rear to find out the occupancy or otherwise of the block section ahead.

N] NORMAL POWER SUPPLY TO IBS GOOMTIES:

Power signaling and interlocking installations and the ancillary field units are fed from the Following sources of power supply.

- i) Normally AC supply from AT connected to OHE Traction distribution [230 V 50 Hz].
- ii) Normal power supply 110VDC to the Signaling & interlocking installation at the IBS is drawn from IPS.
- iii) AC supply from Odisha State Electricity Board (OSEB)[Single phase 230 V 50 Hz] to charge the IPS battery i.e. signaling & interlocking system for IBS.
- iv) Alternate solar power supply system is provided to the IBS for charging the battery.
- x) The minimum backup time of IPS battery is ten hours during failure of AC Power.

APPENDIX-G TO SWR – SFC

STATION WORKING RULES FOR 25KV AC ELECTRIC TRACTION

SAINTALA STATION

1. GENERAL & SUBSIDIARY RULES:
 - a) The rules applicable to electrified section have been given in chapter-XVII of the General Rules and in the subsidiary Rules made here under for electric traction. The General principles governing operation and maintenance of Traction Overhead Equipment, Electric locomotives, Signal & Telecommunications installations have been given in the A.C. traction manual. These rule books and an extract of the relevant paras of A.C. traction manual, shall be kept with the concerned staff shall make themselves thoroughly familiar with the same (GR. 17.01).
 - b) Brief reference to important rules required to be followed by Station/ Yard staff in their day-to-day work has been given in this Appendix. These are, however, illustrative and not exhaustive.
2. GENERAL SAFETY PRECAUTIONS:
 - a) All staff are warned that contract with or very near (within 2 meters, unless protected by a screen as per rules) to live portion of the 25 KV Traction Overhead Equipment is dangerous and shall be strictly avoided.
 - b) No work on overhead lines or in the zones within 2 meters of any live equipment shall be carried out unless a regular 'PERMIT TO WORK' has been obtained from the authorized Traction staff and the line has been made dead and earthed as per rules (GR 17.04) and ACTM para No.20600 to 20619 Vol. II Part. I.
3. SECTIONING DIAGRAM (Station Working Rules Diagram for Electric Traction)
 - a) A sectioning diagram No. RVNL/WAT/SWR/SFC/20/03 indicating schematically the lines, which have been equipped with, for electric traction is exhibited. The diagram also indicates different electrical sections (Elementary Sections) the Controlling Switches or interrupters), insulated overlaps and section insulators where the overhead equipment is electrically separated. The limits of an electrical section (Sub-Sector or Elementary section) are indicated by the relevant section. A copy of this diagram is also enclosed with these special working rules and will form part of the same.
 - b) For all-purpose connected with Train movements and Power Blocks, this diagram is the only authorized document to be referred to the normal position of various switches is indicating on the diagram.

S.SAINI
DSTE(SIG)/SBP

LINGARAJ GARTIA
DOM(G)/SBP

4. UNWIRED TRACKS:

No electric locomotive with pantograph raised shall under any circumstances be taken to an unwired sections.

5. OPERATING OF SWITCHES:

- a) All switching operations shall be carried out in accordance with the instructions of the Traction Power Controller except in respect of switching operations for local blocks, which may be carried out by authorized traction staff, after they have been granted local blocks by the Station Master in accordance with S.R. 17.04.09 and ACTM para No. 20600,20601 of Vol.II. Part.I.
- b) "In case of emergency, authorized and trained station staff may open Isolator switches under specific instructions of the Traction Power Controller (G.R. 17.04.14-B) with exchanging of Private Nos. to perform the operations of the following isolator switches as well as any other isolators within the station limit. Hence every station master shall be fully aware of the location of the isolator switches provided for the control of power supply of OHE at or near the station and shall be conversant with correct method of operating and closing the same (Competency certificate is provided after getting assurance)

<u>Sl.No.</u>	<u>Isolator No.</u>	<u>Loc. No.</u>	<u>Sl.No.</u>	<u>Isolator No.</u>	<u>Loc. No.</u>
<u>1.</u>	<u>SM - 75</u>	<u>715/17</u>	<u>4.</u>	<u>SS -173</u>	<u>715/15</u>
<u>2.</u>	<u>SM - 76</u>	<u>715/8</u>	<u>5.</u>		
<u>3.</u>	<u>SS -172</u>	<u>716/12</u>			

APPENDIX-G TO SWR – SFC

6. POSITION OF SWITCH HANDLES (ISOLATORS):

When a switch is in the closed position, the operating handle of the switch is at the top.

7. LOCATION OF KEYS OF SWITCHES:

The keys for the padlocks of various isolator Switches are kept in the ASM's Office in a box with a glass mounted cover (17.04.13). The Station Master shall daily check the keys of switches of the isolators and report any defects or deficiency to the Traction Power Controller. In the event of breaking of glass box the procedure stipulated in SR 17.04.13 (b) has to be strictly followed.

8. PROCEDURE AND PRECAUTIONS FOR OPERATING ISOLATORS:

The procedure for operation of isolator switches have been given in G.R. 17.04.15 and S.R 17.04.14 (b) Isolator switches shall not be opened when carrying any load. Before opening/closing, on duty SM will get confirmation from TPC supported by Private number. The procedure stipulated in SR 17.04.15(c) must be followed.

9. POWER BLOCK:

- a) The detailed procedure for obtaining power block has been given in G.R. 17.04.02, 17.03.03 & 17.04.04 and ACTM para 20603,20604,20611,20612 & 20613 which must be rigidly followed except in case of emergency.
- b) The sequence of switching operations for granting and cancelling the Power Block for a particular section, are included in the Annexure. These shall be strictly followed by all staff. Failure to follow the sequence indicated is likely to lead to dangerous consequences. The protection of dead section is achieved by blocking the Concerned line in the VDU and placing red button collars on concerned buttons operating points and / or signals.

10. PROTECTION AT THE TIME OF POWER BLOCK:

- a) All sections over which the Power Block has been granted shall be protected against entry of Electric Locomotive with pantograph raised from either end during the period of the Power Block (G.R. 17.04) and ACTM 20620, 20621 to 20627 of Vol.II, Part.I strict enforcement of longitudinal and transverse protection as per the Annexure attached shall be ensured before imposing power block. If there is/are locomotives on the section over which the power block to be given, the loco Pilot of such locomotives shall be given a memo by the Station Master on duty to lower the pantograph and not to raise it until further instructions and acknowledgement shall be obtained. The Loco Pilots shall not be given instructions to raise the pantograph till the power block is cancelled.

- b) Station Master or station staff conducting shunting operation with electric locomotive shall ensure that under no circumstances, any electric locomotive approaches near the traction structure limiting elementary sections over which the power block has been granted. Limits of each electrical section at a station are shown in the Station Sectioning Diagram.

11. SECTION INSULATORS:

In order to isolate main and loop lines on different grids in the yard. Crossover/Turn-out connecting main and loop lines of different grids of the yard, are provided with section insulators, So that, when one line/or grid is made electrically dead and there be any fault on the same, the other line/grid is not affected. The speed of the electric locomotives with pantograph raised over such section insulators shall not exceed 50 KMPH subject to other speed restriction which may be in force. When one of the two sections separated by a Section Insulator is dead, the pantograph of the electric locomotive on the live section shall not proceed closer than 30 Ft. (10 Meters) towards the section insulator marking the end of the dead section.

APPENDIX-G TO SWR – SFC

12. BREAKDOWN OF TRACTION OVERHEAD EQUIPMENT:

All breakdown or defects noted or reported on the Traction overhead equipment or any other traction equipment including bonding shall immediately be reported to the Traction Power Controller (G.R. 17.03.02) and ACTM Para 20605 of Vol II Part I. Necessary Caution Order should be issued to the Loco Pilot concerned as directed by the Traction Power Controller observing the existing rules regarding issue of caution orders.

13. REGISTER OF MESSAGES:

All message relating to faults on the traction Overhead equipment, operation of switches custody of keys of out-door switches and other important communication in connection with the operation and maintenance of Traction Overhead equipment shall be recorded serially in a register by both the sender and the receiver indicating the time at which the message are received or exchanged (G.R. 17.04.12) and ACTM Para 20610, Vol II Part I.

14. MOVEMENT OF DIESEL ENGINES OR TRAINS HAULED BY SUCH ENGINES:

Goods or passenger trains hauled by other than electric locomotives may be allowed to pass through the dead section subject to the following conditions:-

- a) This has not been prohibited specifically in the power block message.
- b) Other than Electric trains hauled by such engines shall be brought to a stand at the station preceding the station/section at which power block is granted and the Station Master of this station shall satisfy himself by personal inspection that there is no electric locomotive in the train.
- c) He shall also given a Caution Order to the Loco pilot of such engine or train, warning him of the power block ahead and instructing him to watch for hand signals and observe them.
- d) No Station Master shall give line clear or lower signals for a train to run over a section under power block unless he has received an assurance (supported by Private Number) from the Station Master of the preceding station that there is no electric locomotive or Inspection Car with pantograph raised in the train (ACTM 20627, Vol.II, Pt.I).

Note: For purposed of this Rule a Dead Engine dispatched as a vehicle shall not be considered as an Electric locomotives.

15. ELECTRIC LOCOMOTIVES:

Provisions included in A.C. traction Manual must be completed within case of double heading or banking by electric locomotive and precautions indicated therein must be complied with when dispatching locomotive (ACTM 30636, Vol III.).

6. ESM:

S.SAINI
DSTE(SIG)/SBP

LINGARAJ GARTIA
DOM(G)/SBP

Any direct contact or close proximity to 25 KV line conductors is dangerous, the station ESM climbing up the Signal post for removing or fixing or cleaning the signal should not carry any long article which may accidentally touch or come in close proximity to live conductors. The ESM shall also be wanted against bringing any part or body near live conductors.

17. CRANES:
No crane shall be worked on or near Traction Overhead equipment, unless such equipment is first made dead and earthed and an authorized representative of the OHE section is present (S.R. 17.04.07 (a) & (b)).
18. WORK ON ROOF OF ROLLING STOCK:
No person shall climb on the top of the Engine or Tenders or on the roofs of carriages, or wagons, when those vehicles are located beneath Overhead equipment except, when a regular 'Permit to work' has been obtained from authorized Traction Staff and the overhead equipment has been made dead and earthed (GR 17.05(02)) and ACTM Para 10402 & 10403 of Vol.I.

APPENDIX-G TO SWR – SFC

19. BLOCK INSTRUMENT OR ANY OTHER ELECTRICAL SIGNALLING EQUIPMENT:
The Station Mast/Cabin master on duty must always watch for any unusual working in the Block instrument or any other signalling equipment, which may arise due to voltage, induced from traction system. The Block instrument or the signalling Equipment must be suspended whenever there is any signs of unusual working and the nearest signal and Telecom, maintenance Inspector may be contacted to inspect and certify the same. In the event of a break of the OHE, the Station Master must immediately check up whether all Block and signalling equipment are working normal before permitting any train movement.
20. TELECOMMUNICATION CIRCUITS:
Refer Para 5.0 of main body and Appendix "B" of this SWR.
The details of the Telecommunication facilities available on the electrified sections and the use of the same have been given at ACTM Para 10213, 10429 of Vol. I and Para 20703 of Vol. II part I.
21. ELECTRIC SHOCK:
The Station Master shall exhibit prominently the instructions issued regarding the treatment to persons suffering from electric shock in the Station/Yard Office and shall ensure that all Class-III staff are familiar with those instructions (shock treatment) chart provided in SM's office.
22. FIRE:
Regarding fire on or adjacent to any electrical equipment refer G R (6:10) and SR there to.
23. Nothing in these rules amends or supersedes any General or subsidiary rules or instructions included in AC Traction Manual. These working rules shall be read as supplement to the aforesaid Rules Books and also to the existing Station Working Rules of the Station.
24. AMENDMENTS OR SUPPLEMENTARY CORRECTION SLIPS:
Any amendment to these Working Rules or any of the Annexure will be notified by a correction slip to the Station Working Rules. The correction slips will be serially numbered and it is the responsibility of SM in charge of a station to bring the contents to the notice of all staff concerned and take their acknowledgement.
25. CONTINUOUS WATCH BY INSPECTING STAFF:
The Inspecting staff of Operating, telecommunication and Traction Departments shall make regular checks at all points to which these special working rules are supplied to ensure that the rules are corrected up-to-date and the staff concerned are fully conversant with the rules and abide by them.

NOTE: Whenever the codes 'GR' & 'SR' appear in these special working rules, please refer to the General and Subsidiary Rules for 25 KV AC Electric Traction, chapter-XVII.

APPENDIX-G TO SWR – SFC

EAST COAST RAILWAY

TRACTION - DISTRIBUTION

SAFETY PRECAUTIONS AND ESSENTIAL INSTRUCTION FOR RUNNING AND OPERATING
STAFF WORKING ON AC TRACTION AREA

DO(S) AND DON'T(S)

A. FOR ALL STAFF

a) **DO(s)**

1. In case of fire on Electric Traction Equipment of Wires.
 - i. Inform traction Power Controller.
 - ii. Extinguish fire by special extinguishers, if available.
 - iii. Ensure no water jet is used under any circumstances.
2. Anything unusual on Traction Wire or Electric Locomotive inform traction Power Controller or nearest Station Master.
3. In emergency Traction Power Controller can be contacted on emergency telephone system. (Sockets for connecting emergency telephone are provided at intervals of approximately every kilometre and direction to nearest socket is indicated on OHE masts).

b) **DON'T(s)**

1. Do not approach within a range of 2 meters (approximately 7 ft.) of any traction wires or live equipment.
2. Do not work on or near traction wires or any live equipment unless they have been made dead, earthed and permit-to-work obtained from an authorized traction staff.
3. Do not permit unauthorized persons to operate any equipment even if it be for making it dead.
4. Do not disturb any Earthing, bonding or Traction Wires.
5. Do not enter any switching station or remote control centre unless specially permitted and accompanied by authorized traction staff.
6. Do not attempt to turn the person in contact with live traction wire either by touching him or with the help of wooden bamboo pole or by grabbing his clothing or with the help of rubber gloves or any other means. Under such conditions, contact the TPC, ensure switching off power supply and remove the person in contact with the live traction wire by using wooden bamboo pole or by grabbing his clothes

or with rubber gloves if available only after ensuring from TPC that the power supply has been switched off.

7. Do not forget to give artificial respiration to the victim.

APPENDIX-G TO SWR – SFC

B. FOR RUNNING STAFF:

a) DO(s)

1. Avoid slipping of wheels.
2. Load coal or oil in loose outside the electrified area only.
3. Keep a safe distance of 2 meters (7 feet) from traction wires while working on the locomotives.

b) DON'T(s)

1. Do not lift or raise your tools towards traction wires (keep the tools in their respective position immediately after use).
2. Do not take electric locomotive with raised pantograph to any unwired line, beyond power block working limit board or near the section insulators at the end of section under power block.
3. Do not climb on the locomotive (of any type) on the engine tender for any purpose, while under traction wire unless power is cut-off and permit to work obtained (for watering, use the water column from the ground with the special device provided for this purpose and open tank over by the special device provided).
4. Do not allow long articles like fixing rod, shovel or any other thing to protrude above the engine while on electrified tracks.
5. Do not direct any jet or spray towards the traction wires (jets or water, if necessary, may be used horizontally outside the safety zone of 2 meters (7 feet)).

C) FOR OPERATING STAFF

a) DO(S)

1. Ensure all staff is conversant with safety precautions.
2. Ensure that no electric loco is stabling with its panto-raised position in the power block section.
3. Report defects in traction wires of any electric locomotive or electric Multiple Unit Promptly to the traction Power controller.
4. Points and signals of the concerned line which give access to the sections under power Block is to be blocked by blocking the concerned line in VDU and placing red button collars on concerned buttons operating points and/or signals.
5. Observe procedures given in station working rules of 25 KV AC Electric Traction while operating isolator switches.
6. Ensure safe custody of isolator switch keys.
7. Ensure the section is protected by traction staff from all directions by banner flag during power block.
8. Suspend working of block and signals if single of unusual working are noticed. Always checkup block instruments at signalling equipment when any breakdown in traction wires occurs.
9. Instruct S & T staff to see that while he goes up the signal post he does not carry any long rod or articles likely to be brought within the danger zone of 2 Mtrs. (Approximately 7 feet) of the traction wires.

APPENDIX-G TO SWR - SFC

c) DON'T(s)

1. Do not permit an electric locomotive or multiple units with raised pantograph to approach any section under power block beyond Power Block working Limit Board or near section insulators.
2. Do not permit any crane to work adjacent to live traction wires.
3. Do not permit your staff to approach live traction wires within the danger zone of 2 meters (approximately 7 feet).
4. Do not permit electric locomotive with raised pantograph to enter any unwired section.
5. Do not take off signals for direct reception for any electric engine or train, if there is a power block within the adequate distance of the signal.

NOTE: This Appendix 'G' super seeds earlier Appendix 'G' to SWR.

(K.SANDEEP)
DOM(G)/SBP

(SATBIR SINGH)
DEE (TRD)/SBP

S.SAINI
DSTE(SIG)/SBP

LINGARAJ GARTIA
DOM(G)/SBP

EAST COAST RAILWAY

STATION WORKING RULES FOR 25 KV AC ELECTRIC TRACTION FOR SAINTALA STATION

1. These rules shall be read along with the main working rules and appendices.
2. These rules apply only to Electric Trains or Electric Engines considered as such & indicate the protection required to prevent them from entering a SECTOR, SUB-SECTOR OR ELEMENTARY SECTION over which a Power block exist.

SI./ No.	Description of electrified section under P/B	Steps and Precautions to be taken during power block in respect of electric loco hauling trains or running light or standing		Sequence of Switching Operation for granting power block.	Sequence of Switching Operation for restoring OHE power.
		Longitudinal Protection	Transverse Protection		
	A.Sector :				
1.	Sector between DFR/TSS to BUDM/SP.	i) Movement of Electric Trains/Locos shall not be permitted into the sections DFR -SFC- BUDM on both UP & DN lines. ii) Line clear shall not be granted to/obtained from BUDM & DFR for Electric Trains/Locos for both UP & DN lines. iii) Ensure that no Electric Trains/Locos is standing with its panto raised condition on all line at SFC yard. iv) Reception and Dispatch signals shall be kept at 'ON'.	NIL	i) Ensure BX-166 at DFR/TSS is in open position. ii) Ensure BM-156 at BUDM/SP is in open position. i) Open CB – 119 at DFR/TSS.	i) Open CB – 119 at DFR/TSS.
	B.Sub-Sector :				
2.	DN line sub-sector between DFR/TSS to SFC/SSP of Section between DFR-SFC- BUDM on DN line. (E/sections 16402, 16404 & X-172.)	i) Movement of Electric Trains/Locos shall not be permitted into the sections BUDM -SFC- DFR on DN line. ii) Line clear shall not be granted to BUDM or Obtained from DFR for Electric Train/Loco on DN Line. iii) Ensure that no Electric Trains/Locos is standing with its panto raised condition on L- 1 & L-2 lines at SFC yard. iv) Shunting movement is prohibited from Line-3 to 2 on both ends of the yard and Vice Versa. v) Concerned Reception, Dispatch & Shunt signals shall be kept at 'ON'.	1) Crossover point No.33A/B and 34A/B at shall be kept at normal position only.	i) Open BM – 164 at DFR/TSS. ii) Open BM-160 at SFC/SSP.	i) Close BM – 164 at DFR/TSS. ii) Close BM-160 at SFC/SSP.

S.SAINI
DSTE(SIG)/SBP

LINGARAJ GARTIA
DOM(G)/SBP

APPENDIX-G TO SWR – SFC

1	2	3	4	5	6
3.	DN line sub-sector between SFC/SSP BUDM/SP of Section between SFC-BUDM-SFC on DN line. (E/sections 16002, 16004, 16006 and X-168 of BUDM).	<ul style="list-style-type: none"> i) Movement of Electric Trains/Locos shall not be permitted into the sections BUDM-SFC on DN line. ii) Line clear shall not be granted to BUDM for Electric Trains/Locos on DN line. iii) Concerned Reception signals shall be kept at 'ON'. 	NIL	<ul style="list-style-type: none"> i) Ensure BM-156 at BUDM/SP is in open position. ii) Ensure SS-164A of BUDM at loc.No.725/8 is in open position. 	<ul style="list-style-type: none"> i) Close BM – 160 at SFC/SSP. ii) Close BM-161 at SFC/SSP.
4.	UP line sub-sector between DFR/TSS to SFC/SSP of Section between DFR-SFC-BUDM on UP line. (E/sections 16501, 16503 & X-173)	<ul style="list-style-type: none"> i) Movement of Electric Trains/Locos shall not be permitted into the sections DFR - SFC- BUDM on UP line. ii) Line clear shall not be granted to/obtained from DFR/BUDM for Electric Trains/Locos on UP line. iii) Ensure that no Electric Trains/Locos is standing with its Panto raised condition on L-3 & L-4 lines at SFC yard. iv) Shunting movement is prohibited from Line-2 to 3 on both ends of the yard. iv) Concerned Reception, Dispatch & Shunt signals shall be kept at 'ON'. 	1) Crossover point No.33A/B and 34A/B at shall be kept at normal position only.	<ul style="list-style-type: none"> i) Open BM- 165 at DFR/TSS. ii) Open BM-159 at SFC/SSP. 	<ul style="list-style-type: none"> i) Close BM-165 at DFR/TSS. ii) Close BM-159 at SFC/SSP.
C. ELEMENTARY SECTION:					
5.	E/S No.15901 between Locations from SFC/SSP to SM-69 of BUDM at Loc. No.724/5 of section SFC - BUDM on UP line.	<ul style="list-style-type: none"> i) Movement of Electric Trains/Locos shall not be permitted on UP line section between SFC - BUDM on UP line. ii) Line clear shall not be obtained from BUDM for Electric Trains/Locos on UP line. iii) UP Dispatch signals shall be kept at 'ON'. 	NIL	<ul style="list-style-type: none"> i) Close SS-164A of BUDM at loc.No.725/8. ii) Close SS/167A of BUDM at Loc. No. BUDM/1041. iii) Open SM-69 of BUDM at Loc. No. 724/5. iv) Open BM – 159 & 161 at SFC/SSP. v) Open SS/167 of BUDM at Loc. No. 723/45. 	<ul style="list-style-type: none"> i) Close BM – 159 & 161 at SFC/SSP. ii) Close SM-69 of BUDM at Loc. No. 724/5. iii) Close SS/167 of BUDM at Loc. No. 723/45. iv) Open SS/167A of BUDM at Loc. BUDM/1041. v) Open SS-164A of BUDM at loc.No.725/8.

APPENDIX-G TO SWR – SFC

1	2	3	4	5	6
6.	E/S No.16503 between Locations from SM-75 of SFC at loc.No.715/17 to SFC/SSP on UP Main line (L-3) at SFC and SFC-BUDM UP line section.	<ul style="list-style-type: none"> i) Movement of Electric Trains/Locos shall not be permitted on UP line section between SFC - BUDM on UP line. ii) Line clear shall not be obtained from BUDM for Electric Trains/Locos on UP line. iii) Admission of Electric Trains/Locos from DFR on UP main line is prohibited. iv) However Electric Trains/Locos from DFR can be admitted on UP loop line. v) Ensure that no Electric Trains/Locos is standing with its panto raised condition on UP Main line (L-3). vi) Shunting movement is prohibited from Line-4 to 3 on both ends of the yard and shunting movement is prohibited from L-2 to 3 on BUDM end of the Yard. vii) Concerned Reception, Dispatch and Shunt signals shall be kept at 'ON'. 	<ul style="list-style-type: none"> 1) Crossover point No.41A/B shall be kept at reversal position only. ii) Crossover point No.34A&B 42A/B at shall be kept at normal position only. 	<ul style="list-style-type: none"> i) Open SM-75 of SFC at Loc. No. 715/17. ii) Open BM – 159 at SFC/SSP. 	<ul style="list-style-type: none"> i) Close BM – 159 at SFC/SSP. ii) Close SM-75 of SFC at Loc. No. 715/17.

7.	E/S No.16501 between Locations from DFR/TSS to SM-75 of SFC at Loc. No.715/17 on UP line section of SFC-DFR. (E/section X-173 on Line-4 also automatically gets blocked)	<ul style="list-style-type: none"> i) Movement of Electric Trains/Locos shall not be permitted on UP line section between DFR-.SFC ii) Line clear shall not be granted to DFR for Electric Trains/Locos on UP line. iii) Dispatch of Electric Trains/Locos from Line-4 is prohibited. However Electric Trains/Locos from Line-3 can Dispatched towards BUDM on UP line iv) Shunting movement is prohibited from Line-3 to 4 on both ends of the yard. v) Shunting movement is prohibited from Line-3 to 2 on DFR end of the yard. vi) Concerned Reception, Dispatch & Shunt signals shall be kept at 'ON'. 	Crossover point No.33A&B and 42A/B at shall be kept at normal position only.	<ul style="list-style-type: none"> i) Open SM-75 of SFC at Loc. No. 715/17. ii) Open BM – 165 at DFR/TSS. 	<ul style="list-style-type: none"> i) Close BM – 165 at DFR/TSS. ii) Close SM-75 of SFC at Loc. No. 715/17.
----	--	--	--	---	---

APPENDIX-G TO SWR – SFC

1	2	3	4	5	6
8.	E/S No.16402 between SM-76 of SFC at Loc. No.715/8 to DFR/TSS on section between DFR-SFC on DN line.	<ul style="list-style-type: none"> i) Movement of Electric Trains/Locos shall not be permitted into the sections SFC- DFR on DN line. ii) Line clear shall not be obtained from DFR for Electric Trains/Locos on DN line. iii) Shunting movement is not permitted from Line-2 to 1 on DFR end of the yard vice versa. iv) Concerned DN Dispatch and Shunt signals shall be kept at 'ON'. 	NIL	<ul style="list-style-type: none"> i) Open SM-76 of SFC at Loc. No. 715/8. ii) Open BM-164 at DFR/TSS. 	<ul style="list-style-type: none"> i) Close BM-164 at DFR/TSS. ii) Close SM-76 of SFC at Loc. No. 715/8.
9.	E/S No.16404 between SM-76 of SFC at Loc. No.715/8 to SFC/SSP on section between DFR-SFC-BUDM on DN line. (E/section X-172 on Line-1 also automatically gets blocked)	<ul style="list-style-type: none"> i) Movement of Electric Trains/Locos shall not be permitted into the sections DFR -SFC-BUDM on DN line. ii) Line clear shall not be obtained from/ granted to DFR/BUDM for Electric Trains/Locos on DN line. iii) Admission & Dispatch of UP Electric Trains /Locos to/from Line-1 is prohibited. iv) Shunting movement is not permitted from Line-3 to 2 on both ends of the yard vice versa. 	Crossover point No.33A&B and 34A&B shall be kept at normal position only.	<ul style="list-style-type: none"> i) Open SM-76 of SFC at Loc. No. 715/8. ii) Open BM-160 at SFC/SSP. 	<ul style="list-style-type: none"> i) Close BM-160 at SFC/SSP. ii) Close SM-76 of SFC at Loc. No. 715/8.

S.SAINI
DSTE(SIG)/SBP

LINGARAJ GARTIA
DOM(G)/SBP

		v) Ensure that no Electric Trains/Locos is standing with its panto raised condition on R1 & R2. vi) Concerned Reception, Dispatch and Shunt signals shall be kept at 'ON'.			
10.	E/S No.16002 between SFC/SSP to SM-70 of BUDM at Loc. No.723/38 on section between BUDM-SFC on DN line.	i) Movement of Electric Trains/Locos shall not be permitted into the sections BUDM - SFC on DN line. ii) Line clear shall not be granted to BUDM for Electric Trains/Locos on DN line. iii) Concerned Reception signals shall be kept at 'ON'.	NIL	i) Close SS-164A of BUDM at loc.No.725/8 ii) Open SM-70 of BUDM at Loc. No. 723/38. iii) Open BM-160 & 161 at SFC/SSP.	i) Close BM-160 & 161 at SFC/SSP. ii) Close SM-70 of BUDM at Loc. No. 723/38. iii) Open SS-164A of BUDM at loc.No.725/8

APPENDIX-G TO SWR – SFC

1	2	3	4	5	6
11.	E/S No.X-172 on Common Loop Line (L-1) at SFC.	i) Movement of Electric Trains/Locos shall not be permitted on Common Loop Line (L-1) at SFC. ii) No Electric Trains/Locos can be admitted/dispatched into/from Common Loop Line (L-1) from/towards at both the directions iii) Ensure that no Electric train/Loco is standing with its panto raised condition on Common Loop Line (L-1) iv) Shunting movement is not permitted from Line-2 to 1 on both ends of the yard vice versa. v) Concerned Reception, Dispatch and Shunt signal for Common Loop Line (L-1) at both ends shall be	Crossover point No.35A/B and point No. 36A/B shall be kept at normal position only.	i) Open SS-172 of SFC at Loc.No.716/12 .	i) Close SS-172 of SFC at Loc.No.716/12.

S.SAINI
DSTE(SIG)/SBP

LINGARAJ GARTIA
DOM(G)/SBP

		kept at 'ON'.			
12.	E/S No.X-173 on UP Loop Line (L-4) at SFC.	i) Movement of Electric Trains/Locos shall not be permitted into UP Loop Line (L-4) at SFC. ii) No Electric Trains/Locos can be admitted/dispatched into/from UP Loop Line (L-4) from DFR and towards BUDM. iii) Shunting movement is not permitted from Line-3 to 4 on both ends of the yard vice versa. iv) Ensure that no Electric Locos is standing with its panto raised condition on UP Loop Line (L-4). v) Concerned Reception, Dispatch & Shunt signal for UP Loop Line (L-4) at both ends shall be kept at 'ON'.	Crossover point No.41A/B and point No. 42A/B shall be kept at normal position only.	i) Open SS-173 of SFC at Loc.No.715/15 .	i) Close SS-173 of SFC at Loc.No.715/15.

NOTE:

- i) For any unusual movement of Electric Locos, the Station Master on duty must refer to the working rule diagram from 25 KV AC traction of his station and ensured that there is no chance of energizing the section where power block has been granted.
- ii) Points leading to unwired tracks shall not be used for the movement of Electric Loco with pantograph raised.
- iii) Refer drawing No. RVNL/WAT/SWR/SFC/20/3

S.SAINI
DSTE(SIG)/SBP

LINGARAJ GARTIA
DOM(G)/SBP