

CHAPTER IV

WORKING OF TRAINS GENERALLY

A. Timings and Running of Trains

4.01. Standard time -The working of trains between Stations be regulated by the standard time prescribed by the Government of India, which shall be transmitted daily to all the principal stations of the railway at 16.00 hours in the manner prescribed.

SR 4.01.01. - Checking of time by Section Controller.

(a) On receipt of correct standard time daily at 14.10 hours from the Telecommunication Inspector of each Divisional Test Room, the Chief Controller or in his absence, the Deputy Chief Controller of each Divisional Control Office shall check the time of the Divisional Control Office. He shall then use common ring to communicate at 16.00 hours to all the Section Controllers. He shall also transmit the correct time to other Sub/Area Control offices in the same division.

(b) The Section Controller shall then ring up the stations under his control and transmit the time.

(c) Each Control Office, Sub/Area Control office and the stations will then arrange to correct the time by the prescribed system provided in the clock. If the time is adjusted, necessary entries shall be made in the Train Signal Register and Station Masters' Diary immediately.

SR 4.01.02. - The Station Master is also responsible for ensuring the correct standard time is maintained and they should ascertain the same from section Controllers at 16.00 hours.

SR 4.01.03. - In case of non-controlled section,

the Station Master of the controlling station shall, on receipt of the correct time in the manner as prescribed in sub-rule (b) of rule 4.01.01, transmit the time to all stations on that section and each Station Master shall take action in terms of sub rule (c) of rule 4.01.01.

4.02. Adherence to advertised time. - No passenger train or mixed train shall be despatched from a station before the advertised time.

SR 4.02.01 - Punctuality of trains -

Loco Pilots/Motormen must be on the alert and ready to start their trains immediately they have received the Guard's signal and have satisfied themselves that the correct departure signals, if any, have taken 'off' and is in receipt of correct "Authority to Proceed", but no train carrying passengers must be allowed to start before the departure time notified in the public time table.

4.03. Setting watch. - Before a train starts from a terminal or crew-changing station, the Guard shall set his watch by the station clock or the clock at the authorised place of reporting for duty and communicate the time to the Loco Pilot who shall set his watch accordingly.

4.04. Time of attendance for train crew.- Every Guard, Loco Pilot, Assistant Loco Pilot shall be in attendance for duty at such place and at such time as may be prescribed by special instructions.

SR 4.04.01. - Every Guard, Loco Pilot, Assistant Guard, Assistant Loco Pilot shall report for duty at such place as may be ordered by the Divisional Railway Manager or by an Officer on his behalf.

SR 4.04.02.- (a) Every Guard/ Assistant Guard of passenger train shall be in attendance 30 mts. before the scheduled departure and 30 mts. after the arrival of the train.

(b) For trains other than passenger, the Guard/ Assistant Guard shall be in attendance in accordance with instructions issued by the Divisional Railway Manager.

SR 4.04.03. - Engine Attendance.-

(a) Every Loco Pilot and Assistant Loco Pilot shall "Sign on" at such time in advance of the starting time of their trains, as the Divisional Railway Manager will notify. In the calculation of the time required, the following shall be allowed for :-

(i) 45 minutes for Multiple Unit Electric Engine and 30 minutes for Diesel and Single Unit Electric Engine, EMU & MEMU for examining and taking over the engine in the shed after “Signing On” duty.

(ii) Time as may be required for the journey between the shed/ lobby and the train departure point.

They shall also remain with their engines on arrival at the shed for the purpose of examining their engine, booking repairs etc. as follows :-

15 minutes for Diesel, single unit electric engine, EMU and MEMU.

30 minutes for multiple Unit Electric Engines.

(b) In case of Multiple Unit/Single Unit/Yard Pooling trains or Yard pooling Engines, every Loco Pilot and Assistant Loco Pilot shall sign on at such time in advance of the scheduled departure time of trains, as the Divisional Railway Manager will fix.

4.05. Proper running line. - The Loco Pilot shall take his train along the proper running line.

4.06. Direction of running:-

(1) On a double line, every train shall run on the left hand line unless otherwise prescribed by special instructions.

(2) If there are two or more parallel lines, the direction in which trains are to run on each line shall be prescribed by special instructions.

SR 4.06.01. - (a) If there are two or more parallel lines (two single lines or triple lines) between two stations, the direction in which trains are to run on each line shall be given in the Station Working Rules.

(b) On a double line section, if an accident or other obstruction precludes the use of one line, trains may run in accordance with the instructions contained in SR 6.02.01 and 6.02.02.

4.07. Supply of Working Time Table and Schedule of Standard Dimensions.-

(1) A copy of the Working Time Table for the time being in force shall be supplied to each station, Guard, Loco Pilot, Inspector of Way or Works, and any other railway servant requiring the use of the Working Time Table during the course of his duties.

(2) A copy of the Working Time Table shall, on issue, be supplied to the Commissioner of Railway Safety.

(3) A copy of the Schedule of Standard Dimensions for the time being in force shall be supplied to each Inspector of Way or Works and SE/SSE(C&W).

SR 4.07.01.- A Copy of Working Time Table and Appendices, if any, shall also be supplied to each SE/SSE (C&W), SSE(OHE), SE/SSE (Signal), Loco Inspector and Divisional Transportation Inspector.

B. Speed of Trains

4.08. Limits of speed Generally.-

(1) (a) Every train shall be run on each section of the railway with the limits of speed sanctioned for that section by approved special instructions.

(b) The sectional speed sanctioned and permanent speed restrictions shall be shown in the Working Time Table.

(c) The Loco Pilot shall observe the sanctioned sectional speed except when either one speedometer in case of electric loco or two speedometers in case of other locomotives are defective. In such cases of defective speedometers both the maximum permissible speed and booked speed of coaching trains shall be reduced by ten percent from the speed otherwise permissible.

(2) The Loco Pilot shall --

(a) regulate and control the running of the train according to the Working Time Table, so as to avoid either excessive speed or loss of time, and

(b) not make up between any two stations more time than is allowed in this behalf in the Working Time Table, and shall also observe all speed restrictions.

(3) When it is necessary to indicate to the Loco Pilot where trains are to run at restricted speed or where trains have to come to a stop due to the line being under repairs or due to any other obstruction, action shall be taken as specified in Rule 15.09.

SR 4.08.01.- In clear weather, trains are to be run at maximum permissible speed of a particular section subject to the observance of speed restrictions, if any. However, during foggy weather, speed of trains shall be restricted as mentioned in GR 3.78(3). Such restricted speed shall not be more than 60 kmph in Absolute Block System. In case of Automatic Signaling Section, such speed shall not exceed 60 kmph after passing green aspect and 30 kmph after passing double yellow aspect of automatic stop signals. After passing an automatic stop signal at yellow aspect, the speed shall be further restricted so as to be prepared to stop at the next stop signal.

SR 4.08.02.- No Locomotive shall be turned out from the shed with deficient or defective speedometer in case the speedometer becomes defective enroute, the Loco Pilot shall work the train at speed 10% less than the permissible speed by estimating the speed with the help of his watch, KM. posts & Interstation running time given in the Working Time Table.

4.09. Caution Order.-

(1) Whenever, in consequence of the line being under repair or for any other reason, special precautions are necessary, a Caution Order detailing the Kilometres between which such precautions are necessary, the reasons for taking such precautions, and the speed at which a train shall travel,

shall be handed to the Loco Pilot at the stopping station immediately short of the place where such precautions are necessary, or at such other stations and in such manner, as prescribed under special instructions.

(2) Sub-rule (1) does not apply in the case of long continued repairs when fixed signals are provided at an adequate distance short of such place and have been notified to the running staff concerned.

(3) The Caution Order referred to in sub-rule(1) shall be on white paper in blue or black font or typed or made out on computers with the words “CAUTION ORDER” written on top of the form in bold letters of appropriate font size to draw attention distinctly and signed in full.

SR 4.09.01.- The circumstances under which Caution orders are to be issued to the Loco Pilot of a train are listed below; this list, however, is not exhaustive

CIRCUMSTANCES

1. When in consequence of the line being under repair or for any other reason special caution in necessary
2. To look out for a train which is overdue.
3. When a train is to be received on a blocked line.
4. When any interlocked points, derails etc. go out of order or become defective in any way.
5. Whenever alterations or repairs are being carried out to interlocked points, signals or any interlocking gear.
6. When a train runs on Block Ticket.
7. When any material train works in the block section between two stations.
8. When a Material Trolley is working in the Block section without block protection.
9. When working trains during total interruption of communications.
10. When working trains by introducing single line working on double line section due to an obstruction on one line.

11. On a double/multiple line section, when it is necessary to advise the Loco Pilot to keep a sharp look out for any possible obstruction/ infringement from the adjoining line.
12. On a double line section when a train is found to be running without tail board or tail lamp and there are reasons to believe that the train has arrived incomplete.
13. On a single line section, when the 'Token' is lost.
14. When it is necessary to receive a train on a non-signalled line.
15. For working of pilots and work trains in mid-section.
16. When a level crossing gate is damaged.
17. When communication cannot be established with the Gateman of a level crossing provided with telephone.
18. When any advise is to be given for lowering the pantograph of an Electric Engine or Motor Coach.
19. For working of trains during prolonged failure of Automatic signals.
20. When a diesel train is permitted to run on the section under power block.
21. In case of bad riding being reported.
22. For movement of ODC, involving speed restrictions and special precautions.
23. Working of Tower Wagons on adjacent line.
24. When a crane is attached to a train.
25. When a Loco Pilot is passing a station where a running line is blocked for crane operation, or on double line when the adjacent line in the mid-section is blocked for crane operation.
26. For allowing a train into a block section where patrolling is in force, in case the Patrolman has not turned up within the prescribed time.
27. When a dead body is found on or near the track.
28. When any unbalanced dead engine is despatched.
29. Whenever any new signal is erected or there is a change in the location and/or type of signal (in such cases Caution orders

shall be issued for a period of 15 days from the date of erection of signal or change of location).

30. When any track maintenance/relaying machine is allowed to work on the adjoining line.

SR 4.09.02.- (a) In any of the circumstances listed in SR 4.09.01, the Station Master shall not permit any train or any vehicle running under block protection to enter the affected section either from his station or from the other end; unless.

(i) the Station Master at the other end has been informed of the circumstances and has acknowledged receipt of such information,

(ii) he has warned the Loco Pilot and the Guard of the danger ahead and its location by the issue of a Caution Order, Prepared in accordance with SR 4.09.04, except in case of permanent speed restrictions which are notified in the Working Time Table or

(iii) he has ensured that Caution Order has been issued by the Notice Station concerned ; or

(iv) he has received a subsequent advice about restoration of normal working.

(b) The Station Master at the other end of the affected block section shall also take action in accordance with clauses (ii) to (iv) of sub-rule (a) above.

SR 4.09.03.- Procedure for issue of Caution Order.-

(a) By the Station Master at either end of the concerned block section.-

(i) The Station Master receiving information about any condition which requires issue of caution order shall immediately inform the Station Master at the other end of the concerned block section, the controller, the Power Controller, the Traction Power Controller, the Crew Controller, other railway servants concerned and the Notice Station or Stations (to be specified in the Working Time Table) of such condition under exchange of Private Numbers.

The Controller/the Traction Power Controller/Power Controller shall in turn ensure that all the Station Masters and the Crew Controller and Loco Inspector concerned have been advised of such condition.

(ii) Run through trains shall be stopped out of course for issue of caution order till such time it has been ensured that a Caution Order has been issued by the Notice Station concerned.

NOTE :- All work trains, Departmental trains and light engines should be treated as scheduled stopping trains for the purpose of issuing Caution Order.

(b) By the Station Master of a Notice Station.-

(i) On receipt of information in terms SR 4.09.03(a) (i), the Station Master of the Notice Station shall acknowledge the same and shall not allow any train which has to pass through the affected block section to leave his station unless he has warned the Loco Pilot and the Guard of the danger and its location through the issue of a Caution Order. He shall also advise the Station Master of the station in rear of the site of restriction of the particulars of the first train to which the Caution Order has been issued.

(ii) The Station Master of Notice Station shall issue 'NIL Caution order to the Loco Pilots and the Guards of all trains leaving his station if he has received no intimation of any special precaution to be observed between his station and the next Notice Station of the train, in the direction of movement.

NOTE :- The Loco Pilot shall not start the train and the Guard shall not give signal to start the train from a Notice Station until they have received the Caution Order.

(c) In case of a train originating from station other than Notice Stations.

In case of a train originating from a station which is not a Notice Station, the Station Master shall consult the Controller or the Traction Power Controller or the Notice Station in rear or the Notice Station in advance (on Single line sections only) and issue Caution orders upto the Notice Station in advance. However, when such information cannot be collected by the station due to failure of communication with Control or the Notice Station in rear or the Notice Station in advance (on Single line sections only) and it becomes absolutely necessary to start the train originating from the station, the train may be started after issuing a caution order for restrictions, if any, or a 'Nil caution order upto the block station in advance giving a written advice to the Loco Pilot to stop at the block station in advance

and act upon the instructions available there. This procedure shall be followed till a station is reached which can obtain particulars of all restrictions upto the Notice Station in advance.

(d) In the case of trains running on suburban sections, caution order shall be issued to the Loco Pilot and the Guard by the Station Masters of only such stations as are indicated and specified in the Working Time Table except in case of emergency necessitating sudden imposition of speed restrictions. In respect of these trains the caution orders shall be either typed, cyclostyled or printed as considered necessary, covering the entire section on which the train is to run and shall be issued only once unless any speed restriction is required to be cancelled or any new speed restriction is required to be imposed.

(e) In case of a station where no train is booked to stop.-

(i) a caution order shall normally not be required to be issued except in a emergency necessitating sudden imposition of speed restrictions; and

(ii) if any information warranting issue of a caution order is received by the Station Master of such a station, he shall immediately advise the adjoining block stations for issue of the caution order and only after obtaining their acknowledgements in this regard under exchange of Private Numbers, shall acknowledge the message requiring imposition of speed restrictions;

(iii) the Station Master of the adjoining station who receives the information first shall act as if he had himself received the message for imposition of the restriction.

SR 4.09.04.- Description and Preparation of Caution Order.-

(a) Caution orders shall be prepared in the prescribed form on white paper. All forms shall be serially numbered and the name of the station issuing it shall be stamped on each foil. Caution order shall normally be prepared in triplicate by carbon process, one copy each being for the Loco Pilot, the Guard and the Station record. But in case of trains manned by a Co-Loco Pilot in addition to the Loco Pilot or of trains with a banking engine or more than one leading engine separately manned, a fourth copy shall be prepared on plain paper for the extra Loco Pilot on the train.

(b) A caution order shall have space enough for at least three restrictions. No entry shall be made on the back of the caution order. If more than one caution order form is used, the successive pages shall be numbered serially.

(c) It shall specify the kilometreage and the station at which or the stations between which the caution is required to be observed, the reasons therefore, and the speed at which the train will travel over the affected length. Station name shall be written in full.

(d) Wherever speed restrictions are required to be observed at two or more locations the kilometreage of all such stations shall be indicated in geographical order in relation to the direction of movement. It shall always be dated and signed in full.

(e) Caution order shall be made out separately for each train except at such stations as may be specified. In case of typed, cyclostyled or printed caution order it shall be checked up again at the time of service to ensure that all locations where caution is required to be observed have been incorporated therein.

(f) Any correction found necessary in a caution order shall be done neatly in ink and duly attested by the Station Master issuing the same. No over writing shall be resorted to.

(g) Reminder caution order shall also issued by the Station Masters of the block station immediately in rear of the affected block section to only the Loco Pilots of all scheduled stopping trains and of the trains which may be stopped out of course. In case of a train being worked by an engine pushing, a reminder caution order shall also be issued to the Guard travelling on the leading vehicle. On single line section where a tangible authority to proceed is given, reminder caution order should be given to the Loco Pilot of through trains also alongwith the authority to proceed, while running through the station. Reminder caution order may not be issued on suburban sections under special instructions.

SR 4.09.05.- Service of Caution Order.-

(a) The caution order shall be delivered to the Loco Pilot and the Guard of a train by the Station Master either personally or through a competent railway servant deputed by him and the signatures of the Loco Pilot and the Guard obtained on the record foil in token of their having received and understood it. When more than one foil is served, each counter foil shall be signed by the Loco Pilot/Guard.

(b) In case a Loco Pilot is unable to understand the contents of the caution order, he shall call upon the Station Master to have it explained. Under special instructions, the responsibility for explaining the contents of the caution order may be entrusted to the Guard of the train in big yards.

(c) Change of train crew enroute.-

In case of change of train crew enroute, the Loco Pilot/Guard taking over charge shall take over all caution orders relating to his train to acquaint himself to the conditions on the line, giving due acknowledgement to the Loco Pilot/Guard who is being relieved.

(d) Attaching of Assisting/Banking Engine enroute. -

In case of an assisting or a banking engine being attached at a station enroute the responsibility for acquainting himself about restrictions shall lie on the Loco Pilot of such an engine who shall contact the train engine Loco Pilot or the Guard as the case may be, and get the necessary information.

SR 4.09.06.- Method of notifying/cancellation of special precautions.-

(a) When a competent railway servant finds it necessary to impose any speed restriction or any special precaution on a portion of a line, including OHE, due to repairs or work or for any other reason, he shall.-

(i) advise in writing the Station Master of the nearest block station (preferably the block station controlling entry into the affected section) the exact kilometreage and the station at which or the stations between which the restriction or special precaution is to be observed, its nature and likely duration, the method of protection of the place of restriction together with the location where engineering indicators are to be exhibited etc. and also advise other railway servants concerned as per SR 4.09.03(a) (i) who are required to be notified in this regard and also the Divisional Transportation Inspector, Chief Controller, Divisional Engineer, Divisional Operations Manager, Divisional Electrical Engineer (Tr. D). Divisional Electrical Engineer (OP), and

(ii) not commence such operation until written permission is received from the Station Master.

(b) The Station Master receiving the advice shall not acknowledge it until he has advised the Station Master of the block station at the other end of the block section to be affected and obtained his acknowledgement.

(c) When the cause of such restriction or special precaution has been removed, the competent railway servant concerned shall advise this fact to the Station Master of the nearest block station, under exchange of Private Numbers, and other officials concerned who were notified earlier of the imposition of the restriction.

SR 4.09.07.- Method of obtaining acknowledgement from the Station Master of Notice Station.-

(a) When the Notice Station is situated in the same control section:-

(i) The Station Master of the block Station controlling the entry of the train into the section where special precautions are to be observed/cancelled/modified shall call upon the Station Master of the Notice Station concerned and transmit the message notifying/cancelling/modifying the special precautions. The Notice Station shall acknowledge the same supported by a Private Number. In case of notification of a new restriction or modification of an existing one, he shall also indicate the number and description of the first train to which such caution order/modified caution order will be issued.

(ii) The Section Controller shall then issue a caution order to the Station Master of the block station immediately in rear affected section, indicating the number and description of all trains which are on the run between the Notice Station and such block station, to which caution order shall be issued as per clause (ii) of sub-rule (a) of SR 4.09.03.

(b) When the Notice Station is situated on a different Control section :-

The Station Master of the block station controlling the entry of the train into the section where special precautions are to be observed/ cancelled/modified shall contact the Dy. Chief Controller and transmit the message to a person nominated by him.

(i) When the Notice Station is situated in the same division.-

The nominated staff receiving the message shall retransmit

the same to the Station Master of the Notice Station, who shall acknowledge it supported by a Private Number, indicating the number and description of the first train to which the caution order/modified caution order will be issued.

The nominated staff receiving the message shall also ascertain the position of all trains on the run between the Notice Station and such block station and then issue a control order to the Station Master of the block station controlling the entry of the train into the affected section indicating the number and description of the train to which caution orders shall be issued as per clause (ii) of sub-rule (a) of SR 4.09.03. He shall also repeat the Private Number received from the Station Master of the Notice Station.

(ii) When the Notice Station is situated on a different division.

The nominated staff on receipt of such message shall contact the nominated staff of the concerned Division and transmit the message to him. The said staff and the Station Master of the Notice Station shall then follow the same procedure as detail in clause (i) above except that the said staff shall issue the order number detailing the particulars of the trains on the run on the section, the number and description of the first train to which such caution order will be issued, and the acknowledgement Private Number -received from the Station Master of the Notice Station.

The said nominated staff of the Division on which such restriction has been imposed shall then give an order number to the Station Master of the block station immediately in rear of the affected section detailing the particulars of the trains on the run on the section, the number and description of the first train to which such caution order has been issued, the private number given by the Station Master of the Notice Station and the control order number given by nominated staff of the concerned division.

NOTE :- (i) The nominated staff shall reconcile the daily inter divisional restriction in force, after verifying from concerned Station Master, with the nominated staff of the concerned Divisions.

(ii) The nominated staff shall maintain separate Caution Order Register for each controlled section. Separate serial number shall be used for each section. It shall also bear the reference of the Caution Order Register serial number of the Notice Station as well as of the block station immediately in rear of the affected section.

SR 4.09.08.- Action by the Station Master after cancellation of the restriction.

(a) The Station Master receiving advice regarding the removal of the restriction shall advise this fact to the Station Master at the other end of the block section concerned, the Station Masters of Notice Stations and other railway servants who were advised about it earlier. After issue of the advice regarding cancellation of the caution order, the Station Master may discontinue the issue of the caution order.

(b) If no train is booked to stop at the station, the advice regarding the removal of the restriction shall be sent to one of the adjoining block station as who shall take action in accordance with sub-rule (a) above.

SR 4.09.09.- Record of Caution orders.

(a) At all stations where caution order are issued, the Station Master shall keep an up-to-date record of all the restrictions imposed, with the dates of their enforcement and cancellation, authority, nature etc. in a Caution Order Register maintained in the manner indicated below :-

(i) The Caution Order Register shall be in the following format:

A				B			
Restrictions imposed or modified				Restrictions removed			
Sl. No	From Person	Particulars (copy of memo or message etc.)	Remarks as to modification/ cancellation etc (Serial . No.to be quoted.)	Sl. No.	From person	Particulars (copy of memo or message etc.)	Remarks
Signature of Station Master :				Signature of Station Master :			
1)				1)			
2)				2)			
3)				3)			

(ii) All entries in the Caution Order Register shall be made by the

Station Master on duty in his own handwriting. No code, except station code, shall be used while making entries in the Caution Order Register which should always be kept with the Station Master on duty. The entries shall be numbered consecutively. Whenever a Station Master is relieved for change of duties, he shall be responsible to ensure that each order in the register has been signed by the person relieving him. A Station Master shall, when he comes on duty, record in the Station Diary Book, the Serial Numbers of all the caution orders in force at the time. This entry shall also be checked and countersigned by the relieved Station Master in token of correctness.

(iii) Only one set of serial numbers shall be used in both sections (A) and (B) of the Caution Order Register throughout the year, commencing from the 1st January.

(iv) On every Monday the Station Master in-charge shall carefully go through the register and write in red ink taking a fresh page the restriction which are still In force in the following manner :-

“Serial Nos. page reference of the Register, No. & Date of the Message, Kilometreage, location (between stations or at station), speed restriction and brief reasons.

Date Signature of the Station Master”

(v) Each register, on completion, shall have a final summary of Serial Numbers still in force, which should be carried on to the next register before it is brought into use. The closing summary of the old register and opening summary of the new register shall be duly signed by the Station Master-in-charge who should also quote the next consecutive serial number for posting.

(b) Similar records shall be kept at other places like Control Offices, Crew Lobbies etc. also, where information in this regard is received.-

For this purpose a register shall be maintained separately for each section and the restrictions imposed posted in proper sequence according to kilometreage. Loco Pilots of outgoing train shall sign in the appropriate register maintained in the Crew Lobby and the shift-in- charge shall sign in token of the Loco Pilots having noted the particulars or restrictions.

(c) Whenever any restriction has to be observed within station limits, the site of restriction shall be specified in relation to station signals. This information shall, in each case, be embodied in the

message issued by the engineering official-in-charge of the work and in the caution order issued by the Station Master in respect of such restriction.

(d) The Loco Pilots and the Guards shall hand over the caution order to the Crew Controller and Station Master, respectively, at the end of their journey along with other train papers.

SR 4.09.10.- Preservation of caution orders.-

Record foils of the caution orders shall be preserved for a period of twelve months after issue.

4.10. Limits of Speed over facing points.-

(1) The speed of trains over non-interlocked facing points shall not exceed 15 kilometres an hour in any circumstances, and the speed over turn-out and crossovers shall not exceed 15 kilometres an hour unless otherwise prescribed by approved special instructions, which may permit a higher speed.

(2) Subject to the provisions of sub-rule (1), a train may run over interlocked facing points at such speed as may be permitted by the standard of interlocking.

SR 4.10.01.- The speed of trains through facing points at interlocked stations, over 1 in 12 turn-outs and cross overs shall not exceed 15 KMPH except in turn-outs and cross overs provided with curved switches, where the speed will be 30 KMPH.

SR 4.10.02.-The speed of trains over 1 in 8½ turn outs shall not exceed 10 kilometres per hour except on turnouts provided with curved switches and laid as symmetrical splits where the speed will be 30 Kmph.

4.11. Limits of speed while running through stations.-

(1) No train shall run through an interlocked station at a speed exceeding 50 kilometres an hour, or such less speed as may be prescribed by approved special instructions unless the line on which the train is to run has been isolated from all other lines by the setting of points or other approved means, and interlocking is such as to maintain this condition during the

passage of the train.

(2) 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 the through line.

SR 4.11.01.- The speed of trains over interlocked facing points shall not exceed as mentioned below.

(a) Existing Speed		(b) Speed for future signaling and interlocking installations	
Standard of interlocking	Speed Limit	Standard of interlocking	Speed Limit
Standard-I	50 KMPH	Standard-I (R)	50 KMPH
Standard-II	75 KMPH	Standard-II (R)	Up to 110 KMPH
Standard-III	Maximum permissible speed of the section as mentioned in the Working Time Table	Standard-III (R)	Up to 140 KMPH
		Standard-IV (R)	Up to 160 KMPH

NOTE: The provisions of the new revised speed at column (b) will apply to future signaling and interlocking installations. Wherever the existing installations do not fulfill these requirements, existing speed of operation shall continue.

4.12. Engine Pushing -

(1) No engine or self-propelled vehicle shall push any train outside station limits except in accordance with special instructions and at a speed not exceeding 25 Kilometres an hour:

Provided that this sub-rule shall not apply to a train the leading vehicle of which is equipped with driving apparatus and which may be operated under approved special instructions.

Provided further that this sub-rule shall not apply to an engine assisting in rear of a train, which may be permitted under approved special instructions to run without being coupled to the train.

Provided also that no train which is not equipped with continuous vacuum/air brake shall be pushed outside station limits except in case of emergency

(2) Provided further that a 'Patrol' or "Search light" special with one or more vehicles in front of the engine may be permitted to run at a maximum speed of 40 kilometres an hour

(3) For movement of trains outside station limits with engine pushing during night or in thick, foggy or tempestuous weather impairing visibility or where otherwise prescribed by special instructions, the leading vehicle of such train shall be equipped with the prescribed head light and marker lights except in case of emergency.

(4) When trains are worked as described in sub-rule (1) and (2), the engine pushing the load when it is the rearmost, or the rear most vehicle if any, shall carry a tail board or a tail lamp.

SR 4.12.01.- (a) Whenever due to unavoidable circumstances, it becomes necessary for a train other than a train which has been permitted in advance to work and return on the same line back to the station from which it left with the engine pushing it, the Guard may authorise the Loco Pilot to do so by issuing a written memo provided-

(i) He received an assurance from the Station Master of the Block Station from which the train has left, either (a) on the portable telephone, if available, or (b) by sending the Assistant Guard/ Assistant Loco Pilot or any other railway servant, as may be available, to the nearest Station Master to obtain written permission or (c) by sending information through the Guard/Loco Pilot of any train passing over the adjacent line with the request to send the written permission through one of the station staff.

(ii) The Guard and Loco Pilot shall comply with the provisions of sub-rule (2) and (3) of General Rule 4.12.

(iii) After permission to push back is obtained, at night or if the view ahead is not clear the Assistant Guard/Assistant Loco Pilot/ any other competent railway servant shall be sent with hand signal who shall proceed at an adequate distance in advance of the leading vehicle to pilot the train, and

(iv) The Guard shall travel in the leading brakevan ensuring caution and shall be prepared to apply the brakes as the circumstance may warrant.

Provided that if the leading vehicle is not a Brakevan, the Guard shall travel in the leading vehicle or nearest vehicle thereto which is fitted with means to bring the train to a stop.

(b) The Loco Pilot may push back the train at a walking pace and shall bring it to a stop outside the first stop signal on single line section or the first stop signal pertaining to the correct line/last stop signal pertaining to the wrong line whichever the leading vehicle may come across first on a double line section.

When the train is piloted in terms of a Para (iii) of sub-rule (a) above the pilotman shall assist the Loco Pilot by showing stop hand signal short of the aforesaid signal.

(c) The pilotman must show stop hand signal short of the- (i) first Stop signal on single line section, or

(ii) first stop signal pertaining to the correct line/last stop signal pertaining to the wrong line whichever the leading vehicle may come across first on a double line section, so as to enable the Loco Pilot to bring the train to a stop.

After the train has been brought to a stop the Loco Pilot shall sound one continuous long whistle.

The Station Master may receive the train in the manner normally laid down for reception of the train but in case of a train pushing back on the wrong line on a double line section, reception should be arranged in the same manner as when single line working is introduced on the double line section.

4.13. limits of speed with engine tender foremost:-

(1) (a) A passenger train or a mixed train shall not be drawn outside station limits by a steam engine running tender foremost, except-

(i) under a written order issued by the authorised officer; or

(ii) in a case of unavoidable necessity, to be established by the Loco Pilot.

(b) When any such train is so drawn, the speed shall not exceed 25 kilometres an hour, or such higher speed, not exceeding 40 kilometres an hour, or such higher speed, as may be authorised by approved special instructions.

(2) In cases of unavoidable necessity, goods trains may run with steam engine tender foremost at a speed not exceeding 25 kilometres an hour or such higher speed, which shall, in no circumstances, exceed 40 kilometres an hour, as may be laid down by special instructions.

(3) When trains have to be worked with steam engine tender foremost as a regular measure under sub-clause (i) of clause (a) of sub-rule (1) and sub-rule (2), the head light and marker lights as prescribed in Rule 4.14 shall be provided on the tender.

C. Equipment of Trains and Train crew

4.14. Head light, marker light and speedometer.-

(1) A train shall not be worked at night or in thick, foggy or tempestuous weather impairing visibility or in long tunnels, unless the engine carries an electric head light of an approved design and, in addition, two oil or electric white marker lights.

(2) An engine employed exclusively on shunting at stations and yards shall at night or during thick foggy or tempestuous weather impairing visibility, display such head lights as are prescribed by the Railway Administration, and exhibit two red marker lights in front and in rear.

(3) The electric head light on the engine shall be fitted with a switch to dim the light and shall be dimmed -

(a) When the train remains stationary at a station;

(b) When the train is approaching another train which is running in opposite direction on double or multiple track or same or different gauges; and

(c) on such other occasions as may be prescribed any special instructions.

(4) In case the electric head light fails or a train has to be worked with the engine running tender foremost in an emergency, the engine shall display the two oil or electric white marker lights referred to in sub-rule (1) pointing in the direction of movement and the train shall run at a speed prescribed by special instructions.

(5) In case of defective electric head light of Locomotive running in a section provided with reflective type of engineering fixed signal, during night or thick foggy weather impairing visibility on BG and MG, the Loco Pilot shall work the train cautiously at a speed not exceeding the severest temporary speed restriction imposed in the block section or 40 KMPH whichever is less.

(6) Coaching Locos should not be turned out from home shed if the speedometers recorders are in defective condition. In case of speedometer recorder becoming defective during the run, the train should run at a speed prescribed by special Instructions.

SR 4.14.01.-(a) The following are the normal Head and Marker lights on the engine while working in traffic and loco limits :-

Description of Engine	Engine head & marker lights in front.		Engine marker lights in rear.	
(i) All trains on Double/Single/Multiple lines.	(W)	(W)	_____	
(ii) Shunting Engine or Engine employed in shunting.	(R)	(R)	(R)	(R)
(iii) Failure of Head light	(W)	(W)	_____	
(iv) Light/coupled light Engine	(W)	(W)	_____	
(v) Engine moving in Loco yards.	(R)	(R)	(R)	(R)

NOTE .—W: White. R: Red.

(b) No train shall be worked at or out of an engine/crew changing station with defective head and marker lights.

(c)(i) In case the head light goes out of order after leaving engine/crew changing station, the Loco Pilot shall work the train at night or during thick, foggy tempestuous weather or inside long tunnels cautiously ensuring that proper marker lights are burning, upto the first available point where facilities exist for necessary repairs at a speed not exceeding 20 kmph. He shall also sound the engine whistle frequently.

(ii) The Loco Pilot shall also hand over a written memo to the Station Master of the next station for necessary repairs of the head light at the first point where facilities exist for such repairs.

SR 4.14.02.- The Loco Pilot shall dim the Electric Head light on their engines in the following cases also:-

(a) when it is necessary to avoid running into dazzled cattle/human being

(b) to spot the light indication of a signal,

(c) when employed in shunting operation or in Loco yards.

SR 4.14.03.- The electric head light when dimmed in accordance with General Rule 4.14(3) (b). shall be switched on again when the engines are abreast.

4.15. Tail and side lights.-

(1) At night or in thick, foggy or tempestuous weather

impairing visibility, no train shall be worked out side station limits unless it has-

(a) in the case of an engine with vehicles attached, save in a case to which sub-rule (2) applies, at least one red tail light, and two side lights showing red towards the rear and white towards the engine:

“Provided that provision of side lights on goods train and Electric Multiple Unit trains may be dispensed with;”

(b) in the case of a single engine without vehicles attached atleast one red tail light; and

(c) in the case of two or more engines coupled together without vehicles attached, atleast one red tail light affixed to the rear engine.

(2) A colliery pilot, i.e., a train used for collecting or distributing vehicles in colliery sidings, when working in a block section or in the colliery sidings taking off from a block section, need carry a red tail light only as it enters or leaves the block station, at either end of such block section, provided that special instructions are issued to ensure that no other train is permitted to proceed in to the block section until the Guard of the colliery pilot has certified that he has left no vehicle obstructing the block section in which he has been working.

(3) When trains may run in the same direction on parallel lines, the side lights mentioned in clause (a) of sub-rule (1) may be arranged in accordance with special instructions.

(4) When a train has been shunted for a following train to pass, the tail and side lights mentioned in clause (a) of sub - rule (1) shall be dealt with in accordance with special instructions.

(5) Within station limits or in a siding, an engine employed in shunting shall have tail lights in accordance with special instructions.

SR 4.15.01.- When the number of tracks on any section permits under normal working conditions, of two trains running in the same direction at the same time, the brake-van side lamp adjacent to the other line shall show a white light to the front and rear while passing over such section.

SR 4.15.02.- When a train is shunted or detained at a station to allow a following train to precede it, the Guard of the former train shall, as soon as the train is clear of the running line, reverse his brake-van side light next to the line, on which the following train is to pass, to show white towards the rear and red towards his train engine. Immediately after the passage of the following train is complete, the Guard shall replace the altered side light to its normal position showing red to the rear and white towards the train engine .

SR 4.15.03.- Special instructions as required under sub-rule (2) of Rule 4.15 are given Appendix - 'A' (siding key register) in Block Working Manual.

4.16. Tail board or tail lamp.-

(1) In order to indicate to the staff that a train is complete, the last vehicle shall, except as provided for in sub-rule (2), be distinguished by affixing to the rear of it-

(a) by day, a tail board of approved design or a red painted tail lamp of approved design which may be unlit, or

(b) By night, as well as in thick, foggy or tempestuous weather impairing visibility during day, a red tail lamp of approved design displaying a flashing red light to indicate last vehicle check device; or

(c) Such other device as may be authorised by special instructions.

(2) A colliery pilot, i.e. a train used for collecting or distributing vehicles in colliery sidings, when working in a block section or in the colliery sidings taking off from a block section, need carry a tail board or tail lamp, or such other device as may be authorised by special instructions, only as it enters or leaves the block station at either end of such block section , provided that special instructions are issued to ensure that no

other train is permitted to proceed into the block section until the Guard of the colliery pilot certifies that he has left no vehicle obstructing the block section in which he has been working.

(3) In emergencies only, and under special instruction in each case, a red flag may be used in lieu of a tail board or an unlit tail lamp.

SR 4.16.01.- (a) In order to indicate to the staff that a train is complete the last vehicle shall be distinguished by affixing to the rear of it-

(i) by day, a tail board of approved design, and

(ii) by night, as well as in thick, foggy or tempestuous weather impairing visibility or inside tunnels during day, a red tail lamp of approved design which shall be lit.

(b) With Electric Multiple Unit (EMU/MEMU/DMU) train during the day, the last vehicle shall show a red cross against white background at the right hand bottom corner. At night, as well as in thick, foggy or tempestuous weather impairing visibility, a red light shall be shown, in addition to this red cross at the tail end. This red light may be of static or flashing mode.

(c) Guards shall ensure that the last vehicle indication as mentioned in clause (a) and (b) of General Rule 4.16 and sub-rules (a) of SR 4.16.04 is not given in any other part of the train other than the tail end of the last vehicle.

SR 4.16.02.- The red light fitted at the rear of the SLRs or any other last vehicle should be extinguished when any vehicle including inspection carriage is attached in rear of it under SR 4.24.01. In such case Guards shall ensure to switch on the red light of the rear most vehicle if provided in addition to fixing the tail lamp.

SR 4.16.03.- Guards when working trains on double line/multiple lines, shall observe the last vehicle indicator of passing trains and report at the next station if it is not visible.

SR 4.16.04. - (a) A red flag in lieu of tail board or an unlit tail lamp may be used only in exceptional circumstances with proper authorisation.

In the event of such a contingency, the section controller shall advise by a control order to all Station Masters on the section.

(b) In the absence of such authorisation, the Station Master shall stop the train in order to confirm the complete arrival of the train and also obtain in writing the reasons for the use of the flag from the Guard. The Station Master shall then inform the fact to the Section Controller enabling him to issue control order to other stations on the run of the train.

(c) For Inter-Divisional trains, whenever permission is given under sub-rule (a) above, or in the case of sub-rule (b) above, the Section Controller shall also advise the concerned Divisional Control so as to enable the latter to initiate action as indicated in sub-rule (a) above.

(d) On non-controlled section or in the absence of means of communication with the higher authorities or during the suspension of control circuit, the Station Master shall obtain from the Guard the reasons in writing for using the red flag and relay the fact through the line clear messages and through the departure report.

(e) In the case of sub-rules (b) & (c) above, the Station Master shall also send a special report to the Divisional head-quarters.

(f) The use of red flag in lieu of tail board or an unlit tail lamp should normally be resorted to with the prior approval of DOM.

4.17. Responsibility of Station Master regarding tail board or tail lamp of passing trains.-

(1) The Station Master shall see that the last vehicle of every train passing through his station is provided with a tail board or tail lamp or such other device in accordance with the provisions of Rule 4.16.

(2) If a train passes the station without such indication to show that it is complete, the Station Master shall-

(a) immediately advise the station in advance to stop the train to see that defect is remedied and to advise whether or not the train is complete,

(b) meanwhile withhold the closing of the block section to ensure that no train is allowed to enter the block section from the station in rear.

(c) unless the station in advance has advised that the train

is complete, neither consider the block section in rear as clear nor close it.

3. Where in a section, a block proving axle counter or continuous track circuiting between block stations and complete track circuiting of station section excluding non running lines of the receiving station is installed and is functioning and there is a clear indication of clearance of block section as well as complete arrival of the train as per indication given, if a train passes a station without conforming to the provisions of sub-clause (1) above, the Station Master shall still advise the station in advance to stop the train to see that the defect is remedied and he need not withhold closing of block section in rear as prescribed in clause (b) and (c) of sub-rule 2 in such cases.

SR 4.17.01.- (a) The duty of ascertaining that the train has arrived complete will devolve on the, Station Master for run through trains and/or trains which come to a stop at a place where the Station Master can personally observe the last vehicle indicator of the train. SM/Cabin Master/Cabinman in charge of other cabins shall also be responsible for watching the last vehicle indication of all trains passing such cabin. They shall report at once to the Station Master if the last vehicle indicator as prescribed vide clauses (a) and (b) of sub-rule (1) of General Rule 4.16; sub-rules (a) and (b) of SR 4.16.01 or under 4.16.04 is not visible at the tail end of the last vehicle of the train.

(b) Before closing the block section, it shall be ensured that the train has arrived complete.

(c) As soon as train stops at a station where block instruments are installed in the Station Master's office, the railway servant in charge of the cabin, nearest to the place where the last vehicle comes to a stand, shall ensure that the last vehicle carries the last vehicle indicator as prescribed under clause (a) and (b) of sub-rule (1) of GR 4.16 or sub-rules (a) and (b) of SR 4.16.01 or SR 4.16.04 and the conditions for closing the block section as laid in GR 14.10 are complied with. He shall then report the complete arrival of the train to the Station Master over the telephone supported by a Private Number. Unless the Private Number is received, the Station Master shall not close the block section.

(d) At stations provided with such cabins as are authorised to give Line Clear, the railway servant in charge of such cabin, shall not close the block section unless the train is provided with the last vehicle indicator as prescribed in clauses (a) & (b) of sub-rule (1) of GR 4.16 or sub-rule (a) & (b) of SR 4.16.01 or SR 4.16.04 and unless the conditions laid down in GR 14.10 are fulfilled.

(e) (i) Train Intact Arrival Register / Complete Arrival Register in the prescribed form T-1410 is maintained for the purpose of obtaining complete arrival certificate from the guard.

(ii) The Guard shall not sign the same after recording the arrival time of his train unless he is satisfied that the last vehicle indicator as prescribed in clauses (a) and (b) of sub-rule (1) of General Rule 4.16 or SR 4.16.01 or SR 4.16.04 is in its proper position and unless the train is standing clear of fouling mark(s) of the adjoining line(s) or derailing switch or clearance/lock/fouling bar, where provided.

(iii) At stations where cabins at either end are not provided and the Station Master cannot personally observe the last vehicle indicator of stopping trains or on receipt of "Train passed without tail board/lamp" signal or on receipt of report from the railway servant in charge of end cabins about the arrival of a train without proper last vehicle indicator, the Station Master shall send the register to the Guard through one of his staff after filling up the appropriate columns. After complying with the stipulation of clause (ii) above, the Guard and the station staff who takes the register, shall signal to the Station Master on duty by waving green hand signals, as an indication of the train having arrived complete. On observing such green hand signal, the Station Master may close the block section, but shall not give line clear or allow any train to enter into the same block section from either end unless he has received back the register and satisfied himself that the Guard has certified the complete arrival of the train.

(iv) At Station where cabins at either end are not provided, but suitable telephone facilities exist at the end of the yard and on manned level crossing gate with telephone facilities exists where from the fouling marks are visible the TPMs/TGMs may be authorised to ensure that the train has arrived complete and stopped clear of all fouling marks & to give private number to the Station Master on duty, when the Station Master cannot personally observe the last vehicle indicator of stopping trains due to location of the cabin or station building, and on the basis of this confirmation the Station Master may close the section as well as allow any train to enter into the block

section. A detailed instruction in this regard shall be embodied in the respective Station Working Rules.

In case of traffic gateman is entrusted with the above responsibilities, every gateman before he is put to work independently at a particular level crossing, shall be trained and issued a certificate of competency by the Transportation Inspector.

SR 4.17.02.- In case a train passes a station without the last vehicle indicator.-

(a) the Station Master shall at once advise the Station Master of the station in advance as well as to the Section Controller on duty on controlled section so as to enable them to stop the train and to examine whether the train is complete.

(b) At stations where block instrument is installed in the cabin, the Station Master shall also obtain an assurance, supported by a Private Number, from the person on duty who is responsible to operate the block instrument that the closing of the block section has been with-held and that the block section will not be closed until advised by the Station Master supported by a Private Number.

(c)(i) The Station Master receiving such advice as indicated in sub-rule (a) above shall take immediate steps to stop the train and obtain a certificate from the Guard in charge of the train in the Complete Arrival Register. The Guard shall immediately take steps to provide last vehicle indicator in case the train is complete.

(ii) The Station Master shall then advise the Station Master of the station from which the train is arrived complete. This must be supported by a Private Number.

(d) On receipt of advice as indicated in sub-rule (ii) of para (c) above, the Station Master shall take steps to close the block section.

SR. 4.17.03.- On double, triple or parallel single line section, the Station Master on duty of the block station/cabin sending the train passed without tail board/lamp, Station Master must arrange to put the fixed signal at 'ON' to stop any train from the opposite direction and also must intimate the Station Master of the Station in rear from where the train has arrived to stop any train to enter into the adjacent line of triple or parallel single line section in the same direction, to advise the Guard and the Loco Pilot of the circumstances and to issue a caution order to proceed cautiously and stop short of any obstruction.

4.18. Means of communication.-

(1) No passenger train or mixed train shall be despatched from any station, unless every passenger carriage is provided with means by which communication can be made with the Guard or the Loco Pilot.

(2) Sub-rule (1) shall not apply to—

(a) Passenger or mixed trains in case of complete or partial failure of vacuum; and

(b) such particular trains as may be exempted under approved special instructions.

(3) If a Railway Administration is satisfied that mischievous use of the means of communication referred to in sub-rule (1) is prevalent, it may, notwithstanding anything contained in that sub-rule, direct the disconnection, for the time being, of the means of communication provided in all or any of the passenger carriage in any such train.

(4) A goods vehicle in which passengers are carried is not a “passenger carriage” within the meaning of this rule.

SR 4.18.01.- (a) On noticing the fall of pressure in the vacuum gauge, the Loco Pilot shall take immediate steps to bring the train to a stop clear of bridges and tunnels etc., if possible. the Loco Pilot shall also signal the Guard with the prescribed engine whistle. The code whistle shall be repeated by the Loco Pilot until the Guard acknowledges the same by showing his red hand signal. In the event of the Guard first noticing the fall of pressure in the gauge, he shall apply the vacuum brake very cautiously, so as to avoid parting of train.

NOTE. - In case of EMU/MEMU/DMU trains, the Motorman and Guard shall take similar action as indicated in sub-rule (a) above, on hearing the alarm sound.

(b) Immediately the train is brought to stop, the Guard, Assistant Guard/Assistant Loco Pilot and the ticket checking staff on duty with the train shall proceed at once to the carriage from which the alarm chain has been operated to render necessary assistance.

(c) If the train does not stop promptly, after applying the Guard's van valve handle to stop the train or on receipt of a complaint from a passenger that the inter-communication apparatus does not operate properly, the Guard shall report the occurrence through the Station Master of the next stopping station so as to inform the SE/SSE(C&W) of the first available station ahead to examine the train. A report should also be made to the Divisional Operations Manager.

SR 4.18.02.- When the inter-communication apparatus is disconnected in any of the passenger carriages of a train in accordance with sub-rule (3) of General Rule 4.18. the SE/SSE(C&W), in the interest of safety of lady passengers and Railway Mail Services shall abstain from disconnecting the inter-communication in respect of coaches of compartments reserved for ladies, Railway Mail service and also ordinary bogie when utilised as partially/fully for carrying mails. The Station Master shall issue caution order asking the Guard and Loco Pilot to exercise greater vigilance in working the train.

4.19. Guard's and Loco Pilot's equipment.-

(1) Each Guard and Loco Pilot shall have with him while on duty with his train, the following equipment-

(a) a copy of these rules or such portions thereof as have been supplied to him under Rule 2.01.

(b) a copy of the Working Time Table and all correction slips and appendices, if any, in force on that section of the railway over which the train is to run,

(c) a hand signal lamp,

(d) a whistle (for Guards only),

(e) a red flag and a green flag,

(f) a stock of detonators sufficient to comply with the relevant rules as may be prescribed by special instructions,

(g) a first aid box(for Guards of passenger carrying trains only), and

(h) such other articles as may be prescribed by the Railway Administration in this behalf.

(2) If any guard or Loco Pilot is not in possession of any article mentioned or referred to in sub-rule (1), he shall report the fact to his superior who shall make good the deficiency

(3) Each Guard and Loco Pilot shall have with him while on duty with his train, two pairs of such spectacles as he is required to wear under medical advice.

NOTE . Each Guard and Loco Pilot should also be in possession of a watch in addition to the equipment prescribed in sub-rule (1).

SR 4.19.01.- (a) In addition to what has been prescribed in GR 4.19, each Guard shall have with him, while on duty with his train, the following equipment except as provided for in sub- rule (d) below.-

- (i) General and Subsidiary Rules Book - One,
- (ii) Accident Manual - One,
- (iii) Operating Manual - One,
- (iv) Carriage Key - One,
- (v) Detonators - 10 in a case
- (vi) Guard's Memo Book - One,
- (vii) Red flag - One,
- (viii) Tail Board - One,
- (ix) Tail lamp - One,
- (x) Padlocks - Three
- (xi) Four washers,
- (xii) Vacuum gauge indicator - One (for Guards working on Goods train only),
- (xiii) Torch - One.
- (xiv) a clamp with a pad lock and key for fixing last vehicle indicator in rear of the freight train with CBC stock.
- (xv) Air pressure gauge with quick coupler - One each (for Goods Guards only).

(xvi) Resetting key No. 004 for Air brake coaching train-One (For resetting of ACP apparatus in air brake coaching train during AC pulling at originating or way side station by the Guard working in coaching links in necessity).

(xvii) Battery operated flashing mode tail lamp - One (for all guards).

(xviii) Walkie-talkie set - One.

(xix) A passenger complaint book (all passenger carrying trains except EMU) - ONE.

(xx) Guard's passenger certificate book - ONE.

NOTE : Carrying of a G & SR book, Operating Manual and Accident Manual may be dispensed with when Hand book for Guards and Loco Pilots is carried while on duty.

(b) In addition to what has been prescribed in GR 4.19, each Loco Pilot shall have with him while on duty with his Engine/ Train, the following equipment

(i) Red flag - One,

(ii) Detonators - 10 in a case,

(iii) Loco Pilot's Note Book - One,

(iv) Engine tools as prescribed,

(v) General and Subsidiary Rule Book - One,

(vi) Operating Manual - One,

(vii) Accident Manual - One,

(viii) Traction Operating Manual, Part I and II - One, (For electric Loco Pilot only),

(ix) Torch - One,

NOTE : Carrying of a G & SR book, Operating Manual and Accident Manual may be dispensed with when Hand book for Guards and Loco Pilots is carried while on duty.

(c) Each Motorman while on duty with his train, shall have with him the following equipment

(i) Screw Driver - One,

- (ii) Cutting plier - One,
- (iii) Green hand signal flag – One,
- (iv) Red hand signal flag - 2,
- (v) Trouble shooting directory - One,
- (vi) G & SR Book - One,
- (vii) Accident Manual - One,
- (viii) Traction Operating Manual - One,
- (ix) Wooden Plug - 2,
- (x) Watch -One,
- (xi) Personal log book - One,
- (xii) Tri-colour 4 dry cell Hand signal lamp - One,
- (xiii) Detonator - 10 in a case,
- (xiv) EMU keys - 4 Nos,

(xv) A copy of the Working Time Table with all correction slips and appendices, if any, in force on that section over which the train is to run.

NOTE : Carrying of a G & SR book, Operating Manual and Accident Manual may be dispensed with when Hand book for Guards and Loco Pilots is carried while on duty.

(d) Each Guard while working suburban/local trains shall carry with them the following equipment :-

- (i) Tri-colour 4 dry-cell hand signal lamp - One,
- (ii) Two-red and one Green Hand signal flags,
- (iii) Aluminium telescopic pipe flag sticks with cap - 2,
- (iv) Detonators 10 in a case,
- (v), First Aid Box - One,
- (vi) Whistle - One,
- (vii) Carriage key - One,
- (viii) Watch - One,
- (ix) Hand book for suburban Guards - One,

(x) Guard's Memo Book - One,

(xi) Guard's Box - One,

(xii) A copy of the Working Time Table with all correction slips and appendices, if any, in force on that section over which the train is to run.

(e) Each Assistant Guard while on duty must be in possession of the following :-

(i) Working Time Table, and all correction slips and appendices, in force on the section of the railway over which the train is to run - One copy,

(ii) Red & Green hand signal flag - One each,

(iii) Hand signal lamp - One,

(iv) Detonators - 10 in a case,

(v) Padlock - 3.

(f) (i) Each Guard/Assistant Guard/Loco Pilot/Asstt. Loco Pilot if required to use pairs of spectacles under medical advice, shall at a time while on duty, carry with him a spare pair of the prescribed optical characteristics. If he is permitted to use separate pairs of spectacles for near and distant vision, then he must carry a spare pair of each.

(ii) While signing the Appearance Register at the place of reporting for duty, he shall record that he is carrying one spare pair of spectacles. The Supervising official should verify the statement before he countersigns the Appearance Register.

SR 4.19.02. - All trains carrying passengers shall carry the following equipment in the brakevan.

(i) Ambulance stretcher - One,

(ii) Light Weight 2-wire/4-wire Integrated Portable Control Telephone

(iii) Fire extinguisher-Two each in front and rear brakevans.

(iv) Emergency lighting equipment - One set each in front and rear brakevan.

(v) Two wedges.

Note: (i) All the brakevan equipment shall be loaded by respective departments in the cup board meant for the purpose at the originating station (primary maintenance depot) which is secured

by the one time lock by C&W department. In case lock is opened enroute, it should be recorded in the Train Report (T 34 HF) by the guard concerned. While taking charge, if the guard noticed any short of brakevan equipment or found in unlocked condition; it should be recorded in the Train Report (T 34 HF) and the same should be informed in written to the Station Master of the destination station/ the station to which the rake belongs. On receipt of the message, the Station Master will inform the concerned official for recoument and locking.

.(ii) A register shall be maintained at the originating station, in which all train carrying passengers and the equipment supplied in the brakevan of each such train shall be recorded and Guard's acknowledgement obtained. In case any item is not supplied, suitable remarks stating the reasons thereof, shall be recorded. The official-in-charge of such train originating station shall inspect the register frequently to see that the equipments detailed above have been supplied.

SR 4.19.03. Each Electric Locomotive shall be equipped with the following items

- (a) A field telephone,
- (b) Universal plier,
- (c) Adjustable wrench,
- (d) Screw driver.

4.20. Manning of engine in motion.-

(1) Except when otherwise provided by special instructions, no engine shall be allowed to be in motion on any running line unless the Loco Pilot as also the Assistant Loco Pilot are upon it.

(2) Subject to the provision of sub-rule (3) in no circumstances shall a person other than the Loco Pilot or a railway servant duly qualified in all respects, drive an engine on any running line.

(3) If a Loco Pilot becomes incapacitated while the engine is in motion, the Assistant Loco Pilot, if duly qualified,

may work the train to the next station cautiously and where the Assistant Loco Pilot is not duly qualified he shall bring the train to a stop and send a message to the Station Master of the nearest station to make arrangements for a Loco Pilot to take over the train and for so doing he may take the assistance of the Guard.

SR 4.20.01.- (a) When working a train under the provisions of sub-rule (3) of General Rule 4.20 the speed of the train shall not exceed 25 kilometres per hour and on arrival at the next station, the fact shall be reported to the Station Master.

(b) The Station Master shall, in consultation with the Section Controller, arrange to utilise the Loco Pilot of the first available Goods train/Light engine if the affected train is of more importance. Otherwise the affected train shall be shunted into a suitable line and shall remain under the charge of the Assistant Loco Pilot till relief arrives.

4.21. Driving an electric train.-

(1) In the case of electric trains, the Loco Pilot shall be in the leading driving compartment when the train is in motion or when the train is standing on any running line except as otherwise prescribed in these rules.

(2) (a) In the case of single or multiple unit train if the driving apparatus in the leading driving compartment becomes defective, the train shall be driven cautiously from the nearest driving compartment which is serviceable; in this event, the Guard shall travel in the leading driving compartment and shall convey the necessary signals to the Loco Pilot; the Guard shall also sound the horn or whistle as necessary and apply the brake in case of emergency and shall be responsible for stopping the train correctly at signals, stations and obstructions.

(b) In the case of an electric engine, if the leading driving compartment becomes defective, the train shall be driven from the trailing driving compartment by the Assistant Loco Pilot if

he is duly qualified to drive; and the Loco Pilot shall remain in the leading driving compartment, and shall be responsible for the correct operation of the train.

SR 4.21.01. - (a) When an electric engine cannot be driven from the leading driving compartment or in case of EMU trains, if the driving apparatus in the leading driving compartment becomes defective, the Loco Pilot/Motorman shall arrange to inform the fact to the Traction Loco Controller and the Deputy Chief Controller.

(b) (i) When working a train or engine under sub-rule 2 (b) of GR 4.21, the speed of the Engine/Train must not exceed 40 kilometres per hour.

(ii) The train shall be moved in the manner as prescribed in sub-rule (1) above, till such time a relief engine is arranged by the Traction Loco Controller in consultation with the Deputy Chief Controller.

(c) The train shall be moved in the manner prescribed in General Rule 4.21(2) (a) at a speed not exceeding 40 kilometres an hour. After detraining the passengers, at the destination or other station, according to the instructions received, the train shall be taken to the nearest siding for examination.

(d) In case horn/whistle of the driving cabs of an engine becomes defective in the section the Loco Pilot will run the train/engine at 40 kmph in day time upto the destination or till the defect is rectified and at night he will only clear the section at a speed not exceeding 40 kmph.

During run, the whistle/horn as prescribed in SR 4.50.01 should be followed by assistant Loco Pilot from the rear cab only

4.22. Riding on engine or tender.-

(1) No person other than the engine crew shall be authorised to ride on the engine or tender of a steam locomotive, except in accordance with special instructions.

(2) Except as may be permitted by special instructions, no person other than the engine crew shall be authorised to enter any driving compartment of a single or multiple unit train

or a train propelled by electric, diesel or petrol engine.

(3) No unauthorised person shall manipulate any apparatus contained therein.

SR 4.22.01.- In addition to the engine crew, the following persons may ride on the engine or any driving compartment of EMU trains or of electric or diesel locomotive .-

(a) An officer holding a metal pass.

(b) An officer or inspector whose pass is specially endorsed by the Chief Electrical Engineer/Chief Mechanical Engineer/Divisional Railway Manager.

(c) Guards in an emergency.

(d) Traffic staff when performing shunting or when piloting.

(e) Staff proceeding to attend an accident.

(f) Normally not more than 3(Three) persons other than the Engine/Train crew shall be permitted to travel in the cab.

SR 4.22.02.- (a) If a Loco Pilot has not driven an Electric Engine or Single/Multiple unit train for six months, he shall be re-examined after a refresher course and his certificate of competency endorsed before he is allowed to drive again.

(b) When specially authorised by Divisional Electrical Engineer (OP) a trainee for driving electric engine/single or multiple unit trains, may manipulate the Driving apparatus of such engine under supervision of a duly qualified Instructor or Loco Pilot specially nominated for the purpose by DEE(OP). The Supervising Instructor or the nominated Loco Pilot shall be responsible for keeping a continuous watch over the trainee and keep himself in readiness to take any action that may be required to control the train in an emergency.

(c) No person shall be allowed to move any electric rolling-stock even within the limits of loco shed and stabling sidings unless he has been certified competent to do so by the Divisional Electric Engineer or Assistant Electrical Engineer (OP) of the concerned shed.

4.23. Brake-vans.-

(1) No train shall be allowed to enter a block section,

unless one or more brake-vans or hand braked vehicles are attached to it, except in emergency or as provided for under special instructions.

(2) This rule does not apply to railcars, light engine or light engines coupled together.

SR 4.23.01.- An Inspection Carriage or a Crew Rest Van coupled in rear of an engine may be despatched from a station without a brake-van in rear, provided that such vehicles are equipped with active vacuum brake apparatus and provided that the last vehicle indicator as prescribed in GR 4.16 and Subsidiary Rules thereto is provided at the tail end of the rear-most vehicle.

SR 4.23.02.- 'In an emergency or under special instructions issued in each case or in sections specially notified in advance if it becomes necessary to run a train without a brake-van it shall,' be ensured that the train is provided with continuous and effective vacuum from engine to the rearmost vehicle. The SE/SSE(C&W) must mention the number and description of the rearmost vehicle in the brake power certificate (T/431) issued for such train. In addition the following procedure shall be observed:

(a) The Guard of the train shall relay the last vehicle number from the originating station of such train on the telephone to the Section Controller and in writing to the Station Master of the originating station.

(b) last vehicle indicator as indicated in sub-rule (a) of SR 4.16.01 shall be fixed at the tail end of the rearmost vehicle by the Guard.

(c) Last vehicle number of such train shall be repeated in the Line Clear enquiry and reply messages.

(d) The Station Master on duty as well as the person incharge of the cabins, where provided, shall ensure that the train is provided with last vehicle indicator as per sub rule (b) of SR 4.23.02 before closing of the block section in rear and before signalling "Train Entering Block Section" to the Block Station in advance.

(e) When a train is running without a brakevan in rear but fitted with L. V. Indicator in the rear end of the rear most vehicle, the train shall pass through the station during night, thick foggy or tempestuous weather provided the last vehicle indicator is clearly visible. In case the last vehicle indicator is not visible, action should be taken as per para (f) below-

(f) If the Station Master is unable to see the last vehicle indicator of a through passing train running without brakevan, he shall at once inform the Station Master of the block station in advance to stop and examine the train. Until the train out of section report is received from such a block station in advance, the Station Master of the block station at which the train has run through shall not signal "train out of section" to the block station in rear.

(g) Before reporting the arrival/departure particulars to the Section controller, the Station Master must ensure that the train is provided with Last Vehicle Indicator at the rear end of the train.

(h) The Section Controller shall keep a record in his train control chart about the last vehicle number of the train running without brakevan and fitted with last vehicle Indicator repeated by the Guard/ Station Master at the originating station as per SR 4.23.02 (a). If for any reason the last vehicle indicator could not be seen at any station and on getting the information from the Station Master of such a station, the Section Controller shall immediately advice the Station Master in rear of such station not to give or take line clear for any train to move over the same block section and shall initiate action to stop running of trains over the adjacent line/lines.

The Section Controller shall at once advice the Station Master immediately in advance of such station at which the discrepancy is detected, to stop the train and examine the correctness of the last vehicle number and indicator.

(i) The Guard shall travel on the engine. All other rules as may be applicable to him shall devolve on him except General Rule 4.46, 4.47 and 6.08(1) (b) with subsidiary rules thereto and SR 4.42.01 (a).

NOTE .- In Automatic Block system, or in case of Intermediate Block Signalling, a second train shall not be allowed to leave the same block station unless the previous train which has been allowed to leave without a brake-van arrives at the next block station complete except in case of an accident or failure of the train.

4.24. Position of brake-van on train. - Unless it be otherwise directed by special instructions, one brake-van shall be attached to the rear of the train, provided that reserved carriages or other vehicles may, under special instructions, be placed in rear of such brake-van.

SR 4.24.01.- In case of necessity, vehicles may be attached behind the rear brake-van of a train, according to the following instructions .-

Train	Maximum number of bogies to be attached behind the rear brake-van	Provision regarding attachment of inspection carriages.	Provision regarding attachment of power plant bogies	Provision regarding attachment of other vehicles
(1)	(2)	(3)	(4)	(5)
Passenger a) with full vacuum brake	2 bogies or their equivalent (4 subject to the condition that the vehicles are fitted with vacuum brake in good working order.	An inspection or Officer's carriage, Four wheelers) may be attached in addition to the number prescribed in Col. 2 provided it has its own hand brake.	Not permitted (bogie or 4 wheelers)	Not Permitted
b) with out dvacuum brake	Not permitted	An inspection or Officer's carriage (bogies or otherwise) only fitted with hand brake in good working order and it can be operated by the occupant during its run.	Not Permitted	Not Permitted
Mixed a) with full vacuum brake	2 bogies or their equivalent (4 Four wheelers) provided these are fitted with vacuum brake in good working order.	An inspection or Officer's carriage (bogies or 4 wheelers) may be attached in addition, provided it has its own hand brake.	2 Power plant bogies in place of two bogies or 4 four wheelers mentioned in Col. 2 may be attached provided the conditions prescribed for the carriage of inflammable goods are Complied with (b.)	Not Permitted

(1)	(2)	(3)	(4)	(5)
b) with out vacuum	Not permitted carriage (bogie	An inspection or Officer's or otherwise) only may be attached provided it is fitted with hand brake in good working order and it can be operated by the occupant during the run.	Not permitted	Not permitted
Goods				
a) with full vacuum brake	2 power plant bogies or their equivalent (4 Four wheelers) provided these are fitted with vacuum brake in good working order	Inspection or Officer's carriage (bogie or four wheelers) may be attached in place of equivalent number of wagons mentioned in Col.2 provided they are fitted with vacuum brake in good working order	2 power plant bogies in place of two bogies or 4 Four wheelers mentioned in Col.2 may be attached provided the conditions prescribed for the carriage of inflammable goods are complied with.	Only one damaged Vehicle certified by a competent Rly. servant uner special instruction may be attached during day light hours in place of two bogies or their equivalent mentioned in Co. 2.
b) with out full vacuum brake	Not permitted	An Inspection or Officer's carriage (bogie or 4-wheeler) may be attached provided it is fitted with hand brake in good working order and it can be operated by the occupant during the run .	Not permitted	- do -

NOTE : (i) A vehicle on which last vehicle indicator cannot be provided shall not be permitted to run as the last vehicle of a train.

(ii) Attachment of engine in rear of a train shall be governed by GR 3.84 and Subsidiary Rules thereto.

4.25. Guards.-

(1) Except under special instructions or in an emergency, every running train shall be provided with one or more Guards.

(2) The Guard of a running train shall travel in his brake-van, except-

- (a) in an emergency, or
- (b) under special instructions.

(3) When a train is worked without a Guard, such of his duties as can be performed by the Loco Pilot shall devolve on him as may be specified by special instructions.

SR 4.25.01. - If a train is to run in accordance with the provisions of SR 4.23.02, the Guard shall travel in the engine.

SR 4.25.02.- In an emergency or under special instructions issued in each case, if it becomes necessary to run a train without a Guard, it shall be ensured that the train is provided with continuous and effective vacuum from the engine to the rearmost vehicle which may be a brake-van. If a Guard is not provided at the originating station of the train, the JE/SE/SSE(C&W) shall mention the number and type of the rearmost vehicle in the brake power certificate (T/431) issued for such train. But in case no Guard is provided at any intermediate point such as at crew changing station, the Loco Pilot on being informed by the Station Master, shall examine the brake power of the train and also ensure that the rearmost four pistons are in proper working order. Further to the observance of the above, sub-rules (d), (e), (f) (g) and (h) of SR 4.23.02 shall be applicable. In addition the following rules shall also be observed.

(a) The last vehicle indicator as indicated in sub-rule (a) of SR 4.16.01 shall invariably be fixed at the tail end of the rearmost vehicle by the Loco Pilot.

(b) A caution order shall be issued to the Loco Pilot with necessary endorsement for running of the train without a Guard and also indicating the last vehicle number.

(c) (i) Running of the train without Guard as well as the last vehicle number shall be mentioned in each line clear and reply message or with the departure report.

(ii) The Station Master on duty at the Station either originating or enroute from where the Guard is not provided shall relay such information to the Section Controller with an endorsement in the Station diary. The Section Controller on duty shall keep a record to this effect in his Train Control-Chart. He will also inform the Station Master of the Station of the next Guard changing point or the destination station within the Division in advance.

(d) The Loco Pilot shall be responsible to take with him the vehicle consist of such train. The duties devolve on the Guard for protection of the train laid down in GR 4.44, 6.03 and 9.10 shall devolve on the Loco Pilot.

NOTE - In Automatic Block system or in case of Intermediate Block Signalling, a second train shall not be allowed to leave the same block station unless the previous train which has been allowed to leave without a Guard, arrive at the next block station complete except in case of an accident or failure of the train.

SR 4.25.03.- No person shall be allowed to work as a guard unless he has qualified in the duties of a guard and unless he has learnt the section over which he has to work the train. To learn the section initially the guard shall operate a minimum of three trips. If such a staff has not operated on a section for more than six months, he shall be booked again for a trip to refresh his knowledge of the road before he is allowed to work on the same section.

SR.4.25.04.- "All guards who are required to work trains on Automatic Block territories shall be imparted one days intensive course once in every six months, about the rules pertaining to this system. Thereafter, they shall be examined, and if found qualified, a certificate of competency shall be issued to each guard by the Assistant Operations Manager /Chief Divisional Transportation Inspector. A record of all such certificates issued in token of their knowledge and proficiency

in these rules shall be maintained by the Assistant Operations Manager /Chief Divisional Transportation Inspector.

No guard shall be put on duty on such sections unless he possesses this certificate.

4.26. Couplings.- No vehicle that is not fitted with a coupling or couplings of approved pattern shall be attached to any train.

SR 4.26.01.- (a) JE/SE/SSE(C&W)/Yard staff and Guards, shall take special care to see personally that all unused couplings of vehicles on train are secured to the hooks provided for the purpose and are not allowed to hung down loose.

SR 4.26.02.- Station Masters, Guards and Yard staff, when attaching vehicles to a train, shall ensure that screw couplings are screwed up without slack.

SR 4.26.03.- The staff responsible for attaching engines with or without coaches or wagon on the stationary trains/rakes must stop the same short of the train/rakes and display "slow" hand signal for coupling up. The Loco Pilot shall exercise great caution to avoid any bump while attaching engines to trains/rakes.

D. Vehicles and Cranes.

4.27. Cranes :-

(1) No travelling crane shall be attached to a train until it has been certified by a duly authorised person that it is in proper running order, and with a dummy truck for the jib, if necessary

(2) When a crane is to work on any line provided with electric traction or any line adjacent to it, the procedure and precautions as laid down under special instructions shall also be followed.

SR 4.27.01.- For detailed instructions on crane working the relevant provisions of Operating Manual and Subsidiary Rules to GR 17.04 shall be referred to.

SR 4.27.02.- When running on the main line, the crane shall as a rule, be placed four vehicles from the engine, but when proceeding to a break-down this condition may be relaxed.

SR 4.27.03.- When a crane is attached to a train, whether with the jib leading or trailing, except when otherwise notified, the Loco Pilot shall not exceed the speed of 40 KM per hour, and shall be particularly careful not to exceed the speed of 15 KM per hour over turnouts.

SR. 4.27.04.- Attaching, speed and operating instructions for running 120 T and 140 T Diesel Cranes have been incorporated in para 16.11 of Operating Manual.

4.28. loading of vehicles-

(1) No wagon or truck shall be so loaded as to exceed the maximum gross load on the axle fixed under sub-section (3) of section 53 of the Act, or such less load, if any, as may have been prescribed by the Railway Administration.

(2) Except under approved special instructions, no vehicle shall be so loaded as to exceed the maximum moving dimensions prescribed from time to time by the Railway Board.

(3) When a load in a truck projects to an unsafe extent beyond the end of a truck, an additional truck shall be attached to act as a dummy.

(4) The Guard shall, unless this duty is by special instructions imposed on some other railway servant carefully examine the load of any open truck which may be attached to the train, and if any such load has shifted or requires adjustment, shall have the load made secure or the truck removed from the train.

SR 4.28.01.- (a) Standard Moving Dimensions.-

The following limits shall be observed when road vehicles, machinery and other large vehicles are loaded in open trucks, special care being taken to secure them so that may not shift during transit.-

Loading dimensions for open trucks.

	Over Broad Gauge		Over Narrow Gauge	
	Of the article only. (a) Metre	Of the load from rail. (b) Metre	Of the article only. (c) Metre	Of the load from rail. (d) Metre
Maximum height at center -	2.8	4.1	2.5	3.2
Maximum height at sides	2.2	3.5	2.2	2.9
Maximum width when loaded on trucks having floor level less than 1.22 metres above rail level -	3.0	-	2.3	-
Maximum width when loaded on trucks having floor level 1.22 metres and over above rail level.	3.2	-	2.3	-
Width below floor level	3.0	-	2.3	-

(b) Columns (a) and (c) show the dimensions of the articles only. By adding 1.27 Metres in case of BG and 0.73 Metres in case of NG which are the standard heights from rail level to the floor of the truck half loaded, the figures given in column (b) and (d) have been obtained.

(c) In certain circumstances and for passage over certain sections of the line, bulky articles of larger dimensions than shown above can be despatched by rail. Such cases will be decided by the Divisional Railway Manager. Station Master shall not, however, accept any consignment beyond the maximum dimensions laid down above, without specific sanction from the Divisional Railway Manager in each particular case. Such sanction will be given subject to the Carriage and Wagon Department passing the loads and sanction obtained from COM/E.Co.Rly. Such sanction shall be governed by the relevant provisions of the Operating Manual.

SR 4.28.02. - When timber or other articles exceeding one truck in length have to be loaded, three trucks shall be used for the purpose. The consignment shall be so arranged that the entire load is borne by the centre truck and the over hangs on either side of the

centre truck are roughly equal. The other two trucks, one on either side of the centre truck will only act as dummy trucks to take to overhang of the consignment. They shall not bear any load. It shall be specially ensured that wagons loaded with timber, bamboo, etc. do not infringe the standard moving dimensions either in the centre or on sides.

SR 4.28.03.- (a) Station Master and Guards are responsible for the safe loading of open wagons, but it is the duty of the SE/SSE(C&W)s to pay attention to the loads of trains passing their stations and to inspect and point out defects in loading. They shall also pass loaded vehicles, if called upon to do so, by giving a certificate in the following form :-

“I have examined loads of open wagon Nos of train, on date and certify that the same are secured and fit to run”

(b) At any intermediate station, when the Station Master requires the loads to be adjusted, the nearest JE/SE/SSE(C&W) shall be called to that station to render necessary assistance.

(c) Loads badly secured or adjusted shall, on discovery at Train Examining station, be reported to the Divisional Commercial Manager and the Divisional Mechanical Engineer (C & W) and appropriate action taken.

SR 4.28.04.- (a) In order to prevent the free ends of lashing chains of empty wagons working loose and trailing over the sides of the wagon platforms, it is essential that they are secured on the floor of the wagon. For this purpose, the hook of the screw coupling attached to the short ended chain should be engaged in a suitable link of the other chain on the opposite side of the wagon and the screw coupling be tightened up.

(b) The Station Master and Yard staff attaching empty wagons on trains shall ensure that lashing chains are properly secured in the manner explained above. Guards of trains shall satisfy themselves that this has been done. Carriage and Wagon staff at Train Examining stations, while carrying out the examination of trains, shall also ensure that lashing chains are secured in the proper manner.

4.29. Damaged or defective vehicles.-

(1) No vehicle which has been derailed shall run between stations, until it has been examined and passed by a competent SE/SSE(C&W):

Provided that in case of a derailment between stations, the Loco Pilot may, if the vehicle has been re-railed and if he considers it safe to do so, take such vehicle to the next station at a slow speed.

(2) If a Guard or Station Master has reason to apprehend danger from the condition of any vehicle on a train before it can be inspected by a JE/SE/SSE(C&W), the Loco Pilot shall be consulted, and if he so requires, the vehicle shall be detached from the train.

SR 4.29.01.- A vehicle on a train running with heated bearings which emit smell of burning oil or smoke or a whistling noise or is seen in red hot condition or in flames, is a dangerous vehicle. Staff on duty (Station Master, Cabin Master, Cabinman, Pointsman, Gateman, Token Porters, etc.) shall be alert to detect it and to take immediate action to stop the train. In case the train cannot be stopped at that very station, a message for stopping the train shall be given to the Station Master of the next station ahead and to the Section Controller. In case of electrified sections advantage may be taken by switching off Power in consultation with the Traction Power Controller.

SR 4.29.02.- If an axle box is found to be running hot, between stations or at a station where no siding facility exists the Loco Pilot shall at once examine its condition. He shall remove the cover and examine the packing and put new waste, if possible and bring the train, at a restricted speed as considered safe by the Loco Pilot, to the nearest station where siding facility exists.

SR 4.29.03.- (a) The Station Master receiving advice of a hot axle on a train shall, where possible, receive the train on the main line. If he is unable to do so, he shall bring it to a stop outside the first stop signal before admitting it into the loop line on which it is to be received.

(b) When the Station Master receives advice of a vehicle on a train which is derailed or whose running gear is in any way considered dangerous he shall bring the train to a stop outside the signal since further movement of such vehicle, especially over points in the station yard, is likely to cause a serious accident. The vehicle shall be thoroughly examined and the derailed wheels, if any, re-railed before the train is admitted into the station yard.

SR 4.29.04.- No carriage, wagon or other vehicle declared unsafe to run by a duly authorised official of the Carriage and Wagon Department shall be allowed to proceed on any account. Any unauthorised person removing a “damaged” label from a vehicle shall be liable to prosecution.

E. Precautions before Starting Train.

4.30. Loco Pilot and Guard to examine notices before starting.- Every Loco Pilot and Guard before starting with a train shall examine the notices issued for their guidance, and ascertain there from whether there is anything requiring their special attention on that section of the railway over which they have to work.

SR 4.30.01.- Before commencing duty, the Loco Pilot/Guard shall sign the Appearance Book, stating the time of his arrival in Shed/booking office. The Loco Pilot/Guard shall then carefully read all such notices (including speed restriction notices) pertaining to the running of their trains, shown on the Notice Board and in the Loco Pilot/Guard's Order Book and shall sign his name to indicate that he has read the notices therein and understands them.

4.31. Examination of trains before starting.- When a train is examined by a JE/SE/SSE(C&W) at a station, the Station Master shall not give permission to start the train until he has received a report from such examiner to the effect that the train is fit to proceed and has the prescribed brake power.

SR 4.31.01.- The JE/SE/SSE(C&W)'s report must be in the form T/431 (Brake power certificate).

SR 4.31.02.— In order to afford necessary protection to the Train Examining staff, a banner flag or a board about 0.40 x 0.30 metres

painted red and inscribed with the word 'STOP' in white, erected about 1.20 metre above ground level, will be exhibited by the JE/SE/SSE(C&W) at both ends of the load of the train/vehicles.

With interlocked points, if the interlocking permits, and with non-interlocked points, the points at either end of such line shall be kept set against access to such line and the points shall be clamped and padlocked by the Train Examining staff before commencing the work. The key of such padlock shall remain in the personal custody of the JE/SE/SSE(C&W) until fit memo Form T/431 Part 'C' is issued.

Between sunset and sun-rise or during thick, foggy or tempestuous weather impairing visibility, the banner flag/stop board should be replaced by red lamps.

SR 4.31.03.- At stations where no train examining staff are posted or at wayside stations while clearing a stabled load, the Guard and the Loco Pilot shall be jointly responsible for checking the adequacy of brake-power of the train. "The Loco Pilot will create not less than 5Kg/cm² of air pressure in the engine and 4.8Kg/cm² (4.7kg/cm² in case of trains consisting of more than 56 wagons) air pressure in the rear brake-van. On seeing this required amount of air pressure in the rear brake-van, the Guard shall show 'Red' Hand Signal to the Loco Pilot to destroy the air pressure. After the air pressure is destroyed they will jointly check the train to ascertain the brake power".

Thereafter, the Guard shall prepare a memo in triplicate, indicating the number of operative and inoperative pistons as well as the number of train piped vehicles, which shall be signed jointly by the Guard and the Loco Pilot. One copy of this memo shall be given to the Station Master, while the other two copies shall be for the Guard and the Loco Pilot.

Format for joint check by the Loco Pilot and the Guard before starting a train from non-TXR station.

1. Date
2. Train description and No.
3. From/To
4. Engine No.
5. Engine attached at
6. Total load

7. Examination on station side by the Loco Pilot and off side by the guard. There is no loose or missing fitting in the under gear which may endanger safe running of train.

8. In case of invalid BPC or the integrity of incoming train with valid BPC has been disturbed beyond permissible limit-the Loco Pilot and the guard ascertained the brake power of the train as per instructions under SR 4.31.01 with the following results

Total number of cylinders

Total number of working cylinders

Air pressure in engine

Air pressure in brake van.

(This certificate is valid upto next examination of the train where the train will be offered for examination).

Signature of Guard

Signature of Loco Pilot

SR 4.31.04.-(a) The Loco Pilot of a train after satisfying himself about the conditions for starting, will start the train. Immediately after starting he will carry out brake feel test preferably at a speed of 20-25 kmph but not later than achieving a speed of 30 kmph. This shall be done in the very first block section after starting. However, in case the loco pilot encounters a stiff rising gradient in the first block section while achieving the above speed, he will conduct the brake feel test on the first available flatter gradient.

(b) Once the train achieves a speed of 45-50 kmph, the loco pilot will once again carry out a second brake feel test before proceeding on his journey.

4.32. Examination of train by Loco Pilot.- The Loco Pilot shall, before the commencement of the journey and after performing any shunting en-route, ensure -

(a) that his engine is in proper working order,

(b) that the coupling between the engine and the train is properly secured, and

(c) that the head light and marker lights as prescribed in sub-rule (1) of Rule 4.14 are in good order, and these are kept burning brightly, when required.

SR 4.32.01.- Assistant Loco Pilot will couple up the engines on the trains and uncouple engines from trains whenever required to do so. Normally, for shunting purposes the coupling and uncoupling would be done by the traffic staff. The movement of a train engine manned by a singleman engine crew in a yard will be treated as a shunt movement for this purpose.

4.33. Examination of single and multiple units by Loco Pilot.- When coupling single or multiple units or coaches of any such units together, the Loco Pilot shall be responsible for observing that all electrical couplings are properly made. After all couplings have been made, the Loco Pilot while taking over the complete train shall satisfy himself that the control and power apparatus and brakes of the complete train are in proper and prescribed working order.

4.34. Duties of Guard when taking over charge of a train, - The Guard when taking over charge of a train shall satisfy himself, before the train is despatched-

(a) That the train is properly coupled,

(b) That the train is provided with the prescribed brake power,

(c) That the train carries tail board or tail lamp and side lamps and that such lamps are lighted and kept burning brightly, when required,

(d) that the appliance, if any, for communication between the Guard and the Loco Pilot, is in proper working order, and

(e) generally that, as far as he can ascertain, the train is in a state of efficiency for travelling.

SR 4.34.01.- (a) The Guard must see while taking over charge of his train, that the train load does not exceed the prescribed load for

the class of Engine as laid down in the Working Time Table or as notified from time to time.

(b) When taking over charge of a train and before signing the train examiner's brake power certificate, the guard of a train shall ensure that the JE/SE/SSE(C&W) has signed in the brake power certificate form to the effect that :-

(i) the doors of all carriages and wagons are in proper working order and can be closed and fastened.

(ii) vestibules connection are properly secured and doors when necessary are locked and bolted.

SR 4.34.02.- Guards and Assistant Guards before starting, must test their hand brakes. The proper way of doing this is to apply the hand brake of the brake-van hard, and then attempt to shift the brake block off the wheel tyres, pressing them outward with the foot. Unless they be found binding the tyres hard, the JE/SE/SSE(C&W) should be asked to adjust the brake gear suitably. The matter should also be reported to the Station Master/Yard Master and a suitable remark made in T34 H.F.

SR 4.34.03.- Before starting from the originating station and also from stations after shunting or after picking stable loads, the Guard of the train shall satisfy himself that all the doors are properly secured.

SR 4.34.04.- Every Guard while taking over charge of a train carrying passengers must ensure that the brake-van equipments as mentioned under SR 4.19.02 are duly provided in his brake-van.

4.35. Starting of trains.-

(1) A Loco Pilot shall not start his train from a station without the authority to proceed. Before starting the train, he shall satisfy himself that all correct fixed signals and, where necessary, hand signals are given and the line before him is clear of visible obstructions and the Guard has given the signal to start.

(2) The Guard shall not give the signal for starting the train unless he has received the permission of the Station Master to start, in the manner prescribed by special instructions.

(3) The Guard shall not give the signal for starting unless he has satisfied himself that, except in accordance with special instructions, no person is travelling in any compartment or vehicle not intended for the use of passengers.

(4) The Station Master shall see, before he gives the Guard permission to start a train, that all is right for the train to proceed.

(5) The permission of the Station Master referred to in sub-rule (2) may be dispensed with in case of suburban trains on such sections of a railway as may be specified by special instructions.

(6) When permission of the Station Master to start has been dispensed with under sub-rule (5) or at a station where no Station Master is posted, the Guard shall see, before giving the starting signal, that all is right for the train to proceed.

SR 4.35.01.- Station Master's permission to the Guard to start the train referred to in clause (2) of GR 4.35 shall be issuing correct authority to proceed under the system of working.

(a) The loco pilot on receipt of the correct authority to proceed as required under the system of working and on observing the off aspect of the departure signals referring to his train, shall sound the prescribed whistle code thus '00' for guard's signal.

(b) The Guard shall show the hand signal after ensuring off aspect of the departure signals for his train.

(c) In case of failure of departure signals, the authority shall be the written/tangible authority.

SR 4.35.02.- (a) The Guard's signal to the Loco Pilot to start shall be given by waving a green hand signal horizontally at full length above the head towards the Loco Pilot and then holding it steady.

(b) In case of trains carrying passengers, the Guard shall blow his whistle before giving the signal to start.

(c) In cases of trains worked by two Guards or by a Guard and a Assistant Guard, the Assistant Guard shall, after the work on the train at his end is completed, wave a green hand signal horizontally

at full length above the head, to the Guard in the rear brake van, who shall answer the signal in the same way after blowing whistle provided permission of the Station Master as indicated in GR 4.35(2) has been received and conditions for starting the train are fulfilled. The Assistant Guard shall then give the starting signal to the Loco Pilot in the manner laid down in sub-clause (a) above.

(d) In case of EMU trains, the signal to start shall be given by the prescribed bell code i.e. two rings.

SR 4.35.03.- No goods stock shall be used for carrying passengers without the previous sanction of the General Manager.

SR 4.35.04.- The term 'all is right' mentioned in sub-rule (4) of General Rule 4.35 includes ensuring taking off of the relevant starter signal except in the case of starting a train from a non-signalled line in which case it includes compliance to GR 5.11 and SR 5.11.01. In case when the starter signal is defective, the term 'all is right' includes compliance with sub-rule (1) of GR 3.70 and SR 3.70.01.

4.36. Guard to be in charge of train.- After the engine has been attached to a train, and during the journey, the Guard or (if there be more than one Guard) the Head Guard shall be in charge of the train in all matters affecting stopping or movement of the train for traffic purposes. In the case of any self-propelled vehicle, such as a motor coach without a trailer and unaccompanied by a Guard, the duties of the Guard shall devolve on the Loco Pilot.

4.37. Subordination of Guards in station limits.- When a train is within station limits, the Guard shall be under the orders of the Station Master.

4.38. Assistant Loco Pilots to obey Loco Pilots.- The Assistant Loco Pilots shall obey the lawful orders of their Loco Pilots in all particulars.

4.39. Loco Pilot to obey certain orders.- After an engine has been attached to a train and during the journey, the Loco Pilot shall obey-

(a) the orders of the Guard, in all matters affecting the

starting, stopping or movement of the train for traffic purposes, and

(b) all orders given to him by the Station Master or any railway servant acting under special instructions, so far as the safe and proper working of his engine will admit.

SR 4.39.01.- For purpose of GR 4.39 (b), Yard Master/Asstt. Yard Masters will have the same authority as the Station Masters.

SR 4.39.02.- On arrival of a train at an engine changing station, the Loco Pilot shall not detach his engine from the train until his train has been properly berthed and he has received necessary signals to move. Should any further movement of the train/engine be necessary, the Station Master/Asstt. Station Master /Asstt. Yard Master /Yard Master shall make necessary arrangements and the person deputed to conduct such movement shall personally attend to the work and give necessary orders to the Loco Pilot, informing him when the work is finished.

F. Duties of Staff Working Trains during Journey

4.40. Loco Pilot and Assistant Loco Pilot to keep a good look-out.- Every Loco Pilot shall keep a good look-out while the train is in motion, and every Assistant Loco Pilot shall also do so when he is not necessarily otherwise engaged.

SR 4.40.01.- While a train is in motion, the Loco Pilot and Assistant Loco Pilot shall keep a constant look-out for obstructions and be prepared for an immediate application of brakes at any moment.

4.41. The Loco Pilot and Assistant Loco Pilot to look back : - The Loco Pilot and Assistant Loco Pilot shall look back frequently during the journey to see whether the train is following in a safe and proper manner.

The Loco Pilot and Assistant Loco Pilot have to pay special attention after passing permanent way gangs working on the line or a manned level crossing gate to see whether any danger signal is being exhibited by them, warning the Loco Pilot and Assistant Loco Pilot of a danger/accident.

4.42. Exchange of signals between Loco Pilot, Guard and station staff.-

(1) The Loco Pilot and the Guard of a train shall exchange signals with each other, at such times and in such manner as may be prescribed by special instructions.

(2) The Loco Pilot and the Guard of a train shall, while running through a station, look out for and, except under special instructions, acknowledge the 'all-right' signals with the Station Master and such other staff at the station as may be specified by special instructions shall give if the train is proceeding in a safe and proper manner. If the train is not proceeding in a safe and proper manner, the Station Master or the other staff shall exhibit a stop hand signal, on receipt of which the Guard and the Loco Pilot shall take immediate steps to stop the train.

SR 4.42.01.- (a) Signals between the Guard in the rear brakevan and the Loco Pilot shall always be exchanged in the following cases:-

(i) When a train starts after stopping at a station, signals shall be exchanged as soon as possible after the train has started and also after the last vehicle has passed over the points on quitting the yard.

Note :- At stations where it is not possible to obtain the view of the signal displayed from the brakevan by the Guard after the train has started, the Guard shall ask the Loco Pilot to start the train on walkie-talkie but exchange of signal is mandatory till it is acknowledged by the Loco Pilot.

(ii) When a train starts after stopping outside station limits, signals shall be exchanged as soon as possible after the train has started.

(iii) When a train runs through a station, signals shall be exchanged as soon as the last vehicle of the train has passed over the points on quitting the yard.

(b) Signals shall be exchanged by waving green hand signal horizontally. On a straight road, the signals shall be given from the left hand side of the engine and brake-van, and on a curve, from the side on which they can best be seen.

(c) In case of single / multiple unit electric trains, the exchange of signals between the Guard and the Motorman shall be made by using the bells in the cabs.

(d) in case of EMU (Push and Pull) trains, exchange of alright signals between Loco Pilot and Guard shall be by ringing of bell in their cab as per code laid down in SR 4.51.01.

SR 4.42.02.- (a) Whenever a non-stopping, or stopping train passes a cabin, the official incharge of the cabin shall be responsible to observe the condition of the vehicles on the train. He must lean out of the window waving a green hand signal unless anything wrong with the train is noticed.

(b) (i) For run through trains, the Station Master shall also observe/watch the condition of the train. For this purpose he shall normally stand on the side on which his office is situated in such position that a clear view of the train is obtained by him, and that his signals can be clearly seen by the Guard. In case the view of the passing train is otherwise obstructed, the Station Master shall depute one of his station staff for the purpose.

(ii) At station where no cabins are situated or where the Station Master's Office and the Cabin/Cabins is/are situated on the same side, the Station Master shall depute one of his station staff with hand signal to the other side of the passing train to observe the passing train and assist the Station Master in doing his duty as laid down in SR 4.29.01. and sub-clause (d) below.

(iii) At stations situated on the Double/Multiple line section when more than one train run through simultaneously, the Station Master shall observe/watch one train and depute one of his station staff to do so for the other train/trains.

(c) The Station Master or the person deputed under sub-clause (ii) and (iii) of clause (b) above shall wave a Green hand signal horizontally until anything wrong with the train is noticed.

(d) Should any case of hot axle, smoke emitting from a vehicle, wagon door open, load of any truck shifted or any fitting of a vehicle hanging and trailing along the ground, or goods falling of a vehicle, or any other condition likely to endanger safety of the train be noticed with the train, the official-in-charge of the cabin/ the Station Master/ the staff deputed under sub-clause (ii) and (iii) of clause (b) above,

shall at once change his Green hand signal to Red and take prompt action to stop the train and if this cannot be done at that station, intimation shall at once be given to the approaching level crossings, if any or next block station to stop it. On controlled sections, the Section Controller shall also be informed. On electrified sections, the Traction Power Controller shall also be informed to switch off power wherever necessary.

SR 4.42.03.- The Loco Pilot and the Guard shall be on the look out for the signals displayed under, clauses (a), (c) and (d) of SR 4.42.02. Unless "Stop hand signal" is displayed under clause (d) of SR 4.42.02, they shall acknowledge and exchange "Green hand signal" with such person when they are opposite each other. Should they observe stop hand signal displayed under clause (d) of SR 4.42.02, they shall take immediate steps to stop the train. While passing through a station, the Loco Pilot shall in addition sound a long continuous whistle.

Note :- The duties of Loco Pilot mentioned in this rule shall also devolve on his Assistant Loco Pilot for exchanging signals with the staff of station cabin when the same happens to be on his side of the locomotive.

SR 4.42.04.- (a) When a train starts after stopping at a station and if the train is worked by two Guards or a Guard and a Assistant Guard, the Guard in the rear brake van before exchanging signal with the Loco Pilot, shall exchange Green Hand signal moved horizontally above the head with the Assistant Guard, as the case may be, as soon as the train starts to indicate that they are in their places.

(b) When a train, either stopping or non-stopping has passed the points on quitting the yard, the Guard before exchanging signal with the Loco Pilot, shall look back and satisfy himself that no 'Stop hand signal' or other indication is given by any of the station staff, as a warning that there is anything wrong with the train and that the train is incomplete.

SR 4.42.05.- In the event of the Loco Pilot not receiving signal from the Guard as indicated in sub-clause (i), (ii) and (iii) of clause (a) of SR 4.42.01, he shall call the Guard's attention by whistle code thus '00'. If the signal is still not be given by the Guard, the train shall be stopped.

SR 4.42.06.- Any failure on the part of the Loco Pilot and/or the Guard to exchange signals with the station staff and also sounding of engine whistle by the Loco Pilot while passing through a station as indicated in SR 4.42.03, shall at once be reported to the Section Controller as well as to the Station Master of the Block Station in advance, who shall arrange to have the train stopped and hand over a written warning to the defaulting staff.

SR 4.42.07.- In case the Loco Pilot and the Guard do not receive any hand signal displayed by the station staff as indicated in sub-clauses (a) and (c) of SR 4.42.02, while passing through a station, they shall exercise extra caution to ensure that all is right for the train to proceed on and record the same in the Guard's journal.

4.43. Guard to keep a good look-out.- During the journey including halts at stations, every Guard shall keep a good look-out and satisfy himself from time to time that the tail board and brake-van lamps are in position and that all brake van lamps, where required, are burning brightly, that the train is complete in every respect and is proceeding in safe and proper manner.

Note :- The term "brake-van lamp' includes "tail lamp'.

SR 4.43.01.- If any vehicle is attached to a train behind the rear brake-van the Guard shall keep a good look-out and in the event of any vehicle becoming detached, take steps to stop the train carefully.

SR 4.43.02.- (a) Guards of running trains shall be responsible to watch any train passing on the adjacent line, and to attract the attention of the Guard or the Loco Pilot of the latter train by exhibiting stop hand signal, should any condition be noticed on that train which may endanger its safety. In case of trains in the opposite direction, the Guards of the two trains shall examine each other's train but when trains run in the same direction, the Guard of one train shall observe/ watch the other train which overtakes his train. The Guards of these two trains shall exchange green hand signal between themselves when the brakevans are opposite to each other. Similarly the Guard of the train which overtakes another train shall observe/ watch the train so over taken and exchange green hand signal with the Loco Pilot of such train. In all cases green hand signals shall be exchanged only if the condition of the train so examined, is found in order.

(b) In the event of Guard/Loco Pilot of any running train noticing any stop -hand signal shown by the Guard/Loco Pilot of the other train passing over the adjacent line, action shall be taken to stop the train. The train shall then be examined thoroughly before commencing further Journey and if anything is found wrong such action shall be taken as the situation may warrant.

(c) Should any condition be noticed with a train which may endanger its safety, and if the Guard/Loco Pilot of that train does not exchange signal as indicated in sub-rule (a) above, the Guard of the train noticing such condition shall bring his train to stop at the next station and report the matter in writing to the Station Master. The latter shall then take steps to have the train in question stopped and examined at the next station which it is about to pass. Loco Pilot thereof shall examine the train.

SR 4.43.03. - When passing a manned level crossing, the Guard should look back to see if, any signal is given by the Gateman to indicate that anything is wrong with the train.

4.44. Train held up at first Stop signal.-

(1) When a train has, without an apparent cause, been kept standing at the first stop signal for five minutes, the Loco Pilot shall sound the prescribed code of whistle to warn the Guard and the Assistant Guard shall proceed to the cabin or station to warn the Station Master. If there is no Assistant Guard, the Loco Pilot shall depute the Assistant Loco Pilot to proceed to the cabin or station to warn the Station Master. The Assistant Guard or Assistant Loco Pilot proceeding to the cabin or station shall show a stop hand signal towards the station. The Guard shall, as soon as the train is stopped at the first stop signal, check up that the tail board or tail lamp is correctly exhibited and shall maintain a vigilant attitude in rear of the train. After fifteen minutes or such less time as may be prescribed by special instructions, the Guard shall, irrespective of whether the cause is apparent or not, proceed to protect the rear of the train in accordance with instructions laid down in Rule 6.03. If in the meantime the signal is taken 'off' or the Loco Pilot receives

the necessary authority to pass the signal in the 'on' position, he shall sound the prescribed code of whistle to recall the Guard and exchange hand signal with him before starting the train.

(2) In the case of a train not accompanied by a Guard, these duties shall devolve on the Loco Pilot.

SR 4.44.01.- (a) The prescribed code of whistle is given in SR 4.50.01.

(b) Should the first stop signal be at 'on', the Loco Pilot of the train approaching such signal shall sound the prescribed code of whistle to attract the attention of the station staff.

(c) The Guard shall arrange to take action to protect the train after a halt of 15 minutes in accordance with the instructions contained in GR 6.03 and continue to show a stop hand signal to stop any approaching train until he is recalled. But before he proceeds to protect the train, he shall tie a red hand signal flag to a side lamp bracket or to the hand rail by day or reverse one of his brakevan side lamps where provided under GR 4.15 (a), to show red towards the train engine and white towards the rear by night or inside long tunnels or during thick foggy or tempestuous weather impairing visibility.

(d) After the signal is taken off, or when the Loco Pilot receives the necessary authority to pass the signal in the 'ON' position, the Loco Pilot and the Guard shall take action as per instructions contained in SR 6.03.02.

(e) The train shall be stopped on the way to station to pick up the Guard or Assistant Loco Pilot.

(f) All cases of this kind shall be promptly reported in the joint train report of the Guard and Loco Pilot.

4.45. Attracting attention of Loco Pilot.-

(1) if any Guard sees reason to apprehend danger or considers it necessary for any reason to stop the train, he shall use his best endeavours to attract the attention of the Loco Pilot.

(2) In the absence of other means of communications with the engine, a Guard desiring to attract the Loco Pilot's attention shall apply his hand brake sharply and as suddenly

release it, and whenever possible, he shall reverse the side lamps to show red towards the engine.

(3) When the attention of the Loco Pilot has been attracted the necessary hand signals shall be shown.

(4) If the train is fitted with continuous brake, the Guard may, in case of emergency, apply such brake gradually to stop the train.

4.46. Assistance from Guard's hand brake.- When the Loco Pilot requires the assistance of Guard's hand brake, he shall sound the prescribed code of whistle, if necessary repeatedly, or if a brake whistle is provided, sound such whistle, and shall also use other means of communication, if provided, between the Loco Pilot and the Guard.

SR 4.46.01. - The prescribed code of whistle is "three short."

4.47. Application of Guard's hand brake.-

(1) When the Loco Pilot sounds the prescribed code of whistle or the brake whistle, the Guard shall immediately apply their hand brakes.

(2) When a train is travelling down a steep incline the Guards shall, if necessary to steady the train, assist the Loco Pilot with their hand brakes.

SR 4.47.01.- As soon as the Loco Pilot sounds three short whistle the Guard shall, if necessary to steady the train, assist the Loco Pilot with their hand brakes.

4.48. Permission of Guard to detach engine from train.- When a train has been brought to a stand outside station limits or anywhere on a grade, the Loco Pilot shall not detach his engine from the train without the permission of the Guard who, before giving such permission, shall satisfy himself that the brake van have been put on securely and take such

other measures as may be necessary or prescribed by special instructions:

Provided that detaching of engines from trains in such cases may be prohibited altogether under special instructions wherever considered necessary in the interest of safety.

SR 4.48.01.- On gradients, whenever it becomes necessary for an engine, with or without vehicles, to be detached from the rest of the train, the following precautions shall be taken before it is uncoupled :

(i) Hand brakes of the brake-van, as also of other hand braked vehicles, shall be screwed on tightly.

(ii) Skids / Wedges, if any, shall be used.

(iii) The Guard and the Loco Pilot shall ensure, before uncoupling, that the remaining portion of the train is secure.

SR 4.48.02.- The Divisional Railway Manager may however, notify and incorporate in the working time table the section/sections where detaching of engines are prohibited altogether taking into consideration the gradient and rollability of vehicles.

4.49. Starting and stopping of train.-The Loco Pilot shall start and stop his train carefully and without a jerk.

4.50. Sounding of engine whistle.-

(1) Except under special instructions, the Loco Pilot shall always sound the whistle of the engine according to the prescribed code of whistle -

(a) before putting an engine in motion;

(b) when entering tunnel; and

(c) at such other times and places as may be prescribed by special instructions.

(2) Engine whistle code shall be prescribed under special instructions.

SR 4.50.01.- The following whistles shall invariably be given by Loco Pilots for the purposes indicated :-

Sri. No.	Code of Engine Whistle	Indication.
1	0	a) Before starting- i) Indication to Loco Pilot of assisting/ banking engine that the Loco Pilot of leading engine is ready to start. ii) Acknowledgement by the Loco Pilot of assisting /banking engine to leading engine. iii) Engine ready to leave Loco-yard or after completing Loco-work. iv) Engine ready to go to Loco- yard.
2	00	b) On run- i) Assistance of other engine not required. ii) Acknowledgement of Loco Pilot of assisting/banking engine that assistance stopped.
3	0	a) Call for Guard's signal. b) Signals not exchanged by Guard. c) Signals not exchanged by station staff.
3	0	a) Guard to release brakes. b) Before starting engine or a train from station/mid-section. c) Main Line Clear after backing into siding.
4	000	a) Guard to apply brakes. b) Train is out of control, Guard to assist.
5	0000	a) Train cannot proceed on account of accident, failure, obstruction or other exceptional cause. b) Protect train in rear.

- 6 ____ ____ 00 Call for Guard to come to engine.
- 7 0 ____ 0
- Token not received.
 - Token missed.
 - With wrong 'Authority to Proceed'.
 - Passing Stop signal at 'ON' on proper authority.
- 8 _____
- Before starting Vacuum re-created on ghat section, remove sprags.
 - Passing an Automatic Stop signal at 'on'.
 - Passing an Intermediate Block Stop signal at 'on' when the telephone provided on the signal post is out of order and Loco Pilot is thus unable to contact the Station in rear.
 - On run-Acknowledgement of Guard's signal.
- 9 (continuous)
- Approaching tunnel or area of restricted visibility or curves or cuttings or site of accident or when in consequence of fog, storm or any other reason the view of signal is obstructed.
 - Re-call railway servant protecting train in rear.
 - Material train ready to leave.
 - Running through a station.
 - Approaching Stop signal at 'ON'.
 - Detained at a Stop signal.
- 10 ____ 0 ____ 0
- Train parting.
 - Train arriving incomplete.
- 11 00 _____
- Alarm chain pulled.

- b) Insufficient vacuum in engine.
 c) Guard applies vacuum brake.
 d) intercommunication apparatus used.
- 12 _____ _____ Raise Pantograph. To be acknowledged by the other engine.
- 13 _____ 0 _____ Lower Pantograph. To be acknowledged by the other engine.
- 14 _____ 00 a) Signal arm lowered but light extinguished.
 b) Signal arm improperly / insufficiently taken 'off'.
 c) Defective signal
- 15 _____ _____ _____ Fouling not cleared.
- 16 00000000000
 (frequently) a) Apprehension of danger.
 b) Danger signal to the Loco Pilot of an approaching train whose path is fouled or obstructed for any reason.
 c) While working on a Single line section during total failure of communications or when single line working is introduced, on a double line section.
 d) Moving in wrong direction on double line or against the signalled direction in the 'Automatic Block Signalling territory (double line) or against the established direction in the automatic block signalling territory (single line).
- 17 Intermittent (-----) a) Approaching Level Crossing
 b) Engine explodes detonator(s)

Note :-The signals above are illustrated by 'O' for a short whistle and "_____" for a long whistle.

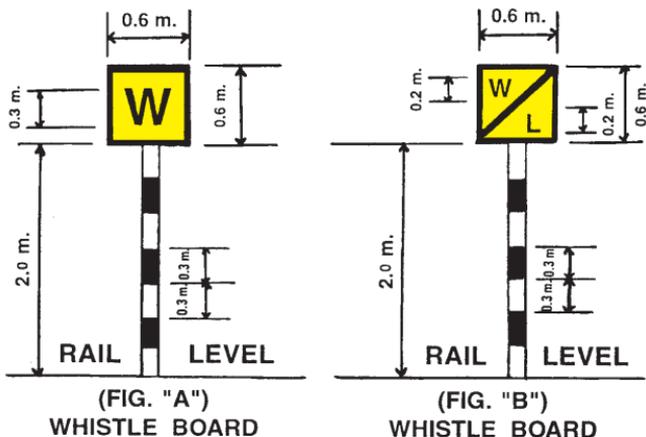
SR 4.50.02.- WHISTLE BOARDS

(a) Whistle boards are provided with a view to indicate to the Loco Pilot of an approaching train to the need for sounding the whistle/ horn (vide serial No. 17 under SR 4.50.01) to warn the staff who may be working on the line', as well as the Gateman and road users at level crossings, about the approaching train.

"The Loco Pilot shall sound the whistle/horn intermittently upto the level crossing/site of work'.

(b) Types of whistle Boards

(i) There are, two types of whistle boards as follows:



(ii) It shall consist of a 0.60 m. square board, painted yellow, with appropriate lettering in black and fixed on a post painted with 0.3 m. high bands of white and black keeping the underside of the board at a height of 2.0 m. above rail level. The board shall not be illuminated at night.

(iii) Whistle board as per fig. (A), with the letter 'W' 0.30 m. high, shall be provided on the approaches to curves and cuttings, at a point from where visibility of the line ahead is limited to 800m. or less on BG or 400m. on NG and also on the approaches to every tunnel, at a distance of 800m. from it on B.G. and 400m. on N.G.

(iv) Whistle boards as per fig (B) with the letters (W/L) 0.2m high, shall be provided on the approaches to all unmanned 'C' Class level crossings and also to manned level crossings where the view is

not clear on either side for a distance of 600 metres and those which have normal position open to road traffic, without interlocking and protection by signals, under special conditions. The whistle boards should be bilingual as contained in Annexure- 9/15 to Indian Railways Permanent Way Manual and be erected along the track and at a distance of 600 metres from the level crossing, except where higher distance is otherwise directed under special circumstances.

4.51. Bell signals between Loco Pilot and Guard.- When bell communication is provided between the Loco Pilot and the Guard of the train, bell signal code, as may be prescribed by special instructions, shall be used.

SR 4.51.01.- For single or multiple unit electric trains, the following bell signal codes shall be used between the Motorman and the Guard. In case of failure of electric bell equipment in the cab, the codes shall be sounded by horn.

S/No.	Code of Bell signal	Indication	Acknowledgement
1.	0	Stop train.	0
2.	00	Start train.	00
3.	000 pause 0	To push back train	000 pause 0
4.	00	During run through	00
5.	000	Guard required by Loco Pilot	000
6.	00000	Brakes tested found alright.	00000
7.	00000 Pause 0	Brakes tested and not found alright.	00000 Pause 0
8.	0000 pause 0000	Information to Motor man regarding guard leaving the cab	0000 pause 0000
9.	00 pause 00	Passing Automatic signal at 'on'.	00 pause 00
10.	0000	Protect train in rear	0000

- | | | | |
|-----|---------------|--|-----------------|
| 11. | 00 pause 0 | Proceed with caution while working under GR 4.21 (2) (a) | 00 pause 0 |
| 12. | 000 Pause 000 | Guard's warning to Motorman, if EMU train exceeds the prescribed speed after passing an Automatic stop signal at 'ON'. | 000 pause 000 |
| 13. | 0 Pause 0 | Zone of speed restriction is over, resume prescribed speed. | 0
Pause
0 |

Note :- The signals above are illustrated by 'O' for a ring.

4.52. Throwing out water, fire or cinders.- A Loco Pilot or Fireman shall not throw out water, fire or cinders, when passing through a station yard or tunnel. or when on a bridge.

4.53. Hose or water crane.- After taking water from a tank or water column, the Loco Pilot shall see that the hose or arm is left clear of the line and, when it is provided with fastenings, properly secured.

4.54. Passengers.- Every Guard shall give his best assistance to passengers entraining and detraining.

G. Duties of Staff on Arrival

4.55. Shutting off Power.- In stopping a train, the Loco Pilot shall determine where to shut off power by paying particular attention to the gradient, the state of the weather, the condition of the rails, the brake power and the length and weight of the train.

4.56. Guard to see that train is stopped clear of fouling marks.- When a train comes to a stand at a station, the Guard shall see that, wherever possible, the last vehicle of his train has cleared the fouling marks of all points and crossings. If not, he shall inform the Station Master at once and exhibit stop hand signal to prevent any movement on the fouled line.

SR 4.56.01.- The first duty of the rear guard on arrival at a station is to see that the last vehicle of his train is clear of the points or derailing switch or clearance of lock bar where provided. If the last vehicle has not cleared the fouling marks of the adjoining lines or derailing switch or clearance of lock bar, where provided, the guard shall inform the station master on available communication about non clearance of fouling marks along with reasons thereof.

SR 4.56.02.- (a) In case of emergency or due to unavoidable circumstances if the train cannot be worked with continuous vacuum brake, the Guard shall screw on his hand brake immediately after the train has come to a stop. If there be more than one hand braked vehicle in rear, the hand brake of each vehicle shall be tightly put on by train staff the moment the train comes to a stop.

(b) As soon as the train has come to a dead stop and there is no further danger from recoil or from heavy gradients, the brakes of all the vehicles except the rear brake-van shall be released by the train staff.

(c) Guards shall be careful not to start their trains until the brakes are released.

SR 4.56.03.- When the vacuum brake is in use throughout the train, hand brake need not be applied for short authorised halts.

SR 4.56.04.- Similarly, it is the duty of the Guard of a stopping train to see that the train has arrived complete. If the train has not arrived complete, the Guard shall personally be responsible for bringing the fact immediately to the notice of the Station Master, Cabin Assistant Station Master or Cabinman, as the case may be, so that necessary steps may be taken.

4.57. Detaching engine.- Whenever a train has been brought to a stand, and it is necessary for the engine, with or

without vehicles, to be detached from the rest of the train, the Guard shall, before the train is uncoupled, satisfy himself that the van-brakes have been put on securely and take such other measures as may be prescribed by special instructions.

SR 4.57.01.- The Loco Pilot before detaching his engine from the train, shall give three short whistles to call for the Guard to apply brake and to signify his intention to uncouple from the train. Thereupon the Guard shall take precaution to prevent the possibility of the train running away.

The Loco Pilot shall not detach his engine from the train nor allow it to be detached until he has received from the Guard an answer, in the form of green signal by day, and a white light by night as an assurance that the train is secured and he may proceed.

4.58. Loco Pilot to see that train is stopped clear of fouling marks.- When a train comes to a stand at a station, the Loco Pilot shall see that, wherever possible, his engine is clear of the fouling marks of all points and crossings. If not, he shall take steps to inform the Station Master at once and exhibit stop hand signal to prevent any movement on the fouled line.

SR 4.58.01.- In order to avoid the adjacent line at the rear end of the train being fouled, the Loco Pilots of all goods trains shall draw the train upto the Starter or shunt signal or Stop Board, as the case may be, or upto the fouling mark where no such signal is provided.

SR 4.58.02.- If a train for any reason stops without clearing the fouling marks of the adjoining lines the train Loco Pilot shall give three long whistles and the Assistant Loco Pilot shall proceed to the Station Master/nearest end cabin exhibiting. 'Stop' hand signal to inform the Station Master/cabin staff of the fact. Similar action shall be taken by the Loco Pilot of banking engine or engine attached to a train in the rear in case the engine stops without clearing the fouling marks.

SR 4.58.03- The engine crew of the train detained shall also watch the reception signals in case of crossing and despatch signals in case of precedence so that signals for the correct line are taken off. The watch shall be kept by rotation as arranged by the Loco Pilot. In case, an incorrect signal is taken 'off', immediate action shall be

taken to advise the cabin/station staff along with the measures to prevent an accident.

4.59. Moving of train carrying passengers after it has been stopped at a station.- When a train carrying passengers has been brought to a stand at a station., whether alongside, beyond, or short of the platform, the Loco Pilot shall not move it, except under orders of the Guard or to avert an accident.

SR 4.59.01.- The Guard shall give the signal to the Loco Pilot to move only after he and the station staff have warned the passengers as far as possible about the proposed movement. Before moving his train, the Loco Pilot shall sound one long and one short whistle as a final warning to the passengers after receiving the Guard's signal,

4.60. Guard not to leave-train till handed over.- No Guard shall leave his train until it has been properly handed over in accordance with special instructions.

SR 4.60.01.- No Guard or Assistant Guard shall leave the station at the end of his run without the Station Master's permission to do so. He shall also before leaving, see that his train has been signed for by the outgoing Guard/Assistant Guard or by the Trains Clerk/Station Master.

4.61. Loco Pilot not to leave engine when on duty.- No Loco Pilot shall leave his working locomotive or his self-propelled vehicle when on duty, whether at a station or on a running line, except in case of absolute necessity and after a competent railway servant has been placed in charge of the locomotive or self-propelled vehicle. In the case of a self-propelled vehicle manned by a Loco Pilot only, a Loco Pilot may leave it when necessary, provided he has locked the cabs and has put the vehicle in low gear with the ignition switch in the off position and has screwed down and locked the hand brake.

SR 4.61.01.- Asstt. Loco Pilots/Diesel Assistants are strictly prohibited from moving engines except under the circumstances laid down in GR 4.20(3) and SRs. thereto. .

H. Working of Material Trains

4.62. Working of a material train in a block section.-

A material train shall be worked only with the permission of the Station Masters on each side and in accordance with special instructions.

SR 4.62.01.- Composition and formation of Material trains.-

(a) The train will consist of a certain number of wagons for the carriage of railway materials and one or more brake-vans properly equipped, one of which will be placed in the rear and the other, if there is a second, in the front of the train.

(b) Ordinary traffic wagons shall not be attached to material trains without special instructions from the Divisional Railway Manager.

SR 4.62.02.- Day-to-day working of material train.-

(a) Once a train has commenced to work, it shall work entirely as per the instructions issued to the Guard by the Divisional Engineer or Divisional Electrical Engineer (Tr. D) through the Train Inspector, until finally cancelled by the Divisional Operations Manager.

(b) For the purpose of these rules, Train Inspector means the nominated representative of the Engineering or Traction Department who remain on duty with the material train.

(c) After the day's work is completed and after the train has arrived at its stabling station, the Train Inspector shall hand over a memo in duplicate as follows :-

- | | |
|--|--|
| If at engine changing station. | (a) Engine released to go to shed at |
| | (b) Engine to be ready at |
| If at stations other than engine changing station. | (a) Engine ordered to shut down at |
| | (b) Engine to be ready at..... |

The Guard shall hand over a copy of this memo to the Loco Pilot.

(d) The Guard shall ascertain every morning from the Train

Inspector the stabling programme for the next night and shall issue a message to the Divisional Railway Manager, the Chief Controller and the Station Masters concerned in the following form:

‘Material train No stabled at’

If the material train is stabled with workers, the Govt. Railway Police at that station or if there is no Govt. Railway Police at the stabling station, the nearest Civil District Police shall also be included as one of the addresses in the above message.

SR 4.62.03.- Working hours.-

(a) Except under special circumstances, a material train shall work between sunrise and sunset. But the actual -working hours shall be restricted to the time allowed by Section Controller. In case of non- controlled area or during the interruption of control circuit, the Station Master may, however, in consultation with the Station Master at the other end of the block section, notify the time allowed for its work, keeping in view of the movement of other important train services. In all cases, the Guard shall be held responsible to ensure that the time allowed, as notified in the caution order, is not exceeded.

(b) A material train may run during the night from and to its stabling station without execution of any work.

(c) If, under special circumstances a material train is allowed to work in the night, the following conditions shall be fulfilled.

(i) The Engineering Supervisor on the train should not be below the rank of JEII(P. way) /JE(TrD).

(ii) Loading and unloading of rails between block stations should not be permitted.

(iii) A portable generating set should be carried on the train with adequate number of flood lights so as to ensure proper lighting at the loading/unloading points.

(iv) Female labours should neither be engaged nor carried on the train.

SR 4.62.04.- (a) Guards of material trains shall be responsible for their safe working both on Traffic and Engineering sidings and on running lines, and shall personally conduct all shunting operations. Loading and unloading shall be carried on under the supervision of the Train Inspector. The Guard shall be held responsible to ensure that no

delay to traffic occurs. The Train Inspector and the Guard shall be jointly responsible for leaving the tracks clear of all obstructions and for seeing that railway materials when loaded in any open track, do not infringe the standard moving dimensions.

(b) The Guard shall, in consultation with the Train Inspector, be responsible to apprise the Station Master about the readiness of the Material train to leave, its working programme and the probable duration of work in mid-section.

(c) The flap doors of the wagons may only be opened for the purpose of loading/unloading of materials. The Guard and Train Inspector shall be responsible to ensure that all doors/flap doors are properly closed and secured before the train is moved further.

(d) In exigency, the engineering supervisor on the train shall perform the duties of guard of the material train in addition to his own duties.

SR 4.62.05.- (a) A material train shall be worked under the system of working in force.

(i) On double line section, when working on the proper line, on completion of work, it shall proceed to the next block station in advance and return, if required, on the proper line.

(ii) On double line, it may be allowed to work on the wrong line and return. In such case, the concerned section must be blocked as described in GR 1.02(8).

(iii) On single line, it may be allowed to work between stations and proceed to the next block station or return to the block station from which it is about to start.

(iv) On both double and single line sections, the trains may be allowed to work in section on integrated block. In such case trains shall be worked as detailed in SR 4.62.11.

(b) Whenever a material train is to work between two stations, the Station Master of the station from which the material train is to leave shall advise the Station Master of the station at the other end about its programme and the duration of time during which the material train will work. This shall be acknowledged before the material train is allowed to leave.

(c) The Station Master shall give fresh "Authority to Proceed" for each trip.

(d) A caution order shall always be issued to the Loco Pilot notifying the time at which the block section must be cleared and whether the train has to proceed to the next station or has to return to the station from which it is about to start.

(e) (i) When a material train is to work and return under the provisions of sub-para (a) (ii) above, the "Authority to Proceed" shall be the caution order itself as mentioned in sub-para (d) above, with the following endorsement in addition :-

"Block-section in rear between _____ - (station) and (station) has been blocked back. Private Number _____"

(ii) When a Material Train is to work under the provisions of sub-para (a) (iv) above, the "Authority to Proceed" shall be the "Block ticket / Authority to proceed for Relief Engine / Train into an obstructed Block section" which should be issued only after suspending the system of working.

(f) Except under special circumstances like accident, failure, obstruction etc., the material train shall work and return/proceed as per the instructions contained in the caution order mentioned in sub-para (d) above.

(g) Unless within the limits of the stop signals of a station, a material train shall not be divided, nor the engine uncoupled from the train, except in case of emergency or failure, or when it is necessary to replenish the engine with water. However, before the train is parted, the Guard shall put the hand brake (s) in the brake-van (s) hard on and apply the hand brakes of sufficient number of vehicles in each portion and secure them with skids. Guard and the Train Inspector shall ensure that all labourers have been detrained before dividing the train. Vehicles shall not be detached from a material train on a grade of 1 in 260 or steeper.

SR 4.62.06.- (a) Except when working under the provisions of sub-rule (a) (iv) of SR 4.62.05, the speed of a material train working between stations shall not exceed 25 kilometres an hour.

(b) When working between stations under the provisions of sub-rule (a) (iv) of SR 4.62.05, the speed of a Material train shall not exceed 15 Kilometres an hour during day on the straight and 10 kilometres an hour at night or where a clear view for 800 metres ahead cannot be obtained.

(c) When running through between block-stations and when running with the Engine leading, the speed of a material train shall not exceed the speed prescribed for goods trains of similar weight.

(d) When the engine is pushing the train or is placed in the middle of the train in an emergency or in exceptional circumstances and the brake-van is leading :-

(i) The speed shall not exceed 25 kilometres per hour on the straight line or 8 kilometres per hour over a turnout.

(ii) The Guard shall travel in the leading brakevan and must exhibit necessary hand signals to the Loco Pilot.

(iii) The train crew shall keep a good look out especially in the direction in which the train is moving and must be prepared to stop- short of any obstruction.

(iv) When approaching any non-interlocked station the Guard shall satisfy himself that the facing points are properly manned before hand signalling Loco Pilot.

(e) When the engine is pushing the train or is placed in the middle of the train in an emergency or in exceptional circumstances and the brakevan is not leading :-

(i) The speed shall not exceed 8 kilometres per hour;

(ii) The Guard shall travel in the leading vehicle and exhibit hand signal to the Loco Pilot, and

(iii) Sub-clauses (d) (iii) & (iv) shall be strictly complied with.

(f) Material trains are not allowed to push down the grade on the sections of the line notified by the Divisional Railway Manager.

SR 4.62.07.- Reception of a material train shall be governed by the same rules as are applicable for a goods train whether it proceeds to the next station or returns to the starting station.

SR 4.62.08.- (a) Immediately on arrival of a material train at a station after working in mid-section the Guard and the Train Inspector shall issue a Joint memo to the Station Master certifying the complete arrival of the material train and that nothing has been left infringing the running line (s).

(b) When a Material train, working on the authority of a Line Clear Ticket has returned to a station without passing over the whole

block section, the Loco Pilot shall return the Line Clear Ticket to the Station Master through the Guard, and the Station Master shall cancel the same by making the following remark across the face :-

‘Cancelled, Material train returned here at.....Hr.....mt” Station Master”.

The line Clear Ticket, after being so cancelled will be returned to the Loco Pilot through the Guard, who shall dispose the same in the usual way.

(c) When a Material Train returns to the station from which it started, the Station Master of the station at which the train has arrived, shall issue a message to the Station Master of the block station at the other end of the concerned block section notifying that the train has returned and the block section is clear.

SR 4.62.09.- When a material train is working between stations the Train Inspector shall arrange for the protection of the train with banner flags held across the track at a distance of 600 metres on the BG in both directions on single line and in the direction of traffic on the double line. The person(s) deputed for the purpose shall, in addition, be supplied with detonators and shall place 3 detonators on the track 10 metres apart whenever the train comes to a stand for a period over 15 mts. or in the event of any other train approaching on the same line.

SR 4.62.10.- Whenever the material train is to work between the outermost points and the First Stop signal, it shall be treated as shunt movement.

SR 4.62.11. Working of Department Trains in integrated block

i) The departmental trains such as ballast train, material train and tower car may work together in one block section in an integrated block. The concerned departments shall inform chief controller in advance regarding their intention to work in the proposed block section department wise along with the location of work and the time required. If the locations are not overlapping, the chief controller may permit such block specifying the period of time granted.

ii) The first train shall proceed on authority to proceed under the system of working in force. The second and subsequent trains shall proceed on authority of T/A 602. Loco Pilots of each train shall be served with a caution order on form T-409 indicating about the number

of trains to be worked in the section with individual location of working, permitted time of working, existing speed restrictions, if any and an advice whether the trains are to proceed to the station ahead or return to the station.

iii) The train in charge shall ensure that his train is working within the prescribed location and time. He shall arrange for protection as detailed in SR 4.62.09.

iv) On completion of the work, the trains shall be admitted as detailed in SR 4.62.07. The guard and Train Inspector/SE/JE(OHE) shall give a joint memo in regard to clearance of block section by each train as detailed in SR 4.62.08.

4.63. Workers on material train.- The Guard of a material train shall, before giving the signal to start, see that all the workers are on the train, warn them to sit down.

SR 4.63.01.- Before giving the signal to start, the Guard shall-
(i) advise the Engineering official in charge that the train is ready to leave, and

(ii) ensure that all wagon doors are securely fastened.

4.64. Protection of material train when stabled.-

(1) A material train shall not be stabled on a running line at a station, except in unavoidable circumstances.

(2) When a material train is stabled at a station, it shall be protected in the following manner and the Station Master shall ensure that-

(a) the vehicles of the material train have been properly secured and are not fouling any points or crossings.

(b) all necessary points have been set against the line on which the material train is stabled and such points have been secured with clamps or bolts and cotters and padlocks, and

(c) the keys of such padlocks are kept in his personal custody until the material train ready to leave the siding or line.

(3) The Guard shall not relinquish charge until he has satisfied himself that the material train has been protected as prescribed in this rule.

SR 4.64.01.- (a) The material train shall be secured in the manner prescribed under SR 5.23.01.

(b) If under unavoidable circumstances the material train is stabled on a running line, the Station Master shall, in addition to what has been prescribed under sub-rule (2) of General Rule 4.64, arrange to place lever-collars on the concerned home signal and slot levers at the respective cabin(s) and slide collar(s) on the concerned S M's slot slide(s) as indicated in the Station Working Rules. For this purpose Private Numbers shall be exchanged with the person(s) in charge of the Cabin(s).

(c) The Guard shall be responsible to supervise the protection to be made as required under sub-rule (2) of General Rule 4.64 and inform the Station Master in writing of having done so.

4.65. Working of track maintenance machines.-Track laying or on track tamping or maintenance machines shall be worked only with the permission of the Station Master and in accordance with special instructions.

SR 4.65.01.- Special instruction laid down in Operating Manual shall be followed.

I. Private Engines and Vehicles

4.66. Private engines and vehicles.- No engine or other vehicle, which are the property of a private owner, shall be allowed to enter upon the railway, except in accordance with special instructions.

