

EAST COAST RAILWAY
WALTAIR DIVISION

STATION WORKING RULES OF GARIVIDI STATION
(BROAD GAUGE)

No.WTP/5/SWR/GVI

Date of Issue: _____

Date brought into force: _____

Ref: Railway Board's Letter No 2000/Safety (A&R) 19/36 Dated:27-10-2005

NOTE:-

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

1.0 STATION WORKING RULE DIAGRAM

The Station Working Rule diagram No.23011 ALT-'B' based on CSTE/E.Co.Rly Signal interlocking plan No.23011 ALT-'B' shows the complete lay out of the yard, points, signals, gradient and interlocking arrangements of station including non-inter locked siding, exact and actual holding capacity of all the individual lines in meters actual inter signal distances, names of adjacent stations and IBS signal on NML side of the station with their respective distance from the center line of the station building to the central line of the adjacent station.

2.0 DESCRIPTION OF STATION:**2.1 a) GENERAL (LOCATION):**

- | | | | |
|-------|-----------------------------|---|--------------------|
| i) | Name of the Station: | : | Garvidi |
| ii) | Class of Station: | : | 'B' |
| iii) | Section: | : | HOWRAH-CHENNAI |
| iv) | Double/Single/Multiple line | : | Double Line |
| v) | Electrified/Non-electrified | : | Electrified |
| vi) | Gauge BG/MG/NG | : | BG |
| vii) | Railway | : | East Coast Railway |
| viii) | Route | : | 'B' |
| ix) | Situated at KM | : | 793.997 KM |
| x) | From | : | HOWRAH |
| xi) | No of Cabin | : | Nil |

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

a)	<u>Adjacent block Station</u>	<u>Distance</u>	<u>Direction</u>
	Nellimarla	12.450 KM	VSKP End
	Chipurupalli	6.460 KM	HWH End

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- b) Provision of IBS : Nil
- c) Automatic Signals : Nil
- d) DK Stations/ Outlying Sidings : Nil

2.3 BLOCK SECTION LIMITS ON EITHER SIDE

Between Stations	The Point from which the "Block Section" Commences	The Point at which "Block Section" Ends
Between Stations	The Point from which the 'Block Section' Commences	The Point at which the 'Block Section' terminates
GVI-NML Up Direction	a) From UP Advanced starter signal No 13 of GVI. b) From IB Home signal No17 of Garividi.	a) To a point of 400 Mtrs beyond Up IB Home signal No17 of Garividi. b)to BSLB of NML.
GVI-NML Dn Direction	a)From DN Advanced starter signal No 12 of NML. b)From IB Home signal No14 of Nellimarla.	a) To a point of 400 Mtrs beyond Dn IB Home signal No14 of Nellimarla. b)To the outermost facing point No 22 A of Garividi.
GVI-CPP Up Direction	From UP Advanced starter signal No 13 CPP cum UP gate Distant	Up to BSLB board of GVI.

STATION SECTION:-

Station Section	The Point from which the 'Station Section' Commences	The Point at which the 'Station Section' terminates
Up Line	Block section limit board on Up line at GARIVIDI.	Up advanced starter no.13 of GARIVIDI.
Dn Line	Outermost facing point No 22 A of GARIVIDI.	Down advanced starter no.14 of GARIVIDI.

STATION LIMIT

UP LINE

Up Distant signal to UP Advanced starter signal No.13 at GARIVIDI station.

DOWN LINE

DN distant signal to Down Advanced starter signal No.14 at GARIVIDI station.

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2.4 GRADIENTS IF ANY.**TOWARDS NML END (BOTH UP AND DOWN LINES)**

i)	From	To	Gradient
	CSB	CH: 729.690 M	1 IN 400 Falling.
	CH: 729.690 M	CH: 2762.550 M	1 IN 150 Falling..
	CH: 2762.550 M	In to section..	1 in 200 Falling.

TOWARDS CPP END (BOTH UP AND DOWN LINES):

ii)	From	To	Gradient
	CSB	CH: 436.170 M	1 in 400 Raising.
	CH: 436.170 M	CH: 1214.930.M	1 in 150 Raising.
	CH; 1214.930.M	CH: 1884.930 M	1 in 400 Raising.
	CH: 1884.930 M	CH: 2083.730	1 in 1000 Raising.
	CH: 2083.730	In to section..	1 in 400 Raising.

TOWARDS NML END (IB SECTION DOWN LINE)

iii)	From	To	Gradient
	From section	CH: 789.380 KM	1 IN 1000 Falling.
	CH: 789.550 KM	CH: 799.660 KM	Level
	CH: 799.660 KM	CH: 800.960 KM	1 in 150 Falling.
	CH: 800.960 KM	In to section..	1 in 200 Falling.

TOWARDS NML END (IB SECTION UP LINE)

iv)	From	To	Gradient
	From section	CH: 796.620 KM	1 IN 150 Falling.
	CH: 796.620 KM	CH: 797.970 KM	1 IN 200 Falling.
	CH: 797.970 KM	CH: 798.170 KM	Level.
	CH: 798.170 KM	CH: 798.370 KM	1 in 1000 Falling.
	CH: 798.370 KM	CH: 799.580 KM	Level.
	CH: 799.580 KM	In to section..	1 IN 150 Falling.

v) SHUNTING NECK:

On shunting neck there is a raising gradient of 1 in 150 up to a distance of 474.440 M from CSB which changes to a raising gradient of 1 in 260 up to the end of the shunting neck.

vi) PRIVATE SIDING:

There is a falling gradient of 1 in 260 from the HWH end of the shunting neck to the first point of the private siding of M/S FACOR from HWH end.

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2.5 LAY OUT:**a) RUNNING LINES IN THE MAIN YARD**

Sl No.	Name of the line	Electrified/ Non Electrified	Platforms with length
1	Line No.-1 (Down Loop)	Electrified	Rail level Platform
2	Line No.-2 (Down Main)	Electrified	Rail level Platform
3	Line No.-3 (UP Main)	Electrified	Rail level Platform
4	Line No.-4 (Common Loop)	Electrified	(Dn goods only) with rail level platform

b) Siding

Sl. No.	Name of the Siding	Wheather Electrified/Non Electrified	Platforms	Isolation of Running Line
1	Siding No-1	Electrified		DS & Shunting Neck
2	Goods Siding	Electrified	91 x 12.19 M	DS
3	Motor loading Ramp	Electrified		DS
4	Hot Axle Siding	Electrified		DS
5	Private Siding M/s FACOR	Electrified		DS

c) DESCRIPTION OF SIDING & WORKING:**Siding No.1 (Main siding):**

This siding takes off from common loop line at VSKP end of the Yard and is isolated by a derailing switch at VSKP end. The other end is extended in to a shunting neck (at North end) and terminates into a dead end. The entrance point and the corresponding derailing switch at VSKP end are coupled and operated by an arc lever provided at site. Hand plunger lock fitted at the entrance point is unlocked by a key released from SM panel (Control 30)

GOODS SIDING:

This siding takes off from the main siding at VSKP end of the yard with both side entry. It is isolated by a derailing switch at both ends and is terminated in to Motor loading ramp towards VSKP end. The entrance points are hand operated by the arc lever provided at the site.

HOT AXLE SIDING:

This siding takes off from DN loop line at HWH end of the yard and is isolated by a derailing switch and terminates in to a dead end towards Station. The entrance

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point and the corresponding derailing switch are coupled and operated by an arc lever provided at site. Hand plunger lock fitted at the entrance point is unlocked by single Key released from lever No.8 of North cabin in its reverse position. The lever No.8 is in its reverse position, locks the DN. reception signals slot and DN. starter signals of DN. loop line.

MOTOR LOADING RAMP SIDING

It is the extension of goods siding towards VSKP end of the yard.

AUTHORITY FOR SHUNTING

All the shunt movements in the yard & sidings are supervised by the guard of the train / station master/ competent Railway servant deputed by SM on duty for the purpose. The authority for shunting when it is not governed by shunt signals shall be on form T/806. Where in it should be clearly mentioned the line occupied for shunting and the limits up to which shunting is permitted.

2.5.1 RUNNING LINES: DIRECTION OF TRAFFIC & HOLDING CAPACITIES IN 'CSR'.

Srl	Name of the lines	Holding capacity in CSR	Direction of movements
1	Line No 1 (Dn Loop)	CSR – 753 Meters (Electrified)	The trains coming from Chipurupalli are Up Trains and the trains coming from Nellimarla are Dn trains.
2	Line No 2 (Dn Main)	CSR – 803 Meters (Electrified)	
3	Line No 3 (Up Main)	CSR – 730 Meters (Electrified)	
4	Line No 4 (Common loop line)	CSR – 713 Meters (Electrified)	

CSR (Clear standing room)

2.5.2 NON RUNNING LINES AND THEIR CAPACITIES IN CSR

Srl	Siding No. 1	CSR – 528 Meters (Electrified)
1	Goods Siding	CSR – 172.82 Meters (Electrified)
2	Hot Axle Siding	CSR – 52 Meters (Top wired)
3	Private Siding of M/s FACOR	Particulars in Appendix 'H'
4	Shunting Neck (Railway)	CSR – 402.16 Meters (Top wired)
5	Shunting neck (M/s FACOR)	CSR – 315.17 Meters (Not Electrified)

2.6 LEVEL CROSSINGS

The details of L.C.Gates are given in Appendix 'A' of this SWR..

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3.0 SYSTEM AND MEANS OF WORKING

Trains are worked under Absolute Block System in accordance with GR Chapter VIII Rule No 8.01(1)(a)&(b), 8.01(2)(b), 8.03(1), Chapter-III Rule No 3.07(4)(5), 3.08(4) Chapter-XIV and BWM Chapter V.

SGE type Double Line Lock and Block Instruments are provided for GVI-CPP & GVI-NML sections. The Block Instruments shall be operated by Station Master on duty and keys of the Block Instruments shall remain under personal custody of SM on duty. The authority for the Driver to proceed is taking 'OFF' of the last stop signal for section GVI-CPP and Up IB Home signal for section GCI-NML. The Block Instruments are of non co-operative. [Refer Chapter XIV of GR & SRs, Chapter -V of Block Working Manual and GR 14.08(a)]. Signal post telephones are provided on the IBS signals in the section between GVI-NML for the driver to contact SM on duty of the rear Block section in case of necessity i.e up line at KM 799.070 Down Line at KM 799.050.

4.0 SYSTEM OF SIGNALLING AND INTERLOCKING:

4.1 This Station is provided with Standard-III Panel interlocking with Multiple Aspect Colour Light Signalling having maximum equipment of signals. The aspects and indications of the MACLS is governed by GR.3.08 (4)(b).

The Station is provided with central Panel Interlocking (PI) and having no end cabins. All signals and points are electrically operated from the Panel provided at SM's Office. Calling-on signals are provided below Home signals (i.e. in both Up & Down directions) as per GR.3.13 (1)(b), (2)(3)(4) & (6) (b). Central Panel is provided in the Station Master's office to electrically control all signals, points, , Gate key, etc., The Panel is provided with SM's Lock up key which shall always remain in the personal custody of the Station Master on duty in terms of SR 3.36.03(a).

a) CRANK HANDLE

When any point fails to operate normally by the Route Setting operation through Panel it is inevitable to operate the points with crank handle. The SM on duty shall personally ensure clamping and padlocking of all facing and trailing points on the route. Crank handles are interlocked with signals and interlocking system. When points become defective, the signals controlling these points shall be considered defective and vice-versa and the procedure for use of crank handle for motor operated points shall be followed as per operating manual para-20.06.

<u>CRANK HANDLE</u>		<u>CONTROL POINTS</u>
CH-1	-----	21 A/B
CH-2	-----	22 A/B
CH-3	-----	23 A/B, 24 A/B
CH-4	-----	25 A/B, 26 A/B

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Crank handle is interlocked with the signaling and inter locking system at this station and the crank handle which is normally locked up in the RKT instrument in the crank handle locations/goomties at the both end of the yards and can be taken out when the signals on the connected route are in normal position and the route is not locked for any reason.

Even when the route is locked the crank handle key can be extracted from the RKT through emergency operation by pressing the concerned crank handle button along with group Trans button concurrently. When this operation is resorted, the crank handle 'Key in' indication(white) and locked indication (Red) both start flashing. After 120 Second of flashing of both, the locked indication (Red) disappears. Similarly such red indication appears at the crank handle location at site near corresponding RKT and now the crank handle key can be taken out from the RKT at site, After key extracted at site from the RKT, the key in indication (white) on panel, board will extinguish. After completion of work, crank handle key shall be restored to RKT which will be indicated by flashing key in (white) indication on panel board, which comes steady only after pressing of concerned crank handle button along with group release button concurrently.

SM on duty shall personally ensure the clamping and padlocking of all facing and trailing points. An emergency Crank handle register shall be maintained by the SM on duty at the station as per Para 20.06(d) of the Operating Manual. Correct setting, clamping and padlocking of the points devolve on the SM on duty. (Details of use of Crank Handle as per Appendix-'B').

The cases of failure of motor point, it should be promptly reported to the concerned signal maintainer/signal inspector for immediate rectification.

b) **TAKING OFF CALLING-ON SIGNAL:**

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

To take "OFF" Calling-on signal the train must come to a stop at the foot of the Home signal, occupying the track circuit in rear of the signal. When a train occupies the track circuit a RED light strip will appear on the PANEL. The particular route on which train is intended to be received shall be set by pressing calling on button and concerned route button on the panel.. After a lapse of 120 seconds, the Calling-on signal clears i.e., a White light glows at the concerned calling-on signal on the Panel. Every such operation has to be recorded by the on duty SM along with the reasons to do so. The calling-on signal route can be released after complete arrival of the train or by emergency cancellation.

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NOTE:

SM on duty to ensure that no through signals are given while receiving a train on Calling-on.

c) **SHUNT SIGNALS**

Back shunt signals Sh 4A/B and Sh 3A/B/C/D are provided at VSKP and HWH end respectively for shunting purpose

d) **EMERGENCY CROSS OVER**

Emergency cross over No 21 towards HWH end and No 22 towards VSKP end are provided at either end of the yard.

e) **L.C. GATE OPERATION**

Details described in Appendix- 'A'.

f) **EMERGENCY POINT OPERATION (BLACK WITH RED DOT):**

Emergency point operation facility is provided to operate the point from the Panel in case of failure of point controlling track circuit/Axle Counter.

The SS/Dy.SS on duty can operate points from panel, in case of point zone track circuit fails. The Station Master on duty after physical verification insert the SS/Dy.SS's emergency point key and turn into get the key 'IN' position keeping the Emergency point key in that position the SS/Dy.SS on duty must press the individual point button along with emergency point operation button (Black with Red dot). He shall then release the emergency point operation button only and press the point group Normal or Reverse button as per requirement keeping the individual point button is pressed condition. Points will be set to Normal or Reverse position as per operation. During the initiation on RED indication will appear above the emergency operation button. This operation will be registered in and emergency point operation counter placed about the emergency point operation button will increase in number by one.

This action will be recorded in a counter. All such operations will be registered in the emergency point operation counter Register. Each operation of emergency point operation shall be recorded in the station diary and in the register meant for this purpose.

g) **EMERGENCY ROUTE RELEASE COUNTER:**

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

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h) EMERGENCY ROUTE RELEASE INDICATION :

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

When it becomes necessary to alter the route after the signal has been taken 'OFF' vide SR 3.36.02(a), for the purpose of the emergencies operations there is an emergency Route cancellation and also there is a veeder counter for counting emergency operations involving the concurrent operation of the emergency route cancellation button. The SS/Dy.SS on duty must press the emergency route button along with concerned signal button for which emergency route release is required. An yellow indication will appear below the signal indicating that the timer has started operation and after lapse of 120 seconds. The desired route will be released provided all other conditions are favorable for the route release.

This action will be recorded in a counter. The counter will increment the number for each and every such action. In case the route illumination (white strip lights) does not disappear, it suggests that the route is not released/cancelled. In such case the concerned S&T staff should be advised immediately to release the route and seal the emergency route release button.

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

i) TRACK CIRCUITS/AXLE COUNTERS:

Both Up and Down main Lines, Dn loop and common loop are track circuited. In addition there are short length track circuits in advance of Advanced Starter Signals and Home signal in both the directions are also provided. For Calling-on signals (91M Rail length) track circuits are also provided in rear of the Home signals in both directions. From last trailing point/fouling mark in either side of Yard to Advanced Starter Signals are also track circuited (i.e. 13AT and 12AT in Up and Down directions respectively). Indications for the above track circuits/Axle Counters are available on PANEL at SM's office. White indication on the PANEL indicates track clear and Red light indicates track occupied condition.

j) AXLE COUNTER:

Entire Block Section between GVI-NML and GVI-CPP are provided with Digital axle counter.

For section GVI-NML A pair of Axle counter is provided between GVI-NML(UP IBS GVI-NML) on UP line, one just beyond UP advanced starter no. 13 of GVI and another one on 17T2 track circuit beyond UP IB Home Signal No17 of GVI. A pair of Digital axle counter is provided between GVI-NML(UP LVV GVI-NML) on UP line, one beyond Up IB Home signal No.17 of GVI and another in 1T2 track circuit beyond Up Home signal No 1 of GVI.

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Similarly a pair of Axle counter is provided between GVI-NML(Dn IBS GVI-NML) on Dn line, one just beyond Dn advanced starter no. 12 of NML and another one on 14T2 track circuit beyond DN IB Home Signal No14 of NML. A pair of Digital axle counter is provided between GVI-NML(DN LVV GVI-NML) on DN line, one beyond DN IB Home signal No.14 of NML and another in 2T2 track circuit beyond DN Home signal No 2 of GVI.

For SEC: GVI-CPP, a pair of Digital axle counter is provided between GVI-CPP (DN LVV GVI-CPP) on DN line one just beyond DN advanced starter no. 14 of GVI and another on 2T2 track circuit beyond the DN home signal of CPP. Similarly a pair of Digital axle counter is provided between GVI-CPP on UP line one just beyond UP Advanced starter of CPP and another one just near BSLB of GVI.

The position of the Block section whether cleared or occupied are reflected in the PANEL provided in the Station Master's office which shows 'GREEN' when the Block Section is clear and 'RED' when occupied. Whenever a train enters in to the Block Section, "Block Section Clear" indication 'GREEN' for the particular block section disappears and 'RED' indication appears.

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

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

In case of failure of analog Axle Counter the re-setting of axle counter must be done as per the procedure given in Appendix-"B" of this SWR. In the event of failure of Axle Counter/ Track circuit the clearance of loop lines and concerned point zone and main lines will be ensured by physical check by the SM on duty and train shall be admitted as per GR.3.69 and SR there to.

NOTE:

Before taking off reception and dispatch signals for Up and Down directions the SM on duty should ensure that the entire route including overlap and berthing portion is clear of all obstructions by observing the Track indication/Axle counter indication. The indication of track Axle counter will exhibit Red Light when track is occupied and White light when track is clear. There will be no track indication when any route is not set.

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4.1 CUSTODY OF RELAY ROOM KEY AND PROCEDURE FOR ITS HANDING OVER AND TAKING OVER BETWEEN STATION MASTER AND S&T MAINTENANCE STAFF.

Double locking arrangement is provided in the relay room & end Goomties with one key within the custody of on duty SM & other one with the maintainer of the S&T department. During any failure attendance or maintenance programme by S&T department, the other key from on duty SM will be received/returned on a proof with signature on the Basement/Relay Room Key Resister available with on duty SM vide OM 1.14 &SR 3.51.05.

4.2 POWER SUPPLY:

- i) A changeover switch is provided in the Station Master's Office with the three power supplies viz., Up AT, Down AT and Local, for changing the switch to the required supply position. A luminous indicator above the circuit breaker for each supply indicates the availability of the supply.
- ii) Normally the switch will be kept towards Up AT or Dn AT position. Whenever power block is to be given on the line, the on duty SM must ascertain that power is available on the other AT.

Eg: If power block is to be given on the Up line, Down AT must be available and vice-versa.

- iii) In case of failure of one of the AT supply without any power block, the on duty SM. has to check whether the circuit breaker has tripped. (Three circuit breakers are provided in the changeover switch board, one for each supply and their normal position is down and when tripped it goes up.) In case of failure of both AT supplies, the Local supply shall be utilized by operating the switch.

If the circuit breaker is tripping even after resetting, no attempt shall be made to hold it by any other mean and a message shall be given to the AEE and CTFO/PSI for prompt rectification.

- iv) For IPS system that provides power supply to the signaling installation auto-change over has been provided. There is a remote monitoring SM box provided at the station to monitor the health of IPS.

REMOTE MONITORING SM BOX:

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

- a) 50% depth of discharge (DOD) of battery. In this condition audio/visual alarm comes, which can be acknowledged with audio cut-off.
- b) 60% DOD, which warns for emergency. The alarm for this condition is same as for condition 1.

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- c) 70% DOD, which signals system, shut-down. In this condition signal feed is cut-off and all DC-DC converters continue working. Audio alarm continues till power supply is restored.
- d) Any of the module fails, which calls for 'call S&T'.
- e) Whenever there is a failure of power supply in one AT the SM shall take prompt action to inform to all concerned for the rectification. The SM himself, during his daily checks, shall test the availability of power supply on both ATs and make an entry in the Station Diary duly initiating action for rectification of failure, if any.

5.0 TELECOMMUNICATIONS:

- i) The Station is connected to VSKP -PSA Main line Control Circuit.
- ii) Telephone attached to SGE type Lock and Block Instruments for sections GVI-CPP and GVI-NML.
- iii) Railway Auto telephone is provided at the station.
- iv) Magneto telephone communication is provided between GVI-CPP and GVI-NML stations.
- v) Telephone communication is provided between Station Master to Up CH locations and to Dn CH Locations.
- vi) Telephone attached to L.C.Gate at KM. 794/21-23 and 799/19-21.
- vii) IBS telephone is provided between Up IBS and SM's office.
- viii) The station is connected to VSKP – PSA traction power control circuit.
- ix) The station is provided with BSNL Telephone and Airtel CUG Phone
- x) VHF set is provided at the station.

5.1 ACTION TO BE TAKEN IN CASE OF FAILURE OF COMMUNICATION SYSTEM.

- i) When the block phone fails line clear shall be obtained on the alternative communication as per the order given in SR 6.02.06, using Id numbers and Private numbers. The failure shall be recorded in the TSR at cabin & station and station master on duty shall take Up line clear duties and obtain/grant line clear.
- ii) When signal post telephone on IBS signals failed the procedure laid in GR 3.75 and SR there to shall be followed.
The entire section between GVI-NML shall be treated as one section

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suspending IBS working.

- iii) When communication between SM's office and cabin failed, SM's instruction shall be issued to cabin master through written memo supported by private numbers and cabin master shall comply the SM's instructions and retain one copy with him and return the IInd copy duly signed authenticated by a private number. This procedure shall continue till the rectification of communication. The detailed procedure given at OM 204(9)(g) shall be followed.
- iv) When gate communication failed the SM and both ends shall issue caution orders to all Up & Down trains and the detailed procedure given Appendix 'A' shall be followed. Loco Pilot & Guard shall be advised to exercise grate caution while approaching the gate, giving frequent whistle and pass the gate after confirming that the gate is closed for road traffic. The procedure laid down in SR 16.03.04 shall be followed.
- v) During total failure of communications the procedure laid in SR 6.02.03 shall be followed.

6.0 SYSTEM OF TRAIN WORKING –

The movement of trains is regulated by section controller on duty whose orders shall be complied with provided they do not contravene any provisions of General Rules, Subsidiary Rules, Station Working Rules, Block working manual and any other safe working instructions issued from time to time.

In the event of suspension of control working the Station Master on duty shall work independently in conjunction with the Station Master of adjoining Block Stations and shall be responsible for reception and dispatch of trains and to ensure that there is no undue delay to train operation in general He shall ensure that preference is given to important trains and at the same time no undue detention occurs to the other trains Vide OM2.14 and 2.24.

6.1 DUTIES OF TRAIN WORKING STAFF IN EACH SHIFT:

The following is the complement of operating staff provided at the station in each shift for train passing duty.

COMPLEMENT OF STAFF	Total	STAFF IN EACH SHIFT
Station Superintendent	1	1
Station Master	3	1
Traffic Points Man	4	1
Traffic Gateman	3	1
Sr.SCLM	1	

The above staff shall work as per roster issued from time to time by Divisional Railway Manager (P) and these rosters shall be conspicuously displayed in the Station Supdt's office and in Gate lodge for traffic gate man (details duties are given in APPENDIX-'D').

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6.1.2 RESPONSIBILITY FOR ASCERTAINING CLEARANCE OF THE LINES AND ZONES OF RESPONSIBILITY:

The SM on duty is responsible to ascertain the clearance of the nominated line between BSLB/first facing point and advanced starter signal in each direction.

6.1.3 ASSURANCE OF STAFF IN THE ASSURANCE REGISTER.

Any staff before taking of independent charge of duties connected to train working or any staff who is away from his duty for a period of 15 days or more shall sign in the assurance register as token of having understood the contents.

However in the event of any corrections or modification in the SWR is involved the assurance of all staff who ever is entrusted the work of train passing duty shall be obtained a fresh in the assurance register by the in charge of the station before they are allowed to work vide SR-5.01.02.

6.2 CONDITION FOR GRANTING LINE CLEAR:

The train are worked under Absolute Block system with double line working and MACL signaling vide GR 8.03.

6.2.1 ANY SPECIAL CONDITIONS TO BE OBSERVED WHILE RECEIVING OR DESPATCHING A TRAIN:

Nil

6.2.1.1 SETTING OF POINTS AGAINST BLOCK LINE:

When a running line is blocked by stabled load wagon, vehicle or by a train which is to cross or give precedence to another train or immediately after the arrival of a train, the points in rear shall be set against the blocked line except when shunting or any other movement is required to be done on that line. [Refer SR 3.51.06(a)].

If all the lines at a station happen to be blocked, when line clear has been granted to a train, the point should be set for the line occupied by a stabled load or a Goods train. [Refer GR 3.36.03(b)5.04.01 & SR. 3.51.06 (b)].

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

6.2.1.2 RECEPTION OF A TRAIN ON BLOCKED LINE:

Whenever trains are to be admitted on an obstructed line it is necessary that the train are piloted IN on a written authority T/369(3b) given by the SM on duty and delivered by a competent Railway servant to the Loco pilot of the train. [Refer GR 5.09 & SRs there to]. Calling on signal where provided may be taken OFF.

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6.2.1.3 RECEPTION OF TRAIN ON NON-SIGNALLED LINE:

-NIL-

6.2.1.4 DESPATCH OF TRAIN FROM NON-SIGNALLED LINE.

-NIL-

6.2.1.5 DESPATCH OF TRAIN FROM LINE PROVIDED WITH COMMON STARTER SIGNAL:

NIL-

6.2.1.6 ANY OTHER SPECIAL CONDITIONS:

-NIL-

6.3 CONDITIONS FOR TAKING “OFF” APPROACH SIGNALS:-

The SM on duty shall nominate a clear line not only up to the starter but also for an adequate distance beyond it for reception of trains. [Refer GR 3.36, 3.38, 3.40, 4.17 and SR 3.36. 01, 3.36.02, 3.36.04, 3.40.01, 3.40.02, 3.47.01, 4.17.02, and Block Working Manual].

6.3.1 RESPONSIBILITY OF STATION MASTER FOR RESTORATION OF SIGNALS TO “ON”:

Station Master should ensure that the signal is put back to ‘ON’ after passage of train as per GR 3.36 and SRs there to.

6.4 SIMULTANEOUS RECEPTION/DESPATCH, CROSSING AND PRECEDANCE OF TRAINS:

The following simultaneous reception and dispatch facilities are provided at this station.

1.	While Receiving of an DN train on line No.1 set to Sand hump (Dn loop)	Receiving of a up train on line No.3 or 4 and dispatch a Dn train from line no. 2.
2.	While receiving of a Dn train on line no. 1 set to main line (Dn loop)	Receiving of a UP train on line no. 3 or 4.
2.	While Receiving of a DN train on line No.2 (DN Main)	Receiving of a UP train on line No.3 or 4.
3.	While Receiving of an UP train on line No.3 (UP Main)	Receiving of a DN train on line No.1 or 2
4.	While Receiving of an Dn train on line No.1 (Common Loop)	Nil

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5.	While Receiving of a UP train on line No.4 set to over run line (common loop)	Receiving of a Dn train on line no. 1 or 2 or dispatch a Up train from line no. 2.
6.	While receiving of a Up train on line no. 4 set to main line (common loop)	Receiving of a Dn train on line no. 1 or 2.

ADEQUATE DISTANCE:

To take off the Home signals for admission of a train, the adequate distance (overlap) as mentioned below shall be kept clear. [Refer GR.3.40 and SR thereto].

CLEARANCE OF ADEQUATE DISTANCE

FOR DOWN TRAINS:-		
Line Number	From	To
1. Dn Loop	Dn Loop starter Signal No.8	Up to Dn advance starter signal No.14 or up to the Sand hump.
2. Dn Main	Dn main line starter signal No.10	Up to Dn Advance starter signal No.14.
4. common Loop	common Loop Starter signal No. 10	Up to Dn Advance starter signal No. 14 or up to the end of over run line.
FOR UP TRAINS		
3.Up Main	Up Main Line starter signal No.11	Up to Up Advance Starter signal no. 13 with the LC gate at Km794/21-23 in the closed condition
4.Common Loop	Common Loop Starter signal No.9	Up to the end of the over run line or Up to the Up Advance starter signal No.13 with L.C. Gate at Km 794/21-23 in closed condition.

6.5 COMPLETE ARRIVAL OF TRAINS:

The entire block section between GVI-CPP and GVI-NML on both Up and Down Lines are monitored by axle counter system and the position of the block section whether 'Occupied' or 'Clear' is indicated on Panel at SM's office. As soon as train enters in to that block section the RED indication appears on Panel. After whole train clears the block section GREEN indication appears on the Panel. This confirms the complete arrival of train and the SM on duty shall give 'Train Out of Block Section' report on seeing the section clear indication GREEN on the Panel. In case of failure of Axle counter the SM on duty shall obtain Complete Arrival Certificate from the guard of the train in the Complete Arrival Register (T/1410) maintained at the station for stopping train. For through passing train the SM on duty shall satisfy himself the complete arrival of the train by verification of the Last Vehicle Indicator vide SR 4.16.05 that the train arrived complete.

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In case a train passes incomplete, action shall be taken as per SR.4.17.02, he “Train out of Block Section” report shall be withheld to the station in rear until Complete Arrival Certificate is received from the station in advance supported by a private number. Train passing on adjacent line shall be stopped and Guard and Driver shall be issued with caution Order to proceed cautiously and stop short of any obstruction as per SR. 4.17.03. On occasions when motor trolley follows a train the points shall not be operated until the following motor trolley is admitted on the same line. In the event of motor trolley is delayed in the section the SM on duty shall take action in terms of SR.15.25.03(b)(vi).

6.6 DESPATCH OF TRAINS:

To dispatch a train, the Station master on duty having obtained line clear for that train, shall set the route for the outgoing train correctly and satisfy himself by observing the visual indication on the PANEL. He shall suspend all non-isolated shunting and the Station Master will ensure that the Level crossing Gate is closed against road traffic and then shall take “OFF” the concerned route starter and advanced starter signal. The ‘OFF’ aspect of the route starter and advanced starter is the authority to proceed into the block section. [Refer GR 3.38, 3.42, SR 3.36.04(b), 3.42.01(a) ,3.42.04 and BWM 2.07.5(a)]

The Station Master on duty shall watch the safe passage of the train with its last vehicle indicator. After the train passes the advanced starter complete, he shall send the train entering block section signal to the station in advance. If a train worked without Guard or Brake Van the instruction laid down in Subsidiary Rule shall be followed. The interlocked level crossing gate shall remain closed against road traffic for dispatch of trains. [ReferSR.4.23.02 & 4.25.02].

6.7 TRAINS RUNNING THROUGH:

- a) The provision of GR 3.4, 4.17, 4.42 with relevant SRs and SR 3.42.02 (a)(iv) and other relevant provision of BWM shall be observed.
- b) The sequence for taking ‘OFF’ signals for run through trains is governed by SR 3.42.02 (a).
- c) In every case in which trains are permitted to run through on a non isolated line, all shunting shall be stopped and no vehicle unattached to an engine or not properly secured in accordance with rule 5.23 may be kept standing on a connected line which is not isolated from through line vide SR 4.11 (2).
- d) The SS/SM on duty is responsible to see that a train passes complete with its last vehicle indicator. If a train passes without last vehicle indicator or its authorized substitute, action shall be taken as per General and Subsidiary Rule. [Ref. GR 3.42,4.17,4.42 and SR 4.42.02 (b) (i),(ii).

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6.8 WORKING IN CASE OF FAILURE**PROCEDURE TO BE FOLLOWED FOR WORKING OF TRAINS DURING FAILURE / SUSPENSION OF INTERLOCKING / SIGNALS / POINTS:****a) TRACK CIRCUITS:**

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

b) AXLE COUNTER:

In case of failure of axle counter in the station yard, the clearance of the concerned line should be ensured physically before a train is piloted.

If the axle counter fails between the block sections, resetting procedure will be adopted as per Para 13.8 A of SWR (APP-B). if the axle counter indication does not appear 'Green & continues to show 'RED' condition after resetting, the concerned block section shall be suspended & failure intimation to be given to sectional signal Maintainer /JE/SE (signal) for rectification.

c) BLOCK INSTRUMENTS

In the event of partial/total failure of block instrument the concerned block instrument shall be suspended till its rectification and trains shall work as per GR. [Refer SR 6.02.03 & 6.02.06)

During this period of time the authority will be T/369(3b) with identification number and Private Number issued from the station in advance written both in figure and words.

d) RECEPTION OF TRAIN ON OBSTRUCTED LINE:

Whenever trains are to be admitted on an obstructed line it is necessary that the trains are piloted IN on a written authority given by the SM on duty and delivered by a competent Railway servant to the Loco pilot of the train. [Refer GR 5.09 & SRs there to].

e) RECEPTION OF A TRAIN ON NON-SIGNALLED LINE:

-NIL-

f) DEFECTIVE SIGNALS:

When signals become defective, the procedure laid down in GR & SR shall be followed. A signal in the OFF position is the final indication that the points are correctly set for the route for which it applies and if it is found impossible to take OFF a signal, the setting of points on the route to which it applies shall be inspected by the Station Master on duty before the signal is declared as defective

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irrespective of what is indicated by the position of the route, [Refer GR 3.68 to 3.71, 3.80, 3.81 and SR 3.68.01 (c)].

In case of disconnection of signal and interlocking for repairs and maintenance, procedure laid down in GR and relevant SRs shall be followed. In the event of signal showing no lights, Station Master on duty shall before giving line clear initiate action in accordance with the procedure prescribed in GR and the relevant SRs. [Refer GR 3.51, 3.69, 3.49 (4), 3.68 to 3.77]

g) **INSPECTION OF POINTS BEFORE DECLARING THEM DEFECTIVE:**

However, before declaring a signal is defective, the setting of the point on the route to which it applies shall be inspected by the Station Master irrespective of the position of the switches point laid down in GR with relevant SRs shall be followed. [Refer GR 3.68, 3.70 & SR 3.77.01(b)]

Initiate action in accordance with the procedure prescribed in GR and relevant Subsidiary Rules there to. [Refer GR 3.49(4) and 3.68, 3.77]

h) **DEFECTIVE INTERLOCKING**

When interlocking becomes defective the SM on duty shall be responsible for correct setting, clamping and padlocking of points for admission of train. [Refer SR 3.69.03(b) (i)].

i) **DEFECTIVE/DAMAGED POINTS**

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

6.9 PROVISIONS FOR WORKING OF TROLLEYS/ MOTOR TROLLIES, MATERIAL LORRIES ETC.

Motor trolleys shall be worked as per GR 15.25 and SRs there to and BWM 5.11(2), 5.12, 5.13 and 5.14(2)(b). Material Lorries shall be worked in accordance with GR.15.27 and SRs there to and BWM 5.11(2), 5.13 and 5.13(2)(b) .Trolleys, Motor Trolleys, Lorries which are not insulated shall not be allowed to run except on Line clear.

- i) Motor Trolleys/Tower Wagon/material Lorries are not likely to actuate the Axle Counter correctly.
- ii) In all other respects the Working of a light motor trolley shall conform to the rules laid down for ordinary trolleys while running without block protection and to those laid down for motor trolleys while running under block

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protection or following another light motor trolley.

7.0 BLOCKING OF THE LINES:

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

SECURING OF VEHICLES:

As far as practical, loose vehicle shall not be allowed to stand on the running line. However under unavoidable circumstances, if it is necessary to detach vehicle from a train or to stable a train and leave them standing on the running line, the SM on duty shall be responsible to secure the vehicle/stable loads to prevent rolling down of vehicles and arrest obstruction and fouling.

NOTE:

Special care should be taken to secure special type vehicles fitted with roller bearing while standing in siding or in running lines. [Refer GR 5.23 & SR 5.23.01]

8.0 SHUNTING

8.1 GENERAL PRECAUTIONS.

The rules laid down in GR 3.46, 3.52 to 3.56, 5.13 to 5.23, 8.05(2) (3), 8.06 and 8.14, 8.15 (c) with relevant SRs and OM 7.01, 7.07 and 7.08 shall be observed. All shunt moment shall be supervised by Guard/SS/SM, point man on duty vide SR 5.13.03 as the case may be. In the event of any non-signaled movement has taken place, the SS/SM on duty shall ensure physical verification of the clearance of the crossover points

8.2 SHUNTING IN FACE OF AN APPROACHING TRAIN:

Shunting in face of an approaching train is governed by GR 8.06

8.3 PROHIBITION OF SHUNTING – ANY SPECIAL FEATURES IF ANY:

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

8.4 SHUNTING ON SINGLE LINE

Not Applicable

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8.5 SHUNTING ON DOUBLE LINE

- i) When the line clear has been given no shunting shall be permitted in the block section in rear Vide GR 8.06 (1).
- ii) Shunting or obstruction for any other purpose shall not be permitted in the block section in rear unless it is clear and is blocked back Vide GR 8.06(2) and BWM 5.15[I][b].
- iii) Shunting or obstruction for any other purpose shall not be permitted in the block section in advance unless it is clear and is blocked forward Vide GR 8.06(3)and BWN 5,15[2][b].

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

While performing shunting in the sidings it should be authorized by issuing T/806 clearly mentioning the limits up to which shunting is permitted as also the lines, occupied in shunting. The relevant provisions of GR 5.14 and SR thereto shall be meticulously followed.

8.6.1 SHUNTING OUTSIDE STATION SECTION:-

- i) Shunting shall not be permitted in block section (i.e., in the block section in rear) unless it is clear and is blocked back.
- ii) Shunting shall not be permitted in block section in advance unless it is clear and is block forward.
- iii) When line clear is been given, no shunting shall be permitted in the block section rear vide GR. 8.05[2].
- iv) The line outside the station section and up to the Home Signal shall not be obstructed unless a Railway servant specially appointed in his behalf by the SS/SM who is in-charge of the operations, and unless –
The block section into which the shunting is to take place is clear of an approaching train and all relevant and necessary signals are kept “ON” position

b) SHUNTING WITHIN STATION SECTION :

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

9.0 ABNORMAL CONDITION:**a) THE RULES TO BE OBSERVED IN THE EVENT OF ABNORMAL CONDITIONS: -****i) PARTIAL FAILURE: -**

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In the event of suspension of Lock and Block Instrument and during partial failure of other available means of communication, the procedures detailed below shall be followed for working of trains in different situations.(Refer BWM 5.16,5.23 and SR 6.02.06)

ii) **THE AUTHORITY TO PROCEED IN OCCUPIED BLOCK SECTION IN CASE OF OBSTRUCTION OF LINE OR ACCIDENT:**

Rules and regulations for working trains on an obstructed line in case of obstruction or accident on the authority of block ticket (T/A-602) when communications are available shall be followed in accordance with the provision. [Refer SR 6.02.05]

iii) **TRAINS DELAYED IN BLOCK SECTIONS**

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

iv) **FAILURE OF AXLE COUNTER BLOCK/BPAC –**

Procedure to be followed as detailed in para No.4.1(j).

b) **PROCEDURE FOR EMERGENCY OPERATION OF POINTS BY**

CRANK HANDLE:-

i) The detailed Procedure for emergency operation of points by Crank Handle of motor operated points are given in Para No.6.8. I (Main body).

ii) Procedure for emergency operation of points with point zone axle counter/Track circuits failure and emergency route release.[GR 3.39 and GR 3.77]

c) **CERTIFICATION OF CLEARANCE OF TRACK BEFORE CALLING-ON SIGNAL OPERATION IN INITIATED-**

Before taking off Calling –On signal during failure of track circuit/axle counter, the route and the clearance of the track over which train would pass to be verified by SS/SM.

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d) **REPORTING OF FAILURE OF POINTS, TRACK CIRCUITS/AXLE COUNTER AND INTERLOCKING-**

Whenever there is a failure of points, Track circuits/axle counter or any interlocking gear at station , the failure should be reported by SM on duty to the concerned Signaling Maintenance Staff on duty responsible for attending to the failure and only after receipt of the written memo from the Signalling Maintainer for rectification of the fault ,SM should restore the normal working.

The entries in failure registers to be done with message to the section controller.

9.1 TOTAL FAILURE OF COMMUNICATION: -

- a) In the event of total failure of communications train shall be worked in accordance with provision of SR 6.02.05.
- b) During partial interruption of communication the rules laid down in SR 6.02.03 shall be followed.

9.2 TEMPORARY SINGLE LINE WORKING ON DOUBLE LINE SECTION:

During temporary single line working on on double line either between KPL-KTV and KPL-ALM, trains shall be worked as per the procedure of SR 6.02.01.

9.3 DESPATCH OF TRAINS UNDER AUTHORITY TO PROCEED WITHOUT LINE CLEAR OR TO ASSIST THE CRIPPLED TRAIN:

Rules and regulations for working trains on an obstructed line in case of obstruction or accident on the authority of block ticket (T/A-602) when communications are available shall be followed in accordance with the provisions of GR 6.09 and SRs thereto.

10.0 VISIBILITY TEST OBJECT:

The signal lights of up main line starter no 11 of line no 3 and Dn Main starter signal No 12 of line No 2 are earmarked as visibility test object vide GR 3.61.2(b)(iii)

11.0 ESSENTIAL EQUIPMENT AT THE STATION:

(Details are given in Appendix-'E')

12.0 FOG SIGNAL MEN NOMINATED TO BE CALLED IN CASE OF FOG. FOG SIGNALLING:-

In case of thick, foggy or tempestuous weather impairing visibility, whenever it is necessary to indicate to the Loco pilot of an approaching train the locality of a signal, the SM on duty at station shall arrange for signaling in terms of General Rules 3.61 and Subsidiary Rules thereto. The assurance of the staff shall be obtained

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in the month of OCTOBER every year in the Fog Signal Register vide SR.3.61 as a token of their acknowledgement in fog signaling Rules.

Fog signal men shall be detailed for duty at stations being recruited partly from the station traffic staff and partly from Engineering Gang man and must not be substitutes or casual labour but regular employees of the railway.

12.1 STATION DETONATOR REGISTER (OPT/124):

A Register regarding detonator is maintained at the station.

INSTRUCTIONS:

This register contains the following parts.

- Part. - I: Particulars of fog signal men posted at the station from time to time.
- Part – II: Particulars of receipt and stock of detonating (fog) signals at the station to be filled in whenever detonators are used or received.
- Part – III: Periods of fogs, fog signal man on duty and details of detonators used.
- Part – IV: Particulars of issue and testing of fog signals at the station.
- b) In charge of the station shall ensure that the information maintained in the register is kept upto date and is accurate in all respects.
- c) Transportation inspectors shall check the registers and also the stock of detonators on hand each time they visit the station and initial with date as an indication having done so.

13. APPENDICES

- APPENDIX-A : WORKING OF LEVEL CROSSING GATES
- APPENDIX-B : SYSTEM OF SIGNALLING AND INTERLOCKING AND COMMUNICATION ARRANGEMENTS AT THE STATION.
- APPENDIX-C : ANTI COLLISION DEVICE (RAKSHA KAVACH)
- APPENDIX-D : DUTIES OF TRAIN PASSING STAFF AND STAFF IN EACH SHIFT
- APPENDIX-E : LIST OF ESSENTIAL EQUIPMENTS PROVIDED AT THE STATION
- APPENDIX-F : RULES OF WORKING OF DK STATION, HALTS, IBH, IBS AND OUTLYING SIDINGS

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APPENDIX-G : RULES FOR WORKING OF TRAINS IN ELECTRIFIED SECTIONS

16.0 **Certificate** : NOTHING IN THESE RULES SHALL BE READ AS CANCELLING AMENDING OR MODIFYING ANY GENERAL RULES AND SUBSIDIARY RULES. BLOCK WORKING MANUAL AND OPERATING MANUAL. THESE RULES CANCEL ALL PREVIOUS STATION WORKING RULES OF GARIVIDI STATION.

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**APPENDIX 'A' TO STATION WORKING RULES OF GARIVIDI STATION
LEVEL CROSSING GATES**

1. GENERAL:


1.1 DESCRIPTION OF THE LEVEL CROSSING GATE:

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

1	No. of Level Crossing Gate	:	ML-450
2	Engineering or Traffic gate	:	Traffic Gate –“C” Class
3	Under control of station master or permanent way inspector.	:	SM-GVI
4	Location at Km.	:	KM. 794/21-23
5	At station	:	GARIVIDI
6	In between station	:	GVI-NML
7	BG/MG/NG	:	BG
8	Single line/double line/multiple line	:	Double Line
9	Normal position	:	Open to Road Traffic
10	Interlocked/ Non-Interlocked	:	Interlocked
11	Means of Interlocking	:	Electrical Key Transmission by control No 32
12	Provision of gate single at Km.	:	i) Up Line : Station Signal ii) DN Line : Station Signal
13	Signaling arrangement	:	MACLS
14	Means of communication Telephone.	:	Telephone connected with GVI Station
15	Width of the level crossing gate	:	5.86 M
16	Type of road	:	Others
17	Name of road	:	Gangireddy Village Road
18	Metalled /Non-Metalled	:	Metalled
19	Approach road	:	Level
20	Width of the road	:	4.95 M
21	Angle of road crossing (in case of the SKEW gates)	:	90 ⁰
22	Road gradients (if any)	:	[a]North/East Side: Level [b]South/West Side: Level
23	Road alignment (straight/Curve)	:	[a] North/East Side : Curve [b] South/East Side : Curve


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24	Provision of height gauges	:	Provided
25	Type of barriers	:	Coupled Lifting Barriers
26	Length of check rails	:	8.5 M
27	Road surface in between level crossing gates.	:	Level CC Block
28	Length of rumble strip/ speed breakers.	:	4.95 M
29	Road signs	:	Provided
30	Speed breakers indication board	:	Provided
31	TVU:	:	6477 ON 19-03-14
32	Census next due on	:	2017
33	Demarcation for placement of detonators.	:	Provided
34	No. of gateman working	:	Three
35	Nearest Railway Medical Assistance	:	Rly Health Unit VZM
36	Nearest Private Medical Assistance available (if any)	:	CPP
37	List of equipment available (Yes/No)	:	Yes

1.2 EQUIPMENT:

	Items	Quantity / Numbers
1.	Hand Signal Lamp Tri Colour	3 Nos
2.	Hand Signal Flag Green	1 No with mounted stick
3.	Hand Signal Flag Red	3 Nos
4.	Banner Flag Red	2 Nos
5.	Posts for exhibiting red banner flag	4 Nos
6.	Spare chains with padlocks	2 with stop marker
7.	Detonators	10 in each case
8.	Gate lamps	2 Nos.
9.	Tommy Bar	1 No.
10.	Mortar Pan	1 No.
11.	Spade / Fowrah	1 No.
12.	Rammer	1 No (In case of asphalted road this may not be provided)
13.	Pick Axe	1 No (In case of asphalted road this may not be provided)
14.	Tin case for flags	1 No.
15.	Can for oil	1 No.
16.	Water port / Bucket	1 No.
17.	Canister for Muster Roll	1 No.
18.	Set of spare spectacles of gateman wearing glasses	1 No.
19.	Board demarcating protection of level crossing gate diagram in case of obstruction on gate	1 No.
20.	Basket	1 No.


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| 21. Whistle | 1 No. |
| 22. Wall Clock | 1 No. |
| 23. A small size chin for use in cse of failure of gate boom/Leaf Lock | 1 No. |

1.3 RECORDS TO BE KEPT AT GATE LODGE:


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

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

1.4 MODE OF OPERATION:

Gate shall normally be kept open to road traffic, whenever it is required to close the gate Station Master on duty shall inform the Gateman about the direction and description of the train intended to receive/dispatch shall insure clearance of road traffic, close and lock the gate. Thereafter transmit the control to the Station Master on duty as per the following procedure:

- i) Barrier-1 & Barrier-2 switches are provided for individual operation of barriers if required.
- ii) iRed and Green buttons are provided on gate panel for closing and opening of L.C gate respectively.
- iii) Key 'Q' is extracted from EKT-2 after the gate is closed and locked.
- iv) Key 'Q' thus extracted from EKT-2, is inserted in EKT-1 and transmitted electrically to SM in conjunction with switch 'GS' reversed to take off concerned signals.
- v) When the gate is closed, locked and the key is transmitted, a flashing yellow indication will appear on the SM's panel seeing which the station master on duty receives the control by pressing on the L.C gate control (32) 'receive' button. The flashing yellow indication will become steady.


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- vi) The locked 'Red' indication will appear on SM's panel when the gate has locked by any one of possible signal routes.
- vii) On complete arrival of the train and after the route is released, locked 'Red' indication will disappear on SM's panel.
- viii) SM on duty transmits control (32) to GK for operating the gate.
- ix) After transmission, the key in indication starts flashing on SM's panel suggesting that the key is transmitted to L.C gate.
- x) GK extracts key 'Q' from EKT-1 inserts in EKT-2, the push button 'Green' is pressed till the gate is opened.
- xi) Flashing yellow indication on SM's panel will disappear suggesting that the key is taken out from EKT by GK.
- xii) Switch GS is provided in gate lodge to put back concerned signals to danger in case of emergency.
- xiii) In case of input power failure, GK should operate the gate with the help of hand generator unit which is attached to gate panel for closing/opening of L.C gate. There will be no indications on gate panel for closing/opening of the L.C gate and hence signals cannot be taken off
- xiv) In case input power supply is available, but cable/hand generator failed, arrangement for direct mechanical hand cranking is also available individually at the two pedestals. In this cable also, no indications on panel are available and hence signals cannot be taken-off.


EMERGENCY RELEASE OF GATE KEY

In the event of gate locked (Red) indication persists on SM's panel even after train movement is completed or when it is required to open the gate due to emergency in gate locked condition on panel the following procedure shall be adopted by both station master on duty and gate man.

- i) Station Master on duty shall first cancel the signal by signal cancellation control of the relevant signal.
- ii) Station Master on duty then shall click on the 'Emergency gate release control' in the gate pop up menu.
- iii) The 'Red' locked indication will flash for 120 seconds and after the time has elapsed the 'Red' indication will disappear.
- iv) Station Master on duty then shall transmit 'Gate Control' by clicking 'Transmit control' (32).


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- v) The ‘Key In’ indication (white) starts flashing suggesting the key is transmitted to Gate man.
- vi) At gate lodge an indication will appear near RKT suggesting that the key can be released from the RKT for opening of the LC gate.
- vii) Seeing the indication gate man on duty shall extract the key from RKT and operate the gate.
- viii) On release of key from RKT flashing indication will disappear. Any failure regarding transmission / extraction of gate key shall be intimated to the S&T officials for proper rectification. Till such time the failure is rectified the Station Master on duty shall pass the trains by P/IN or by P/OUT as the case may be.

1.4.1 Exchange of Private Number:

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

1.5 DUTIES OF GATEMAN:


1. ALERTNESS:

The gateman shall be alert and be prepared to take immediate action, should danger be apprehended. Keys of the gate shall be in his personal custody.

2. POSITION DURING PASSAGE OF TRAINS:

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

- i) Gateman will stand alternatively in front of the gate-lodge facing the approaching train.
- ii) In day time, gateman shall hold red and green flags furled up on separate sticks in right and left hands respectively.


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- iii) In night time, gateman shall hold lighted hand signal lamp with white light facing the track.
- iv) He shall keep the whistle slung around his neck from a cord.

3. ROUTING DUTIES OF GATEMAN:

- i) Gateman shall ensure that red flag is placed across the track whenever the gate is kept in open condition for passage of road vehicles.
- ii) Gateman shall ensure that gate lamps and lamps of all gate signals are lighted and kept burning continuously from sunset to sunrise.
- iii) Gateman shall perform his duties strictly according to the duty roster and shall not leave the gate unless reliever arrives and takes charge of it. However, it is necessary to leave the gate in an emergency, he must close and lock the gates against road traffic, before leaving the gate.
- iv) Except where otherwise prescribed under Special Instructions, he shall observe all passing trains and be prepared to take such action as may be necessary to ensure safety of trains.
- v) Gateman shall watch all passing trains and keep sharp look out for any unusual like hot axle, hanging chains, hanging battery, and vehicle / wagons / train / battery box on fire, shifted load, falling material like brake blocks, brake beams, safety bracket, vacuum cylinder or any other situation endangering safe running of trains.
- vi) Gateman shall also prepared to repeat any signal which guard may give to Loco Pilot on walkie-talkie or in any other way.
- vii) If lifting barriers get damaged or becomes out of order, the gateman shall use the spare chain with disc and padlocks for securing the gate against road traffic.
- viii) Gateman shall report to the nearest Station Master, Gangmate or SSE(P-Way) any defect in his gate or apparatus pertaining to it, as soon as possible.
- ix) At the gate whose signal have become defective, the gateman shall close and lock the lifting barriers on sighting a train and hand signal or pilot the train past the defective signal. In such case he should inform the Loco Pilot to report the defect at the next station.
- x) Gateman shall wear badge and prescribed uniform while on duty at level crossing gate.


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- xi) Gateman shall ensure that he is having competency certificate in his possession while on duty.
- xii) Gateman shall work the gate as per Gate Working Instructions and remain well conversant with these instructions.
- xiii) Gateman shall ensure that equipment supplied at the gate is in good order and ready for immediate use.
- xiv) Gateman shall see that the channel for the flange of the wheel is kept clean.
- xv) Gateman shall keep the road surface well watered and rammed in case of unmetalled roads.
- xvi) Gateman on electrified section shall watch that road vehicles / animals passing from gate are within the height loading gauge provided on either side of the level crossing gate.
- xviii) Gateman shall prevent trespassing by persons or cattle to the maximum extent.


4. ACTION IN CASE OF UNUSUAL OCCURRENCE ON TRAIN:

In case gateman observes any thing unusual with a passing train, he shall take following action:

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


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- vi) In case the train does not stop, gateman shall immediately inform the Station Master, if connected on telephone, to take appropriate action, under exchange of private number.


5. ACTION IN AN EMERGENCY AT THE LEVEL CROSSING:

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


The gateman shall protect the line as under:-

a) **On double line section:**

- i) If both lines are obstructed the Gateman shall plant a red banner flag by day and a red light by night 5 meters away on posts duly provided for the purpose. He shall first protect the line on which a train is expected to arrive first.
- ii) Then he will similarly plant the other red banner flag by day and a red light by night on the other line 5 meters away from the site of obstruction.
- iii) Gateman shall then proceed to protect the gate along with detonators, and red flag by day and red hand signal lamp by night.
- iv) Gateman shall proceed exhibiting red flag by day and red hand signal lamp by night on the line on which a train is expected to arrive first, to a point 600 meters and place one detonator on the line. Thereafter he shall proceed to a distance 1200 meters from the level crossing gate and place 3 detonators on the track 10 meters apart. Having thus protected the line he shall return to the level crossing gate picking up the intermediate detonator on his way back.
- v) Thereafter, he shall proceed on the other line, showing red hand signal, similarly place detonators as described in para (iv) above and return to the site of obstruction, picking up the intermediate detonator on his way back.
- vi) Having returned to the gate, he must then take steps to remove the obstruction and warn the Loco Pilot of the approaching train.


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- vii) In case the gateman observes or hears a train approaching when he is still on his way to protect and before he reaches the stipulated distance to place detonators, he shall place detonators on the line at a distance as far away as he can go.
- viii) Thereafter, he shall to warn the Loco Pilot and stop the approaching train by waving his red flag by day red hand signal lamp by night repeatedly.

b) **On single line section:**

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

c) **Other action to be taken by Gateman:**


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


1.6 **ENGINEERING ITEMS:**

Please see para 916, 918, 919 of IRPWM for visibility requirements at level crossings, provision of speed breakers on the approaching roads of level crossings and census of traffic at level crossings.


1.7 **SPECIAL INSTRUCTIONS FOR DIFFERENT TYPES OF LEVEL CROSSINGS:**

Instructions for different types of manned Level Crossing Gates are given in Annexures as follows:

- i) Annexure – I Engineering Level Crossing Gate, Interlocked with gate signals, provided with telephone, with normal position ‘Open to road traffic’.
- ii) Annexure – II Traffic Level Crossing Gate, Interlocked with stop signals of the station, provided with telephone, with normal position ‘Open to road traffic’.
- iii) Annexure – III Traffic Level Crossing Gate, Interlocked with stop signals of the station, provided with telephone, with normal position ‘Closed to road traffic’.
- iv) Annexure – IV Engineering Level Crossing Gate, non-interlocked, provided with telephone, with normal position ‘Open to road traffic’.
- v) Annexure – V Engineering Level Crossing Gate, non-interlocked, provided with telephone, with normal position ‘Closed to road traffic’.
- vi) Annexure – VI Engineering Level Crossing Gate, non-interlocked, not provided with telephone, with normal position ‘Closed to road traffic’.


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ANNEXURE – II
WORKING INSTRUCTIONS FOR TRAFFIC LEVEL CROSSING GATES
INTERLOCKED WITH STOP SIGNALS OF THE STATION, PROVIDED WITH
TELEPHONE, WITH NORMAL POSITION “OPEN TO ROAD TRAFFIC” at
KM 794/21-23 in GARIVIDI YARD
(General Instructions are common for all types of Manual Level Crossing Gates)

1.0 MODE OF OPERATION:

Gate shall normally be kept open to road traffic, whenever it is required to close the gate Station Master on duty shall inform the Gateman about the direction and description of the train intended to receive/dispatch shall insure clearance of road traffic, close and lock the gate. Thereafter transmit the control to the Station Master on duty as per the following procedure:

- i) Barrier-1 & Barrier-2 switches are provided for individual operation of barriers if required.
- ii) Red and Green buttons are provided on gate panel for closing and opening of L.C gate respectively.
- iii) Key 'Q' is extracted from EKT-2 after the gate is closed and locked.
- iv) Key 'Q' thus extracted from EKT-2, is inserted in EKT-1 and transmitted electrically to SM in conjunction with switch 'GS' reversed to take off concerned signals.
- v) When the gate is closed, locked and the key is transmitted, a flashing yellow indication will appear on the SM's panel seeing which the station master on duty receives the control by pressing on the L.C gate control (32) 'receive' button. The flashing yellow indication will become steady.
- vi) The locked 'Red' indication will appear on SM's panel when the gate has locked by any one of possible signal routes.
- vii) On complete arrival of the train and after the route is released, locked 'Red' indication will disappear on SM's panel.
- viii) SM on duty transmits control (32) to GK for operating the gate.


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- ix) After transmission, the key in indication starts flashing on SM's panel suggesting that the key is transmitted to L.C gate.
- x) GK extracts key 'Q' from EKT-1 inserts in EKT-2, the push button 'Green' is pressed till the gate is opened.
- xi) Flashing yellow indication on SM's panel will disappear suggesting that the key is taken out from EKT by GK.
- xii) Switch GS is provided in gate lodge to put back concerned signals to danger in case of emergency.
- xiii) In case of input power failure, GK should operate the gate with the help of hand generator unit which is attached to gate panel for closing/opening of L.C gate. There will be no indications on gate panel for closing/opening of the L.C gate and hence signals cannot be taken off
- xiv) In case input power supply is available, but cable/hand generator failed, arrangement for direct mechanical hand cranking is also available individually at the two pedestals. In this cable also, no indications on panel are available and hence signals cannot be taken-off.


EMERGENCY RELEASE OF GATE KEY

In the event of gate locked (Red) indication persists on SM's panel even after train movement is completed or when it is required to open the gate due to emergency in gate locked condition on panel the following procedure shall be adopted by both station master on duty and gate man.

- i) Station Master on duty shall first cancel the signal by signal cancellation control of the relevant signal.
- ii) Station Master on duty then shall click on the 'Emergency gate release control' in the gate pop up menu.
- iii) The 'Red' locked indication will flash for 120 seconds and after the time has elapsed the 'Red' indication will disappear.
- iv) Station Master on duty then shall transmit 'Gate Control' by clicking 'Transmit control' (32).
- v) The 'Key In' indication (white) starts flashing suggesting the key is transmitted to Gate man.
- vi) At gate lodge an indication will appear near RKT suggesting that the key can be released from the RKT for opening of the LC gate.


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- vii) Seeing the indication gate man on duty shall extract the key from RKT and operate the gate.
- viii) On release of key from RKT flashing indication will disappear. Any failure regarding transmission / extraction of gate key shall be intimated to the S&T officials for proper rectification. Till such time the failure is rectified the Station Master on duty shall pass the trains by P/IN or by P/OUT as the case may be.


Exchange of Private Number:

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

2.0 Failure of Telephonic Communication:

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

- (i) Station Master on duty shall send written advice to the gateman through the porter with full details of number, description and direction of the train.
- (ii) Gateman on receipt of such advice shall close the gate and transmit the key to the Station Master which will enable them to take ‘OFF’ reception / departure signals.
- (iii) When sufficient time is not available because of greater frequency of train service Station Master will issue written authority to the train Loco Pilot to pass the signal at ‘ON’ position.
- (iv) In addition Station Master shall also issue a caution order advising the Loco Pilot to whistle continuously and approach the gate cautiously.


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- (v) The train Loco Pilot shall be instructed to pass the gate cautiously, on being hand signalled by the gateman. If hand signal is not seen, Loco Pilot should be prepared to stop short of the gate and ensure that gate is closed following GR 3.73(2)(b).
- (vi) In case of an approaching train, the Station Master shall advise the Station Master at the despatching end, under exchange of private number, that the telephone at the gate has failed.
- (vii) The Station Master at the despatching end shall then issue a caution order to the locopilot before despatching a train in the block section from his end.
- (viii) He should also advise S&T staff responsible for maintenance of the telephone to rectify the defect at the earliest.
- (ix) Normal working will be resumed only after S&T staff rectify the telephone and issue reconnection / fit memo for the same.


3.0 Failure of Lifting Barriers :

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

Note:


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- (a) In case of failure of lifting barriers worked from the cabin, Station Master will send station porter to secure the gate against road traffic by safety chains and padlocks.
- (b) Authority to pass signals at 'ON' position as per rules shall also be issued to the Loco Pilot of both departing and arriving trains.

4.0 Failure of the Gate Key with the gate in closed position when Gate Key cannot be extracted for opening the gate:

- (i) If the gate key cannot be extracted from EKT-1 on gate panel in closed position of the gate, the gate man must immediately inform SM on duty over telephone under exchange of private number.
- (ii) If Emergency Key is available at the gate lodge / cabin, Gateman will take it out from the sealed box by breaking the seal and open the gate for road traffic.
- (iii) The record of the date and time of breaking the sealed cover of Emergency Key Box shall be recorded and signed with reasons.
- (iv) Thereafter, the gate must be treated as non-interlocked and procedure for reception / despatch of trains as prescribed for non-interlocked gates, should be adopted.
- (v) Station Master on duty shall issue a caution order to the Loco Pilot of a departing train.
- (vi) He shall also advise the Station Master at the dispatching end, under exchange of private number, to similarly issue a caution order to the Loco Pilot before dispatching a train in the block section from his end.
- (vii) Station master will advise S&T staff responsible for electrical key transmitter to rectify the defect at the earliest.
- (viii) Normal working will be resumed only after S&T staff repairs the electrical key transmitter and reconnection/fit memo for the same.
- (ix) After rectification, the Emergency Key shall be replaced in the Emergency Key Box and resealed by the S&T maintainer.

5.0 Failure of the Gate Key, with the gate in open condition:

- (i) If the gate key cannot be extracted from EKT-2 on gate panel in open position of the gate, the gate man must immediately inform SM on duty over exchange of private number.
- (ii) Thereafter, the gate must be treated as non-interlocked and procedure for reception / dispatch of trains as prescribed for non-interlocked gates should be adopted.


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- (iii) Gateman shall secure the gate against road traffic by means of chains and padlocks and pass the trains on hand signals.
- (iv) Station Master on duty shall issue caution order to the Loco Pilot of a departing train.
- (v) He shall also advise the Station Master at the dispatching end under exchange of private number to similarly issue a caution order to the Loco Pilot before dispatching a train in the block section from his end.
- (vi) station master will advice S&T staff responsible for electrical key transmitter to rectify the defect at the earliest.
- (vii) Normal working will be resumed only after S&T staff repairs the electrical key transmitter and reconnection/fit memo for the same.
- (viii) After rectification, the Emergency Key shall be replaced in the Emergency Key Box and released by the S&T maintainer.

6.0 Obstruction at the Gate:

- (i) If the gate is broken by a road vehicle which is fouling the track, or if lifting barriers or any other part of the gate foul the track, or if there is any other obstruction at the gate, the gateman shall immediately fix red banner flag by day and red lamp by night on posts provided at both ends of the gate, for this purpose.
- (ii) Immediately after this, the gateman shall advise the Station Master on duty, regarding the defects / obstruction at the gate, under exchange of private number.
- (iii) Station Master on duty shall be advised to put the reception / departure signals back to ‘ON’ position, if taken ‘OFF’ for a train.
- (iv) If there is no response from the Station Master after two or three attempts, he shall first protect the gate and then inform on phone.
- (v) Gateman shall then rush with detonators, and red flag by day and red hand signal lamp by night in the direction of the approaching train and protect the gate as stipulated in General Instruction for duties of gateman under item no.1.5(5).
- (vi) There he shall protect the gate from the other direction also.
- (vii) He shall note down the particulars of the road vehicle, name of the Driver, owner and relay these details to the Station Master who shall not start the train unless he has been assured by the gateman that the road vehicle or the lifting barriers are not fouling the track.
- (viii) The Station Master shall also inform the Station Master at the dispatching end, under exchange of private number, asking him not to dispatch any train in the block section from his end, until the track has been cleared of all obstructions.


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- (ix) After the track has been cleared of all obstructions the gateman shall inform the Station Master accordingly, under exchange of private number.
- (x) Station Master shall then issue a caution order to Loco Pilot of all train to proceed cautiously, and pass the reception / departure signal at ‘ON’ position on green hand signal of the gateman, if the gate is broken, but is clear of any obstruction.
- (xi) Gateman shall secure the gate against road traffic by means of safety chains and padlocks and there after exhibit green hand signal, if the gate is not obstructed.
- (xii) Station Master shall advise maintenance staff responsible for maintaining the lifting barriers to repair same at the earliest.
- (xiii) Normal working will be resumed only after maintenance staff rectify the defective lifting barriers and issue reconnection / fit memo for the same.

8. Obstruction on the Track near Level Crossing:

If there is a rail fracture or obstruction on the track due to failing of a tree, fouling by road vehicle or derailment which is visible to the gateman, the gateman and Station Master will adopt the procedure given under item No.7 above. If the obstruction fouls the Level Crossing Gate, gateman must keep the gates closed against road traffic till the track is cleared of the obstruction.



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**APPENDIX 'A' TO STATION WORKING RULES OF GARIVIDI STATION
LEVEL CROSSING GATES**

1. GENERAL:

1.1 DESCRIPTION OF THE LEVEL CROSSING GATE:

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

1	No. of Level Crossing Gate	:	ML-451
2	Engineering or Traffic gate	:	Engineering Gate
3	Under control of station master or permanent way inspector.	:	SSE (P)-VZM
4	Location at Km.	:	KM. 799/19-21
5	At station	:	Garividi
6	In between station	:	GVI-NML
7	BG/MG/NG	:	BG
8	Single line/double line/multiple line	:	Double Line
9	Normal position	:	Open to Road Traffic
10	Interlocked/ Non-Interlocked	:	Non-Interlocked
11	Means of Interlocking	:	-
12	Provision of gate single at Km.	:	i) Up Line : Nil ii) DN Line : Nil
13	Signaling arrangement	:	-
14	Means of communication Telephone.	:	Telephone connected with GVI Station


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15	Width of the level crossing gate	:	5.5 M
16	Type of road	:	Others
17	Name of road	:	Panchayathi
18	Metalled /Non-Metalled	:	Non-Metalled
19	Approach road	:	Gujjangivalasa Village
20	Width of the road	:	8.0 M
21	Angle of road crossing (in case of the SKEW gates)	:	90 ⁰
22	Road gradients (if any)	:	[a]North/East Side: 1 in 30 [b]South/West Side: 1 in 40
23	Road alignment (straight/Curve)	:	[a] North/East Side : Straight [b] South/East Side : Straight
24	Provision of height gauges	:	Provided
25	Type of barriers	:	Lifting Barriers
26	Length of check rails	:	8.0 M
27	Road surface in between level crossing gates.	:	C.C Block
28	Length of rumble strip/ speed breakers.	:	9.0 M
29	Road signs	:	Provided
30	Speed breakers indication board	:	Provided
31	TVU:	:	26337 May-2012
32	Census next due on	:	2015
33	Demarcation for placement of detonators.	:	Provided
34	No. of gateman working	:	Two
35	Nearest Railway Medical Assistance	:	Rly Health Unit VZM
36	Nearest Private Medical Assistance available (if any)	:	Nellimarla
37	List of equipment available (Yes/No)	:	Yes

1.2 EQUIPMENT:

<u>Items</u>	<u>Quantity / Numbers</u>
1. Hand Signal Lamp Tri Colour	3 (5 on Quadruple / Line or twin single line)
2. Hand Signal Flag Green	1 No with mounted stick
3. Hand Signal Flag Red	3 (6 Nos. on Quadruple / Line or Twin Single line and 7 in case Hexaple Section mounted on sticks)


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4.	Banner Flag Red	3 (5 on Quadruple / Line or twin single line)
5.	Posts for exhibiting red banner flag	2 (4 on Q / Twin single line and 5 on Hexaple section)
6.	Spare chains with padlocks	2 with stop marker
7.	Detonators	10 in each case
8.	Gate lamps	2 Nos.
9.	Tommy Bar	1 No.
10.	Mortar Pan	1 No.
11.	Spade / Fowrah	1 No.
12.	Rammer	1 No (In case of asphalted road this may not be provided)
13.	Pick Axe	1 No (In case of asphalted road this may not be provided)
14.	Tin case for flags	1 No.
15.	Can for oil	1 No.
16.	Water port / Bucket	1 No.
17.	Canister for Muster Roll	1 No.

	Items	Quantity / Numbers
18.	Set of spare spectacles of gateman wearing glasses	1 No.
19.	Board demarcating protection of level crossing gate diagram in case of obstruction on gate	1 No.
20.	Basket	1 No.
21.	Whistle	1 No.
22.	Wall Clock	1 No.
23.	A small size chin for use in cse of failure of gate boom/Leaf Lock	1 No.


1.3 **RECORDS TO BE KEPT AT GATE LODGE:**

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

1. Gate Working Instructions in Hindi / English.
2. Gate Working Instructions in local vernacular language.
3. Gateman Rule Book in local vernacular language
4. List for tools and books.
5. Duty Roster.
6. Certificate for working as gateman.
7. Bio-data particulars of Gatemen, including date of passing vision test, initial / refresher course, safety camp etc.


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8. Accident Register.
9. Record of last census of road traffic at level crossing gate.
10. Public Complaint Book.
11. Inspection Book.

1.4 **MODE OF OPERATION:**

Detailed mode of operation for opening and closing the level crossing gate shall be provide in the respective station Working Rules and Gate Working Instructions incorporating local operational requirements. The procedure discussed in para 2a of annexure iv(i) to (v) shall be followed.

1.5 **DUTIES OF GATEMAN:**

1. **ALERTNESS:**

The gateman shall be alert and be prepared to take immediate action, should danger be apprehended. Keys of the gate shall be in his personal custody.


2. **POSITION DURING PASSAGE OF TRAINS:**

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

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

3. **ROUTING DUTIES OF GATEMAN:**


- i) Gateman shall ensure that red flag is placed across the track whenever the gate is kept in open condition for passage of road vehicles.
- ii) Gateman shall ensure that gate lamps and lamps of all gate signals are lighted and kept burning continuously from sunset to sunrise.
- iii) Gateman shall perform his duties strictly according to the duty roster and shall not leave the gate unless reliever arrives and takes charge of it. However, it is necessary to leave the gate in an emergency, he must close and lock the gates against road traffic, before leaving the gate.


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- iv) Except where otherwise prescribed under Special Instructions, he shall observe all passing trains and be prepared to take such action as may be necessary to ensure safety of trains.
- v) Gateman shall watch all passing trains and keep sharp look out for any unusual like hot axle, hanging chains, hanging battery, and vehicle / wagons / train / battery box on fire, shifted load, falling material like brake blocks, brake beams, safety bracket, vacuum cylinder or any other situation endangering safe running of trains.
- vi) Gateman shall also prepared to repeat any signal which guard may give to Loco Pilot on walkie-talkie or in any other way.
- vii) If lifting barriers get damaged or becomes out of order, the gateman shall use the spare chain with disc and padlocks for securing the gate against road traffic.
- viii) Gateman shall report to the nearest Station Master, Gangmate or SSE(P-Way) any defect in his gate or apparatus pertaining to it, as soon as possible.
- ix) At the gate whose signal have become defective, the gateman shall close and lock the lifting barriers on sighting a train and hand signal or pilot the train past the defective signal. In such case he should inform the Loco Pilot to report the defect at the next station.
- x) Gateman shall wear badge and prescribed uniform while on duty at level crossing gate.
- xi) Gateman shall ensure that he is having competency certificate in his possession while on duty.
- xii) Gateman shall work the gate as per Gate Working Instructions and remain well conversant with these instructions.
- xiii) Gateman shall ensure that equipment supplied at the gate is in good order and ready for immediate use.
- xiv) Gateman shall see that the channel for the flange of the wheel is kept clean.
- xv) Gateman shall keep the road surface well watered and rammed in case of unmetalled roads.
- xvi) Gateman on electrified section shall watch that road vehicles / animals passing from gate are within the height loading gauge provided on either side of the level crossing gate.


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xviii) Gateman shall prevent tress passing by persons or cattle to the maximum extent.

4. ACTION IN CASE OF UNUSUAL OCCURRENCE ON TRAIN:

In case gateman observes any thing unusual with a passing train, he shall take following action:


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

5. ACTION IN AN EMERGENCY AT THE LEVEL CROSSING:


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

The gateman shall protect the line as under:-

a) **On double line section:**


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

b) **On single line section:**

- i) Gateman shall plant a red banner flag by day and a red light by night 5 meters away on posts duly provided for the purpose. He shall first protect the direction from which a train is expected to arrive first.
- ii) Then he will similarly plant the other red banner flag by day and red light by night towards the other direction 5 meters away from the site of obstruction.


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- iii) Gateman shall then proceed to protect the gate along with detonators, fusees and red flag by day and red hand signal lamp by night.
 - iv) Gateman shall proceed exhibiting red flag by day and red hand signal lamp by night towards the direction from which a train is expected to arrive first, to a point 600 meters and place one detonator on the line. Thereafter he shall proceed to a distance 1200 meters from the level crossing gate and place 3 detonators on the track 10 meters apart. Having thus protected the line he shall return to the level crossing gate picking up the intermediate detonator on his way back.
 - v) Thereafter, he shall proceed towards the other direction, showing red hand signal, similarly place detonators as described in para (iv) above and return to the site of obstruction, picking up the intermediate detonator on his way back.
 - vi) Having returned to the gate, he must then take steps to remove the obstruction and warn the Loco Pilot of the approaching train.
 - vii) In case the gateman observes or hears a train approaching when he is still on his way to protect and before he reaches the stipulated distance to place detonators, he shall place detonators on the line at a distance as far away as he can go.
- c) **Other action to be taken by Gateman:**
- i) At night Gateman shall light two hand signal lamps and take action to exhibit red light and protect the lines as described in sub paras (a) and (b) above.
 - ii) If the gate is broken by a road vehicle which is fouling the track, or if lifting barriers or any other part of the gate foul the track, or if there is any other obstruction at the gate, the gateman shall take immediate action.
 - iii) He shall note down the particulars of the road vehicle, vehicle number, name of the driver, owner and relay these details to the nearest Station Master or SSE(P-Way) regarding the particulars and obstructions at the level crossing gate, through messenger or through means available.

1.6 **ENGINEERING ITEMS:**

Please see para 916, 918, 919 of IRPWM for visibility requirements at level crossings, provision of speed breakers on the approaching roads of level crossings and census of traffic at level crossings.


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1.7 **SPECIAL INSTRUCTIONS FOR DIFFERENT TYPES OF LEVEL CROSSINGS:**

Instructions for different types of manned Level Crossing Gates are given in Annexures as follows:

- i) Annexure – I Engineering Level Crossing Gate, Interlocked with gate signals, provided with telephone, with normal position ‘Open to road traffic’.
- ii) Annexure – II Traffic Level Crossing Gate, Interlocked with stop signals of the station, provided with telephone, with normal position ‘Open to road traffic’.
- iii) Annexure – III Traffic Level Crossing Gate, Interlocked with stop signals of the station, provided with telephone, with normal position ‘Closed to road traffic’.
- iv) Annexure – IV Engineering Level Crossing Gate, non-interlocked, provided with telephone, with normal position ‘Open to road traffic’.
- v) Annexure – V Engineering Level Crossing Gate, non-interlocked, provided with telephone, with normal position ‘Closed to road traffic’.
- vi) Annexure – VI Engineering Level Crossing Gate, non-interlocked, not provided with telephone, with normal position ‘Closed to road traffic’.


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ANNEXURE – IV**WORKING INSTRUCTIONS FOR ENGINEERING LEVEL CROSSING GATES,
NON-INTERLOCKED, PROVIDED WITH TELEPHONE, WITH NORMAL
POSITION ‘OPEN TO ROAD TRAFFIC’**


(General Instructions are common for all types of Manned Level Crossing Gates)

1. Mode of Operation:

Detailed mode of operation for opening and closing the level crossing gate shall be provide in the respective Station Working Rules and Working Instructions incorporating local operational requirements. The procedure discussed in Para 2a of annexure-iv(i) to (v) shall be followed.

2. Exchange of Private Number:**(a) When Gate is connected with the station at the dispatching end:**

- (i) Station Master at the dispatching end shall advise the gateman the number, description, direction and expected time of the passage of the train at the gate, under exchange of private number.
- (ii) Such advice shall be given before taking ‘OFF’ departure signals or giving an authority to proceed to the LP.


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- (iii) The gateman on receipt of the advice shall close the gate well in time and confirm the same, under exchange of private number.
 - (iv) Station Master will lower the departure signals after getting the private number of the gateman.
 - (v) The gateman shall be authorized to open the level crossing after complete passage of train from the gate by observing Tail Board/Tail Lamp. The Gateman before opening the gate shall ensure the SM has not advised him to keep the gate closed for any other train from the same direction. He shall display a banner flag across the track while the gate is in open condition.
- (b) When Gate is connected with the station at the receiving end:
- (i) Station Master at the dispatching end shall advise the Station Master at the other end the number, description, direction and expected time of passage of the train at the gate, under exchange of private number.
 - (ii) Such advice shall be given before obtaining line clear.
 - (iii) Station Master at the receiving end shall in turn convey the same advice to the gateman, under exchange of private number.
 - (iv) Gateman shall close the gate and thereafter give his private number to the Station Master.
 - (v) Only then shall the Station Master at the receiving end grant line clear to the Station Master at the dispatching end.
 - (vi) Gate once closed for road traffic must on no account be opened unless this is authorised by the Station Master, under exchange of private number.

3. Failure of Telephonic Communication:

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

- (i) Station Master at the dispatching end shall issue a caution order to the LP before dispatching a train in the block section from his end.
- (ii) The caution order should advise the LP to whistle continuously and approach the gate cautiously.


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- (iii) The LP should be instructed to pass the gate cautiously, on being hand signaled by the gateman. If hand signal is not seen, LP should be prepared to stop short of the gate and depute his ALP to see the condition of the gate. If the gate is closed, the ALP must close the gate and then give the all right signal. In the absence of the ALP, the LP may take the assistance of the Assistant Guard / Guard and shall stop clear of the level crossing to pick up the ALP who will reopen the gate for passage of road traffic.
- (iv) In case of an approaching train, the Station Master shall advise the Station Master at the dispatching end, under exchange of private number, that the telephone at the gate has failed.
- (v) The Station Master at the dispatching end shall then issue a caution order to the LP before dispatching a train in the block section from his end.
- (vi) Station Master shall also advise the gateman through gangman / patrolman or LP of the first train that the telephone has become defective.
- (vii) He should also advise S&T staff responsible for maintenance of the telephone to rectify the defect at the earliest.
- (viii) Normal working will be resumed only after S&T staff rectify the telephone and issue reconnection / fit memo for the same.

4. Failure of Lifting Barriers:

- (i) When the gate cannot be closed due to failure of lifting barriers, the gateman will immediately inform the Station Master on duty, under exchange of private number, and ensure that lifting barriers do not foul the track.
- (ii) He shall immediately fix red banner flag by day and red light by night on the post at that end first from which the train is approaching and then at the other end.
- (iii) Gateman shall secure the gate against road traffic by means of safety chains and padlocks.
- (iv) After securing the gate against road traffic, he shall show green hand signal flag by day and green light by night to the locopilot of the approaching train.
- (v) Station Master on duty shall issue caution order to the LP of a departing train.


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- (vi) He shall also advise the Station Master at the dispatching end, under exchange private number, to similarly issue a caution order to the LP before dispatching a train in the block section from his end.
- (vii) He should also advise maintenance staff responsible for maintenance of the lifting barriers to rectify the defect at the earliest.
- (viii) Normal working will be resumed only after maintenance staff rectify the lifting barriers and issue reconnection / fit memo for the same.

5. **Obstruction at the Gate:**

- (i) If the gate is broken by a road vehicle which is fouling the track, or if lifting barriers or any other part of the gate foul the track, or if there is any other obstruction at the gate, the gateman shall immediately fix red banner flag by day and red lamp by night on posts provided at both ends of the gate, for this purpose.
- (ii) Immediately after this, the gateman shall advise the Station Master on duty, regarding the defect / obstruction at the gate, under exchange of private number.
- (iii) Station Master on duty shall be advised to put the reception / departure signals back to ‘ON’ position, if taken ‘OFF’ for a train.
- (iv) If there is no response from the Station Master after three attempts, he shall first protect the gate and then inform on phone.
- (v) Gateman shall then rush with detonators, fusee, and red flag by day and red hand signal lamp by night in the direction of the approaching train and protect the gate as stipulated in General Instruction for duties of gateman under item no.1.5(5).
- (vi) Thereafter he shall protect the gate from the other direction also.
- (vii) He shall note down the particulars of the road vehicle, name of the driver, owner and relay these details to the Station Master who shall not start the train unless he has been ensured by the gateman that the road vehicle or the lifting barriers are not fouling the track.
- (viii) The Station Master shall also inform the Station Master at the dispatching end, under exchange of private number, asking him not to dispatch any train in the block section from his end, until the track has been cleared of all obstruction.
- (ix) After the track has been cleared of all obstructions the gateman shall inform the Station Master accordingly, under exchange of private number.


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- (x) Station Master shall then issue a caution order to LP of the gateman, if the gate is broken, but is clear of any obstruction.
- (xi) Gateman shall secure the gate against road traffic by means of safety chains and padlocks and there after exhibit green hand signal if the gate is not obstructed.
- (xii) Station Master shall advise maintenance staff responsible for maintaining the lifting barriers to repair the same at the earliest.
- (xiii) Normal working will be resumed only after maintenance staff rectify the defective lifting barriers and issue reconnection / fit memo for the same.

6. Obstruction on the Track near Level Crossing:

If there is a rail fracture or obstruction on the track due to falling of tree, fouling by road vehicle or derailment which is visible to the gateman, the gateman and Station Master will adopt the procedure given under item no.5 above. If the obstruction fouls the Level Crossing Gate, gateman must keep the gates closed against road traffic till the track is cleared of the obstruction.


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**APPENDIX ‘B’ TO STATION WORKING RULES OF GARIVIDI
STATION**

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

**BRIEF DESCRIPTION OF THE SIGNALLING AND INTERLOCKING
INSTALLATIONS:**

This is a “B” Class Station with standard-III interlocking (with isolation). The points and signals are power operated from a composite ‘DOMINO TYPE’ full-fledged panel installed in the SS/Dy.SS office. This station is equipped with panel operated MACLS. The SGE type double Line lock and Block Instruments are provided in the SS/Dy.SS panel room for section GVI-CPP and GVI-NML adjacent to the panel.

1.0 DESCRIPTION OF PANEL:

The yard lay out is depicted in the panel board and is fixed parallel to the track so that when the SM on duty faces, the Yard drawing on the panel corresponds to the actual field lay out in either direction.

2.0 POINT BUTTONS:

Each point is provided with Push buttons (Black in color) for individual operation of Points. For operation of point to normal/reverse position, Point group push buttons (black with red dot) are provided. Point button and Point Group button normal/reverse shall be pressed at the same time for operation of point to required position. To indicate the position of point, a white steady strip on Normal direction to indicate normal position of point, and a white steady strip on Reverse direction to indicate Reverse position of point.

When a point is set and locked correctly in normal position, a white steady strip indication on normal point zone appears suggesting that the point is in normal position and locked in its position.

When a point is set and locked correctly in Reverse position, a white steady strip indication on reverse point zone appears suggesting that the point is in Reverse position and locked in its position.

When the point is operated from reverse to normal position, a white strip indication on normal point zone will start flashing till the concerned point is set and locked in normal position. When the point is operated from normal to reverse, a white strip indication on reverse point zone will start flashing till the concerned point is set and locked in reverse position.

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2.0 OPERATION OF POINTS:

Points are operated to normal or Reverse by pressing individual point button in conjunction with the point group button there by the white strip indication on normal point zone or reverse point zone as the case may be till the points are set to normal or reverse position and locked. Then the white steady strip indication on normal point zone and white steady strip indication on reverse point zone will appear as the case may be. During the automatic route setting of the train operation, the same indication will glow.

All running line points are operated by Electric point machine.

The course for non-setting of the point in the desired position has to be checked up by the SS/Dy.SS on duty according to G & SR 3.68.01(c) and if there is a defect other than obstruction the point has to be considered as defective and action shall be taken for clamping and pad locking these points in the desired position by the SS/Dy.SS on duty himself for all trains according to SR 3.69.03(c).

2.1 DESCRIPTION OF POINTS:

Sl. No	Point Button No.	Color	Description
1	21	Black	Cross over point between Up & Dn main line at HWH end.
2	23	Black	Cross over point between Up main & common loop line at HWH end.
3	25	Black	Cross over point between Dn main & Dn loop line at HWH end.
4	22	Black	Cross over point between Up & Dn main line at VSKP end.
5	24	Black	Cross over point between Up main & common loop line at VSKP end
6	26	Black	Cross over point between Dn main & Dn loop line at VSKP end
7	Point group button (Normal)	Black with red dot.	Common button for normal operation of points.
8	Point Group Button (Reverse)	Black with Red dot.	Common button for Reverse operation of points.

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3.0 SIGNAL BUTTONS:

Sl. No	Button No.	Color	Description
1	C1	Red with white dot	Up Calling 'ON' signal for Line no. 3&4 .
2	S1	Red	Up Home signal for line no.3&4.
3	C2	Red with white dot	Dn calling 'ON' signal for line no. 1,2& 4.
4	S2	Red	Dn Home signal for line no.1,2& 4.
5	S8	Red	Dn loop line Starter.
8	S9	Red	Common loop starter for line no. 4.
9	S10	Red	Common loop starter for line no. 4
10	S11	Red	Up Main line Starter.
11	S12	Red	Dn Main line Starter.
12	S13	Red	Up Advanced Starter.
13	S14	Red	Dn Advanced Starter.
14	SH3	Yellow	Shunt signal for line No. 1, 2, 3 & 4 .
15	SH4	Yellow	Shunt signal for line No. 3 & 4.

3.0 SIGNAL INDICATION:

3.1 The aspect of signal as obtained at any time is shown on the panel on the Signal indication (along side of the track).

4.0 ROUTE BUTTONS:

Route buttons are provided separately on each running line on the panel for indication of route (viz L1UN, L1UN1, L2UN, L3UN, L4UN, and L4UN1). Common route buttons are also provided for taking off starters 13 AT UN, 14 AT UN. An individual route button is provided for taking off advance starter 13 UN, 14 UN. For clearing the signal, it is necessary to operate the signal button and the concerned route button concurrently.

4.1 DESCRIPTIONS OF ROUTE BUTTONS:

S.N	Button No.	Color	Description
1	L1 UN	White	Common route button for Dn Home signal and Dn Calling-On signal for line no.1 setting overlap on Up main line.
2	L1 UN1	White with black dot	Common route button for Dn Home signal and Dn Calling-On signal for line no.1 setting overlap to Sand hump and route button for Up. Shunt signal no. 3 for line no. 1.

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S.N	Button No.	Color	Description
3	L2 UN	White	Common route button for Dn Home signal and Calling-On signal for line no.2 setting over lap on Up Main line and route button for Up shunt signal no. 3 for line no. 2.
4	L3 UN	White	Common route button for Up Home signal and Calling On signal for line no.3 setting over lap on Up main line and common route button for Up and Dn shunt signal no.3 and 4 for line no. 3.
5	L4 UN	White	Common route button for Up and Dn Home signal Calling On signals for line no. 4 setting overlap on DN main line respectively.
6	L4 UN1	White with black dot	Common route button for Up and Dn Home signal and Calling-On signals for line no. 4 setting overlap on sand hump/ over run line and common route button for UP & Dn shunt signal no. 3 and 4 respectively for line no. 4.
7	14 UN	White	Route button for Dn advance starter.
8	13UN	White	Route button for Up advance starter.
9	14ATUN	White	Route button for Dn starters 8, 10 and 12.
10	13ATUN	White	Route button for Up starters 9 &11
11	Group (Trans)	White with black dot	Common Trans button for crank handle and siding control.
12	Group Released	White with black dot.	Common release button for crank handle and siding control.
13	CH-1	Blue	Points no. 21
14	CH-2	Blue	Points no. 22
15	CH-3	Blue	Points no. 23 and 24
16	CH-4	Blue	Points no. 25 and 26
17	32 LXN	Chocolate	L.C.gate No. 32 control
18	Emergency gate release 32 LXN	Chocolate with red dot	Emergency release of L.C.gate no. 32
19	Signal lamp failure Ack.	Red with white dot	For acknowledge the signal lamp failure / point failure
20	Button Held Ack.	White with Red dot	To be pressed to stop the buzzer in case of any button held.
21	Signal cancellation	Red	For cancellation of signal this is a common button to be pressed in conjunction with the intended signal button for which cancellation is required
22	Emergency of Point Operation button	Black with red dot	For operation of points in the event of failure of Track circuit/Axle counter.

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5.0 POWER FAILURE INDICATION/BUZZER AND POWER ACKNOWLEDGEMENT:

- i) CLS power panel with Rotary changeover switch is provided in the Station Master's Office with the three power supplies viz., Up AT, Down. AT and Local, for changing the switch to the required supply position. Luminous indicators are provided above the circuit breaker for each supply indicating the availability of the supply.
- ii) Normally the switch will be kept towards Up AT or Dn AT position. Whenever power block is to be given on the line, the on duty SM must ascertain that power is available on the other AT.
Eg: If power block is to be given on the Up line, Down AT must be available and vice-versa.
- iii) In case of failure of one of the AT supply without any power block, the on duty SM. has to check whether the circuit breaker has tripped. (Three circuit breakers are provided in the changeover switch board, one for each supply and their normal position is down and when tripped it goes up.) In case of failure of both AT supplies, the Local supply shall be utilized by operating the switch.

If the circuit breaker is tripping even after resetting, no attempt shall be made to hold it by any other mean and a message shall be given to the AEE and CTFO/PSI for prompt rectification.

- iv) For IPS system that provides power supply to the signaling installation auto-change over has been provided.
There is a remote monitoring SM box provided at the station to monitor the health of IPS.

REMOTE MONITORING SM BOX:

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

- a) 50% depth of discharge (DOD) of battery. In this condition audio/visual alarm comes, which can be acknowledged with audio cut-off.
- b) 60% DOD, which warns for emergency. The alarm for this condition is same as for condition 1.
- c) 70% DOD, which signals system, shut-down. In this condition signal feed is cut-off and all DC-DC converters continue working. Audio alarm continues till power supply is restored.

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- d) Any of the module fails, which calls for ‘call S&T’.
- e) Whenever there is a failure of power supply in one AT the SM shall take prompt action to inform to all concerned for the rectification. The SM himself, during his daily checks, shall test the availability of power supply on both ATs and make an entry in the Station Diary duly initiating action for rectification of failure, if any.

SIGNAL LAMP FAILURE INDICATION (MUTING BUTTON RED WITH WHITE DOT)

Whenever signal lamp(LED) is Fails, a miniature flashing Red light indication appears along with an audible buzzer indicates Signal lamp failure. Then SS/Dy.SS on duty shall press the Acknowledgment button thereby the buzzer stops but the Red indication lamp becomes steady which continues till either the signal lamp is replaced or signal assumes other aspect.

BUTTON FAILURE INDICATION WHITE/BUTTON HELD BUZZER WHITE WITH RED DOT:

Whenever any button remains held up in pressed condition ‘Button Held’ white. Indication starts flashing along with an audible buzzer. The SM on duty then acknowledge it by pressing the “Button Held” push button (white with red dot) the buzzer stop but the white indication continues to flash till the same is rectified.

6.0 TRACK CIRCUIT/AXLE COUNTER:

At this station all the berthing lines i.e. loop lines and main lines and point zones are provided with track circuits to indicate the occupation/ clearance of berthing/point zone portion. Starters will automatically be replaced by the point zone track circuits. Last Vehicle Track (LVT) and First Vehicle Track (FVT) circuits are provided near Home and advance starter signals for their automatic replacement and release of block instruments. In addition 90 Mtrs rail length track circuits are provided in advance of Up and Dn home signals for control of calling on signals. The occupation/ clearance of track circuits indication is provided on the indication cum operating panel installed at station.

When a train is to be dispatched from the station yard on signals the SS/Dy.SS on Duty must ensure that the route between the starter signal and the block section limits demarcated by the Advance Starter is clear of any obstruction (which includes point zones track circuits) before he takes off departure signals.

6.1 CRANK HANDLE FOR EMERGENCY OPERATION OF POINTS CRANK:

Crank handle is inter locked with the signaling and inter locking system at this station and the crank handle which is normally locked up in the RKT instrument in the goomties at the both End of the yards can be taken out when the signals on the

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connected route are in normal position and the route is not locked for any reason.

Even when the route is locked the crank handle key can be extracted from the RKT through emergency operation by pressing the concerned crank handle button along with group Trans button concurrently. When this operation is resorted, the crank handle ‘Key in’ indication(white) and locked indication (Red) both start flashing. After 120 Second of flashing of both, the locked indication (Red) disappears. Similarly such red indication appears at the crank handle location at site near corresponding RKT and now the crank handle key can be taken out from the RKT at site, After key extracted at site from the RKT, the key in indication (white) on panel, board will extinguish. After completion of work, crank handle key shall be restored to RKT which will be indicated by flashing key in (white) indication on panel board, which comes steady only after pressing of concerned crank handle button along with group release button concurrently.

On account of the doubtful operation of any track circuit by light vehicle/ vehicle including self propelled vehicles such as motor trolley or a diesel shunting engine or a tower wagon, in indication of the occupancy of the track it is necessary that the SS/Dy.SS on duty satisfied himself that the said vehicle/ vehicles has/have cleared the point zone track circuits by observing the track indication of the tracks on either side of the cross over by positively checking of the ENTRANCE and EXIT track circuit are showing occupancy and clearance in accordance with the train movement.

7.0 STATION MASTER’S KEY:

The panel is also fitted with SS/Dy.SS’s lock up key to prevent unauthorized operation of this panel but with the arrangement to put back the signal to the ON position in the case of emergency without altering the route when the panel is locked position.

8.0 EMERGENCY OPERATIONS:

The following are the instructions for Emergency operations.

8.1 ROUTE CANCELLATION

For the purpose of the emergencies operations there is an emergency Route cancellation and also there is a veeder counter for counting emergency operations involving the concurrent operation of the emergency route cancellation button. The SS/Dy.SS on duty must press the emergency route button along with concerned signal button for which emergency route release is required. An yellow indication will appear below the signal indicating that the timer has started operation and after lapse of 120 seconds. The desired route will be released provided all other conditions are favorable for the route release.

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8.2 SIGNAL CANCELLATION

For the purpose of throwing the signal to danger in case of emergency, press concerned signal button along with common signal cancellation button. Then the signal will fly back to on position.

The numbers on the veeder counter register the number of operations performed for such emergency cancellation and the SS/Dy.SS on duty should specify the cause for such usage giving the particulars of cause and the time of operation as related to a particular train etc in the train signal register. The detailed operation instructions are as follows:

8.3 CANCELLATION OF UNINTENDED LOCKING OF POINTS.

When ever there is an intended locking of any points (indicated by RED indication lamp near the concerned point) such a locking has to be released (after the concerned signal are in the normal position) by concurrently pressing the Emergency Group cancellation button (provided at the counter of the panel) and the concerned signal button provided the track circuits are clear and are in working condition. This operation is counted on the veeder counter/counter as already pointed out.

8.4 CANCELLATION OF LOCKING OF ROUTE AND POINTS AFTER THE SIGNAL HAS BEEN PUT BACK TO ‘ON’

OR

THE SIGNAL HAS GONE BACK TO ON EITHER AFTER THE MOVEMENT OF THE TRAIN IS CANCELLED

OR

THE TRAIN HAS COME TO A STOP OUT SIDE THE STOP SIGNAL

In case the route is set and the signal is taken off and if it is warranted that the signal has to be put back to ON and cancel the route.

Firstly the signal has to be put back to the ON position

Emergency route cancellation operation must be initiated as detailed in para 8.1

EMERGENCY OPERATIONS:

Cancellation of the locking of points not released after the passage of the train for any reason.

If the locking of the route does not get released for one reason on the other after passage of the train, it is necessary to take recourse to the following emergency operation.

Firstly it must be ensured that the signal and signal buttons are in the normal position.

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9.0 EMERGENCY OPERATION OF POINTS (IN CASE OF POINT ZONE TRACK CIRCUIT FAILURE):

The SS/Dy.SS on duty can operate points from panel; in case of point zone track circuit fails. The Station Master on duty after physical verification insert the SS/Dy.SS's emergency point key and turn into get the key. 'IN' position keeping the Emergency point key in that position. The SS/Dy.SS on duty must press the individual point button along with emergency point operation button (Black with Red dot). He shall then release the emergency point operation button only and press the point group Normal or Reverse button as per requirement keeping the individual point button in pressed condition. Points will be set to Normal or Reverse position as per operation. During the initiation 'RED' indication will appear above the emergency operation button. This operation will be registered in and emergency point operation counter placed above the emergency point operation button will increase in number by one.

10.0 INTER LOCKING OF SIGNALS:

All running line points are fitted with point machine and all are electrically detected by the relevant Home signals and starters.

10.1 Dn Advanced starter and Up IB Home signals are interlocked with respective double line block instrument in LINE CLEAR position.

Home signals are interlocked with respective Double Line block instrument. The Block instruments cannot be made to normal unless the respective Home signals are in Normal position.

Signals once taken OFF can be put back to Danger in case of emergency by pressing the concerned signal button in conjunction with signal cancellation button even when the panel is locked up with SS/Dy.SS.

11.0 LOCKING OF RELAY ROOM:

Relay room at this station is provided with double locks (Two independent locks) as necessary vide OM 1.14 one key shall be kept with the Signal Maintainer of the section and the other with Station Master on duty. The relay room cannot be opened

unless both keys are used. The SS/Dy.SS shall ensure that the Relay Room key is given to S&T maintenance staff under clear signature as and when required for their normal maintenance and special works and that the key should be returned by the S&T staff immediately after completion of their work and the documentation should be made in the Relay Room key register maintained at the Station according to SR 3.51.05 and OM 1.14.

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12.0 MAINTENANCE OF S&T INSTALLATION AND ADHERENCE TO MAINTENANCE SCHEDULES

The regular maintenance of the S&T installation and adherence to the schedules of Maintenance as also to the mandatory schedules of testing of Points, Track Circuits, Signals, Ground Frames, Level Crossing Gates, the associated interlocking apparatus i.e. Cables and finally the interlocking functional tests is a must for the safe and satisfactory working these installations at the Station.

The tests, checks and re-placement etc., including overhauling shall confirm to the Schedules of the maintenance as indicated in the Signal Engineering Manual as also in the current and extent instructions/Circulars on the subject.

13.0 PROCEDURE TO BE FOLLOWED IN CASE OF FAILURE OF SIGNAL INTERLOCKING INSTALLATION:

Whenever there is failure of Points, Track Circuits, Signals, Axle-counters Or any other interlocking gear at the Station, the failure report should be communicated by the SS/Dy.SS on duty through a Memo to the sectional Maintainer and the Signal Inspector of the section along with others as per G & SR 3.51.04 and 3.68.04 and document all such transactions

14 INSPECTION OF POINTS BEFORE DECLARING THEM DEFECTIVE:

However, before declaring as Signal defective the setting of the Point on the route to which it applies shall be inspected by the Station Master on duty irrespective of the position of the Switches on the Panel in terms of SR 3.68.04(c).

14.1 RECTIFICATION AND CHECK BEFORE RESUMING NORMAL WORKING:

It is only after receipt of this information the sectional Maintainer [Electrical Or Mechanical] shall attend to the failure after giving a disconnection Memo. After rectification of the fault, the sectional maintainer shall give a re-connection Memo Detailing the rectification and it is only after the Station Master on duty has personally checked this defective gear and is satisfied that it is in good and proper working order. He shall resume the normal working of the said defective gear in terms of SR 3.68.04[c] and [d].

15.0 PROCEDURE FOR CARRYING OUT PLANNED MAINTENANCE WORKS:

However any normal maintenance or special works for heavy renewals etc., are involved, These works should be pre-planned by the Signal and Telecom staff and the Inspector of the section should give to the Station Master in writing “Advance intimation” about this planned work in terms of G & SR 15.08.01.

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16.0 EMERGENCIES:

Not with standing any thing contained in the afore-said Para Nos. 14.1, 14.2 and 14.3 when a Gear is found to be defective and un-safe for passage of trains, the Signal & Telecom staff must at once suspend the working of that gear and the associated installations and issue a " Suspense Memo" explaining the seriousness of the defect Or Damage to the interlocking installation to the SS/Dy.SS and take SS/Dy.SS acknowledgment. After this, the usual practice of exchange of disconnection memo and re-connection Memo can follow and the SS/Dy.SS must promptly act on such messages and take adequate precautions treating the S&T installation as defective and pass trains over the effected interlocking gears according to extent instructions as contained in G R 3.77 and SR thereon.

17.0 SIGNAL LIGHTS:

The SS/Dy.SS on duty at every shift must also ensure from Panel Board that all the Signal lights are Burning properly and brightly. This fact must be recorded in the diary under a separate entry and confirm to the section controller on duty as per the instructions contained in Divisional Safety Circular No. 82/82, Dated 2.5.82 and GR 3.49(3).

18.0 CORRECTING TIME IN THE STATION CLOCKS:

The SS/Dy.SS shall set the time on his Clock according to the time Signal given by the section Controller on duty at 16.00 hours every day according to G & SR 4.01.01 and 4.01.02

19.0 NORMAL POWER SUPPLY:

The Station works on 230 Volts single-phase power supply. The normal power supply is from the Traction power UPAT and the emergency power supply is DOWN AT

STANDBY POWER SUPPLY

Stand by power supply is APTRANSCO

**NORMAL POWER SUPPLY-MAINTENANCE OF POWER SUPPLY,
POWER
FAILURE AND REPORTING SUCH FAILURES**

Normal power supply to the Signaling and Interlocking installations at this station Is drawn from the Traction power supply sources Up AT / Dn AT [at 230-V-50HZ]. The SS/Dy.SS must however, maintain the record of the power failure of the local supply and he must promptly report the failure immediately to the Section Controller and to the concerned Electrical and S&T maintenance Staff.

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20.0 WORKING OF POINTS – POSITION OF POINTS

The normal position of all points shown in the Station Working Rule Diagram No. SI/WRD23011 and also in the mimic indication panel provided in the Station Masters office

- 20.1** All cross over points and independent points on the running lines are worked by Electric Point Machines. The point machines have in-built locking and detection arrangements. These points are remotely controlled from the panel situated in the SS/Dy.SS's office.
- 20.2** The operation and indication on the points and their route locking over them is already explained in earlier parts of Appendix-B
- 20.3** All siding entrance points (on the running lines) and the corresponding derailing switches on the siding are coupled and locally operated by hand levers provided at site. The entrance points are provided with hand plunger locks with key locking arrangements, the key being released from the RKT instruments. The siding entrance points controlling key is inter locked with the interlocking and signaling system through the RKT as explained in earlier parts of Appendix-B

21.0 PROCEDURE TO BE FOLLOWED IN CASE OF FAILURE OF SIGNALS POINTS AND USE OF EMERGENCY CRANK HANDLE:

- 21.1** Whenever a Signal or a Point become defective any movements over the Points on the running lines should be made after clamping and padlocking both the facing and trailing Points by SS/Dy.SS on duty personally for all trains at the Station

In case of failure of Signal or a Point and in case the Point can not be operated from the Panel, the emergency Crank Handle which is Interlocked with the system has to be extracted and the following procedure has to be observed.

In case of failure of any point, Crank Handles are provided for setting of the points manually. For this operation procedure mentioned in para No.6.2 shall be followed

The case of failure of Motor Operated Points should be promptly reported to the concerned Signal Inspector/ESM for immediate rectification

Whenever an emergency Crank Handle is required to be used by a Signal Official for maintenance of work attending to failure, the Signal Official will give a disconnection memo to the SS/Dy.SS on duty and after making necessary entries in the emergency Crank Handle register, the Station Master on duty will obtain acknowledgement of the Signal Official in the emergency Crank Handle Register and then handover to him the emergency Crank Handle for the Points concerned. All the Points will be treated as defective till the Emergency Crank Handle is returned back to Station Master on duty

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Before parting with the Emergency Crank Handle either for attending failure or for Maintenance work by Signal Maintenance Officials, the SS/Dy.SS on duty will ensure that the reception and departure Signals are put back to on position. The Points of all the lines should be treated as Non-interlocked and the Station Master on duty is responsible for introduction of Non-interlocked working and the trains will piloted IN and OUT duly clamping and Padlocking the Points, both in facing and trailing directions over which the train is to pass, as per GR 3.69 and 3.70 with relevant SR's. The SS/Dy.SS on duty will be personally responsible for setting and locking of Points, for reception and dispatch of all trains.

21.1.1 The Emergency Crank Handle Register is to be maintained in the following proforma by the SS/Dy.SS on duty wherein the particulars of usage of the Emergency Crank Handle must be recorded

- 1 Date:
- 2 Point Number which failed or required to be tested
- 3 Time failure
- 4 Disconnection memo number received from S&T Staff
- 5 Signature of SM/Signal Official to whom the Emergency Crank Handle is handed over
- 6 Time Emergency Crank Handle is sent out:
- 7 Individual Point numbers, and Line number nominated for admission of dispatch for which Points are set, Clamped and Padlocked
- 8 Train number to be admitted or dispatched
- 9 Signature of the SS/Dy.SS on duty to ensure correct setting, Clamping and Padlocking of the Points
- 10 Date and Time fault rectified
- 11 Time of Emergency Crank Handle received back by SS/Dy.SS on duty
- 12 Signature and Designation of the Signal Official who rectified the fault

IMPORTANT NOTE

When performing shunting operations in the sidings it must be clearly noted that the siding Points are interlocked with the system in the NORMAL position of the Points and in REVERSED position they are not interlocked. The Official responsible for shunting operation must clamp the Points at the both ends before permitting any movement

22.0 **INTERLOCKING OF SIGNALS WITH BLOCK INSTRUMENTS:**

22.1 **INTERLOCKING WITH HOME SIGNALS**

All the UP and DOWN HOME Signals are Electrically interlocked with the respective DLBI so that before the handle of the DLBI Instrument can be turned from TRAIN COMING FROM position to LINE CLOSED position, all the switches controlling the Home Signals of UP or DOWN direction as the case may be must be in their NORMAL position.

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The Up IB Home and Down Advanced Starter Signals are Electrically interlocked with respective DLBI so that these Signals can not be taken OFF until the Handle of the concerned Block Instrument is in “Line clear” position

22.2 SUSPENSION OF LAST STOP SIGNALS

When the Double line block instrument is suspended with its handle in any position for whatever reason the concerned Last Stop Signal and IB Home signal controlled by the DLBI must be treated as suspended and trains shall be Piloted Out

23.0 BURNING OF SIGNAL LIGHTS

The SS/Dy.SS on duty shall not grant LINE CLEAR unless he has ensured that the Lamps of fixed Signals that apply to the train are burning brightly. If the Signal Lights cannot Kept burning the Station Master on duty shall before giving LINE CLEAR initiate action in accordance with the procedure prescribed in GR 3.68 To 3.72 and relevant SR’s vide GR 3.49 (4).

24.0 LAST VEHICLE VERIFICATION (LVV) BY BLOCK PROVING TROUGH A COUNTER :

Electronic Axle Counter have been provided between dispatching stations advanced starter signal and first stop signal of receiving stations between GVI-CPP and GVI-NML sections on Up & Down lines. Complete arrival of trains at respective stations is proved by these devices (BPAC). The status of the block section that is occupied or clear is indicated by the indications provided on the domino panel and on reset box. The advanced starter is controlled by the Clarence of the LV Axle counter section(BPAC).

Clearance of LV Axle counter section is proved in the respective Block control cct. as well as in block release cct. In case of failure of LV Axle counter line clear can not be granted through block instrument. Also in case of such failures on arrival of train block instrument can not be normalised.

Whenever after complete arrival of train the LVCD axle counter continue to show Red on the panel Board. The on duty SS/Dy.SS at GVI station shall resort to the reset of the axle counter

For this purpose SS/Dy.SS at GVI Station shall first verify the block section is clear of train if the failure has occurred after arrival of train, SS/Dy.SS shall obtain signature from the Guard of stopping train on the train intact register [vide GR&SR No.4.17, 4.17..01] or by exchanging alright signal with the Guard of through train, so that he can ensure that the train has arrived completely before resetting of LVCD axle counters with SS/Dy.SS of NML for Up Block Section and CPP for DN block section.

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Before resorting to the resetting of the LV axle counter (BPAC) SS/DY.SS of the receiving station shall ensure complete arrival of train by means of physical verification and as per the practice in vogue by deputing concerned operating official.

One reset box for each LV axle counter (BPAC) has been provided in the panel room. There are three indications on the reset box i.e Red, yellow and Green. The clearance or occupation of the block section is proved by the Green or Red indications respectively as on the panel. Yellow indication which is called PPR indication, proves that resetting operation has been initiated. One reset key and one reset button are also provided on the reset box for resetting.. After complete train arrival is ascertained SS/Dy.SS on duty at receiving end shall confirm the same to the dispatching end SS/Dy.SS supported by a PN and shall request for preparatory resetting of axle counter. SS/Dy.SS on duty at both end shall adopt the following procedure simultaneously.

SS/Dy.SS on duty at both end shall press the reset button, then turn and press the reset key, then first release the reset button and then release the reset key. After this operation is completed, at both ends of the station PPR indication (yellow) will appear on the reset box and one number will increase in the reset counter which is provided on the reset box at both stations. SS/Dy.SS shall record the counter number in the A/C reset register with reason for resetting.

When ever LV axle counter (BPAC) fails first train has to be piloted out after completion of the resetting procedure. On arrival of the first piloted train, the LV axle counter section will show clear automatically by indicating Green on Reset panel and on operating panel.

Even after above resetting procedure, if the section is not shown clear, on duty SS/Dy.SS shall inform concerned S&T staff immediately. Till such time the system is rectified, the absolute block working shall be suspended and the trains shall be worked as per relevant para of G.SR & BWM.

All reset keys shall be kept in the personal custody of SS/Dy.SS on duty

25.0 TELECOMMUNICATIONS:

- i) The Station is connected to VSKP -PSA Main line Control Circuit.
- ii) Telephone attached to SGE type Lock and Block Instruments for sections GVI-CPP and GVI-NML.
- iii) Railway Auto telephone is provided at the station.
- iv) Magneto telephone communication is provided between GVI-CPP and GVI-NML stations.

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- v) Telephone communication is provided between Station Master to Up CH locations and to Dn CH Locations.
- vi) Telephone attached to L.C.Gate at KM. 794/21-23 and 799/19-21.
- vii) IBS telephone is provided between Up IBS and SM’s office.
- viii) The station is connected to VSKP – PSA traction power control circuit.
- ix) The station is provided with BSNL Telephone and Airtel CUG Phone
- x) VHF set is provided at the station.

NOTE

- i) For obtaining line clear VHF should be used as a last alternative and not as a sole means of communication.
- ii) VHF & Walkie-Talkie sets should not be used for unnecessary discussion with Driver Guards and any other staff.

27.0 POWER SUPPLY ARRANGEMENT FOR SIGNALLING INSTALLATIONS

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

- i) Normal supply from UP AT/ DN AT connected to OHE traction distribution.[230V 50HZ].
- ii) Stand by supply – From AP Transco [Single-phase 230V-50 HZ].

Normal power supply [Single-phase 230V-50 HZ]. to the signalling and interlocking installation at the station is drawn from the traction power sources. Whenever traction power supply fails the SS/Dy. SS on duty shall operate the change over switch provided in the SM’s office connecting the power supply from the healthy sources to the installation.

The SS/Dy. SS on duty however maintain the record of power failures either of the traction supply or local supply and he must promptly report the failure of any one or both the power sources immediately through the section controller and to the concerned Elect. Staff and S&T maintenance staff.

- i) CLS power panel with Rotary change over switch is provided in the SM’s office with the three power supplies viz., UP AT , DN AT and local for the changing the switch to the required supply position. The availability of the supply is indicated by luminous indicators above the circuit breaker for each supply.
- ii) Normally the switch will be kept towards UP AT/DN AT position.

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Whenever power block is to be given on the line the on duty SS/Dy. SS on duty must ascertain that power is available on the other AT and change over the switch to the desired position.

NOTE: If power block is to be given on the UP line DN AT must be available and vice versa.

- iii) In case of failure of one of the AT supply without any power block the on duty SS/Dy. SS has to check whether the circuit breaker has tripped [Three circuit breakers are provided in the change over switch board, one for each supply and their normal position is down and when tripped it goes UP.] In case of failure of both AT supplies without any power block the local supply shall be utilized by operating the change over switch. If the circuit breaker is tripping even after resetting, no attempt shall be made to hold it by any means and a message shall be given to concerned SSE[Elect.] and SSE/PSI[OHE] for prompt rectification.
- iv) When ever there is failure of power supply in one AT the SS/Dy. SS on duty shall take prompt action to inform to all concerned for rectification. The on duty SS/Dy. SS himself during each shift shall check & test the availability of power supply on both AT.s and make an entry in the station dairy duly initiating for rectification of failure if any.

28.0 WORKING OF INTEGRATED POWER SUPPLY [IPS], INDICATIONS & ACTION TO BE TAKEN BY SS/Dy. SS ON DUTY:

Power supply to the signalling installation is fed through Integrated Power Supply System [IPS] installed in the S&T power supply room. The IPS is normally fed through Up AT/Down AT traction power selected SS/Dy. SS on duty. Standby power supply is through AP TRANSCO local supply. One change over switch is provided in the SM's room for selection of out put of either traction power supply or local power supply. The available traction/local supply is fed to the IPS through auto-change over switch provided in IPS.

The IPS system is connected with battery as a backup power source for safe working during transition of power and in case no 230 AC supply is available due to any reason.

In the event of failures all the sources of 230V 50HZ AC supply, the signalling system shall be fed by power generated by backup battery bank connected to IPS for a limited power of 8 to 10 hours. The health of the battery bank is monitored through one IPS Monitoring Panel provided in the SM's room which shall display the voltage of 110 V.DV battery bank provided as backup source of power supply. Depending up on the health of the battery bank and the system the following indications/alarm will appear on the remote monitoring panel. The indications/alarm, their implications and action to be taken by SS/Dy. SS on duty is tabulated below:

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SN	Instruction	Health of Battery Bank/Equipment.	Visual Indication	Audio Indication	Action to be taken by SS/Dy. SS on duty
A	-	50% DOD	Red	Alarm	Alarm shall be acknowledged by SM on duty.
B	-	60% DOD	Red	Alarm	-do-
C	System shutdown	70% DOD	Red	Alarm	Signal feed cut off and all DC-DC converters to Work. Audio alarm will continue till power Supply is restored.
D	Call S&T staff.	Equipment fault.	Red,	Alarm	Failure of any module will give the alarm in ASM's panel. Alarm shall be acknowledged by SM on duty for audio cut off.

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

In the event of failure of Remote monitoring ASM console due to any reason when both traction power and local power failed the SM on duty shall inform concerned Electrical staff immediately. In case ‘ call S&T staff ‘ or ‘system shut down‘ indication appear on the remote monitoring panel of IPS and/ or mal functioning of the remote monitoring panel SM on duty shall inform the same to concerned S&T staff immediately.

NOTE: [I] DOD indicates depth of discharge of battery bank of IPS [ii] In case of failure of all AC supply sources IPS battery bank can provide power supply maximum up to 8 to 10 hours before system shut down indication of IPS

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APPENDIX 'C' TO STATION WORKING RULES OF GARIVIDI STATION

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ANTI COLLISION DEVICE [RAKSHA KAVACH]

Not applicable to this Station.

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APPENDIX-'D' TO STATION WORKING RULES OF GARIVIDI STATION

The following staff are concerned with the movement of the trains whose duties are given below:

1.0 STATION SUPERINTENDENT:

He is restored for 8 hrs of train passing duties. He is responsible for the general and satisfactory working of the station and for the efficient discharge of duties by staff working under him. He shall keep all Rulebooks, Registers, Files and documents neat and up to date. He shall ensure that all equipment, apparatus, and instruments including signaling and interlocking gears and fittings are kept clean and oiled by S&T officials. His special attention is drawn to Chapter-II of G&SR and GR 5.01 to 5.08 with relevant SRs and O.M. Chapter XXII. He shall follow the instructions laid down in SR.3.68.01 © and (d) and SR 14.07.01 and B.W.M.2.09 (e). He shall promptly attend to accidents and report them. He shall supervise the work of safe working staff and conduct night inspections and report lapses of staff working under him.

2.0 DY.STATION SUPERINTENDENT / STATION MASTER:

He is responsible for trains passing during his shift. He shall promptly bring to the notice of Dy.Station Superintendent all irregularities and accidents in course of his shift duties. During the absence of Dy.SS, the duties of the Station Manager will devolve on him. He shall follow SR 3.68.01© and (d) SR 14.07.1 and OM Chapter XXII. His special attention is drawn to Chapter-2 of G&SR 1976 and GR 5.01 to 5.08 with relevant SRs. As an assistant to Dy.SS, he shall carry out the instructions given to him by the Dy.Station Superintendent.

3.0 TRAFFIC POINTS MAN :

He shall work under the orders Dy.SS /S.S. on duty. He shall couple and uncouple vehicles under the supervision of Dy.SS /S.S./Guard. He shall operate ground lever/levers clamp and padlock the necessary points for shunting operations. He shall watch and guard the packages and other Railway property lying in the Station premises. He shall be through of displaying hand signals. He shall report any irregularities coming to his notice. He shall do loading and unloading of parcels, smalls and Guard's boxes. He shall do piloting IN and OUT. He shall deliver any official message to the proper person/office. He shall carry out any other duties entrusted to him by the SS/Dy.SS on duty. He will re-light the BLSB lamp during night.

4.0 TRAFFIC GATE MAN:

He is responsible to operate L.C. Gate at his end. He shall attend to the call of the SS/Dy.SS on duty and do the work entrusted by the SS/Dy.SS on duty connected to gate operation. He

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shall promptly report any abnormality to SS/Dy.SS on duty. He shall also verify the complete arrival of train if visible from the gate and confirm it to the SS/Dy.SS on duty supported by private number vide SR.4.17.01[c][iv].He shall also protect the gate when required as given in gate working rules. He shall do all necessary functions related to gate working as stated in gate working rules.

5.0 SAFAIWALA

He shall attend to the sanitation of the Railway premises including SS/Dy.SS's Office, platforms, Staff Quarters, Latrines and cleaning of drainage's etc. He shall carry out any other work entrusted to him by the Station Master on duty.

NB: - All staff should be in uniform while on duty and follow their rosters issued by DPO/WAT from time to time.

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APPENDIX 'E' TO STATION WORKING RULES OF GARIVIDI STATION**ESSENTIAL EQUIPMENT**

A list of essential equipment's is given below which shall be maintained in good Working order.

Sl.No	Description	Station
1	Detonators	20
2	Hand Signal lamps	3(1 Spare)
3	Hand Signal Flags	3(1 Spare)
4	Clamps with Padlocks	8
5	Safety chains with Pad locks	6
6	Fire & Sand buckets	5
7	Minimax Fire Extinguishers DCPT	2
8	Reminder collars	6
9	First Aid Box	1
10	Stretcher	1
11	Blanket	1
12	Iron Skids	2

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APPENDIX “F” TO STATION WORKING RULES OF GARIVIDI STATION**RULES FOR WORKING OF DK STATIONS. HALTS IBH AND OUTLYING SIDINGS.****RULES FOR WORKING INTERMEDIATE BLOCK SIGNALLING BETWEEN GARIVIDI-NELLIMARLA**

The block section between GARIVIDI-NELLIMARLA has been split into two block sections by providing Intermediate Block Stop signals at KM 799.070[controlled by GARIVIDI station] for UP line and, on Dn line at KM 790.050 [controlled by NELLIMARLA station]. Intermediate Block stop signals are controlled through double line lock and block instruments at the respective receiving ends.

- a) The Block working for section between GARIVIDI-NELLIMARLA on UP and Down lines is controlled by the provision of Double line Lock and Block Instruments (SGE type) and are provided at GARIVIDI station and at NELLIMARLA station. The Down Advanced starter signal No. S12 of NELLIMARLA and UP Advanced Starter signal No. S13 of GARIVIDI are controlled by the clearance of IB section through respective IB section monitoring axle counters and the IB Home signal are controlled in turn through the line clear position of respective Double line lock and block instruments at the receiving stations.
- b) Trains between intermediate block signal to respective Home signal of Station in advance in both the sides are worked by means of SGE type lock block instrument vide 4.09, 5.07, 14.01 to 14.14 of the G & SR and chapter V of BWM.
- c) Last stop signal to the intermediate block stop signal in both the sides are controlled by Electronic Axle counter and are worked under absolute block system in terms of G & SR 14.01, 14.13. Indications on Panel provided at GARIVIDI station.
- d) **INDICATIONS PROVIDED ON PANEL FOR I.B. SECTION.**

The indications of signals, IB and Block sections in both up and down directions are shown in the following table:

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SECTION GARIVIDI-NELLMARLA (Up line):

SN	Signal Aspect [S-13]	IB Section Indication [13A XT]	IB Home Aspect [S-17]	Block Section Indication	Remarks.
1	Green	While Illuminated	-	-	Advance starter No:13 is taken off to dispatch a train up to IB Home.
2	Red	Red	-	-	IB Section is occupied.
3	-	-	Green	While illuminated.	IB Home taken off for train up to home signal of Nellimarla .
4	-	-	Red	Red	Block section is occupied or IB Home passed at danger.

IB SECTION GARIVIDI –NELLMARLA (Dn line):

SN	Signal Aspect [S-12 of NML]	IB Section Indication [12 A XT of NML]	IB Home Aspect [S-14 of NML]	Block Section Indication	Remarks.
1	Green.	While Illuminated.	-	-	Advance starter No: 12 is taken off to dispatch a train up to IB Home.
2	Red.	Red.	-	-	IB section occupied.
3	-	-	Green	While illuminated.	IB Home taken off for train up to home of GARIVIDI.
4	-	-	Red	Red	Block section is occupied or IB Home passed at danger.

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e) **Buzzer/Bell**

One audio buzzer is provided in the SM room at GARIVIDI to detect Train Entering section for out going trains. After train passes the intermediate block stop signal, the buzzer/bell will start ringing at GARIVIDI station. On hearing the buzzer/bell the Dy. SS/SM must acknowledge the same by pressing the train entering section [TES] muting button to stop the buzzer/bell and then send train entering section report to the SM of the station in advance who in turn shall turn commutator of the Double Line Lock and Block Instrument from the Line Clear position to 'Train On Line position' and acknowledge train entering section following the procedures laid down vide Block Working Manual.

- f) In the event of failure of I.B. track circuit [i.e. track clear indication not available] which shall not permit taking 'OFF' last stop signal, it should be ensured by Dy. SS/SM on duty at the dispatching station through exchange of private number with the Dy. SS/SM of the receiving station that the last train that passed the last stop signal of his station has fully arrived at receiving station, before allowing the next train to enter in to the section, such permission to the next train shall be granted and the section GVI-NML shall be shall be treated as single section.

By issuing the pilot memo when normalization of the system is not possible. In such case, line clear has to be taken on lock and block instrument. Trains are to be dispatched from the station only after obtaining line clear till such time track circuit are last stop signal is restored to normal.

g) **NORMALIZATION OF THE TRACK CIRCUIT AND OF BLOCK WORKING BY RESETTING FEATURE:**

- i) No train should be allowed to leave station in any particular direction unless I.B. track clear indication is available for the relevant track circuited portion of I.B. section and last stop signal can not be taken off and provision stipulated in Para g.III to be followed.
- ii) A Resetting arrangement for the resumption of I.B. Axle counter under failure condition through co-operative features of both the Dy. SS/SM on duty at either end station of the Block section is provided, which should only be resorted to after the train that was lastly sent arrives fully at the receiving station and is certified in this respect by the Dy. SS/SM at the receiving station through exchange of private number.
- iii) For monitoring of I.B. section working & re-setting of I.B. Axle counters, Track Indications and Re-setting arrangements are provided with buttons on the Panel at GARIVIDI station and operating panels [re-setting panels] provided at NELLIMARLA station . Counters are also provided for the purpose

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of recording the re-settings for the I.B. Axle Counters in case of failures in IB section. The Re-setting button and permission granting button on the Resetting Panel shall at NELLIMARLA and GARIVIDI stations should normally be kept sealed by the S&T staff and Dy.SS/SM will inform the Maintainer for resealing the same whenever the seal has been broken.

- iv) The SS/Dy.SS on duty at GARIVIDI station shall maintain a separate register for use of resetting at IB Axle Counters wherein every operation of the resetting button shall be recorded giving details of date of use, train, number, time, number registered in the counter on Panel and reasons for resetting and initial each such entry.
- v) The procedure for resetting of the I.B. Axle counters in terms of clause g.II above shall be as follows:

SECTION GARIVIDI-NELLIMARLA ON UP LINE:

	DISPATCHING STATION [GARIVIDI]		RECEIVING STATION [NELLIMARLA]
1	Dy.SS/SM on duty shall call the attention of SS/Dy.SS of NELLIMARLA station through Telephone for re-setting I.B. Axle counter zone giving details of last train left the station into the section.	1	SS/Dy. SS on duty at NELLIMARLA after verifying that the said dispatched train arrives fully, shall exchange private number with SS/Dy.SS on duty at GARIVIDI and gives permission to re-set by pressing the 'Permission Granting' button provided on the re-set panel by break open the seal.
2	On getting re-set permission indication on PANEL Dy. SS/SM on duty shall acknowledge by pressing the 'Permission received from NML' acknowledgement button after break open the seal. For each such operation the reset counter provided in Panel shall increase by one digit. Dy. SS/SM on duty shall make an entry of changed Reset counter number in re-setting register.	2	SS/Dy.SS on duty at NELLIMARLA shall continue to press the 'Permission Granting' button for some time.

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3	SS/Dy. SS on duty then shall re-set the I.B. Axle counter by turning 'DN Re-set Key' and press the 'Re-set button' on the re-set panel, which will reset the Axle Counter.	3	SS/Dy. SS NELLIMARLA shall also press 'Re-set' button provided on re-set panel at NELLIMARLA station simultaneously at the same time for re-setting of I.B. Axle counter.
4	On completion of re-setting process I.B. section clear indication will appear on PANEL.	4	The SS/Dy. SS on duty at NELLIMARLA shall record in his train register the re-setting operation giving train number, time and private number exchanged with the Dy. SS/SM of GARIVIDI station giving reasons for the re-setting operation.

SECTION NELLIMARLA-GARIVIDI ON DOWN LINE:

	DISPATCHING STATION [NELLIMARLA]		RECEIVING STATION [GARIVIDI]
1	SS/Dy .SS on duty shall call the attention of SS/Dy. SS of GARIVIDI station through Telephone for re-setting I.B. Axle counter zone giving details of last train left the station into the section.	1	SS/Dy. SS on duty at GARIVIDI after verifying that the said dispatched train arrives fully, shall exchange private number with SS/Dy.SS on duty at NELLIMARLA and gives permission to re-set by pressing the 'Permission Granting' button provided on the re-set panel by break open the seal.
2	On getting re-set permission on re-set Panel SS/Dy. SS on duty shall acknowledge by pressing 'Permission received from GVI' acknowledgement button. For each such operation the reset counter provided in Operating Panel shall increase by one digit. SS/Dy. SS on duty shall make an entry of changed Reset counter number in re-setting register.	2	SS/Dy.SS on duty at GARIVIDI shall continue to press the 'Permission Granting' button for some time.

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3	SS/Dy. SS on duty then shall re-set the I.B. Axle counter by turning 'DN Re-set Key' and press the 'Re-set button' on the re-set panel, which will reset the Axle Counter.	3	SS/Dy. SS at GARIVIDI shall also press 'Re-set' button provided on re-set panel at GARIVIDI station simultaneously at the same time for re-setting of I.B. Axle counter.
4	On completion of re-setting process I.B. section clear indication will appear on re-set panel.	4	The /Dy. SS/SM on duty at GARIVIDI shall record in his train register the re-setting operation giving train number, time and private number exchanged with the SS/ Dy. SS of NELLIMARLA station giving reasons for the re-setting operation.

h) **DISPATCH OF TRAINS:**

Dispatch of trains is governed by the provision of G & SR 3.42, 3.70 and Block working manual rules.

From GARIVIDI towards NELLIMARLA

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

GARIVIDI TO IBS ON UP AND DOWN LINES:

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

Advise the Station Master at the station in advance, of the train No. and description of such intended train to be dispatched and shall take his assent supported by Private Number and shall then set and lock the route and take off the Starter and Advanced Starter.

i) **IBS SIGNAL TO THE STATION IN ADVANCE:**

The Dy. SS/SM on duty shall obtain line clear over lock & Block instruments from the station in advance to dispatch a train past the IBS signal at the respective ends and shall take off the IBS signal by means of taking of signal No.16 of GARIVIDI.

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After the train passes the intermediate Block Stop signal of GARIVIDI a buzzer will ring in the PANEL. On hearing the buzzer/bell the Dy. SS/SM must acknowledge the same by clicking train entering section [TES] muting button to stop the buzzer/bell and then send train entering section report to the cabin master of the station in advance who in turn will turn commutator of the Double line Lock and Block Instrument from the line clear position to Train On Line position and acknowledge train entering section. After dispatch of a train from GARIVIDI into the Block section between GARIVIDI and intermediate Block Post in case when the intermediate stop signal is not taken 'off' but the buzzer has started ringing, this may be either due to the train passing intermediate Block stop signal at 'ON' position or due to failure of the track circuit in advance of that intermediate Block Signal and shall exchange Private Number with the Cabin Master in advance indicating the occurrence and the number of the train. On getting the information from the Cabin Master supported by Private Number, the Dy. SS/SM on duty at GARIVIDI in turn will inform SCR on duty about this.

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

(i) Dispatch of trains towards NELLIMARLA in case of failure of the Down Advanced Starter signal at GARIVIDI Station due to failure of "Axle Counter" device or otherwise. If the failure of the Advanced starter of GARIVIDI due to the failure of axle counting device or the indication lamp (repeated by indication lamp) showing 'Red' light either due to power failure or due to any other causes, the resetting "Push Button" provided with Veeder counter at the Dy. SS/SM's office for resorting the normal function of the signal, should be operated accordingly to the following instruction whenever the Advance starter signal of GARIVIDI is found defective by the Station Master and the following procedure shall be adopted.

On receipt of this information, the Dy. SS/SM on duty after ensuring that all trains which had left his Block Station had arrived complete and intact at **NELLIMARLA** station (by exchange Private Number with the Dy. SS/SM **GARIVIDI** confirming this), shall press the resetting button of the axle counter. When the resetting is successful, it shall be indicated by a green light in the resetting panel provided in the Dy. SS/SM's office at **GARIVIDI**. The use of this resetting button is registered on the veeder Counter and the Dy. SS/SM should record this giving the details of the occasion with timings in the Veeder Counter register kept in the station.

If it is not possible to restore normal working of the counter by use of the resetting button, the ESM-in-charge of the section shall be served with a written memo to attend the defective signal and rectify the same. The ESM-in-charge of the section on being served with a memo by the Dy.SS/SM, shall attend the failure and rectify the fault. The ESM after ensuring that all S&T gears relating to defective signal have been attended to and are in working order except the axle counter which needs re-

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setting shall establish communication with Dy. SS/SM concerned and ask him to reset the axle counter by pressing the reset push button. Where after the Dy. SS/SM on duty, after ensuring that all the trains which had left his Block Station had arrived complete and intact at NELLIMARLA (by exchanging of P.N with SS/Dy.SS NELLIMARLA confirming this) shall press the resetting button provided in the Panel at GARIVIDI station and resume the normal working.

j) **DESPATCH OF TRAINS IN CASE OF FAILURE OF INTERMEDIATE BLOCK STOP SIGNAL:**

- i) When a driver finds an intermediate Block Stop signal at 'ON' Position he shall stop his train in rear of the signal and advise the guard of the fact by sounding long continuous whistle and shall then contact the Station Master of the Block Station in rear over the signal post telephone provided for the purpose vide SR.3.75.01[i].
- ii) If the Dy.SS/SM of GARIVIDI station, on being contacted over Telephone by the driver, finds that the signal is defective, he shall, after obtaining "Line Clear" for the train from the station in advance, authorized the driver on the telephone to pass intermediate Block Signal at "ON" and enter the block section ahead. He shall give Driver the Private Number and identification Number under which he has received "Line Clear" for the train from the station in advance.

The driver shall then sound one short, one long and one short whistle and, on receipt of Guard's signal shall proceed ahead duly exchanging signals with him.

The station Master on being contacted by the Driver on signal post telephone if he is unable to obtain "Line Clear" for the train due to total interruption of communications, shall call for the Guard's through the Driver and on being contacted by guard, he shall advise the guard of the circumstances and give a Private Number for the train to proceed up to the next block station. The guard shall prepare a memo in duplicate authorizing the Driver to proceed with the Private Number received from the Station Master. In such case the speed of the train shall be restricted as prescribed in GR 3.75(3).

- iii) In such case the Driver shall pass the IB signal at "ON" and proceed cautiously and be prepared to stop short of any obstruction, at a speed not exceeding 15 Kilometers an hour if he has a good view of the line ahead, otherwise at a speed not exceeding 8 kilometers an hour and report the failure to the Station Master at the block station ahead.

While complying with the instructions contained in GR 3.75(3), when the Driver has to pass IB signal at "ON" after waiting for 5 minute at the signal, he

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shall proceed cautiously preparing to stop short of any obstruction at a speed not exceeding 15KMPH when view ahead is clear and 8 KMPH when view ahead is not clear due to curve, obstruction, rain, fog or any other cause until he reaches the foot of the next stop signal and even the signal is "OFF" the Driver shall continue to look out for possible obstruction short of the same and will act upon its indication only after he has reached it. Before starting, the Driver shall sound one long whistle which may be repeated as necessary and shall then start his train on receipt of Guard's signal. Thereafter he shall exchange signals with the Guard.

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

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

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

- iv) However, if the DY.SS/SM on the Block station immediately in rear of an intermediate Block Signal is aware that UP/DN intermediate Block Signal is defective shall before Dispatching a train shall verify that all trains which had left his Block Station had arrived complete and intact at **NELLMARLA** station (by exchanging Private Number with SM- **NELLMARLA**) shall press the resetting button of Axle counter equipment. Thereafter driver shall be handed over the authority of T-369[3b] to pass IBS Signal at "ON" position where in, the Private Number and indication number obtained for line clear, shall also be written. The use of this re-setting push button is registered on the veeder counter and DY.SS/SM should record this usage giving details of the occasion with timings in the veeder Counter/register and also train registers.

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k) **INDICATION CUM RESETTING PROVISION IN THE PANEL AT GARIVIDI:**

The Panel Provided for following light indications:

- i) Two green indications for the track- circuited portion by Axle Counter, which remain normally lit to indicate that the track is clear. These lamps extinguish no sooner the train passes the last stop signal and their place two red indication are lit to indicate that the track is occupied.
- ii) Two red indications for the last stop signal replacement track circuit which remain lit so long this track- circuit is occupied or in under failure condition.
- iii) Two red indication ahead of the IBS Signal, which are lit if the train passes the side signal in "ON" Position. These indications continue to glow till such time the lock and block working is resumed through emergence re-setting feature.
- iv) Two red indications just ahead of IBS Signal for the IBS signals replacement track circuit. These indications normally remain dark and are lit either during occupation by a train or during failure of this track circuit.
- v) Two red indications for the block section for receiving trains. These indications shall normally remain no indications and shall be lit only when the incoming train passes the IBS signal. It remains lit till such time train arrives fully and Block Instrument is normalized.

l) **SPECIAL INSTRUCTION IN CASE OF A TRAIN PASSING IBH AT 'ON' POSITION:**

- i) In case train run away indication appears the Dy.SS/SM/Cabin Master receiving Station shall not turn the block instrument handle to line clear position and Cabin Master/ Dy.SS/SM at sending station shall not take any action to despatch the third train unless the second train which passed the IB signal in the 'ON' position has actually arrived and its complete arrival is verified by the receiving station.
- ii) Every case of a train passing IB signal at 'ON' position without strictly following the provision of GR 3.75 should be treated as a breach of block rule by the driver and action to be taken accordingly.
- iii) When train run away indication appears at the Dispatching Station/Cabin without any train in the section, the IBS system should be treated as failed and Signal Maintainer should be advised. All the subsequent trains shall be Piloted OUT after duly taking line clear treating entire section as one Block section as per GR 3.75(4).

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- iv) when ever a train after having obtained line clear passes IBS (when not taken off) in “ON” position the train run away indication appears at the Dispatching cabin and train entering section indication appears at the receiving cabin, under such circumstances no further train shall be allowed in the section till the said train arrives completely at the receiving station i.e., station in advance, and its complete arrival received at the receiving station i.e. station in rear supported by Private Number treating the entire block section as single section.
- v) If any train passes IB Signal at ‘ON’ position when there is a train in the Section between IBS and the station ahead, the train run away indication will appear at both receiving and Dispatching station/cabin. Under such circumstances the Dy.SS/SM/Cabin Master in the receiving station shall not turn the Block instrument to Line Clear position and Dy.SS/SM/Cabin Master at sending station shall not take action to despatch the (3rd) train, unless the 2nd train which passes the IBS in the ‘ON’ position has actually arrived and its complete arrival is verified by the receiving station.
- vi) Permission button to be pressed for the run away train by break opening the seal only after verifying that the last vehicle of the run away train has arrived in tact and ensured by exchange of private number with the Dy.SS/SM of the sending station. In case of failure of Axle Counter equipment at the sending station, permission button may also be pressed for normalizing the system only after verifying that there is no train in the section and after duly exchanging Private number with the Dy.SS/SM of the sending station.
- vii) Whenever a train run away indication appears when there is a train in the section, no further train should be allowed in the section till resetting is done as per item No.30.3 above.
- viii) Before any re-setting operation is done, the Dispatching station should advise the receiving station giving details of the last train that has entered the section and should ensure by exchanging of private number that the last train has arrived complete at receiving station.

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

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

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- ix) If resetting is not possible under item as mentioned above, the system should be treated as failed and train will work treating the entire section up to the Block Station immediately ahead of the IBS Post as one block section as per GR 3.75(4).
 - x) Action to be taken when a train passes Intermediate Block Stop Signal at 'ON'
- a) By SS/Dy.SS of Block Station in advance of the Intermediate Block Stop signal
- i) Shall not turn the Block Instrument commutator to "Line Closed" Position Unless the complete arrival of the train which passed IBS at "ON" position is ensured, without any exception even for such a train which leaves the rear station after obtaining line clear and passes IBS at "ON" position, since there is a chance of leaving a vehicle or vehicles in the Axle Counter area where the function of Axle Counter also fail when IBS is passed at "ON" position.
 - ii) In case the bottom needle of the SGE type block instrument is in its 'Line closed' position action should be taken to turn the block instrument comutator to 'TOL' Position vide BWM 5.16(2)(iv) and must not turn to "Line closed" and then to "Line clear" position unless the train which had passed the "Intermediate Block Stop Signal" in the 'ON' position arrives complete and its complete arrival is verified.
- b) By the Dy.SS/SM/ASM/Cabin Master of Block Station in rear of the intermediate Block Stop Signal must ensure that last stop signal controlling entry of trains into the section between the last stop signal and the intermediate Block Stop Signal is in its 'ON' position and shall under no circumstances take 'OFF' or attempt to take 'OFF' the said last Stop signal even if the Axle counter/Track circuit section from his block station up to and including the adequate distance beyond the Intermediate Block Stop signal shows 'clear' unless the train which had passed the intermediate Block Stop signal in the 'ON' position arrives complete the block station in advance and its complete arrival is verified, and intimate the Dy.SS/SM/ASM/Cabin Master of the block station in advance the number, description and the departure time of the last train Dispatched from his block station under exchange of Private number.
- c) By the Dy.SS/SM of both the block stations in rear and in advance of the intermediate Block Stop Signal.
- i) After the complete arrival of the last train, according to the information received vide sub-para (b) above, the Dy. SS/SM of the block station in advance shall communicate the same to the Dy. SS/SM of the station in rear supported by a Private Number which shall be acknowledged by the later by issuing Private Number. Thereafter the Dy. SS/SM/Cabin Master of the dispatching station and the Dy. SS/SM Cabin master of the receiving station

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shall operate the 'Resetting ' and 'reset' panel respectively in conjunction. This simultaneous operation will cause the 'counter' to 'reset panel' at the departure end cabin of the dispatching station to illuminate then the Cabin Master shall operate the push button which in turn will record the next higher number in the counter at the cabin.

- ii) The Dy. SS/SM of the Block Station in advance shall then take steps or authorized Cabin master of the receiving end cabin supported by a Private Number to normalize the block instrument.
- iii) Record of Private Number exchange and the number shown in the counters shall be maintained by the concerning Dy. SS/SM and the Cabin Master in the train signal (Cum log) Register/Trine Log Register.

It is to be noted that in terms of GR3.75 whenever intermediate block stop; signal is at 'on' a driver must stop his train in rear of the signal and contact the Dy.SS/SM of the block Station in rear on the telephone provided on the signal post who will authorize him to pass the signal in 'ON' position supported by Private Number and identification number which were taken for the line clear from the station in advance. If the telephone is not provided or is out of order, the driver, after waiting for 5minutes shall pass it at "ON" but he must report the failure to the DY SS/SM at the Block Station ahead after following the provision in GR.3.75(3). This would mean that the driver shall either get an authority on telephone from the station master or must report at the station ahead about the failure of the telephone. If none of those provision are complied with, it should be taken as breach of Block Rules.

- m) i) In the event of failure of IBS signal in the "OFF" position or cannot resume to "ON" position immediately after it has been passed by a train, the station master controlling the signal shall take steps to put back the IBS signal to "ON" position and treat IBS signal failed and train shall be dispatched treating entire section between his station and station in advance as one Block section.
- ii) In the event of failure of IBS signal No. "X" on down line, the same signal shall be treated as gate signal at L.C Gate 811/8 failed accordingly a caution order shall be given to all trains to stop at 30 meters and obey the signals exhibited from the gate man or ensure the closure of gate against road traffic and shall proceed giving continuous whistles.
- n) **RUNNING OF MOTOR TROLLYS ON IBS ZONE:**
 - i) While allowing motor trolley/4 wheeler tower wagon/material trolley etc., entire section between GARIVIDI- NELLIMARLA shall be treated as one block section and shall be issued T-369 [3B] for passing IBS at "ON" position.

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- ii) After the complete arrival of the said Motor Trolley/4 wheeler tower wagon/material trolley etc., at the station ahead, Station Master at adjacent station shall exchange Private Number in token of complete arrival and then shall resume normal working by resetting the Axle Counter as stated in the SWR.
- iii) Motor Trolleys shall not be allowed on following line clear.

NOTE:-

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

o) **SIGNAL POST TELEPHONE:**

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

p) **NORMAL POWER SUPPLY TO IBS GOOMTY AT KM 798.060:**

Normal power supply to the Signaling and Interlocking installation at the IBS goomty is drawn from the traction power sources (230V-50 HZ, AT1 and AT2) with auto-change over arrangement in IB Goomty through a panel. When ever any traction power supplies fails, the auto-change over unit will automatically connected to the other available AT supply.

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APPENDIX – ‘G’**STATION WORKING RULES FOR 25 KVA.C. ELECTRIC TRACTION
GARIVIDI STATION****1. GENERAL & SUBSIDIARY RULES:**

- i) The rules applicable to Electrified Section have been given in Chapter XIX of the General Rules and in the Subsidiary rules made hereunder for Electric traction. The general principles governing operation and maintenance of Traction Overhead Equipment, Electric Locomotives, Signal & Telecommunications installations have been given in the A.C. Traction Manual, shall be kept in each station and yard office and all the staff dealing with staff working shall make themselves thoroughly familiar with the same (C&SR 17.01)
- ii) Brief reference to important rules required to be followed by Station/Yard staff in their day to day work have been given in this Appendix. These are, however, illustrative and not exhaustive.

2. GENERAL SAFETY PRECAUTIONS:

- i) All staff are warned that contact with or very near (within 2 meters, unless protected by a screen as per rules) to live portion of the 25 KV Traction Overhead Equipment is dangerous and shall be strictly avoided.
- ii) No work on overhead tines or in the zones within two meters, of any five equipment shall be carried out unless a regular 'permit to work' is obtained from the authorized Traction staff and line is made dead and earthed as per rules (C&SR 17.04) ACTM 20600 to 20619 Vol.II, Pt.I.

3. SECTIONING DIAGRAM (Station Working Rules Diagram for Electric Traction)

- i) A Diagram No.TRD/WAT/SWR/234/12 indicating schematically the lines which have been equipped with for Electric traction is exhibited. The diagram also indicates different electrical stations (Sectors, Sub-Sectors or Elementary sections) the Controlling Switches (Isolator Switches or Interrupters) Insulated Over laps and Section Insulators where the overhead equipment is electrically separated. The limits of an Electrical section (Sub-Sector or Elementary Section) and are indicated by relevant section. A copy of this diagram is also enclosed with these special working rules and will form part of the same.
- ii) For all purposes connected with train movements and power blocks, this diagram is the only authorized document to be referred to. The normal position of various switches is indicated on the diagram.

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DOM(G) / WAT

4.0 **UNWIRED TRACKS:**

No electric locomotive with pantograph raised shall under any circumstances be taken to an un-wired section.

5. **OPERATION OF SWITCHES.**

- i) All switching operations shall be carried out in accordance with the instructions of the Traction Power Controller except in respect of Switching operations for local blocks, which may be carried out by authorized traction staff, after they have been granted local block by the Station Master or Assistant Station Master in accordance with SR 17.04.09 and ACTM 20600,20601, Vol.II, Pt.I.
- ii) In case of emergency, authorized and trained station staff may open Isolator Switches under specific instructions of the Traction Power Controller (SR 17.04, 14B) with exchanging of Private Nos to perform their operations of the following isolator switches as well as any other isolators within the station limits.

Srl No	Isolator No.	Loc No.	Srl No	Isolator No.	Loc No.
1	SM-118	794/33	2	SM-119	793/26
3	SS-211	GVI/1079	4	SS-211A	GVI/1009

6. **POSITION OF SWITCH HANDLES:**

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

7. **LOCATION OF KEYS OF SWITCHES:**

The keys for the padlocks of various isolator switches are kept in the ASMs Office in a box with a glass-mounted cover (SR 17.04-13). The Station Master shall daily check the locks on switches within the station limits and report any defect or deficiency to the Traction Power Controller.

8. **PROCEDURE AND PRECAUTIONS FOR OPERATING ISOLATORS:**

The procedure for Operation of Isolator Switches have been given in and SR 17.04.15 and SR 17.04.14 (b) which must be rigidly observed.

Isolator switches may be opened only after ensuring: -

- a) If the isolator switch is on the main line that the adjacent interrupters on either end of Isolators switch have been opened.

- b) If the Isolator switch is controlling supply to yard lines, that either the Elementary Section controlled by the Isolator switch is free of raised pantographs of Electric Locomotives, on the Interrupters controlling the supply to the yard lines in question are open (SR.17.04.15).

9. **POWER BLOCKS:**

- a) The detailed procedure for obtaining Power Block has been given in (SR,17.04.02 17.04.03 & 17.04.04) ACTM 20603, 20604, 20611, 20612 & 20613 which must be rigidly followed except in case of emergency.
- b) The sequence of switching operations for granting and cancelling the Power block for particular section, are included in the Annexure. These shall be strictly followed by all staff. Failure to follow the sequence indicated is likely to lead to dangerous consequences. When any isolator switch is changed from its normal position, for staff to work in overhead equipment, a danger board shall be exhibited on the switch with the caption "DANGER MEN WORKING". An adequate number or such Danger Boards have been provided at each station.

10.0 **PROTECTION AT THE TIME OF POWER BLOCK:**

- i) All sections over which a power block has been granted shall be protected against the entry of Electric Locomotives with pantograph raised from either end during the period (SR 17-04) and ACTM 20620, 20621 to 20627 Vol.II, Pt.I strict enforcement of longitudinal and transverse, protection as per the Annexure attached shall be ensured before imposing power block. If there is / are locomotive on the section over which the power block to be given, the Driver of such, locomotives shall be given a memo by the Station Master on duty or authorized Traction staff to lower the pantograph and not to raise it until further instructions and an acknowledgement shall be obtained. The drivers shall not be given instructions to raise the pantograph still the power block is cancelled.
- ii) Station master or station staff conducting shunting operation with electric locomotive will ensure that under no circumstances any electric locomotive approaches near the traction structure limiting electrical sections power with the power block -may be granted. Limits of each electrical section at a station are shown in the station-sectioning diagram.

11. SECTION INSULATORS:

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

12. BREAK DOWNS OF TRACTION OVER HEAD EQUIPMENTS:

All the break downs or defects noted or reported on the Traction Overhead Equipment or any other traction equipment including bonding, shall immediately be reported to the Traction Power Controllers (SR 17.03.02) ACTM 20605 Vol. II Pt.I Necessary caution order should be issued to the Driver concerned as directed by the Traction Power Controller observing the existing rules regarding issue of Caution Orders.

13. REGISTER OF MESSAGES:

All messages relating to faults on the Traction over head equipment, operation of switches custody of keys of out-door switches and other important communications in connection with the operation and maintenance of Traction Overhead Equipment shall be recorded serially in a register by both the sender and the receiver indicating the time at which the messages are received or exchanged (C&SR 17.04.12) ACTM 20610 Vol.II, Pt.I.

14.0 MOVEMENT OF OTHER THAN ELECTRIC TRAINS

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

- a) This has not been prohibited specifically in the power block message.
- b) Other than Electric trains hauled by such engines shall be brought to a stand at the station preceding the station/section at which power block is granted and the Station Master or this station shall satisfy himself by personal inspection that there is no electric locomotive in the train.
- c) He shall also give a Caution Order to the Loco Pilot of such engine or train, warning him of the power block ahead and instructing him to watch for hand signals and observe them.

- d) No Station Master shall give line clear or lower signals for a train to run over a section under power block unless he has received an assurance (supported by Private Number) from the Station Master of the preceding station that there is no electric locomotive or Inspection Car with pantograph raised in the train. (ACTM 20627 Vol.11 Pt.I.)

Note : For purpose of this Rule a Dead Electric Engine dispatched as a vehicle shall not be considered as a Electric Locomotive.

15.0 **ELECTRIC LOCOMOTIVE :**

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

16.0 **ESM :**

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

17.0 **WORK ON ROOF OF ROLLING STOCK :**

No person shall climb on to the top of engine or tenders or on the roofs of carriages or wagons, when these vehicles are located beneath, overhead equipment except, when a regular ' permit to work' has been obtained from authorized traction staff and the overhead equipment is dead and earthed (GR 17.05 (02), at ACTM 10402 & 10403 Vol.I)

18.0 **BLOCK INSTRUMENTS OR ANY OTHER ELECTRICAL,SIG.EQUIPMENT:**

The Station Master or cabin man on duty must always watch for any unusual working in the Block Instrument or any other Signaling equipment which may arise due to voltage induced from the Traction system. The block instrument or the signaling equipment must be suspended whenever there is any signs of unusual working and the nearest Signal & Telecom Maintenance Inspector contacted to inspect and certify the same. In the event of break of catenary, the Station Master must immediately check up whether all block and Morse signaling equipment are working normal before permitting any train movement (ACTM 10430 Vol II)

19.0 TELECOMMUNICATION CIRCUITS :

The details of the Telecommunication facilities available on the electrified sections and the use of the same have been given to ACTM 10213, 10429 Voll, 20703 Vol .11 Pt.I

20.0 ELECTRIC SHOCK :

The Station Masters shall exhibit prominently the instructions issued regarding the treatment to persons suffering from Electric Shock. In the Station, he shall ensure that all class-III staff are familiar with these instructions.

21.0 FIRE:

Regarding Fire on or adjacent to any Electrical equipment refer GR 6.10 & SR there to

22.0 Nothing in these rules amends or supersedes any general or subsidiary Rules or instructions included in A.C. Traction Manual. These working rules shall be read as supplement to the aforesaid Rule books and also to the existing station working rules of the station.

23.0 AMENDMENTS FOR SUPPLEMENTARY CORRECTION SLIPS :

Any amendment to these working rules or any of the Annexure will be notified by Correction slip to the Station Working Rules. The correction slip will be serially numbered and it is the responsibility of SM in charge of a station to bring the contents to the notice of the staff concerned and take their acknowledgement.

24.0 CONTINUOUS WATCH BY INSPECTING STAFF

The inspecting staff of operating, Telecommunication and Traction Department , shall make regular checks at all points to which these special working rules are supplied to ensure that the rules corrected up to date and the staff concerned are fully conversant with the rules and abide by them.

NOTE : Whenever the codes "GR" and "SR" appear in these special working Rules please refer to the General and Subsidiary Rules for 25 KV A.C. Electric Traction, Chapter-XIX.

**OPERATING STATION WORKING ON A.C. TRACTION
AREA. DO(s) AND DON'T(s) A) FOR ALL STAFF :**

A) **For All staff**

(a) DO(s) :

- 1.0 In case of fire on Electric Traction equipment or wires
 - i) Inform Traction Power Controller.
 - ii) Extinguish Fire by Special extinguishers if available.
 - iii) Ensure no water jet is used under any circumstances.
- 2.0 Anything unusual on Traction wires or electric locomotives inform Traction Power Controller of nearest Station Master.
- 3.0 In any emergency speak to Traction Power Controller on emergency Telephone system (Sockets for connecting emergency Telephone) are provided at interval of approximately every Kilometer and deflection to nearest socket is indicated on OHE Mast.

(b) DON'T(s) :

- 1.0 Do not approach within a range of 2 meters (Approx. 7 feet of any traction wires on line equipment)
- 2.0 Do not work on or near Traction wires or any line equipment unless they are made dead, earthned and 'Permit to Work' obtained from an authorized traction staff.
- 3.0 Do not permit unauthorized persons to operate any equipment even if it be for making it dead.
- 4.0 Do not disturb any earthing bonding' or tractions wires.
- 5.0 Do not enter any switching station or remote control center unless specially permitted and accompanied by authorized Traction staff.
- 6.0 Do not attempt to turn the person in contact with live traction wire either by touching him or with the help of wooden bamboo pole or by grabbing his clothing or with the help of rubber gloves if or any other means. Under such conditions contact the TPC switch off the power supply and remove the person in contact with the live traction wire by using wooden bamboo pole on by grabbing his clothes or with rubber gloves if available only after ensuring from TPC that the power supply has been switched off.
- 7.0 Do not forget to give artificial respiration to the victim.

B) FOR RUNNING STAFF :**(A) DO(s)**

- 1.0 Avoid slipping of wheels
- 2.0 Load coal or oil in loose outside the electrified zone only.
- 3.0 Keep a safe distance of two meters (7 feet) from Traction wires while working on the locomotives.

(B) DON'T (s)

- 1.0 Do not lift or raise your tools towards traction wires, (keep the tools in their respective position immediately after use).
- 2.0 Do not load coal on the engine tender to a height more than 4 mtrs. above rail level.
- 3.0 Do not take electric locomotive with raised pantograph to any unwired line, power block working limit or near-the section insulators at the end of section under power block.
- 4.0 Do not climb on the locomotive (of any type) on the engine tender for any purpose, while under traction wire unless power is cut-off and permit to work obtained (for watering, use the water column from the ground with the special device provided for this purpose and open tank over by the special devial device provided).
- 5.0 Do not place a steam locomotive with chimney directly opposite a traction mast or under any insulator or under bridge.
- 6.0 Do not allow long articles like fixing rod, shovel or any other thing to protrude above the engine while on electrified tracks.
- 7.0 Do not direct any jet or spray towards the traction wires (Jets of water, if necessary may be used horizontally of size the safety zone of 2 Mtrs(7 feet).

C) FOR STATION MASTER :**A) DO (s) :**

- 1.0 Ensure all staff are conversant with safety precautions.
- 2.0 Report defects in traction wires or any electric locomotives of Electric Multiple Unit promptly to the traction power controller.
- 3.0 Keep sufficient number of button collars and ensure safety understand their use.

- 4.0 Ensure fitting of button collars to the points and signal buttons which give access to selection under power block.
- 5.0 Observe procedure given in Station Working Rules for 25 KV A.C. Electric Traction while operating Isolator switches.
- 6.0 Ensure safe custody of isolator switch keys.
- 7.0 Ensure that traction power staff protect sections from all directions by banner flag during power block
- 8.0 Suspend working of block and signals if single of unusual working are noticed always check block instruments and signaling equipment seen by breakdown in traction wires occurs.

(B) DON'T (s) :

- 1.0 Do not permit an electric locomotive or multiple unit with raised pantograph to approach any section under power block beyond (Power block) working limit or near section insulators.
- 2.0 Do not permit any crane to work adjacent to live with traction wires.
- 3.0 Do not permit your staff to approach live traction wires within the danger zone of 2 mtrs. (approximately 7 feet)
- 4.0 Do not permit electric locomotive with raised pantograph to enter any unwired section.
- 5.0 Do not take off signals for direct reception for any electric engine or train, if there is a power block within the adequate distance of the signal.

NOTE : This Appendix-G supersedes the previous appendix-G.

Annexure to appendix 'G' Station Working rules for 25kv A.C. Electric traction for "GARIVIDI" station.

1. These rules shall be read with the main working rules and annexures.
2. These rules apply only to ELECTRIC trains or ELECTRIC engines, considered as such and indicated the protection required to prevent them from entering a sector, sub-sector OR an elementary section, over which a POWER BLOCK exist.

SI no	Description of Electrified section	Steps/Precautions to be taken		Sequence of switching operations	
		Longitudinal Protection	Transverse Protection	For granting Power block.	For restoring Power block.
1.	2.	3.	4.	5.	6.
1	A.SECTOR 1) Vizianagaram/FS to Garividi/SP (E/S 8402,8404,8406,9002,9004,9006 and 8501,8503,8505, 9101,,9103,9105, X-211 andX-211 A)	1) Movement of Electrical trains/Electric locos shall not be permitted into section Garividi - Nellothar & Garividi - Chipurupalle on UP & DN lines. 2) Necessary UP & DN Reception & Despatch signals shall be kept at "ON".	NIL	1) Ensure BM-94 & 95 are in open position at Garividi/SP. 2) Open BM-84 and BM-85 at Vizianagaram/FS.	1) Close BM 84 & BM 85 at Vizianagaram/FS
2	B.SUB-SECTORS 1) DN Sub sector Between Nellothar/SSP - Garividi/SP sections Garividi - Nellothar & Garividi - Chipurupalli, (E/S 9002,9004 &9006).	1) Movement of Electrical trains/Electric locos shall not be permitted into section Garividi - Nellothar & Garividi - Chipurupalli section on DN lines. 2) There shall not be any shunt movement on both ends of the DN line. 3) Necessary DN Reception , Despatch & shunt signals shall be kept at "ON"	1) Point No.21 A&B and 22 A&B shall be kept in normal position.	1) Ensure BM-94 & 95 are in open position at Garividi /SP. 2) Open BM-90 and BM-92 at Nellothar /SSP.	1) Close BM 90 & BM 92 at Nellothar/SSP.

1.	2.	3.	4.	5.	6.
3	Nellemarla/SSP – Garividi/SP on Up line between sections Garividi-Nellemarla & Garividi-Chipurupalli. (E/S 9101,9103 ,9105,X-211 &X-211A).	trains/Electric locos shall not be permitted inot section Garividi-Nellemarla & Garividi 2)There shall not be any shunt movement on both ends of the UP line. 3) Necessary UP Reception , Despatch & shunt signals shall be kept at “ON”	and 22 A & B shall be kept in normal position.	Position at Garividi /SP 2) Open BM 93 at Garividi/SP 3) Opern BM-91 and BM-92 at Nellemarla /SSP	BM 92 at Nellemarla /SSP 2) Closed BM 93 at Garividi/SP.
4	C.Elementary Sections 1) UP ES NO. 9103 between SM-118 at locationm No.794/33 of Garividi to SM-115 at location No.805/37 of Nellemarla yard on UP line.	1) Line clear shall not be obtained from Nellemarla for trains on UP line. 2) There shall not be any shunt movement on south ends of the yard on UP line. 3) UP dispatch & shunt signals shall be kept at “ON”.	NIL	1) Ensure BM-94 is in open position at Garividi/SSP. 2) Open BM 93 at Garividi/ /SP 3) Open BM-91&92 at Nellamarla/SSP 4) Open SM 118 at loc. No. 794/33 at Garividi yard. 5) Open SM 115 at location No.805/37 of Nellemarla yard. 6)Close BM-91&92 at Nellamarla/SSP 7) Close BM 93 at Garividi/ /SP	Close SM 115 at location No. 805/37 of Nellemarla yard. Close SM 118 at location No .794/33 of Garividi yard.
5	2) Up ES No. 9105 between loc. No.SM 118 at location No.794/33 of Garividi yard to Garividi/SP. On UP Main, common loop (ES No.X-211 and X-211A also gets blocked.)	1) Line clear shall not be obtained from Nellemarla for trains on UP line. 2) Line clear shall not be granted to Chipurupaali for trains on UP line. 3) There shall not be any shunt movement on south end on UP line & station siding and goods siding 4) Necessary reception, Dispatch & shunt signals shall be kept at “ON”..	1) Point no. 21 A&B and 22 A&B shall be kept in normal position.	1) Ensure BM-94 is in open position at Garividi/SSP. 2) Open BM 93 at Garividi/ /SP 3) Open BM-91&92 at Nellamarla/SSP 4) Open SM 118 at loc. No. 794/33 at Garividi yard. 5) Close BM-91&92 at Nellamarla/SSP	1) Close BM 93 at Garividi /SP 2) Close SM 118 at location No. 794/33 at Garividi yard.

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1	2	3	4	5	6
6	3) UP E/S No. 9905 Between SM-120 at loc No. 788/9 of Chepurupalli to Garividi/SP. On UP line of section.	1) Line clear shall not be granted to Chipurupalli for trains on UP Line. 2) UP reception signals shall be kept at "ON".	NIL	1) Ensure BM-95 is in open position at Garividi/SP. 2) Open BM-96 at Garividi/SP. 3) Open BM-97 & 99at Sigdam/SSP 4) Open SM-120 at location No. 788/9 of Chepurupalli yard. 5) Close BM-97 &99at Sigdam/SSP	1) Close BM-96 at Garividi/SP. 2) Close SM-120 at location No. 788/9 of Chepurupalli yard.
7.	4) ES NO.211 On Stn. Siding and goods siding and on Shunting Necks-1 at North end of the yard. (X-211A on FACOR Siding also gets blocked.)	1) Trains shall not be admitted on Stn. Siding from either end of the yard. 2) Shunting prohibited in station siding, Goods siding & shunting Neck Nos. (1) & (2) north end of the yard 3) While admitting Dn. Trains on common loop the Point No.23A&B to be kept in reverse position.	1) Point no. 23 A&B and shall be kept in reverse position. .. 2) Necessary Hand Points of lies concerned to be set against to entry of trains.	1) Ensure no electric loco is stabling with its panto- raised position in the section. 2) Open SS/211 at location No. 1079 of Garividi yard.	1) Close SS/211 at location No. 1079 of Garividi yard.
8	5) ES NO.211A On Shunting Necks-2 and FACOR Siding lines at North end of the yard.	1) Trains shall not be admitted on Shunting Neck-2 & FACOR siding lines. 2) Shunting prohibited on shunting Neck-2 on north end of the yard	1) Necessary Hand Points of lies concerned to be set against to entry of trains.	1) Ensure no electric loco is stabling with its panto- raised position in the section. 2) Open SS/211A at location No. 1009 of Garividi yard.	1) Close SS/211A at location No. 1009 of Garividi yard.

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1	2	3	4	5	6
9	6) Dn. E/S No.9004 between SM-114 at location No.806/8 of Nelloamarla to SM-119 at location No.793/26 of Garividi yard on DN line section & Dn Main, Dn loop and Hot axle siding.	1) Line clear shall not be granted to Nelloamarla for Trains on Dn. Line.. 2) Dn trains shall not be dispatched from DN main & DN loop lines to section 3) Necessary despatch & reception signals of DN main & DN loop shall be kept at "ON".	1) Point no 22 A&B shall be kept in normal position.	1) Ensure BM-94 is in open position at Garividi/SSP. 2) Open BM 93 at Garividi/ /SP 3) Open BM-91&92 at Nelloamarla/SSP 4) Open SM 114 at loc. No. 806/8 at Nelloamarla yard. 5) Open SM 119 at loc. No. 793/26 at Garividi yard. 6) Close BM-91&92 at Nelloamarla/SSP 7) Close BM-93 at Garividi/ SP.	1) Close SM-114 at loc. No.806/8 at Nelloamarla yard. 2) Close SM 119 at loc. No. 793/26 at Garividi yard.
10	6) DN.E/S No. 9006 between SM-119 at location No.793/26 of Garividi to Garividi/SP on DN line.	1) Line clear shall not be obtained from Chipurupalli for Trains on Dn. Line. 2) DN trains shall not be admitted on DN main directly on signals. 3) There shall not be any shunt movement on north end on DN line 4) Necessary Reception, shunt and dispatch signals shall be kept at "ON".	1) Point no. 21 A&B and shall be kept in normal position. 2) Point no. 25 A&B and shall be kept in reverse position.	1) Ensure BM-94 is in open position at Garividi /SP. 2) Open BM-93 at Garividi/ SP. 3) Open BM-91 &92 at Nelloamarla/SSP 4) Open SM-119 at location No.793.26 at Garividi yard. 5) Close BM-91&92at Nelloamarla/SSP	1) Close BM-93 at Garividi /SP 2) Close SM-119 at loc.No.793.26 at Garividi yard.
11	II) DN ES No. 9806 between SM-121 at location No. 787/36 of Chipurupalli to Garividi/SP.	1) Line clear shall not be obtained from Chipurupalli for trains on DN line. 2) Necessary DN despatch signals shall be kept at "ON".	NIL	1) Ensure BM-94 is in open position at Garividi/SP. 2) Open BM 96 at Garividi/SP. 3) Open BM-97 & 98at Sigdam/SSP 4) Open SM 121 at loc. No. 787/36 at Chipurupalli yard. 5) Close BM-97 & 98at Sigdam/SSP	1) Close BM 96 at Garividi/SP. 2) Close SM 121 at loc No. 787/36 at Chipurupalli yard.

NOTE: -

- 1) For any unusual movement of Electric locos, the Station Master on duty must refer to the working rule diagram from 25 kV AC traction of his station and ensured that there is no chance of energizing the section where power block has been sanctioned.
- 2) Points leading to unwired tracks shall not be used for the movement of electric loco with pantograph raised.
- 3) Refer modified Drg. No. WAT/Tip/SWR/234/12.

Sr.DEE/TRD/WAT

DOM(G) / WAT

APPENDIX 'H' TO STATION WORKING RULES OF GARIVIDI STATION

- 1.0** The siding consists of a shunting neck and two lines taken off from the shunting neck and each diverging in three dead end Spurs. The spur towards the station is Loco shed line .The siding is connected to the Railway shunting neck by a cross over point . All points in the siding are Hand operated. The points leading in to the siding from the Railway shunting neck must be clamped and padlocked and the keys shall be in the personal custody of Station master on duty. The points leading from the siding to the Railway shunting neck must be clamped and padlocked by the private siding authorities so that no movement can be performed without knowledge and consent of each other. The length of the siding is as follows.

Siding I	213.36 M
II	213.36 M
III	173.73 M
IV	139.59 M
V	184.70 M.

BSNL phones are provide between the SM's office and the private siding authorities. Slip board is provided at the entrance of the siding.

2.0 WORKING OF THE SIDING :

Prior permission must be obtained from the private siding authorities to allow the pilot in to the siding giving the number of vehicles. The private siding authorities must open the cross over point and keep the gateman ready with the shunting authority badge with the following shape and legend "Ferro Alloys Corporation Private Limited authority to pass the Stop board and enter in to the private siding authorizing to shunt inside the private sidings. Before parting with the badge the private siding authorities are responsible to keep their Loco in the Loco shed and set the shed line against entry. The private siding authorities will then advise the SM on duty to allow the Pilot.

Wagon must be pushed in to the siding. The driver of the Pilot will be provided with a metal badge with the following Badge with the following Legend and shape as an authority to enter and work in the siding.

OBVERSE
 Authority for the driver to enter and
 Shunt in the Private siding of Ferro
 Alloys Corporation Garividi.

REVERSE
 Railway
 Vernacular

The Guard of the Pilot after ensuring that the clamps on the cross over are removed and on getting the private siding Authority Badge will Hand signal the driver to enter in to the siding . A TPM must walk along with the leading vehicle showing hand signals.

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The driver should whistle frequently while entering the private siding compound. Speed on all points in the siding must not exceed 8 KMPH.

- 3.0** Fly shunting is prohibited in the siding.
- 4.0** The Guard of the Pilot must pin down the brake of all vehicles before leaving the siding. The private siding authorities will there after take any additional precaution necessary. Hand shunting in the siding is prohibited.
- 5.0** The Private siding authority Badge must be returned on getting the return Pilot in to the Railway shunting neck. The Guard must see that the points are set to normal and the cross over points clamped and padlocked.

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