

## EAST COAST RAILWAY

### Joint Procedure Order No.13

No.ECoR/Optg/SC/66/JPO/Guard

Date: 03.10.2013

#### SUB: JOINT PROCEDURE ORDER FOR WORKING OF TRAINS WITHOUT GUARD

No passenger train shall be allowed to run without guard. For freight trains running without Guard, all the instructions mentioned in SR 4.25.02 shall be followed. Whenever, competent authority approves to run trains without guards between stations, the instructions/safety precautions that are to be rigidly followed by Section Controller, Station Master and Loco Pilot are enumerated below for guidance of the staff to ensure safe running of trains.

#### A. CHC/Section Controller :-

1. CHC (Shift) and Section Controller on duty should closely monitor running and working of trains without guard so that it is an urgency and never a practice. They should also keep a close watch on the availability of Guards at different bases.
2. Through running trains having match trucks as rearmost vehicle, Local terminating loads and empties with or without match truck shall be allowed to run without Guard.
3. In automatic block system or in case of intermediate block signaling (IBS), a second train shall not be allowed to leave the same block station unless the previous train which has been allowed to leave without a guard, arrive at the next block station complete except in case of an accident or failure of the train. However, efforts should be made to ensure that trains are run with guards in automatic signaling or IBS sections to save section capacity.
4. T.O.s of such trains are to be given in such a manner that the major portion of their run is completed in day hours.
5. CHC (Shift) shall keep a record of trains running without Guard in a register on daily basis. Section controller should make a remark in SCR diary in this regard.
6. CHC (Shift) shall inform about the train running without guard to the next crew changing point well in advance and the section controller shall intimate all the station masters of his section.
7. CHC (Shift) has to monitor and balance the LV board/Tail Lamps (along with chains and locks to lock at the rear end) and atleast 2 BP gauges at stations of crew changing point as per the requirement through SMR of the station/DTI of the section.
8. Backing of train shall not be permitted in case of stalling. The train will wait till arrival of assisting engine.

#### B. Station Master:-

1. A caution order shall be issued by on duty SM at the train ordering station to Loco Pilot with necessary endorsement for running of the train without Guard and also indicate the last vehicle number.
2. SM shall give a remark in TSR in red ink against the train entry indicating running of train without guard along with last vehicle number.
3. While taking and giving line clear, train number should include 'without guard' and LV number. If SM is unable to see the LV board/Tail Lamp, he should inform section controller and take action as per SR 4.17.02 and 4.17.03.
4. In automatic block system or in case of intermediate block signaling, a subsequent train shall not be allowed to leave the same block station unless the previous train which has been allowed to leave

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without a guard, arrive at the next block station complete except in case of an accident or failure of the train.

5. TPM of stations shall be utilized for shunting operations and GDR check wherever necessary.
6. SM shall hand over all relevant train papers of guard i.e., Wagon Way Bill, Copy of GDR (if any) & BPC to Loco Pilot at the commencement of journey and the same to be collected by on duty Station Master at the end of the journey.
7. SM shall ensure complete arrival and clearance of fouling marks at stopping and crossing stations.
8. The SM should depute a TPM/TP with BP gauge, walkie talkie, LV board/Tail lamp in advance to the rear of the train to fix and lock and to note the last vehicle number and confirm the same to SM who in turn will advise the LP on walkie talkie to avoid detention to trains. After locking the LV board/Tail Lamp, he shall handover the key to LP/ALP to unlock the same at the end of the journey.
9. Sr.DOM to arrange to issue sufficient LV boards/Tail Lamps (along with chains and locks to secure them), BP gauges to the SMR of all crew changing stations and guidelines are to be issued describing a detailed system of balancing of the LV board/Tail Lamps/BP gauges between the stations having crew changing points where there is an imbalance/shortage.

**C. Loco Pilot :-**

1. Loco Pilot shall ensure through ALP (in engine) that the train ordered without Guard has continuous air pressure from engine to the rearmost vehicle & the rearmost four pistons are in proper working order. To coordinate with the ALP for continuity test, LP will use BP gauge and walkie talkie set brought by TPM/TP which will be handed over back to him at the same station after test.
2. LP should ensure that the walkie talkie set is in good condition.
3. The Loco Pilot shall collect all relevant train papers of guard i.e., Wagon Way Bill, Copy of GDR (if any) and BPC from SM at the commencement of journey and hand over the same to on duty SM at the end of the journey.
4. T-34 HF of the train running without Guard will be filled up the main columns i.e., train and engine details, from and to station, date & time, duty off time, train start and arrival time, name and HQ of LP and ALP, Fuel consumption and signed by LP and endorsed by the Station Master at the end of the journey.
5. While clearing loads from way side stations, the GDR shall be prepared by LP and TPM who shall also sign on GDR which shall be countersigned by SM on duty.
6. The duties of Guard for protection of train as laid down in GR 4.44 and 6.03 will devolve on LP. When such situation arises, LP & ALP will switch on their Mobile Phones and intimate the same to SCR/DPC/TLC.
7. In case of train parting due to knuckle breakage, the LP will clear the first portion immediately to the nearest station without ALP. ALP will remain at the site for the protection and securing of the rest part of the train. If the train is parted due to other than knuckle breakage, then train will be cleared after amalgamating at site by LP/ALP.
8. TP/TPM will position himself in advance near the engine to collect the key from LP/ALP at the end of journey to remove the LV board/Tail lamp with chain and lock from the brakevan or last vehicle and handover back to the SM.

In addition to the above, any local conditions or restrictions which are necessary to be followed over a particular section are also to be added and circulated by the division before introducing to run such trains.

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EAST COAST RAILWAY

Office of the C.O.M  
Rail Sadan, Chandrasekharpur  
Bhubaneswar-17

No. ECoR/Optg/SC/66/II/JPO/01/14,

Dated: 08.09.2014

To

The DRMs/KUR, WAT & SBP

Sub: Amendments to JPO No.13 regarding working of trains without guard

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Addendum/Corrigendum to Joint Procedure Order No.13, Dated-03.10.2013, regarding 'Working of trains without guard', is issued as per the recommendation of SAG level inquiry committee in connection with the LC gate accident at DNKL station of KUR division. You are requested to arrange for further circulation among all concerned in the division to incorporate these corrections in the JPO.

Encl: One

*D.K.Jha*  
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(D.K.Jha)

Chief Passenger Transportation Manager

- Copy to: (i) Secy. to GM for information of GM please.  
(ii) COM, CEE, CME and CSO/ECoR for information and further circulation among their departments.  
(iii) Sr.DOM/KUR, SBP and WAT for circulation in the field.

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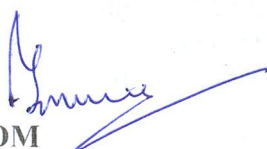
**Addendum & Corrigendum to JPO No. 13 on the subject**  
**Working of trains without Guard issued on 03.10.2013**

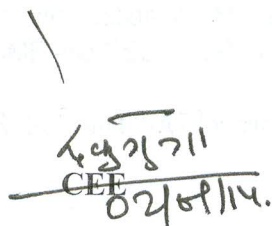
1. Para-<sup>B</sup>(8) of the JPO shall be replaced as under:

The SM should depute a TPM/TP with BP Gauge, Walike-Talkie, LV Board/Tail Lamp in advance to the rear of the train to fix and lock and to note the last vehicle number and confirm the same to SM who in turn will advise the LP on Walkie/Talkie to avoid detention to trains. Last Vehicle is any vehicle which may be an Engine /Coach/Wagon/Brakevan/Tower Wagon/Track Machine etc. After locking the L.V.Board/Tail Lamp in rear of the last vehicle, he shall handover the key to LP/ALP who in turn will hand over the key to the TP at the end of the journey for unlocking and removing or refixing the same as the case may be. .

2. Para-C(6) of the JPO shall be replaced as under:

The duties of Guard for protection of train as laid down in GR 4.44 and 6.03 will devolve upon the LP of the train. When the LP is required to leave his engine for above purposes, then he shall follow the provision under GR 4.61. However, if an Engine/Tower wagon/Manned vehicle is attached in rear of the train, then the said train shall be treated as train with Guard and the duties of the Guard for protection of the train as per GR 4.44 and GR 6.03 will devolve upon the staff manning the Engine/Tower Wagon/Manned Vehicle. In the above situations, LP/ALP of the train and the staff manning the Engine/Tower Wagon/Manned Vehicle attached in rear will intimate it to SCR/DPC/TLC/SMs of the adjacent stations by any available means of communication even by switching on their mobile phone.

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