



दक्षिण रेलवे/ SOUTHERN RAILWAY

प्रधान कार्यालय/Headquarters Office,  
संरक्षा विभाग/Safety Department,  
चेन्नई/Chennai-600003.

सं.No. Safety.389/CS-Accident Manual/2026

दिनांक//Date: 12.02.2026

DRM/MAS, SA, PGT, TVC, MDU, TPJ

विषय/Sub: Correction Memo No 01/2026 to Accident Manual-2022-reg.

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Vide Correction Memo No 04/2025 dated 12.05.2025 to Subsidiary Rules of Southern Railway, the provision of Combined Train Report (CTR) has been eliminated, duly indicating that TMR should record the details in her/his Rough Journal Book and to report the same in CMS during Sign Off. Corresponding corrections are issued to Accident Manual-2022 as under; further, the Typo errors in Correction Memo No.02/2024 & 01/2025 to Accident Manual-2022 are also hereby set right as under **(Corrections indicated in Bold)**:

- A. The phrase 'Combined Train Report' mentioned under Para No.7.10, 7.11 and 7.12 of the Accident Manual-2022 of Southern Railway are to be replaced as under:

S.No	Existing Clause	To be corrected as
1	7.10 Trains running away out of control (Page No.75). In the case of accidents connected with trains approaching or entering or passing through a station out of control, the Station Master or the Guard shall immediately on the train coming to a stand, examine the brake blocks of the first few vehicles from the train engine fitted with vacuum or air brake and enter in the Station Diary/combined Train Report the result, i.e., whether the brake blocks are cool, luke-warm, hot, etc., and get the signature of the Guard and the Loco Pilot.	7.10 Trains running away out of control (Page No.75). In the case of accidents connected with trains approaching or entering or passing through a station out of control, the Station Master or the TMR shall immediately on the train coming to a stand, examine the brake blocks of the first few vehicles from the train engine fitted with vacuum or air brake and enter in the Station Diary, the result i.e., whether the brake blocks are cool, Luke-warm, hot, etc., and get the signature of the TMR and the Loco Pilot. <b>TMR shall record the details in his/her Rough Journal book and report the same in the CMS during Sign Off.</b>
2	7.11 Train passing signal at danger: (Page No 75). In the case of an accident under Classes H1 and H-2, when a train has passed a fixed signal (including a Banner Flag) at danger or has passed an Engineering Stop indicator, inside station limits, the Station Master shall immediately measure the distance overshoot in terms of vehicle or wagon length or rail length from the signal, and feel the brake blocks of the first few vehicles from the engine in the presence of the Guard and the Loco Pilot of the train and enter the details in the Station Diary and	7.11 Train passing signal at danger: (Page No 75). In the case of an accident under Classes H-1 and H-2, when a train has passed a fixed signal (including a Banner Flag) at danger or has passed an Engineering Stop indicator, inside station limits, the Station Master shall immediately measure the distance overshoot in terms of vehicle or wagon length or rail length from the signal, and feel the brake blocks of the first few vehicles from the engine in the presence of the TMR and the Loco Pilot of the train and enter the details in the Station Diary and obtain the signature of

S.No	Existing Clause	To be corrected as
	obtain the signature of the Guard and the Loco Pilot. In the case of an accident under Classes H-1 and H-2 when a train has passed fixed signal (including a Banner Flag) at danger or has passed an Engineering Stop indicator, outside station limits, the Guard of the train shall immediately reckon the distance in terms of vehicle/wagon or rail length by which the train has passed the Stop indicator or the fixed signal, before coming to a stand, and feel the brake blocks of the first few vehicles from the engine in the presence of the Loco Pilot, and enter it in the combined Train Report. Thereafter the procedure as detailed in S.R. 3.80 and S.R.3.81 shall be observed.	the TMR and the Loco Pilot. In the case of an accident under Classes H-1 and H-2 when a train has passed fixed signal (including a Banner Flag) at danger or has passed an Engineering Stop indicator, outside station limits, the TMR of the train shall immediately reckon the distance in terms of vehicle/wagon or rail length by which the train has passed the Stop indicator or the fixed signal, before coming to a stand, and feel the brake blocks of the first few vehicles from the engine in the presence of the Loco Pilot, and <b>TMR shall record the details in his/her Rough Journal book and report the same in the CMS during Sign Off.</b> Thereafter, the procedures as detailed in S.R. 3.80 and S.R.3.81 shall be observed.
3	7.12 Averted collisions (Page No.75) In the case of averted collisions, inside station limits, for e.g., between two trains, the Station Master shall immediately reckon the distance in terms of vehicle/wagon or rail length between the two trains, after they have come to a stand, in the presence of the Guards and Loco Pilot of both the trains, and enter it in the Station Diary and obtain their signatures. In the case of averted collisions, outside station limits, for e.g., between two trains, the Guards of the trains shall, in the presence of the Loco Pilot of both the trains, reckon the distance in terms of vehicle/wagon or rail length between the two trains, after they have come to a stand and enter the distance in their Combined Train Report.	7.12 Averted collisions (Page No.75) In the case of averted collisions, inside station limits, for e.g., between two trains, the Station Master shall immediately reckon the distance in terms of vehicle/wagon or rail length between the two trains, after they have come to a stand, in the presence of the TMRs and Loco Pilots of both the trains, and enter it in the Station Diary and obtain their signatures. In the case of averted collisions, outside station limits, for e.g., between two trains, the TMRs of the trains shall, in the presence of the Loco Pilots of both the trains, reckon the distance in terms of vehicle/wagon or rail length between the two trains, after they have come to a stand and enter the distance by <b>in their Rough Journal book and report the same in the CMS during Sign Off.</b>
4	Para No 8.07 (F) (xiii) (a) (Page No.84) 'Combined Train Report'	Para No 8.07 (F) (xiii) (a) (Page No.84) <b>'Combined Report of Crew'</b>

**B. Corrigendum to C.M No 02/2024 issued to Accident Manual-2022 dated 05.08.2024\_(Page No.117).**

As per the above Correction Memo, since Para 9.02 was deleted under chapter-IX of Liability of Railways in the event of death and injury to passengers in the Accident Manual-2022 of Southern Railway, **the paras 9.03, 9.04, 9.05 and 9.06 are to be renumbered as paras 9.02, 9.03, 9.04 and 9.05 respectively.**

**C. Corrigendum to C.M No 01/2025 issued to Accident Manual-2022 dated 08.04.2025.**

- i. Serial No.5 under (x) of C.M No:01/2025 issued to Accident Manual -2022 to be replaced as under (Page No.142)

(x) If an untoward incident (as enlisted in Form 1B) occurs in the mid-section, the TMR of the concerned train shall inform the Station Superintendent of the nearest station in Form 1B as per Notification dated 03.06.2020 - General Statutory Rule No 346(E) by the Ministry of Railways, Railway Board (to be included in Page No.166B). **Form 1B to be prepared in triplicate by TMR. TMR will hand over the original to the Station Superintendent and the Station Superintendent/Station Master may serve necessary copies to concerned officials.** Further, the Station Superintendent will make a brief report in respect of spot of the untoward incident and forward copies thereof to the Divisional Office, Zonal Railways, Police and Divisional Security Commissioner of the Force.

Note: For cases of persons falling out of trains, Acc.4 also to be filled and submitted.

- ii. Serial No.7 under (xiii) of C.M No:01/2025 issued to Accident Manual -2022 to be replaced as under (Page No144)

If an untoward incident (as enlisted in Form 1A) occurs at the station, the concerned Station Superintendent shall immediately arrange for medical assistance to the injured passengers and report such incident within twenty-four hours of the occurrence to the Divisional Security Commissioner in FORM-1A as per notification dated 03.06.2020 - General Statutory Rule No 346(E) by the Ministry of Railways, Railway Board (to be included in Page No.166A). FORM-1A to be prepared in triplicate by Station Superintendent/Station Master. **The Station Superintendent may serve necessary copies to concerned officials.** Further, the Station Superintendent will make a brief report in respect of spot of the untoward incident and forward copies thereof to the Divisional Office, Zonal Railways, Police and Divisional Security Commissioner of the Force.

The Station Superintendent on receipt of an information about the occurrence of untoward incident under rule-3, shall -

- a) Maintain a separate exclusive register for recording the untoward incidents
- 1) Assign a unique identification number to each untoward incident and mention the untoward incident in the said register against this unique identification number.
  - 2) The untoward incident register should be closed at 23:59 hrs every day so that untoward incident happening thereafter can be added in the register against that day.
- b) Make a brief report in respect of spot of the untoward incident and forward copies thereof to the Divisional Office, Zonal Railways, Police and Divisional Security Commissioner of the Force.
- c) Submit a fortnightly status report of untoward incidents including compliance of rule 4 to Divisional Commercial Manager In-charge / Senior Divisional Commercial Manager.

Note:

1. If Form 1B is received from the TMR for mid-section untoward incidents also, the above procedure is to be followed.
2. If an untoward incident (as enlisted in Form 1B) occurs in mid-section, in the absence of TMR/Conductor/TTE, if it comes to the notice of the Station Superintendent, he/she shall perform the duties of TMR/Conductor/TTE, but report in Form 1B.
3. For cases of persons falling out of train, Acc.4 also to be filled and submitted.

S.No	Existing	To be corrected as
iii	Serial No.9 under Para No.6 of C.M No:01/2025 issued to Accident Manual -2022, in which Serial No.(xvii) (Page No.147)	Serial No.9 under Para No.6 of C.M No:01/2025 issued to Accident Manual -2022, in which <b>Serial No.(xvii) is to be corrected as Serial No.(xvi).</b> (Page No.147)
iv	Serial No.12 under Para No.9 of C.M No:01/2025 issued to Accident Manual -2022, in which mentioned as Page No.148.	Serial No.12 under Para No.9 of C.M No:01/2025 issued to Accident Manual -2022, in which mentioned as Page No.148 is to be corrected as Page No.149.

S.No	Existing	To be corrected as
v	Serial No.18 of C.M No: 01/2025 issued to Accident Manual -2022, the Sub rule No. (3) of Rule No.6 (Page No.166).	Serial No.18 of C.M No:01/2025 issued to Accident Manual -2022, the Sub rule No (3) of Rule No.6 is to be corrected as <b>Sub Rule No.(2) of Rule No.6 (Page No.166).</b>
vi	Serial No.18 of C.M No:01/2025 issued to Accident Manual -2022, the 3 <sup>rd</sup> & 4 <sup>th</sup> line mentioned in Sub rule No.(2) of Rule No.12 - the sentence appeared as '10 The Gazette of India: Extraordinary (Part II-Sec 3(i))' (Page No.166).	Serial No.18 of C.M No:01/2025 issued to Accident Manual -2022, the 3 <sup>rd</sup> & 4 <sup>th</sup> line mentioned in Sub rule No.(2) of Rule No.12 - the sentence appeared as ' <b>10 The Gazette of India: Extraordinary (Part II-Sec 3(i)) is to be deleted.</b> (Page No.166)

- Vii** Form No.1A of C.M No: 01/2025 issued to Accident Manual -2022 is corrected and the same to be replaced and added after page no 166 (Page No.166A) (Enclosed).
- Viii** Form No.1B of C.M No: 01/2025 issued to Accident Manual -2022 is corrected and the same to be replaced and added after page no 166 A (Page No.166B) (Enclosed).
- ix** Form No.Acc.4 available in Accident Manual -2022 is corrected as user friendly and the same to be replaced as under (Page No.170 & 171) (Enclosed).

**FORM -1A**

(Refer Rule 4)

If an untoward incident occurs at the station

(Prepared in triplicate by Station Superintendent/Station Master)

**Report of Untoward Incident at the Station**

S.No.	Description	Details
1.	Unique Identification Number of the Untoward Incident. (to be filled by Station Superintendent/Station Master)	
2.	Date and time of occurrence	
3.	Kilometer at which untoward incident occurred	
4.	Name of LP/MM/HQ	
5.	Name of the TMR/ HQ	
6.	Name of the TTE of train, if posted /HQ.	
7.	Nature of the untoward incident. (Tick the relevant box)	
	<input type="checkbox"/> Accident fall	<input type="checkbox"/> Shootout
	<input type="checkbox"/> Rioting	<input type="checkbox"/> Dacoity/Robbery
	<input type="checkbox"/> Run over/trespassing	<input type="checkbox"/> Violent attack
	<input type="checkbox"/> Bomb blast	<input type="checkbox"/> CRO
	<input type="checkbox"/> Terrorist act/attack	<input type="checkbox"/> Suicide
	<input type="checkbox"/> Arson	<input type="checkbox"/> Others
8.	Position of the injured /dead body in relation to the tracks along with Photographs;	
9.	Whether medical help was given to the injured/victim:	
10.	Whether train stopped or not: Condition of doors and occupation of coach:	

Date:

Signature  
Name and designation

\* For creating the Unique ID Number, the alphabetical and numerical code of station/division/zone/year/month/incident serial number mentioned in the register can be written in a continuous manner.

For example: If the incident falls within the area of Kathgodam Station under Izzat Nagar division of N.E Railway and the incident happened in the month of October, 2017, the Unique ID will be as follows: KGM/04305472/IZN/NER/OCT-2017/Serial Number

\*\* Necessary copies to be served to the concerned officials.

**FORM -1B**

(Refer Rule 4)

If an untoward incident occurs at mid-section

(Prepared in triplicate by TMR/Conductor/TTE/ Station Superintendent/Station Master)

**Report of Untoward Incident at mid-section**

S.No	Description	Details												
1.	Unique Identification Number of the Untoward Incident. (to be filled by Station Superintendent/Station Master)													
2.	Date and time of occurrence													
3.	Kilometre at which untoward incident occurred													
4.	Between which stations													
5.	Name of LP/MM/HQ													
6.	Name of the TMR/ HQ													
7.	Name of the TTE /HQ of train, if posted													
8.	Nature of the untoward incident. (Tick the relevant box) <table border="1"> <tbody> <tr> <td><input type="checkbox"/> Accident fall</td><td><input type="checkbox"/> Shootout</td></tr> <tr> <td><input type="checkbox"/> Rioting</td><td><input type="checkbox"/> Dacoity/Robbery</td></tr> <tr> <td><input type="checkbox"/> Run over/trespassing</td><td><input type="checkbox"/> Violent attack</td></tr> <tr> <td><input type="checkbox"/> Bomb blast</td><td><input type="checkbox"/> CRO</td></tr> <tr> <td><input type="checkbox"/> Terrorist act/attack</td><td><input type="checkbox"/> Suicide</td></tr> <tr> <td><input type="checkbox"/> Arson</td><td><input type="checkbox"/> Others</td></tr> </tbody> </table>		<input type="checkbox"/> Accident fall	<input type="checkbox"/> Shootout	<input type="checkbox"/> Rioting	<input type="checkbox"/> Dacoity/Robbery	<input type="checkbox"/> Run over/trespassing	<input type="checkbox"/> Violent attack	<input type="checkbox"/> Bomb blast	<input type="checkbox"/> CRO	<input type="checkbox"/> Terrorist act/attack	<input type="checkbox"/> Suicide	<input type="checkbox"/> Arson	<input type="checkbox"/> Others
<input type="checkbox"/> Accident fall	<input type="checkbox"/> Shootout													
<input type="checkbox"/> Rioting	<input type="checkbox"/> Dacoity/Robbery													
<input type="checkbox"/> Run over/trespassing	<input type="checkbox"/> Violent attack													
<input type="checkbox"/> Bomb blast	<input type="checkbox"/> CRO													
<input type="checkbox"/> Terrorist act/attack	<input type="checkbox"/> Suicide													
<input type="checkbox"/> Arson	<input type="checkbox"/> Others													
9.	Position of the injured /dead body in relation to the tracks along with Photographs:													
10.	Whether medical help was given to the injured/victim:													
11.	Whether train stopped or not: Condition of doors and occupation of coach:													

Date:

 Signature  
 Name and designation

\* For creating the Unique ID Number, the alphabetical and numerical code of station/division/zone/year/month/incident serial number mentioned in the register can be written in a continuous manner.

For example: If the incident falls within the area of Kathgodam Station under Izzat Nagar division of N.E Railway and the incident happened in the month of October, 2017, the Unique ID will be as follows: KGM/04305472/IZN/NER/OCT-2017/Serial Number

\*\* Necessary copies to be served to the concerned officials.

**Specimen Form Acc.4**

**Southern Railway**

(To be submitted to the Divisional Railway Manager within 24 hours)

**Form to be filled in by the TMR/LP/MM in the case of persons falling out of trains**

1.	Date, place, Train No, Engine No. & load of the train.	Date:
		Place:
		Train No:
		Engine No:
		Load of the train:
2.	Reference to Accident message	
3.	Details of TMR.	Name:
		HQ:
		Staff No:
4.	Details of LP/MM.	Name:
		HQ:
		Staff No:
5.	Kilometre at which the person fell down (It should be stated whether on ballast or between the platform and the foot- board of train or on the platform, etc.)	
6.	Kilometre at which the train stopped	
7.	Was the accident noticed by the TMR and/or Loco Pilot/MM and train brought to stand, if not, how the train was stopped? (State if intercommunication chain was pulled and, if so, by whom?)	
8.	If the train was backed to the accident spot, state kilometre up to which the train was backed?	
9.	Name, age and sex of the person who fell down (a) If a child, also state the name, relationship and address of the guardian at the time. (b) Where was the person/child seated or standing before falling down?	
10.	Full address of the person, if available.	
11.	Was the person killed or injured only? Particulars of injuries sustained.	
12.	Whether first aid was rendered and, if so, by whom? (The staff No., name and designation of the first aider should be shown, if he is Railway Servant.	
13.	Particulars of tickets, if any, held by the person – date, number, class and stations between which available.	

14.	Brief description as to how the occurrence happened, stating if the person fell on the right side or left side of the train facing the direction of travel of the train.(A statement from the person in the case of a child, from the guardian of the child at the time or from two eyewitnesses should be obtained and attached).	
15.	How the injured person was disposed of?	
16.	Painted number, type, description and position of the carriage from the engine and the painted number of the compartment from which the person fell down.	
17.	Condition of door, door handles, safety catches and window fastenings in the carriage.(Details should be furnished of the door or window through which the person fell down).	
18.	Are necessary warning notices exhibited in the carriage?	
19.	Was there a Railway Police Constable in the train?	
20.	Was there a Travelling Ticket Examiner in the train?	
21.	Remarks as to whether the occurrence is accidental or due to carelessness of the person concerned.	

Signature of Loco Pilot /MM

Signature of TMR

Forwarded to Sr.DOM/..... and Sr.DEE/.OP.....

Forwarded to Sr.DEN/..... (In case of Material trains) and Sr.DEE/OP.....

Note:

- a) In the case of Railway Servants on duty falling out, the report shall be forwarded to the Sr.Divisional Office of the department to which the Railway Servants pertaining to and also to the Sr.DME.
- b) The TMR shall advise the SSE/JE(C&W) of the next train examining station through Station Master/Controller immediately after the accident to facilitate examination of the train and to be certified. TMR shall record the details in his/her Rough Journal book and report the same in the CMS during sign off".
- c) With regard to item (16) of the form, if the individual carriage from which the person fell down is not known, the TMR shall examine all the coaches jointly with Rolling Stock staff at the next train examining station and furnish the results of examination.
- d) With regard to item (14), it is imperative that the statement of the person involved in the accident (in the case of a child, the statement of the guardian at the time) shall be recorded in all cases where it is possible, in the presence of the Railway Police Constable, and countersigned by him. If there is no Railway Police Constable, the signature of two passengers in whose presence the statement is recorded shall be obtained.
- e) If the person is injured and unconscious or otherwise unable to give a statement himself, the statement of two co-passengers who are eyewitness to the accident shall be recorded and attested by the Railway Police Constable, or in his absence by two independent witness.



This has the approval of Competent Authority.

Please acknowledge receipt of the same and all concerned may please be notified.

(जी. प्रभाकर/ G. Prabhakar)  
उ.मु.सं.अ/या/प्र.का/Dy.CSO/Tfc/HQ  
कृते प्र.मु.सं.अ /द.रे/P.C.S.O

प्रतिलिपि /Copy to:

Secy. to GM - कृपया म.प्र. के सूचना के लिए/for kind information of GM, please.  
PPS to AGM - कृपया अ.म.प्र के सूचना के लिए/for kind information of AGM, please.  
PCOM, PCME, PCSTE, PCCM कृपया सूचना के लिए/for kind information  
PCEE, PCE, PCMD, PCSC, PFA कृपया सूचना के लिए/for kind information  
CAO/CN/MS, CAO/CN/ERS कृपया सूचना के लिए/for kind information  
PCSO/SWR, PCSO/SCR, CSO/KRCL कृपया सूचना के लिए/for kind information  
CTPM, CRSE/Fgt, CELE, CCO for kind information and to notify all/C, please.  
CMS/MAS, SA, PGT, TVC, MDU, TPJ for kind information and to notify all/C, please.  
Sr.DSO/ MAS, PGT, TVC, MDU, TPJ, DSO/SA for information & N.A  
Sr.DME/ MAS, SA, PGT, TVC, MDU, TPJ for information & N.A  
Sr.DOM/ MAS, SA, PGT, TVC, MDU, TPJ for information & N.A  
Sr.DCM/ MAS, SA, PGT, TVC, MDU, TPJ for information & N.A  
Sr DEE/OP/ MAS, SA, PGT, TVC, MDU, TPJ for information & N.A  
Sr.DEE/G/ MAS, SA, PGT, TVC, MDU, TPJ for information & N.A  
Sr.DSC/ MAS, SA, PGT, TVC, MDU, TPJ for information & N.A  
Principal/MDZTI/TPJ, Principal/DTTC/GOC for information & N.A  
Principal/ZETTC/AVD, Principal/SRCETC/TBM for information & N.A