
CHAPTER XV

PERMANENT WAY AND WORKS

A. RAILWAY SERVANTS EMPLOYED ON THE PERMANENT WAY OR WORKS

15.01. Condition of Permanent Way and Works.-

Each inspector of Way or Works shall be responsible for the condition of the permanent way and works under his charge.

15.02. Maintenance of line.- Each inspector of way or works shall-

- (a) see that his length of line or works in his charge are efficiently maintained, and
- (b) promptly report to the Engineer-in-charge all accidents, or defects in the way or works, which he considers likely to interfere with the safe running of trains, at the same time taking such action as may be necessary to prevent accidents.
- (c) Planned maintenance and asset repair or replacement or creation work shall be executed in accordance with the 'Rolling Block Programme'.

Explanation: - For the purposes of this clause, 'Rolling Block Programme' means advance planning of traffic blocks or disconnections (civil or electrical or signal & telecommunication etc., including non-interlocked work) over a specified duration upto 52 weeks, required for maintenance and asset repair or replacement or creation work, to be prepared on a rolling basis by adding one week plan every week by reviewing the output of the immediate preceding week and planning for the remaining weeks ahead. (Correction Memo No. 06/2023 dated 08.12.2023)

(Ref: ED/Safety (Tfc)/RB letter No.2023/Safety (A&R) /19/12 dated 04.12.2023)

15.03. Keeping of material.-

Each Inspector of Way or Works shall see to the security of all rails, chairs, sleepers, and other material in his charge, and ensure that such of the said articles as are not actually in use are properly stacked clear of the line so as not to interfere with the safe running of trains.

15.04. Inspection of Permanent Way and Works.-

- (1) Every portion of the Permanent way shall be inspected daily on foot by some railway servant appointed in this behalf by special instructions:
Provided that the interval between such inspections may, under approved special instructions, be increased to once in two days in the case of lines with light and infrequent traffic.
- (2) All bridges and works including signals, signal wires, interlocking gear, points and crossings, overhead equipment and any other equipment affecting the safety and working of trains shall be inspected regularly in accordance with special instructions.

S.R.15.04(i) The Key man of the gang shall walk over his length of line at least once daily in each direction, examining the permanent way and attending to the tightening or replacement of loose keys or fastenings. If he discovers any dangerous conditions such as a broken rail, he shall, at once, protect the line in accordance with Rules, take such immediate action as is possible and report the matter without delay to the Gangmate, JE/SSE/P.Way and the nearest Station Master who shall immediately communicate the same to the JE/SSE/P.Way, if the latter is not available at his station.

Note.- Once a week, the duties of the Keyman shall be performed by the Gangmate.

15.05. Patrolling of Lines.-

- (1) In addition to the inspection referred to in Rule 15.04, whenever any portion of a railway is likely to be endangered by abnormal conditions such as heavy rains, breaches, floods, storms and civil disturbances, the line shall be patrolled in accordance with special instructions.**
- (2) When a railway servant deputed to patrol the line notices any condition likely to affect the safety of trains or otherwise apprehends danger, he shall take action in accordance with special instructions prescribed for the purpose to protect the obstruction on line and thereafter inform the nearest Station Master by the most expeditious means.**

See also Rule 3.62.

S.R.15.05. Special Instructions regarding line patrolling-

(1) Occasions when line patrolling is necessary.-

(a) During the monsoons and stormy weather, special arrangements, as detailed in the following paragraphs, shall be made to patrol the line at night. The Divisional Engineers shall decide, from the state of the weather and from any forecast from the Meteorological office and from reports of Highways and Irrigation departments that may be communicated to them, as to when it is necessary to put on the patrol. On the Nilagiri Railway, the line shall be patrolled daily from before the running of the first train, either ascending or descending, until the last train clears section.

(b) Emergency patrols may be put on, on particular lengths, or taken off at any time by the Divisional Engineer, the Assistant Engineer, the JE/SSE/P.Way, or the Gangmate. Whenever an emergency patrol is put on, the Station Masters throughout the length patrolled shall be advised to enable them to comply with S.R.15.05(7)(e).

(c) (i) JE/SSE/P.Way, however, shall not hesitate to order the gangs out if they receive heavy rainfall warnings or if there is a sudden cloud burst at a time when the regular patrols are not operating and also to introduce emergency patrolling.

(ii) The mates of the respective gang lengths should introduce such patrolling immediately whenever heavy thunder showers occur or are anticipated in the respective gang lengths.

(iii) Deep cuttings where boulders are likely to roll down, unstable cuttings where slips are likely and bridges which are prone to flooding and scouring should receive special attention. The patrolling introduced may be discontinued only after the Assistant Engineer of the section is satisfied of the total cessation of adverse conditions.

(d) Security patrolling.- On the apprehension of a civil disturbance or due to any other causes, the Divisional Engineer shall, on receipt of advice, arrange for security patrolling of the line.

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- (2) Section where there is normally no night running.-
- (a) On certain sections of the line where normally trains are not run at night, it is not necessary to engage Patrolmen on duty. On these sections, each Gangmate/ Keyman shall pass over his length before the first train of the day, and in the direction, if possible, from which the train is expected, so that on arrival at the commencement of each gang's length, the Loco Pilot may know from the exhibition of the usual "Proceed" hand signal by the Gangmates/ Keymen that their respective lengths have been examined and are in order.
- (b) Should it, however, be found necessary to run trains at night on these sections, the Divisional Operations Manager shall communicate, not less than twenty four hours in advance, direct with the Assistant Engineers and with all Station Masters on the section concerned, and the latter shall at once advise the JE/SSE/P.Way and nearest Gangmates who shall depute Gangman to patrol the line.
- (3) Beat Sections, Beat Stations and Beats of Patrolmen.-
- (a) Patrolmen shall patrol their beats according to the Patrol Charts issued by the Divisional Engineer, copies of which shall be given to the running shed, Control offices and stations concerned.
- (b) For the purpose of night patrol, the line to be patrolled is divided into "Beat Sections". A "Beat Section" is the length between two block stations so selected that the distance from one to another is divisible into the beats of the required length (one or more intermediate block stations being omitted, if necessary, for that purpose). The block stations selected, which define the "Beat Section", are called "Beat Stations". Where the distance between two block stations exceeds ten kilometres, an intermediate Flag station, if any, may be used as an intermediate Beat Station. If necessary, traffic staff may be posted temporarily during the monsoon season to man such Flag stations, during the nights.
- (c) (i) Ordinarily, patrolling will be carried out by a single patrolman, but in regions where danger from wild animals, dacoits and other risks as in Ghat sections exists, patrolling in pairs may be introduced with the approval of the Principal Chief Engineer.
- Note.-
- (i) When a patrolman has walked the length of his beat once out, and has returned to the point from where he started, he has completed a "patrol"
- (ii) Each Beat Section is to be patrolled twice during the night. Normally the beat length shall not exceed five kilometres but this may be relaxed on other considerations of intensity of rainfall and train service etc. Under no circumstances, a patrolman shall be rostered to walk more than twenty kilometres. For beats upto five kilometres in length, the two patrols will be performed by the same patrolman. On sections prescribed by the Divisional Railway Manager, Beat Sections may be patrolled only once during the night. A period of at least half an hour's rest is desirable between consecutive beats.
- (ii) A Beat section may comprise of one or more beats.
- (iii) The interval between two consecutive patrols of a beat shall normally be about three hours, but this may be increased to about four hours where train service is light and monsoon conditions are not severe. Patrols at intervals closer than three hours may be introduced where the rainfall is very heavy and the area subject to floods or cyclones or whenever considered necessary.
- (iv) The speed at which a Patrolman walks while inspecting the line shall not exceed three kilometres an hour.

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- (v) Whenever Security Patrolling is introduced, the patrol beat may be much shorter than that in the monsoon period. The intensity of patrolling will be as directed in the "Security Instructions" issued from time-to-time.
- (vi) The equipment of a patrolman, stationary or mobile are as under:-
- (1) Staff.
 - (2) Number plate.
 - (3) One water proof case containing 10 detonators
 - (4) Tri-colour flashing hand signal lamp
 - (5) One three cell electric torch with a locally made attachment to be able to give either red or white aspect.
 - (6) One match box in water proof case.
 - (7) One water proof cap with hood.
 - (8) Two red flags and one green flag.
 - (9) One patrol book in polythene sheet.
 - (10) One water proof haversack.
 - (11) A pocket book and a pencil.
 - (12) One whistle.
 - (13) A red flashing hand signal lamp. (Correction Memo 03/2021 dated 25.08.2021)

Where men have to patrol in pairs, items (2), (5), (9), (10) and (11) need not be duplicated.

Note.- When item (5) is not supplied, one more hand signal lamp shall be supplied.

(d) Every year, the Divisional Engineer shall ensure, one month before line patrolling is likely to become necessary, that each JE/SSE/P.Wayis in possession of the night Patrol Diagrams for his section. The diagram shall show the Beat Sections, the Beat Stations, the locations and times of starting, of handing over and taking over Beat books and of return to starting point of each patrol and number of patrols to be performed.

S.R 15.05 (4) Beat books.-

(a) The Movements of Patrolmen are regulated by means of Beat books. The required number of Beat books shall be maintained by the Station Masters at the Beat stations as indicated in the Patrol Diagram for that section. The books shall be serially numbered to correspond with the number of patrols on each section. The Beat book shall contain the name of Patrolman.

(b) Patrolmen shall be on duty at the time specified for each in the Patrol Diagram. They shall contact the Station Masters personally, obtain the Beat books directly at the prescribed time from them, with the time of departure and other particulars dully filled in and signed and commence the patrol.

At Beat stations where block instruments are located in the cabin, the night Patrolman shall obtain the Beat book from the platform duty Station Master with his signature, thereafter obtain the signature of the Cabin Station Master on the Beat book and continue the patrol. The Cabin Station Master shall enter the actual time of departure of the Patrolman in the Train Signal Register in the "Remarks" column.

(c) After thus commencing the patrol, he shall proceed to the other end of his beat. If the other end happens to be a Beat Station, he shall present his Beat

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book to the Station Master on duty who shall fill up the column regarding the time of arrival, time of departure etc. The Station Master shall enter the name of the Patrolman and the Staff Number and sign and return the Beat book to the Patrolman. Thereupon the patrolman shall return to the point from which he commenced his patrol. If the other end happens to be only an intermediate point in the Beat Section, the Patrolman shall exchange his Beat book with the Beat book of the Patrolman of the adjacent beat and then return to the starting station. On reaching the Beat station from which he commenced his patrol, he shall again present his Beat book to the Station Master on duty who shall fill up the time of arrival, etc., and sign. The same procedure is repeated for the next patrol, the movements being governed according to the Patrol Diagram. In this way each Patrol book shall be conveyed from one station to the other and back again.

At Beat Stations where block instruments are located in the cabin, the night Patrolman while returning from the beat shall obtain the signature of the Cabin Station Master and thereafter obtain the signature of platform duty Station Master in his beat book. The Cabin Station Master shall enter the actual time of arrival of the Patrolman in the Train Signal Register in the "Remarks" column.

(d) Beat books, while not in use, shall be kept in the custody of the Station Master at either end of the beat.

S.R 15.05 (5) Duties of Patrolmen.-

(a) Patrolling shall be carried out as per Patrol Diagrams issued by the Divisional Railway Manager.

(b) While walking along the line, the Patrolman shall carry his hand signal lamp lighted. He shall examine, with the help of electric torch, carefully the banks and cuttings especially near bridges, the permanent way and the bridges and their approaches and lookout for subsidence, slips, signs of erosion, trees blown across the line during storms, or any other cause likely to endanger the safety of the line. He shall apprehend damage to line when-

(i) the flood is rising or its level is higher than the High Flood Level mark in white or the "Danger" Level mark, in red.

(ii) the water on one side of the embankment is at a much higher level than on the other side;

(iii) any obstruction such as a fallen tree is blocking the waterway of a bridge;

(iv) the river is flowing at high velocity; or

(v) the track shows signs of sinkage.

If he notices any condition likely to affect the safety of trains, or in cases of doubt, the Patrolman or Stationary Watchman shall be prepared to stop trains in the manner detailed in S.R. 15.05 (6) and pilot them, if necessary.

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(c) To show that he is present and that no danger is apprehended the Patrolman shall for every passing train, take his stand on the right hand side of the train (based on the direction of travel) and exhibit his Number Plate, focusing the light of his hand signal lamp on it so that the number can be read from the engine. After the engine has passed, the Patrolman shall turn and focus the light on the Number Plate in such a way that the number can be read by the Guard or any official from the side window of a coach or from an Inspection Carriage.

Note.- (1) On the Chennai Beach-Tambaram section, the Patrolman shall take his stand on the kilometre post side of the non-suburban line in respect of all trains.

(2) on other double (and quadruple) lines the Patrolman shall stand on the kilometre post side.

(d) If, after a Patrolman has arrived at the end of his beat next Patrolman does not arrive to take over the Beat book, the former Patrolman shall proceed until either he meets the next Patrolman or he notices an obstruction which prevents him from proceeding further, whereupon he shall take steps to stop traffic in the manner prescribed in S.R.15.05 (6) or he arrives at the next block station. If the cause of his failure to meet the next Patrolman is other than Patrolman having been stopped by an obstruction, the former Patrolman shall report the matter to the Station Master at the next block station, who shall advise the JE/SSE/P.Way and the Gangmate by a message.

(e) The primary duty of Patrolman employed on Security Patrolling shall be protecting trains against any condition of danger such as tampering of track or structures or obstruction placed on line. He shall take action to protect the line in the same way as the night Patrolman.

S.R 15.05 (6) Action to be taken by Patrolman when line is obstructed or breached.-

(1) A train is not fully protected until 3 detonators have been placed on the rail on both sides of the obstruction or breach at a distance of not less than 1000 metres on the Metre Gauge and the Narrow Gauge and 1200 metres on the Broad Gauge from the obstruction or breach.

(2) In the event of any portion of the line being breached or otherwise rendered unsafe for traffic, the following procedure shall be observed:-

(a) In the case where one Patrolman is employed-

(i) on single line.- When damage is detected, that side of obstruction or breach from which the Patrolman expects the first train shall be protected first; the Patrolman shall first place a lighted red lamp in a prominent position to show danger in the direction from which the train is not expected to arrive first; the Patrolman shall exhibit a danger light and shall next proceed in the direction from which a train is expected first, exhibiting a red light throughout his subsequent movement and protect the line by placing one detonator at 500 metres on Metre Gauge/Narrow Gauge, 600 metres on Broad Gauge and three detonators, 10 metres apart at 1000 metres on the Metre/Narrow Gauge, 1200 metres on Broad Gauge; and the Patrolman shall then return to the place of obstruction and proceed to the other side with detonators and protect that side similarly;

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(ii) on double line.-The Patrolman shall first place the red lamp in a prominent position so as to warn an approaching train which may approach from one direction and then proceed along the other track in the opposite direction that is from which he expects the first train and protect the line as laid down above. He shall return to the obstruction and protect the other line i.e., the line for which the red lamp was exhibited, similarly;

(iii) if a Patrolman notices a train approaching before he could protect the line on that side as laid down above with one or three detonators, he shall immediately place on the line three detonators, without attempting to reach the prescribed safety distance, but exhibiting a Stop hand signal all the time towards the approaching train;

(iv) as soon as the Patrolman has protected the line as above he shall return to the point of danger and shall not again leave the place until relieved by the Gangmate except to stop an approaching train;

(v) While watching at the point of danger, the Patrolman shall endeavor to attract the attention of any passer-by and ask that person to carry a message to the nearest Station Master advising him all the conditions and asking him to turn out the gang and advise the JE/SSE/P.Way;

(vi) the Patrolman shall also send the adjacent Patrolman when he arrives, with a similar message to the nearest Station Master;

(vii) in the event of it being impossible to get at the other side of the damaged point, the Patrolman shall place a red lamp so that it could be seen from as great a distance as possible by a train approaching from that direction;

(viii) if the Patrolman could attract the attention of passer-by on the other side of the breach or obstruction, he shall endeavour to get some detonators across to them to place them on the rails as they go to the station and also instruct them how to stop a train they may meet; and

(ix) should the adjacent Patrolman arrive at the far side of the breach or obstruction before a train, he shall of course protect the line on that side before proceeding to the station with a message.

(b) in case where two Patrolmen are employed-when damage is detected-

(i) the two Patrolmen shall immediately exhibit danger signals at once in both directions;

(ii) the two Patrolmen shall then proceed in opposite directions showing danger signals and protect the line by placing detonators as laid down above;

(iii) on single line both sides of the obstruction or damage shall be protected by detonators. On the double line, the detonators may be placed on the line on which the train will approach;

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(iv) if a Patrolman notices a train approaching before he could protect the line as laid down above with one or three detonators, he shall immediately place on the line three detonators without attempting to reach the prescribed safety distance but exhibiting Stop hand signal all the time towards the approaching train;

(v) one of the Patrolmen will then remain at the place of damage or obstruction and exhibit a danger signal to trains and shall not leave the place until relieved by the Gangmate except to stop an approaching train. The other Patrolman shall proceed to the nearest station exhibiting a Stop hand signal and inform the Station Master of the occurrence;

(vi) on reaching gang quarters, if any, the Patrolman shall inform the Gangmate and the gang shall immediately proceed to the affected location.

(vii) the Patrolman on his way to the nearest station shall inform the Gateman at level crossings, if any, and Clerk-in-charge at Class `D' stations, if any, on the block section who shall in turn pass on the information promptly to the adjacent block station by telephone.

(viii) after informing the Station Master, the Patrolman shall return to the place of obstruction or damage and shall not leave the place unless relieved by the Gangmate except to stop an approaching train; and

(ix) should the nature of the obstruction be such as to render it impossible for either of the Patrolmen to get across to the other side, one of the men should exhibit a danger signal and endeavour to stop trains approaching the place from other side while the other Patrolman should protect the line on his side as laid down above; the Patrolman arriving on the other side of the breach or damage shall on realizing the situation immediately exhibit a red signal and then proceed to protect the line on his side as laid down above. He shall remain at the place and send word about the danger through a railway employee or other persons he is able to contact at the spot itself. If there is another Patrolman on the other side, the latter may be utilised for informing the Station Master on the other side.

Note.-(1)The distance of 1000 metres on Metre Gauge and Narrow Gauge/1200 metres on Broad Gauge prescribed for placing three detonators during protection is the minimum and shall be suitable increased in case of falling gradients, curves, cuttings etc.

(2)Red flashing hand signal lamp shall also be exhibited by the Patrolman in Ghat sections, Suburban, Double lines, Multiple lines and Automatic territories.

(Correction Memo 03/2021 dated 25.08.2021)

(7) Duties of Station Masters.-

(a) Station Masters should see that the patrolmen come on duty sober and fully equipped, that their lamps are trimmed and filled with oil and that they leave for their beats according to time. Whenever the patrolman reports without prescribed equipment, the Divisional Safety Officer should be told through Control who will issue further orders regarding permitting the patrolman for the beat.

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(b) The Station Masters of all Beat Stations on a Beat Section shall enter, in ink, the actual time of departure and arrival of the Patrolman in the Beat books and shall sign the Beat books. The Station Masters of the Beat stations on a Beat Section shall retain the Beat books in their charge by day and personally hand over the correct Beat book to the Patrolman. The Station Masters shall also enter the actual time of departure and arrival of the Patrolmen in the Train Signal Register in the "Remarks" column (Station Diary, in the case of Flag stations). Inspecting officials shall specially check these entries and initial them.

(c) If the Patrolman does not turn up within 15 minutes of his scheduled arrival, the Station Master of a Block Station on a Beat Section shall take the following action:-

(i) He shall stop run through trains proceeding into the Block section and arrange to issue Caution orders to the Loco Pilots of all trains restricting the speed to 40 kilometres an hour during day when the visibility is clear and 15 kilometres an hour during night or during day in thick or foggy weather or in dust storms when the visibility is poor.

(ii) He shall advise the Station Master of all the other Block stations on the Beat section and obtain their acknowledgements.

(iii) He shall also advise the nearest JE/SSE/P.Way and send a written message to the nearest Gangmate instructing him to proceed along the line to ascertain the cause of his absence and also to arrange for a substitute. A copy of this message shall be sent to the JE/SSE/P.Way, the Assistant Engineer and the Divisional Engineer by the first means.

Until one of the Station Masters of the Block stations on a Beat Section receives definite advice the Caution Orders referred to in clause (i) shall be issued to the Loco Pilots of both "Up" and "Down" trains in accordance with Rule 4.09, the cause being entered as follows:-

Beat No.....Night Patrolman between.....station and station who was due to arrive at.....station at.....hours has not arrived yet.
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Note.-(i) if the Beat station is a flag station, the clerk-in-charge shall send a written message to the nearest Gangmate instructing him to proceed along the line to ascertain the cause of absence of the patrolman and also to arrange for a substitute.

(ii) if the flag station is provided with telephone, the Clerk-in-charge shall also advise the adjacent block station forthwith and the latter shall take immediate action to notify the Station Masters concerned for the issue of Caution Order to Loco Pilots and also advise the JE/SSE/P.Way.

(iii) if the flag station is not provided with telephone, the Gangmate receiving the written message from the Clerk-in-charge as mentioned in clause (i) above shall also depute a Gangman to carry the message to the adjacent block station. Immediately the Gangmate or the night Patrolman or the substitute, so sent out, returns, the Station Master shall ascertain the cause of detention and discontinue the issue of Caution Order, if there is no obstruction to the line, duly advising all concerned.

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(d) The Station Master of a Beat station on a Beat section, on receiving a report from a Patrolman of any danger or of his having seen a red lamp, shall stop all traffic on the section affected and shall not allow any train to run on the section until he receives an authority for doing so, in writing, either from the Gangmate or JE/SSE/P.Way. After the Station Master has stopped traffic he shall advise (with copy to the Station Masters of the other Block stations on the Beat section) the JE/SSE/P.Way, the Assistant Engineer and the Divisional Engineer, giving a short account of the report and at once send for the Gangmate ordering him to turn out the gang. The Station Master shall also inform the Controller.

(e) The Station Master of a Beat station on a Beat section shall be on the lookout to see that Patrolmen do their beats properly by walking and do not travel by trains and if any person other than the duly appointed night Patrolman comes on duty or presents the Beat book, shall record the fact with time, on the beat book and also report the matter to the JE/SSE/P.Way.

(f) Whenever emergency patrols are put on in accordance with S.R.15.05(1)(b) or S.R.15.05(8)(b) the Station Masters concerned shall arrange to issue Caution Orders in accordance with Rule 4.09 to the Loco Pilots of trains passing over the section during the period in which emergency patrols have been operating, notifying them of the working of the emergency patrols.

(8) Duties of Gangmates.-

(a) The Gangmates shall see that the patrolmen thoroughly understand their duties and report for duty at the prescribed time with the proper and full equipment and shall arrange for substitutes whenever necessary. They shall turn out the gang on receiving a message from either the Station Master or the Patrolmen, proceed to the affected spot and attend to repairs and, if traffic has been stopped, do all they can to restore the line to enable traffic to be resumed as early as possible.

(b) Gangmates are empowered to put on their gangs to patrol the line at night or whenever they consider that such a step is necessary. When this is done the Gangmate shall at once get the Station Master to advise, on his behalf to the JE/SSE/P.Way and the Assistant Engineer, advising them and giving reasons for the necessity

(9) Duties of JE/SSE/P.Way:-

(a) The JE/SSE/P.Way shall post, at each Beat station on his section, extracts from the Patrol Diagram showing the patrols for the Beat sections for which the station is the Beat station.

(b) The JE/SSE/P.Way shall give a list, indicating the name, residence and beat of each Patrolman and his substitute on his section, to the Station Master on either side of the Beat section. A copy of this list shall be sent to the Assistant Engineer. The JE/SSE/P.Way shall exhibit a notice in the prescribed form, on the Engineering Notice Board at each Beat station, showing the Patrolman on duty between that station and the Beat stations on either side of it.

(c) The JE/SSE/P.Way shall explain, before and during the monsoon, to all staff concerned with the patrol duty, the instructions and the patrol movements and ensure that they understand the instructions and the patrol movements.

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(d) Each JE/SSE/P.Way shall examine the entries in the Beat books at all stations on his section, at least once during each week and shall initial and date them in token of having done so; he shall initial these entries each time he trolleys. He shall also travel by night on an engine, at least once a week, at irregular intervals, throughout his section, to check the attendance of the Patrolmen and shall promptly put right any irregularity or failure of duty he may observe or that may come to his notice.

(e) During the period the patrolling is in force, the JE/SSE/P.Way shall trolley once, each month, over his section by night to inspect patrol and their equipment and to see that the line is properly patrolled in accordance with the instructions laid down.

(f) On receipt of information from Station Master to the effect that the Patrolman has not arrived at his station or that the line is endangered or obstructed or breached, the JE/SSE/P.Way shall proceed to the affected place, by the quickest possible means, examine the line to see if it is safe for traffic and, if not, take all possible steps to make it so. He shall as soon as possible, inform the Assistant Engineer, advising him of the extent of the damage and the probable detention to traffic, action he is taking and assistance required, if any, duly advising the Divisional Engineer.

(g) In bad weather, JE/SSE/P.Way may, at their discretion, place two men from permanent way gangs to sleep at each Gangman's hut or elsewhere on the line, so that they may be readily available for emergencies. They may also post a man at each station to assist the Station Master in carrying out the instructions laid down in S.R.15.05 (7).

(h) Stationary Watchmen shall be posted at such bridges and other vulnerable points as ordered by the Divisional Railway Manager, during floods and heavy rain fall, whether there is imminent danger or not to the bridge bank and other structures, until the flood water subsides and reaches the normal level. The equipment for a Stationary Watchman is the same as that of a Patrolman except that, instead of a Beat book, he is provided with a Pocket Book to record details. Daily water level readings shall be taken at all important bridges as ordered by the Divisional Railway Manager and recorded in a Register, which shall be available for perusal by supervisory engineering staff.

(10) High flood level and danger level marks on bridges.-

(a) At every bridge, a high flood level mark shall be prominently painted in white colour. Similarly a prominent mark in red denoting the Danger level as assessed by the Divisional Engineers personally should also be marked on the bridge. When the water level rises, over the Danger level mark, the patrolman or stationary watchman, if any, posted at the bridge must be prepared to stop the trains. He must protect at once both sides of the bridge site after doing so. The Station Master must arrange to communicate the same immediately to the adjacent Station Master, the Gangmate, and JE/SSE/P.Way and his assistants. Pending the arrival of the JE/SSE/P.Way or his assistants, the bridge must be protected and all trains stopped until the water level has fallen below the Danger level mark without any adverse effect on the bridge. The JE/SSE/P.Way will immediately proceed on receipt of advice to such spots and allow the trains to pass over the bridge after satisfying that the track and the bridge are safe by examining the conditions of the bridge and approaches and by taking soundings and probing, before he decides that the bridge is safe.

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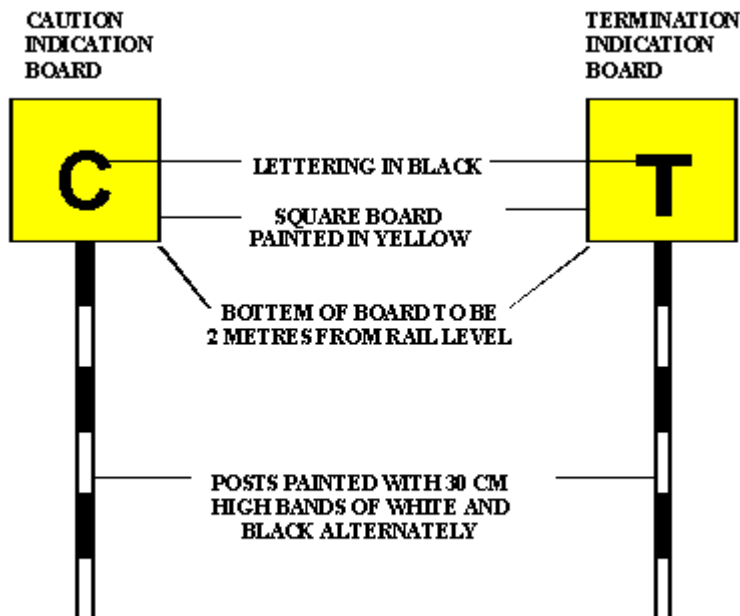
(b) The Station Master receiving information of a high flood at a bridge shall inform the Station Master at the other end of the block section in which the bridge is situated and obtain an acknowledgement. Both Station Masters shall issue Caution Orders to the Loco Pilots of trains entering the block section duly stopping trains out of course if necessary, entering the cause as follows:-

" Water reached "Danger " level mark at Bridge No. at KM between.....station and station, proceed cautiously and observe engineering hand signals at site."

The Station Master shall also inform the JE/SSE/P.Way expeditiously.

The JE/SSE/P.Way shall forthwith proceed to the spot and satisfy himself that any special precautions necessary are taken. He shall examine the waterway and the safety of the structures, taking soundings and probing near the piers and abutments. On the result of this, he shall decide, whether it is safe for the train to be piloted over the spot or not. As soon as the necessity for the caution is over, the JE/SSE/P.Way inspecting the site, shall advise the Station Masters at both ends of the block section and obtain their acknowledgements, a copy of the advice being sent to the Assistant Engineer and the Divisional Railway Manager. The Station Master shall then stop issuing Caution Orders.

(c) At vulnerable places including bridges which are prone to damages, special types of Caution and Termination indication boards of reflective type are fixed at 600 metres from the bridge as shown in the figure below to enable the Loco Pilot to know that he is approaching a vulnerable place. The Loco Pilot noticing, such indication boards shall keep his train under control and take his train with caution over these places. These indication boards are fixed and maintained in position only during the monsoon season, and will not be lighted up at night.



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(11) Causeways.-

(a) Indication posts, with guidance flat-bar are fixed at each dip, one at each end of the level portion at the Causeways. Stationary Watchmen shall be posted at each Causeway round the clock during monsoon seasons by the JE/SSE/P.Way.

(b) Description of indication posts and flat-bars.- The indication posts (above 1.2. metres in height) shall be painted black and white, in 30 centimetres length so arranged that the flat-bars, painted white show up against the 30 centimetres length of black colour to indicate the water levels as under:-

	Height of the flat-bars attached to the posts about rail level	
	Passenger And Mixed trains (centimetres)	Goods Trains (centimetres)
Steam Locos B.G.	30	45
M.G	23	30
N.G.	23	23
Diesel and Electric Locos	4	4
Electric Multiple Unit trains	0	0

(c) Precautions to be observed when water does not overflow the ballast level.-

When water has risen on both sides of the Permanent way but does not actually overflow the ballast, the Loco Pilot of a train may pass over the Causeway cautiously. If he finds that the permanent way is likely to be affected by water or water is still rising, he shall stop the train at the next block station even if it is booked to run through and issue a message personally to the Station Masters at both ends of the block section and the JE/SSE/P.Way concerned for necessary action.

(d) Precautions to be observed when water rises above ballast level but is below rail level.-

Whenever an engineering employee finds that water has risen above the ballast level, he shall arrange to protect trains from either direction, in accordance with Rule 3.62.

When the Loco Pilot of a train finds that water has risen above the ballast level but is below rail level, he shall bring his train to a dead stop and then the following procedure shall be adopted:-

(i) If water level rises over the ballast level but is below rail level, the track should be walked over by two railway servants (Gangmen) abreast one at either end of the sleepers before each train and only if the track has not been disturbed should the train be allowed over the track. The Loco Pilot shall thereupon restart and proceed at walking speed being piloted by the two men walking abreast one at either end of the sleepers in front of the train.

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(ii) If the track is not found to be safe for the passage of train, the train shall be protected in accordance with the Rule 6.03.

(e) Precautions to be observed when the water rises above rail level but does not exceed the level of the flat-bars-

When the Loco Pilot of a train finds that water is rising above rail level but is below the level of the flat-bars, he shall bring the train to a dead stop and the following procedure shall be observed:-

(i) When water overtops the rail, the JE/SSE/P.Way should satisfy himself by walking over and probing that the track is safe for the passage of the train and then issue a certificate to the Loco Pilot accordingly and obtain acknowledgement. The Loco Pilot shall restart only if the flood level limitations for movement of various types of locomotives on the flooded track as stipulated in S.R.15.05 (11) (b) have not been exceeded and be piloted by the JE/SSE/P.Way walking ahead of the train till the cause way is passed.

(ii) If the track is found not safe for the passage of trains, the JE/SSE/P.Way shall accordingly inform the Guard and Loco Pilot, who shall protect the train in accordance with Rule 6.03.

(iii) If, after the train is stopped short of the Causeway, the JE/SSE/P.Way is not present, the Guard and Loco Pilot shall protect the train in accordance with Rule 6.03. When subsequently the JE/SSE/P.Way turns up the procedure prescribed above shall be followed.

(f) Precaution to be observed when water rises above the level of the flat-bars.-

If water has risen above the level of the flat-bars, no attempt shall be made to take or pass the train over the Causeway.

(g)The JE/SSE/P.Way shall advise, the Divisional Operations Manager, Assistant Engineer and Divisional Engineer. Whenever water rises above the ballast level and again when water subsides; this shall be followed up with special reports.

(12)Inspection by Engineers.-

Engineers shall make frequent inspections by night to see that instructions and measures necessary to safeguard the line during the monsoon and abnormal bad weather are carried out efficiently and correctly according to procedure laid down. They shall explain the instructions to the staff before and during monsoon. They shall also check the equipment with the patrolmen/Watchmen to see that the full complement is available and serviceable.

15.06. Work involving danger to trains or traffic.-

A gang shall not commence or carry on any work which will involve danger to trains or to traffic without the previous permission of the inspector of Way or Works, or of some competent railway servant appointed in this behalf by special instructions; and the railway servant who gives such permission shall himself be present to superintend such work, and shall see that the provisions of Rules 15.08 and 15.09 are observed:

Provided that, in case of emergency, when the requirements of safety warrant the commencement of any such work before the said railway servant can arrive, the Gangmate may commence the work at once and shall himself ensure that provisions of Rule 15.09 are observed.

- S.R..15.06 (i) (a) No work necessitating interference with track, points, lock bars, detectors, signals, interlocking gear, signalling cables etc., which is likely to involve the safety of trains or traffic, shall be commenced except with the knowledge and consent of the JE/SSE/Signal/Signal Technician/Traction Distribution Supervisor/JE/SSE/P.Way, as the case may be. While such work is in progress, the official authorising the execution of the work shall be present superintend the work and ensure compliance with the provisions of General Rules 15.08 and 15.09 personally.
- (b) A Signal Technician who has been granted a certificate of competency by Artisan School or as a temporary measure by the Signal Inspector declaring that he understands all the relevant rules and instructions pertaining to his duties and is competent to undertake the work which may necessitate interference with points, lock bars, detectors, signals etc., independently may also undertake such work except interference with the locking arrangement in an interlocked lever frame. The Signal Technician may, however, with the written permission of the Station Master, open the covers of an interlocked lever frame, if found necessary to release any jammed locking inside. Whenever interlocking is interfered with in this manner, the signals of the station shall remain suspended till the interlocking frame has been tested and interlocking certified by the competent authority.
- (c) The JE/SSE/Signal or the Official-in-charge of the work shall, before taking in hand any disconnection of points, signals, lock bars or detectors, etc. advise the Station Master in the prescribed form and obtain his acknowledgement. After the work has been completed and the disconnected gear reconnected, he will again give written notice on the prescribed form to the Station Master and obtain his written acknowledgement.

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- (d) In the interval between disconnection and reconnection, if it is necessary to pass train or perform any shunting movement, the Station Master on duty shall advise the JE/SSE/Signal or the Official-in-charge of the work, by a memo stating in which position the points are to be set. The Station Master or other authorised staff on his behalf, shall, with the permission of the JE/SSE/Signal or of the Official-in-charge of the work, then arrange to set and clamp the points in the desired position, making it safe for the passage of the trains. It shall be the duty of the Station Master or any of the authorised official on his behalf to ensure that the points are set, clamped and padlocked for the correct route so as to prevent any interference therewith subsequently until the completion of the train or shunt movement, as the case may be. The padlock and clamp shall be removed by the Station Master, or the authorised Official-in-charge, after completion of the train or shunt movement, and then the JE/SSE/Signal or the Official-in-charge of the work can resume work on the gear.

S.R. 15.06(ii) Special Instructions regarding new works.-

(1) General-

- (a) The instructions herein apply to works constructed subsequent to the first opening of a Railway or section of a Railway.
- (b) The safety of the travelling public is ensured by the rules laid down in.-
- (i) The Railways Act 1989;
 - (ii) The General Rules for all Open lines of Railway;
 - (iii) The Rules for opening of a Railway or section of a Railway to the public carriage of passengers, 2000; and
 - (iv) The Indian Railways Schedule of Dimensions. 2004 (Revised) (Correction Memo no. 01/2014 dated 14.07.14)
- (c) The rules provide for the legal authorisation that should be obtained for any work which affects the running line before the work is started or brought into use and before a new section of the line is opened for public traffic.

(2) Classification of works.-

For the purpose of these instructions, works are divided into two classes, namely.-

- (I) Works requiring the sanction of the Commissioner of Railway Safety prior to execution and opening.

- (II) Works not requiring the sanction of the Commissioner of Railway Safety.

Class I comprises the following-

- (a) (i) Under Section 119 of the Railways Act 1989 and Chapter VI of the "Rules for the opening of a Railway or section of a Railway for the public carriage of passengers, 2000", the approval of the Commissioner of Railway Safety is required for the execution of any work, on the open line, which will affect the running of passenger trains and any temporary arrangements necessary for carrying it out, except in cases of emergency.
(Correction Memo No. 01/2014 dated 14.07.14)

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- (ii) For the commencement and opening of the following works, when they are connected with or form part of the Railway already opened, the sanction of the Commissioner of Railway Safety shall be obtained:-
- (1) Additions, extensions or alterations to running lines.
 - (2) Alterations to points and crossings in running lines.
 - (3) New Signalling and Interlocking installations or alterations to existing installations.
 - (4) New stations, temporary or permanent.
 - (5) The construction (but not the removal) of an ash pit on a running line.
 - (6) Heavy regrading of running lines involving raising/lowering of track in excess of 50 cms.
 - (7) New bridges or extensions of existing ones, girder spans, whether additional or in replacement of existing ones, including temporary girders.
 - (8) Provisions of new level crossings across running lines.
 - (9) Temporary diversions.
 - (10) Additions or alterations to the electrical installations of tracks equipped for electric traction.
- (b) (i) Application for any alterations, reconstructions or additions, that require the sanction of the Commissioner of Railway safety shall ordinarily be made fourteen days in advance of the expected commencement of such works pertaining to passenger trains and sanction obtained before such commencement. When alterations to the proposals originally sanctioned by the Commissioner of Railway Safety become necessary, the sanction of the Commissioner of Railway Safety shall be obtained for such alterations before the work is put on hand.
- (ii) If, for any reason, a sanctioned work is not taken up in hand within 12 months of the date of a sanction, application shall be made to the Commissioner of Railway Safety for renewal of his sanction.

Class II comprises the following:-

- (a) Any new work, alteration or reconstruction not affecting running lines.
- (b) Any work which does not interfere with the existing Signalling or interlocking arrangements, or involve new Signalling or interlocking arrangements.
- (c) Work necessitated by accidents. The procedure detailed in S.R.15.06(14) shall however be adopted.

Note:- In every doubtful case application shall be made to the commissioner of Railway safety, before commencing the work.

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(3) Application for sanction for works.-

Application to the Commissioner of Railway Safety for sanction for carrying out works affecting the running line shall be made by the Junior Administrative grade officers in the Division and by the Divisional Railway Manager if no such officers are posted in the Division. In construction Organisations, it shall be signed by Junior Administrative grade officers of the department concerned on behalf of the Chief Engineer (Construction)/Chief Signal and Telecommunication Engineer (Construction)/Chief Electrical Engineer (Construction).

(4) Application for running of new type of locomotive and for rolling stock and for increase in speed.-

(a) Application to the Commissioner of Railway Safety for sanctioning the running of new types of locomotives or rolling stock or increasing the maximum permissible speed on a specified section or sections shall be made by the Principal Chief Engineer and accompanied by the following documents:

- (1) Load diagram.
- (2) Certificates for track strength.
- (3) Certificates for strength of girders.
- (4) Certificates of test runs (if required by the Commissioner of Railway Safety) obtained from the Transportation Branch.
- (5) Certificate in the prescribed form, signed jointly by the Principal Chief Mechanical Engineer / Principal Chief Engineer / Principal Chief Electrical Engineer / Principal Chief Signal and Telecommunication Engineer.
- (6) A statement in the prescribed form detailing any "infringement of maximum and minimum dimensions" involved in the running of the locomotive or rolling stock.

(b) On receipt of such an application, the Commissioner of Railway Safety will, if he so desires, inspect and /or try out the new locomotives and/or rolling stock and the Railway Administration shall afford him the necessary assistance to do so.

(5) A safety Certificate, in the prescribed form shall be issued before the work is brought into use.

(6) Inspection by the Commissioner of Railway Safety.-When the Commissioner of Railway Safety notifies his intention to inspect a work prior to opening for the public carriage of passengers, advice as to when the work will be ready for inspection shall be intimated to him at least 14 days before it is proposed to open it.

(7) Submission of Safety Certificate.-

(a) The Commissioner of Railway Safety in according his sanction may or may not propose to inspect the works.

- (b) (i) Should the Commissioner of Railway Safety decide not to inspect the work prior to opening, the Safety Certificate, together with the certificates referred to therein, shall be completed and submitted before the work is opened by the Engineer(s)-in-charge. Copies of the Safety Certificates shall be sent to the Divisional Railway Manager, the Principal Chief Engineer and/or the Principal Chief Signal and Telecommunication Engineer and/or Principal Chief Electrical Engineer.

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- (ii) The Safety Certificate for engineering works shall ordinarily be signed by the Assistant Engineer. In the case of works, involving tracks and bridges and/or Signalling and interlocking, the Safety Certificates may, if required, be signed jointly by the Engineers concerned.
 - (c) If the Commissioner of Railway Safety decides to inspect the work prior to opening, he will, after inspection in the company of the officers concerned, communicate in writing his sanction to open the work.
 - (8) Deviation from plans approved by the Commissioner of Railway Safety.-
If the material deviations from the plans approved by the Commissioner of Railway Safety, which affect the layout of lines or the arrangement of signals or the Working Rules, are found necessary, his prior approval to such deviations shall be obtained with reference to the application first made.
 - (9) Special instructions regarding Safety Certificates for signalling works.-
The following instructions shall also be observed regarding the submission of Safety Certificates for works involving Signalling and/or Interlocking:-
 - (i) Sanction of the Commissioner of Railway Safety is required under rule 4.10 for speeds over 15 kilometres an hour. Speeds in excess of 15 kilometres an hour but within the speeds permissible for the Standard of Signalling, subject to any local restrictions necessary, may be permitted on the Principal Chief Engineer's Safety Certificate.
 - (ii) Only a Gazetted Officer of the Signalling department shall initiate the Safety Certificate for works involving-
 - (a) any new signal in any way interlocked;
 - (b) any alterations to points and crossings involving alteration to signals;
 - (c) any alterations to signals that involve a change in the working rules.
- Note.- By "initiate" is meant that a signal officer certifies that the arrangements are in accordance with the signalling plan sanctioned by the Commissioner of Railway Safety.
- (iii) The Divisional Engineer shall in all cases impose the restrictions of speed in accordance with clauses (i) and (ii) above, and shall order their removal when authorised to do so by the Divisional Signal and Telecommunication Engineer.
 - (iv) In the case of Joint Works carried out by more than one department, the Safety Certificate shall be signed by Junior Administrative Grade officers in the Division and by the Divisional Railway manager if no such officers are posted in the Division. In Construction Organisations, it shall be signed by Junior Administrative Grade officers of the department concerned on behalf of the Chief Engineer (Construction)/Chief Signal and Telecommunication Engineer (Construction). Then it shall be submitted to the Commissioner of Railway Safety.
- (10) Special Instructions in connection with Signalling and Engineering works.-
 - (a) For the purpose of these instructions, works are divided under the following heads:-
 - (i) Routine maintenance work in connection with the Signalling and interlocking gear which do not require the issue of Special Working Rules in addition to the provisions of Rule 3.51.

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- (ii) Ordinary engineering maintenance work which is executed on running tracks during day light hours, inside or outside station limits under traffic and without interference to the train service and which is of such a nature as not to require the issue of Special Working rules whether or not they require the application of Rules 15.08, 15.09 and 4.09.
 - (iii) Additions and alterations and works, other than routine maintenance, in connection with the Signalling and interlocking gear which requires Special Working Rules to be issued by the Divisional Railway Manager, in addition to the provisions of Rule 3.51(3).
 - (iv) Additions and alterations to or works affecting running lines within station limits carried out by the Works Branch which involves interference with the normal train service and which require Special Working Rules to be issued by the Divisional Railway Manager, in addition to the provisions of Rules 15.08 and 15.09.
 - (v) Works affecting running lines outside station limits which will or are likely to interfere with the normal train service and which require the imposition of Line Block.
 - (vi) Works inside or outside station limits which require the opening of temporary diversions or bridges and which require the issue, of special Working rules by the Divisional Railway Manager.
- (b) In the case of items (iii) and (iv) of clause (a) above, the official responsible for carrying out the work shall send Special Notice to the Divisional Railway Manager, at least ten days before the work is due to commence, advising him when the work will be commenced and requesting him to issue Special Working Rules for the working of traffic during the time the work is in progress. A copy of the Notice shall also be sent to the Station Master of the station at which the work has to be carried out. The Divisional Railway Manager receiving such Notice shall at once prepare Special Working Rules and issue them to all concerned. Only after the issue of Special Working Rules the work shall be commenced. The Station Master shall be responsible for ensuring that all staff at the station responsible for the working trains understand them and carry them out. The date and time at which the work is actually commenced shall be communicated to the Divisional Railway Manager by the official who sent the special notice.
- (c) Overhauling of Interlocking Lever Frame, Interlocking Key Boxes and Station Master's Slide Control Instruments.-
- (i) During such overhauling, the station shall be worked under Special Instructions to be issued by the Divisional Railway Manager in conformity with Rule 3.38.

JE/SSE/Signal shall issue the Disconnection/Reconnection Notice to the Station Master and obtain his signature before the commencement of and after completion of overhauling.

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- (ii) Overhauling of Interlocking Lever Frames.- The Station Master shall ensure that all the facing points (controlled from the Interlocking lever frame being overhauled) over which the train will pass are correctly set, clamped and padlocked and that all the trailing points over which the train will pass are correctly set before taking "Off" signals.

Detailed temporary Working Rules for each phase of work shall be issued by the Divisional Railway Manager.

A notification regarding the date and time of the overhauling work to be taken on hand, its probable duration, and issue of Caution Orders shall be jointly issued by the Divisional Signal and Telecommunication Engineer and the Divisional Operations Manager to all concerned.

For the portion of the yard which is controlled by the interlocking frame to be overhauled, the Loco Pilot shall be issued with a Caution Order restricting the speed of trains to 15 Km/h at the station.

If the overhauling work extends beyond sunset, temporary engineering indicators shall be provided. Only after the Station Master has assured himself that the line has been correctly set and locked for the required movement, he shall permit taking "Off" signals.

The issue of Caution Orders and imposition of speed restrictions shall remain in force until the interlocking frame has been tested by the Divisional/ Assistant Signal and Telecommunication Engineer or JE/SSE /Signal and normal working is restored.

- (iii) Overhauling of interlocking key boxes.- The responsibility for the safe custody of the interlocking keys released from the interlocking key box as long as the locking is disconnected shall rest with the JE/SSE/ Signal in charge. He shall ensure that no conflicting key is issued when reception or despatch of a train is arranged.

- (iv) Overhauling of Station Master's Slide Control instrument.-

(a) All signals shall be cleared for the reception and despatch of trains as usual.

(b) The Station Master shall see that

(i) no slide is pulled for taking "off" a signal without informing the inspector-in charge of the work;

(ii) no electric slot or key is transmitted in an unauthorised manner; and

(iii) no conflicting slot or key is transmitted by him.

- (11) Notification to Railway officials when opening works-

Except as described in paragraph 13 below, no new work affecting the running of trains or the working of the traffic at stations shall be brought into use until staff of the concerned departments have been notified by means of a circular issued by the Divisional Railway Manager. Timely intimation of the date of the opening of works shall be sent to the Divisional Railway Manager whenever any new or revised Working Rules are to be brought into operation to enable him to give the running staff due notice.

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(12) Opening of temporary diversions or bridges-

- (a) When opening temporary diversions or bridges for traffic, the following instructions shall be observed:-
 - (i) At least 14 days before the restriction is to come into force, the Divisional Engineer shall send a notice, in the prescribed form to the Divisional Operations Manager, the Chief Signal and. Telecommunication Engineer, the Locomotive Foreman (or the Fitter Charge men or Train Examiners) of the Depot stations at both ends of the runs of the Loco Pilots concerned, including the Locomotive Foremen (or the Fitter Charge man or Train Examiners) of the Depot stations immediately on either side of the temporary diversion or bridge, Traction Distribution Supervisors, the Transportation Inspector, the Station Masters of the headquarter stations of Guards concerned and the JE/SSE/Signal specifying the nature of the restriction and the approximate date on which it will come into force. This notice shall be followed by a second notice, in the prescribed form, giving the actual date and time at which the restriction will be applied. The second notice shall be issued at least 7 days before the actual date of commencement.
 - (ii) The Locomotive Foreman or other Official-in-charge at each end shall issue the necessary Notices and instructions to Loco Pilots who shall sign the book maintained therefor and comply with Rule 4.30.
 - (iii) The Station Master of the headquarters stations of Guards concerned shall issue the necessary Notices and instructions to Guards who shall sign the book maintained therefor and comply with rule 4.30.
 - (iv) When Line Block is required, the procedure laid down in paragraph 18 or 19 below shall be observed.

Note:- Temporary diversions or bridges shall not be opened for traffic earlier than the time notified in the prescribed form except in consultation with the Divisional Railway Manager.

- (b) Where the opening of temporary diversions or bridges requires the issue of Special Working Rules, the Divisional Engineer shall ensure that such Rules are issued before commencement of such work.

(13) Works resulting from accidents.-

(1) An abbreviated procedure to be adopted in the case of accidents, as laid down in Section 24 of the Railways Act 1989, is reproduced below-

“When an accident has occurred on a Railway resulting in a temporary suspension of traffic, and either the original line and works have been restored to their original standard or a temporary diversion has been laid for the purpose of restoring communication, the original line and works so restored, or the temporary diversion, as the case may be, may, without prior inspection by the Commissioner of Railway Safety, be opened for the public carriage of passengers, subject to the following conditions, namely”:-

- (a) the railway servant-in-charge of the works undertaken by reason of the accident has certified in writing that the opening of the restored line and work or of the temporary diversion, will not in his opinion be attended with danger to the public and;
- (b) that notice of the opening of the line and works or the diversion shall be sent as soon as possible to the Commissioner of Railway Safety.

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(2) The certificate (in the prescribed form) shall be signed by the representative of the Works Branch in-charge of the work before opening it. This certificate shall be despatched to the Officers concerned. The Engineering representative shall hand over a copy of the certificate to the representative of the Transportation (Traffic) Department at the site of the accident; and the latter shall not permit the passage of traffic over the restored line or the diversion until he is in possession of the certificate.

(14) Opening of new works within station limits.-

(a) On receipt of sanction to open a new work, the Divisional Engineer, the Divisional Signal and Telecommunication Engineer, or the Divisional Electrical Engineer (Traction Distribution) shall arrange with the Divisional Railway Manager the date on which the new work is to be handed and taken over. After the new work is handed over, the Divisional Engineer, the Divisional Signal and Telecommunication Engineer/the Divisional Electrical Engineer (Traction Distribution) shall advise the Principal Chief Engineer/Principal Chief Electrical Engineer/Principal Chief Signal and Telecommunication Engineer/Principal Chief Operations Manager.

(b) When the work is important and affects a running line, the Engineering and Operating Officers shall be present.

(c) When the work is not important and does not affect a running line, the Officer of the concerned department may authorise the Inspector of his department to hand over the work, and the Divisional Railway Manager may authorise the Transportation Inspector or Station Master to take over the work.

Note.-(i) The Transportation (Traffic) Officer or Supervisor, who takes over a new work, shall satisfy himself that the levers, signals, points and connections work freely and properly and that the installation fulfils its object. He shall also see that the signal lights are properly focused, that the back-lights are clearly visible from the place required by the rules, and that the Electric Repeaters, where provided, correctly represent the indication of the signals which they repeat.

(ii) Before issue of the certificate and taking over any interlocking installation, the Transportation-(Traffic) Officer or Supervisor shall instruct the station staff responsible for working the interlocking installation and test them in their knowledge of the signalling diagram exhibited at the station and of the rules and working instructions in connection therewith

(iii) No person shall be placed in-charge at stations where interlocking installations have been provided, unless the Transportation (Traffic) Officer or Supervisor has satisfied himself that such person has a full knowledge of the working of those stations.

15. Opening of new works outside station limits.-

When sanction to open a new work outside station limits has been received, the Departmental officer concerned shall, after testing and passing the new work jointly, declare it opened from that date and advise the Divisional Railway Manager and the heads of departments concerned.

16. Provisions of locking bolts, cotters and padlocks and clamps.-

When new lines are opened for traffic, adequate number of bolts cotters and padlocks and clamps shall be provided by the Divisional Engineer.

17. In electrified sections, all these Subsidiary Rules are subject to the provisions of the Indian Electricity Act, wherever applicable and where the Principal Chief Electrical Engineer also functions as the Electrical Inspector in terms of this Act.

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18. Special instructions for Line Block-*Single Line*.-

(1) When it is necessary to obstruct any portion of the line for Engineering purposes, any official of the Engineering Branch not below the rank of JE/P-Way, shall apply to the Divisional Railway Manager for the Line Block Order. The official applying for the Line Block order shall state in the application whether the Official-in-charge of the work would have the use of a portable telephone and also if the work spot, specified in the application, is on a level ground or at the lower end of a steep or long approach gradient. On sections where traffic position permits, even casual renewals may preferably be carried out under Line Block. Where breaking the road for longer periods is involved, such work shall be done under Line Block. All cases of renewals of track on a bridge or on the approach to a bridge or an embankment where the risk involved will be of a very high order, shall be done under Line Block.

Note.- Relaying may be done under the protection of Rules 15.08 and 15.09 without the imposition of Line Block, on a controlled area provided.

- (a) The Divisional Railway manager and the station Masters of the block stations on either side of the relaying area are advised in advance;
- (b) The relaying is in charge of an Inspector; and
- (c) An official, with a field telephone, is specifically posted to be in continuous contact with Controller to ascertain the whereabouts of trains which are running so as to minimize interference with traffic.

(2) (a) The time for blocking the line shall be so arranged as to interfere as little as possible with the train service. Not less than twenty four hour notice shall be given to the Divisional Railway Manager that Line Block is required, and the application shall be in the following form, from which no deviation whatever is authorised, except as provided for in clause (b) below-

Please Block line between (station).....and (station)from after No.....clears section until.....hours on.....(date).
--

Note.- Application for more than one Line Block period falling on the same date and between the same stations may be consolidated in one letter as required, provided the standard form of application laid down above is repeated for each of the Line Block periods applied for.

- (b) (i) If the work spot is on a level ground, permission for blocking the line can be granted as from immediately after the last train (to pass the work spot prior to the commencement of the work) clearing section at the other end.

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(ii) If, on the other hand, the work spot is at the lower end of a steep or long approach gradient and if the last train to pass the work spot prior to the commencement of the work, will have to negotiate this long or steep approach gradient, permission for blocking the line, as from immediately after the last train clearing the section, may be granted only if the work spot is on a controlled length and if the Engineering official-in-charge of the work will have a portable telephone for use during the period of the Line Block. If the work spot is not on a controlled length or if the Engineering official will have no portable telephone for use, permission for blocking the line shall be granted only as from 10 minutes after the last train, passing the work spot, would clear the section at the upper end, in case it is a passenger train, and 15 minutes after, it is a goods train, taking into consideration the probable running time of the train to traverse the length from the work spot to the block station at the upper end.

- (3) The Divisional Railway Manager shall issue Line Block orders to the Station Masters of the Block stations between which the line is to be blocked.
- (4) The Divisional Railway Manager shall be equally precise in his orders, which shall be issued by letter, in the following form, from which no deviation whatsoever is authorised.

From DRM/TPJ to SMs., 'TJ' and ALK. Block line between yours from..... after No..... clears section until..... hours on..... (date) for Engineering purposes, Copy A.E.N. or SSE/JE, TJ (as the case may be) and SMR/TPJ, MV and VM.

Note:- Line block orders with regard to more than one line block period falling on the same date and between the same stations may be consolidated in one letter, provided, the standard form laid down above is repeated for each of the Line Block periods ordered.

- (5) The official receiving the Line Block Order shall immediately acknowledge the order in the following terms, the Engineering official-in-charge of the Line Block work and the Station Masters of the block stations between which the line is to be blocked acknowledging by letter in all cases:-

I note line between (Station).....and (Station).....shall be blocked from.....after No.....clears section until.....hours on(date). Copy SSE/JE. or A.E.N. (as the case may be).

- (6) When an order is received from the Divisional Railway Manager that the line is to be blocked, this order shall be copied in red ink in bold handwriting across each page of the Train Signal Register, and the Train Message Book when in use, day by day, until the Line Block actually takes effect, that is up to and including the last train that enters the section before it is blocked for Engineering purposes. Controllers shall take care that no extra train is ordered whose running would be affected by the Line Block and shall take all possible steps to ensure that the Line Block commences at the time applied for. Line Block collar/cap shall be secured on the Last Stop signal handle/knob.

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(7) (a) The Station Master shall issue to the Guard of the last train (specified in the Line Block Order), entering the block section before it is obstructed, a certificate (which need not be addressed to any one), in duplicate, in the following form:-

The line between (station).....and (station).....will be blocked for Engineering purposes from.....after train No.....clears section until hours on.....(date). Station..... Date..... (Station Master)	
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The Station Master shall hand over a Caution Order to the Loco Pilot warning him that he shall be on the look-out for a Stop hand signal from the Engineering official-in-charge, vide clause (b) (i) below. Immediately after acknowledging the "Train out of Block Section" signal for this train, the Station Master shall place the "Line Block" cap on the plunger of the block instrument and this cap shall not be removed until a traffic train is ready to enter the block section under the provisions of paragraph (8) (d) (iii) below. If the last train is a run through train, it shall be stopped out of course at the station.

In Tokenless territories, the Station Masters at either end of the block section shall remove the shunt keys and keep the same in the personal custody on complete arrival of the last train at the other end and place the Line Block cap on the T.G.T. button of the block instruments.

Note:- A Caution Order need not be given to the Loco Pilot when there will be no Engineering official-in-charge at the site of the work.

(b) (i) The last train shall be stopped at the site of the work by the Engineering official-in-charge by the exhibition of a Stop hand signal. The Guard shall also be on the look-out and on the train being stopped, deliver one copy of the certificate to the Engineering official-in-charge and obtain acknowledgement. The Guard shall deliver the duplicate copy to the Station Master at the station at the other end of the block section and obtain acknowledgement, the train being stopped out of course for the purpose, if booked to run through.

Note:- In cases where the last train entering the block section prior to the imposition of Line Block enters the block section at such an hour as to render it inconvenient for the Engineering official-in-charge to be at the site of the work when the train arrives there, the Engineering official-in-charge need not be present at the site of the work to stop the train and the train need not be stopped at the site of the work but it shall pass through to the block station ahead where the Guard shall hand over both copies of the certificates to the Station Master and obtain acknowledgement. The Engineering official-in-charge shall before commencing the work personally obtain the copy of the certificate intended for him from this Station Master and give acknowledgement therefor. In case the Engineering official-in-charge is present at the other end of the block section, he shall personally obtain a copy of the certificate from the Station Master at that end and acknowledge the same. This Station Master shall immediately advise the Station Master at the other end of having done so. Whenever this procedure is required to be adopted, the official applying for Line Block shall specifically advise the Divisional Railway Manager who in turn shall specifically advise the station Masters at both ends of the block section and get their acknowledgements.

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- (ii) The Station Master shall before clearing section for the train in token territories, and tokenless handle type territories or establishing "Line Closed condition" in push button type tokenless territories, obtain the duplicate copy of the Certificate or both the copies, as the case may be. Immediately after giving the "Train out of Block Section" signal for the train or establishing "line closed" condition, in accordance with this sub-clause or clause (c) below, the Station Master shall place the "Line Block" cap on the plunger of the block instrument in token territories and tokenless handle type territories and on the "T.G.T. "button in push button tokenless territories and this cap shall not be removed until a traffic train is ready to enter the section. The Station Masters at either end of the block section shall also remove the shunt keys and keep the same in their personal custody.
- (c) If, on the train coming to a stand at the site of the work, the Guard is not in possession of the certificate, issued to him and on his declaring so in writing the Engineering official-in-charge shall issue a message, through the Guard, to the Station Master at both ends of the block section, with copy to the Divisional Railway Manager, intimating this fact and that the work is being taken up as arranged. Immediately on arrival at the block station ahead, the Guard shall hand over the message to the Station Master and obtain an acknowledgement. The Station Master shall, before clearing section for the train or establishing "Line Closed" condition send the message to the Station Master at the other end of the block section and obtain his acknowledgement.
- (d) Line Block shall not be considered to be in operation, nor shall the work of obstructing the line be commenced, until the Engineering official-in-charge of the work is in possession of the copy of the certificate referred to in clause (b) above or has issued the message referred to in clause (c) above.
- (e) If the work spot is at the lower end of a steep or long gradient and if the last train to pass the work spot prior to the commencement of the work has to negotiate the steep or long grade before reaching the block station ahead, the Engineering official-in-charge of the work, if he has no portable telephone, shall not commence the work before the time specified in the certificate handed over to him. In case the Engineering official-in-charge of the work is equipped with portable telephone and if the work spot is on a controlled section, he shall ascertain from the Controller if the last train, that passed through the work spot has cleared the section at the other end and shall commence the work only after the train has cleared the section completely.
- (8) (a) While the Line Block is in force, under no circumstances whatsoever, shall a traffic train be allowed to enter the obstructed section. The Station Master at both ends of the obstructed section shall not ask for or give Line Clear for any train to enter the section or establish "Train Going To" condition on the block instrument.

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(b) Engineering material trains, break-down specials, wiring trains, motor Trolleys and motor lorries/tower wagons may be allowed to enter the obstructed block section on the authority of an Engineering official not lower in rank than an Inspector.

Before permitting any departmental material train/break-down special/wiring train/tower wagon into an obstructed section, the Engineering Inspector shall issue a written authority to the Station Master in the following form.:-

You are authorised to allow Train Nodescription.....into the Obstructed section between (station).....and (station).....on (date) at (hours). The section should be cleared before (hours) (minutes) The line is obstructed from (kilometre).....to (kilometre).....for engineering purposes.

The Station Master on receipt of this authority shall despatch the above mentioned trains into the obstructed block section on the "Authority to proceed without Line Clear"(T/A602)

(c) All manned level crossing gates shall be closed against road traffic for the passage of departmental trains during line block. However, the Loco Pilot / Operator shall ensure that all manned level crossing gates are closed against road traffic before passing the same. He shall whistle intermittently while approaching the level crossings and obey the aspect of the Gate Stop signal if any. In the case of non-interlocked gates, and in the case of interlocked gates in double line sections while proceeding on the wrong direction, the Loco Pilot / Operator shall bring his material train / track machine to a stop 30 metres short of the level crossing and then restart and pass the gate after confirming that the gate is closed against road traffic (Correction Memo No. 6 dated 06.11.06).

(d) (i) The running of Traffic trains over the section obstructed for Engineering purposes shall not be resumed until all the material trains or motor Trolleys or motor lorries have cleared the obstructed section and the following messages have been exchanged, between the Station Masters at both ends of the obstructed section, for each material train or motor trolley that entered and cleared the obstructed section:-

My/Your Private Number.....train cleared section here athours.....minutes.

My/Your Private Number.....understand.....train cleared section here athours.....minutes.

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(ii) Provided that the above messages have been exchanged for each material train or motor trolley or motor lorry that has entered and cleared the obstructed section the running of Traffic trains, over the section ordered to be obstructed, may be resumed on the expiry of the obstruction period, unless the Engineering official-in-charge of the work specifically notified that the obstruction has not been removed. A Caution Order warning Loco Pilots that they should be prepared for Stop or Caution signals shall be handed over to all Loco Pilots until the Station Master has received either a written notice from the Engineering official-in-charge of the work that the obstruction has been removed or an advice from the Station Master at the other end of the block section of his written notice. The Station Master receiving the written notice shall immediately communicate it to the Station Master at the other end of the block section. The Engineering official-in-charge of the work shall send the written notice, as soon as the obstruction has been removed.

(iii) The running of Traffic trains over the section ordered to be obstructed may be resumed before the expiry of the obstruction period specified in the Line Block Order, provided that-

- (1) the Engineering official-in-charge of the work notifies the Station Master at one end of the block section, in writing, that the obstruction has been removed;
- (2) the Station Master receiving the written notice from the Engineering official-in-charge of the work has communicated the notice to the Station Master at the other end of the block section and the Divisional Railway Manager; and
- (3) the provisions of clause (i) above have been complied with.

Note.- The notice referred to above shall be recorded in the Train signal Register and/or the Train Message Book of the stations at both ends of the block section.

(9) (a) If the Line Block is required to be extended beyond the time stated in the original Line Block Notice, the Engineering official-in-charge of the work shall send a written notice to the Station Master at one end of the block section, expeditiously notifying the time upto which the Line Block has been extended. The Station Master who receives the written notice shall immediately advise the Station Master at the other end of the obstructed section and the Divisional Railway Manager of the revised time upto which the Line Block has been extended by the Engineering Branch.

(b) The advice extending the time of the Line Block, received from the Engineering official-in-charge of the work, shall be recorded in the Train Signal Register, and the Train Message Book when in use, of the station at both ends of the obstructed section; and, after the expiry of the extended time, traffic trains may resume running over the section.

19. Special instructions for Line block-Double Line-

(1) When it is necessary to obstruct one or both lines for Engineering purposes, any official of the Engineering Branch not below the rank of an Inspector shall apply to the Divisional Railway Manager for the Line Block Order. On sections where traffic position permits, even casual renewals may preferably be carried out under Line Block. Where breaking the road for longer periods is involved, such work shall be done under Line Block. All cases of renewal of track on a bridge or on the approach to a bridge or an embankment where the risk involved will be of a very high order, shall be done under Line Block.

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Note.- Relaying may be done under the protection of Rules 15.08 and 15.09, without the imposition of line block, on a controlled area, provided-

- (a) the Divisional Railway Manager and the Station Master of the block stations on either side of the relaying area are advised in advance;
- (b) the relaying is in charge of an Inspector: and
- (c) an official, with a field telephone, is specifically posted to be in continuous contact with the Control to ascertain the whereabouts of trains which are running so as to minimise detention to traffic.

(2) The detailed procedure for imposition, extension and removal of Line Block shall be the same as for single line except that whenever both lines are obstructed, it shall be the joint responsibility of the Station Masters at both ends of the block section to ensure that no train is occupying or ready to enter the adjacent line before permitting the last train mentioned in the Line Block Order into the section.

Note:- When it is necessary to obstruct only one line in a double line section, the official applying for Line Block Order shall state in the application that the Line Block Order is required for one line only indicating clearly the line (Up or Down as the case may be) which is to be obstructed. In case, it is specifically asked by Engineering Department for imposing of caution on adjacent line for working of some track machines such as BCM, TRT, TLE / PQRS & T-28 machine or due to any reason, the procedure detailed in SR 6.02 (iv) shall be followed for running of trains on the unobstructed single line with a Caution order issued to the Loco Pilot of each train till the line block is over stating as Under:

“Line Block is in force on adjacent line. Observe special caution and reduce speed as necessary”.
(Correction Memo No.03/2017 dated 31.05.2017)

The above caution order shall also be given to Loco Pilots of trains running on the adjacent lines on a section with two or more lines of same/different gauges when line block is in force on any of the lines.

The Engineering official in charge of Line Block Work shall ensure that materials conveyed through the trains running on obstructed line do not obstruct the adjacent line.

15.07. Work in thick, foggy or tempestuous weather impairing visibility.-

In thick, foggy or tempestuous weather impairing visibility, no rail shall be displaced and no other work which is likely to cause obstruction to the passage of trains shall be performed, except in cases of emergency.

S.R.15.07 (i) When such work has to be undertaken and is protected by temporary engineering indicators, 2 detonators shall be placed on the line 10 metres apart not less than 90 metres in rear of the Caution Indicator and a Flagman posted (at not less than 45 metres in rear of the farthest detonator) exhibiting the “proceed with caution hand signal to approaching trains.

15.08. Precautions before commencing operations which would obstruct the line.-

- (1) No person employed on the way or works shall change or turn a rail, disconnect points or signals, or commence any other operation which would obstruct the line until Stop signals have been exhibited and where prescribed detonators used; and if within station limits, he has also obtained the written permission of the Station Master and all necessary signals have been placed at "On".

Provided that the exhibition of Stop signals may be dispensed with, if such operations are performed or carried out after the necessary signals, other than Automatic Stop signals, have, in addition to being placed in the 'On' position, been disconnected, so that such signals cannot be taken 'Off' again until it is safe to do so and the corresponding adequate distance beyond such signals is kept clear:

Provided further that when the area of work is controlled by Automatic Stop signals, the railway servant in-charge of the work shall post a competent railway servant at an adequate distance in rear of the site of the work to stop and warn any train approaching the affected area.

- (2) No work involving removal of any rail from the track shall be undertaken without traffic block, except as provided in Sub-rule (3) below.
- (3) In emergent cases, the Engineering Official not below the rank of JE/SSE/P.Way, undertaking such operations shall first bring the train to stop and advise the Loco Pilot of the train about the need to stop the train through a written memorandum. The Engineering Official shall simultaneously arrange to send a message to the Station Master for the need to block the track and obtain written confirmation of the same. In such emergent cases, work may be commenced only after advising the Loco Pilot and bringing the train to a stop.

S.R.15.08(i) Responsibility of the Engineering official-in-charge of the work-

- (a) No work affecting the track which may involve danger to trains shall be commenced except under the orders of the JE/SSE/P.Way, or any other authorized railway servant who shall be present at the work site and ensure that the engineering indicators are exhibited at the specified distances according to rules and staff posted with necessary equipment to man them.
- (b) Trains shall be permitted over the track under repair at such restricted speed as is specified only after the track is rendered safe for traffic.
- (c) When imposing or removing a speed restriction, the Official-in-charge shall advise, specifying the restricted speed-
- (1) The Station Master at each end of the block section on which the restriction is imposed as well as the Station Masters of the Notice stations at either end.

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- (2) Locomotive Foreman (or Fitter Chargeman or Train Examiner) of the Depot stations at both ends of the runs of the Loco Pilots concerned including the Locomotive Foreman (or Fitter Chargeman or Train Examiner) of the Depot station immediately on either side of the restricted length,
 - (3) JE/SSE/Signal, Traction Distribution Supervisor, JE/SSE/P.Way and Assistant Engineer,
 - (4) The Transportation Inspector and the Divisional Railway Manager.
- (d) In the case of works between stations, whenever the Engineering official-in-charge of the work requires information regarding the running of trains on the section, he shall advise the Station Master as under and obtain his acknowledgement.-

<p>To Station Master,Station</p> <p>It is proposed to carry out work on (date)at kilometre.....between.....station and.....station between hoursand hours..... . Please give me information regarding running of trains on the section.</p> <p>Time.....</p> <p>Date..... Official-in-charge (With designation)</p>

The Station Master shall give him the information in the following form and obtain his acknowledgment:-

<p>To Official-in-charge.....(Designation)</p> <p>Daily and extra trains due to arrive at or pass my station upto.....hours have actually done so except- Train (No. and Description).....minutes..... late.</p> <p>The following extra trains, special trains and light engines will enter section as shown below-</p> <p>Train (No. and Description).....due to enter section at abouthours from station</p> <p>Station</p> <p>Time..... Date.....</p> <p style="text-align: right;">Station Master</p>
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Note.- The timings given above are approximate. The possibility of a train running before time shall always be borne in mind and however late a train may be running on no account should it be assumed that it has been cancelled.

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S.R.15.08(i) (e) Issue of Caution Order.-

The engineering official-in-charge of any work inside or outside station limits shall advise in writing the Station Master of one of the two Block stations on either side of the Block section on Double/Single line sections over which the issue of Caution order is required as well as the Station Masters of Notice stations detailing the Kilometrage between which Special Caution is necessary, the reason for the `Special Caution' and the speed restriction. The Engineering official-in-charge shall not commence the work until he has received an acknowledgement from the Station Master in the following form and in case the block section is occupied until the train mentioned in the acknowledgement has passed well clear of the site where the work is to be carried out.

To(Designation of Engineering official in-charge)(Station/Kilometres). I acknowledge your caution order advice No of date. I have advised the Station Master of thestation at the other end of the Block section and have obtained his acknowledgement. The Block section is not occupied or occupied by Train No. and description..... which is due to arrive at.....Station.....hours..minutes. Station..... Date..... Station Master

S.R.15.08(ii) When any work endangering the track is in progress on or in the vicinity of a diversion used for the daily passage of trains, banner flags shall be fixed at an adequate distance in addition to Engineering indicators. Such work shall not be done at night except in case of an accident or emergency and on such occasions Line Block shall be imposed. In addition, red lights and detonators shall be used to protect the work.

S.R.15.08(iii) In electrified sections, whenever any work on permanent way is undertaken, G.R.17.06 and its Subsidiary Rules shall be strictly adhered to.

15.09 Showing of signals: -

- (1) Whenever due to lines being under repair or due to any other obstruction it is necessary to indicate to the Loco Pilot that he has to stop or proceed at a restricted speed, the following signals shall be shown and, where prescribed, detonators used, if on a double line in the direction from which trains approach and if on a single line in each direction-**

- (a) When the train is required to stop and the restriction is likely to last only for a day or less-

A banner flag shall be exhibited at a distance of 600 metres on the Broad Gauge and 400 metres on the Metre Gauge and the Narrow Gauge and three detonators shall be placed, 10 metres apart, at a distance of 1200 metres on the Broad Gauge and 800 metres on the Metre Gauge and the Narrow Gauge from the place of obstruction. In addition, Stop hand signal shall be shown at a distance of 30 metres from the place of obstruction, at the banner flag and at a distance of 45 metres from the three detonators. The railway servant at the place of obstruction shall give proceed hand signal to indicate to the Loco Pilot when he may resume normal speed after the train has been hand signalled past the place of obstruction.

- (b) When the train is required to stop and the restriction is likely to last for more than a day-

A stop indicator shall be exhibited at a distance of 30 metres from the place of obstruction and a caution indicator at 1200 metres on the Broad Gauge and 800 metres on the Metre Gauge and the Narrow Gauge from the places of the obstruction. In addition, termination indicators shall be provided at the place where a Loco Pilot may resume normal speed.

- (c) When the train is not required to stop and the restriction is likely to last only for a day or less-

Proceed with caution hand signals shall be exhibited at a distance of 30 metres and again at a distance of at least 800 metres from the place of obstruction. The distance of 800 metres shall be suitably increased by special instructions, where required. The railway servant at the place of obstruction shall give Proceed hand signal to indicate to the Loco Pilot when he may resume normal speed after the train has been hand-signalled past the place of obstruction.

- (d) When the train is not required to stop and the restriction is likely to last for more than a day-

A speed indicator shall be exhibited at a distance of 30 meters from the place of obstruction and again a caution indicator at a distance of at least 800 meters from the place of obstruction. The distance of 800 meters shall be suitably increased by special instructions, where required. In addition, termination indicators shall be provided at the place where a Loco Pilot may resume normal speed.

- (2) In case the place of obstruction is within station limits-

- (a) the provision of sub-rule (1) may be dispensed with if the affected line has been Isolated by setting and securing of points or by securing at "ON" the necessary manually controlled Stop signal or signals, and

- (b) approach signals shall not be taken 'off' for a train unless the train has been brought to a stop at the First Stop signal, except in cases where the Loco Pilot has been issued with a Caution Order at a station in rear, informing him of the obstruction and the details thereof.

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- (3) if the place of work is situated in Automatic Signalling territory, and if the distance between the place of obstruction and the Automatic signal controlling the entry of train in the signalling section concerned is less than 1200 metres on the Broad Gauge and 800 metres on the Metre Gauge and provided the Automatic signal has been secured at “On”-
- (a) the banner flag and three detonators referred to in clause (a) of sub-rule (1) may be provided at 90 and 180 metres respectively; and
 - (b) the caution indicator referred to in clause (b) of sub-rule (i) may be dispensed with.
- (4) The shapes and sizes of the indicators referred to in clauses (b) and (d) of sub-rule (1) may be prescribed by special instructions.

Note:- The distances referred to as 800 metres and 400 metres on M.G. and N.G. under G.R. 15.09 have been increased to 1000 metres and 500 metres respectively.

S.R.15.09(i) Works of short duration.-

Works such as casual renewals of rails and sleepers, creep pulling, lubrication of rail joints, oiling fish-plates, insertion of points and crossings, ladder working for OHE works etc. which can be completed between sunrise and sunset of the day of commencement and no restriction of speed thereafter is required, are termed “ works of short duration”. Hand signals, banner flags and detonators, as detailed in G.R. 15.09 shall be used to protect trains.

S.R.15.09 (ii) (a) Works of short duration inside station limits:-

(a) Before commencing any work of short duration inside station limits, the Engineering official-in-charge of the work, requiring to obstruct the line, shall notify the Station Master in the following form and obtain his acknowledgement:-

To The Station Master,Station Please note that I require the.....line at your station to be obstructed today fromhours tohours, Traffic may be resumed only after receipt of advice of clearance from me. Date..... Signature of Official-in-charge (with designation)
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The Station Master shall give a written permission to the Engineering official in the following form and obtain his acknowledgement:-

To (Designation of the Engineering official-in-charge of the work) at.....Station. You may obstruct theline at my station today from.....hours to.....hours until reported clear by you. All the concerned Signals have been kept at "ON". Date..... Signature of Station Master with station seal

(b) (1) Before commencing work on a line which can be isolated from the other lines, the engineering official-in-charge of the work shall, jointly with the Station Master, ensure that the line has been isolated and keep the keys of the points or the traps in his possession, giving the Station Master a receipt thereof. Where isolation is effected by the setting of points, the points shall be locked by means of the bolts and cotters or clamps.

(2) Before commencing work on a line which cannot be isolated from the other lines, the Engineering official-in-charge of the work shall provide the prescribed hand signals, detonators and banner flags as may be necessary to afford protection to trains or vehicles moving in the yard.

S.R.15.09(iii) "Works of short duration" outside station limits-

(a) Before commencing any "work of short duration" outside station limits, the JE/SSE/P.Way, or any other authorised railway servant shall notify the Station Masters at each end of the block section of the fact and obtain their acknowledgement. The Station Masters shall arrange to issue Caution Order to Loco Pilots in accordance with Rule 4.09.

Note:- In an emergency, when it is necessary on consideration of safety, the JE/SSE/P.Way or any other authorised railway servant may commence such work after protecting the line, before issuing notice to the Station Master. If the work is likely to be prolonged, he shall notify the Station Masters as soon as possible after commencing the work, for issue of Caution Orders to Loco Pilots.

(b) The Official-in-charge of the work shall protect the line in accordance with sub-clauses (a) and (c) of G.R. 15.09 (1).

(c) (i) At places where there are curves or gradients falling towards the obstruction or at times of poor visibility, the distances laid down in G.R. 15.09 shall be suitably increased, in order that the Stop hand signal and banner flag may be visible to the Loco Pilot of an approaching train from a distance of not less than 500 metres on the Metre Gauge and Narrow Gauge and 600 metres on the Broad Gauge. In order to avoid a girder bridge or any other obstruction which may prevent the planting of the banner flag as indicated, the distance can be increased as necessary. Intermediate Flagmen shall be posted to relay the hand signals.

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(ii) The Loco Pilot of an approaching train shall bring his train to a stop on seeing the "Stop" hand signal shown by the Flagman farthest from the obstruction. Only after the train has come to a stand, the Flagman shall remove the detonators and allow the train to proceed by showing "proceed-with-caution" hand signal. After the train has passed, he shall fix three detonators 10 metres apart again on the line and continue to show "Stop" hand signal, until recalled.

(iii) The Loco Pilot shall thereon restart and proceed with caution being prepared to stop his train short of the banner flag fixed at 500 metres on the Metre Gauge and Narrow Gauge and at 600 metres on the Broad Gauge.

(iv) The Flagman nearest to the obstruction (at the 30 metres point) shall, on receiving orders from the Engineering official-in-charge of the work to allow the train to pass over the obstruction at reduced speed, show "Proceed-with-Caution" hand signal and intimate the intermediate Flagman (at the 500 metres point on the Metre Gauge and Narrow Gauge and 600 metres point on the Broad Gauge) who shall, thereupon, remove the banner flag. The train shall then be hand-signalled forward by both the Flagmen showing "Proceed-with-Caution" hand signals.

(v) After the train has passed, the intermediate Flagmen shall plant the banner flag again across the line and show Stop hand signal and stop approaching trains until otherwise instructed.

S.R.15.09(iv) (a) Works of long duration inside or outside station limits.-

Works such as relaying, bridge construction under traffic and diversions which extend over a few days or weeks during which period a continuous restriction of speed has to be in force are termed "works of long duration". Temporary engineering indicators shall be used at the specified distances to protect the trains.

(b) All indicators shall be placed on the left hand side of the line as seen by the Loco Pilots of approaching trains. The temporary engineering indicators which are of reflective type need not be lit whereas temporary engineering indicators which are of non-reflective type shall be lit at sunset and kept burning till sunrise.

(c) Protection in block section for work requiring stop-dead speed restriction and procedure for passing trains.-

The Loco Pilot of a train shall, on approaching the caution indicator, reduce speed as necessary and bring his train to a dead stop in rear of the stop indicator. The Engineering Watchman posted at the stop indicator shall, after the train has actually come to a dead stop hand over the Restriction book, Form E.R.7 to the Loco Pilot. The Loco Pilot shall fill in the date, train number and time, affix his signature and return the book to the watchman. The watchman shall, thereafter, exhibit a "Proceed-with-caution" hand signal to the Loco Pilot. The Loco Pilot shall then restart and proceed cautiously at a speed not exceeding 10 kilometres an hour until the train has cleared the restricted length.

(d) Permanent Speed Restrictions.-

They are notified in the Working Time Tables. The Speed indicators are erected to indicate to Loco Pilots where restrictions are to be observed; for example between stations, because of lighter type of permanent way, at certain bridges and at certain curves. It need not be lit at night. The permanent speed indicator shall be preceded by the caution indicator, fixed sufficiently in rear to enable Loco Pilots to reduce speed. It also need not be lit at night. Where speed restriction has been imposed on account of facing points of an outlying siding, an "S" marker should be fixed at the points, in addition to the speed and caution indicators fixed in rear of the points. Where, however, the sanctioned speed of the section does not exceed 50 kilometres an hour the speed indicator and "S" marker need not be provided except where the speed over the points is less than the sanctioned speed of the section. Where the speed over the facing points at a station is less than the speed sanctioned at other stations on the same section, a permanent speed indicator shall be fixed on the post of the First Stop signal of the station. Termination indicators shall be provided in advance of all permanent speed indicators between stations and they need not be lit at night. Where a permanent speed restriction is in force on any intermediate track on triple or multiple lines, the engineering indicators shall be fixed between the tracks to be within 300mm from rail level to avoid infringement of Standard Dimensions. Caution Orders need not be issued for permanent speed restrictions.

(e) When on sections it becomes necessary to indicate to the Loco Pilots of goods trains to run at a restricted speed and where caution and speed indicators have been provided, they should bear the legend "GDS".

(f) Conditions to be satisfied before commencing the work:-

(1) The JE/SSE/P.Way shall, except in an emergency

- (i) obtain the permission of the Divisional Railway Manager who shall, prior to giving the permission, issue necessary notices to the Station Masters, vide clause (ii) below and all others concerned and obtain their acknowledgement;
- (ii) issue notice to the Station Master at each end of the block section, in the case of Single line and to the Station Master at the block station in rear in the case of Double line, and Station Master of Notice stations confirming the commencement of the work, as notified by the Divisional Railway Manager and obtain their acknowledgements; and
- (iii) provide the necessary engineering indicators as prescribed.

(2) In an emergency, when it is necessary on considerations of safety, the JE/SSE/P.Way or any other authorised railway official may commence the work before issuing the notice under the protection of hand signals, banner flags and detonator, In such cases, as soon as possible, the official-in-charge of the work shall issue the notice and replace the hand signals, banner flags and detonators by Engineering indicators.

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- (3) In the case of works inside station limits, Special Instructions shall be issued by the Divisional Railway Manager in regard to the use of the engineering indicators in conjunction with the fixed signals of the station detailing the position of the indicators. In such cases, the work shall not be commenced until the Special Instructions are issued to all concerned and their acknowledgements obtained.

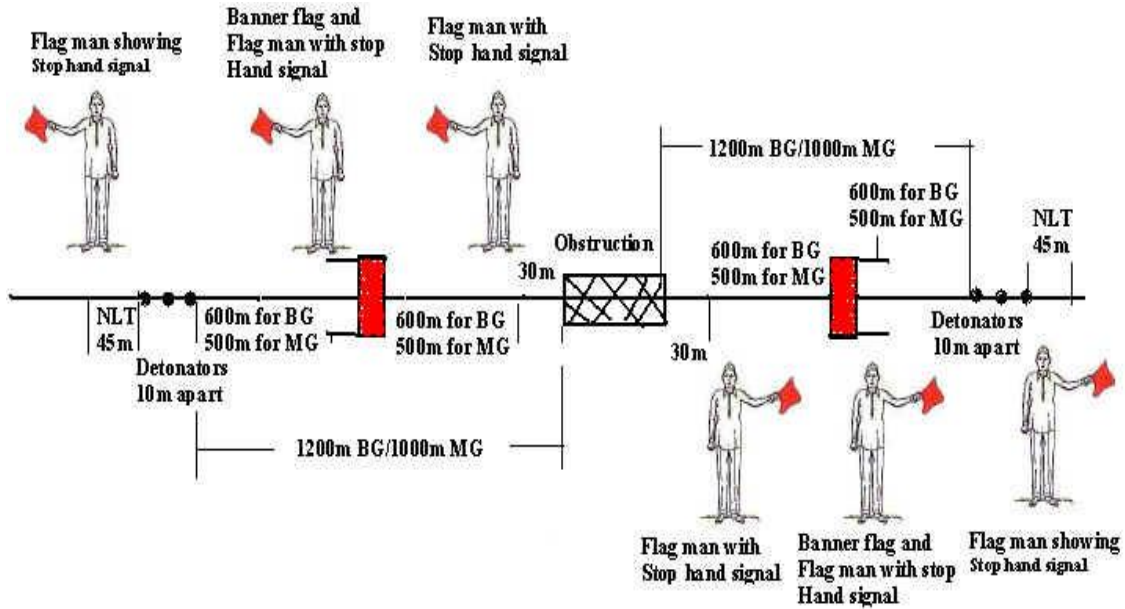
S.R.15.09(iv) (g) Responsibility of Loco Pilot and Guard

- (1) The Loco Pilot of a train shall on approaching the caution indicator, reduce the speed as necessary and while actually passing over the speed restricted length, keep his train under control and strictly observe the restricted speed avoiding the use of brakes as far as possible. The Loco Pilot shall resume normal speed after his engine has passed the termination indicator or after getting the "All-Right" Signal from the Guard. The "All-Right" signal shall be acknowledged by the Loco Pilot by giving a long whistle. In the case of a light engine the Loco Pilot shall resume normal speed after clearing the restricted length.
- (2) The Guard of a train shall be on the lookout for signals and be prepared to help the Loco Pilot to keep the train under control while passing over the speed restricted length. He shall also exhibit the "All-Right" Signal to the Loco Pilot after the last vehicle has cleared the restricted length.
- (3) Walkie-Talkie sets should not be used as an alternative to or replace physical exchange of signals. However, in case of full length trains, Walkie-Talkie sets may be used for exchange of signals between Loco Pilot and Guard when it is NOT possible to exchange signals physically due to curvature, tunnels, geographical lay out or other obstructions, for exchange of All-Right signal in circumstances referred above, and the conditions for exchange of the All-Right signal have been fulfilled. In such a case, the Loco Pilot and Guard while using the Walkie-Talkie shall clearly mention their identity along with the Train number while communicating and also confirm the identity of speaker at the other end.

(Correction Memo No.01/2016 dated. 24.02.16)

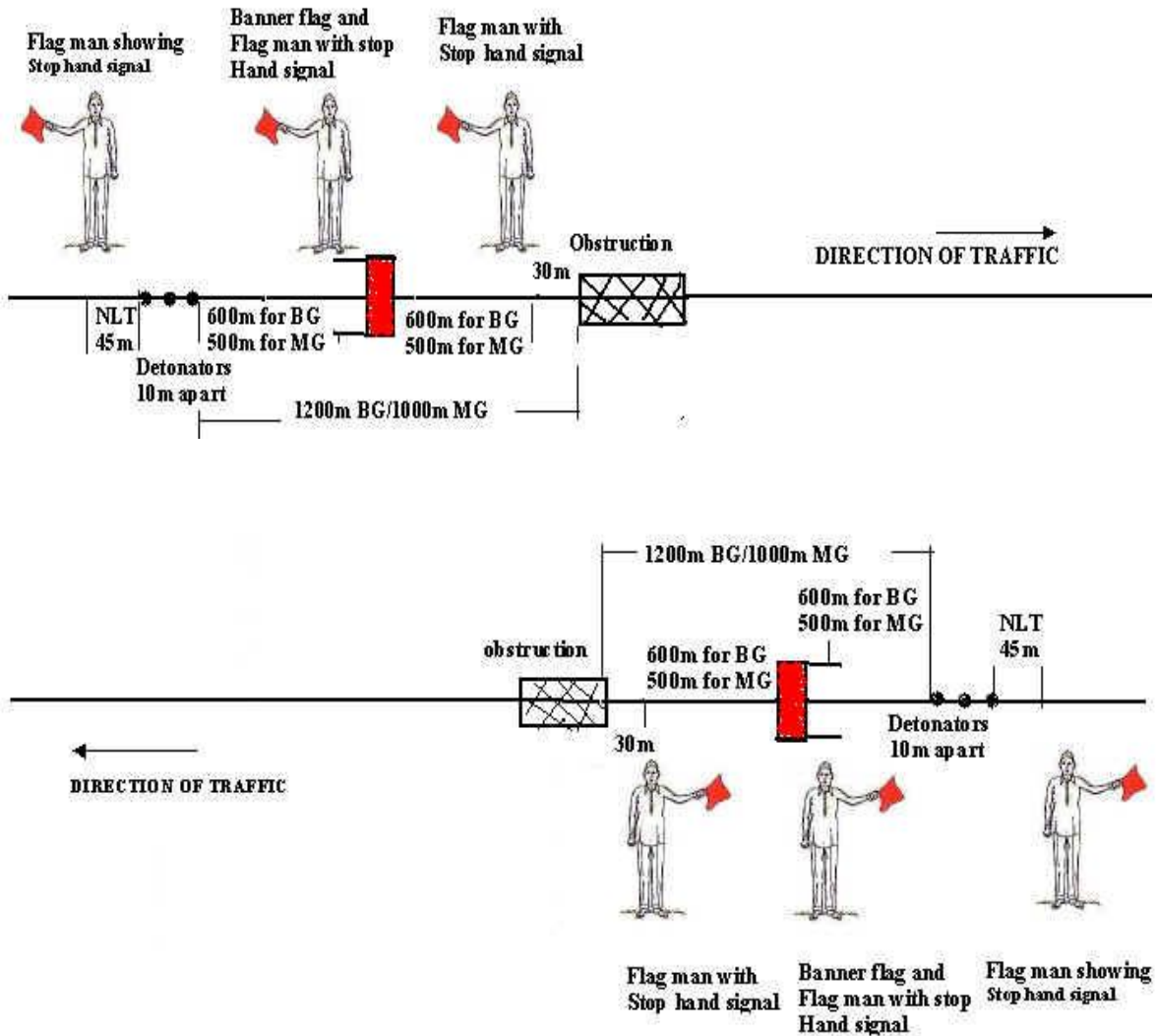
(Ref: Rly Board letter No.2009/Safety (A&R)/19/29 dated 10.03.2010)

**WORKS OF SHORT DURATION
STOP DEAD' RESTRICTIONS ON SINGLE LINE SECTION**



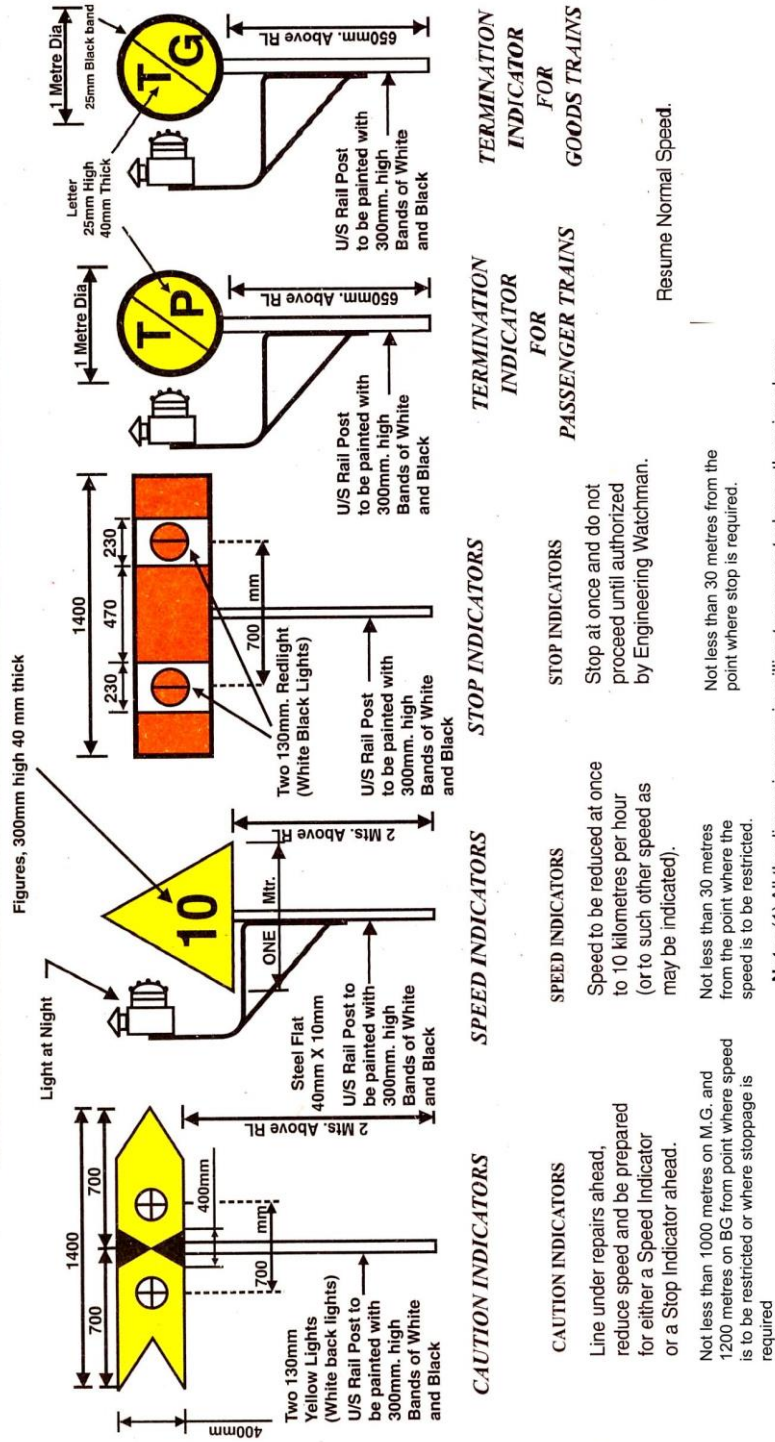
Note :- Ref: GR 15.09 (1)(a) and S.R. 15.09(i)

**WORKS OF SHORT DURATION
'STOP DEAD' RESTRICTIONS ON DOUBLE LINE SECTION**



Note :- Ref: GR. 15.09 (1)(a) and S.R. 15.09(i)

FIGURE-1
ENGINEERING INDICATORS FOR TEMPORARY RESTRICTIONS

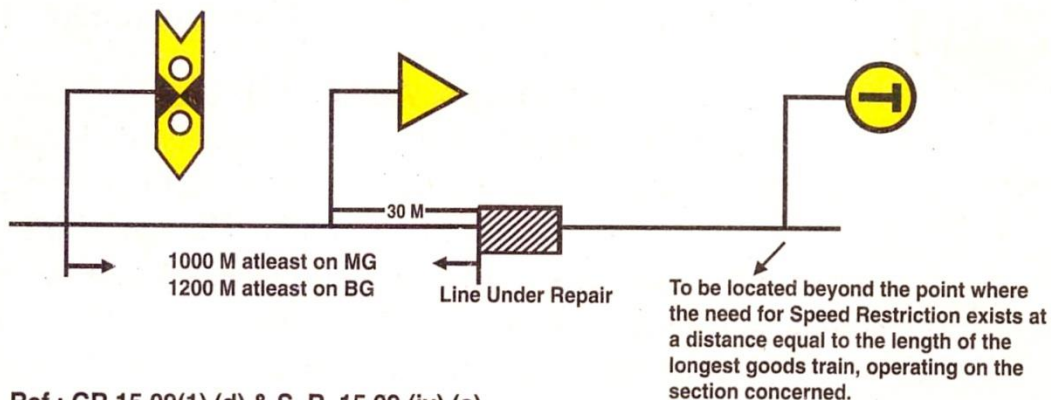


Note: (1) All the dimensions are in millimetres except where otherwise shown.
 (2) For intermediate tracks on triple or multiple lines engineering indicators should be fixed between tracks to within 300 millimeter from rail level to avoid infringement of standard dimensions.

Ref: GR 15.09(4) and SR 15.09(v)(b)

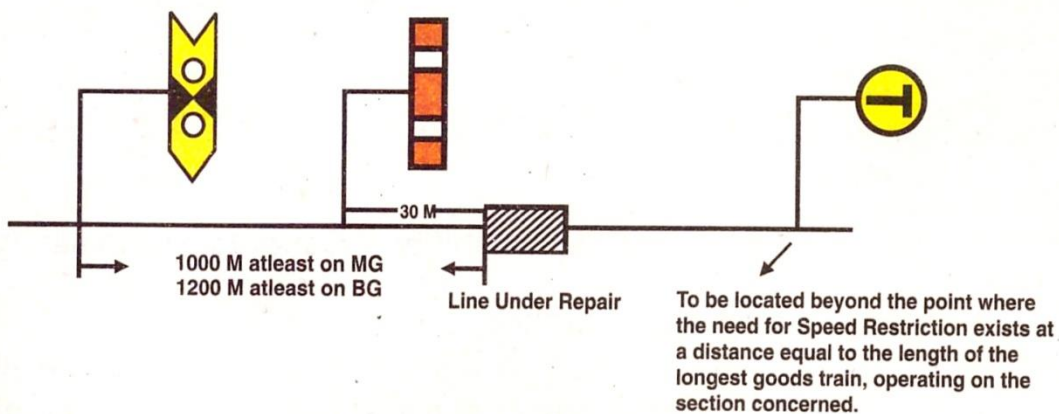
WORKS OF LONG DURATION

FIXTURE OF ENGINEERING INDICATORS OUTSIDE STATION LIMITS FOR REDUCED SPEED RESTRICTIONS OUTSIDE STATION LIMITS



Ref : GR 15.09(1) (d) & S. R. 15.09 (iv) (a).

FOR STOP DEAD Restrictions



Ref : GR 15.09(1) (b) & S. R. 15.09 (iv) (c).

15.10. Assistance in protection of trains:-

Every railway servant employed on way or works shall, on the requisition of the Guard of a train or the Loco Pilot thereof, render assistance for the protection of the train.

15.11. Gangmate in each gang:-

Each Inspector of Way or works shall see that in every gang employed in his length of line there is a competent Gangmate.

15.12. Knowledge of signal and equipment of gang:-

Each Inspector of Way or Works shall see;

- (a) that every Gangman and Gangmate employed under him has correct knowledge of hand signals and detonating signals; and
- (b) that every gang employed in his length of line is supplied with a permanent way gauge, two sets of flag signals, two hand signal lamps and twelve detonators, in addition to such other tools or implements as may be prescribed by special instructions.

S.R.15.12 (i) In addition to the equipment specified in Rule 15.12(b), every gang shall be supplied with two banner flags.

15.13. Inspection of gauges, signals, tools and implements:-

- (1) Each inspector of Way or Works shall at least once in every month inspect the permanent way gauges, flags, signal lamps, detonators, tools and implements supplied to the gangs under clause (b) of Rule 15.12 and ascertain whether the above equipment is complete and in good order.
- (2) He shall also see that any defective or missing articles are replaced.

15.14. Responsibility of Gangmate as to safety of line:-

Each Gangmate shall

- (a) see that his length of line is kept safe for the passage of trains;
- (b) that the signals supplied to him under clause (b) of Rules 15.12, are kept in proper order and ready for use;
- (c) that the men in his gang each have a correct knowledge of hand signals and detonating signals;
- (d) endeavour to prevent any trespassing by persons or cattle on his length of line or within the fences thereof ; and
- (e) When repairing, lifting or lowering the line or when performing any other operation which shall make it necessary for a train to proceed cautiously, himself be present at the spot and be responsible that the caution signals prescribed in rule 15.09 are shown.

S.R.15.14(i) Every Gangman and Keyman shall endeavour to prevent trespass in railway limits by persons or cattle on his length of line.

PERMANENT WAY AND WORKS

SR.15.14(ii) (a) Fortnightly Notice of Speed Restrictions or Stoppages on account of Engineering works/Overhead equipment works-

The Divisional Railway Manager shall issue not later than Monday every alternate week, a notice giving the details of all speed restrictions and stoppages which will be in force during the fortnight commencing from the second following Sunday, on account of works by Engineering Branch/Overhead equipment Branch. This notice shall state-

- 1) the Nature of work;
- 2) its location
- 3) the indicators and/or signals exhibited by the Engineering Branch/Overhead equipment Branch in connection with it and their locations;
- 4) the restrictive speed and /or stoppages to be observed by Loco Pilots in connection with it; and
- 5) the name of the block stations adjacent to the site where the engineering work will be undertaken in order that Caution Orders may be issued in accordance with Rule4.09.

The Divisional Railway Manager shall send copies of the notice to the Station Masters of the adjacent block stations, Loco Foreman (Fitter Chargeman or Train Examiner), JE/SSE/P.Way, Traffic Inspector and the Station Masters of the Guards Headquarters stations at either end, Traction Distribution Supervisor and Station Masters of Notice Stations.

(b) If it is necessary for the Engineering/Overhead equipment Branch to put in hand any work on the track which has not been included in the Divisional Railway Manager's Fortnightly Notice of Speed Restrictions or stoppages referred to in clause (a) above, but which involves the obstruction of the line and necessitates showing of danger signals, the Engineering official-in-charge shall notify, by letter the Station Masters of the block station, on either side of the proposed work and the Notice stations on either side, full details of the work giving the same information as laid down in items (1) to (5) of clause (a) above and he shall not commence work until the letter has been acknowledged by each of the Station Masters concerned.

S.R.15.14(iii) Excavation shall not be undertaken in the vicinity of cable routes until the exact position of the cables has been ascertained and a representative of the branch concerned is present.

15.15. Blasting:-

No railway servant employed on the way or on any works shall carry on any blasting operations on or near the railway except as permitted by special instructions.

15.16. Putting in or removing points or crossing:-

Except in cases of emergency, no railway servant shall put in or remove any points or crossings otherwise than as permitted by special instructions.

15.17. Duties of Gangmate and Gangman when apprehending danger:-

If a Gangmate or Gangman considers that the line is likely to be rendered unsafe, or that any train is likely to be endangered in consequence of any defect in the way or works or of abnormal rain or floods or any other occurrence, he shall take immediate steps for securing the stability of the line and the safety of trains, by using the prescribed signals for trains to proceed with caution or to stop, as necessity may require; and shall as soon as possible report the circumstances to the nearest Station Master and the Inspector of Way or Works.

B. The Working of Lorries, Trolleys and Motor Trolleys

15.18. Distinction between trolley, lorry and motor trolley-

- (1) A vehicle which can be lifted bodily off the line by four men shall be deemed to be a trolley and any similar but heavier vehicle shall be deemed to be a lorry.**
- (2) Any trolley which is self-propelled, by means of a motor, is a motor trolley.**
- (3) A trolley shall not, except in cases of emergency, be used for the carriage of permanent way or other heavy material; and when a trolley is so loaded, it shall be deemed, for the purposes of these rules, to be a lorry.**

S.R15.18(i)The following rules shall apply to Trolleys/Lorries/Motor Trolleys:-

- (1) Each trolley/lorry/motor trolley shall be marked with a number, code initials of the Headquarters station and the designation of the Official-in-charge.
- (2) A trolley/lorry/motor trolley shall always be pushed and not pulled. Use of sails or any other aid for their propulsion is strictly prohibited.
- (3) A trolley shall be manned by at least four trolley-men, a lorry by at least six lorry men and a motor trolley by at least four railway servants including the Motor Trolley Driver. This does not include any Flagmen who may be required in addition for the protection of trolleys /lorries under special instructions.
- (4) Out of six men employed for working a lorry, two shall control the brakes and two shall walk alongside the lorry. Under no circumstance shall all the men be seated on the lorry.
- (5) The duties of Flagmen shall be invariably entrusted to trained men experienced on the working of lorries/trolleys and who have passed the vision test.

PERMANENT WAY AND WORKS

- (6) The number of men that may be carried on a trolley/motor trolley shall not exceed:-
 - (a) eight on the Metre Gauge; and
 - (b) ten on the Broad Gauge,
- (7) when the view of the line is obstructed due to curves or cuttings or other causes, "observation posts" shall be established at such sites as command the best view in both directions for the use of Flagmen who shall convey hand signals to the trolley on the line.
- (8) In track circuited territories, trollies when used shall be insulated.
- (9) Whenever a trolley is placed on line on Form T/1518 with Caution Order protection on a section with double or multiple lines, Caution Order shall be issued to all trains running on all lines if the Official in charge of the trolley has stated his intention to change over from one line to another in the 'A' portion of Form T/1518. Otherwise, the Caution Order shall be issued only to the Loco Pilots of trains running on the line on which the trolley is placed.

15.19. Red flag or light to be shown:-

Every lorry or trolley when on the line shall show a red flag by day and a red light by night, during thick, foggy or tempestuous weather impairing visibility or in a tunnel in the directions from which a train may come.

S.R.15.19(i) As soon as a trolley or lorry is removed from the line and placed clear of it, the red flag or light (s) shall be removed, but care shall be taken to see that this signal is not removed until the line has been cleared of all obstructions.

15.20. Equipment of trolley, lorry or motor trolley:-

Each trolley, lorry or motor trolley shall have the following equipment:-

- (a) two hand signal lamps,
- (b) two red and two green hand signal flags,
- (c) sufficient supply of detonators,
- (d) a chain and a padlock,
- (e) a copy of the Working Time Table and all Correction slips and appendices, if any, in force on that section of the railway over which the trolley, lorry or motor trolley is to run,
- (f) a motor horn and a search light (for motor trolley only),
- (g) two banner flags (for lorry only), and
- (h) such other articles as may be prescribed by the Railway Administration in this behalf.

Note:- The Official-in-charge of the trolley, lorry or motor trolley shall also be in possession of a watch in addition to the prescribed equipment.

PERMANENT WAY AND WORKS

S.R.15.20(i) In addition to the equipment prescribed above, the railway servant-in-charge shall not place a trolley, lorry or motor trolley on the line unless he has the following also in good condition:-

- 1) A copy of the General and Subsidiary Rules Book and Block Working manual
- 2) 10 Detonators.
- 3) A red flag to be fixed on the vehicle.
- 4) Two red signal flags for trolley or lorry.
- 5) (i) A lamp to show red to both front and rear on single line or when single line working is in force on Double line.
or
to show red towards the rear and white in front on Double line in the case of trolley and lorry.
(ii) Two side lamps fixed on the motor trolley to show two red lights to both front and rear on single line or when single line working is in force on Double line,
or
to show two red lights in the direction from which trains will approach and two white lights in the other direction on Double line.
- 6) An efficient white head-light for motor trolley only.
- 7) (a) For trollies and lorries, Form T/1518 and Form T/A 1525 (on double line only)
(b) For Motor trollies Form T/1525 and Form T/A 1525 (on double line only)

15.21. Efficient brakes:-

No lorry or trolley shall be placed on the line unless it is fitted with efficient brakes.

15.22. Qualified person to be in charge of lorry or trolley when on the line:-

- (1) **No lorry or trolley shall be placed on the line except by a qualified person appointed in this behalf by special instructions.**
- (2) **Such qualified person shall accompany the lorry or trolley, and shall be responsible for its proper protection and for its being used in accordance with special instructions.**

S.R.15.22(i) The following railway officials are authorised to place a trolley or lorry on line, if they have been certified fit to do so:-

- (1) Officers of the Engineering/Signal and Telecommunication/Electrical Branches.
- (2) JE/SSE/P.Way, Inspectors of Works and Bridge Inspectors.
- (3) Section mates and Workmates of the Engineering Branch.
- (4) JE/SSE/Signal.
- (5) Authorised Supervisors of the Electrical Department
- (6) Any other official specially authorised in this behalf.

PERMANENT WAY AND WORKS

S.R.15.22(ii) Certificate of Competency-(a) No officer or subordinate official shall place a Trolley or Lorry on the line unless he holds a Competency certificate issued in this behalf by the concerned department officer not lower than the rank of Sr. D.E.N/DEN/XEN/Sr DSTE/DSTE/Sr.DEE/DEE/OHE.

Note:- The Departmental Officers are authorised to renew the certificates as laid down in the Note to S.R. 15.22 (ii) (b) (2).

(b)(1) The Railway servants permitted to use Trollies or Lorries as laid down in S.R.15.22 (1)(a)&(b) shall undergo a course of training in the Training Institute and a written examination shall be conducted by the Principal, Multi-Disciplinary Zonal Training Institute, who shall advise the Senior D.E.N./D.E.N./X.E.N. or the senior D.S.T.E/D.S.T.E. or Senior D.E.E/D.E.E/O.H.E. the names of those staff who have come out successful in the test. The Sr.DEN/DEN/XEN/ or the Senior DSTE/DSTE or the Senior. DEE/DEE/OHE shall then issue the necessary Competency Certificates to such staff.(Correction Memo No. 1/2019 dated 23.01.19)

(2)The Competency Certificate to place a Trolley or Lorry on the line of the Mettupalayam- Udagamandalam Sections shall not be issued to staff below the grade of JE/SSE/P.Way. The Trolley/Lorry Competency Certificate shall be valid for a period not exceeding three years.

Note:- Every employee holding a Competency Certificate shall apply to the Senior D.E.N./D.E.N./X.E.N or Senior D.S.T.E/D.S.T.E. or Senior D.E.E./D.E.E/O.H.E., with a declaration in writing not less than 45 days before the date of expiry of the Competency Certificate that he has read and understood all the rules relating to the working of Trollies and Lorries on the line and that he is fully conversant with them. The departmental officer shall then issue the renewal certificate after holding an oral test and satisfying himself that the staff are conversant with the rules relating to the working of Trollies and Lorries.

(3)The Divisional Officers/Executive Engineers whenever they go out on inspection shall test check the employees holding Competency Certificates in their knowledge of rules and also test their equipment.

(4)The Certificate of Competency shall be kept in the personal custody of the staff working the Trolley/Lorry and shall be promptly produced when required.

(c)In respect of Divisional Officers, the Divisional Railway Manager shall hold an oral test and examine them in the rules relating to the working of Trollies and Lorries. The Divisional Railway Manager shall then issue the Competency Certificate after satisfying himself that the officer is well qualified to place a Trolley or Lorry on the line. In respect of Headquarters officers who are not in possession of Competency Certificates, the Head of the department shall hold an oral test in their knowledge of rules relating to the working of Trollies and Lorries.

He shall then issue a competency Certificate after satisfying himself that the officer is well qualified for placing a Trolley or Lorry on the line. The Competency Certificate shall be valid for a period not exceeding five years. The renewal of certificates shall be done by the Divisional Railway Manager in respect of Divisional Officers and by the Head of the department in respect of Headquarters Officers.

Note: - Renewal certificates are not necessary for Officers of Junior Administrative grade and above

S.R.15.22(iii) The Official-in-charge of a Trolley or Lorry.-

When it is accompanied by more than one railway servant qualified to be in charge, the railway servant who is actually manning the brakes shall act as the Official-in-charge.

S.R.15.22(iv) Conveyance of other than railway employees:-

(a) Trolleys -

- 1) Normally no person other than a railway employee shall be conveyed.
- 2) A railway employee qualified to be in-charge of a trolley, may, however, convey the following person, if it will not interfere with his duties and responsibilities:-
 - (i) Magistrates and Police Officials (not below the rank of sub-Inspector) proceeding to the site of an accident on duty;
 - (ii) Other Government Officials in general (Civil, Military, Medical, etc.) when their journey concerns the working of the Railway;
 - (iii) a person requiring medical aid; and
 - (iv) Contractors and their agents proceeding in connection with work.

(3) The Conveyance of the above persons is subject to the following conditions:-

- (i) The prior permission of the Divisional Railway Manager shall be obtained by the Official-in-charge of the trolley through Control. However, in emergent cases, such permission may be obtained from an Assistant Officer who shall at once advise the Divisional Railway Manager regarding the grant of such permission.

(ii) Prior to being conveyed, the person(s) concerned shall execute an Indemnity Bond in the prescribed form.

(b) Lorries:-

No person unconnected with the working of the railway shall be conveyed on a lorry.

15.23. Attachment to train prohibited:-

No lorry or trolley shall be attached to a train.

S.R.15.23(i) Conveyance of Trolleys and Lorries by trains- No Trolley or Lorry shall be loaded in any train without the consent of the Guard in-charge of the train. Except in an emergency no lorry or trolley shall be loaded in Mail and Express trains.

15.24. Time of running:-

A lorry shall ordinary be run only by day and when the weather is sufficiently clear for a signal to be distinctly seen from an adequate distance, which shall never be less than 800 metres.

PERMANENT WAY AND WORKS

WORKING OF TROLLIES

SR 15.24(i)(a): Trolleys shall be worked on the following sections as indicated below:

BROAD GAUGE

Lokur	-	Danishpet (Lokurghats)
Omalur	-	Mettur Dam
Madukarai	-	Kanjikode (Walayarghats)
Shoranur	-	Cochin Harbour Terminus
Ernakulam Jn.	-	Quilon Jn.
Ayyalur	-	Kalpattichatram
Punalur	-	Kundara

METRE GAUGE

Mettupalaiyam Railway)	-	Udagamandalam (Nilgiri
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During day and in clear weather, trolleys shall be worked under the rules for working trains in the above mentioned sections on Form T/1518, if the trolley can clear the section by a specified time without causing detention to any train. If detention will be caused by giving line clear, the Station Master shall inform the official in charge accordingly and the official shall then decide, according to the urgency of the work, whether to work on Form T/1518 with Caution Order protection or to wait until Line Clear can be obtained for the trolley. If the official in charge decides to go on Form T/1518 with "Line Clear Refused" endorsement, the Station Master shall make such endorsement on 'B' portion of Form T/1518 itself. (Correction Memo No. 1 / 2012 dated 09.03.2012)

SR.15.24(i)(b) On all other sections, during day and in clear weather, trolleys shall be worked under the rules for working trains or with Caution Order protection in conjunction with Form T/1518.

Trolleys may also be worked during day and in clear weather on the sole responsibility of the official in-charge of the trolley without block protection or Caution Order protection as mentioned above. When the trolley is to be worked either without the block protection or the Caution Order protection, on the sole responsibility of the official in-charge of the trolley, the official in charge before entering the block section with his trolley, shall himself enquire from the Station Master, the whereabouts of the trains, if any, he is likely to encounter until he reaches the next block station. The Station Master, after consulting the controller on duty and the block station ahead, shall give the official in charge of the trolley, the information about the train movements. It is the responsibility of the official in charge of the trolley to ensure the safety of the trolley and its occupants, while proceeding on a section without the block protection/Caution Order protection.

PERMANENT WAY AND WORKS

After placing the trolley on line and entering a block section without the block protection/Caution Order protection, if the visibility becomes reduced to less than 1200 metres on the broad gauge and 1000 metres on the metre gauge sections on account of thick, foggy weather, dust/sand storm, rain or any other cause, the official in-charge must remove the trolley from the line immediately.

(c) On all sections of this Railway during day when the visibility is poor due to thick, foggy weather, dust/sand storm, rain or any other cause and at night, trollies shall always be worked under the rules for working trains in conjunction with Form T/1518.

S.R.15.24(ii) Working of trollies outside station limits on single line on Form T/1518 with Caution Order protection during night:-

Trollies may be worked on Form T/1518 under the protection of caution order during night by observing the following conditions and procedure:-

- (1) The particular section has no night train service and otherwise no Station Masters on night duty.
- (2) The official in charge of the trolley shall fill up Form T/1518, specifying the time at which the trolley will be placed on the line and the station up to which the trolley will work and hand it over to the Station Master at the starting station in time before the Station Master goes "off" duty.
- (3) The Station Master shall advise the Station Master of the destination station and obtain his acknowledgement. When a material or other train is berthed at an intermediate station, the Station Master of that station shall also be included in the advice and his acknowledgement obtained.
- (4) The Station Master concerned shall enter, in red ink, in the Train Signal Register, the trolley number, the time at which the trolley will enter the section and the destination station.
- (5) The trolley shall not be placed on the line before the first block section on which the trolley is to work is clear of the last train for the day.
- (6) The Official-in-charge shall obey the fixed signals in respect of stations where there is night train service and there are Station Masters on night duty.
- (7) The Station Master who receives the "Removal Report" shall advise the Station masters who had been previously advised and obtain their acknowledgements.
- (8) The Station Masters shall enter, in red ink, in the Train Signal Register against the entry for the trolley the time at which the trolley is removed from the line and the "Removal Report" is received.
- (9) Caution Orders shall be issued to the Loco Pilots of trains entering the section, if the "Removal Report" has not been received.

PERMANENT WAY AND WORKS

S.R.15.24(iii) Un insulated push trollies are prohibited from working on Automatic Block Territories.

Note: - Push Trollies (whether insulated or not) shall not be permitted to work on the Double Line suburban section between Chennai Beach and Tambaram

S.R.15.24(iv) Working of trollies and lorries in track-circuited yards-

Special instructions for the reception and despatch of trollies and lorries at stations with track-circuited yards shall be embodied in the Station Working Rules.

Working of Lorries/OHE Ladder Trolley

S.R.15.24(v) : On all sections of this Railway, lorries/OHE ladder trollies shall be worked under the rules for working trains in conjunction with Form T/1518 both during day and night whether loaded with heavy materials or not.

Working of Trollies and Lorries Inside Station Limits on Single and Double Line

S.R. 15.24(vi) Working of trollies and lorries inside station limits: -

(1) Before placing a trolley or lorry on any running or non-running line, the Official-in-charge shall advise the Station Master in writing, in duplicate, as under: -

<p>Trolley/Lorry No. being required to work inside station limits on line(s) between hours and hours, we have satisfied ourselves that there will be no interference with the working of trains or shunting operations.</p> <p>.....</p> <p>StationMasterOfficial-in-charge</p> <p>Station.....</p> <p>Date.....</p> <p>Time.....</p>
--

(2)The Station Master shall take the original and return the duplicate signed to the Official-in-charge. Then only the Official-in-charge shall place the trolley or lorry on the line.

(3)At stations where the lines affected are under the control of Cabin Station Masters, copies of the memo shall be given to such staff also and their signatures obtained before placing the trolley or lorry on the line.

PERMANENT WAY AND WORKS

Procedure for Working Trolleys

Under the Rules for Working Trains

(Worked in conjunction with Form T/1518)

Single Line

S.R.15.24(vii)(a) Placing a trolley on the line at a station:-

- (1) The Official-in-charge shall inform the Station Master about the block section in which the trolley will work and the time at which he will place the trolley on the line.
 - (2) The Station Master shall state the time by which the Official-in-charge shall clear the section and get his consent.
 - (3) He shall, then advise the Station Master at the other end of the block section, obtain Line Clear and hand over the Token or Line Clear Ticket to the Official-in-charge.
 - (4) In Tokenless territories, block instrument working shall be suspended and the trolley started on the authority of Line Clear Ticket.
 - (5) Both the Station Masters shall, at once, enter in red ink in the Train Signal Register, the Trolley No. in the Train No. column and other particulars as for a train.
 - (6) The official in charge shall fill up 'A' portion of Form T/1518 and hand it over to the Station Master.
 - (7) The Station Master shall counter sign the same and fill in 'B' portion of Form T/1518 with relevant details.
 - (8) The Official-in-charge is entirely responsible for clearing the section by the specified time.
- (b) Placing a trolley on the line outside station limits
- (1) The Official in charge shall fill in the 'A' portion of Form T/1518 indicating the time by which the trolley shall clear the section.
 - (2) He shall send the Form T/1518 through a competent railway servant to the Station Master at the nearest end of the block section.
 - (3) The Station Master on receipt of Form T/1518 shall advise the Station Master at the other end of the block section, obtain Line Clear and then enter the relevant details in the 'B' portion of Form T/1518 along with the time by which the trolley shall clear the section. The same shall be handed over with the Token/Line Clear Ticket to the competent railway servant obtaining his signature or thumb impression in the remarks column of the Train Signal Register.

PERMANENT WAY AND WORKS

- (4) Both the Station Master shall, at once, enter in red ink in the Train Signal Register the Trolley No. in the Train No. column and the other particulars as for a train.
 - (5) The Official-in-charge shall not place the trolley on the line until he gets the form and the Token or Line Clear Ticket. He is entirely responsible for clearing the section by the specified time.
 - (6) In Tokenless territories, block instrument working shall be suspended and the trolley started on the authority of Line Clear Ticket.
- (c) Removal of a trolley from the line at a station.
- (1) On arrival of the trolley at the station, the official in charge shall fill in the 'C' portion of Form T/1518 and hand it over to the Station Master along with the Token or Line Clear ticket.
 - (2) The Station Master shall clear the section for the trolley as for a train and both the Station Masters shall complete the entries for the trolley in the Train Signal Register.
 - (3) The Station Master shall fill up the relevant details in 'C' portion of Form T/1518 and return the same to the official in charge.
 - (4) In the case of Line Clear Ticket, the Station Master shall cancel and retain it.
- (d) Removal of a trolley from the line outside station limits. –
- The procedure laid down in clause (c) above shall be adopted except as follows: -
- (1) The Official-in-charge may send the Form T/ 1518, duly filling up the 'C' portion and the Token or Line Clear Ticket through a messenger to the Station Master who in turn fill in the relevant portion and hand over the same to the messenger obtaining his signature or thumb impression in the Train Signal Register.
 - (2) The Official-in-charge shall ensure that no delay is caused to the next train due to enter the section and he shall take care to get back the Form T/ 1518 from the Station Master.

DoubleLine

- S.R.15.24(viii)(a) Placing a Trolley on the line at a station. –
Rule No. S. R 15.24 (vii) (a) shall be followed
- (b) Removal of Trolley from the line at a station :-
Rule No. S. R 15.24 (vii) (c) shall be followed
(Correction Memo No.01/2008 dated 10.01.2008)
- (c) Placing a Trolley on the line outside station limits :-
Para 6.16 (v) of BWM – Part-1 of 2007, shall be followed.
(Correction Memo No. 1 / 2014 dated 14.7.14)

PERMANENT WAY AND WORKS

Procedure for working Trolleys without
Line Clear under the protection of Caution
Order (in conjunction with Form T/1518)

Single Line

S.R.15.24(ix)(a) – Placing a Trolley on line at a station:

- (1) The official-in-charge shall fill in the 'A' portion of Form T/1518 and send it to the Station Master.
- (2) The Station Master shall advise, by telephone, the Station Master of the Block Station at the other end as under:

Trolley No..... will enter section at hours minutes with trolley notice No..... issue caution Order for all trains.

- (3) The Station Master at the other end shall acknowledge the advice as under:

Understand Trolley No..... will enter section at Hours Minutes. I will issue Caution Order to all trains. Private Number
--

- (4) The Station Master receiving the Private Number shall enter it on the 'B' portion of Form T/1518.
- (5) Both the Station Masters shall enter, in red ink, in the Train Signal Register, the Trolley No., the time at which the trolley will enter the section and the Private Number allotted.
- (6) The Station Master shall examine the Train Notice Register and ascertain the movements of all trains likely to run on the Block Section on that day subsequent to the entry of the trolley. The Station Master shall enter the particulars of all such trains on the reverse of Form T/1518. On controlled section the Station Master shall consult the Controller and satisfy himself that the particulars of extra trains recorded in his Train Notice Register are correct and ascertain which of those trains are likely to occupy the Block Section consequent to the entry of the trolley on that day. The Station Master shall enter the particulars of all such trains on the reverse of the 'B' portion of T/1518. On uncontrolled sections, the Station Master shall obtain information of the movement of trains from stations which are able to supply this information at the time the form is received and he shall also verify these particulars with the entries in the Train Notice Register.
- (7) The Station Master shall fill in the 'B' portion of Form T/1518 and return it to the official-in-charge. The Station Master shall also enter on the form the Station from which and the approximate time at which the trains will enter the Block Section. If Line Clear has been asked for or given for any train or if a train is already in the block section, the Station Master shall enter the direction, number and description of this train also on the form. The Station Master is responsible for entering all the required particulars in the form completely and correctly with reference to the block section concerned. All such details to be entered on the reverse of the 'B' portion of Form T/1518.

PERMANENT WAY AND WORKS

- (8) The Official in charge shall satisfy himself by examining the Form T/1518 that all the required particulars are complete and correctly entered and that they refer to the Block section concerned.

SR.15.24(ix)(b) Placing a Trolley on the line outside station limits:

The procedure laid down in the clause (a) (1) to (8) above shall be followed in this case also except the following.

- (1) The official in charge of the trolley may send the Form T/1518 through a competent railway servant to the Station Master of the nearest block station.
- (2) The Station Master shall fill in 'B' portion of Form T/1518 and obtain the competent railway servant's thumb impression/signature in the remarks column of the Train Signal Register.
- (3) The official in charge shall not place the trolley on the line until he gets back Form T/1518 with relevant details being filled up in 'B' portion.

(c) Removing a Trolley from the line at a station:

- (1) On the arrival of the trolley at a station, the official in charge shall fill, up the "C" portion of Form T/1518 and send it to the Station Master.
- (2) The Station Master shall enter the time in the 'C' portion of Form T/1518 and return the same to the official in charge.
- (3) The Station Master shall immediately advise the Station Master of the Block station at the other end of the arrival of the trolley and the time of its arrival.
- (4) Both the Station Masters shall enter, in red ink, in the Train Signal Register, against the entry for the trolley, the time of arrival of the trolley at the station and the time of receipt of the "Removal Report".

(d) Removing a Trolley from the line outside station limits :

- (1) If a trolley has to be removed from the line outside station limits, and if it is not intended to replace it on the line, the official in charge shall, fill up, 'C' portion of Form T/1518 and send it to the Station Master of the nearest block station through a competent railway servant.
- (2) The Station Master on receiving the Form T/1518 shall enter the time at which the "Removal Report" is received by him, countersign it, in the 'C' portion and return the same to the Official in charge through the competent railway servant, obtaining his signature or thumb impression in the remarks column of the Train Signal Register.
- (3) This Station Master shall, immediately, advise the Station Master of the block station at the other end at the same time giving a private number to him.
- (4) Both the Station Masters shall enter the private number in the Train Signal Registers. In addition, they shall enter, in red ink, the time at which the trolley is removed from the line and the "Removal Report" is received, against the entry for the trolley.

PERMANENT WAY AND WORKS

- (5) If the trolley is removed from the line at a non-block station provided with telephone instrument, the Clerk-in-charge shall advise (reproducing the information given in the "Removal Report") the Station Masters of the block stations at either end, or the end connected to him and obtain acknowledgements. The Station Masters shall enter, in red ink, the particulars regarding the trolley in the Train Signal Register, recording the time at which this advice is received. The Station Masters on receipt of the "Removal Report" from the Clerk-in-charge shall contact each other through the block telephone and exchange private numbers in confirmation of the receipt of the "Removal Report". Both the Station Masters shall record the private numbers exchanged in their Train Signal Registers.
- (6) If, subsequent to the trolley having entered the section, the visibility is impaired, the trolley shall at once be removed from the line and the Official-in-charge shall take action as detailed in clause (d) above. The Official-in-charge shall place the trolley on the line only when visibility improves after following the procedure detailed in clause (b) above.

PROCEDURE FOR WORKING TROLLIES ON DOUBLE LINE WITHOUT LINE CLEAR UNDER THE PROTECTION OF CAUTION ORDER (IN CONJUNCTION WITH FORM T/1518)

S.R.15.24(x)(a) Placing a trolley on the line at a station: -

The same procedure shall be followed as in sub-clause (a) of SR 15.24(ix). The official in charge of trolley shall specify in the 'A' portion of Form T/1518 the line (Up and Down as the case may be) by which he proposes to trolley the Section. If it is his intention to shift the trolley from one line to the other, he shall state the same clearly in the 'A' portion of Form T/1518.

- (b) Placing a trolley on the line outside station limits. – The same procedure shall be followed as in sub-clause (b) of S.R.15.24(ix).
- (c) Removing a trolley from the line at a station. – The same procedure shall be followed as in sub-clause (c) of S.R.15.24(ix).
- (d) Removing a trolley from the line outside station limits. - The same procedure shall be followed as in sub-clause (d) of S.R.15.24(ix).

S.R. 15.24(xi) When a trolley is removed from the line, the Official-in-charge shall also ensure that it is so placed as not to foul the adjacent line.

S.R.15.24(xii) The official in charge can place the trolley on any one of the two lines, and also change from one line to the other according to his convenience, only if he has stated the same clearly in the 'A' portion of Form T/1518 as indicated in SR 15.24(x)(a).

PERMANENT WAY AND WORKS

S.R.15.24(xiii) Working of trollies in Single line and Double line on Form T/1518 with caution order protection. Responsibility of Station Master: -

- (1) The Station Master shall at once place the "Trolley on Line" cap on the plunger of the block instrument or Bell push button or Bell code button on single line or on the plunger on Double line as the case may be and keep it there until the "Removal Report" is received.(Correction Memo No. 01/2014 date 14.07.2014)
- (2) When obtaining or giving Line Clear for a train, the Station Master shall remind each other by telephone of the fact that there is a trolley on the line.
- (3) Caution Orders shall be issued to trains entering the block section occupied by a trolley on Form T/1518.
- (4) On the double line caution order shall be issued to both Up and Down trains, irrespective of the line on which the trolley may be placed if the official in charge of the trolley has stated his intention to change from one line to the other in the 'A' portion of Form T/1518 as indicated in SR 15.24 (x)(a). Otherwise caution order shall be issued only to the Loco Pilots of trains running on the line in which the trolley is placed.
- (5) Whenever trollies are permitted to enter a block section on Form T/1518 with 'Line Clear refused' endorsement, it shall be specifically ensured that until the "Removal Report" is received, the trains mentioned in the Form T/1518 shall not be allowed to enter the block section prior to the times specified therein and no trains, other than those mentioned in the form, excepting Accident Relief trains, shall be allowed to enter the block section. When an accident relief train is required to enter the section, block working shall be suspended and an "Authority to proceed without Line Clear" in Form T.1408 shall be issued to the Loco Pilot of the train.
- (6) When a trolley is placed on line on Form T/1518 with caution order protection and "Removal Report" has not been received even after sun set, the Station Master may permit train service into the concerned block section on "Authority to proceed without Line Clear" in T.1408 until "Removal Report" is received.

S.R. 15.24(xiv)Responsibilities of the Official-in-charge of trollies:-

- (1) The Official-in-charge of the trolley is responsible at all times for its safe working. He shall keep a sharp look-out, see that the rules for working are strictly adhered to and always be on the alert to guard against accidents. He shall at all times ensure adequate protection for the trolley.
- (2) The Official-in-charge shall stop short of the level crossing and pass it after ensuring that the gates have been secured against road traffic.
- (3) Push trollies and material lorries by virtue of their lightness cannot trail through spring loaded points and in consequence will derail while passing over such points. The official-in-charge of the push trolley/material lorry shall stop short of the spring loaded points, lift the trolley/material lorry and place it on the correct line before proceeding further. The Official-in-charge shall acquaint himself about the location of spring loaded points on the section while placing a trolley/lorry on line.

PERMANENT WAY AND WORKS

S.R.1524 (xv) When a trolley is working under the rules for working trains, the "Removal Report" of Form T/ 1518 and the Token or Line Clear Ticket shall be sent so as to reach the Station Master in time to prevent delay to the next train due to enter the section.

S.R.15.24 (xvi) Trolleys following one another –

When two trolleys are running together in the same direction and on the same line, care shall be taken to ensure that they are kept at least 100 metres apart to allow of the rear trolley being stopped in time, should a trolleyman slip from the front trolley or should the front trolley be stopped suddenly for any reason.

S.R.15.24 (xvii) The speed of a trolley shall not exceed 15 kilometres an hour. Should a trolley be overtaken by mist or bad weather, when working in a section, especially a Ghat section, all precautions shall be taken to protect it by means of detonators, lamps or flags and the speed of the trolley shall not exceed 5 kilometres an hour.

S.R.15.24 (xviii) Responsibility of Engineering staff working on the line-

Gangmates, Gangmen, Keymen and Gatemen shall exhibit a Stop hand signal to warn any approaching train when they see a trolley on the line and shall continue to exhibit the Stop hand signal till the trolley has passed at least 1000 metres away on Metre Gauge/Narrow Gauge or 1200 metres on Broad Gauge or until it is removed from the line

S.R.15.24 (xix) Responsibility of the Loco Pilot-

When the Loco Pilot of a train receives a Caution Order notifying that a trolley/trolleys is/are on the line, he shall proceed with caution keeping a good look-out. If, on account of curves or cuttings or any other circumstances the view ahead is obstructed, the Loco Pilot shall exercise special vigilance and caution and whistle frequently to warn the men-in-charge of the trolley/trolleys. These precautions shall be observed until the trolley/trolleys has/have been passed.

S.R.15.24 (xx) During total interruption of communications trolleys shall be worked on the authority of T/B 602 or T/C 602 as the case may be and when Line Block is in force, on the authority of T/A602. (Correction Memo No. 9 date 20.02.07).

Procedure for working or Lorries

S.R.15.24 (xxi) Procedure for working lorries under the rules for working trains (in conjunction with Form T /1518) on single line:-

The same procedure given for trolleys shall apply to lorries.

S.R.15.24 (xxii) Procedure for working lorries under the rules for working trains on Double line. – The same procedure given for trolleys shall apply to lorries also.

S.R. 15.24 (xxiii) During total interruption of communications Lorries shall be worked on the authority of T/B 602 or T/C 602 as the case may be and when Line Block is in force, on the authority of T/A 602. (Correction Memo No. 9 date. 20.02.07).

S.R.15.24 (xxiv) Responsibility of the Official-in-charge of lorry. – The rules as applicable to trolleys shall apply to lorries also.

PERMANENT WAY AND WORKS

S.R.15.24 (xxv) When a lorry is working under the rules for working trains, the "Removal Report" of Form T 1518 and the Token or Line Clear Ticket shall be sent so as to reach the Station Master in time to prevent delay to the next train due to enter the section.

S.R.15.24 (xxvi) No lorry shall be allowed to work in a block section for one hour before the probable time of passage of high speed trains in that block section that day. The official-in-charge of the lorry shall ensure that the section is cleared and the lorry removed clear of the line at least one hour before the passage of high speed trains in that section that day.

S.R.15.24 (xxvii) The speed of a lorry shall not exceed 10 kilometres an hour. When on a section, especially a Ghat section, all precautions shall be taken to protect it by means of detonators, lamps and flags and the speed shall not exceed 5 kilometres an hour during times of poor visibility.

S.R.15.24 (xxviii) Cycle trollies and moped trollies:-

- a) Cycle trollies are propelled by pedalling instead of pushing. Moped trollies are those driven by Motor units and which can also be propelled by pedalling. Cycle trollies and moped trollies shall be so designed as to be capable of being removed from the track by two men. A seat shall also be provided in cycle trollies and moped trollies for at least one person other than the person pedalling or driving, to sit facing towards rear continuously, to give adequate warning of approaching trains.
- b) Cycle trolley shall be treated as Push trolley in all respects for the purpose of these rules except as provided for below –
 - (i) The total number of persons including the persons pedalling , who can be carried on a cycle trolley shall not exceed five, or the maximum it is structurally safe to carry whichever is less.
 - (ii) The speed of a cycle trolley shall not exceed 15 kilometres an hour. Should a cycle trolley be overtaken by mist or bad weather, when working in a section, especially a Ghat section, all precautions shall be taken to protect it by means of detonators, lamps or flags and the speed of the cycle trolley shall not exceed 5 kilometres an hour.
- c) Light Motor trolley/Moped trolley/Scooter trolley shall be treated as Motor Trolley in all respects for the purpose of these rules except as provided for below:-
 - (i) The total number of persons including the person driving, who can be carried on a Light Motor trolley/Moped trolley/Scooter trolley shall not exceed five or the maximum, it is structurally safe to carry whichever is less.
 - (ii) The speed of a Light Motor trolley/Moped trolley/Scooter trolley shall not exceed 15 kilometres an hour. Should a Light Motor trolley/Moped trolley/Scooter trolley be overtaken by mist or bad weather, when working in a section, especially a Ghat section, all precautions shall be taken to protect it by means of detonators, lamps or flags and the speed of the Light Motor trolley/Moped trolley/Scooter trolley shall not exceed 5 kilometres an hour.

(Correction Memo No.02/2014 dated 01.08.2014)

(Ref: Railway Board letter No.2014/Safety (A&R)/19/13 dated 07.07.14.)

PERMANENT WAY AND WORKS

S.R. 15.24 (xxix) Rail Dolleys

1. Rail Dolleys

Rail Dolleys is a device with two or more wheels which in balanced condition can be moved manually on one rail of track and can carry one rail / sleeper in suspended condition. When necessary, the suspended material can be dropped and rail dolley cleared off the track.

2. Manning of Rail Dolleys

Every rail dolley shall be manned by not less than two able bodied persons. The Official in-charge for the working of rail Dolleys shall be a railway servant not lower in rank than a key man. The Official in-charge should have passed in medical category A-3 and must hold a valid certificate of competency for working rail Dolleys. Certificate of competency shall be issued by JE/SSE/P.Way who is in-charge of the section who must satisfy himself that the person to whom competency certificate is being issued is fully aware of the rules for the working of rail Dolleys and is also well acquainted with the concerned section.

3. Working of Rail Dolleys

- (a) The Official in-charge of Rail Dolleys must inspect the section in advance particularly in reference to heaping of ballast, girder bridges and any other special features which make it difficult to drop the material and remove the Rail Dolley in the event of an approaching train. He shall get the ballast heaps cleared and work the Dolley(s) only when the visibility is clear for at least 1200 metre on Broad gauge and 1000 metre on MG and the rails/sleepers can be dropped off safely without affecting the safety of trains and workers.
- (b) It is the sole responsibility of the Official in-charge of Rail Dolleys to ensure the following conditions at all times.
 - (i) The Rail Dolley shall not be worked on sections having gradients steeper than 1 in 200.
 - (ii) Not more than 6 Rail Dolleys should be worked in a group in any one of the block section.
 - (iii) The Rail Dolley should not carry longer than 3 rail welded panels.
 - (iv) The Rail Dolleys are not worked after sunset and before sunrise and in bad weather when the visibility is poor, in deep cuttings, steep grades, sharp curves and heavily built up areas where the visibility is not clear for 1200 metre on BG and 1000 metre on MG and if necessary, shall be worked with block protection.
- (c) In case, a Rail Dolley is to carry rails longer than 3 rail panel or it is required to move over crossovers in yard crossing more than one line in deep cuttings and curves, it should work under block protection.

(4) Working of Rail Dolleys

- (a) No traffic block or caution order is normally necessary for working of Rail Dolleys except as indicated in Para 3 (b) (iv) and (c) above. For the working of Rail Dolleys under Para 3 (b) (iv) and (c), the procedure for working of trollies under the rules for working trains (work in conjunction with Form T/1518) shall be followed. Form T/ 1518 shall be issued for this purpose as in the case of Trolley working.
- (b) Every Rail Dolley /group of Rail Dolleys when on line shall exhibit a red flag.
- (c) The Rail Dolley shall be protected by a flagman at a distance of 1200 metre on BG and 1000 metre on MG from the Rail Dolley, on a double line in the direction from which trains may approach, and by two flagmen one on either direction on single line. The flagmen shall also carry three detonators for use in an emergency.
- (d) Where necessary intermediate Flagman should be posted to relay the signals to the Flagman at the farthest end.
- (e) When a train is sighted, the Flagman should wave the red flag vigorously to warn the Official in-charge of the Rail Dolley about the approaching train and at the same time place three detonators 10m apart on the line to protect the Rail Dolleys. The detonators should be removed only on receipt of hand signals from the official in- charge by waving or a green flag to withdraw the danger signals shown by the flagman, only after removing the Rail Dolley and materials cleared off the track.
- (f) The Official in-charge of the Rail Dolley shall keep a sharp look out for approaching trains and will get the Rail Dolley and materials cleared off the track as soon as an approaching train is sighted.
- (g) While approaching level crossings, the Official in-charge shall look out for road vehicles and ensure safe passage of Rail Dolleys.
- (h) The Official in-charge shall be fully responsible for the safe working of Rail Dolleys.

15.25. Motor Trolley:-

A motor trolley shall only be run in accordance with special instructions.

MOTOR TROLLIES

S.R. 15.25 (i) Railway servants permitted to use a motor trolley. – (a) Officers, Inspectors and Drivers duly qualified in driving and operating motor trollies are permitted to place a motor trolley on the line, if they have been certified fit to do so.

(b) The following railway officials are also permitted to place a motor trolley on the line, if they have been certified fit to do so: -

- (i) Chief Traction Foreman/Overhead Equipment;
- (ii) Traction Foreman/Overhead Equipment;
- (iii) Electrical Foreman/Overhead Equipment;
- (iv) Assistant Traction Foreman/Overhead Equipment;
- (v) Chief Traction Foreman/Power supply Installations;
- (vi) Traction Foreman/Power supply Installation;
- (vii) Assistant Traction Foreman/Power supply Installation
- (viii) Chief Traction Foreman/Remote Control;
- (ix) Assistant Traction Foreman/Remote Control;
- (x) Inspectors of the Signal and Telecommunication Branch; and
- (xi) Any other officials, who may be specially authorised.

S.R.15.25(ii) Certificate of Competency– (a) In the case of a Motor Trolley Driver and in the case of staff referred to in S.R.15.25(i)(b) and Inspectors, the Principal, Multi-Disciplinary Zonal Training Institute, Tiruchchirappalli, shall issue a Certificate of Competency after giving them proper training in rules relating to the working of Motor Trollies and after conducting a written examination in respect of such rules. In respect of Divisional Officers, the Divisional Railway Manager of the Division and in respect of Headquarters Officers, the Head of the Department shall hold an oral test in their knowledge of rules relating to the working of Motor Trollies and then issue the Certificate of Competency after satisfying himself that the officer is fit to place a Motor Trolley on the line.

(Correction Memo No. 1/2019 dated 23.01.19)

(b) The Competency Certificate to place a Motor Trolley on the line shall be valid for a period of three years in respect of non-gazetted staff and five years in respect of officers.

(c) (i) The Motor Trolley Drivers and the staff referred to in S.R. 15.25(i)(b) and the Inspectors must apply to the Senior DOM/DOM of the Division concerned and to the Dy. COM/STM/Operating Safety/MAS in the case of staff stationed in Headquarters Office with a declaration in writing not less than 45 days before the date of expiry of the Competency Certificate that he has read and understood all the rules relating to the working of Motor Trollies and that he is fully conversant with them.

PERMANENT WAY AND WORKS

(ii) The Senior DOM/DOM shall then issue a renewal certificate after holding an oral test and after satisfying himself that the staff are conversant with the rules relating to the working of Motor Trolleys. Similarly, the Dy. COM/STM/Operating Safety/MAS shall issue renewal certificates to the staff attached to the Headquarters Office after holding an oral test and satisfying himself that the staff are conversant with the rules relating to the working of Motor Trolleys.

(iii) In respect of Officers of the division, the Divisional Railway Manager and in respect of Officers in Headquarters, the Chief Transportation Planning Manager shall arrange to issue renewal certificates to the concerned Officers after satisfying himself that the Officer is conversant with the rules relating to the working of Motor Trolleys.(Correction Memo No. 01/2014 dated 14.07.14)

Note: - (1) The Competency Certificate to place a Motor Trolley on the line must be re-validated once in 3 years in the case of non-gazetted staff and once in 5 years in respect of Officers. However renewal of competency certificate is not necessary for Officers of Junior Administrative grade and above.

(2) The Certificate of Competency shall be kept in the personal custody of the staff working the Motor Trolleys and shall be produced when required.

S.R.15.25(iii) Who must act as the railway Official-in-charge. – When a motor trolley is accompanied by more than one railway servant qualified to be in-charge, the railway servant working the motor trolley shall act as the Official-in-charge.

S.R.15.25(iv) Responsibility of the railway Official-in-charge. – The railway Official-in-charge of a motor trolley is responsible, at all times, for its safe working. While approaching a level crossing, he shall stop the motor trolley short of the level crossing and pass it after ensuring that the gates have been secured against road traffic.

The speed of motor trolleys shall, on no account, exceed 15 kilometres an hour over points and crossings.

S.R.15.25(v) Conveyance of non-railway servants. Normally persons who are not railway servants shall not be conveyed on motor trolleys. If the railway servant-in-charge is an officer, he may, however, convey on his motor trolley, if it will not interfere with his duties and responsibilities, the non-railway servants mentioned in S.R.15.22(iv), in accordance with the procedure laid down therein.

S.R.15.25(vi) Flags or lights to be shown. – (a) A motor trolley shall show during day, on the Single line and when Single line working is in force on the Double line, a red flag so as to be conspicuously visible to both directions and on the Double line, a red flag, conspicuously visible in the direction from which trains will approach. It shall carry two side lamps for use by night, fixed on it, so as to show two red lights to both front and rear on the Single line and when Single line working is in force on the Double line and two red lights in the direction from which trains will approach and two white lights in the other direction, on the Double line. It shall also carry an efficient white headlight for use by night.

Note: - (a) The night signals shall be shown also during day, in long and dark tunnels and at times of poor visibility, in addition to the red flag.

Inside station limits, a motor trolley shall show, during day, a red flag conspicuously in both directions and at night, two red lights to both front and rear.

(b) As soon as a motor trolley is removed from the line and placed clear of it, the red flag or lights shall be removed.

PERMANENT WAY AND WORKS

S.R.15.25(vii) Provision of brakes. – A motor trolley shall not be placed on the line unless it is fitted with efficient brakes. The railway servant-in-charge shall test the brakes and satisfy himself that they are in working order before the commencement of each journey.

S.R.15.25(viii) Attachment to train prohibited. – A motor trolley shall not be attached to a train.

S.R.15.25(ix) Motor trolley not in use. – Whenever a motor trolley is placed on the platform for being loaded in a train or for any other purpose, it shall invariably be placed parallel to the track, properly locked and in charge of a railway servant. It shall be so placed as not come in the way of passengers and railway staff. When not in use, it shall either be placed clear of the line with the wheels secured by a chain and padlock or shall be berthed on a non-running line with the wheels chained to the rails and padlocked.

S.R.15.25(x)(a) A motor trolley is prohibited from working on sections worked under Automatic Block system.

S.R.15.25(x)(b) Working of Motor Trollies- Single line- (a) General –

(i) A Motor Trolley shall be worked under the rules for working trains. It may when necessary be removed from the line or placed on the line in the mid-section. It may also follow a fully vacuum braked/air braked train during day in clear weather or another Motor Trolley during day or night in clear weather.

(ii) While a motor trolley is running, there shall be at least two persons seated in front.

S.R.15.25(x)(c)(1)(i) Procedure for working under rules for working trains. –

The official-in-charge shall inform the Station Master about the block section into which the Motor Trolley will enter and the time at which he will clear the block section. The Station Master shall then advise the Station Master at the other end of the block section, obtain line clear and hand over the authority to proceed to the Official-in-charge. Both the Station Masters shall at once enter in Red Ink in the Train Signal Register the Motor Trolley No. (in the Train No. column) and other particulars as for a train. The official-in-charge is entirely responsible for clearing the block section by the specified time.

(ii) Procedure for placing a Motor Trolley on the line outside Station limits. –

The official-in-charge shall send a memo through a messenger, in duplicate, for line clear to the Station Master of the nearest block station indicating therein the time required for clearing the block section on receipt of authority to proceed by him. The Station Master shall obtain line clear from the Station Master at the other end of the block section and hand over the authority to proceed along with the duplicate copy of the memo to the messenger after obtaining his signature/thumb impression in the Train Signal Register. The Official-in-charge shall place the Motor Trolley on the line only on receipt of the authority to proceed and the duplicate copy of the memo.

PERMANENT WAY AND WORKS

- (2) (i) Obeying fixed signals. – The railway servant-in-charge of a motor trolley shall observe and obey all fixed signals. However, if the railway servant-in-charge is an officer he may, if it is day and visibility is good, after having waited at the signal for not less than 10 minutes, at his discretion, pass the reception signals that refer to him at “on”; in this case, he shall proceed with special caution, be prepared to stop short of any obstruction, wrong points, etc. and stop at outermost facing points until hand signalled into the station by the Station Master.

(ii) Motor trollies by virtue of their lightness cannot trail through spring loaded points and in consequence will derail when passing over such points. If spring loaded points, exist at a station against the path of a motor trolley (e.g., Slip siding points), the Station Master, before granting Line Clear for the motor trolley shall advise the Station Master at the other end, to issue a Caution Order to the motor trolley Drivers warning him of the presence of spring loaded points, duly furnishing their location, etc.

Similarly when a motor trolley is being despatched from a station at which spring loaded points exist against the path of the motor trolley (e.g., Catch Siding points), the Station Master of that station shall, before despatching the motor trolley, issue a Caution Order warning him of the presence of the spring loaded points, duly furnishing their location etc.

Whenever Caution Orders are issued, the Drivers of the motor trolley shall stop short of the spring loaded points, lift the motor trolley off the track and place it on the correct line before proceeding further. Signals can, however, be taken “off” for the motor trolley. The official-in-charge shall acquaint himself about the location of spring loaded points on the section while placing a motor trolley on line.

3) Berthing during crossing of trains, - To facilitate crossing of trains at stations, a motor trolley may, after reception in the usual manner, be moved on to and berthed on a non-running line or moved on to and berthed on a running line already occupied by a train. When so berthed on a non-running line or a running line, the motor trolley shall not be counted as a crossing train for the purpose of the number of trains permitted to cross at a station.

S.R.15.25(x)(c)(4) Break-down-of Motor Trolley. – If the Motor Trolley breaks down and if it cannot be propelled by hand the official-in-charge shall remove it from the line at once. When a disabled Motor Trolley is to be placed again on line the procedure mentioned in S.R.15.25(x)(c)(i)(ii) shall be followed.

S.R.15.25(x)(d) For working of Motor Trolley as a train and following a train or Motor Trolley, in Single line Token section, See Para No. 4.19 of BWM - Part I.
(Correction Memo No. 1 / 2008 (15) dated 10.01.08)

S.R.15.25(x)(e) For working of Motor Trolley as a train and following a train or Motor Trolley, in Single line Tokenless section, See Para No. 5.29 of BWM - Part I.
(Correction Memo No. 1 / 2008 (16) dated 10.01.08)

S.R.15.25(xi) For working of Motor Trolley as a train and following a train or Motor Trolley, in Double line sections, See Para No. 6.16 of BWM - Part I.
(Correction Memo No. 1 / 2008 (17) dated 10.01.08)

15.26. Protection of trolley on the line: -

The qualified person in charge of a trolley shall, before leaving a station, ascertain the whereabouts of all approaching trains and shall, when a clear view is not obtainable for an adequate distance-

- (a) on a single line, in both directions, or**
- (b) on a double line, in the direction from which trains may approach, take such precautions for the protection of his trolley as may be prescribed by special instructions.**

S.R.15.26(i) Protection of trollies and lorries in Station Yard.(1) The Official-in-charge of the trolley is responsible for protecting the vehicle adequately as circumstances may require.

- (2) The official-in-charge of the lorry is responsible for protecting the lorry within station yards. Men shall exhibit Stop signals at such distance on each side of the lorry as will ensure safety. When a lorry is required to remain stationary for a period exceeding 15 minutes, it shall be protected by banner flags and detonators suitably.

S.R.15.26(ii) Protecting the trolley outside station limits: - When a trolley is working on Form T/1518 the official-in-charge shall protect the trolley as laid down below when the view ahead is not clear for at least 1000 metres in the direction from which trains will approach.

- (1) On the Single line, a man shall follow and a man shall precede the trolley at a distance of not less than 1000 metres, plainly showing a Stop hand signal.
- (2) On the Double line, a man shall either follow or precede the trolley at a distance of not less than 1000 metres in the direction from which trains will approach, plainly showing a Stop hand signal.
- (3) The men deputed to walk with Stop hand signal under clauses (1) and (2) shall be withdrawn only when there is a clear view of the line for at least 1000 metres in the direction from which trains may approach.
- (4) The distance of 1000 metres for a man to follow or precede is the minimum and it can be increased on heavy gradients and sharp and blind curves or wherever the view is restricted to such an extent as will be adequate to ensure the removal of the trolley before the arrival of the train. In all cases where the man in advance or in the rear cannot be kept in view from the trolley, sufficient additional intermediate men with hand signals shall be posted to relay the signals.
- (5) On seeing a train approaching, the man shall immediately place two detonators on the line, 10 metres apart and then wave the red flag vigorously to warn the official-in-charge of the approaching train. The official-in-charge shall, after removing the trolley from the line, wave a green flag to the man who shall then remove the detonators and withdraw the Stop hand signal. When a trolley is removed from the line, the official-in-charge shall also ensure that it is so placed as not to foul the adjacent line.

- (6) On seeing a train approaching or the red flag being waved the official-in-charge shall remove the trolley clear of the line, and keep it in such a manner that it cannot roll towards the line.
- (7) The issue of Caution Orders to Loco Pilots of trains shall not in any way relieve the official-in-charge of his duty to protect his trolley. The trolley shall be removed from the line in time to ensure safety and so as not to cause delay to the train running on the block section.

15.27. Protection of lorry on the line-

- (1) Whenever it is proposed to place a lorry, whether loaded or empty on the line, the line shall, if it is possible to do so, without interference with the working of trains, be blocked under the rules for working of trains.
- (2) Except under approved special instructions, when the line has not been so blocked and a lorry whether loaded or empty is placed on the line, the lorry shall be protected-
 - (a) On double line, by one or two men as required, at a distance of 600 metres on the Board Gauge and 400 metres on the Metre Gauge and the Narrow Gauge, carrying a banner flag across the track and another man plainly showing a Stop hand signal at a distance of not less than 1200 metres on the Board Gauge and 800 metres on the metre gauge and the Narrow Gauge from the lorry in the direction from which trains may approach, or
 - (b) on single line, by one or two men as required, following and preceding the lorry at a distance of 600 metres on the Board Gauge and 400 metres on metre Gauge and the Narrow Gauge, carrying a banner flag across the track and another man plainly showing a Stop hand signal at a distance of not less than 1200 metres on the Board Gauge and 800 metres on the Metre Gauge and the Narrow Gauge from the lorry on either side.
- (3) Each man so following or preceding the lorry at a distance of 1200 metres on the Board Gauge and 800 metres on the Metre Gauge and the Narrow Gauge shall be provided with detonators and place three on the line, 10 metres apart, immediately the lorry comes to a stand for the purpose of either unloading or loading or should any train be seen approaching, and continue to display the Stop hand signal.
- (4) The man or men carrying the banner flag shall immediately fix the banner flag across the track immediately the lorry comes to a stand or a train is seen approaching, and continue to display the Stop hand signal.
- (5) In all cases where the flagmen in advance or in rear cannot be kept in view from the lorry, additional intermediate flagmen shall be posted to relay the signal.
- (6) The Stop signal and detonators shall not be removed until the flagmen have received the orders to withdraw them from the official-in-charge of the lorry.

Note:- The distances referred to as 800 metres and 400 metres on Metre Gauge and Narrow Gauge under G.R.15.27 have been increased to 1000 metres and 500 metres respectively.

15.28. Lorries and trollies out of use: -

A lorry or trolley, when not in use, shall be placed clear of the line, and the wheels thereof be secured with a chain and padlock.