

Special Instructions Regarding  
Issue Of Caution Orders  
&  
Types of Caution Orders

**Presented by**

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# What is a Caution Order

- A Caution Order is a written notice **issued by a station master** to the **driver and guard** of a train, formally advising them of **special conditions and restrictions** in effect on the section of track that the train is about to enter.
  - ❑ Simply putting, it is the primary document which provides a train driver with details regarding **where** he is required to slow down his train during the run, **the speed** at which he has to drive, and so on is called a "caution order".
  - ❑ A caution order will tell a driver the **names of the stations between which work is being undertaken**, the **kilometerage of the spot**, the **nature of the work being done**, and, most important, the speed at which he must drive.

- A caution order is **specifically addressed to the driver and guard of a particular train identified on it. Separate caution orders are issued for each train passing through on to the affected section.**
- Caution orders are generally **prepared by station masters** of certain nominated stations called '**notice stations**'.

# Special Instructions Regarding Issue Of Caution Orders

## **1. Circumstances under which Caution Orders are to be issued:**

- 1.1. When engineering works or repairs are undertaken
- 1.2. When any Patrolman does not report at the time at which he is due.
- 1.3. Unsafe condition of the bunds of tanks or rivers.
- 1.4. When water level rises over the danger level marked at bridges.
- 1.5. When emergency patrols are put on.
- 1.6. Lorry on line.

- 1.7. When there is doubt or suspicion that a block section may have been affected or obstructed during the passage of an earlier train.
- 1.8. When overhead equipment is damaged or undertaken for repairs.
- 1.9. When a signal is newly erected or re-sited.
- 1.10. When signalling and interlocking equipment is damaged or undertaken for repairs.
- 1.11. Any other condition or circumstance which may require the issue of a Caution Order

## 2. Sending of information

2.1. Whenever in circumstances detailed above special precautions are necessary, or when any danger to safety of trains is apprehended, the **Station Master receiving such information shall immediately inform** the Station Master at the other end of the affected block section, the Controller, the Centralised Traffic Control Operator, the Power Controller, the Traction Power Controller, and other Railway servants concerned and the notice station or stations of such conditions.

2.2. The Controller, Traction Power Controller, Power Controller shall in return ensure that all the Station Masters and the Loco Foremen concerned have been advised of such conditions.

## **3. Procedure for issue of Caution Order**

### **3. (1) By the Station Master at either end of the affected Block section -**

- (i) The **Station Master receiving advice** about the line being under repairs, or any other eventuality endangering safety of trains, necessitating exercise of caution **shall not permit any train** or any vehicle running under block protection **to enter the affected block section** either from his station or from the other end unless -
  - (a) the Station Master at the other end has acknowledged receipt of such information,
  - (b) he has warned the Driver and the Guard of the danger ahead and its location by the issue of a Caution Order
  - (c) he has ensured that Caution Order has been issued by the Notice Station concerned, and
  - (d) he has received advice about restoration of normal working.
- (ii) The **Station Master at the other end** of the affected block section shall also take action in accordance with sub-clauses (b) to (d) of the clause (i) above.
- (iii) Run through trains shall be stopped out of course for issue of Caution Order till such time it has been ensured that a Caution Order has been issued by the Notice Station concerned.

### **3. (2) By the Station Master of Notice Station -**

- (a) On receipt of advice of the line being under repairs or any other eventuality endangering the safety of trains, necessitating exercise of caution, the **Station Master of the Notice Station shall acknowledge the same** and shall not allow any train, which has to pass through the affected block section, to leave his station unless he has **warned the Driver and the Guard** of the danger and its location through the **issue of a Caution Order**.
- (b) The Station Master of a Notice station shall issue **'NIL' Caution Order** to the Drivers and the Guards of all trains leaving his station if he has received no intimation of any special precautions to be observed between his station and the next Notice Station of the train, in the direction of movement.

Note : The Driver shall not start the train and the Guard shall not give signal to start the train from a Notice Station until they have received the Caution Order.

### **3. (3) In case of trains originating from stations other than Notice Stations**

- In case of a train originating from a station which is not a Notice Station, the Station Master shall **consult the Controller** or the Notice Station in rear or the Notice Station in advance and **issue Caution Orders upto the Notice Station in advance.**

### **3. (4) Change of train crew enroute -**

- In case of change of train crew enroute, the Driver/Guard taking over charge must take over all Caution Orders relating to his train giving acknowledgment to the Driver/Guard who is being relieved.

### **3. (5) In case of power blocks on electrified sections**

- In case it becomes necessary **to permit movement of vehicles hauled by diesel locomotives** on a section under power block for a running line, a Caution Order must be issued as per rules. While asking for the power block, the Traction Power Controller concerned shall invariably mention the **duration of the power block**, the block stations and the exact kilometreage between which the work is to be done, the nature of work, the speed at which the train shall travel, and other special precautions required to be observed by the Driver.
- The Station Master immediately on receipt of this advice shall inform the Station Master of the block stations

## **4. Description and Preparation of Caution Order**

- (a) Caution Order shall be **prepared in the prescribed form** on green paper both faces being green except as specified in paras (e) and (h). All forms should be **serially numbered** and the **name of the station issuing it shall be stamped** on each foil. It shall be in three foils- one each for the **Driver**, the **Guard** and the **Station record**.
- "Printing of Caution Order forms should be bilingual i.e. in English and Hindi/Regional language."
- (b) No entries should be made on the back of the Caution Order.
- (c) The Caution Order shall specify the kilometreage and the station at which or the Stations between which caution is required to be observed, the reasons therefore, and the speed at which the train will travel on the restricted zone. Names of the Stations concerned should be written in full.

- (d) Caution order shall be specifically made out for each train separately. Wherever speed restrictions are required to be observed at two or more locations, the kilometreage of all such locations shall be indicated in geographical order in relation to the direction of movement.
- (e) Caution Order shall always be dated and signed in full.
- (f) In case of any error or overwriting, it shall be cancelled and a fresh Caution Order prepared.
- (g) As a temporary measure, the Caution Orders may be permitted to be prepared on white paper with a green band running diagonally across the form.
- (h) **Reminder Caution Orders** should also be issued by the Station Masters of the block station immediately in rear of the affected block section to Drivers of all scheduled stopping trains and of those trains which may be stopped out of course.

## **5. Serving of Caution Order**

The Caution Order shall be **delivered to the Driver and the Guard** of a train **by the Station Master** either personally or through a competent railway servant deputed by him and the signatures of Driver and Guard obtained on the record foil in token of their having received and understood it.

## **6. Cancellation of special precautions**

When the cause of such restriction or special precaution has been removed

## **7.Action by the Station Master after cancellation of the speed restriction -**

- The Station Master receiving advice regarding the removal of the restriction, shall advise the Station Masters at the other end of the block section concerned, Station Masters of Notice Stations and other railway servants, who were advised about it earlier.
- After issue of the advice regarding cancellation of the Caution Order, the Station Master may discontinue the issuing of the Caution Order.

## **8. Record of Caution Orders**

- At all stations where Caution Orders are issued, the Station Master shall keep an up to date record of all the speed restrictions imposed with the dates of their enforcement and cancellation, authority, nature, etc. in the **Caution Order Register** .
- The Drivers and the Guards should hand over the Caution Orders to the Loco Foreman and Station Master respectively at the end of their journey along with other train papers.

## 9. Preservation of Caution Orders

- Record foils of the Caution Orders shall be preserved for a period of twelve months after issue.

## 10. List of Notice Stations

- Caution Orders will be issued to the Drivers and Guards of all trains at Notice Stations that are **nominated by the DRMs** for each section under his jurisdiction .

# Types Of Caution Orders

## 1. General Caution Order (T 409):

- ❑ As discussed before

## 2. Nil Caution Order (T/A 409):

- ❑ A **nil caution order** is issued by a notice station to inform the driver and guard of a train that there are **no special caution instructions** or temporary speed restrictions in effect between that station and the next notice station.

## 3. Reminder Caution Order (T/B 409):

- ❑ A **reminder caution order** may be issued by a notice station to reiterate caution orders already issued by other stations or authorities.

**Thank  
You**