

EAST COAST RAILWAY

ACCIDENT MANUAL

(FOR OFFICIAL USE ONLY)

2011
(First Edition)

PREFACE

1. This Manual contains the instructions and procedures for dealing with Accidents and should be read in conjunction with the General and Subsidiary Rules 2010 and other instructions issued from time to time. Nothing in these rules shall be read as cancelling, amending or modifying any of the General or Subsidiary Rules or Rules of other Manuals of this Railway.
2. Railway servants dealing with accidents must possess a copy of this Manual and should be conversant with the portions concerned to their duties. They should also be conversant with the amendments made to this manual from time to time. The Addendum and Corrigendum should be entered serially in the space provided for this.
3. This manual has been revised and prepared first time after formation of East Coast Railway for the guidance of all staff who deal or may have to deal with Accidents.
4. Extracts of various Acts of the Government of India have been given wherever necessary for reference only. However in case of any doubt or for detailed information, the original Act should be referred.
5. This book is the property of East Coast Railway intended for official use only and must be returned to the authority by the employee while leaving service.
6. These rules apply throughout East Coast Railway to all its open lines, lines under construction and sidings whether Railway, Private or Assisted which are worked by this railway.

August, 2011
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CHIEF OPERATIONS MANAGER

EAST COAST RAILWAY
ACCIDENT MANUAL

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APPENDIX - 1

Important Sections of Indian Railways Act, 1989.

5. Appointment of Chief Commissioner of Railway Safety and Commissioner of Railway Safety.— The Central Government may appoint a person to be the Chief Commissioner of Railway Safety and such other persons as it may consider necessary to be the Commissioners of Railway Safety.

6. Duties of Commissioner.— The Commissioner shall—

(a) inspect any railway with a view to determine whether it is fit to be opened for the public carriage of passengers and report thereon to the Central Government as required by or under this Act.

(b) make such periodical or other inspections of any railway or of any rolling stock used thereon as the Central Government may direct;

(c) make an inquiry under this Act into the cause of any accident on a railway; and

(d) discharge such other duties as are conferred on him by or under this Act.

7. Powers of Commissioner.— Subject to the control of the Central Government, the Commissioner, whenever it is necessary so to do for any of the purposes of this Act, may—

(a) enter upon and inspect any railway or any rolling stock used thereon;

(b) by order in writing addressed to a railway administration, require the attendance before him of any railway servant and to require answers or returns to such inquiries as he thinks fit to make from such railway servant or from the railway administration; and

(c) require the production of any book, document or material object belonging to or in the possession or control of any railway administration which appears to him to be necessary to inspect.

8. Commissioner to be a public servant.— The Commissioner shall be deemed to be a public servant within the meaning of Section 21 of the Indian Penal Code.

9. Facilities to be afforded to Commissioner— A railway administration shall afford to the Commissioner all reasonable facilities for the discharge of the duties or for the exercise of the powers imposed or conferred on him by or under this Act.

14. Temporary entry upon land to remove obstruction to repair or to prevent accident.— (1) Where in the opinion of a railway administration—

(a) there is imminent danger that any tree, post or structure may fall on the railway so as to obstruct the movement of rolling stock; or

(b) any tree, post, structure or light obstructs the view of any signal provided for movement of rolling stock; or

(c) any tree, post or structure obstructs any telephone or telegraph line maintained by it,

it may take such steps as may be necessary to avert such danger or remove such obstruction and submit a report thereof to the Central Government in such manner and within such time as may be prescribed.

(2) Where in the opinion of a railway administration—

(a) a slip or accident has occurred; or

(b) there is apprehension of any slip or accident to any cutting, embankment or other work on a railway,

it may enter upon any lands adjoining the railway and do all such works as may be necessary for the purpose of repairing or preventing such slip or accident and submit a report thereof to the Central Government in such manner and within such time as may be prescribed.

(3) The Central Government may, after considering the report under sub-section (1) or subsection (2), in the interest of public safety, by order, direct the railway administration that further action under sub-section (1) or sub-section (2) shall be stopped or the same shall be subject to such conditions as may be specified in that order.

24. Temporary suspension of traffic.— When an accident has occurred on a railway resulting in a temporary suspension of traffic, and either the original lines of rails and works have been restored to their original standard or a temporary diversion has been laid for the purpose of restoring communication, the original lines of rails and works so restored,

or the temporary diversion, as the case may be, may, without prior inspection by the Commissioner, be opened for the public carriage of passengers, subject to the following conditions, namely :—

(a) the railway servant incharge of the works undertaken by reason of the accident has certified in writing that the opening of the restored lines of rails and works, or of the temporary diversion will not in his opinion be attended with danger to the public; and

(b) a notice of the opening of the lines of rails and works or the diversion shall be sent immediately to the Commissioner.

60. Power to make rules in respect of matters in this chapter.— (1) The Central Government may, by notification, make rules to carry out the purposes of this chapter.

(2) In particular, and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:

(a) the convenience and accommodation (including the reservation of seats or berths in trains) to passengers;

(b) the amount of refund for the cancellation of a ticket;

(c) the circumstances under which change of names of passengers, having reserved seats or berths, may be permitted;

(d) the carriage of luggage and the conditions subject to which luggage may be kept in the cloak rooms at the stations;

(e) diseases which are infectious or contagious;

(f) the conditions subject to which a railway administration may carry passengers suffering from infectious or contagious diseases and the manner in which carriages used by such passengers may be disinfected;

(g) generally, for regulating the travelling upon, and the use, working and management of the railways.

(3) Any rule made under this section may provide that a contravention thereof shall be punishable with fine which shall not exceed five hundred rupees.

(4) Every railway administration shall keep at every station on its railway a copy of all rules made under this section and shall also allow any person to inspect it free of charge.

LIABILITY OF RAILWAY ADMINISTRATION FOR DEATH AND INJURY TO PASSENGERS DUE TO ACCIDENT.

113. Notice of railway accident.— (1) Where, in the course of working a railway.—

(a) any accident attended with loss of any human life, or with grievous hurt, as defined in the Indian Penal Code (45 of 1860) or with such serious injury to property as may be prescribed; or

(b) any collision between trains of which one is a train carrying passengers; or

(c) the derailment of any train carrying passengers, or of any part of such train; or

(d) any accident of a description usually attended with loss of human life or with such grievous hurt as aforesaid or with serious injury to property; or

(e) any accident of any other description which the Central Government may notify in this behalf in the Official Gazette, occurs, the station master of the station nearest to the place at which the accident occurs or where there is no station master, the railway servant in charge of the section of the railway on which the accident occurs, shall, without, delay, give notice of the accident to the District Magistrate and Superintendent of Police, within whose jurisdiction the accident occurs, the officer in charge of the police station within the local limits of which the accident occurs and to such other magistrate or police officer as may be appointed in this behalf by the Central Government.

(2) The railway administration within whose jurisdiction the accident occurs, as also the railway administration to whom the train involved in the accident belongs, shall without delay, give notice of the accident to the State Government and the Commissioner having jurisdiction over the place of the accident.

122. Power to make rules in respect of matters in this Chapter.— (1) The Central Government may, by notification, make rules to carry out the purposes of this Chapter.

(2) In particular, and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:-

(a) the injury to property which shall be considered serious under clause (a) of sub-section (1) of section 113 ;

(b) the forms of notice of accidents to be given under Section 113 and the particulars of the accident such notices shall contain ;

(c) the manner of sending the notices of accidents, including the class of accidents to be sent, immediately after the accident ;

(d) the duties of the Commissioner, railway administration, railway servants, police officers and Magistrates on the occurrence of an accident ;

(e) the persons to whom notices in respect of any inquiry under this chapter are to be sent, the procedure to be followed in such inquiry and the manner in which a report of such inquiry shall be prepared ;

(f) the nature of inquiry to be made by a railway administration into the causes of an accident under Section 120 ;

(g) the form and manner of sending a return of accidents by a railway administration under Section 121.

123. Definitions.— In this Chapter, unless the context otherwise requires—

(a) "accident" means an accident of the nature described in Section 124 ;

(b) "dependant" means any of the following relatives of a deceased passenger, namely :—

(i) the wife, husband, son and daughter, and in case the deceased passenger is unmarried or is a minor, his parent ;

(ii) the parent, minor brother or unmarried sister, widowed sister, widowed daughter-in-law and a minor child of a pre-deceased son, if dependant wholly or partly on the deceased passenger ;

(iii) a minor child of a pre-deceased daughter, if wholly dependant on the deceased passenger ;

(iv) the paternal grand parent wholly dependent on the deceased passenger.

(c) untoward incident means—

(1) (i) the commission of a terrorist act within the meaning of Sub-section (1) of Section 3 of the Terrorist and Disruptive Activities (Prevention) Act, 1987; or

(ii) the making of a violent attack or the commission of robbery or dacoity; or

(iii) the indulging in rioting, shoot-out or arson, by any person in or on any train carrying passengers, or in a waiting hall, cloak room or reservation or booking officer or on any platform or in any other place within the precincts of a railway station; or

(2) the accidental falling of any passenger from a train carrying passengers.

124. Extent of liability.— When in the course of working a railway, an accident occurs, being either a collision between trains of which one is a train carrying passengers or the derailment of or other accident to a train or any part of a train carrying passengers, then whether or not there has been any wrongful act, neglect or default on the part of the railway

administration such as would entitle a passenger who has been injured or has suffered a loss to maintain an action and recover damages in respect thereof, the railway administration shall, not withstanding anything contained in any other law, be liable to pay compensation to such extent as may be prescribed and to that extent only for loss occasioned by the death of a passenger dying as a result of such accident, and for personal injury and loss, destruction, damage or deterioration of goods owned by the passenger and accompanying him in his compartment or on the train sustained as a result of such accident.

Explanation.— For the purposes of this section "passenger" includes a railway servant on duty.

124A. Compensation on account of untoward incidents.— When in the course of working a railway an untoward incident occurs, then whether or not there has been any wrongful act, neglect or default on the part of the railway administration such as would entitle a passenger who has been injured or the dependant of a passenger who has been killed to maintain an action and recover damages in respect thereof, the railway administration shall, notwithstanding anything contained in any other law, be liable to pay compensation to such extent as may be prescribed and to that extent only for loss occasioned by the death of, or injury to, a passenger as a result of such untoward incident :

Provided that no compensation shall be payable under this section by the railway administration if the passenger dies or suffers injury due to—

(a) suicide or attempted suicide by him ;

(b) self-inflicted injury;

(c) his own criminal act;

(d) any act committed by him in a state of intoxication or insanity;

(e) any natural cause or disease or medical or surgical treatment unless such treatment becomes necessary due to injury caused by the said untoward incident.

Explanation.— For the purposes of this section, "passenger" includes—

(i) a railway servant on duty; and

(ii) a person who has purchased a valid ticket for travelling, by a train carrying passengers, on any date or a valid platform ticket and becomes a victim of an untoward incident.

125. Application for compensation.— (1) An application for compensation under Section 124 or section 124-A may be made to the Claims Tribunal—

(a) by the person who has sustained the injury or suffered any loss, or

(b) by any agent duly authorized by such person in this behalf, or

(c) where such person is a minor, by his guardian, or

(d) where death had resulted from the accident, or the untoward incident by any dependant of the deceased or where such a dependant is a minor, by his guardian.

(2) Every application by a dependant for compensation under this section shall be for the benefit of every dependant.

126 Interim relief by railway administration.— (1) Where a person who has made an application for compensation under section 125 desires to be paid interim relief, he may apply to the railway administration for payment of interim relief along with a copy of the application made under that section.

(2) Where, on the receipt of an application made under sub-section (1) and after making such inquiry as it may deem fit, the railway administration is satisfied that circumstances exist which require relief to be afforded to the applicant immediately, it may, pending determination by the Claims Tribunal of the actual amount of compensation payable under section 124 or section 124-A pay to any person who has sustained the injury or suffered any loss, or where death has resulted from the accident, to any dependant of the deceased, such sum as it considers reasonable for affording such relief, so however, that the sum paid shall not exceed the amount of compensation payable at such rates as may be prescribed.

(3) The railway administration shall, as soon as may be, after making an order regarding payment of interim relief under sub-section (2), send a copy thereof to the Claim Tribunal.

(4) Any sum paid by the railway administration under sub-section (2) shall be taken into account by the Claims

Tribunal while determining the amount of compensation payable.

1**27. Determination of compensation in respect of any injury or loss of goods.**— (1) Subject to such rules as may be made, the rates of compensation payable in respect of any injury shall be determined by the Claims Tribunal.

(2) The compensation payable in respect of any loss of goods shall be such as the Claims Tribunal may, having regard to the circumstances of the case, determine to be reasonable.

128. Saving as to certain rights.— (1) The right of any person to claim compensation under Section 124 or Section 124-A shall not affect the right of any such person to recover compensation payable under the Workmen's Compensation Act, 1923. or any other law for the time being in force; but no person shall be entitled to claim compensation more than once in respect of the same accident.

(2) Nothing in sub-section (1) shall affect the right of any person to claim compensation payable under any contract or scheme providing for payment of compensation for death or personal injury or for damage to property or any sum payable under any policy of insurance.

129 Power to make rules in respect of matters in this Chapter.— (1) The Central Government may, by notification, make rules to carry out the purposes of this Chapter.

(2) In particular, and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:—

(a) the compensation payable for death;

(b) the nature of the injuries for which compensation shall be paid and the amount of such compensation.

148. Penalty for making a false statement in an application for compensation.— If in any application for compensation under section 125, any person makes a statement which is false or which he knows or believes to be false or does not believe to be true, he shall be punishable with imprisonment for a term which may extend to three years, or with fine, or with both.

149. Making a false claim for compensation.— If any person requiring compensation from a railway administration for loss, destruction, damage, deterioration or non-delivery of any consignment makes a claim which is false or which he knows or believes to be false or does not believe to be true, he shall be punishable with imprisonment for a term which may extend to three years, or with fine, or with both.

150. Maliciously wrecking or attempting to wreck a train.— (1) Subject to the provisions of sub-section (2), if any person unlawfully,—

(a) puts or throws upon or across any railway, any wood, stone or other matter or thing; or

(b) takes up, removes, loosens or displaces any rail, sleeper or other matter or things belonging to any railway; or

(c) turns, moves, unlocks or diverts any points or other machinery belonging to any railway; or

(d) makes or shows, or hides or removes, any signal or light upon or near to any railway; or

(e) does or causes to be done or attempts to do any other act or thing in relation to any railway,

with intent or with knowledge that he is likely to endanger the safety of any person travelling on or being upon the railway, he shall be punishable with imprisonment for life, or with rigorous imprisonment for a term which may extend to ten years :

Provided that in the absence of special and adequate reasons to the contrary to be mentioned in the judgment of the court, where a person is punishable with rigorous imprisonment, such imprisonment shall not be less than—

(a) three years, in the case of a conviction for the first offence; and

(b) seven years, in the case of conviction for the second or subsequent offence.

(2) If any person unlawfully does any act or thing referred to in any of the clauses of sub-section (1)—

(a) with intent to cause the death of any person and the doing of such act or thing causes the death of any person; or

(b) with knowledge that such act or thing is so imminently dangerous that it must in all probability cause the death of any person or such bodily injury to any person as is likely to cause the death of such person,

he shall be punishable with death or imprisonment for life.

151. Damage to or destruction of certain railway properties.— (1) If any person, with intent to cause, or knowing that he is likely to cause damage or destruction to any property of a railway referred to in sub-section (2), causes by fire, explosive substance or otherwise, damage to such property or destruction of such property, he shall be punishable with imprisonment for a term which may extend to five years, or with fine, or with both.

(2) The properties of a railway referred to in sub-section (1) are railway track, bridges, station buildings and installations, carriages or wagons, locomotives, signalling, telecommunications, electric traction and block equipments and such other properties as the Central Government being of the opinion that damage thereto or destruction thereof is likely to endanger the operation of a railway may, by notification, specify.

152. Maliciously hurting or attempting to hurt persons travelling by railway.— If any person unlawfully throws or causes to fall or strike at against, into or upon any rolling stock forming part of a train, any wood, stone or other matter or thing with intent, or with knowledge that

he is likely to endanger the safety of any person being in or upon such rolling stock or in or upon any other rolling stock forming part of the same train, he shall be punishable with imprisonment for life, or with imprisonment for a term which may extend to ten years.

153. Endangering safety of persons travelling by railway by wilful act or omission.—

If any person by any unlawful act or by any wilful omission or neglect, endangers or causes to be endangered the safety of any person travelling on or being upon any railway, or obstructs or causes to be obstructed or attempts to obstruct any rolling stock upon any railway, he shall be punishable with imprisonment for a term which may extend to five years.

154. Endangering safety of person travelling by railway by rash or negligent act or omission.—

If any person in a rash and negligent manner does any act, or omits to do what he is legally bound to do, and the act or omission is likely to endanger the safety of any person travelling or being upon any railway, he shall be punishable with imprisonment for a term which may extend to one year, or with fine, or with both.

172. Penalty for intoxication.— If any railway servant is in a state of intoxication while on duty, he shall be punishable with fine which may extend to five hundred rupees and when the performance of any duty in such state is likely to endanger the safety of any person travelling on or being upon a railway, such railway servant shall be

punishable with imprisonment for a term which may extend to one year, or with fine, or with both.

175. Endangering the safety of persons.— If any railway servant, when on duty, endangers the safety of any person—

(a) by disobeying any rule made under this Act; or

(b) by disobeying any instruction, direction or order under this Act or the rules made thereunder; or

(c) by any rash or negligent act or omission.

He shall be punishable with imprisonment for a term which may extend to two year or with fine which may extend to one thousand rupees or with both.

179. Arrest for offences under certain sections.— (1) If a person commits any offence mentioned in Sections 137, 141 to 147, 150 to 157, 160 to 162, 164, 166, 168 and 172 to 175, he may be arrested without warrant or other written authority by any railway servant or police officer not below the rank of a head constable.

(2) The railway servant or the police officer may call to his aid any other person to effect the arrest under sub-section (1).

(3) Any person so arrested under this section shall be produced before the nearest Magistrate within a period of twenty-four hours of such arrest excluding the time necessary for the journey from the place of arrest to the court of the Magistrate.

180. Arrest of persons likely to abscond etc.— (1) If any person who commits any offence under this Act, other than an offence mentioned in Section 179, or is liable to pay any excess charge or other sum demanded under Section 138, fails or refuses to give his name and address or there is reason to believe that the name and address given by him are fictitious or that he will abscond, any railway servant authorised in this behalf or any police officer not below the rank of a head constable may arrest him without warrant or written authority.

(2) The railway servant or the police officer may call to his aid any other person to effect the arrest under sub-section (1).

(3) Any person arrested under this section shall be produced before the nearest Magistrate within a period of twenty-four hours of such arrest excluding the time necessary for the journey from the place of arrest to the court of the Magistrate unless he is released earlier on giving bail or if his true name and address are ascertained on executing a bond without sureties for his appearance before the Magistrate having jurisdiction to try him for the offence.

(4) The provisions of Chapter XXIII of the Code of Criminal Procedure, 1973, shall so far as may be, apply to the giving of bail and the execution of bonds under this section.

181. Magistrate having jurisdiction under the Act.— Notwithstanding anything contained in the Code of Criminal Procedure, 1973, no court inferior to that of a Metropolitan

Magistrate or a Judicial Magistrate of the first class shall try an offence under this Act.

186. Protection of action taken in good faith.— No suit, prosecution or other legal proceeding shall lie against the Central Government, any railway administration, a railway servant or any other person for anything which is in good faith done or intended to be done in pursuance of this Act or any rules or orders made thereunder.

Workmen's Compensation Act.

Section-3. (1) If personal injury is caused to a workman by accident arising out of and in the course of his employment, his employer shall be liable to pay compensation in accordance with the provisions of this chapter;

Provided that the employer shall not be so liable—

(a) In respect of any injury which does not result in the total or partial disablement of the workman for a period exceeding ten days;

(b) In respect of any injury to a workman resulting from an accident which is directly attributable to—

(i) The workman having been at the time thereof under the influence of drink or drugs, or

(ii) The wilful disobedience of the workman to an order expressly given, or to a rule expressly framed, for the purpose of securing the safety of workmen, or

(iii) The wilful removal or disregard by the workman of any safety guard or other device which he knew to have been provided for the purpose of securing the safety of workmen; or

(c) Except in the case of death or permanent total disablement, in respect of any workman employed in the construction, repair, or demolition of a building or bridge.

★★★

APPENDIX - 2

(MEASUREMENTS AND READINGS TO BE SUBMITTED BY CONCERNED DEPARTMENT FOR JOINT INQUIRY)

Following particulars and readings are to be examined and recorded by Sr. Subordinate/Officers jointly and submit to joint inquiry committee (Refer Rule 9.22).

A. MEASUREMENT OF TRACK

1. Subsidence of Track.
2. Distortion of Track.
3. Change of grade on curve and grade at the site of accident.
4. Radius of curve, transitioned or non-transitioned.
5. Gauge, cross-levels, cant, amount of head wear on rails.
6. super-elevation.
7. Weight, length, age, makers, wear of rail involved in accident.
8. if the rail is welded-LWR, CWR, SWR, etc.
9. Percentage of loss of weight comparing with new rail of same kind.
10. Type, age, density of sleepers, condition of sleepers and other fittings.
11. Percentage of unserviceable sleepers in track in the vicinity of the accident site.

12. Number of spikes/keys on each sleepers.
13. Type and weight of Bearing plates.
14. Kind, section and depth of ballast.
15. Anti-sabotage measures.
16. Type of fish plates.
17. Direction of the track (north to south etc).
18. Straight, curve, gradients.
19. Height of bank/cutting, condition of bridge/ culvert.
20. Type of soil.
21. Details and condition of bridge if any.
22. Creep with no. of creep anchors per rail if any.
23. Extant of expansion gaps in joints at site and at a distance of 1/2 KM.
24. Rainfall on the day and 3 days preceding.
25. Water marks under bridges etc. if any.
26. Any marks on sleepers, rails and on other fittings especially between the point of mount and drop as also in other places, point of mount and drop.
27. Whether coach screws or spikes or other fittings were found missing, if so, the particulars in details.
28. Whether any fish plate has been found broken or bent or displaced.
29. Position of displaced rails or other fittings if any.
30. Whether any kind of obstruction found placed on the track or/and adjacent to it.

31. Detail damage to rails, sleepers and other fittings.
32. Examination of track in rear of the site of accident for atleast 800 metres.
33. Track reading as per P. Way manual para 707 and 708; Track reading should also be taken under load as far as possible.
34. Condition of ballast and packing.
35. Inventory of gang tools wherever necessary and as mentioned in para 7.05 (g) of this manual
36. Speed restriction if any in the vicinity of the accident, places of engineering signals/ indicators placed if any.
37. Whether monsoon patrolling is in force, if so details particulars.
38. Date when track was last attended to around the accident spot and the details of work done.
39. Brief description of damages.
40. Cost of damage.
41. Condition of switches, crossings, wing-rails, guard rails, rail joints, heel blocks and fastenings.
42. Any other items of interest.

B. MEASUREMENT TABLE FOR COACH INVOLVED IN ACCIDENT

Note : Details regarding all derailed vehicles should be given except :–

(i) Where vehicles have derailed due to locomotive derailment.

(ii) When the first derailed vehicle is obvious from examination of marks on wheel, then the details for first derailed vehicle need only be given.

(iii) When the obvious and indisputable cause is sabotage or an obstruction on track.

Sr. No.	Date of Incident	Train No.	Details of BPC along with the name of station where it is issued and Engineer (C&W) who issued it.	Coach No.	Type	Mech. Code	Tare in Tonnes	Carrying Capacity	Built Date	Return Date
1	2	3	4	5	6	7	8	9	10	11

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

POH PARTICULARS		'C' SCHEDULE/IOH PARTICULARS (D2/D3/D4 Schedule in case of LHB Coach)		TYPE OF BRAKE (AIR/VACUUM / DISC BRAKE SYSTEM)	POSITION FROM ENGINE	WHEEL AND AXLE FACE PARTICULARS (In case of breakage of any wheel/axle)	
DATE	SHOP	DATE	SHOP			Axle face particulars	Ultrasonic particulars on the hub of the disc
12	13	14	15	16	17	18	19
						1L	1L
						1R	1R
						2L	2L
						2R	2R
						3L	3L
						3R	3R
						4L	4L
						4R	4R

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P.Way)

WHEEL AND AXLE				
Stamping particulars on wheel Disregarding Manufacturer / RA / RD (in case of breakage of any wheel / axle)	Wheel gauge in mm. * (Taken in four places)	Any indication of bent axle or wheel having shifted on axle	Observation after measuring the profile with tyre defect gauge (Good / Rejectable) **	Condition of Brake/Disc (Good or rejectable)
20	21	22	23	24
	1		1L	
			1R	
	2		2L	
			2R	
	3		3L	
			3R	
	4		4L	
			4R	

* The wheel gauge is to be measured at the horizontal plane passing through the centre of axle.

** The wheel profile is to be checked with tyre defect gauge only (Ref. : IRCA Pl. IV Rule No. 2.95, 3.2.2 and S4.22.1, Plate No. 45 to 53)

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

ROLLER BEARING

(When Roller Bearing is involved as cause)

Condition of Covers (in case of LHB condition of control arm upper or lower cover)	Condition of face cover plate	Condition of locking plate and studs	Condition of Roller bearing and its components
25	26	27	28

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

Buffer height (to be measured on a level track in mm after uncoupling & re-railling)	Details of broken parts giving location w.r.t. point of mount and derailment & whether breakage considered due to accident	Any other defect in the coach contributed to or caused the derailment	List of damages to the coach due to accident	Other observations
29	30	31	32	33
End 1L				
End 1R				
End 2L				
End 2R				

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

(C) MEASUREMENT TABLE FOR WAGON INVOLVED IN ACCIDENT

Note : Details regarding all derailed vehicles should be given except :–

(i) Where vehicles have derailed due to locomotive derailment.

(ii) When the first derailed vehicle is obvious from examination of marks on wheel, then the details for first derailed vehicle need only be given.

(iii) When the obvious and indisputable cause is sabotage or an obstruction on track.

Sr. No.	Date of Incident	Train No.	Details of BPC along with the name of station where it is issued and Engineer (C&W) who issued it.	Wagon No.	Type	Mech. Code	Tare in Tonnes	Carrying Capacity	Built Date	Return Date
1	2	3	4	5	6	7	8	9	10	11

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P.Way)

POH PARTICULARS		ROH PARTICULARS		PAY LOAD IN TONNES		COMMO-DITY LOADED	STATION		POSITION FROM ENGINE
DATE	SHOP	DATE	DEPOT	FROM LABLES	FROM ACTUAL WEIGHMENT		FROM	TO	
12	13	14	15	16	17	18	19	20	21

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

BUFFER HEIGHT	WHEEL AND AXLE FACE PARTICULARS (In case of breakage of wheel / axle)			
Measurement to be taken after uncoupling & rerailing on level track)	Axle face particulars	Ultrasonic particulars on the hub of the disc	Stamping particulars on wheel disc ragarding Manufacturer / RA / RD	
22	23	24		25
1L	1L	1L	1L	
1R	1R	1R	1R	
2L	2L	2L	2L	
2R	2R	2R	2R	
3L	3L	3L	3L	
3R	3R	3R	3R	
4L	4L	4L	4L	
4R	4R	4R	4R	

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

WHEEL AND AXLE		
Wheel gauge in mm. *(Taken at four places)		Observation after measuring the profile with tyre defect gauge (Good / Rejectable)**
26		27
1		
2		
3		
4		

* The wheel gauge is to be measured in empty condition and at the horizontal plane passing through the center of the axle.

** The wheel profile is to be checked with tyre defect gauge only (Ref. : IRCA Pt. III Rule No. 3.2.2(d) and 4.18.1, Plate No. 57 to 66).

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

AXLE BOX (FOR IRS STOCK ONLY) (To be recorded only when failure of plain bearing is involved as a cause.)				
Brass thickness in mm.	Condition of box and brass	Condition of sole plate	Condition of journal	Clearance between brass and collar of journal in mm.
28	29	30	31	32

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

AXLE GUARD (FOR IRS STOCK ONLY) (to be recorded only when failure of plain bearing is involved as a cause.)				ROLLER BEARING (When Roller Bearing is involved as a cause)		
Lateral clearance between axle box and axle guard in mm.	Whether axle guard can work clear of axle box	Are the axle guard bent or otherwise damaged to prevent free movement of axle box	Remark regarding briddle bar	Condition of face cover plate	Condition of locking plates & studs	Condition of Roller Bearing and its components
33	34	35	36	37	38	39

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

SPRING AND SPRING GEAR (FOR IRS STOCK ONLY)		
Any broken / cracked / missing shackle and shackle pin	Camber of spring in mm. under tare after re-railing on a level uncanted track (for laminated spring only)	Axle load
40	41	42

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

BOGIE		
Vertical clearance at side bearers in mm. (For stock having clearance type side bearers only)	Whether a load is placed on more than one wagon	Any other defect in vehicles which may have contributed to or caused the derailment
43	44	45

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

Details of broken parts giving locations w.r.t. point of mount and derailment	List of damages to the wagon due to accident	Other observations
46	47	48

To be jointly signed by		
Supervisor (C & W)	Supervisor (Traffic)	Supervisor (P. Way)

Note : In case of privately owned wagon/container, representative of the private owner shall provide the last examination details and associate in taking joint wagon readings. If the respresentative does not associate; the readings taken by the railway engineers will be final and binding.

D. MEASUREMENT TABLE FOR LOCOMOTIVE (DIESEL & ELECTRIC) INVOLVED IN ACCIDENT.

(Information to be furnished by the loco deptt.)

1. Basic Information :

(a) Date of Accident

(b) Train No.

(c) Loco Class :

(d) Loco Number:

(e) Loco manufacture year & Place :

(f) Base Shed of loco.

(g) Date & Place last POH.

(h) Kilometres earned after last POH.

(i) Date & Place of last major inspection,

(j) Date & Place of last schedule inspection,

(k) Whether any schedules are overdue ?

2. Give brief particulars of the safety items not provided or provided but missing/not working. Whether Loco is provided with :

Safety fittings	Provided	Working
Headlight		
Speedometer		
Speed Recorder		
Flasher light		
Horn		
Brake System		

Particulars of electrical protection (for electric loco in case of fire only)

Relay	Working / Not Working / Isolated
Earth Fault in Auxiliary circuit (QOA)	
Over current in power circuit (QLM)	
Over current in Rectifier Block (QRSI)	
Earth Fault in Power circuit (QOP)	
Time Lag Relay (Q44)	

3. (a) Damage to the loco (brief description)

(b) Cost of damage to the loco (in Rs.)

4. Check & Record the observations as follows :

(a) Position of control handles, cutout cocks etc.after the accident.

(b) Functioning of brake synchronising valve-Whether working or not.

(c) Position of brake blocks after the accident - whether applied or not.

(d) Condition of caltle guard.

(e) Any sign of seizure of roller bearing in axle box.

(f) Comments if any coil spring is broken or displaced.

(g) Any other observation in respect to mechanical defect of the locomotive, which might have any bearing on safe running of loco.

To be jointly signed by		
Supervisor (Loco)	Supervisor (Traffic)	Supervisor (P. Way)

5. Measurement for wheels for all classes of locomotives :

Sl.	Description	Observed Value (in mm)			Remarks
1.	Diameter of Wheel at tread		Left	Right	Wheel size below condemning limit is relevant only in case of wheel breakage due to lesser rim thickness
		1			
		2			
		3			
		4			
		5			
		6			
2.	Wheel flange thickness		Left	Right	Information is normally relevant in case of two-road case.
		1			
		2			
		3			
		4			
		5			
		6			

Sl.	Description	Observed Value (in mm)			Remarks
3.	Wheel Root wear		Left	Right	
		1			
		2			
		3			
		4			
		5			
		6			
4.	Tread wear		Left	Right	Tread wear should be measured from tread at 63.5 mm from wheel gauge face (from the back face of flange) in BG and at 57 mm from wheel gauge face (from the back face of flange) in MG.
		1			
		2			
		3			
		4			
		5			
		6			

Sl.	Description	Observed Value (in mm)			Remarks
5.	<u>UST of axle</u> : Give the date of last UST test done :	Axle	Observation		Information is relevant in case of axle breakage.
		1			
		2			
		3			
		4			
		5			
		6			
6.	Wheel gauge : For checking wheel gauge, average of three measurements at equal spacing on the inner periphery of the two wheels on the same axle is to be recorded	1			All measurements shall be taken on a level tangent un-canted track. These measurement are for un-loaded wheels, should be taken in workshop after dismantling information is relevant in case of wheel disc shifting/bent axle only. For Safety, similar limits as applicable for track gauge are relevant for wheel gauge also.
		2			
		3			
		4			
		5			
		6			

To be jointly signed by		
Supervisor (Loco)	Supervisor (Traffic)	Supervisor (P. Way)

Notes :

1. Wheel number one is the outer end axle of truck under the Short hood and wheel count increases towards the Long hood on diesel loco, where as for Electric loco, wheel number one is the outer end axle under Cab-1 (Cab-1 is that side of the loco which has the compressors and cab-2 is that side of the loco which has the ARNO converter) and wheel count increases towards the Cab-2.
2. The measurements of wheels are to be done using wheel gauges to RDSO drawing No. SK.DL-3592 for all BG locomotives except WAG, except WAP5 locos. For WAP5 locos RDSO's drawing No. SKDL 4446 and SKDL 4447 may be followed.
3. All measurements are to be taken in Shed on a level, un-canted track.
4. Service limits given in the Maintenance Manual are for good maintenance practice and these are not safety limits.

6. Pro-forma for measurement of electric and diesel locomotive after accident :

(Locomotives, which are not mentioned in this pro-forma, may be measured in similar manner.)

Sl.	Description		Observed Value (in mm)	Remarks
1.	Buffer Height			All measurements shall be taken on a level tangent un-canted track. This measurement is required to be taken only in case of trailing stock is with buffers.
2.	Lateral clearances	End Axles (1,3,4 & 6)		Applicable for WDM2, WDM2c, WDG4, WDS6, WAM4, WCG2, YDM4, WCAM1, WCAM2, YDM4A, WDG2, WCAM3, WAG5, WAG9, WAG7, WAP1, WCAG1 & WAP4 locomotives only.
		Middle-Axle (2 & 5)		Applicable for WDM2, WDM2c, WDG4, WDS6, WAM4, WCG2, YDM4, WCAM1, WCAM2, YDM4A, WDG2, WCAM3, WAG5, WAG9, WAG7, WAP4, WDP2, WAP3, WAP6, WAP4, WAP1 & WCAG1 locomotives only.

Sl.	Description		Observed Value (in mm)	Remarks
3.	Lateral clearances	End Axles (1, 2, 3 & 4)		Applicable for WDP1 & WAP5 locomotives only.
4.	Longitudinal clearances between axle box and pedestal liner – (for all axles)			applicable for WDM2, WDM2c, WDM5, WDS6, WAM4, WCG2, WAG5, YDM4, YDM4A, WDG2, WCAM3, WAG7, WAP4, WDP1, WCAG1 & WAP1 locomotives only.
5.	Longitudinal clearances between axle box and pedestal liner– (for middle axle)			Applicable for WAP3, WAP6, WDP2 locomotives only.
6.	Height of Rail Guard from rail level			

To be jointly signed by		
Supervisor (Loco)	Supervisor (Traffic)	Supervisor (P. Way)

E. SIGNALLING AND INTERLOCKING.

1. Position of block instrument in details including its handle, commutator, dial indication, locking, etc. in case of push button type block instrument, the indication available and the reading on the counter, etc. In the case of electrified section, the block filter unit attached to the block instrument.
2. Reading on all counters provided for route, block etc., and devices for crank handle, emergency operation of points, emergency route release, etc.
3. Position of points, locks, slots and their respective levers/ switches, as also the position of bolt locking, point detection.
4. Position of signals, their lamps/lights and respective levers/switches.
5. Position of traps / derails, their indicators and respective levers.
6. Position of SM's control, track circuit indication, signals indication in cabin/SM's office.
7. If any mismanupulation in any signalling and interlocking gear.
8. Locking of cabin basement, etc.
9. Date of last overhaul of Block instruments.
10. Date of last overhaul of lever frame and SM's control frame.

11. Date of testing the Block instruments and other interlocking gears by Inspectors/ Officers prior to the accident. Results of their tests and action taken.

12. Any interference with any signalling and interlocking gear.

13. Details of unsafe failures during the last three months.

14. Brief description of damages.

15. Cost of damage.

16. Any other items of interest.

17. Recent history of signal, interlocking gear and block instrument concerned.

NOTE : As a precautionary measure, the relay room cabin basement, block instrument, devices for crank handle/emergency operation of points/emergency route release, etc. should be locked immediately after the accident and the key kept in the safe custody of the Station masterresponsible officials at the site, till joint observation and functional test of S&T gears are completed.

F. <u>LEVEL CROSSING.</u>

1. KM of the level crossing.
2. Class of the level crossing.
3. Manned / unmanned and number of gateman posted.
4. Location (within/outside station limit/section).
5. Between stations.

6. Interlocking.
7. Telephone.
8. Whistle Board.
9. Road signs.
10. Speed breakers / Rumble strip.
11. Visibility of gate from road and from rail line.
12. Curve / cutting / gradient for the rail line as also for road.
13. Position of gate in normal and at the time of accident.
14. Position of signal, signal lamp/light and lever.
15. Position of gate key, locking arrangement of gate in normal and at the time of accident.
16. Position of gate lamp.
17. Condition of level crossing and longitudinal section along the road.
18. No. and type of road vehicle, its loading condition, Driver's name, registration, no., licence no. etc.
19. Name of the gateman and duty roster.
20. Bio-data of the gateman.
21. No. of trains and vehicles passing through the level crossing on an average per day and last census taken.
22. Weather condition at the time of accident.
23. Brief description of damage.

24. Cost of damage.

25. Any other item of interest.

G. STATION RECORDS, ETC.

1. Train signal register/log book, entries therein referring to the train(s) concerned.
2. Train message Book.
3. Block ticket.
4. Caution order Register.
5. Caution Order.
6. Station Diary.
7. Private Number Book.
8. Authority to proceed without line clear.
9. Line admission Book.
10. Shunting Authority.
11. Use of lever collars and slide collars.
12. Securing of vehicles.
13. Any other item of interest.

H. GENERAL —

1. Date and time of accident, Train No.
2. Location-KM, between station line.
3. Weather condition at the time of accident.
4. Permissible speed of the train.

5. Time taken from the station in rear to the site of accident, and speed of the train at the time of accident.

6. Time of arrival and departure of the train at the last 3 stations,

7. If any wrong marshalling on train.

8. Condition of electrical equipment and electrical protection on coaches, record of last inspection of such equipments.

9. Breathalyser test conducted.

10. Prima facie cause.

11. Bio-data of staff involved in the accident.

12. If any failure/breakage of any material of rolling stock/ Permanent Way/OHE or S&T gear lead to the cause of accident.

13. If fallen of any loaded materials is the cause of accident.

14. In case of sabotage/suspected sabotage, if any suspicious objects found in the vicinity of the accident, and action for preservation of foot-prints and finger prints etc.

15. Collection of statements from any responsible passenger or eye-witness which may have a bearing on the cause of accident afterwards.

16. Preparation of complete and accurate dimentioned sketch showing the detail position.

17. Any other item of interest.

NOTE : (i) In addition to the particulars contained in this appendix, the items mentioned in para 9.17 of this manual should also be examined, which are relevant to the accident.

(ii) The above examination report shall be prepared jointly and signed by the all concerned officers or Senior Subordinates who will ensure the correctness of the report in all respect.

★★★

APPENDIX - 3

(NOTICE AND REPORT OF ACCIDENTS)

G.S.R. 5 & 64.— In exercise of the powers conferred by section 122 of the Railways Act, 1989 (24 of 1989), the Central Government hereby makes the following rules further to amend the Railway (Notices of and Inquiries into Accidents) Rules, 1998, namely :—

1. Short Title and Commencement –

(1) These rules may be called the Railway (Notices of and Inquiries into Accidents) Amendment Rules, 2001.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. Particulars to be given in the notices – The notices mentioned in section 113 of the Railways Act, 1989 (24 of 1989) (hereafter referred to as the Act), shall contain the following particulars, namely :—

(i) kilometerage, or station or both, at which the accident occurred;

(ii) time and date of the accident;

(iii) number and description of the train; or trains;

(iv) nature of the accident;

(v) number of people Killed or injured, as far as is known;

(vi) cause of the accident, as far as is known; and

(vii) probable detention to traffic.

3. Responsibility for sending notices, to whom to be sent and mode thereof - Whenever any accident, as falls under section 113 of the Act (hereinafter referred to as "Reportable train accident") occurs in the course of working a railway, the station master nearest to the place at which the accident has occurred, or, where there is no station master, the railway servant in charge of the section of the railway on which the accident has occurred or any other Station Master incharge of a section of a railway to whom the report of the accident is made, shall give notice of the accident by telegraph to the Commissioner of Railway Safety, the District Magistrate and the District Superintendent of Police of the district in which the accident has occurred or such other Magistrate or Police Officer as may be appointed in this behalf by the State Government concerned and by telegraph, telephone or through special messenger or such other quick means as may be available, to the Superintendent of Railway Police and to the officer-in-charge of the police station within the local limits of which the accident has occurred.

Explanation - For the purpose of this rule, "Reportable Train Accident" under section 113 of the Act also include those usually attended with loss of human life (such as accidents to passenger trains involving collisions, derailments, train wrecking, or attempted train wrecking, cases of running over obstructions placed on the line, of passengers falling out of trains or of fires in trains), or grievous hurt so defined in the Indian Penal Code (hereinafter referred to as the grievous hurt), or serious damage to railway property of the value exceeding Rs. 2 Crores which have not actually occurred but which by the nature of the accident might

reasonable have been expected to occur, and also cases of landslides or of breach by rain or flood which cause the interruption of any important through-line of communication for at least 24 hours.

4. Mode of sending notices to the State Government - The notice of accidents, required under section 113 of the Act, shall be sent to the State Government by the Railway Administration without delay.

(a) by fax in the case of -

(i) accidents deemed, under the Explanation to rule 3, to be serious by reason of loss of human life;

(ii) accidents by reason of which the permanent way is likely to be blocked for more than twenty four hours; and;

(iii) train wrecking or attempted train-wrecking; and

(b) by letter in all other cases.

5. Railway servant to report accidents - Every railway servant shall report, with as little delay as possible, every accident occurring in the course of working the railway which may come to his notice and such report shall be made to the nearest station master, or, where there is no station master, to the railway servant in-charge of the section of the railway on which the accident has occurred.

6. Station Master or railway servant in charge of the section to report accidents – The Station Master or the railway servant in-charge of the section, shall report all accidents in accordance with the rules laid down by the railway administration concerned for the reporting of accidents.

6A. Responsibility of ensuring correct reporting of accidents.— The responsibility of ensuring correct reporting of accidents shall be of the Divisional Railway Manager (DRM) at divisional level and General Manager (GM) at Zonal Level.

7. Railway Administration to report serious accidents –

(1) Whenever a serious accident, as defined in sub rule 2 of rule 2 the Statutory Investigation into Railway Accidents Rules 1998, occurs, the railway administration concerned shall, as soon after the accident as possible, by fax, supply to the Press such particulars as are mentioned in rule 2 and as are till then available, and by supplementary faxes, if necessary, immediately after further information is available. A copy shall be sent simultaneously by fax to the Railway Board, the Commissioner of Railway Safety of the circle concerned and the Chief Commissioner of Railway Safety. In addition, the Commissioner of Railway Safety shall be informed, telephonically, of any serious accident, by the control of the Division in which the accident has occurred.

(2) For the purpose of sub-rule (1), an accident shall be a serious Railway accident where

(i) accident to a train carrying passengers which is attended with loss of life or with grievous hurt to a passenger or passengers in the train, or with serious damage to railway property of the value exceeding Rs. 2 Crores and any other accident which in the opinion of the Chief Commissioner of

Railway Safety, shall be deemed to be a serious accident. A workman's train or a ballast train or a material or an Accident Relief train or a Tower wagon or such other train carrying workmen, or Cattle special/Military special carrying authorised escorts or similar such train shall be treated as a passenger train.

(ii) an accident involving a train carrying passengers leads to loss of life or grievous injury to any Railway Servant irrespective of whether he was travelling in that passenger train or not, it shall come under the purview of inquiry by the Commission of Railway Safety and shall be treated as a 'Serious Railway accident'.

Provided that -

(a) cases of trespassers run over and injured or killed through their own carelessness or of passengers injured or killed through their own carelessness, and

(b) cases involving persons being Railway servant or holding valid passes/tickets or otherwise who are killed or grievously injured while travelling outside the rolling stock of a passenger train such as on foot board or roof or buffer but excluding the inside of vestibules between coaches, or run over at a Level Crossing or elsewhere on the Railway track by a passenger train, and

(c) collision between a Road Vehicle and a passenger train at a Level Crossing where no passenger or

Railway Servant is killed or grievously hurt shall not be treated as a 'Serious Railway Accident' even if those travelling in the road vehicle are killed or grievously hurt shall not be treated as serious railway accident, unless the Chief Commissioner of Railway Safety or Commissioner of Railway Safety is of the opinion that the accident requires the holding of an inquiry by the Commissioner of Railway Safety.

8. Facility for reaching the site of the accident- Whenever any accident has occurred in the course of working a railway, the Head of the Railway Administration concerned shall give all reasonable aid to the District Magistrate or the Magistrate appointed or deputed under rule 1 7 or to the Commission of Inquiry appointed under the Commissions of inquiry Act, 1952 (60 of 1952), or any other authority to whom all or any of the provisions of the said Act have been made applicable, and to the Commissioner of Railway Safety, medical officers the police and other concerned to enable them to reach the scene of the accident promptly, and shall also assist those authorities in making inquiries and in obtaining evidence as to the cause of the accident.

9. Medical aid to the persons grievously hurt in accidents- Whenever any accident, occurring in the course of working a railway, has been attended with grievous hurt, it shall be the duty of the Head of the Railway Administration concerned to afford medical aid to the suffers, and to see that they are

properly and carefully attended to till they are removed to their homes or handed over to the care of their relatives or friends. In any such case, or in any case in which any loss of human life or grievous hurt has occurred, the nearest available local medical officer shall be sent for if such medical officer is nearer at hand than the railway medical officer.

10. Arranging attendance of railway servants at the place of judicial inquiries or inquiries conducted by Commissioner of Railway Safety or a Magistrate- When an inquiry under rule 2 of the Statutory Investigation into Railway Accidents Rules, 1998 or under rule 17 of these rules, or a judicial inquiry is being made the Head of the Railway Administration concerned shall arrange for the attendance, as long as may be necessary, at the place of inquiry, of all railway servants whose evidence is likely to be required at such inquiry, and if the inquiry is to be held by the Commissioner of Railway Safety under rule 2 of the Statutory Investigation into Railway Accidents Rules, 1998.

The Head of the Railway Administration concerned shall-

(a) cause notice of the date, hour and place at which the inquiry will begin to be given to the officers mentioned in clauses (a) and (c) of sub-rule (1) of rule 14, and

(b) arrange for the attendance of the divisional officers, railway servants required as witness at the Inquiry.

11. Action to be taken by Head of the Railway Administration on receipt of the report of Commissioner of Railway Safety - Whenever the Head of the Railway

Administration concerned receives a copy of the report of the Commissioner of Railway Safety under rule 4 of the Statutory Investigation into Railway Accidents Rules, 1998, he shall at once acknowledge its receipt, and-

(a) submit his remarks, on the views expressed in the Report, to the Chief Commissioner of Railway Safety with copy to the Commissioner of Railway Safety immediately on receipt of the Report by the Railway Administration and if he is not able to submit his remarks immediately he shall in his acknowledgement of the report indicate his intention to submit his remarks later as early as possible;

(b) if the Head of the Railway Administration concerned agrees with the views expressed in the Report and considers the prosecution of any person or persons desirable, he shall immediately forward a statement of such persons to the District Magistrate of the district in which the accident occurred, or to such other officer as the State Government may appoint in this behalf and to the concerned police authorities;

(c) in case the District Magistrate or Police authorities require copies of the Report, it may be sent to them and the confidentiality of the report should be made clear to the District/Police Authorities, and the Police Authorities shall, as soon as possible, intimate the Head of the Railway Administration concerned about their decision regarding launching any prosecution.

12. Head of the Railway Administration to offer remarks on the suggestions made in the report of Commissioner of Railway Safety- Whenever the report of the Commissioner of Railway Safety points to the necessity for or suggests a change in any of the rules or in the system of working of the Railway, the Head of the Railway Administration concerned shall, intimate the action which has been taken, or which it proposes to take, to prevent a recurrence of similar accidents, to the Chief Commissioner of Railway Safety with copy to the Commissioner of Railway Safety.

13. Joint inquiry-when dispensed with- (1) Whenever a Reportable train accident, such as is described in section 113 of the Act has occurred in the course of working a railway, the Head of the Railway Administration concerned shall cause an inquiry to be promptly made by a Committee of railway officers (to be called a "joint inquiry") for a thorough investigation of the causes which led to the accident.

Provided that such an inquiry may be dispensed with-

(a) if any inquiry is to be held by the Commissioner of Railway Safety under rule 2 of the Statutory Investigation into Railway Accidents Rules, 1998, or a Commission appointed under the Commissions of Inquiry Act, 1952 (60 of 1952), or any other authority appointed by the Central Government to which all or any of the provisions of the said Commission of Inquiry Act have been made applicable under rule 2 of the said Statutory Investigation into Railway Accidents Rules, or

(b) if there is no reasonable doubt as to the cause of the accident; or

(c) if any department of the railway administration concerned intimates that it accepts all responsibility in the matter.

(2) Where such inquiry is dispensed with under clause (b) or clause (c) of the proviso to sub-rule (1), it shall be the duty of the Head of the department of the Railway Administration responsible for the accident to make such inquiry (to be called a "departmental inquiry") as he may consider necessary and, if his staff or the system or working is at fault, to adopt or suggest such measures as he may consider necessary for preventing a recurrence of similar accidents.

14. (1) Notice of joint inquiry- Whenever a joint inquiry is to be made, the Head of the Railway Administration concerned shall cause notice of the date and hour at which the inquiry will commence, to be given to the following officers, namely :—

(a) the District Magistrate of the district in which the accident occurred or such other officer as the State Government may appoint in this behalf, the Superintendent of the Railway Police and the District Superintendent of Police;

(b) the Commissioner of Railway Safety for the section of the railway on which the accident occurred; and

(c) the Head of the Railway Police having jurisdiction at the place where the accident occurred or, if there are no Railway Police, the officer-in-charge of the police station having jurisdiction at such place.

(2) The date and hour at which the inquiry will commence shall be fixed so as to give the officers mentioned in sub-rule (1) sufficient time to reach the place where the inquiry is to be held.

(3) When a joint inquiry is held into an accident after receipt of information about the inability of the Commissioner of Railway Safety to hold an inquiry, under sub-rule (5) of rule 2 of the Statutory Investigation in Railway Accidents Rules, 1998, the Head of the Railway Administration concerned shall issue a Press Note in this behalf inviting the public to tender evidence at the inquiry or send information relating to the accident to the Joint Inquiry Committee at an address specified in the Press Note.

15. Report of joint inquiry or departmental inquiry to be sent to the Head of the Railway Administration and the action to be taken thereon- (1) As soon as any joint inquiry or departmental inquiry has been completed, the President of the Committee of Railway officers or the Head of the department, as the case may be, shall send to the Head of the Railway Administration concerned a report containing inter alia-

(a) brief description of the accident;

(b) description of the locality of the accident;

(c) detailed statement of the evidence taken;

(d) the conclusions arrived at together with a note of dissent, if any;

(e) reasons for conclusion arrived at;

(f) the nature and extent of the damage done;

(g) when necessary, a sketch illustrative of the accident;

(h) the number of railway servants killed or injured;

(i) the number of passengers killed or injured;

(j) an appendix containing extracts of the rules violated by the staff responsible for the accidents.

(2) The Head of the Railway Administration concerned shall forward, with his remarks as to the action that is intended to be taken in regard to the staff responsible for the accident or for the revision of the rules or the system or working, a copy of the report referred to in sub-rule (1)-

(a) to the Commissioner of Railway safety for the section of the railway on which the accident occurred;

(b) if no inquiry or investigation has been made under rule 17 or if a joint or departmental inquiry has been held first, to the District Magistrate or the officer appointed under clause (a) of sub-rule (1) of rule 14; and

(c) if any judicial inquiry is being made, to the magistrate making such inquiry.

(3) The copy of the report aforesaid shall be accompanied-

(a) in the case referred to in clause (b) of sub-rule (2), by a statement of the persons involved in the accident whose prosecution the Head of the Railway Administration concerned considers to be desirable;

(b) in the case referred to in clause (c) of sub-rule (2) by a copy of the evidence taken at the inquiry.

16. Reports of inquiries into accidents not covered by section 113 to be forwarded to Commissioner of Railway Safety- (1) Whenever any accident, not of the nature specified in section 113 of the Act, such as averted collisions, breaches of block rules or other technical accidents, occurs in the course of working a railway, the railway administration concerned may cause an inquiry, either a joint inquiry or a departmental inquiry, to be held into the accident,

(2) Where an inquiry is held as provided under sub-rule (1), the head of the Railway Administration concerned shall forward a copy of the report of the inquiry to the Commissioner of Railway Safety for the section of the railway on which the accident occurred.

17. Magisterial Inquiry - Whenever an accident, such as is described in section 113 of the Act, has occurred in the course of working a railway, the District Magistrate or any other Magistrate who may be appointed in this behalf by the State Government, may either-

(a) himself make an inquiry into the causes which led to the accident; or

(b) depute a subordinate Magistrate, who if possible, should be a Magistrate of the first class, to make such an inquiry; or

(c) direct investigation into the causes which led to the accident, to be made by the police.

Provided that where, having regard to the nature of the accident, the Central Government has appointed a Commission of Inquiry into it under the Commission of Inquiry Act, 1952 (60 of 1952), or has appointed any other authority to inquire into it and for that purpose has made all or any of the provisions of the said Act applicable to that authority, a Magistrate or a police officer shall not make his inquiry or investigation under this rule and, where he has already commenced the inquiry or investigation, shall not proceed further with it; and such Magistrate or police officer shall hand over the evidence, records or other documents in his possession relating to the inquiry or investigation to such authority as may be specified by the Central Government in this behalf.

18. Notice of Magisterial Inquiry-Whenever it is decided to make an inquiry under clause (a) or clause (b) of rule 17, the District Magistrate or other Magistrate appointed as aforesaid or the Magistrate deputed under clause (b) of rule 17 as the case may be, shall at once inform the Head of the Railway Administration concerned and the Divisional Railway Manager by fax, of the date and hour at which the inquiry will commence so as to enable the railway administration to summon the requisite expert evidence, and thereafter, he shall proceed to the scene of the accident and conduct the inquiry.

19. Judicial Inquiry- A magistrate, making an inquiry under'rule 17, may summon any railway servant, and any other persons whose presence he may think necessary, and after taking the evidence and completing the inquiry shall, if he considers that there are sufficient grounds for holding a judicial inquiry, take the requisite steps for bringing to trial any person whom he may consider to be criminally liable for the accident.

20. The result of magisterial inquiry to be communicated to the Head of the Railway Administration- The result of every inquiry or investigation made under rule 17 shall be communicated by the Magistrate who has held such inquiry or investigation, to the Head of the Railway Administration concerned and to the Commissioner of Railway Safety.

21. Procedure for summoning railway servants to assist the Magistrate holding judicial inquiry- (1) If in the course of any judicial inquiry into an accident occurring in the course of working a railway, the Magistrate holding such inquiry desires the assistance of the Commissioner of Railway Safety/Head of the Railway Administration concerned, he shall issue a requisition to the Chief Commissioner of Railway Safety or the Head of the Railway Administration, stating at the same time the nature of the assistance required, and if the assistance of any Railway Officer is required the Magistrate shall issue a requisition to the Head of the Railway Administration for his attendance in the Court.

(2) The requisition referred to in sub-section (1) shall state the nature of the assistance required. In summoning railway officials, the Magistrate shall take care not to summon on the same day so large a number of the employees, especially of one class, as to cause inconvenience to the working of the railway. In the case of serious accidents the Magistrate may obtain reports from the Commissioner of Railway Safety and the Head of the Railway Administration concerned in regard to the accident, before finally concluding the judicial inquiry.

22. Communication of the decision of judicial inquiry to the Railway Administration, Commissioner of Railway Safety and the State Government- On the conclusion of the judicial inquiry the Magistrate shall send a copy of his decision to the head of the Railway Administration concerned and to the Commissioner of Railway Safety, and shall, unless in any case he thinks it unnecessary to do so, report the result of the inquiry to the State Government.

23. Police investigation-when to be dispensed with report on loss of life, grievous hurt, or damage to Railway property- (1) The Railway Police may make an investigation into the causes which led to any accident occurring in the course of working a railway and shall do so whenever-

(a) any such accident is attended with loss of human life or with grivous hurt, or with serious damage to railway property of the value exceeding Rs. 2 Crores or has prima facie been due to any criminal act or omission; or

(b) the District Magistrate or the Magistrate appointed under rule 17 has given a direction under clause (c) of that rule :

Provided that where, having regard to the nature of the accident, the Central Government has appointed a Commission of Inquiry to inquire into it under the Commission of Inquiry Act, 1952, (60 of 1952), or has appointed any other authority to inquire into it and that purpose has made all or any of the provisions of the said Act applicable to that authority, or where

a magisterial inquiry is being held under rule clause (a) or clause (b) of rule 17, the Railway Police shall not make an investigation under this rule, and where they have already commenced their investigation, shall not proceed further with it; and shall hand over the records or other documents in their possession relating to the investigation to such authority as may be specified by the Central Government in this behalf.

(2) The Railway Police shall report, with as little delay as possible to the nearest station master, or where there is no station master, to the railway servant in-charge of the section of the railway, on which the accident has occurred, every accident which may come to their notice occurring in the course of working a railway attended with loss of human life, or with grievous hurt or with serious damage to railway property of the value exceeding Rs. 2 Crores or which has prima facie been due to any criminal act or omission.

24. (1) Status of Police officer investigating the accident-Whenever an investigation is to be made by the Railway Police-

(a) in a case in which an accident is attended with loss of human life or with grievous hurt, or with serious damage to railway property of the value exceeding twenty five lakh rupees; or

(b) in pursuance of a direction given under clause (c) of rule 17, the investigation shall be conducted by the Head of the Railway Police of the area in which the accident has occurred, or if that officer is unable to conduct the investigation himself, by an officer to be deputed by him.

(2) The officer deputed under sub-rule (1) shall ordinarily be the senior officer available, and shall whenever possible be a Gazetted Officer, and shall in no case be of rank lower than that of an Inspector:

Provided that the investigation may be carried out by an officer-in-charge of a police station -

(i) in a case such as is referred to in clause (a) of sub rule (1), if no loss of life or grievous hurt has been caused to more persons than one or no damage to railway property of value exceeding Rs. 2 Crores has been caused or there is no reason to suspect that any servant of the railway has been guilty of neglect of any rule relating to the working of the railway; or

(ii) in the case referred to in clause (b) of sub-rule (1), if the District Magistrate so directs.

25. Notice of police investigation- The Officer who is to conduct an investigation in pursuance of rule 24 shall at once inform the Head of the Railway Administration concerned and the Divisional Railway Manager by fax of the date and hour at which the investigation will commence so that, if possible, the presence of a railway official may be arranged for to watch the proceedings and to aid the officer making the investigation, and thereafter, he shall proceed without delay to the scene of the accident and conduct the investigation there; so, however, that the absence of a railway official shall not, be allowed to delay the investigation which shall be conducted as soon as possible after the accident has taken place;

26. (1) Assistance by the District Police- In every case to which rule 24 applies, immediate information shall be given by the Railway Police of the area to the District Police, who if so required, shall afford all necessary assistance and shall, if occasion arrises, carry the investigation beyond the limits of the railway premises. But the Railway Police of the area shall primarily be responsible for carrying on the investigation within such limits.

(2) Subject to the provisions of these rules, the further prosecution of the case, on the conclusion of the police investigation, shall rest with the Railway Police.

27. Communication of the result of police investigation-The result of every police investigation shall be reported at once to the District Magistrate or other officer appointed in this behalf by the State Government, to the Head of the Railway Administration concerned or other officer appointed by him, and to the Commissioner of Railway Safety.

28. District Police to discharge duties of Railway Police- Where there is no Railway Police in the area, the duties imposed by rules 23, 24 and 25 sub-rule (2) of rule 26, and rule 27 on the Railway Police of the area, or on the Head of such Railway Police, shall be discharged by the District Police or by the District Superintendent of Police, as the case may be.

29. Repeal and Saving- (1) The Railway (Notices of and Inquiries into Accidents) Rules 1973, are hereby repealed.

(2) Notwithstanding such repeal, anything done or any action taken under the rules hereby repealed shall be deemed to have been done or taken under the corresponding provisions, of these rules.

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APPENDIX - 4

(INFORMATION TO BE SUBMITTED BY RAILWAY TO CRS FOR INQUIRY)

GENERAL INSTRUCTIONS.

1. Railways are required to furnish information at the time of an inquiry by a Commissbner of Railway Safety. The enclosed questionnaire have been evolved based on past experience to cover all types of accidents.

2. It, "therefore, follows that the questionnaire will have to be carefully scrutinised in each case and the items not relevant to a particular inquiry need not be answered. But such items for omission should be got approved by the Commissioner of Railway Safety beforehand.

3. A reply should be given under each question i.e. by repeating the question first and not by quoting the question No. The draft replies should be got approved by the Commissioner of Railway Safety to ensure that all the points are covered before the same are finalished. Only two final copies of the replies need be submitted duly signed by the Officers concerned.

4. Answers to the questionnaire will not absolve the Railway Administration of their responsibility in :—

   (a) Preserving cluses;

   (b) recording all relevant data in respect of tracks, rolling stock, etc. before restoration is ordered; and

(c) recording evidence of witnesses immediately after an accident so that truth may not get distorted in course of time.

5. The Divisional Safety Officer of the Division is responsible to co-ordinate, get the replies from various branches and submit all the replies at the end or during the course of an inquiry with a covering letter signed by the DRM in token of his approval. All Departmental Officer should start gathering information soon after an accident has occurred so that as much information so possible is available even before the commencement of an inquiry. This procedure will enable the Commissioner of Railway Safety to conduct the inquiry with least inconvenience to the Railway Officers concerned.

A. INFORMATION TO BE FURNISHED BY THE CIVIL ENGINEERING DEPARTMENT.

1. (a) Brief Description of Damage to P. Way.

   (b) Cost of Damage to P. Way.

2. Description of Site :—

   (a) Kilometre of site, in between stations-section, Single/Double line.

   (b) Civil District.

   (c) Nature of country around the site (Open, cultivated, plain/undulating etc)

   (d) Direction of the track at site (North to South etc.)

   (e) Straight, curve, gradients with distances etc, in the vicinity, (index plan & section to be attached).

(f) Height of bank/cutting.

(g) Kind of soil.

(h) Details of bridges and level crossings within one Km. on either side of the site (to the extent they are relevant to the inquiry).

3. Permanent Way :—

(a) Rails-weight, length, age, wear, if welded, LWR, CWR, SWR etc.

(b) (i) Sleepers-type, age, density.

(ii) percentage of U/s sleepers in track in the vicinity of the accident site.

(c) Fish-plates-weight, length, number of holes with dia.

(d) Fish bolts-weight, length, dia, whether any spring/ other washers used and number used per joint.

(e) Spikes-if wooden sleepers-number of spikes on each sleeper, how many inside and how many outside.

(f) Bearing plates-if used, type, number of holes, weight etc.

(g) ballast-its kind, section, depth below sleeper, cubic metres per metre run.

(h) Policy followed in driving the keys.

(i) Anti-sabotage measures adopted in the vicinity.

4. Kilometre & T.R of important stations and points on the section and No. of T.P.s. per Km. & how numbered ? (Important stations and points may be taken from the CRS).

5. (a) Headquarters and jurisdiction of DEN/ ADEN/ SSE(P.Way)/JE (P.Way).

   (b) Gang-Headquarters, jurisdiction, strength, location of tool box & Gang hut.

   (c) Details of casual labour employed and discharged in the last 3 months.

6. (a) Maximum permissible speed on the section.

   (b) Permanent speed restrictions in the vicinity.

   (c) Temporary speed restrictions in force on the day of the accident in the vicinity.

   (d) Were there any reports of over speeding in the recent past ?

7. (a) Whether monsoon patrolling has been in force and if so give details.

   (b) Whether security/Police patrolling has been in force and give details.

   (c) Furnish copies of patrol diagrams.

8. (a) (i) Creep.

   (ii) Extent of expansion gaps in joints 1/ 2 Km. before and after the point of accident.

   (iii) Time when observations have been made.

   (b) Date when track was last attended to around the accident spot and the details of work done.

   (c) (i) Dates when SSE(P.Way)/JE (P.Way), ADEN & DEN inspected the track last prior to the accident.

(ii) if any defects had been noted by them.

(iii) if so, give details and action taken, of any.

(d) If the track at site required frequent attention in the past old records to be locked up and dates furnished with details of work done.

(e) Results of last run of Amsler/Hallade/ RTRC etc.

(f) Reports of rough running by the Loco Pilots.

9. Rainfall :—

(a) Record of last 3 months with the name of the recording station and its distance from the site.

(b) Daily record of 7 days prior to the accident.

(c) Comments on the rainfall, (compared mean rainfall).

10. Details of marks on rails, sleepers and whether any indication of any obstruction on-line. Wheel mounting marks to be specifically noted.

11. Site plan (30 cm wide and length as required) with damaged vehicles etc. All measurements to be connected and gradients shown. (In case of an accident in Yard, Yard plan to be attached).

Note :— Site plan to include location plan, North point, direction of travel of train, Kms/TPs etc.

12. Produce the following registers relevant to the inquiry :—

(a) Gang Chart/Diary

(b) JE(P.Way)'s/ADEN's Note Book

(c) Points & Crossing Register

(d) Creep Register

(e) Curve Register (f) Bridge Inspection Register

(g) Section Register.

13. Quote code Rules, instructions in Permanent Way Manual, and circulars relevant to this accident.

14. Enclose particulars of track jointly taken after the accident.

15. Were there any similar accidents in the vicinity in the last 10 years ?

16. What is the probable cause of the accident according to you ?

17. Bio-data of the Staff involved. [Dates of appointment, promotion, punishments and awards-in brief]

18. Do you suggest any improved methods of working or improvements to equipment as a result of this accident.

19. In the case of level crossing accidents, the following information may be furnished :—

(a) No. of train & vehicles passing through the level crossing on an average per day as per the census taken last (date of taking census may be given).

(b) A longitudinal section along the road.

Note : If some of the above particulars are given in the accident sketch, the same need not be repeated in the above statement.

B. INFORMATION TO BE FURNISHED BY THE LOCO DEPARTMENT (MECHANICAL FOR DIESEL AND ELECTRICAL FOR ELECTRIC LOCO)

1. Loco :—
   - (a) Type.
   - (b) Number.
   - (c) Year and Place of manufacture.
   - (d) Date of commissioning.
   - (e) Whether provided with Headlight, Speedmeter & Speed Recorder, Vigilance Control Device and Whether they were in working order control device.
   - (f) Whether running Engine Foremost/Tender foremost.Short hood leading/Long hood leading/ Cab 1 or Cab 2 leading.
   - (g) Length & weight of the loco.
   - (h) Braking force on the loco and the type of brakes.
   - (i) Date & Place of last trip inspection,
   - (j) Kilometres earned after last POH/IOH.
   - (k) Whether any schedules are overdue?
   - (l) Comments on the brakes available on the locomotive.
2. Give the brief particulars of the safety items not provided and provided but missing/not working.
3. (a) Damage to the loco (Brief description.)
   (b) Cost of damage to the loco (in Rs.).

4. Engine diagram in cases where loco is derailed.

5. (a) Position of control handles, regulators etc. after the accident.

   (b) Condition of synchoronising valve.

   (c) Position of brake blocks after the accident-whether applied or not.

6. Enclose the particulars of the locomotive jointly recorded after the accident.

7. Extracts from the engine repair book.

8. Last eye test of the engine crew and next when due.

9. Bio-data of engine crew (Dates of first appointments, promotions, punishments and awards-in brief).

10. Quote instructions from manuals and circulars relevant to the accident.

11. Submit the following :—

   (a) Speed recorder chart.

   (b) Brake power certificate issued to the Loco Pilot.

12. Were there any similar accidents involving the type of loco in the last 10 years?

13. What is the probable cause of the accident according to you?

14. Do you suggest any improved method of working or improvements to equipment as a result of this accident.

C. INFORMATION TO BE FURNISHED BY THE CARRIAGE & WAGON DEPARTMENT.

1. Damage and disposition may be given in the following proforma :-—

Sl. No.from the engine	Coach no.	Description	Damage (Brief description)

2. Marshalling order of the train(s) in the following form :—

Sl. No. from the engine	Coach No.	Body & type (ICF, RCF, BEML, etc). AT or Non-AT	Year built	Date of last POH	Date of last IOH	Date of Return	Remarks

3. (a) Total length of coaches/train excluding the engine.

   (b) Total weight of train excluding engine.

   (c) Percentage of brake power of train excluding the loco.

   (d) Whether fully vacuum braked or not.

   (e) Type of brake system (vacuum/air brake)

4. Cost of damage to rolling stock

5. (a) Condition of brake blocks and position of ELP after accident.

   (b) Condition of piston (working/not working).

6. Enclose the particulars of C & W jointly recorded after the accident.

7. (a) Last C&W examination print & type of certifications.

(b) Extracts from the registers maintained by JE/SE etc.

8. Quote instructions from manuals, conference rules, and circulars relevant to the accident.

9. Bio-data of staff involved. (Dates of first appointments, promotions, punishments and awards-in brief).

10. Were there any similar accidents involving the same type of rolling stock in the last 10 years?

11. What is the probable cause of the accident according to you?

12. Do you suggest any improved methods of working or improvements to equipment as a result of this accident?

D. INFORMATION TO BE FURNISHED BY TRANSPORTATION DEPARTMENT.

1. Accident.

(a) Date & Time of accident.

(b) Train Nos. involved.

(c) Kilometre of accident, between stations and section.

(d) Composition of the train.

2. (a) Speed of train at the time of the accident.

(b) Time of departure & arrival of ill-fated train at the last 3 stations and at last stopping station.

(c) Time when previous 3 trains passed over the accident site.

(d) Was the ill-fated train running late, so how much?

3. Weather & visibility at the time of the accident.

4. Capacity of the train and number of passengers in occupation at the time of accident (as estimated).

5. (a) First information about the accident, who conveyed & how & at what time.

(b) How were the uninjured passengers dealt with?

(c) Disposal of dead & injured with time of removal from site & admission in hospitals.

6. ARME Vans and Accident Relief Train. (Details to be furnished separately for each station)

(a) Time of ordering

(b) Time of blowing the siren.

(c) Time of despatch from the station.

(d) Time of arrival at the station immediately in the rear of the accident site and at accident site.

7. (a) Time of arrival of various officials including Police, Magistrate who visited the site.

(b) Time of Police clearance.

8. Interruption to traffic.

(a) Details of delay to trains, termination and cancellation of trains and running of duplicate trains etc.

(b) Time of clearance and through running.

9. Passneger complaints, if any (loss of property etc.) and how they have been dealt.

10. Station Master and Guards date of last vision test, Refresher Course, Safety Camp passing and first aid and date when next due.

11. In the case of accident at a station copy of updated SWR with Rule diagram.

12. Details of any special dispensations obtained from CRS by the Railway Administration and approved special instructions issued, if any.

13. Names and designations of Administrative Officers, Police Officers etc. attending the CRS inquiry on each day.

14. Log of various activities undertaken by the Railway Administration arising out of the accident (Give as an Annexure).

15. Brief details of ex-gratia payments arranged.

16. Bio-data of the traffic staff involved (date of appointments, promotions, punishments and awards).

17. (a) Enclose press cutting of News published in connection with the accident.

    (b) Press Notifications and advertisements issued in connection with the inquiry.

    (c) Message issued to the police and the civil authorities regarding the accident inquiry.

18. Were there any similar accidents in the vicinity in the last 10 years.

19. Do you suggest any improved methods of working as a result of this accident.

E. INFORMATION TO BE FURNISHED BY THE MEDICAL DEPARTMENT.

1. Casualties :—

   (a) Number of passengers killed.

   (b) Number of passengers grievously hurt.

   (c) Number of passengers with simple injuries.

   (d) Number of passengers with trivial injuries.

2. Timings of the arrival of the first doctor (Railway or otherwise) at the site and other doctors subsequently.

3. Timings of :-—

   (a) the receipt of the accident message at the station where medical van is stabled;

   (b) despatch of the medical van from that station;

   (c) arrival of the medical van at site;

   (d) departure of the medical van with the injured from the site;

   (e) arrival of the medical van with the injured at the Hospital station; and

   (f) admission of the patients into the Hospital.

4. (a) Details of the medical aid rendered and whether any surgical treatment resorted to at site.

   (b) give reasons for delay in rendering medical aid.

5. Whether any pain relieving drug administered such as Morphia and if so to how many?

6. Disposal of the injured and the dead with timings.

7. List of casualties (dead)/injured) with details of names, their address and particular of admission and discharge in various hospitals till the date of the inquiry.

8. (a) Did you receive full co-operation from the doctors of the Civil Hospital?

   (b) If not, where was the failure?

9. What difficulties have been encountered while dealing with the injured?

10. Have you any suggestions to make to improve the methods of rendering medical aid to the injured?

F. INFORMATION TO BE FURNISHED BY SIGNAL ENGINEERING DEPARTMENT.

1. Damage to S&T Assets :—

   (a) Brief descriptions.

   (b) Cost of damage.

2. A detailed Note on signalling and interlocking arrangements in the area and at the station in case of Yard accident.

3. Headquarters, jurisdiction of signal maintenance staff including officers.

4. In case of an accident in a yard, signal plan of the yard to be furnished.

5. Date of last overhaul of Block Instruments, lever frame etc.

6. (a) Date of testing by Inspectors/ASTE/DSTE, prior to the accident.

   (b) Results of their tests and action taken.

7. (a) Details of signal failures at the station in the last 3 months.

   (b) Details of unsafe failures.

   (c) Produce the relevant registers for scrutiny.

8. Instructions from the signal engineering manual etc. and circulars pertinent to the accident may be quoted.

9. Bio-data of staff involved (dates of appointments, promotions punishments and awards).

10. (a) What are the possibilities of failure of S&T equipment in this case ?

    (b) How do you elimanate these possibilities?

11. Were there any similar accidents involving signalling in the last 10 years? Give details.

12. Do you suggest any improved methods of working or improvements to equipment as a result of this accident.

G. INFORMATION TO BE FURNISHED BY THE ELECTRICAL DEPARTMENT.

1. OHE.

   (i) Timings of power supply interruption and shut down.

   (ii) Action taken to safeguard passengers,

   (iii) Record of last inspection of OHE at site.

2. Coaches.

   (i) Condition of electric equipment,

   (ii) Particular of electric protection,

   (iii) Record of last inspections.

   (iv) Whether supply for fans and lights was switched on.

3. Damages.

   (i) Brief description

   (ii) Cost.

4. What is the cause of the accident according to you? (in cases like fire etc.)

5. What are the Code rules, circulars pertinent to this accident?

6. Bio-data of staff involved (dates of appointments, promotions, punishments and awards).

7. Were there any similar accidents in the last 10 years involving electrical equipment? Give details.

8. Do you suggest any improved methods of working or improvements to equipment as a result of this accident ?

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APPENDIX - 5

THE RAILWAY PASSENGERS (MANNER OF INVESTIGATION OF UNTOWARD INCIDENTS) RULES, 2003 AS AMENDED IN 2007

(Refer Chapter 10)

G.S.R.646(E). In exercise of the powers conferred by section 129 of the Railways Act, 1989(24 of 1989), read with section 22 of the General Clauses Act, 1897 (10 of 1897), the Central Government hereby makes the following rules, namely:-

1. Short title and commencement.- (1) These rules may be called Railway Passengers (Manner of Investigation of Untoward Incidents) Rules, 2003. (2) They shall come into force on the date of their publication in Official Gazette.

2. Definitions : (1) In these rules, unless the context otherwise requires; -

(a) 'Act' means the Railways Act, 1989 (24 of 1989);

(b) 'Claims Tribunal' means Tribunal constituted under the Railway Claims Tribunal Act, 1987;

(c) 'Diary' means the station diary being maintained by the Station Suptd. for recording daily events happened at the station;

(d) 'Divisional Office' means The Divisional Headquarter of the Zonal Railway;

(e) 'Divisional Railway Manager' means the administrative in-charge of the divisional office or the Additional Divisional Railway Manager nominated by him;

(f) ‘Divisional Security Commissioner’ means an officer, not below the rank of a Commandant, who is the head of the force of a division or a railway establishment at any other place connected with the railways;

(g) ‘Force’ means the Railway Protection Force;

(h) 'Form' means the form appended to these rules;

(i) ‘Inquest Report’ means the report prepared by the police containing details of incident;

(j) ‘Jama Talashi’ means the report about the recovery of any belongings of the person affected by the untoward incident;

(ja) 'Officer of the Force' means the authroised officer as defined in clause (c) of section 2 of the Railway Property (Unlawful Possession) Act, 1966 and clause 26A of section 2 of the Railways Act, 1989;

(k) ‘Police’ means a State Police;

(l) ‘Station Superintendent’ includes Deputy Station Superintendent, Station Master and Asstt. Station Master or other officer being in-charge of the station;

(m) Omitted vide GSR 540 (E), dt. 9th August 2007.

(n) Omitted vide GSR 540 (E), dt. 9th August 2007.

(o) ‘Untoward Incident’ means an incident defined under clause (c) of section 123 of the Act; and

(p) ‘Zonal Railway’ means a Zonal Railway constituted under section 3 of the Act.

(2) The words and expressions used herein and not defined but defined in the Act shall have the meaning respectively assigned to them in the Act.

3. Report about untoward incident:

Any railway servant, including Guard and Driver of the train, on coming to know of the occurrence of an untoward incident, shall report the incident immediately to the nearest Station Superintendent.

4. Duties of Station Superintendent, Guard, Conductor and Train Ticket Examiner incharge of the train.—(1) If an untoward incident occurs at the station, the concerned Station Superintendent shall immediately arrange for medical assistance to the injured passengers and report such incident within twenty-four hours of the occurrence to the Divisional Security Commissioner in Form-1.

(2) If an untoward incident occurs in the mid-section, the Guard of the concerned train shall inform the Station Superintendent of the nearest station who shall perform the duties referred to in sub-rule (1).

(3) In case the Guard is injured in an untoward incident, the Conductor of the concerned train shall inform the Station Superintendent of the nearest station who shall perform the duties referred to in sub-rule (1).

(4) In case both the Guard and the Conductor are injured in an untoward incident, the Train Ticket Examiner incharge shall inform the Station Superintendent of the nearest station who shall perform the duties referred to in sub-rule (1).

(5) If an untoward incident occurs in mid-section, in the absence of officers mentioned in sub-rules (2), (3) and (4), the

Station Superintendent, if it comes to his notice, shall perform the duties referred tg .in sub-rule (1).

5. Omitted vide GSR 540 (E), dt. 9th August 2007.

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

i) make necessary entries to this effect in the station diary;

ii) arrange for medical assistance to the injured passengers;

iii) make out a brief report in respect of spot of the untoward incident and forward copies thereof to the Divisional Office, Zonal Railways, Police and Divisional Security Commissioner of the Force.

7. Conducting of investigation and submission of report by the Force.- (1) On receipt of information under rule 6, an officer of the Force, shall carry out the investigation and shall, -

i. Obtain copies of the inquest report, post mortem report and Jama Talashi report from the police investigating the incident'

ii. Obtain a copy of the report specified under clause (iii) of rule 6;

iii. Obtain information about the untoward incident in Form-2;

iv. record statement of additional witnesses, if so required.

v. collect any other evidence required by the circumstances of the case;

(2) The officer of the Force, shall complete the investigation within 60 days and submit a report to the authority specified under sub-rule (2) of rule 10.

8. Conducting of investigation and submission of report by the Police.-

(1)The Police on receipt of the report under clause (iii) of rule 6, shall immediately initiate investigation and prepare inquest report or Injury report in accordance with the procedure laid down in Criminal Procedure Code 1973.

(2) After preparation of report, as mentioned in sub rule (1), the Police shall immediately give clearance certificate for movement of trains from the site of incident so that minimum delay is caused in restoration of train movement.

9. The injured and the next of kin of the deceased passenger may submit evidence and assist Police and Force.- The injured and the next of kin of the deceased passenger may submit all the relevant evidence before the police and assist the police and the force to complete investigation.

10. Forwarding of Investigation report by the Police and the Force.-

(1) The police on completion of the investigation, shall forward the report thereof to the Magistrate, as required under the Criminal Procedure Code, 1973.

(2) The officer of the Force shall forward the report prepared under sub- rule (2) of rule 7 to the Divisional Security Commissioner of the Force.

(3) The Divisional Security Commissioner shall the report to the Divisional Railway Manager within 15 days of the receipt of report of investigation from officer of the force.

11. Action on the Report by the Divisional Railway Manager.- (1) The Divisional Railway Manager, on receipt of the report mentioned in sub rule -3 of rule 10 shall examine the same within 15 days.

(2) When, on examination, Divisional Railway Manager is satisfied that the investigation is complete, he shall pass an order accepting the said report.

(3) If the Divisional Railway Manager has reason to believe that some more inquiry is required in the matter, it shall refer the same back for investigation to the officer of the force along with his observations for further investigation.

(4) On receipt of the reference under sub-rule 3, the officer of the force shall investigate the matter further and submit the report immediately to the Divisional Railway Manager.

12. Communication of order.- Final orders passed on the report by the Divisional Railway Manager shall be communicated to the Station Superintendent who shall maintain the records and make necessary entries in the Station Diary to this effect.

13. Sending Report to Claims Office.-(1) The investigation report along with acceptance of the Divisional

Railway Manager thereon shall be sent within 15 days to the Administrative Incharge of the Claims Office of Zonal Railway where the incident has occured.

(2) The Administrative Incharge of Claims Office of the Zonal Railway who has receieved the notice of claim for that particular incident shall arrange to collect the report from the claim office of railway where the incident has occured and submit the same to the concerned Bench of the Railway Claims Tribunal along with the written statement.

Form-1

(See rule-4)

REPORT OF UNTOWARD INCIDENT

1. Kilometer at which untoward incident occurred:
2. Name of driver of the train with Headquarter:
3. Name of Guard of the train with Headquarter:
4. Name of train ticket examiner of train, if posted, with Headquarter:
5. Nature of the untoward incident:

   (a) accidental fall

   (b) bomb blast

   (c) rioting/shootout

   (d) others
6. Time of occurrence :
7. Position of human body in relation to track

8. Whether medical help was given to the injured:

9. Whether train stopped or not:

10. Condition of doors and occupation of coach:

Signature

Date: Name and Designation

Form-2

(See rule-7)

BRIEF PARTICUALRS OF UNTOWARD INCIDENT

1. In cases of death :

   (a) time and place the body was detected.

   (b) Position of the body in relation to the tracks,

   (c) Blood stains on ballast or engine, extent of the injuries and whether prima facie inflicted by a train or otherwise;

   (d) Position of any clothing etc. found on or near the rails.

   (e) Name of informant, his parentage and address:

2. In case of accidental falling or other untoward incidents :

   a. Kilometerage at which the passenger fell or person was knocked down.

   b. Was the incident noticed by the Guard/Driver/TTE and the train stopped or was the alarm chain pulled to stop the train :

c. Was the train backed to the incident spot :

d. How the injured or dead person was dealt with:

3. In case of a passenger falling out:

a. Name, age, sex and address of the passenger, with the particulars of ticket, if any, held :

b. If child, also give the name and address of the guardian at the time, and his relationship to the child :

c. Where was the person or child seated or standing at the time last seen by fellow passengers :

d. Owning Railway, painted number, compartment number, type description and position of the carriage from the engine:

e. Condition of doors:

f. Officer of the Force on train:

g. Brief statement of the injured person containing cause of accident:

h. Name and signature of the passenger in whose presence the statement is recorded:

i. In the case of a child, the name and signature of guardian;

j. Statement of co-passengers:

k. Type of injuries sustained by the injured i.e temporary, permanent, partial or complete disablement.

Signature

Date: Name and Designation

APPENDIX - 6

PROFORMA FOR RECORDING AND CONVEYING FIRST ACCIDENT REPORT TO ALL CONCERNED BY THE DIVISIONAL AS WELL AS CENTRAL CONTROL OFFICE IN CASE OF A SERIOUS ACCIDENT. (Refer 6.04 and 8.06)

1.	TRAIN NO. :	
2.	NAME OF THE TRAIN	
3.	ORIGINATING STATION	
4.	DESTINATION STATION	
5.	DATE & TIME OF ACCIDENT	

6. PLACE OF ACCIDENT

(a)	DIVISION			
(b)	SECTION			
(c)	SINGLE LINE / DOUBLE LINE			
(d)	BETWEEN STATIONS		and	
(e)	KM			
(f)	STATE		DISTRICT	

7. NATURE OF ACCIDENT (BRIEF PARTICULARS AS AVAILABLE)

8.	TOTAL NO. OF COACHES/WAGONS AFFECTED	

9. CASUALTY (NUMBER OF PERSONS)

(a) (b)	KILLED GRIEVOUS INJURY	
(c)	SIMPLE INJURY	

10. EXTENT OF DAMAGES (According to available information)

(a) TRACK	
(b) OHE	

11.	WHETHER ADJACENT LINE IS CLEAR	YES	NO

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APPENDIX - 7

ACCIDENT BULLETINS (Refer 8.06 and 8.07)

BULLETIN NO._____

(This bulletin is followed by First Information Report and all further bulletins are to be serially numbered. This is to be prepared by CHC/Dy.CHC and handover to emergency cell.

1. MODIFICATION OF FIRST INFORMATION REPORT IF ANY:
2. RELIEF & RESCUE OPERATIONS:
   (a) ARME/SPART

Sl.	BASE STATION	TIME ORDERED	TIME DESPATCHED	TIME ARRIVED AT SITE	REMARKS
1.					
2.					
3.					
4.					
5.					

(b) ART / MFD / CRANE :

Sl.	ART/MFD/ CRANE	BASE STATION	TIME ORDERED	TIME DESPAT-CHED	TIME ARRIVED AT SITE	REMARKS

(c) OFFICERS AT SITE :

(d) PARTICULARS OF ASSISTANCE FROM CIVIL/POLICE/MILITARY AUTHORITY SOLICITED :

	AUTHORITY	**PARTICULARS OF ASSISTANCE ASKED FOR**
(I)	CIVIL	
(II)	POLICE	
(III)	DEFENCE	
(IV)	OTHERS	

3. EXTENT OF DAMAGES

(a)	ROLLING STOCK	
(b)	TRACK STRUCTURES	
(c)	OHE	

4. PROBABLE DURATION OF RESTORATION OF TRAFFIC :

5. PARTICULARS OF IMPORTANT PASSENGER TRAINS DETAINED :

Train No. & Name	Station where being Detained	Time of arrival at the station	Remarks

6. OPENING OF EMERGENCY ENQUIRY COUNTERS :

Station	Official nominated	Telephone No.

7. PRIMA FACIE CAUSE :

8. COST OF DAMAGE :

9. ANY OTHER INFORMATION :

SIGNATURE

NAME :

DESIGNATION :

APPENDIX - 8

East Coast Railway

G.A. 3

ACCIDENT REPORT FORM

(To be prepared by committee of Sr. Subordinates of respective department and submitt to Sr. DSO within 72 hours from the time of accident. In case of CRS inquiry is ordered, this report shall be countersigned by Jr. Scale Officers or above before submission to Sr. DSO - Refer Rule 8.21)

Department..... Station.....

Class.....

1. Kilometrage at which the accident occurred and name of the (SKETCH IS ATTACHED) nearest station to the spot.....

2. Date and time of accident.....

3. (a) Number and description of train, name and service number of the Loco Pilot and Engine number.....

   (b) Speed of train.....

   (c) State if accident occurred on straight road or curve, on level or on a grade.
   If on a grade whether it was with or against train.....

   (d) Weather conditions and visibility .....

APPENDIX - 8 *(Contd.)*

4. Nature and cause of accident

5. Persons injured, nature and extent of their injuries-

(a) Names and address, number of tickets held, station from and to which travelling, number and class of carriage in which travelling, caste, sex, approximate

age and occupation .....

(b) The result of medical examination, caste, sex, approximate age, occupation, ticket number, station from and to & etc. to be given. .....

(c) What became of the injured person ? .....

(d) If a railway servant is injured on duty how long on duty at the time of accident, the probable time to resume duty may be stated. .....

6. Individual number of vehicles damaged, extent of damage-

(a) Position of vehicles or vehicles in relation to engine .....

(b) How disabled vehicles were disposed of ? .....

7. Approximate cost of damages giving list -

(a) Permanent Way .... Rs. .....

(b) Locomotive .... Rs. .....

(c) Rolling Stock .... Rs. .....

(d) Signalling and interlocking .... Rs. .....

(e) Electrical equipment .... Rs. .....

(f) To property in train or within station limits Rs. .....

APPENDIX - 8 *(Contd.)*

8. In case of obstruction on line (Cattle run over, & etc.)

(a) What was the cause of obstruction ? .....

(b) Did it appear wilful or accidental ? .....

(c) Is any one suspected ? .....

(d) Was the line fenced ? .....

(e) If so, state of the fencing .....

(f) Was the engine fitted with a cow-catcher or cattle guard? .....

(g) Has obstruction been removed ? .....

---

9. In case of trains parting, broken tyres, wheels, axles, rails, hot axles, fires in trains-

(a) Composition of the train, details of load .....

(b) How far was vehicle from engine, motor coach, number and owning Railway .....

9. (Contd.

(c)	Was engine fitted with a spark arrester, if so, pattern?	.....
(d)	Class of fuel	.....
(e)	Description of the content of the vehicles	.....
(f)	What was the cause of the breakage of tyres, wheels, axles and rails	.....
(g)	Condition of broken metal, how disposed of	.....
(h)	In case of persons falling out, or fires, & etc., in passenger trains, state if chain alarm was pulled.	.....

10. In case of deaths in train –

(a)	Give description of deceased, caste, name, age, sex, whether railway servant, passenger or trespasser, residence, employment or vocation	.....

APPENDIX - 8 *(Contd.)*

10. (Contd.)

(b) If passenger, Number and class of tickets

(c) Number of persons in same compartment

(d) Number, type and class of carriage, if the death is due to infectious disease, whether carriage was detached and inaugurated ? .....

(e) Cause of Death .....

(f) List of property belonging to deceased and how disposed of .....

(g) State what has been done with body whether made over to the relatives, or police or sent to Civilian Surgeon .....

(h) In case of persons injured by open doors or fallen out of carriages, say if there was any latrine in carriages .....

(i) Whether depositor has been taken by Police Station staff .....

11.	In case of dead bodies or injured persons discovered on line or within stations limits --	
	(a) State in what position body was lying and give details of any apparent injury to the body or other circumstances which may have caused death or injury	.....
	(b) Whether passenger, railway servant, trespasser or suicide	.....
12.	If persons run over-	
	(a) Did the Engine crew see the person ?	.....
	(b) Was the Loco Pilots or Ass.t Loco Pilot view at the site of the accident obstructed ?	.....
	(c) Was it daylight or dark at the time ?	.....
	(d) If it was not definitely known by what train the person had been run over, was the Crew Controller at both end of the engine run to examine engines for traces of blood marks or other evidence.	.....

***APPENDIX - 8** (Contd.)*

13.	In case of derailments, trains put on a wrong line, collision or burst point. --		.....
	(a)	Number, owning Railway and type of vehicles derailed or damaged and position of vehicle on train.	.....
	(b)	State whether points and signals were properly fastened or set in the right direction and signals, disputed, also whether lights were visible, flags properly exhibited & etc.	.....
	(c)	State if points or signals were interlocked	.....
13A.	In case of averted collisions, state--		
	(a)	Load of train	.....
	(b)	No. of vacuum-braked vehicles	.....
	(c)	Speed of train when obstruction or danger was observed	.....

13A. (Contd.)

	(d)	Distance from engine to obstruction when latter was first observed	
	(e)	Time and visibility	
14.	In case of engine passing signals at danger --		
	(a)	If signals are interlocked	.....
	(b)	By what length did the Loco Pilot pass the signal at danger ?	.....
	(c)	If danger signals exhibited and by whom ?	.....
	(d)	Was the block section occupied and when did the last train leave ?	.....
15.	If vehicles blown away from stations, state how the vehicles were fastened and how they broke abrupt.		.....
16.	Detention to trains affected and further probable detention if no more running is yet resumed		.....

***APPENDIX - 8** (Contd.)*

17.	(a)	How long was road blocked and to what extent	.....
	(b)	If transhipment was necessary, what arrangements were made	.....
18.		What system of block working is in force and was everything regular? If, not, give details	....
19.		Measures taken to re-establish traffic	.....
20.		Time assistance sent for and time arrived	.....
21.		Station arrived from	.....
22.		Cause of delay, if any, getting assistance	.....
23.		Report by Guard	.....
24.		Report by Loco Pilot	.....

25.	In case of serious accidents--	
	(a) Whether R.M.S. authorities advised in case of accident to a train carrying mails.	.....
	(b) Whether local Government authorities duly advised (if accident comes within the purview of section 83 of the Indian Railway Act).	.....
26.	Action taken in regard to staff responsible, Name and designation and the department the staff belongs to, should be asked	.....
	Description and cause of accident*	.....

No..... Dated.....

Forwarded to the.....for information.

Station..... Signature.....

Date.....20..... Designation.....

*Note.- If additional space is required, add a sheet.

APPENDIX - 9

PROFORMA FOR REPEATING ACCIDENT INFORMATION TO ALL PHODs AND RAILWAY BOARD

(To be prepared and submitted by DRM to all PHODs at Zonal HQ. and Railway Board within 24 hours from the time of accident - Refer rule 8.23)

.....of.....Train on.....Railway information received from.....at .....hrs. on date.

1. Date and Time of Accident :
2. Division :
3. Section :
4. Station / Block Section :
5. Location :
6. Electrified / Non Electrified Route :
7. System of Working (Absolute/Automatic/etc.) :
8. Train Particulars :
   (i) Train No./Name :
   (ii) Engine No. :
   (iii) Load

9. Rolling Stock involved :

10. Total No. of Coaches/ Wagons capsized /derailed :

11. First Officer reached at site and time :

12. Casualty
    (i) Dead :
    (ii) Grievous Injury :
    (iii) Simple Injury :
    (iv) Trivial Injury :

13. Brief description of accident :

14. Time of Accident message received, ARME/ART despatched and reached at site :

15. Cause of delay in despatch of relief train if any :

16. Repercussions :

17. Prima Facie :

18. Time of Restoration :

19. State /Hd.Qrs. Civil District :

20. Any other information :

Signature :

Name :

Designation :

Date/Time

APPENDIX - 10

Details of concerned jurisdiction of District Magistrate, SP etc. to whom the accidents are to be reported. Concerned portion should be displayed at the Stations, Loco Shed, Coaching Depots, Workshops, Hospitals etc. (refer rule-1.04(a))

A. MAIN LINE

(BHC-PSA-VSKP-DVD)

1	2		3	4	5
S.No	Accidents occurred within Railway track Km		Division	District	State
	From	To			
1	287/15-17	319/33-35	KUR	Bhadrak	Orissa
2	319/33-35	385/17-19	KUR	Jajpur	Orissa
3	385/17-19	420/19-21	KUR	Cuttack	Orissa
4	420/19-21	537/7-9	KUR	Khurda	Orissa
5	537/7-9	620/9-11	KUR	Can jam	Orissa

Apendix-10 Contd.

6	620/9-11	629/43-45	KUR	Srikakulam	A.P
7	629/43-45	632/17-19	KUR	Ganjam	Orissa
8	632/17-19	678/9-11	KUR	Srikakulam	A.P
9	678/11	783/11	WAT	Srikakulam	A.P
10	783/11	857/21-23	WAT	Vizianagaram	HP
11	857/21-23	881/20	WAT	Visakhapatnam	A.P
12	759/27	771/23	WAT	Visakhapatnam	A.P

B. BRANCH LINES
(KUR-PUI)

1	2		3	4	5
S.No	Accidents occurred within Railway track Km		Division	District	State
	From	To			
1	456/8-9	498/28	KUR	Puri	Orissa

Apendix-10 Contd.

(CTC- PRDP)

1	2		3	4	5
S.No	Accidents occurred within Railway track Km		Division	District	State
	From	To			
1	409/27-29	423/9-11	KUR	Cuttack	Orissa
2	423/9-11	491/42	KUR	Jagatsinghpur	Orissa

(NRG-TLHR)

1	2		3	4	5
S.No	Accidents occurred within Rly track Km		Division	District	State
	From	To			
1	397/24-26	430/26-28	KUR	Cuttack	Orissa
2	430/26-28	481/8-10	KUR	Dhenkanal	Orissa
3	481/8-10	491/15	KUR	Angul	Orissa
4	154/0	169/21	KUR	Angul	Orissa

Apendix-10 Contd.

(JKPR-DTR)

1	2		3	4	5
S.No	Accidents occurred within Rly track Km		Division	District	State
	From	To			
1	456/8-9	498/28	KUR	Jajpur	Orissa

(JRLI-TMKA)

1	2		3	4	5
S.No	Accidents occurred within Railway track Km		Division	District	State
	From	To			
1	16/3	123/1-2	KUR	Kendujhar	Orissa
2	123/1-2	154/2	KUR	Jajpur	Orissa

(JSG-TIG) *Apendix-10 Contd.*

1	2		3	4	5
S.No	Accidents occurred within Railway track Km		Division	District	State
	From	To			
1	515/1	524/1	SBP	Jharsuguda	Orissa
2	524/1	540/11	SBP	Sambalpur	Orissa
3	540/11	635/1	SBP	Bargarh	Orissa
4	635/1	647/3	SBP	Sonepur	Orissa
5	647/3	743/7	SBP	Bolangir	Orissa

(SBP-ANGL)

1	2		3	4	5
S.No	Accidents occurred within Railway track Km		Division	District	State
	From	To			
1	1/4	80/3	SBP	Sambalpur	Orissa
2	80/3	154/0	SBP	Angul	Orissa

(R-TIG-THV) *Apendix-10 Contd.*

1	2		3	4	5
S.No	Accidents occurred within Railway track Km		Division	District	State
	From	To			
1	4/3	43/0	SBP	Raipur	C.G
2	43/0	43/0	SBP	Mahasamund	G.G
3	102/12	134/7	SBP	Nuapada	Orissa
4	134/7	213/12	SBP	Bolangir	Orissa
5	213/12	252/4	SBP	Bhawanipatna	Orissa
6	252/4	327/2	SBP	Rayagada	Orissa

(SPRD-VZM)

1	2		3	4	5
S.No	Accidents occurred within Railway track Km		Division	District	State
	From	To			
1	365/9-10	465/35	WAT	Vizianagaram	A.P
2	327/2	365/9-10	WAT	Rayagada	Orissa -

(SPRD-RGDA)-KR LINE *Apendix-10 Contd.*

1	2		3	4	5
S.No	Accidents occurred within Railway track Km		Division	District	State
	From	To			
1	74/3	163/8	WAT	Rayagada	Orissa
2	0	74/3	WAT	Koraput	Orissa

(KTV-KRPU)- KK LINE

1	2		3	4	5
S.No	Accidents occurred within Railway track Km		Division	District	State
	From	To			
1	0	68/8	WAT	Vizianagaram	A.P
2	68/8	117/3	WAT	Visakhapatnam	A.P
3	117/3	275/12	WAT	Koraput	Orissa
4	275/12	367/0	WAT	Bastar	C.G
5	367/0	446/0	WAT	Dantewada	C.G

APPENDIX - 11

Format for list of hospitals and dispensaries to be displayed at all stations, coaching depots, sheds, workshop, etc. (Refer para 1.04 (b))

Name & Address of nearest major hospitals	Distance from the station / shed, etc.	Ambulance Facility	No. of beds available	Telephone Nos. with STD Code
1	2	3	4	5

Note : Any change in the particulars shall be entered as and when it takes place and the particulars shall be kept up-to-date by the Station Master.

APPENDIX - 12

Format for List of Railway personnel qualified to render first-aid (to be displayed in conspicuous place at all stations, loco sheds, coaching depots, workshops, etc. - refer para 1.04c)

Name	Designation	Address	Telephone Nos.	Remarks
1	2	3	4	5

Note : Any change in the particulars shall be entered as and when it takes place and the particulars shall be kept up-to-date by the Station Master.

APPENDIX - 13

LIST OF CONTROLLING STATIONS IN CASE OF ACCIDENTS

SS incharge of these controlling stations are to proceed to accident side occured in his section as soon as he receives the message - refer rule 1.02 (f).

Khurda Road Division :

S.N.	Controlling Stations	Stations between
1.	BHC	RNTL (Jn Cabin) (IN) - JJKR (EX)
2.	JJKR	JJKR (IN) - BYY (IN)
3.	CTC	BYY (EX) - CTC - BRAG (EX) CTC - KDRP (IN) KIS / NRG (IN) - RJGR (EX)
4.	PRDP	PRDP -KDRP (EX)
5.	BBS	RTN (EX) - BBS - BRAG (IN)
		BRAG - NQR - RJGR (EX)
6.	KUR	RTN (IN) - KUR - KAPG (EX)
		KUR - DEG (EX)
7.	PUI	PUI - DEG (IN)
8.	BALU	KAPG (IN) - RBA (IN)
9.	BAM	RBA (EX) - PSA (IN)
10.	PSA	IPM (EX) - PSA (IN)
11.	DNKL	RJGR (IN) - HND (IN)
12.	TLHR	ANGL (IN) - TLSB (IN)
		HND (EX) - TLHD, Talcher Jn, Cabin-TLHR
13.	SKND	JKPR (EX) - CLKD (IN) / DATR
14.	KDJR	CLKD (EX) - NYG (IN)

Sambalpur Division :

S.N.	Controlling Stations	Stations between
1.	RGL	JSG (EX) - SLRA (EX)
2.	SBP	HKG (EX) - SLRA(IN) - JUJA (IN)
3.	RAIR	JUJA (EX) - SRGP (IN)
4.	BONA	SRGP (EX) - ANGL (EX)
5.	HKG	HKG (IN) - ATS (IN)
6.	BRGA	ATS (EX) - KHPL (IN)
7.	BLGR	KHPL (EX) - SFC (IN)
8.	TIG	SFC (EX) - TIG - MRBL (IN)

S.N.	Controlling Stations	Stations between
9.	KSNG	TIG (EX) - NRLR (IN)
10.	AMB	NRLR (EX) - DKLU (IN)
11.	MNGD	DKLU (EX) - THV (IN)
12.	KBJ	MRBL (EX) - LKNA (IN)
13.	KRAR	LKNA (EX) - BGBR (IN)
14.	MSMD	BGBR (EX) - BLSN (IN)
15.	MNDH	BLSN (EX) - RVH

Waltair Division :

S.N.	Controlling Stations	Stations between
1.	VSKP (SS/Gaz)	VSKP Station - GPT (IN) - DVD (IN)
1a.	VSPS (ARM/VSPS)	VSPS, VDPD, JGPM, NTPC Complex
1b.	WMY (ARM/WMY)	WMY Complex, Vizag Port
2.	SCMN	GPT (EX) - KUK (IN)
3.	VZM	KUK (EX) - CPP (IN) & VZM - GPI (IN)
4.	CHE	CPP (EX) - KBM (EX)
5.	NWP	KBM (IN) - PSA (EX) NWP - PDSN (IN)
6.	PLH	PDSN (EX) - HBE (IN)
7.	GNPR	HBE (EX) - GNPR
8.	VBL	GPI (EX) - SNM (IN) & VBL - SALR
9.	PVP	SNM (EX) - JMPT (IN)
10.	RGDA	JMPT (EX) - THV (EX) RGDA - LKMR (EX)
11.	KRPU	LKMR (IN) - KRPU DMRT - JRT (EX) KRPU - MKRD (EX)
12.	JYP	JRT (IN) - KPRR (EX)
13.	JDB	KPRR (IN) - SZY (EX)
14.	BCHL	SZY (IN) - KRDL
15.	ARK	MKRD (IN) - CMDP (EX)
16.	SUP	CMDP (IN) - KTV (EX)

NOTE : In case of any disaster, for Item No. 1a and 1b, the powers for requisition of medical assistance from the civil side and on the spot purchase of essential items including medicine in case of disaster is laid upon VSKP (GAZ).

Telephone Nos. of National Disaster Management Authority over ECoR (refer rule 11.09)

Sl	Name	Land line & Mobile No	
	National Disaster Management Authority, NDMA Bhawan, A-l, Safdargunga Enclave,New Delhi, Pin - 110 029.	011-26701700	
1.	Commandant, 4th CISF Mundali (Orissa), NDRF	0671-2879710	09437964574 099371 86222 (ControlRoom)
2.	Commandant, 4th CISF Barasat, (KOLKATTA), NDRF. (for Chemical)	033 - 25263077 & 25264394	
3.	Andhra Pradesh State Disaster Management Authority, Secundrabad.	040-23452620, 23452143, 23235170	040-23455340, 23545028, 23412951
4	Chhatisgarh Disaster Management Authority, Raipur	0771-2221207, 2221328,	0771- 2521007, 2321255, 2331201, 2272616
5.	Orissa State Disaster Management Authority (OSDMA), Bhubaneswar	0674 - 239S379 & 2395398/2396901	
5.1	Orissa Disaster Rapid Action Force (ODRAF), Cuttack	0671-2442148 0671-2442259	94373 42784 94373 58292
5.2	Orissa Disaster Rapid Action Force (ODRAF), Balasore	06782-262004 06782-262009	06782-262005(Res)
5.3	Orissa Disaster Rapid Action Force (ODRAF), Chhatrapur	06811-260375 06811-2292471	94371 53366 98612 61402
5.4	Orissa Disaster Rapid Action Force (ODRAF), Jharsugda	06645-270096 06645-270079	94372 12794
5.5	Orissa Disaster Rapid Action Force (ODRAF), Koraput	06852-251344 06852-251258	94371 11879 94374 68623

APPENDIX - 15

HELPLINE BOOTHS IN EAST COAST RAILWAY
(Ref Rule – 6.10(a)

Waltair Division		Khurda Division		Sambalpur Division	
Station	**Telephone**	**Station**	**Telephone**	**Station**	**Telephone**
NWP	08945-249728	BHC	06784-252440	JSG	06645-270977
CHE	08942-286313	JJKR	06726-221303	SBP	0663-252122
VZM	08922-224240	CTC	0671-2610406	RAIR	06644-253169
KTV	08966-273131	BBS	0674-2531637	BLGR	06652-232620
VSKP	0891-2746268	KUR	0674-2490670	TIG	06655-220525
DVD	0891-2587301	BALU	06756-220412		and 220490
PVP	08963-221038	BAM	0680-2201413	KSNG	06677-222040
RGDA	06856-222023	PSA	08945-241039		and 222033
LKMR	06855-268608	PURI	06752-223476	AMB	06863-244800
KRPU	06852-251442	DNKL	06762-228529	THV	06856-230008
ARK	08963-249632	TLHR	06760-240231	KBJ	06657-220484
JDB	07782-222408	ANGL	06764-232731	TRKR	06657-243289
KRDL	07857-255799	PRDP	06722-222182	KRAR	06678-222236
				MSMD	07723-222068
				Raipur	0771-2525018

APPENDIX - 16

Telephone Numbers of Disaster Management Rooms (Divisional and Zonal Emergency Cell) (Refer Rule- 6.08)

	Zonal HQ	Waltair Division	Khurda Division	Sambalpur Division
Railway	50525, 50625, 50725, 50825 and 50925	82088, 82089, 83082 and 83096	72819 and 72820	62500 and 62401
BSNL	0674-2301525 and 2301625	0891-2746266 and 2746255	0674-2492372	0663-2529091 and 2533037
Satellite (INMARSAT)	00870-763982056, 763982060	00870-763096143(WAT) 763096290(KRPU)	00870-763096090 763982052	00870-763096078 763982064

APPENDIX - 17

Addresses of Forensic Science Laboratories in jurisdiction of ECoR (Refer rule 7.03 and 8.03)

Address	Telephone No	Fax No
Director State Forensic Science Laboratory Police Line Campus Tikrapara, Raipur Chhattisgarh - 492 002	0771-2251258 9425208017	0771-2251258
Director Forensic Science Laboratory Reed Hilis, Opp. Niloufer Hospital Andhra Pradesh, Hyderabad - 500004	040-23390398	040-23394449
Director State Forensic Science Laboratory Rasulgarh. Bhubaneshwar Orissa-751010	0674-2586187 0674-2586417	0674-2586187
Director State Forensic Science Laboratory 37/1/2, Belgachia Road West Bengal , Kolkata - 700 037	033-25565430	033-25565430

APPENDIX - 18

The following registers shall be maintained for each Relief Train. (Refer Rule 4.09)

1. A.R.T. Log Book

Movement of Accident Relief Trains bases at.....

1.	Serial No.	....	....
2.	Date	....	....
3.	Destination	....	....
4.	Distance in KMs.	....	....
5.	Time of accident	....	....
6.	Time of ordering	....	....
7.	Time ready	....	....
8.	Bar line departure	....	....
9.	Station arrival	....	....
10.	Station departure	....	....
11.	Destination arrival	....	....
12.	Departure for accident spot	....	....
13.	Arr. at accident spot	....	....
14.	Time work commenced	....	....
15.	Time work completed	....	....
16.	Time left site of accident	....	....
17.	Departure out station yard	....	....
18.	Shed arrival	....	....

19. Reason for dealys beyond target time (if any) ....
20. Initial of ART in-charge ....
21. Initial of Breakdown Supervisor in-charge ....

2. Attendance Register :

Serial No. ....
Name ....
Designation ....
Whether trained in tent pitching ....
Use of field phone ....
First Aid ....
Tillys & Petromaxes ....
Diesel Engine Operation ....
Electric flood light and generator ....
Gas Cutting Date ....

3. List of Equipment.

Vehicle No.....Compartment.....Total stock.....
Remarks.....

Sr. No.	Description	No.
1	2	3

4. Chain/Wire Ropes Testing Register.

Chain/Wire Rope No.....of Crane No.....at station.....
Description.....

Date Recd.	Date put into commission	Link size	Length	Testing load T.C.O.
1	2	3	4	5

Safe working load T.C.O.	Date tested	Certificate No.	Date due Testing	Date despatched to stores
6	7	8	9	10

5. Test Register. : (Rolling stock, First Aid Equipment, Field Telephone & Public address system, Detonators, Gas cutting equipment, Petromaxes & Tilly lamps, Generators, compressors and few blank sheets).

Date of Test	Identification No. of Equipment	Remarks	Initial of Inspector/ A.R.T.I./C
1	2	3	4

6. **Inspection Register :** (a) Headquarters Officers (b) Other Officers (c) Inspectors.

Date	Remarks	Action taken by ARTI/C	Initial of L.F.
1	2	3	4

CHAPTER I

GENERAL INSTRUCTIONS

1.01. Objectives while dealing with an accident.—

(a) To save life and alleviate suffering ;

(b) To protect property and mail;

(c) To provide assistance to passengers at the site of the accident;

(d) To ascertain the cause of the accident and to prevent recurrence ;

(e) To remove the obstruction and resume normal working, within the minimum time possible.

1.02. Management at the site of accident :

(a) Railways are generally self reliant in carrying out rescue and relief operations. However, major accidents involving heavy casualities in remote areas or in difficult terrains under adverse weather conditions are to be managed efficiently by mobilising non railway resources also. Therefore railway should maintain high level preparedness efficiently by keeping all resources readily available in good fettle.

(b) The information and instructions given in this manual are only informative but not exhaustive. Every railway servant

should be well conversant with their duties during accidents. The officials at the site of the accident shall be efficient enough to respond quickly and effectively. They should organise the site management in most efficient manner. The main object is to save the life of victims. It is likely that the victims who have experienced shock and remain in the state of shock for long duration will die. The medical attention within first one hour is very crucial to save the life. This hour is called the GOLDEN HOUR.

(c) The basic steps to save the lives of victims are (i) Rapid access to the site of accident (ii) Quick extrication of victims and efficient on-site medical management (iii) Expeditious extrication and shifting to rescue vehicles (iv) speedy transportation to hospitals.

(d) Relief trains arranged for clearing stranded passengers must be given overriding priority in running. Every effort should be made to minimise the travel time of already traumatized passengers.

(e) Disciplinary proceedings are to be initiated against such employees and officers, who are found negligent or fail to discharge their duties relating to an accident as per the rules/instructions modified from time to time.

(f) Every Division should nominate '**Controlling Stations**' for each section. The Station Managers of such nominated "Controlling Stations" should, immediately on receiving advice of an accident, reach the site with sufficient staff drawn from all Departments at his station

and take all necessary steps for rescue and relief till rescue team arrives. It should be made clear to everybody that staff of all departments must follow the direction of the controlling station-masters and render all help and assistance necessary for tackling the disaster situation.

Note : The List of Controlling Stations of each division in E.Co.Railway is appended in Appendix -13.

(g) In case of an accident is declared as a Disaster by the competent authority, the prcoedure to deal with the disaster as mentioned in the Disaster Manual shall be followed. However, some extracts of the Disaster Management Plan and action to be taken in case of disaster is mentioned in brief in Chapter 11.

1.03. Accidents not falling under classification of serious accidents.

In the event of an accident not falling under the Classification of serious accident, but attended with blocking of line, the same line of action shall be taken by the different officials as indicated in this chapter, except which are for dealing with the injured and dead. However, the Divisional/ Head Quarters Officers concerned will decide the line of action need to be taken in relief and restoration operation etc., considering the location and nature of accidents which are not falling under the classification of serious accident, as also considering the seriousness of the serious accident. It is clear that the line of action will vary marginally in case of accidents involving passenger trains with loss of life and/ or injuries and those involving goods trains.

1.04. (a) Display of addresses and telephone numbers of Government, Railway and other relief agencies :

Each station, loco shed, coaching depot, work shops, hosptials, etc., should prepare a detailed informatiion of following Government officials and relief agencies and display at a conspicuous place :

(i) District Magistrate, Sub Divisional Officer under whose jurisdiction the above railway establishments come,

(ii) Superintendent of Police/Deputy Superintendent of Police, Officer Incharge of GRP and local police station,

(iii) Officer Incharge of RPF

(iv) Nearby NGOs,

(v) Base stations of ART and ARME,

(vi) Major nearby transportation agencies,

(vii) All Railway officials concerned with accidents,

In Divisional Control offices, all the above information along with their jurisdictions and details of ARME and ARTs of adjacent divisions and zones should be maintained. Chief Controller must ensure that the particulars mentioned above are maintained up to date in the control office.

Note : Jurisidictions of DC & SP over East Coast Railway is given at Appendix-10.

(b) Display of nearby hospitals :

In serious accidents with injuries, medical aid must be summoned from all the nearest sources available. In order to get the medical assistance from the Civil, Military, Private Dispensary or local Doctors a list of nearby hospitals along with facilities provided should be displayed.

Information of nearby hospitals in the format mentioned in Appendix. 11 should be painted and displayed in a conspicuous place at stations, coaching depots, sheds, work shops, dispensaries, etc.

(c) Display of qualified persons to render first aid :

A list of Railway Personnel qualified to render first aid in their working places shall be prepared in the format as mentioned in Appendix. 12 and display in the offices of all stations, Coaching depots, sheds, work shops, etc.

1.05. Duties of railway personnel on leave/duty travelling in train.

In the event of an accident to a passenger carrying train, all railway personnel in able condition travelling in the train though they are preceding on duty/leave shall report themselves to the guard. The senior most officer travelling in the train, if any will assume charge as "officer-in-charge" at site till rescue team arrives.

1.06. Accidents on Railway line opened for goods traffic, in railway sidings or on line under construction—

When a Railway or section/line of a railway is opened to goods traffic, it is considered as opened to public traffic and also treated as an open line. All relevant rules contained in this manual are also applicable in case of any accident on such section/ line of Railway. Reporting of such accident is mentioned in Rule No. 8.13 and 8.14

★★★

CHAPTER II

DEFINITIONS

2.01. Definition.—

(i) **Train** :- A train is a set of vehicles, empty or loaded, worked by locomotive, or any other self-propelled unit including light engine/engines or rail-motor vehicles or a single rail-motor vehicle, empty or conveying passengers, livestock, parcels or goods, which cannot be readily lifted off the track and running under a particular number or a distinct name from fixed point of departure to a fixed destination. Part of a train shall also be treated as a train for the purpose of these definition, classification and statistics, The train engine or any other vehicle once put on the train continues to be a part of the train until the station is reached beyond which it is not required to go on the same train. At such stations, the moment the train engine or any other vehicle is cut off the load, it ceases to be a part of the train.

(ii) **Passenger Train** :- A train intended solely or partly for the carriage of passengers shall be treated as a passenger train. A workman's train or a ballast train or a material or an Accident Relief train or a Tower Wagon or such other train carrying workmen or Cattle special/ Military special carrying authorized escorts or similar such train shall be treated as a passenger train.

(iii) **Other Train** :- All other trains not covered under (ii) above shall be termed as 'other trains'.

2.02. Accident.—

For the purpose of Railway working, accident is an occurrence in the course of working of Railway which does or may affect the safety of the Railway, its engine, rolling stock, permanent way and works, fixed installations, passengers or servants or which affect the safety of others or which does or may cause delay to train or loss to the Railway. For statistical purposes accidents have been classified in categories from "A" to "R" excluding "I" and "O".

2.03. Injuries.—

Injuries are classified as :

(a) Grievous

(b) Simple

(a) 'Grievous' injuries for purpose of these statistics should be taken as injuries as defined in Section 320 of Indian Penal Code reproduced below for ready reference. (Section 320, Indian Penal Code 45 of 1860)

Following kinds of hurt only are designated as 'grievous' :-

(i) Emasculation.

(ii) Permanent privation of the sight of either eye.

(iii) Permanent privation of the hearing of either ear.

(iv) Privation of any member (limb) or joint.

(v) Destruction or permanent impairing of the powers of any member or joint.

(vi) Fracture or dislocation of a bone or tooth.

(vii) Any hurt which endangers life, or which causes the sufferer to be, during the space of twenty days, or in severe bodily pain or unable to follow his ordinary pursuits.

(b) Simple Injuries :

(i) A person will be considered to have incurred simple injuries if these injuries incapacitate the injured

person to follow his customary vocation during 48 hours after the accident.

(ii) A Railway servant is considered to have been injured if he/she is prevented from returning to work as a result of injuries for a period of 48 hours after the occurrence of the accident.

2.04. Threshold Value.—

For the purpose of accident, threshold value is the minimum value beyond which the accident will be treated as having serious repercussion on the basis of loss to railway property or interruption to communication. It shall constitute two portions:

(a) Threshold value of Railway property, loss of which is fixed at One lakh rupees;

or

(b) Threshold value of interruption to communication either partial or total where duration of interruption is equal to or more than number of hours specified against each cell.

Interruption	BG-A, B, C or D. Spl. (in hours)	BG-D and E,Spl (in hours)	BG-E (in hours)
Total	3	4	6
Or	Or	Or	Or
Total+Partial	6	8	12

Duration of interruption is defined as duration from the time of accident till starting of the first commercial train (Goods or Passenger) on line clear from adjacent station for movement over the affected line in that section.

A time frame of 30 minutes has been laid down within which the first commercial train should start on line clear from adjacent station for movement over the affected line. Cases of movement of commercial train after 30 minutes of fitness of track/OHE shall be categorised as delay in restoration of traffic. In case, there is no commercial train available to be run on that section after track fit/OHE fit, an exception may be made at the level of COM, who shall certify that there was no commercial train to pass over the affected section within 30 minutes of track fit/OHE fit.

2.05. Reportable Train Accidents .—

All accidents falling under the purview of Section 113 of the Indian Railway Act 1989 are termed as reportable train accidents and include following :-

(a) any accident attended with loss of any human life, or with grievous hurt.

(b) any collision between trains of which one is a train carrying passengers; or

(c) the derailment of any train carrying passengers, or of any part of such train; or

(d) accidents which are attended with loss of human life in passenger trains involving train wrecking, or attempted train wrecking, cases of running over, obstruction placed on the line, passengers falling out of train or fire in trains, or grievous hurt as defined in the Indian Penal Code, or serious damage to railway property of the value exceeding Rupees Two Crores which may not have actually occurred but by the nature of the accident might reasonably have been expected to occur and also cases of land slides or of breach by rain or flood which cause interruption of any important through line of communication for at least 24 hours.

2.06. Serious Accident.—

Accident to a train carrying passengers which is attended with loss of life or with grievous hurt to a passenger or passengers in the train, or with serious damage to railway property of the value exceeding Rs. 2 Cores and any other accident which in the opinion of the Chief Commissioner of Railway Safety or Commissioner of Railway Safety requires the holding of any inquiry by the Commissioner of Railway Safety shall also be deemed to be a serious accident. However, the following shall be excluded :-

(a) cases of trespassers run over and injured or killed through their own carelessness or of passengers injured or killed through their own carelessness;

(b) cases involving persons being Railway servant or holding valid passes/tickets or otherwise who are killed or grievously injured while travelling outside the rolling stock of a passenger train such as on foot board or roof or buffer but excluding the inside of vestibules between coaches or run over at a level crossing or elsewhere on the Railway track by a train; and

(c) Level crossing accident where no passenger or Railway Servant is killed or grievously hurt unless the Chief Commissioner of Railway Safety or Commissioner of Railway Safety is of the opinion that the accident requires the holding of an inquiry by the Commissioner of Railway Safety.

2.07. Sabotage means criminal interference with any part of the working machinery of a Railway with the object of rendering it inoperative or any act intended to cause loss of life and damage to Railway property.

2.08. Train Wrecking means wilful obstruction of or tampering with the permanent way, works, rolling stock, structures or equipment, resulting in an accident to a train with or without loss of life or damage to Railway.

2.09. Attempted train wrecking means wilful obstruction of or tampering with the permanent way, works, rolling-stock, structures or equipment, which if undetected, would have resulted in an accident to a train.

2.10. Averted collision – An averted collision is a circumstance under which, but for the vigilance shown by any person or persons, a collision would have occurred either in the block section or within the station limits between two trains or between a train and an obstruction.

Provided, further, that such an occurrence may not be treated as an averted collision :-

(a) If, outside the station limits, the distance between the two trains or the train and obstruction at the time the train or trains have finally come to a stop, is 400 metres or more.

(b) If, within the station limits, there is an intervening stop signal at danger governing the moving train and compliance by the moving train with the indication conveyed by the stop signal averted the collision between the trains or between the train and the obstruction.

2.11. Breach of Block rules.— When a train enters a block section without any authority or without proper authority to proceed or passes an intermediate block signal without observing GR 3.75 and SRs there to or is received on a blocked line not constituting an averted collision, or when it enters or

received on a wrong line at a station or a catch siding or slip siding or sand hump, the incident constitutes a case of Breach of Block Rules.

2.12. Engine failure.— An engine is considered to have failed when it is unable to work its booked train from start to destination.

2.13. Partial failure of engine.— Reduction of the load for a part of the journey would constitute partial engine failure provided this is due to mechanical defect on the engine or mismanagement on the part of engine crew.

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CHAPTER III

DUTIES OF RAILWAY SERVANTS IN THE EVENT OF SERIOUS ACCIDENT

Duties of various officials are given in this chapter. It is made clear to all concerned officials that the list of duties in this chapter is not exhaustive and this is only to draw their attention to important aspects. This does not absolve them from following other rules and instructions on the issue. Officials at site should make a quick survey and act in most efficient manner.

In case of suspected sabotage, nothing should be disturbed except for rescuing injured persons till the arrival of police officials and on orders from a senior most official at the site of accident.

3.01. Duties of a Guard in the event of a serious accident.—

Immediately after occurrence of a serious accident, the Guard of the train must;

(a) Note the exact time of the accident and kilometreage ;

(b) (i) protect the adjacent line(s) and the train as per GR. 6.03, 9.10 and SRs thereto ;

(ii) secure the vehicles as per rules ;

(iii) ascertain if adjacent line(s) is/are fouled;

(c) simultaneously relay the information giving details of the accident and assistance required to the nearest station

or control through the portable field telephone or any other available communication. He has also to inform TPC about the accident in electrified section on portable telephone for switching off power supply, if required. In case no communication is available; the said information must be sent on a memo through the Guard or Assistant Loco Pilot to the nearest station. A train passing on the adjacent line should be stopped to use their communication and resources and the Loco Pilot or Guard be given this information. If all of the above fails, depute any Railway employee/willing person(s) available on train to nearest station/ police station/Hospital/village seeking assistance for relief.

(d) make a quick survey of the accident and roughly assess casualties, injuries and assistance required ;

(e) render first aid to the injured person(s) taking assistance of all available Railway Staff, Doctors and volunteers on train or near the site of accident.

(f) arrange to shift the injured persons to the nearest hospital with the help of all available staff and other volunteers and keep their particulars ;

(g) arrange protection of Railway and public property with the help of available Police and Railway staff;

(h) preserve all clues to possible cause of accident;

(i) post an available Railway employee on the field telephone to ensure regular flow of information.

(j) check the unaffected portion of the train and arrange to clear the same safely to the adjacent station(s) as per

rules and in consultation with the control/station Master(s) concerned;

(k) Note the particulars of the railway personnel travelling in the train who are reported to him and utilise them in assistance in first aid and relief operations ;

(l) remain in overall charge till replaced by a senior Railway official and permitted by the Competent Authority.

(m) In the event of any disability of the Loco Pilot, the duties devolving on the Loco Pilot, for protection of the line/line(s) shall devolve on the Guard or on a Railway servant deputed by him.

(n) In case of suspected sabotage as mentioned at para 7.02, nothing should be disturbed except for rescuing any injured persons, till arrival of police officials and on orders from a Senior Railway official at the site.

(o) He will utilise the equipment in the brake van viz., First Aid Box, Stretcher, Fire Extinguisher, Emergency lighting equipment, Portable Telephone, Wedges/Scotch blocks, etc., as per need.

3.02. Duties of Loco Pilot/Assistant Loco Pilot in the event of serious accident.—

Immediately after occurrence of a serious accident, the Loco Pilot and his crew must ;

(a) Switch on the flasher light of loco.

(b) note the time of the accident, and kilometreage :

(c) protect the adjacent lines in front and the front portion of the train as prescribed in GR 6.03 and 9.10 and SRs thereto, as the case may be;

(d) simultaneously inform the station master of nearest station by any available communication, if Guard could not do so.

(e) take such precautions as may be necessary or as prescribed by special instructions to render his locomotive safe,

(f) render all possible assistance to the Guard in relief measures to the injured and particularly in the assessment of damage to rolling stock, permanent way, locomotive, OHE and nature of assistance required and in giving quick information to the Control/Station Master regarding the accident;

(g) In the event of any disability of the guard due to accident, all the duties and responsibilities of guard mentioned in para 3.01 devolve upon the Loco Pilot/Assistant Loco Pilot.

(h) Assistant Loco Pilot shall carry out any job assigned to him by the Loco Pilot. He shall man the engine in absence of loco pilot.

3.03. Duties of Travelling Ticket Examiner/Train Superintendent :

Immediately after occurrence of a serious accident, the TTE/Train Superintendent must —

(a) He has to inform the Railway Officers travelling in the train. Immediately after the accident takes place, the concerned ticket checking staff manning the coaches

should assist the guard and train crew in assessing the site of accident and ascertain the casualties/injuries taken place in their respective coaches and in the reserved compartments as well. The rough assessment made by ticket checking staff should be given to the Guard for further communication to the controllers without any delay.

(b) Assist the Guard/Loco Pilot in rendering first aid to the injured person(s) and shifting them to the Hospital and avail services of doctors travelling in train.

(c) Make out a list of injured/dead passengers.

(d) Preserve reservation charts to know the particulars of injured/dead passengers.

(e) Arrange for collecting the belongings of the injured and dead and handing them over on satisfactory proof of ownership being obtained.

(f) Organise to tranship/transfer passengers and their luggages to the passenger special.

(g) Collect the addresses of the relatives of the injured/dead passengers to send information regarding accident.

3.04. Duties of Coach Attendant and A.C. Mechanic.—

(a) To help TTE/TS in assisting relief.

(b) AC Mechanic should immediately "Switch Off" the current where necessary to avoid short circuiting.

3.05. Duties of Station Suptd./Station Master/Assistant Station Master in the event of a serious accident.—

Immediately after an accident or on receiving the report of an accident, the on duty Station Master shall call all the off duty station staff and he must :

(a) ensure that no other train enters into the affected line/ section from either direction, lock the commutator handle of the Block Instrument controlling the affected section in "Train on Line" position wherever possible, ensure the signals giving entry to the line are kept at the "ON" position, ensure use of "Line Blocked" lever/ slide collars on the concerned lever or slide, ensure that the points are set against the entry to the affected line and clamped wherever practicable;

(b) inform the sectional controller and all concerned by giving details of the accident and assistance required through the Control phone or any other available means of communications;

(c) take action to protect the traffic and safeguard the property;

(d) collect detailed information of the accident such as time of accident, nature and location of accident, casualties, injuries, obstruction, damages and assistance required and ensure that the adjacent line(s) is/are clear before allowing any movement on it/them;

(e) Station Manager of Controlling station shall proceed to the site along with the assistance if any immediately;

(f) render first aid to the injured persons taking the assistance of all Station staff qualified to render first aid,

Doctors and volunteers available on train or near the site of accident;

(g) in case of passanger train, call all available nearest medical assistance to the site of accident as mentioned in Rule 1.04 (b);

(h) take all possible action to inform all concerned officials including civil and police as mentioned in Rule 1.04 (a);

(i) see that the injured persons are shifted to hospital with the help of all available assistance, also see that the detailed particulars of the dead and injured are recorded;

(j) arrange to remove the unaffected vehicles of the train, observing all relevant rules, to facilitate relief operation;

(k) take all measures for the quick movement of ARME and/ or ART to the site of accident and ensure that the caution order etc. are correctly issued to the Loco Pilot and Guard of all trains while allowing movement to the site of accident, clearly indicating the site of accident, the locations where the train must come to stop and other restrictions to be observed ;

(l) see that water, tea and other requirements are supplied to the injured and stranded passengers within his resources;

(m) remain on duty until replaced by a competent person;

(n) report the accident to all concerned by the issue of accident message;

(o) seize the Train Signal Register/log book, Private Number book, Line Admission book, diary of maintenance staff,

Loco Pilot's Note Book, Loco Repair Book and other relevant records as required and note the position of Block Instruments, Signals, Point Indicators and Levers etc.

(p) Take the statements of staff where possible ;

(q) preserve all clues and arrange to protect the area with the help of police or RPF;

(r) ensure that all trains for transhipment of passengers are worked to the site of accident with the engine leading unless there are special reasons or specifically permitted otherwise by the officer-in-charge at the site of accident;

(s) clear the lines at adjacent stations to work relief trains;

(t) ensure preservation of documents of damaged parcels, mail and goods etc.

(u) ensure chronological recording of all information received or/and action taken in connection with the accident, in the station Diary.

3.06. Duties of Section Controller.—

Immediately when the Section Controller is informed of a serious accident on his section, he shall;

(a) In electrified section, advise immediately to TPC on duty in control office to switch off the power of the concerned section, if required.

(b) apprise the Chief Controller/Deputy Chief Controller of the available particulars of the accident and the nature of assistance required ;

(c) ensure that adjacent line(s) in the affected section is/are free from obstruction before advising the concerned Station Masters to allow the train to run over it/them ;

(d) The lines at the adjacent block stations on either side of the site of accident should be kept free for movement of relief trains by regulating the trains conveniently ;

(e) advise the Section Controllers of adjacent sections of the accident and to regulate the train services in suitable places if required ;

(f) see that the ARME/ART/Tranship Train are worked out to and from the site of accident promptly and have a clear passage ;

(g) maintain a chronological record of all the events and information received regarding the accident and action taken;

(h) obtain further details with regard to the extent of damages and progress in rescue operation and relief measures and co-ordinate with officer-in-charge at the site ;

(i) arrange to remove the unaffected vehicles if any, adjacent to the affected vehicles to facilitate relief operation ;

Note : Coaches with passengers if any should be drawn to a nearby station where catering/drinking water facilities are available, in consultation with the Sr. DOM/DOM.

3.07. Duties of Chief Controller / Deputy Chief Controller.—

Immediately after receiving the information of a serious accident, he shall -

a) Ring the alarm bell in the control office to gather officials of all departments in control office and apprise the accident information available with him.

b) Issue order to sound the hooter at ARME/ART base station

c) Immediately inform about the accident to DRM, ADRM, Operating Officers, Sr. DSO, Sectional DTI and Station Manager of the Controlling Station concerned and note down the timings chronologically.

d) Issue order to the concerned crew controller and Station Master for immediate dispatch of ARME and ART as required,

e) Arrange for early movement of ART/ARME / Trainship train to and from the site of accident on top priority,

f) Collect the up to date information of relief and restoration from the site and pass on the assistance required to the concerned officials and emergency cells through preparation of frequent accident bulletins as given at appendix-7.

g) Maintain chronological record of all details of accident, action taken, progress of rescue, relief measures, etc in Accident Log Book.

h) Each departmental controllers will inform to Divisional Officers as mentioned in para 6.04.

i) Timely information of all changes in train timings, diversion or cancellation of trains etc., shall be given to all stations, emergency cell, helping booths on his division as well as to the adjacent divisions and (or) Railway.

j) All other Dy.CHCs will assist each other in relief and restoration work and Chief Controllers should ensure that all necessary action is taken in time.

3.08. Duties of Sr. Subordinates viz.,Divisional Transportation Inspector, JE/SE (P.Way), JE/SE (Sig), JE/SE (C&W) and Loco Inspector, etc. —

On receipt of information of a serious accident, all concerned supervisors shall —

(a) reach the site of the accident by the quickest available means ;

(b) take general charge of the situation until the arrival of an officer ;

(c) ensure the occupied and obstructed lines are protected as per rules ;

(d) make out a quick survey of casualties and injuries, ensure rendering of first aid to the injured, taking assistance of all available Railway Staff, Doctors and Volunteers on the train and near the site of accident ;

(e) arrange to shift the injured persons to the nearest hospital with the help of available assistance, keeping their particulars as available and ask for further assistance if required ;

(f) efforts should be made to collect and record all important information relating to the accident jointly, such as,

(i) the condition of the track, with special reference to alignment, gauge, cross-levels, super-elevation, points of mount and drop, any sign of sabotage etc.;

(ii) the condition of rolling stock with special reference to brake-power and braking gear and hanging parts if any;

(iii) all marks on sleepers, rails, locomotives, and vehicles etc. specially for preservation of clues;

(iv) Preservation of clues

(v) position of derailed vehicles;

(vi) position of Block Instruments ;

(vii) position of indications of signals, track, panel, keys levers etc.

(viii) ascertain prima facie cause of accident and prepare a senior sub-ordinates Joint Note at the site itself;

(g) ensure that the concerned Train Signal Register, Log Book, Private Number Book, Line Admission Book, Speed Recorder Chart, Diaries of maintenance staff, Loco Pilot's Note Book, Loco Repair Book and other relevant records are seized and sealed jointly,

(h) obtain the statements of staff involved in the accident at the site itself ;

(i) prepare a rough sketch showing the position of derailed vehicles, position of track and OHE etc.

(j) make a quick survey of the extent of damage;

(k) remain at the site of accident for all possible assistance till relieved by another staff.

3.09. Duties of Divisional Emergency Officers in Emergency Cell in Control Office.—

Divisional Emergency Cell shall be opened immediately in Multi Disaster Resistant Control Room. Sr. DOM/DOM will be over all incharge of the Cell for the purpose of managing relief and restoration operations at divisional level. This unit will excercise control, co-ordinate and arrange supplementary assistance to the accident site. It shall be manned round the clock by the officials as nominated by DRM.

(a) He shall have the authority to summon for such additional assistance as he deems necessary.

(b) keep a close watch on the movement of ARME/ ART which have been ordered and arranged for, movement of ARME/ ART from adjoining Divisions/Railways if required ;

(c) make necessary arrangements for doctors and medical staff from near by hospitals, medical units or stations to move promptly to the site of accident;

(d) keep a close touch with the officer-in-charge at the site of accident to ascertain the position and particularly the assistance required at the site;

(e) ensure that all concerned officials, including Civil and Police authorities, have been advised of the accident ;

(f) collect further information regarding the details of accident, progress of rescue, relief and restoration

operation and pass on the information to the Headquarters, all help lines and enquiry booths;

(g) arrange for supply of food and drink to injured passengers as well as to other passengers of the affected train and also to the passengers on trains held up at the adjacent station(s) due to the accident

(h) arrange to open and man enquiry booths for attending to the enquiries from the public at important stations including the station(s) where injured passengers are received and sent to hospital;

(i) maintain chronological record of all items of information received and action taken thereon;

(j) arrange to obtain the list of persons killed and/ or injured in the accident, display it at important stations for information of the public;

(k) divert/cancel/reschedule trains and also run duplicate/ tranship trains in consultation with Central Emergency Officer;

(l) arrange for transporting the stranded passengers from the site of accident to suitable place (s) ;

(m) arrange for speedy ex-gratia payment as per extant rules.

(n) act as advised by the Central Emergency Cell and give feed back of relief and restoration to the Central Emergency Cell at Zonal HQ.

3.10. Duties of officer-in-charge at the site —

The seniormost official present at the site when the accident occurred shall be in overall charge of the relief

operation till he is relieved by another official deputed by the administration to take over charge. However, the seniormost official of the Mechanical Department shall be in-charge of the relief train. The seniormost official present at the site of a serious accident, shall —

(a) take general charge of the situation and take action to provide all possible assistance ;

(b) depute officers/senior subordinates and all other staff for specific duties in—

  (i) assisting the rescue operation, if any ;

  (ii) assisting the preservation of clues ;

  (iii) assisting the transhipment work, if any ;

  (iv) taking action to remove the obstruction as soon as possible ;

  (v) ensuring the protection of adjacent line(s) and the affected train as per rules ;

(c) see that the portable telephone is installed and manned constantly by safety counsellor and relay information to Divisional Control till resumption of normal traffic;

(d) ensure adequate lighting of the accident area at night

(e) see that the injured persons if any are rendered first aid and shifted promptly for medical aid ;

(f) ensure to get clearance from Police authorities in case of suspected sabotage ;

(g) make an immediate assessment of the following, with the help of the available doctors and/or others;

  (i) the number of persons killed, and of those sustaining grievous, simple and trivial injury;

(ii) extent of damage ;

(iii) the period of suspension of traffic ;

(iv) assistance required ;

(v) prima facie cause of accident ;

(h) see that a dealing centre is opened at the site of accident and manned —

(i) to keep the details of persons killed, injured, and action taken in each case ;

(ii) to relay the above information in details to the Divisional Emergency Cell :

(iii) to attend to public enquiries and

(iv) to relay the progress of relief work ;

(i) ensure recording of all information at the dealing centre concerning the accident and the relief operations in the form of an accident Log Book maintained by safety counsellor;

(j) see that immediate action is taken to protect and safeguard property ;

(k) ensure collection of blood samples of crew and guard of affected train(s). In case the accident is occured at the station, samples also to be collected from Station Master and other concerned staff;

(l) Arrange for transporting the stranded passengers, preferably to stations where drinking water, catering arrangements etc. are available, unless they can be sent to their destinations ;

(m) see that the arrangement is made for preservation and proper care of dead bodies, if any, till further 'disposal';

(n) see that restoration of traffic is made in a minimum possible time, and every action taken for this purpose;

(o) arrange, in case of the accident occurring at a station, for speedy ex-gratia payment as per extant rules;

(p) he shall give his all requirements of men and material to the Divisional Emergency Cell;

(q) keep the details of injured and dead and inform the hospital authorities for making necessary arrangements for admission;

3.11. Duties of Railway Officers of each Department in Divisional Head Quarters.—

Immediately on receipt of an information of a serious accident, all Railway Officers concerned must report in the Multi Disaster Resistant Control Room in Control Office and take the following action promptly ;

(a) DRM will decide the officers to proceed to the site and to man the emergency cell at the divisioin ;

(b) arrange the quickest means for reaching the site of accident ;

(c) ensure that resources of all Departments, in men and material are promptly made available for rendering assistance to passengers, in clearing the line and, if required, for transhipment of traffic;

(d) make out a general plan of action for dealing with the accident and detailing the duties of officers of different Branches and other Officials:

(e) ensure that all Civil authorities concerned and other concerned officials have attended the site of accident ;

(f) ensure attendance of Doctors, ambulances and other available road vehicles in addition to ARME and/or Relief train and preparation being taken in rescue services.

(g) see that the proper arrangement of staff and labour from each Department is made ;

(h) keep a close touch with the Officer-in-charge at the site of accident and different dealing centres and see that all assistance is provided and properly utilised in rescue service and in clearing the line at the earliest

(i) keep a close touch with the Head Quarters, adjacent Divisions/Railways for advice and assistance ;

(j) open and man enquiry counters at important stations of the division for the information of the public.

3.12. Responsibility of Safety Department —

Immediately on receipt of information of a serious accident, the Divisional Incharge of Safety Department shall reach the site of accident by quickest means. He will be specially responsible to —

(a) ensure protection of affected line(s) and adjacent line(s) as per rules ;

(b) see that a proper arrangement is made in rescue and relief operation ;

(c) take all action for preservation of clues and take a general note of all evidences to ascertain prima facie cause of accident;

(d) see that the assistance, to the extent necessary, is called from all sources;

(e) ensure collection of detailed particulars of the accident ;

(f) ensure preparation of a Joint Note by concerned Sr. Subordinates at site in regard to the cause of the accident before restoration work begins;

(g) ensure co-ordination of all the departments concerned in rescue and / or relief operation;

(h) ensure that video/still photographs are taken covering all aspects.

(i) ensure collection of blood sample of crew, guard and Station Master as the case may be.

(j) ensure seizure of all relevant records and documents.

(k) ensure manning of portable control telephone at site by competent safety counsellor.

3.13. Responsibility of Medical Department —

The nearest Railway Medical Officer, on receipt of the report of a serious accident with injury to person, shall —

(a) Arrange to man divisional control in case of coaching train accident and also in case of goods

train accident involving injury/death to crew and guard & Level Crossing gate accident.

(b) Collect blood samples of crew, guard and station master as the case may be and test for alcohol;

(c) reach the site of accident with the Medical Relief Train or by the quickest available means with ARME scale-II and paramedical staff with all men and material commensurate with the seriousness of the accident, assess and advise further medical assistance necessary;

(d) make timely and adequate arrangements for shifting the injured persons to suitable hospitals as considered necessary for further treatment and keep record of it;

(e) keep detailed particulars of the dead and injured e.g. their name, address etc. as far as available ;

(f) deal with the dead and injured as per extant rules and instructions;

(g) render medical aid to the injured carefully as far as possible at site.

(h) co-ordinating with Civil/Military/State/Public medical authorities and private practitioners for providing medical facilities.

(i) obtaining and transmitting the details of casualties and/or grievous injuries, simple injuries to the Divisional Emergency Office;

(j) adequate number of shrouds, wooden coffins, polythene bags, dry ice shall be transported to the accidents site to preserve the dead bodies.

3.14. Responsibility of Commercial Department —

The Sr. Divisional Commercial Manager or in his absence the Divisional / Assistant Commercial Manager, on receipt of information of a serious accident, shall :

(a) reach the site of accident by the quickest available means ;

(b) see that immediate arrangement is made to protect the area, parcels and passengers luggage;

(c) look after the comfort of the passengers, injured and un-injured alike ;

(d) ensure prompt supply of refreshments free of charge to the injured persons and also make adequate arrangement for refreshment and drinking water for the passengers detained at the site of accident for any reason ;

(e) ensure, in co-ordination with Medical Officer(s) at site, preparation of a complete list of injured and dead, obtaining, if possible, the counter-signature of a responsible police official and that necessary action has been taken in each case ;

(f) arrange for adequate number of porters for carrying passengers' luggage and parcels in case of transhipment etc.

(g) keep the belongings of the injured and dead under custody of RPF and ensure preparation of a list ;

(h) see that the doctors are assisted by porters and other staff in attending to the injured and for shifting them to the hospital ;

(i) ensure the making over of the dead bodies to the Police for disposal ;

(j) arrange preparation of a complete list of damaged consignments ;

(k) see that proper arrangements are made for the transhipment of passengers and their luggage at the site of accident if required, as also for transhipment / unloading of parcels / affected wagons, if required and advise the passengers regarding transhipment programme well in advance ;

(l) ensure preservation of documents of damaged parcels, Mails and Goods etc.

(m) Collect all the required information for immediate payment of ex-gratia to dead, grievous and serious injuries;

(n) arrange to withdraw sufficient money from station earnings before proceeding to site.

3.15. Responsibility of Security Department —

(i) Maximum number of RPF personnel should reach the accident site along with their material like torches, nylon ropes, wireless sets, loud speakers etc. by quickest means.

(ii) Segregate the area of incidence by establishing temporary barriers by use of nylon ropes (if available) or any other make shift device available at the site to protect the area against the entry of spectators into the affected place.

(iii) Baggage of passengers should be isolated and protected and consigned goods are taken care of till they are handed over to claimants or taken over by the Railway.

(iv) RPF personnel should respond to any call for assistance to rescue victims and transport them to nearest Hospital.

(v) RPF Officers will maintain close liasion and harmony with the Officers of various departments of the Railways, GRP, Local Police and Officers of Civil Administration.

(vi) Responsibility of RPF towards persons injured due to an untoward incidence is given at para 10.08.

3.16. Responsibility of Operating Department —

i) ARME should be made ready and dispatched as soon as the accident information of passenger carrying train is received, which may be subsequently cancelled if not required.

ii) Movement of ARME and ART shall never be clubbed together. These shall be dispatched within stipulated target time and moved to site on top priority.

iii) Running lines of adjoining stations on either side of the accident affected block section should be kept clear of all trains for shunting, marshalling and evacuation of affected portion.

iv) With the consultation of Chief Emergency Officer (CPTM) at HQ, immediate decision should be taken to short terminate, reschedule, diversion and cancellation of trains and advise to all concerned.

v) Plan efficiently to balance the diesel/electric locos and crew which is necessitated due to regulation of trains.

vi) Trains should be regulated at such locations where other transportation facilities are available.

vii) Advance planning shall be made to run special trains to clear the unaffected and injured passengers, to carry logistic backup support, for carrying relatives of injured/ dead passengers to the site of accident.

viii) Insist concerned departments for restoration within target time and obtain fit certificates from S&T, Electrical and Engineering Departments before resumption of normal working.

ix) Keep a commercial train ready to run in the block section within 30 minutes of resumption of normal working.

3.17. Responsibility of Mechanical Department :

i) Proceed to the accident site along with their gang and assess the actual requirement of men and material for clearing the obstruction at the earliest.

ii) All Officers should proceed to the site by leaving AME/ DME in the Divisional Emergency Cell for providing back up support.

iii) Mechanical Department is overall incharge of the restoration and assist the rescue team to extricate the injured/dead passengers.

iv) They must ensure that the resources of the department are promptly made available at the site of accident and utilized properly.

v) Efforts should be made to despatch one ART with 140 T crane along with one break down special at each end of the accident site with proper marshalling taking into consideration of the location and nature of accident.

vi) ARTs/Cranes should not be requisitioned more than requirement. So correct assessment should be made. Simultaneously, road cranes can be requisitioned if necessary. Sr.DME will order for crane in consultation with CME/CMPE.

vii) Ensure that the examination and reading of coaches/ wagons have been completed in time.

viii) Preserve and note the clues, if any lead to the accident

3.18. Responsibility of Electrical Department :

i) Sr.DEE(G), Sr.DEE(OP) and Sr.DEE(Tr.D) to proceed to the accident site along with their gang and assess the actual requirement of men and material for clearing the obstruction at the earliest.

ii) AEE(G) and AEE(TRD) will be available in the Divisional Emergency Cell for providing back up support.

iii) Main responsibility is to illuminate the site with portable generator sets, portable inflatable tower lights, disconnection and slewing of OHE.

iv) Ensure that the examination and readings of loco have been completed in time.

v) Arrange to order tower wagon from base station as per the requirement. Excess ordering should be watched to avoid congestion near the accident site.

vi) Preserve and note the clues, if any lead to the accident

3.19. Responsibility of Engineering Department :

i) Proceed to the accident site along with their gang and make a quick survey and assess the actual requirement of men and material for restoration at the earliest.

ii) Maximum number of officers, Section Engineers, their gangs and material should mobilise to the site by leaving DEN/ADEN in the Divisional Emergency Cell for providing back up support. Manpower should be arranged in shifts considering the gravity of the accident and damage of P.Way.

iii) Monsoon reserve material provided at nominated locations as per the scale may be mobilized to the site.

iv) Ensure that the track examination and track readings have been taken before starting the restoration work.

v) To prepare a complete and accurate dimensioned sketch of the site.

vi) Restoration of track should be made at least possible time by efficiently utilizing men and material.

vii) Preserve and note the clues, if any leading to the accident

3.20. Responsibility of Signal and Telecommunication Department :

i) Proceed to the accident site along with Section Engineers (Tele), Technician (Tele), etc., and their gang and assess the actual requirement of men and material for restoration at the earliest.

ii) Sr.DSTE and ASTE should proceed to the site by leaving DSTE in the Divisional Emergency Cell for providing back up support.

iii) Main responsibility is to provide effective and adequate means of communication within the site, Divisional Emergency Cell, Control, etc. by providing walkie talkie sets, VHF Sets, auto phones, BSNL telephones, satellite phone, etc.

iv) Provide communication facility at all locations with nominated emergency telephone numbers.

v) Restoration of block working, signals, communication, etc., should be made at least possible time by efficiently utilizing men and material.

vi) Preserve and note the clues, if any lead to the accident.

3.21. The Divisional Railway Manager.—

In the event of a serious accident, the Divisional Railway Manager shall—

(a) depute ADRM to the site of the accident to assume overall charge, unless he himself proceeds to the site of the accident ;

(b) ensure that assistance is rendered by each Branch of his Division promptly and efficiently in rescue and relief, transhipment of traffic if required, and for removal of obstruction at the earliest; allot specific duties to the individual Officers for dealing with the accident ;

(c) keep a close touch with the Officer in-charge at the site of accident and Officer-in-charge at the Control office and

see that all assistance is provided and properly utilised in rescue and relief and for removal of the obstruction ;

(d) Ensure that information of the accident is sent to the concerned officials by quickest means ;

(e) arrange a preliminary enquiry in cases where immediate investigation of certain matters is considered necessary even though the enquiry may be conducted later by the Commissioner of Railway Safety etc.

(f) open help line inquiry booths at stations for prominent display of notices and list of the injured or/and dead and to attend to all public inquiries;

(g) ensuere adequate force to control the crowd and for the maintenance of law and order at the site;

(h) to co-ordinate with State Govt., Defence and Paramilitary authorities.

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CHAPTER IV

ACCIDENT RELIEF

4.01. Types of accident relief equipments.—

Following types of accident relief equipments are available on this Railway—

(i) Accident Relief Medical Equipment (ARME)equipped with Hydraulic Rescue Device. These are loco hauled vehicles. It consists of two coaches i.e., a medical car and equipment van. Its maximum speed in ECoR is 105 Kmph.

(ii) Self Propelled Accident Relief Train (SPART) equipped with Hydraulic Rescue Device. These are basically ARMEs but are self propelled. It consists of 3 coaches, such as one medical van, one tool van and staff van cum power car. Its maximum speed in ECoR is 105 Kmph.

(iii) Accident Relief Train (ART) equipped with 140T/ 120T Diesel Hydraulic BD Crane along with Hydraulic Rerailing Equipment. Its composition and speed is mentioned at para 4.11.

4.02. Accident Relief Medical Equipment.—

(a) With a view to provide prompt medical aid, the following types of accident relief medical equipments are provided on this Railway—

(i) Scale I — in medical vehicles, as part of the accident relief trains.

(ii) Scale II — in boxes, at specified stations.

(iii) Static first aid boxes-in break down vans of accident relief trains , at all stations dealing with passenger traffic excepting train halts and in other places.

(iv) Guard's first aid boxes-as a personal equipment of guards of all passenger carrying trains.

(v) Elementary first aid boxes-for trackmen.

(vi) Portable Medicine Kit for Accidents (POMKA): Apart from the equipments referred in sub-rule(a) (i) and (ii) above, every Railway Doctor should be provided with an emergency medical bag at all health units and hospitals in which he can carry the injectables, pain relieving drugs, other medicines and dressings required in an emergency. If a Railway Doctor happens to be on the spot of an accident, he can start relief work without waiting for the regular medical equipments to arrive.

4.03. Scale -I equipment -

(i) Accident relief medical equipment Scale-I in medical vehicles forms an unit of the accident relief train and is stationed at divisional head quarters and at other selected important stations preferably where there are hospitals or health units in charge of Railway Medical Officer. The function of the vehicle is to carry medical equipments to the site of the accident so that prompt medical aid may be rendered and injured persons transported expeditiously to the nearest hospitals.

(ii) An auxiliary van is also provided along with the medical vehicle which have provision of emergency tools for extricating injured passengers.This should also carry adequate supply of drinking water and provision for tea, coffee and light refreshments which may be required for affected passengers.

(iii) The accident relief medical equipment vehicles shall be stabled in a suitable siding having exits at both ends so as to work it out at a moments notice to any direction. These vehicles must be stabled separately or so marshalled on the relief train that it can, if necessary, be despatched in advance of the relief train without delay.

(iv) The person in-charge of the C&W department for ARME vehicles is responsible to maintain these vehicles in the same way as other coaching stock in regular use. The running gears shall be regularly attended, oiled and replaced in accordance with the orders inforce. He must ensure that these vehicles are always kept in good working condition so as to run at maximum permissible speed. The electrical equipment including batteries shall also be attended to and recharged regularly. He shall see that the Fire Extinguishers are examined as per schedule and ensure that they are in good working order with spare refills. In the event of an accident requiring medical assistance, no detention shall be permitted to these vehicles for any reason.

(v) The SE (Tele) must thoroughly test the Portable Telephone provided in ARME van regularly and ensure that this is in good working order and that the line wire diagram is kept upto date.

(vi) The electrical official in charge shall regularly see and personally ensure that the electrical gear in the ARME vans are in good working order.

(vii) The keys of the locks of the various external doors of the medical vehicle will be in duplicate, one set to be in charge of the SSE/SE(C&W) or the Station Master as the case may be and other with the medical officer in charge. All the keys should be suitably marked for identification. The keys will be kept in a glass fronted box fixed in a prominent place in their respective offices and duly sealed by the SSE/SE(C&W)/Station Master/Medical Officer as the case may be.

(viii) The keys of any locks inside the vehicle should also be in duplicate, one set is kept in a glass fronted box fixed inside the vehicle duly sealed by the Doctor in charge, and the other set will be kept in a glass fronted box fixed in a prominent place in the hospital or the health unit concerned and the boxes are duly sealed by the Doctor in charge.

(ix) One photographer with Camera and necessary equipments should form integral part of the group of staff who accompany the ARME and ART in case of an accident on short notice. All possible action is taken for preservation of the clues in order to enable reconstructing of scene of accident with reliability.

(x) Sufficient number of arm bands should be provided in ARME/ART for use of Railway Rescue Personnel at the site of accident to enable identification.

(xi) The Medical Officer in charge is responsible for ensuring that the prescribed contents of the accident relief medical equipment Scale-I and II are maintained in the chests and are in good condition. Whenever required the medicines, surgical appliances and other articles must be replaced.

4.04. Scale -II equipments—

(i) Accident relief medical equipment Scale-"II" is kept in a separate room at selected stations whether there is accident relief train or not, but there is a Railway hospital or health unit. This equipment should be stored in portable metal boxes and suitcases of suitable size and kept in a separate room in the station building.For quick transporting, loading and unloading of the boxes containing Scale-II equipment, wheel trollies are also provided.

(ii) This equipment is intended for use in major accidents and is to be handled by any Doctor or by qualified first aiders under the supervision of Doctor(s)

(iii) The boxes of Scale-'ll' equipment are not be provided with locks and keys, but will be sealed by the medical officer in charge. The room in which the boxes are kept will be locked and provided with duplicate keys, one of which will be with the Station Superintendent/Station Master on duty and the

other with the Medical Officer in charge. The keys will be suitably marked for identification, and will be kept in a glass fronted box, duly sealed by the Station Superintendent/Station Master and Medical Officer in charge as the case may be, and fixed in a prominent place in their respective offices.

(iv) The Medical Officer in charge is responsible for ensuring that the prescribed contents of the accident relief medical equipment Scale-I and II are maintained in the chests and are in good condition. Whenever required the medicines, surgical appliances and other articles must be replaced.

(v) Where Scale II equipment is stored in the Station building, the Station Manager/ Station Superintendent/ Station Masters will be responsible for the safe custody of the boxes. Whenever this equipment is sent to the site of accident, the Station Manager/Station Superintendent/ Station Master shall ensure that the boxes are received back in time and kept at the proper place. On return of the boxes after use, the medical officer in charge should check the same and arrange immediately for necessary replenishment of the articles used. In addition, the medical officer in charge and the Station Manager/Station Superintendent will inspect this equipment once in a month jointly.

4.05. First aid boxes —

(i) Static first aid boxes in break-down vans of accident relief trains, at stations, yards, loco sheds, Material train, carriage and wagon depots etc. are kept in a prominent place in the respective offices. The exact size and pattern of these boxes are standardised by the Chief Medical Officer.

(ii) The first aid boxes for guards of passenger carrying trains as prescribed by the St. John Ambulance Association of India shall be the personal equipment of the guards and be carried by them in their guard boxes.

(iii) Whenever, the seal of the first aid box is broken and contents are used, a detail record must be maintained in the 'note book' provided in the box for the purpose. Whenever medicines fall short or nearing expiry date, it shall be refilled immediately. If it is not used for 3 months, concerned incharge shall check the validity of medicines and re-seal it. If any medicine is found with expiry date, this shall be replaced and sealed by the hospital.

(iv) It must be ensured by the person-in-charge that the canvas of the stretcher is not torn and old. The canvas and/or stretcher should be replaced in time.

(v) The medical officer who has jurisdiction over the section concerned and the inspecting officials must examine the first aid box and stretchers that they are in proper order. The guards of the passenger carrying trains while taking over the equipments should also ensure that these are provided in the Brake Van.

(vi) The first aid boxes provided for trackmen should be of compact and small size.

4.06 Ambulance facility :

Every railway should have fully equipped Road Ambulance Vans in identified areas where a good road infrastructure has developed. These vans should be used exclusively for reaching the site of accident and should be kept in good fettle.

4.07. Schedule of Inspection of ARME / SPART :

ARME Scale-I and Auxiliary must be inspected as per following periodicity which stipulates the following :

(i) ARME Scale 'I' and Auxilliary Van must be inspected **monthly** by the following officials jointly.

(a) Medical Officer,
(b) Station Manager/Station Superintendent,
(c) JE/SE (Tele),
(d) JE/SE(C&W),
(e) JE/SE(Electrical)

(ii) Officers of Mechanical, Electrical and S&T department (Sr.Scale/Jr.Scale officers) must inspect their respective equipments in ARMEs/SPARTs to ensure their proper functioning **once in two months** and see the equipments are available as per list laid down in the "Standard List" of equipments. The Telecommunication Official must thoroughly test the portable telephones, walkie talkie sets to ensure that those are in working order and that the wired diagram is upto date. He must also check the public address equipments wherever provided.

(iii) Branch Officers of Mechanical, Electrical and S&T department must inspect ARME/SPART **once in every three months**. It is also desirable that the inspection of ARME Scale'I' equipment is done jointly with Sr.DME, Sr.DEE, SR.DSTE once in six months. During the inspection complete stock verification should also be done.

(iv) The train examining officials should ensure that the water tanks are cleaned and refilled with fresh water **evey week**.

(v) After each monthly inspection, a report should be submitted by the Medical Officer Incharge to the CMS/MS Incharge of the division stating that joint inspection has been carried out and bring to the notice of CMS/MS, any defect notice that require remedial action. He will also bring to the notice of CMS/MS Incharge, if the vehicle has not been inspected by any of the official mentioned above to enable him to take action at the divisional level.

(vi) The ADMO/DMO/Sr.DMO of the section must check the medical equipments and shall be responsible for the immediate replacement of articles found unserviceable or deficient.

(vii) A complete stock taking of all equipments in the ARME/ SPART should be done **every year**. A certificate to the effect that this has been done and that the equipments are according to the scales laid down should be submitted by the Medical Officer incharge of the section so as to reach the Medical Officer incharge of the division by the end of November and to the Chief Medical Director by the end of December. To enable this check, the date of replacement should be clearly shown on the packages so replaced.

(viii) ARME Scale 'II' equipments will be inspected by ADMO/ DMO/Sr.DMO and the Station Master **once in a month**.

(ix) The CMS/MS must inspect the ARME Scale 'I' **once in three months** and Scale 'II' **once in a year** and take such action as found necessary to see the equipment is upto the standard and in good working order.

(x) Other medical and executive officers should also make surprise checks of all accident relief medical equipments including the first aid boxes and the report must be given in the note book provided in those boxes. After ispections, all seals broken by the inspecting officers are to be replaced.

4.08. Accident Relief Medical Equipments are available at the following Stations on this Railway —

Divn	Location	Scale	Facilities Available
KUR	KUR	Scale-I	3 coach SPART with Lukas HRD equipment
	PSA	Scale-I	2-Coach Conventional ARME with HRD equipment
	BHC	Scale-I	2-Coach Conventional ARME with HRD equipment
	CTC	Scale-II	
	BAM	Scale-II	
	TLHR	Scale-II	
SBP	SBP	Scale-I	3 coach SP-ART with Lukas HRD equipment
	KBJ	Scale-II	
	BLGR	Scale-II	
	MSMD	Scale-II	
	TIG	Scale-I	2-Coach Conventional ARME with HRD equipment
VSKP	VSKP	Scale-I	3 Coach SP-ART with Lukas HRD equipments
	KRPU	Scale-I	2-Coach Conventional ARME With HRD equipment
	VZM	Scale-II	
	NWP	Scale-II	
	RGDA	Scale-II	
	ARK	Scale-II	
	KRDL	Scale-II	
	JDB	Scale-II	

NOTE : POMKA - Available in all health units and Hospitals of ECoR.

Position of ARMEs in neighbouring Division/Railways.

S.E. Railway		S.E.C. Railway		S.C. Railway	
Station/Div.	Class	Station/Div.	Class	Station/Div.	Class
BNDM/CKP	Scale-I	BIA/R	Scale-I	RJY/BZA	Scale-I
KGP/KGP	Scale-I	BSP/BSP	Scale-I		

4.09. Maintenance of Accident Relief Train.—

(a) Following records shall be maintained in the accident relief trains-

(i) Accident Relief Train Log Book (Appendix-18).

(ii) Attendance Register.

(iii) List of tools and equipments.

(iv) Register for testing of wire ropes and chains.

(v) Periodical testing register for-

(1) First aid equipment.

(2) Field Telephone.

(3) Detonators.

(4) Gas cutting equipment.

(5) Petromaxes and tilly lamps.

(6) Generators.

(7) Compressors.

(8) Fire fighting equipment,

(vi) Inspection register.

(b) (i) All Relief trains and Relief vans are under the charge of Mechanical department. SSE (C&W) in charge of the Accident Relief Trains and Relief Vans is responsible to ensure that they are always fully equipped and in proper running order. They should also inspect the equipments to ensure that they are in efficient working condition. However, Engineering, Electrical and

S&T departments are responsible to ensure the availability of prescribed equipment of their respective departments and their good condition.

(ii) The Divisional Mechanical Engineer, Divisional Engineer, Divisional Electrical Engineer (Tr. D) where available and Divisional Signal and Telecommunication Engineer, Divisional Electrical Engineer (G) concerned must personally inspect the Relief Trains and their equipments to ensure availability and their efficient working condition. They must also satisfy themselves that the deficiencies are made good after use at every accident.

(iii) Provision of Walkie Talkie sets in ART - Atleast 30 number walkie talkie sets should be provided in the ART in good condition with spare batteries and charging facilities which should be distributed only among the officers/supervisors directly connected with relief and restoration arrangements at site as decided by senior most in-charge. ART frequency (147.975 MHz) should be used for communication at disaster sites. Other users having separate walkie talkie sets should not come on this frequency.

(c) The person in charge of the respective departments of the base station of Relief Trains is responsible to see that the Relief Train gang thoroughly understand the accident hooter for their attendance, and to maintain a list with their names who are supposed to attend with the relief train, and also responsible to keep the said list in a place accessable to all.

(d) The person incharge of the C&W department should organise a breakdown gang amongst his staff at the base station of relief train to see their attendance and to ensure proper functioning and gang is efficient enough to work at the site of accident.

(e) The person incharge of the loco shed/Running shed is responsible to keep the engine and accident relief crane (if provided) in readiness. The CYM/YM/SS/SM as the case may be are responsible to arrange any extra vehicle or brake van for relief work in case of necessity.

(f) The person incharge of C&W department for relief train is responsible to maintain all the vehicles on the train in the same way as other coaching stock in regular use. The running gears are to be regularly attended, oiled and replaced in accordance with the orders in force. He must ensure that those vehicles are always kept in good working condition, so that in the event of an accident requiring relief train, no detention or speed restriction be permitted to these vehicles for any reason.

(g) Every ART should be provided with Cold Cutting equipment which should be periodically tested. It should be ensured that sufficient number of staff are trained for handling this equipment.

4.10. Schedule Inspection of ART :

(i) Departmental supervisors of concerned departments including the relief tain incharge must inspect their respective equipment **once in every month** to ensure

functioning. Examination and Safety Certification of wheels, under gears and structure of break down, ART, ARME including self propelled is the responsibility of concerned incharge of Mechanical Supervisor. **This safety certification shall be carried out at a periodicity of 30 days**.

(ii) Sr.Scale/Jr.Scale officers of the concerned departments must inspect their respective equipments in ART in **every two months**.

(iii) The branch officers of all concerned departments must inspect their respective equipments in ART **once in every three months**.

(iv) Joint Inspection by Sr. DME, Sr. DSTE and Sr. DEE(G) must be done **once in every six months**.

(v) Supervisors of different departments are responsible for day to day maintenance of their respective equipments for their reliability of operation and they must bring any matter which need urgent action to the notice of their officers for any assistance and inter-departmental coordination.

(vi) At the time of inspection by branch officers, they should satisfy that the inspection by the subordinate officers or supervisors are not only adequate but meaningful also. They should satisfy themselves that the deficiencies are made good after use at accident site and the equipments are being properly maintained. They should also bring

about improvement in maintenance practice to improve reliability.

(vii) Inspection of Portable telephones for ARME/ART :

a) on control areas —

i) All A.R.M.Es and A.R.Ts on control areas are provided with portable telephones. These should also be provided with portable telephones of non controlled area.

ii) Each portable telephone supplied for A.R.M.E. and A.R.T shall be serially numbered in addition to painting on the cover of such portable telephone, the name of the division, base station, Inspector responsible for its maintenance. The Telecommunication Inspector concerned is responsible for neat painting of the said particulars and also for proper maintenance of the telephones.

iii) The Telecommunication Inspector concerned must inspect and test these telephones atleast once in a month to ensure that they are in proper working order. Periodical testing register should also be maintained for the telephones provided for each ARME and A.R.T. in which the date of testing, defect noticed, action taken to rectify, signature of the maintainer/Inspector shall be recorded.

iv) Whenever the A.R.M.E. and/or A.R.T. are/is ordered for the site of accident, the

Telecommunication Inspector concerned or in his absence the Telecommunication Maintainer shall proceed with the A.R.M.E. and/or A.R.T. and be responsible to connect the control on the telephone. In unavoidable circumstances, if the Telecommunication Inspector or his assistant is unable to join the A.R.M.E. and/or A.R.T, the guard of the train or Senior Subordinate available at the site of accident shall be responsible to connect the control over the portable telephone. Senior Subordinate who are required to attend the site of accident shall be acquainted in connection and use of portable telephones.

v) Procedure detailed in para 4.42(c) of Operating Manual should be followed for the use of the telephones as mentioned in sub-para(a) (i) above.

b) On non-control areas / failure of control phone.

i) Each A.R.M.E. and A.R.T on non-control areas is provided with two sets of portable telephone and procedure for use of such telephones is indicated below.

ii) These telephones are preferably to be connected on through or main telegraph wire/emergency sockets in electrified sections. Out of two sets of telephones, one should be connected at the station nearer to the site of the accident and the other at the site of the accident.

iii) The telephone used at the site of the accident should be joined with connecting rods and wires, but one arm of the connecting rod should be used and both the wires of the connecting rod should be joined to one terminal of the telephone. The other terminal of the telephone should be joined to the earth. The galvanised iron telegraph posts may be used as earth by driving a nail or the blade of a knife into the same of the post and joining the earth wire to it.

iv) One terminal of the telephone which will be connected at the station should be joined to the same line wire on which the telephone at the site of the accident is connected, and the other terminal should be joined to the earth. The connecting rod with wires may not be required to be used in this case, as the telephone will be used inside the station building. Two pieces of wire being necessary to connect the telephone on the existing telegraph circuit.

v) Instructions contained in sub-para (a) (ii),(a)(iii),(a)(iv), above shall also be applicable for this type of telephones, except connection of the telephone to the proper wire instead of control.

c) In Electrified sections, emergency sockets are provided at a span of nearly 1 km which may be used by inserting the pin of the telephone cord in the socket for establishing communication. Location of emergency sockets are given in working time table.

4.11 Standard composition, speed and location of ARTs in ECoR :

(a) Standard Composition of ART : ARTs are divided into three classes as 'A' class, 'B' class and 'C' class. Standard composition is as under :

A - Class ART :

i) 140T/120T Diesel Hydraulic BD Crane with match truck
ii) Two RTSV (Relief Train Staff Van including kitchen car)
iii) Two RTTV (Relief Train Tool Van)
iv) One BCNATHS wagon for containing materials of Engg and TRD
v) One BRNATHS wagon for Engineering rails.

B - Class ART :

i) Two RTSV (Relief Train Staff Van including kitchen car)
ii) Two RTTV (Relief Train Tool Van)
iii) One BCNATHS wagon for containing materials of Engg and TRD
iv) One BRNATHS wagon for Engineering rails.

C - Class ART : Only mechanical tool van.

(b) Speed of ART : The rolling stock in the standard composition of ART as mentioned above are fit to run at a maximum speed of 100 kmph except that the maximum permissible speed of 120 T Diesel Hydraulic BD crane is 50 kmph.

(c) (i) Location of Accident Relief Trains over East Coast Railway

Divn	Location	Class	Facilities Available
KUR	KUR	'A'	140 T Diesel Break Down Crane with Lukas Hydraulic Re-railing equipment. 3 coach SP-ART.
	BHC	'B'	With Lukas Hydraulic Re-railing equipment
	TLHR	'B'	With Lukas Hydraulic Re-railing equipment
	PSA	'B'	With Lukas Hydraulic Re-railing equipment
SBP	KBJ	'A'	140 T Diesel Breakdown Crane with Lukas hydraulic re-railing equipment.
	SBP	'A'	'A' class with 140 T crane along with 3 coach SPART with Lukas equipment
WAT	VSKP	'A'	'A' class with 140 T and 120 T diesel crane along with 3 coach SPART with Lukas equipment
	RGDA	'A'	120 T Diesel Breakdown Crane with single acting Lukas equipment.
	KRPU	'B'	Lukas Hydraulic Re-railing equipment with ARME.
	KRDL	'A'	140 T Diesel breakdown Crane with Lukas Hydraulic Retailing Equipment.

(ii) Position of ARTs in Neighbouring Division / Railways

(i) SE Railway

Sn.	Station/Div.	Class	Facilitites
1.	BNDM/CKP	'A'	140 T Diesel Crane with Lukas Hydraulic Re-railing equipment.
2.	JSG/CKP	'B'	Self-Propelled ART with Lukas Hydraulic Re-railing Equipment.
3.	KGP/KGP	'A'	140 T Diesel Crane with Re-railing equipment

(ii) SEC Railway

Sn.	Station/Div.	Class	Facilitites
1.	BIA/R	'A'	ART with MFD & 140 T Diesel Crane
2.	BSP / BSP	'A'	ART with Re-railing equipment & 140 T Diesel Crane

4.12. Sounding of Hooter. —

(a) Sounding of hooter for turning out of Relief Train/ ARME van will be as follows : —

	Total No. of blasts	Duration of each blast	Gap between 2 consequitive blasts
(i) Relief Train with ARME.	5	60 seconds	10 seconds
(ii) ReliefTrain without ARME	3	60 seconds	10 seconds

In case of failure of hooter, arrange for 5 whistles of 01 minute duration each with 10 seconds interval between two successive whistles using an engine if available.

b) Hooters are provided at stations, major yards, divisional and Zonal HQ offices, ARME/ART bases, hospitals etc. As soon as the information of accident is received, Dy.CHC shall inform the railway personnel on duty where hooter is provided who shall sound the hooter as mentioned above, for information of concerned officials to despatch ART/ARME.

c) Official incharge of the hooter is responsible for its proper maintenance and to keep a trained staff ready round the clock for sounding the hooter at once on receipt of orders from ordering officials.

(d) Target time for the turn out of ARME and ART-

(i) The Accident Relief Medical Van must be despatched to the site of accident within 15 minutes from the base station after sounding the hooter where there is double exit siding and within 25 minutes in case of single exit siding with the first available engine.

(ii) The Accident Relief Train must be turned out/ despatched from the base station to the site of accident within 30 minutes by day and 45 minutes by night after sounding of hooter.

(e) At zonal HQ, an accident hooter is provided at central location from where it is audible to entire premises as well as officers colony.

4.13. Accident Mock Drills for ARME /ART.—

The period between two consecutive turnouts of any Relief Train/Accident Medical Equipment should not exceed three months. If a relief train/accident medical equipment has not been called out in the normal course during a period of three months, a practice drill should immediately be arranged. In carrying out these drills the following points should be carefully borne in mind :—

(i) Every drill should be made as realistic as possible.

(ii) Arrangements regarding the drills should be kept confidential.

(iii) The turnout of a relief train should be completed with all equipment and staff of all branches concerned including the medical equipment and staff where provided and be made to proceed to a near by suitable station and return.

(iv) These drills should be ordered by the DRM personally and conducted under the direct supervision of Sr.DSO/DSO.

(v) The results of mock drills should be maintained in a special register and the report of the drill along with deficiencies and short comings, if any should be communicated to General Manager, CSO and concerned PHODs at Zonal HQ.

(vi) During these full scale mock drill, following aspects shall be closely watched

a) Turning out time of ARMV/ART

b) Speed of the relief trains and reaching time to site

c) Assembly of officials of concerned departments

d) Handling of ART, HRDs, HREs and other rescue equipment.

e) Arrangement and functioning of various communication systems at site

f) Functioning of generator sets and other lighting equipments.

g) Preparedness of first-aiders and availability of medical equipment,

h) Functioning of equipment provided in the ARME and ARTs.

4.14. Ordering and despatch of Relief Train and Accident Relief Medical Equipment.—

(a) If a passenger carrying train does not arrive at the next block station within 10 minutes or goods train does not

arrive within 20 minutes after allowing for its normal running time from the station in rear, the Station Master on duty at the Station in advance shall immediately advise the station in rear and the control, and take other actions as detailed in GR 6.04 and SR 6.04.01. The Section Controller/Dy. CHC on duty on receipt of such information will give preliminary warning to the base station of ART/ARME to be in readiness for despatch pending further information.

(b) As soon as the information of an accident is received, the train ordering officials considering the type/nature of accident and assistance required, will issue orders immediately to the Station Master and Crew Controller at the base station to get ready the Relief Train and/ or Accident Relief Medical Equipment. On receipt of this order, the official concerned must sound the hooter at once. After sounding hooter, all concerned officials i.e., principal members, relief trains gang, medical team etc. must get them ready and turnout immediately to accompany the relief train and/or accident relief medical equipment so as to despatch the train within the target time. No detention should be permitted to medical relief and/or relief train on any account at any point unless under special circumstances and with the permission of Sr.DOM/DOM.

(c) In case of serious accidents involving loss of life or serious injuries—

(i) It is of primary importance to send the ARME/ SPART immediately to the site of accident without detaining for the relief train on top priority.

(ii) Commercial Officer should arrange atleast 30 licensed coolies to go with the relief train considering the seriousness of the accident with the instructions that they should work under the direction of Railway Doctor or Senior most official in charge at site.

(iii) In order to ensure an adequate supply of drinking water to the injured and other passengers, at least two 4-6 gallons capacity drums with taps be made available in relief train. These drums filled with clean drinking water should be transported along with the relief train, if required in addition to the supply of drinking water with ARME.

(iv) SSE(C&W) along with some carriage and wagon staff and train lighting fitter shall proceed with the ARME to the site of accident. The train lighting staff should ensure before departure of the ARME that the high power lights are in proper working order. The person-in-charge of the C&W department at the base station of ARME shall be responsible to arrange such staff from the nominated gang for relief operation or from the on duty staff at the station /yard.

(v) The Accident Relief Medical Equipment and/or Accident Relief Train must be allowed to run to the site of serious accident on top priority. Similar priority should also be given to the train to carry and carrying injured persons from the site of accident. On non-controlled section or in case of suspension of Control system the Station Manager on duty at the station(s) concerned must take every action in time for the purpose mentioned above.

4.15. Ordering of Break Down Crane :

(i) **In case of accident within the division :** On getting the first information about the accident, the DPC in consutation with Sr.DME and acting on his instructions, will advise Deputy Chief Controller to order the Breakdown Crane with intimation to CME/CMPE through Central Power Control.

(ii) **Accident taking place in the neighbouring division of the Zone :** On receipt of request for assitance from the neighbouring division, the DPC in consultation with Sr.DME and acting on his instructions, should advise Dy.CHC to order the breakdown crane with intimation to CME/CMPE through Central Power Control.

(iii) **In case of accident occured outside the Zone :** In case of an accident took place outside the Zone and the assistance is sought from the neighbouring zone for breakdown crane, the authority for ordering breakdown crane vests with CME/CMPE. Personal approval of CME/CMPE is required for ordering breakdown crane. Central Power Controller in consultation with CME/CMPE and acting on his instructions shall advise concerned division for ordering breakdown crane.

(iv) **In case of salvage work :** If Crane is required for post accident works/salvage work or any other departmental work, either within the division or outside the division, a prior approval of CME/CMPE should be taken for ordering the Crane.

(v) **In case of accidents involving human lives :** Notwithstanding anything mentioned above in case of an accident to coaching or goods train involving

human lives, breakdown crane can be ordered immediately without waiting for permission from CME/ CMPE. This information should be relayed immediately through Central Power Control for information of CME/ CMPE.

(vi) **In case of assistance required by PSUs/Private Parties :** For any assistance as sought by PSUs/ Private Parties specific written approval of CME/CMPE should be obtained before ordering the Breakdown Crane. Procedure for hiring and payment of hire charges by PSUs/Private Parties should be complied before despatching breakdown Crane.

(vii) Whenever the Crane is ordered out of the divison, alternate Crane should be kept ready as standby in the Division to meet any emergency.

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CHAPTER V

CLASSIFICATION OF ACCIDENTS

Accidents are classified under following heads:-

i. Train Accidents,
ii. Yard Accidents,
iii. Indicative Accidents,
iv. Equipment Failures,
v. Unusual Incidents.

I. Train Accidents :

Train accident is an accident that involves a train. Train accidents are further divided as:-

(a) Consequential train accidents; and

(b) Other train accidents

(a) Consequential train accidents include train accidents having serious repercussion in terms of loss of human life, human injury, loss to Railway property or interruption to Rail traffic. Train accident under following classification will be termed as consequential train accidents :-

Collision	:	All cases under categories A-1 to A-4
Fire	:	All cases under categories B-1 to B-4
Level Crossing	:	All cases under categories C-1 to C-4
Derailment	:	All cases under categories D-1 to D-4
Miscellaneous	:	All cases under category E-1

(b) Other train accidents - All other accidents which are not covered under the definition of consequential train accidents are to be treated as "other train accidents". These

include accidents under categories B-5, B-6, C-5 to C-8, D-5 and E-2.

II. Yard Accidents :

All accidents that take place in a yard and does not involve a train are termed as Yard Accidents. These include accidents falling under categories A-5, B-7, C-9 and D-6.

III. Indicative Accidents :

In real term they are not accidents but are serious potential hazards and include all cases of averted collision, breach of block rule and train passing signal at danger coming under classification F,G and H respectively.

IV. Equipment Failures :

These include all failure of railway equipment i.e. failure of locomotive, rolling stock, permanent way, overhead wire, signalling and telecommunication equipment and include cases falling under classification J, K, L and M.

V. Unusual Incidents :

These include cases related to law and order but not resulting in train accidents and other incidents under classification N, P, Q and R.

For statistical purposes, accidents are further classified into 16 classes from 'A to R' except 'I and O' and further sub-divided into 84 sub-classes as given below :

5.01. Class'A'-Collisions.—

A-1 Collision involving a train carrying passengers, resulting in(i) loss of human life and/grievous hurt and/or (ii) damage to Railway property of the value exceeding Rs. 2 Crores and/or (iii) interruption of any important through line of communication for at least 24 hours.

A-2 Collision involving a train NOT carrying passengers, resulting in (i) loss of human life and/or grievous hurt and or (ii) damage to Railway property of the value exceeding Rs. 2 Crores and/or (iii) interruption of any important through line of communication for at least 24 hours.

A-3 Collision involving a train carrying passengers, not falling under A-1 above.

A-4 Collision involving a train NOT carrying passengers, not falling under A-2 above.

A-5 Other collisions, i.e. collisions occurring in shunting, marshalling yards, loco yards and siding etc. but not involving a train.

5.02. Class "B"— Fire in trains. –

B-1 Fire in a train carrying passengers resulting in(i) loss of human life and/or grievous hurt and/or (ii) damage to Railway property of the value exceeding Rs. 2 Crores and/or (iii) interruption of any important through line of communication for at least 24 hours.

B-2 Fire in a train NOT carrying passengers resulting in (i) loss of human life and/ or grievous hurt and/or (ii) damage to Railway property of the value exceeding Rs. 2 Crores and/or (iii) interruption of any important through line of communication for at least 24 hours.

B-3 Fire in a train carrying passengers not falling under B-1 above but (i) loss to Railway property is Rs. 50,000 or above and/or (ii) interruption to traffic is more than the threshold value and/or (iii) resulting into detachment of coaching stock/ stocks from the train.

B-4 Fire in train NOT carrying passengers not falling under B-2 above but (i) loss to Railway property is Rs. 50,000 or above and/or (ii) interruption to traffic is more than the threshold value and/ or (iii) resulting into detachment of goods stock/stocks from the train.

B-5 Fire in a train carrying passengers not falling under B-1 or B-3 above.

B-6 Fire in a train NOT carrying passengers and not falling under B-2 or B-4 above.

B-7 Fire occurring in shunting, marshalling yards, loco yards and siding etc. involving-rolling stock but not involving a train.

NOTE : In case of an inquiry by a committee into a fire accident in Railway Premises or in a train leading to damage to Railway property and/or booked consignments, a representative of the Railway Protection Force should also be included as a member of the Committee.

5.03. Class "C" —Train running into road traffic, and/ or traffic running into trains at level crossings.—

C-1 Trains carrying passengers running into road traffic and/or road traffic running into such trains at manned level crossings resulting in (i) loss of human life and/ or grievous hurt and/or (ii) damage to Railway property and/or (iii) interruption to traffic is more than the threshold value.

C-2 Train NOT carrying passengers running into road traffic and/or road traffic running into such trains at manned level crossings resulting in (i) loss of human life and/ or grievous hurt and/ or (ii) damage to Railway property and/or (iii) interruption to traffic is more than the threshold value.

C-3 Train carrying passengers running into road traffic and/ or road traffic running into such trains at unmanned level crossings resulting in (i) loss of human life and/ or grievous hurt and/or (ii) damage to Railway property and/or (iii) interruption to traffic is more than the threshold value.

C-4 Trains NOT carrying passengers running into road traffic and/or road traffic running into such trains at unmanned level crossings resulting in (i) loss of human life and/or grievous hurt and/or (ii) damage to Railway property and/or (iii) interruption to traffic is more than the threshold value.

C-5 Trains carrying passengers running into road traffic and/or road traffic running into such trains at manned level crossings but not falling under C-1.

C-6 Trains NOT carrying passengers running into road traffic and /or road traffic running into such trains at manned level crossings but not falling under C-2.

C-7 Trains carrying passengers running into road traffic and/or road traffic running into such trains at unmanned level crossings but not falling under C-3.

C-8 Trains NOT carrying passengers running into road traffic and /or road traffic running into such trains at unmanned level crossings but not falling under C-4

C-9 Shunting engine with or without vehicles or loose vehicles running into road traffic and/or road traffic running into shunting engine with or without, vehicles or loose vehicles, at level crossings.

NOTE : If a road vehicle is not capable of being physically cleared off the track promptly by single person operating it, it should be termed as road traffic for the purposes of classifying such an accident as a train accident, irrespective of its mode of traction.

5.04. Class- "D"— Derailments.—

D-1 Derailment of a train carrying passengers resulting in (i) loss of human life and/or grievous hurt and /or (ii) damage to Railway property of the value exceeding Rs. 2 Crores and/or (iii) interruption of any important through line of communication for at least 24 hours.

D-2 Derailment of a train NOT carrying passengers resulting in (i) loss of human life and/or grievous hurt and/or (ii) damage to Railway property of the value exceeding Rs. 2 Crores and /or (iii) interruption of any important through line of communication for at least 24 hours.

D-3 Derailment of a train carrying passengers, not falling under D-1 above.

D-4 Derailment of a train NOT carrying passenger not falling under D-2 above but loss to Railway property

and/or interruption to traffic is more than the threshold value.

D-5 Derailment of train NOT carrying passengers not falling either under D-2 or D-4 above.

D-6 Other derailments, i.e. derailments occuring in shunting, marshalling yards, loco yards and siding etc. but not involving a train.

5.05. Class "E"— Other Train Accidents.—

E-1 Train running over or against any obstruction including fixed structure other than included under class "C" resulting in (i) loss of human life and /or grievous hurt and/or (ii) damage to Railway property and/or (iii) interruption to traffic is more than the threshold value.

E-2 Train running into any obstruction including fixed structure but not covered up under Class 'C' or 'E-1'.

INDICATIVE ACCIDENTS

5.06. Class "F"— Averted collision.—

F-1 Averted collision between trains atleast one of which is carrying passengers.

F-2 Averted collision between a train carrying passengers and an obstruction.

F-3 Averted collision between trains NOT carrying passengers.

F-4 Averted collision between trains NOT carrying passengers and an obstruction.

5.07. Class "G"— Breach of Block Rules.—

G-1 Trains carrying passengers, entering a block section without any authority or without a proper "Authority to Proceed".

G-2 Train NOT carrying passengers, entering a block section without any authority or without a proper "Authority to Proceed".

G-3 Train received on a blocked line, not constituting an averted collision.

G-4 Train received on or entering into a wrong line at a station or Catch Siding or Slip Siding or Sand Hump etc.

5.08. Class "H"— Train passing signal at danger

H-1 Train carrying passengers running past a "stop" signal at danger without proper authority.

H-2 Train NOT carrying passengers running past a "stop" signal at danger without proper authority.

EQUIPMENT FAILURES

5.09. Class "J" - Failure of Engine and Rolling Stock .—

J-1 Failure of engine hauling a train carrying passengers.

J-2 Failure of engine hauling a train NOT carrying passengers or light engine.

J-3 Parting of train carrying passengers.

J-4 Parting of train not carrying passengers.

J-5 Failure of Rolling Stock such as failure of tyres, wheels, axles, or braking apparatus etc. on a passenger carrying train leading to detachment of rolling stock/stocks from the train.

J-6 Failure of Rolling Stock such as failure of tyres, wheels, axles, or braking apparatus etc. on a train NOT carrying passenger, leading to detachment of rolling stock/stocks from the train.

J-7 Failure of Rolling Stock such as failure of tyres, wheels, axles, or braking apparatus etc. on a passenger carrying train, not leading to detachment of rolling stock/stocks from the train.

J-8 Failure of Rolling Stock such as failure of tyres, wheels, axles, or braking apparatus etc. on a train not carrying passenger, not leading to detachment of rolling stock/ stocks from the train.

J-9 A train or a portion of a train running away, out of control.

J-10 Poor brake power in train but not covered in Class J-9.

5.10. Class "K"— Failure of Permanent Way. —

K-1 Buckling of track.

K-2 Weld failure.

K-3 Rail fracture.

K-4 An unusually slack or rough running or heavy lurch experienced by Loco Pilots of running trains while passing over any length of permanent way leading to blockage of communication.

K-5 Failure of Railway tunnel, bridge, viaduct/ formation/cutting and culvert etc.

K-6 Damage to track of such a nature other than those covered under Class K-1 to K-5 so as to render it temporarily unsafe for passage of trains or likely to cause delay to traffic for period above threshold value.

K-7 Damage to track of such a nature as to render it temporarily unsafe for the passage of trains or likely to cause delays to traffic not covered up under class K-1 to K-6.

NOTE : In above classification those cases detected during regular maintenance and not affecting train movement will not be counted.

5.11. Class "L"— Failure of Electric Equipment.—

L-1 Snapping off or any damage to OHE wire requiring switching off of OHE for more than three minutes.

L-2 No tension in OHE for more than three minutes.

L-3 Pantograph entanglement not covered up under J-1 and J-2.

L-4 Defect in AC or other electrical equipment leading to detachment of a rolling stock/stocks from a train.

5.12. Class "M"— Failure of Signalling and Telecommunication.—

M-1 Failure of part or complete panel/RRI.

M-2 Failure of interlocking/track circuit or axle counter.

M-3 Failure of Block Instruments.

M-4 Failure of point machine and equipment.

M-5 Failure of signal /point.

M-6 Failure of control / station communication for more than fifteen minutes.

M-7 Failure of station to station or station to level crossing gate communication for more than fifteen minutes.

NOTE: Signal/Point and Tele-Communication failures, which were not informed to the concerned staff of the S & T department will not be taken into account under this head.

UNUSUAL INCIDENTS

5.13. Class "N"— Train Wrecking or Sabotage to a train—

N-1 Attempted wrecking of or Bomb Blast or Explosion or Hijacking or Sabotage to a train carrying passengers with or without loss of human life and/or grievous hurt and/or damage to Railway Property.

N-2 Attempted wrecking of or Bomb Blast or Explosion or Hijacking or Sabotage to a train NOT carrying passengers with or without loss of human life and/or grievous hurt and/or damage to Railway Property.

N-3 Attempted wrecking of or Bomb Blast or Explosion or Sabotage to signalling and track or forceful confinement of train running staff on duty and/or passengers but not involving a train.

5.14. Class "P"— Casualties.—

P-1 Person or persons falling out of a running train resulting in loss of human life or grievous hurt.

P-2 Person or persons run over or knocked down by a train resulting in loss of human life or grievous hurt.

P-3 Person or persons run over or knocked down by a train or engine or railway vehicle, not resulting in loss of human life or grievous hurt.

5.15. Class "Q"— Other Incidents.—

Q-1 Accidental or natural death or grievous hurt to any person whether passenger, railway employee or trespasser (or any other person), within railway premises (excluding railway quarters).

Q-2 Murder or suicide in a train or within railway premises.

Q-3 Robbery, attempted robbery, theft or attempted theft in Railway premises, including trains.

Q-4 Fire or explosion within Railway premises but not involving trains.

Q-5 Fire or explosion resulting in damage to Railway bridge and viaduct etc.

Q-6 Blockade to train services due to agitation.

5.16. Class "R"— Miscellaneous.—

R-1 Vehicle or vehicles running away.

R-2 Train running over cattle.

R-3 Floods, Breaches and land slides etc. resulting in interruption of an important through line of communication more than the threshold value.

R-4 Other cases of Floods, Breaches, land slides etc. resulting in interruption to traffic.

R-5 Any accident not included in the foregoing classifications.

NOTE : (1) The term 'cattle' does not include sheep, goats, pigs, dogs, donkeys, rams, ewe and lambs.

(2) A train includes a trolley, lorry, motor trolley, when worked under the rules for working trains.

(3) Collision of an engine against a part of a train left behind in the section or disabled train or a run away vehicle / engine etc. will, however, be treated as a case of collision.

(4) In the event of an accident falling in more than one class, it should be treated as an accident in the highest/higher class. But in accident message, while classifying an accident in the highest/higher class, the subsidiary class or classes should also be indicated.

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CHAPTER VI

MANAGEMENT OF SERIOUS ACCIDENTS

The definition of serious accident is given in para 2.06. Detailed action to be taken in case of serious accident is chronologically discussed in this chapter. In case of serious accident involving loss of human life or grievous hurt or damage to property or serious interruption of any important through line of communication, etc. the duties of different categories of Railway Officials have already been stipulated in Chapter-III of this manual. However, every official who proceed to the site of accident first shall act more efficiently to take the immediate decisions at his own discretion which is best for saving of lives and providing relief until rescue and relief team arrivies.

6.01 Protection of site of accident :

Loco pilot of the train immediately switch on the flasher light of loco and protect the site of accident. On signle line section, LP/ALP shall protect in front and Guard in rear of the train. In case of double line section, if the adjacent line is blocked or if it cannot be ascertained clearly, LP/ALP shall protect the adjacent line and Guard shall protect in rear of the obstructed line as mentioned in SR 6.03.01 and GR 9.10.

Station Master of either direction shall block their instruments in 'TOL' position and line blocked lever/slide collars shall be used on concerned levers/push buttons.

6.02 First Information from site of accident :

Train crew or railway official available at site shall give information of accident by quickest available communication to the station masters of either end, section controller or any

other official with whom he can communicate at the earliest. He shall inform location of accident, clearance of adjacent line, number of coaches derailed, chances of casuality, nature of assistance required, etc.

6.03 Accident Alarm Bell in control office and Sounding of Hooter -

An accident alarm bell is provided in Divisional and Central Control offices under the control of Dy. Chief Controller. On receiving the first information report of serious accident, Dy.CHC shall ring the alarm for 2 minutes to gather all officials of control office. He shall brief the first information to all of his counterparts. Simultaneously, he should also arrange for sounding hooter as mentioned in para 4.12 to dispatch ARME and ART as the case may be.

6.04 Information to Divisional Officials and Controlling station

As soon as the first information of accident is received, each departmental controller has to inform to respective Divisional officers in the following manner who in turn inform to respective HOD/PHOD at zonal HQ. (Refer Appendix-6)

i) CHC / Dy CHC - DRM, ADRM, Operating, Safety, Medical and Central Control at HQ, RMS, Civil, Military and near by hospitals,

ii) TLC/TPC - Electrical,

iii) DPC - Mechanical,

iv) S&T - S&T and Stores,

v) Security - RPF and Police Authorities

vi) Commercial - Commercial, Public Relations,

vii) Engineering - Engineering, Accounts and Personnel

Section Controller shall also inform controlling station about accident. On receipt of information, Station Manager of controlling station shall proceed to the accident site as mentioned in Rule 1.02 (f).

Note : (i) Medical, Accounts and Personnel Departments shall be informed in case of Passenger Train is involved in accident.

(ii) In case goods train, medical department is to be informed in case of any injury to crew/guard.

(iii) Postal authorities are to be informed in case accident of mail carrying trains.

6.05. Working of ARME and ART —

a) Preliminary warning for ARME and/or ART :

(i) If a passenger carrying train does not arrive at the next block station within 10 minutes or goods train does not arrive within 20 minutes after allowing for its normal running time from the station in rear, the Station Master on duty at the Station in advance shall immediately advise the station in rear and the control, and take other actions as detailed in GR 6.04 and SR 6.04.01.

(ii) Without waiting for the message of requirement of ARME/ ART, the section controller on duty on receipt of accident message shall immediately issue a preliminary warning to the nearest station where A.R.M.E van or AR.M.E scale-II is located and also the Crew Controller/SSE (C&W) and the Station Master of the station where the

Relief Train is located, so as to keep them in readiness for despatch pending further information. The Section Controller will also arrange for an engine to be made readily available for sending the ARME and/or A.R.T to the site, or for working as an Assisting Engine, if necessary. On receipt of further information that ARME is necessary, the same should be worked out at once or else, it may be cancelled subsequently.

(b) Despatch of ARME/ART :

(i) Instructions as regards ordering and despatch of accident relief medical equipments and accident relief train have already been stipulated in para 4.14 of this manual.

(ii) Movement of ARMV and ART should never be clubbed together. ARME and ARTs should be despatched within stipulated target time. These should not be stopped any where enroute for picking up any one except for loading of relief material.

(iii) Two operating shunting staff of base station of ARME/ ART should be nominated as break down shunting staff. Their duty involve (a) quick shunting operations for despatch ARME/ART and (b) attend the station immediately on hearing the hooter. These duties are in addition to normal duties and they are eligible to draw break down allowance like other break down staff. This must be ensured.

(iv) However, in case of accident with injuries where the site of accident is approachable by road, immediate action should be taken to rush with the medical aid if can be reached more quickly by road than train. For this purpose, the Railway's Road Ambulance vans should be kept in proper working condition, so that they are fit to undertake long journeys. Alternative road vehicles of the Railway may also be earmarked for transporting medical officers, paramedical staff and disaster equipment to the site of accident.

(v) The Railway Medical Officer at a place where scale-ll equipment has been provided shall proceed to the site of accident with his medical gang and entire scale-ll equipment by first available means. For this purpose, any suitable rail or road vehicle shall be kept nominated normally. In case the nominated vehicle is not available or has become defective, an alternative arrangement must be made to transport the medical team and equipment even as per the procedure as mentioned in sub para (b) above. Considering the type of the accident, a part of the scale-ll equipment may also be taken by the medical team with them.

6.06 Transport Arrangement :

Maximum number of Railway vehicles including vehicles of officers shall be moved to accident site for transportation of injured, man and material. Adequate number of road vehicles can be hired as per requirement.

6.07 Officers required to go to site :

At division, DRM along with MS, SR.DME, Sr.DSO, Sr. DSTE, Sr.DCM, Sr.DSC, Sr.DEE(G), Sr.DEN(Co), Sr.DEE(Tr.D)/Sr. DEE (OP) should move to the site and other officer shall present in Divisional Emergency Cell.

At Zonal HQs, GM will proceed to the site and COM shall stay in Central Emergency Cell at HQ for co-ordination work. Department wise, designation of officers who are

required to go to site and to stay at control office shall be decided by concerned CHOD/PHOD.

6.08 Opening of Emergency Cell :

Inorder to share the information of assistance, relief, rescue and restoration from accident site to various locations, divisional and Zonal HQ emergency cells shall be opened at Division and Zonal HQ at Multi Disaster Resistant Control Room. Fixed telephone numbers should be provided exclusively for permanent use of emergency telephones during accident. These numbers shall not be used for any other purpose. These telephone numbers are given at appendix -16.

a) Divisional Emergency Cell : The cell shall be opened in the Multi Disaster Resistant Control Room. This will exercise control, coordinate and arrange supplementary assistance to the site of accident. Sr.DOM/DOM shall function as Divisional Emergency Officer. Frequent bulletins from control shall be transmitted to zonal emergency cell. Requirements of all departments for movement of men and material to the site of accident shall be conveyed to the Divisional Emergency Officer who shall arrange their movement. This cell shall inform the Zonal Emergency Cell about any requirement from adjoining divisions and zones.

b) Zonal Emergency Cell : At Zonal HQ, Emergency Cell shall be opened in the Multi Disaster Resistant Control Room. CPTM shall be the Chief Emergency Officer who will be overall incharge of the cell. This will assist the division to cope up with the requirement of men and material and supplement the assistance from adjacent divisions/ zones. This cell, if necessary arrange for assistance from Defence, Paramilitary establishments, State Govts, etc.

(c) Manning of Divisional/Zonal Emergency Cell : Divisional and Zonal Emergency Cell shall be manned round the clock by officers. In addition to officers of the operating department, officers from all other branches shall also be deputed round the clock. Concerned branch officer shall prepare duty list of their branch officers to man the cells round the clock till restoration is made. There should be atleast 2 hours gap between the duty roster of officers of Division and HQ so that information can be shared without any confusion. They should also give updated information to the helpline booths.

(d) Liason with Railway Board : Zonal Emergency Cell sall maintain constant liason with Safety Directorate's Emergency Cell in Railway Board. 3 hourly progress report on the rescue and relief work shall be communicated to Board. Zone will take assistance of Board ...

i) in getting material, locos and other relief arrangement from other Zonal Railways.

ii) Regulation of coaching and freight trains

iii) Opening of helpline booths at important locations enroute of the illfated train.

iv) Movement of MR/MOSR, CRB and other Board Members to the site of accident.

v) to get assistance of Defence, Para Military and State/Central Govt. agencies.

6.09 Dealing with Injured and Dead : General policy in case of accidents in which casualities occur is that of rapid evacuation to hospitals after rendering immediate and necessary first-aid treatment. Most trauma patients who have experienced shock and remain in that state of shock

for long duration will die. Medical attention within the first one hour of accident is very crucial to save the lives of pasengers. **This hour is called Golden Hour**. Therefore the officials who reach first at site shall make every endeavour to extricate the injured passenger and shift them to nearby Govt./Railway Hospital after giving first aid. If no Govt./Railway Hospital is available nearby, victims can be sent to nearby private hospitals. Full powers in this connection will be exercised by General Manager.

Following action shall be taken :

a) Maximum number of doctors should be deputed for this activity.

(b) On arrival at the site of accident, the Railway Medical Official after affording medical aid as best as possible, arrange for the removal of the injured promptly from the site of accident to the ARMV, nearest Railway, Civil, Military or private hospitals considering the seriousness of the injury and with the help of all available assistance. As far as possible a Railway Medical Officer must accompany the injured to the hospital and see that they are properly accommodated for further treatment.

(c) Each of the seriously injured persons must be given a ticket, showing his name and address, name and address of nearest relative, the time and place of accident, probable diagnosis and treatment given. This ticket may be placed round the neck of the disabled or unconscious for guidance of the hospital and which may be eventually removed.

(d) Officers of all departments including construction shall give every possible assistance to the Medical Officer

in his effort to reach the site of accident with his team and medical aid as also for shifting of the injured.

(e) Train carrying injured persons from the site of accident shall be given priority over all other trains. The Controller and Deputy Chief Controller on duty of the section shall be responsible to arrange absolute priority for its journey. On non-controlled section or in case of suspension of control system, the Station Master on duty at the stations concerned must take every action in time to intimate the fact to the station in advance for running of such train on top priority and without any detention at any point.

(f) In case, the injured persons are admitted in non-railway hospitals, the seniormost Medical Officer of the division will maintain close liasion with the hospital authority in order to ascertain the latest condition of the injured persons. If necessary, visit shall also be made to such hospitals.

(g) The seniormost Medical Officer of the division/ Hospital shall be responsible to ensure recording the details of injuries and the treatment undertaken for each case as also the further disposal particulars of the injured.

h) A complete list of the injured persons and dead with full particulars of the injuries, etc. shall be prepared separately by senior most medial officer with as much as information available with them.

i) Medical and Commercial staff should be deputed at each hospital to get the updated information till the seriousness of the injured exist.

j) Dead bodies taken out from coaches should be stacked at quite some distance from the track. Dead bodies should

be covered with shrouds/placed inside a plastic bag with zip and disposed as early as possible. A label having information about the person died should be tied with the body. Photography/Videography of the bodies shall be taken for identification, to be coordinated by medical department. In many cases relatives decide to perform last rites at the place of accident itself. In such case, railway render appropriate assistance to relatives for performing last rites.

k) Exhibition of lists of dead and injured :

(i) A complete list of the dead and injured must be exhibited at a conspicuous place at the site of accident, and if the accident has taken place between two stations, this list must be exhibited at both the adjacent stations. In addition, lists must also be exhibited at important station(s)/ helpline booths; on each direction for suitable information of relatives and public. A list of such passengers should be available with commercial controller.

(ii) Responsible officials must be deputed at the station/helping booths where such list are exhibited to attend to all inquiries made by relatives and public, and to collect further information of the dead and injured where necessary.

(iii) In case of persons killed who have not been identified, their bodies should be serially numbered by means of small legible number inscribed on placard which should be placed at the head of each body and the bodies with their numbers should be photographed before they are disposed off.

(iv) In case of unidentified dead bodies, a complete description including approximate age, sex, complex etc. must be noted as also the description of clothing, jewellery and any other marks of scars on the body that may assist later in identification.

6.10. Relief to the victims, Passengers and their relatives :

Injured passengers and their relatives are to be treated with utmost courtesy, concern and sympathy to alleviate their trauma and discomfort. In case of loss of human life or injuries to person(s), broadly, relief arrangements constitute the following.—

a) Opening of Helpline enquiry booths : To provide information regarding injured and dead; diversion, cancellation and short termination of trains, helpline enquiry booths shall be opened by commercial department at originating, terminating, junction stations, Divisional headquarters, Zonal headquarters, etc. These shall be manned round the clock by staff having knowledge in English, Hindi, Regional language, etc. who shall get the updated information from Divisional/Zonal Emergency Cell. They pass on information to the relatives of passengers about the location of passenger, condition of passenger, hospital details in which passenger is admitted, etc. Telephone Numbers of Help line booths in East Coast Railway is given at Appendix-15.

b) Supply of refreshments, food and beverages to the passengers and staff at the site of accident —

(i) Refreshment, food and beverages may be supplied free of charges to the affected passengers in an accident, either they are injured, uninjured or stranded at the site of accident or at stations where they are shifted for further action. These may be arranged from the Railway and/or outside sources as necessary.

(ii) The Senior Divisional Commercial Manager or in his absence the Divisional /Assistant Commercial Manager will be responsible to take all necessary action from any source for the purpose mentioned in para (i) above. The Station catering officials/ Vendors should be called for assistance whenever required.

(iii) Supply of free refreshments, food and beverages to the injured/uninjured passengers of the affected train should be made at a reasonable scale.

(iv) The Seniormost Officer at site shall have the powers to arrange conveyance for the affected passengers free of charge by any available mode of transport and also to incur expenditure if necessary for supplying free food to the injured & uninjured passengers and for carriage of passengers luggage etc.

(v) Proper account should be kept of the expenditure incurred duly supported by the vouchers to enable post-audit of the same after the event is over. A statement of the expenditure incurred should be signed and put up by the authorised officer to the Divisional Railway Manager within

a period of one month after the accident for his sanction duly post-audited with reference to the funds provided for on this account as also the supporting vouchers for the expenditure incurred. In case any specific area where glaring instance of excess expenditure in comparison to the event is observed, it should be specifically brought to the notice of Divisional Railway Manager so that corrective action for non-recurrence of such a situation in future, is taken. The General Manager will lay down, in consultation with the FA & CAO, from time to time, the overall limits for the purpose of sanctioning of expenditure, beyond which specific sanction of the General Manager with finance concurrence may have to be obtained for regularising the expenditure after the event in such cases. The post-audit report should incorporate the various aspects of item-wise report and observations of Sr. DFM/DFM and clarification of the authorised officer for sanction by the competent authority. The check note of the Sr. DFM/DFM should indicate the extent of check that was possible with reference to vouchers submitted.

(vi) Free food will also be supplied to the staff, including officers, engaged in restoration operation at the site of accident and under the supervision of a responsible official. Where free food is supplied, payment of diet allowance is not permissible. However, no special arrangements will be made for officers separately nor will cash reimbursement in lieu of free food be permissible. Proper account should also be kept by the official arranging food and put up to the competent

authority for post-facto sanction. Other necessary facilities required for the staff engaged in restoration may be extended to them for smooth operation of restoration work.

(vii) Break down allowance shall be payable to the staff attending brakedown duties as per rates revised from time to time.

c) Despatch of free messages, in case of serious accidents.—

Message to the close relatives conveying the news of safety of those travelling by a train involved in a serious accident should be despatched free of cost. However, the circumstances under which such message should be sent free of cost would depend on the merits of the case. The senior-most officer-in-charge of the local arrangement should decide and approve in each case when this facility is to be granted. This message should be issued by most expeditious means of communication to the contact person, the address of which may be found with the injured or dead or from any other source. Other instructions in this regard are issued from time to time.

d) Payment of Ex-gratia/Compensation :

(1) (a) In the event of a train accident resulting in the death of a passenger travelling by the train, compensation should be paid irrespective of whether bonafide authority to travel has been produced or not.

(b) The amount of ex-gratia relief payment to the dependents of dead or injured passengers involved in train accidents or untoward incidents as defined under sections 124 and 124A should be as under —

(i) In case of death - Rs. 15000/-

(ii) In case of grievous injuries-

- upto 30 days of hospitalization-Rs. 5000/-
- upto further 6 months of hospitalization - Rs.1000/- per week or part there of the period of indoor treatment.
- up to further 6 months of hospitalization - Rs. 500/- per week or part there of the period of indoor treatment.

(iii) In case of simple injuries - Rs. 500/-

(c) The maximum period for which ex-gratia payment is payable to the grievous injured will be 13 months.

(d) The period of treatment as indoor patient for more than 30 days would need to be certified by a railway doctor for the purpose of ex-gratia payment. In case the injured is taking treatment other than Railway Hospital, the treatment has to be certified by a railway doctor.

(2) No ex-gratia payment would be admissible to the trespassers, persons electrocuted by OHE and road users at unmanned level crossings.

(3) The amount of ex-gratia admissible to road users who meet with an accident due to Railway's Primafacie, liability, at manned level crossings, would be as follows :—

(i) In case of death - Rs. 6000/-

(ii) Grievous injuries - Rs. 2500/-

(iii) Simple injuries - Nil.

(4) Ex-gratia payments should also be made to railway servants killed or injured while on duty by a moving train, for example working on track and run over accidentally by a moving train.

(5) Payments should be sanctioned/arranged preferably on the spot by a senior scale or Higher Officer nominated by the General Manager after making such enquiries as can be reasonably made on the spot after the immediate need by way of medical attendance etc to injured persons are attended to.

(6) These ex-gratia payments except, in the case of road-users at manned level crossings, are not to be taken into account at the time of disposal of the formal claims for compensation.

(7) In order to ensure that the payment is made to the actual person involved in the accident, the officer making the ex-gratia payment should record all evidence in writing after satisfying himself as also regarding the bonafide kith and kins of the injured/ dead in the cases the payment is required to be made to them.

(8) Sr. DCM/DCM shall keep coordination with Sr. DMO for the purpose and arrange payment of ex-gratia every week at the doorstep of injured person.

NOTE :- Those walking along the track and whose presence on railway premises is not connected with the business of the Railway are to be treated as trespassers.

e) Accommodation to the relatives of the deceased.—

As an additional relief measures to the persons involved in train accidents and to their relatives, who arrive at the site of

accident/hospitals, the relatives of the deceased may be allowed to use the waiting rooms and/or retiring rooms free of charge if considered necessary, without detriment to the convenience of other passengers.

f) Issue of complimentary passes to the victims of the railway accidents.—

Complimentary passes may be issued to the next of kin of victims who are discharged from the hospital as also to the surviving victims as per the instructions issued from time to time. However, while issuing such passes, sufficient safeguard may be adopted so that these passes are not misused.

g) Running of special trains for victims/Passengers/ Relatives :

Special passenger trains for carrying relatives to the site of accident shall be run from originating and destination stations having same stoppages as that of ill fated train for picking up relatives enroute. This shall be coordinated by Zonal Emergency Cell and Board. A special train either with unaffected coaches of the illfated train or another rake shall be run up to the destination to carry uninjured/first aid given passengers.

h) Assistance to be rendered to the relatives/next of kin of dead passengers :

Correct information regarding place/hospital where dead bodies are kept should be given. If available, phtography / Videography of dead bodies may be shown for identification. After satisfying that the dead body is related to them, they shall be handed over to them after obtaining medical death certificate from railway doctor and post mortem report from a govt. doctor.

They shall be given ex-gratia payment and forms for lodging claim for compensation through RCTs. They shall also be arranged for their return journey back to their native place.

i) Relief to the minor children left as orphans.—

In case parents are killed in the accident and minor children travelling with their parents are left as orphans and no relatives come forward to take charge of the children, relief to such orphans may be arranged as per the extant rules.

6.11 Advice to other passengers and/or consignors regarding accident.—

a) Whenever it is known that there will be difficulty in getting passengers, mails, parcels, luggages or goods traffic through on any part of the line owing to any accidents, etc. though a notice for stopping through booking may not have been received, the Station superintendents / Station Masters shall arrange to give information of the fact to the passengers and/or consignors who may take a decision in regard to their journey and/or booking of parcels, luggages and goods.

(b) In case passengers already booked and wish to return or cancel the ticket for abnormally delayed on account of an accident, the Station Superintendents / Station Masters or Commercial staff as the case may be should take all necessary action promptly in regard to refund of fare or endorsement on the tickets as per rules.

6.12. Transhipment Arrangements.—

a) In the event of an accident, when it becomes obvious that the line will remain suspended for a longer period,

the transhipment of passengers, etc., from one train to the other may be commenced with the least possible delay. When the transhipment is considered necessary, the Senior Divisional Operations Manager will arrange to issue all concerned message for necessary arrangements.

(b) The Senior Divisional Commercial Manager or in his absence, the Divisional / Assistant Commercial Manager of the Division will be in charge of the transhipment of passengers, their luggages, mails and parcels, etc. The guard of the train will be responsible to ensure that the parcels are transhiped correctly. In case of emergency, the Commercial Inspector of the section may take charge of the transhipment work till the arrival of the Commercial Manager as mentioned above.

Passengers and luggages should be sent by the nearest available route when transhipment is not feasible or not considered necessary.

(c) Transhipment of Postal mails : The person in charge of the transhipment work must give a special attention in the transhipment of postal mails. It should be ensured that during the transhipment, the mails are accompained by the sorter/person in charge of the postal mails.

(d) Transhipment of Travelling Cash Safe : In the event of an accident, when transhipment of Travelling Cash Safe is considered necessary, the person-in-charge of the transhipment work must take a special care in regard to its proper arrangement for transhipment and protection in co-ordination with Security Department. However, cash safes usually sent by the route interrupted, will be despatched normally by alternative routes. The person

in charge of the work should issue all concerned message in this regard.

6.13. Maintenance of Accident log book —

(a) Accident log must be maintained in the Divisional Control Office/Emergency office of the division by CHC/ Dy.CHC on special duty and in the Central Control/Emergency Office at Chandrasekharpur, Bhubaneswar by CHC/Dy.CHC on shift duty in which record must be kept in chronological order of all information and action taken in connection with the accident. Overwritings and correction should be avoided while recording entries. The log must include the following:—

(1) In Divisional Control Office/Emergency Office—

(i) Date and time the control was informed of the accident.

(ii) Location at which the accident occurred.

(iii) Short description of the accident and detailed particulars of the train(s).

(iv) Particulars of the assistance called for.

(v) Time of sounding hooter and information given to all concerned officials.

(vi) Time of medical relief equipment ordered, left for site of accident, reason for late start from base station, enroute ditention, arrival at site, etc.

(vii) Time relief train was ordered, left for site of accident, reason for late start from base station, enroute ditention, arrival at site, etc.

(viii) Officials accompanied ART/ARME or by road and time of arrival at site.

NOTE : In regard to items (vi) and (vii), if relief trains arrived from different stations, particulars of all such trains must be maintained separately with locomotive and composition.

(ix) Details of the accident, such as number and details of persons killed, and of those sustained grievous, simple and trivial injury, number of vehicles derailed, capsized, details of damages, probable suspension of traffic, primafacie cause of accident, approximate cost of damage, etc.

(x) Seniormost officer at site is only authorised to communicate the prima-facie cause of accident.

(xi) Complete record of all important telephonic conversations with the officials concerned in connection with the accident as also with the officials at the site.

(xii) Complete record of all instructions issued or received in connection with the accident.

(xiii) Progress of rescue services and relief operation.

(xiv) Number and description of passenger carrying trains affected indicating their detention, diversion and cancellation, as also total number of other trains affected.

(xv) Date and time, obstruction was cleared, coach/wagon wise,

(xvi) How the damaged vehicles were disposed of,

(xvii) Date and time the track was made over for running of traffic,

(xviii) Date and time of normal working resumed,

(xix) Time and number of first train allowed to pass after resumption of normal working,

(xx) Detailed reasons if first commercial train does not move within 30 minutes from resumption of normal working.

(xxi) Any other item if necessary.

(2) In Central Control / Emergency Office at Chandrasekharpur, Bhubaneswar —

(i) Date and time the control was informed of the accident.

(ii) Location at which the accident occurred,

(iii) Details of the accident, such as nature of accident with its location, number of vehicles derailed/capsized, number of persons killed and of those sustained grievous, simple or trivial injury, details of damages, probable suspension of traffic, prime facie cause of accident, approximate cost of damage, etc.

(iv) Information given to all concerned officials,

(v) Details of the assistance called for,

(vi) Time medical relief equipment was ordered and arrived at the site of accident,

(vii) Time relief train was ordered and arrived at the site of accident.

(viii) Complete record of all information received and instructions issued,

(ix) Progress of rescue services and relief operation,

(x) Number and description of passenger carrying trains affected indicating their detention, diversion and cancellation, as also total number of other trains affected.

(xi) Date and time, obstruction was cleared, track made over for running of traffic and normal working resumed.

(xii) Detailed reasons if first commercial train does not move within 30 minutes from resumption of normal working.

(xiii) Any other item if necessary.

(b) Log shall also be maintained at the site of accident by nominated safety counsellor of Sr. DSO. He will note down all the events in chronological order at the site and transmit to control/emergency cell of the division.

(c) The Chief Controller/Emergency officer will be responsible to ensure that the log registers are maintained in the control/emergency offices as mentioned above. Similarly, Sr. DSO/DSO at the site of accident will be responsible to ensure maintenance of log registers at site till normal working is resumed.

6.14 Analysing cause of accident at site :

i) Preservation of clues : (a) Officer or senior subordinate of any department who may happen to be present at

the time of an accident or who first arrives at the scene of an accident shall, irrespective of whether he is on or off duty, record the statements of the staff concerned and take whatever steps may be necessary to record or preserve evidence which subsequently might not be available. All clues shall be preserved with a view to enable reconstruction of the scene at a later date. This is essential even though the civil and police officials who have inspected the scene of the accident and photographs may have been taken. For this purpose, the concerned official shall specially take steps to note the condition and exact position of - (i) Vehicles, (ii) Track, (iii) points, (iv) signals, (v) levers operating the points and signals, (vi) Breakage of axle, spring, locking bolt and cotter etc., (vii) Any obstruction, (viii) Any tampering, (ix) Engine and its speed recorder, etc. This should be done before commencement of actual restoration operation.

(b) A complete rough dimensioned sketch of the accident showing the position of vehicles and their condition, permanent way including any detached damaged components, should be made out by the Engineering official and signed by the concerned Sr.Sub-ordinates jointly along with joint note. In case of any signal or level crossing at the site of the accident, a detail position of the same should also be indicated in the sketch.

(c) In case of sabotage and suspected sabotage, every possible action shall be taken to ensure that any finger prints or foot prints observed at the site of accident are not obliterated. Action shall also be taken to note and preserve the foot prints and finger prints carefully for further necessary action.

(d) Statements of responsible passengers or eyewitnesses with their names and addresses who may have witnessed the scene of accident should be recorded which may have a bearing on the cause of the accident afterwards when an officer bringing out any noteworthy points. These statements should be signed jointly by the passenger/ eye-witness, Railway Official and Civil or Police authority.

(e) The Railway Official/Supervisors who may happen to be present at site at the time of accident or who arrives first at the site of accident, shall also scrutinise, the train register/Logbook, Station Diary, Private number book, Caution Order, etc. and initial them with date and time indicating the irregularities noticed. In case these records are connected with the cause of the accident, immediate action must be taken to seize the relevant records and seal. In case where defects of any instrument or/and interlocking gear may have caused or contributed to an accident, the instrument or/and the interlocking gear concerned shall be sealed and not be opened/used except on the authority of the Divisional Railway Manager or his duly authorised representative.

(f) In case of serious accident with loss of human life or grievous hurt, the restoration work should normally be limited to the removal of dead bodies and injured persons from the debris, if any, and wherever possible communication may be restored by laying a diversion, if it is expected that the Commissioner of Railway Safety may have the benefit of personal examination of the site of accident undisturbed. In case, circumstances compel the removal of debris in part or whole before arrival of the Commissioner of Railway Safety at site, complete and detailed notes should be

recorded by the senior most officer present/Sr.DSO after witnessing by the officers of department concerned. The notes should be given to the Commissioner of Railway Safety on arrival. All sleeper, rails, vehicles in part or whole and other fittings removed from the site under the emergent circumstances should be carefully preserved for inspection by the Commissioner of Railway Safety. In such cases, telephonic permission of CRS should be obtained to start the restoration work.

(g) Whenever possible, photographs of the wreckage shall be taken, which may afford the clue to the cause of the accident. For this purpose, the procedure laid down in para (iii) below should be followed.

(h) In all cases of derailments, the marks on the wheels of engine and/or vehicles and marks on the permanent way (rails, sleepers, fish plates etc.) in respect of the wheels mounting on and dropping from the rails, the wheels riding on the ballast, etc. shall be specially looked for and recorded. The position of rails, sleepers, fish plates, fish bolts, nuts, etc. which bear marks as a result of the accident, especially between the points of mount and drop shall be marked and numbered serially with chalk or paint and carefully preserved. Defects and damages to rolling stock shall be examined in details and recorded immediately after the accident as also the details of the loads i.e. weight, contents, evenly or unevenly loaded etc.

(i) Any engine, vehicle or other material involved in an accident which is likely to be required for exhibition

before any higher official or enquiry committee must be set apart and must on no account be utilised for the purpose of working of the Railway, till it is examined by the said official. In case of train parting due to breakage of rolling stock draw gear, the broken material shall be kept under the custody of station master for joint inspection.

(j) Speed recorded in the locomotive should be examined including its chart. The same may be seized with the signature of the Loco Pilot at the reverse side of the chart.

(k) In case of serious fire accident in train, after the fire is put out, the affected coaches/wagons or the portion of the Railway property which caught fire should be preserved carefully for inspection by Forensic Scientist.

The Railway Officials/Supervisors who may happen to be present at the time of accident or who arrive first at the site of accident shall see that the fire is completely put out and nothing which can lead to provide evidence for the cause of fire including affected coaches/ wagons is disturbed. However, the Coaches/ Wagons may be drawn out from the site cautiously, if position permits in order to clear the obstructed section and be kept on the siding nearest to the accident spot with the permission of competent authority.

(l) One photographer with Camera and necessary equipments should form integral part of the group of staff who accompany the ARME and ART in case of an accident on short notice. All possible action should be taken for preservation of the clues in order to enable reconstructing of scene of accident with reliability.

ii) Examination of Permanent Way, Loco, Rolling Stock before restoration :

(a) For the purpose of ascertaining the actual cause of the accident, it is necesassary to examine and take readings of track and rolling stock. Measurement and reading chart is given at Appendix -2. The detail examination notes should be precisely worded specifying all the various features which come to notice. In addition to what have been indicated in Appendix-2, a special note should also be prepared on the following points :—

(i) wheel marks on sleepers, rails and other fittings, distance between the corresponding marks :

(ii) damage to rails, sleepers and other fittings;

(iii) the place(s) where loose fitting or parts of damaged fittings were found;

(iv) whether coach screws or spikes were found missing, if so, from where and what was the condition of holes on the sleeper(s) from which these fittings are missing.

(v) condition of each sleeper involved in the accident;

(vi) whether the fish bolts of the displaced rail show any mark of violence ;

(vii) whether any fish plate has been found broken or bent;

(viii) the curvature of every rail involved, in serial order;

(ix) whether the rail ends at the displaced joint(s) had any dent or bury and if so whether the bury is vertical or horizontal;

(x) the position of wheels of vehicles in relation to the displaced rail, indicating the original alignment of the displaced rail;

(xi) examination of track in rear of the site of accident for atleast 800 metres indicating the wheel marks, grazing marks on the side of the rail etc., and streaks on the rail table;

(xii) whether any kind of obstructions found placed on the track or/and adjacent to the track, if so, the kind of obstruction and its present position etc;

(xiii) condition of engine in details and an inventory of the contents of engine tool box;

(b) (i) A detailed examination of the engine(s)and coach(es) or wagon(s) involved in accident must be done jointly on the spot or when they have been drawn to a suitable location by Sr. Sub-ordinates/ Officers. In case any defect noticed such engine(s) and coach(s) or wagon(s) should be carefully preserved for examination by enquiry committee/ CRS.

(ii) The necessary vacuum or air brake test to ascertain the correctness of vacuum or air brake fittings should, however, be made just after the stock has been drawn to a suitable nearest station.

(c) While preparing the joint examination note, a particular comment should be made with regard to damages or/ and deficiencies which are likely to cause of the accident as to whether such a damage or deficiency appeared to be fresh or old.

(d) Preparation of sketches -

Rough sketches should be drawn on the spot showing all the measurements, damages and deficiencies etc. The sketches should be signed jointly by the officials as mentioned in sub-para (b) above.

iii) Photography and Videography :

Video and Photography have an important role in finding the facts of the accident. On receipt of serious accident message, Sr.DSO will arrange for videography and photography of all essential features viz., position and condition of track, loco, rolling stock, etc., along with clues which in future helps in arriving decision to know the cause of accident. Video of essential features of relief and restoration should also be covered in order to produce the same before enquiry committe, if required. Still photography should also be undertaken extensively for its obvious advantages. The photographs should be taken from a vantage point and from as many angles as possible so as to give a bird's eye view.

In addition to this, same arrangement may also be made from Chief Safety Officer. While taking video and photography, it should be ensured that the date and time of the scenes must come on video/photoes.

These should be secured as part of evidence and provided at any time before enquiry committee. Such photography and videography shall clearly indicate :

a) Severity of the accident

b) Illustrate the damage to P.Way, Rolling Stock, Signal, OHE and other structures and equipment.

c) Victims, dead and unidentified bodies for identification.

d) It should be ensured that video or photography of a serious accident are prepared not by taking clippings here and there but in a continuous manner by specifically showing the position of coaches, track and the clues. These should be produced before inquiry committee without editing.

6.15 Preparation of Joint Note by Sr.Subordinates :

a) In all cases of accidents, "Joint Note" of Sr. Subordinates should be prepared at the site before restoration work is started.

b) The only and first document which is prepared at the site of accident is "Joint Note" signed by concern department supervisors. Since it is prepared at the site itself with clues and sketches, it is more authentic and should be taken into consideration in further inquries, if any.

c) Generally concerned sectional Senior Subordinates of the Operating, Civil Engineering, Mechanical, Signal and Telecommunication and Electrical Departments, etc. as the case may be shall sign "joint note" with the relevant particulars. Statements of concerned staff should be taken on spot. Preparation of Joint Note should be co-ordinated by Sectional DTI and submit to Sr. DSO within 24 hours from the time of accident.

d) On ar'rival at the site of accident, the Senior Subordinates after detailed examination of the site record and/or preserve the evidence which subsequently might not be available, shall mention in the "joint note" along with sketch and readings as soon as possible indicating the prima facie cause, so as to commence the restoration operation. If any of these officials do not agree to the cause of the accident, he may furnish his remarks thereof in the joint note. The Sr. DSO/officer incharge at the site should ensure preparation of Joint Note before starting restoration work.

e) Officers should not interfere in preparation of joint note and sr. subordinates should not ask permission, take consent or consult their officers before signing the joint note. Actual facts should be mentioned in the note.

f) It should be ensured that Sr.Subordinates deputed to prepare the joint note are specially nominated and sufficient time should be given for this purpose. They should not be disturbed or assigned any other duty till they complete this work.

g) Sr. DSO/DSO should scrutinise the joint note and ensure that the joint note is complete in all respects. Concerned Sr. Subordinate shall not be relieved unless preparation of joint note is completed.

6.16. Police attendance —

(a) When any accident of any description usually attended with loss of human life or with grievous hurt as defined in Indian Penal Code or accident to a passenger carrying train or sabotage or train wrecking or attempted train wrecking or cases of running over obstruction on line or passenger falling-out of train or fire in train or accident

with serious damage to Railway property of the value exceeding Rs. 2 Crores or in the cases of landslides or of breaches by rain or flood, which cause the interruption of any important through line of communication for at least 24 hours, the District Superintendent of Police of the District in which the accident has occurred or such other Magistrate or police officer as may be appointed in this behalf by the State Government concerned. The Superintendent of Railway Police, the officer-in-charge of the police station within local limits, the officer-in-charge of the Government Railway Police and the Officer-in-charge or the Railway Protection Force must be intimated by telephone or through special messenger or such other quick means as may be available, with the details of the accident.

(b) Attendance of police and/or civil officials at the scene of the accident must be made as soon as possible in the cases as mentioned in sub-para (a) above in order to observe the disturbance if any, there has been on the line, other evidence as to the cause of the accident and to keep guard over any loose materials which may be lying about as also to safeguard the passengers luggage and mails etc. if any.

(c) In case of Railway accidents, permission of the State Government or clearance of the Police is not required for launching rescue operations for the purpose of saving human lives which inter alia may also involve handling/ shifting the rolling stock (locomotives, wagons and coaches) for extricating the trapped passengers. However, police clearance is required for restorarion works at the site of accident, if sabotage is suspected.

6.17 Restoration :

a) Assistance from adjoining Divisions/Railways :

DRM or Officials of Mechanical and Engineering Department should make an immediate assessment of requirement of men and material for restoration. Accordingly, make arrangements to move their own resources and inform to Divisional Emergency Cell regarding additional assistance if any, from adjoning railways.

i) Requirement should be given to Central Emergency Cell at Zonal HQ.

ii) For this purpose, the Deputy Chief Controller on duty in the Divisional Control Office of the Division on which the accident has occured will issue an immediate control message to the adjoining Division(s) concerned. The Divisional Officers concerned of both the Divisions shall ensure that all necessary actions are taken in arrangement of assistance.

iii) In case of an accident occurs on a Railway and at a place nearer to a junction point of other Railway, the nearest Railway should invariably despatch its own Relief Train, Medical Relief Van, etc. to the site of accident. Similar assistance should also be arranged from other division/railway whenever additional assistance is required considering the seriousness and location of the accident.

b) Movement of Tower Wagon :

If the Tower wagon or wiring train or traction motor trolley is required to be sent to the site of accident, the Section

Controller, on request from Traction Power Controller or SSE/ SE(OHE) shall arrange for quick passage of the same. This will have preference like a Relief Train. Similar preference should also be given for the material train in an emergent requirement of labour and / or material at the site of accident.

c) Handling wrecks involving wagons/oil tanks, etc :

(i) Action in any particular case will depend upon the existing conditions and good judgement will be necessary to avoid disastrous fires on one hand and useless sacrifice of valuable property on other.

(ii) When any oil Tank(s) /wagon(s) etc. are found leaking, all lamps or fires near them that can possibly be dispensed with should be extinguished or removed. Incandescent electric lights or portable electric flash lights should be used. Lamps necessarily used for signalling purpose should be kept faraway of such tanks/ wagons. Such tanks/ wagons should not be approached with any kind of fire including pipes or cigarettes, etc., nor any fire be ignited nearby. Blowing of wind towards the ash-pan and firebox of a locomotive is also a source of danger. Whenever practicable, the work of handling of wrecked oil tank/wagon etc. should be done during day light.

(iii) During relief operation to prevent explosion of loaded tank wagons, the manholes should be opened, where safety valves are not provided.

(iv) Effort should be made to prevent the spread of oil over a large surface by collecting it in vessels or

draining it into a hole or depression at a safe distance from the track, when necessary trenches should be dug for this purpose.

It is not safe to drain inflammable oil in large quantity into a sewer since vapours may thus be carried to distant points and there ignited. Care should be exercised not to permit of oil to drain into streams of water which may be used by irrigation plants or for watering stock. Dry earth spread over spilled oil will decrease the rate of evaporation and the danger. A stream of oil on the ground should be covered with dry earth thrown on the liquid as it collects.

(v) Sudden jerks that might produce sparks or friction should be avoided. When possible the wrecked oil tanks/wagons should be carefully jacked into position, after removing other vehicles and goods or parcels that might be damaged by fire. Only as a last resort to meet an emergency should wrecked oil tank/wagon etc. be moved by dragging, and when this is done, all persons should be kept at a safe distance.

(vi) No unnecessary attempt should be made to transport a damaged oil Tank/Wagon from which inflammable liquid is leaking. If wrecked or derailed and not in a position to obstruct or endanger traffic, its leak should be stopped as far as possible and be left under guard until arrangement is made for the transfer of the liquid where practicable into another tank or vessels of sufficient capacity.

(vii) Even a tank that is not leaking is also liable to be captured by use of slings and the slipping of chain slings may produce sparks. Saving of the contents of the tank is not as important as the prevention of fire. So a good judgement will be necessary to avoid disastrous fires.

(viii) An empty or partially empty tank is liable to contain explosive gases, and any kind of fire must not be brought near it.

d) Clearing of line at the site of accident :

(i) The responsibility for operation of rerailment and clearing the line of wreckage lies primarily with and the same will be conducted by the Mechanical Department, and all other departments will do their utmost to assist. In absence of a responsible Officer/Senior Subordinate of that department in an unavoidable circumstance, the operation should be conducted by the Officer / Senior Subordinate present of the Civil Engineering Deptt. or the Operating Department.

(ii) The blocking of a railway line, even for a short period causes inconvenience to the public and / or loss to the railway. It must, therefore, be clearly understood that the resources of all departments concerned, both in men and materials, are to be made available promptly at the site of accident and utilised properly for clearing the line and restoration of normal working.

iii) In addition to taking of all necessary precautions during the clearing operation to avoid any disaster, when re-railing any vehicle on a falling gradient, the wheels of the vehicle must be lashed and other action taken so as to prevent the vehicle from rolling down the gradient after it has been re-railed. The vehicle should remain so lashed until it is certain that the movement of the vehicle on the track can be controlled.

iv) When removing the damaged wagon from the track, they should be so placed taking into consideration the location as to prevent being blown over. This can be ensured by placing the wagon flat or upside down instead of on its side.

v) Since a large number of workmen are utilised to handle heavy machinery, etc., in connection with the rerailment and clearance of wreckage at the site of accident, the person-in-charge of the restoration operation must ensure that medical assistance with first aid and other necessary equipment are available at the site.

e) Movement of damaged stock from site of accident :

(i) When it becomes necessary after an accident or due to any cause, to move damaged vehicle(s) or engine(s) which require to be specially marshalled and/ or with restricted speed, instructions in writing defining clearly the destination of the damaged stock with such special marshalling and/or

restrictions, will be issued and signed by the competent persons of the Mechanical/Electrical, Civil Engineering or other departments responsible for such movement and handover to the representative of the Traffic Department in charge of work at the site. The Mechanical/ Electrical representative as the case may be will certify the fitness of the damaged stock to run in the proposed marshalling and/or restriction. Similarly, the representative of the Civil Engineering Department will certify the fitness of the track involved if any for such movement.

(ii) While clearing the dead engine, the marshalling instruction and other precautions should be observed.

f) Fitness Certificate for restoration of traffic :

Before restoration of traffic, Officer/Senior Subordinate concerned of the Civil Engineering, traction, Signalling Department as the case may be, give in writing that everything is clear and fit to re-open the communication to a responsible official of the Traffic Department.

g) Consideration of time of restoration :

Time of restoration or duration of interruption is defined as duration from the time of accident till starting of the first commercial train (Goods or Passenger) on line clear from adjacent station for movement over the affected line in that section.

A time frame of 30 minutes has been laid down within which the first commercial train should start on line clear from

adjacent station for movement over the affected line. Cases of movement of commercial train after 30 minutes of fitness of track/OHE shall be categorised as delay in restoration of traffic. In case, there is no commercial train available to be run on that section after track fit/OHE fit, an exception may be made at the level of COM, who shall certify that there was no commercial train to pass over the affected section within 30minutes of track fit/OHE fit.

6.18 Fittness of rolling stock before use :

All the rolling stock that have been derailed or damaged in accident must be examined thoroughly and gauged by the competent person(s) before being allowed to run again and proper certificate be issued to that effect, to the traffic official concerned. Similar action should be taken in case of any such locomotive(s).

6.19 Diversion, Short termination and cancellation of trains :

(a) On recommendation of division, CPTM at Zonal Emergency Cell with the consultation of COM and Board, will give instructions to Divisional Emergency Cell for diversion and cancellation of passenger carrying train(s).Trains should be regulated preferably at stations where refreshment facilities and road transportation facilities are available. Advance planning should be made efficiently keeping in view of duration of restoration and availability of coaching rakes, locos and crew.

(b) Goods traffic may be held up or diverted or cancelled at the discretion of the Senior Divisional Operations Manager and/or Chief Freight Traffic Manager as the case may be, and traffic offering depending on the situation.

(c) Parcel traffic may either be detained or diverted at the discretion of the Senior Divisional Operations Manager and Senior Divisional Commercial Manager taking into consideration of the situation and traffic in question and as per the directives.

6.20 Media Management :

Main object of the media management is to post the public with factual information pertaining to the accident, to convey certain information which is of use to passengers, relatives of dead and injured passengers, details of hosptial where injured/dead are shifted, interruption of train services, expected time of restoration, etc. GM, DRM, CPRO and Chief Emergency Officer at Zone and Divisional Emergency Officer at Division are competent to interact or with media regarding accident. Inflated or exaggerated version of any fact, unconfirmed news having no authentic source shall not be relayed to the media. Railwaymen shall not express or voice any criticism, or express his personal opinion or views about the accident at any point of time.

Generally CPRO shall release first information of accident to the media preferably within 60 minutes of accident. This release should contain telephone numbers of helping booths opened in this railway. There should be fixed time press briefings to all channels at same time sothat same version is given to all concerned. Simultaneous press briefings may be held at accident site/Zonal Emergency Cell/ Divisional Emergency Cell.

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CHAPTER – VII

SUSPECTED CASES OF SABOTAGE

In previous chapter, action to be taken in all accident is discussed. Additional measures are to be taken for dealing with cases of suspected sabotage and sabotage or Train wrecking.

7.01. Additional rules meant for suspected cases of sabotage. (a) The rules contained in this chapter are additional rules meant for cases where derailments occur and/or serious consequences arise due to sabotage or train wrecking. The terms 'Sabotage', Train Wrecking' and 'Attempted train wrecking' have been defined in Rule 2.07, 2.08 and 2.09 of this Manual and also in section 150 of Indian Railways Act. 1989.

(b) The duties of different officials in regard to the protection of lines, quick survey of casualties, injuries, damages and assistance required, as also relay of information in details to the officials concerned, rendering first aid, rescue and restoration operation etc. have already been stipulated in previous chapters.

(c) The object of certain additional measures to be adopted in the cases of sabotage or wreckage involving train(s) into accident/serious accident, is—

(i) to preserve clues with a view to affording the police and civil authorities as also the Railway Administration itself, the assistance in conducting investigation into the realities of the scene of accident, and,

(ii) to facilitate in arriving at the real cause of accident.

(d) The engine crew, the guard and any other railway staff on train that involved in an accident are the first available person who may observe the sign of sabotage, and secure all available clues undisturbed till the arrival of Railway's higher official as also the police and civil officials.

7.02. Duties of Guard, Engine crew and other Railway staff on the spot.—

(a) When a train is involved in an accident due to suspected sabotage, the guard and engine crew must ensure regarding their duties as contained in para 3.01 and 3.02 of this manual.

(b) In addition to (a) above, the guard, engine crew and the other Railway staff should -

(i) Take a good care that no one including themselves touches or disturbs any fittings or parts of the track or vehicles etc. except in order to save human life, till the arrival of police/civil and senior Railway officials.

(ii) request the ticket checking staff or other Railway staff available on train and some of the responsible passengers to keep an eye on portions of the track etc. which appear to have been tampered with an instructions not to allow any person to disturb the actual available position of the fittings ;

(iii) make an immediate examination of the track at the site of accident in conjunction with two or three responsible passengers or few local public and keep a note of the clues which may be indicative of

the sabotage and accident. Such evidence should be shown to the other Railway staff available on train and to a few responsible passengers or members of the public and their statements obtained. A brief note of what was noticed should be drawn up which should be countersigned by the passenger or public in question with their addresses.

(iv) draw a sketch also, if possible.

7.03. Information to the civil and police officials, their attendance and police clearance.—

(a) In the cases of train(s) involved in accident due to sabotage the railway officials concerned must take all necessary action to intimate the civil and police officials for their attendance. If necessary officials from nearest Forensic Science Laboratory can be called. (Forensic Science Laboratories exist over the jurisdiction of East Coast Railway are given at Appendix-17).

(b) In the cases of attempted train wrecking, similar action as contained in sub-para (a) above shall also be taken in order to intimate the civil and police officials.

(c) Permission of State Govt. or clearance of police is not required for rescue operations for the purpose of saving human lives which inter-alia may also involve handling/ shifting the rolling stock for extricating the trapped passengers. However, police clearance is required to start restoration work.

NOTE :- Even though the police/civil authorities have satisfied themselves and have given written permission for

restoration works, such permission will not absolve the Railway Officers from making detailed examination of the rolling stock and the track, etc, in question and maintaining a careful and accurate record of such examination.

7.04. Preservation of clues .—

(a) Instructions contained in para 6.14(i) of this manual should be rigidly followed by the officers or senior subordinates of any department who may happen to be present at the time of an accident taking place due to sabotage or train wrecking or who first arrives at the site of accident.

(b) In addition to the action taken by the Guard, engine crew and other Railway Staff as soon as the civil, police and Railway higher officials arrived at the site of accident, action should be taken by the Railway Officials, not to allow any one to touch or disturb any fittings of permanent way and vehicles, etc. until joint examination has been completed, except in emergencies when it becomes necessary to act otherwise in order to save human life. The crew should also to keep a strong watch on the outsiders, and if they observe the movement of any person is suspicious, should question them and take steps to point out these person to police.

(c) No coach(s) or wagon(s) on train(s) involved in an accident due to suspected case of sabotage should be disturbed until the joint examination has been completed. The undamaged coach(es) or wagon(s) may be drawn away with the written permission of

Senior Police official present. It should, however, be clearly understood that these restrictions will not apply when it becomes necessary to act otherwise in order to save life.

7.05. Joint examination.—

(a) For the purpose of preservation of clues and ascertaining the actual cause of the accident suspected to have been due to sabotage, the Senior Railway and Civil/Police Officers should as far as possible work in the closest liasion and examine all the necessary items at the site of accident. In this connection, the stipulation contained in para 6.14 (ii) of this Manual shall be followed. The detail examination notes should be precisely worded specifying all the various features which come to notice.

(b) The joint examination note as mentioned in sub-para (a) above should be signed by the Divisional Safety Officer, Divisional Engineer, Divisional Mechanical Engineer, Divisional Electrical Engineer as also the senior Civil / Police Officer.

(c) While preparing the joint examination note, a particular comment should be made with regard to damages or/ and deficiencies which are likely to be the cause of the accident as to whether such a damage or deficiency appeared to be fresh or old, and the same should be shown to the senior police officer.

(d) **Preparation of sketches -**

For the preparation of the sketches necessary arrangements should be made in consultation with the civil/police officials and rough sketches should be drawn

on the spot showing all the measurements, damages and deficiencies etc. The sketches should be signed jointly by the officials as mentioned in sub-para (b) above. Before these sketches are finalised and signed, the Engineering Officer(s) present on the spot should personally check it and make sure that there is no mistake.

7.06 Inventory of gang tools —

(a) Except for one or two gangs which are required for rescue work, additional trackmen should not be called till the arrival of Engineering Officer at the site of accident. The trackmen proceeding to the site of accident for relief work should not carry any tools and they should concentrate on rescue work.

(b) The tool boxes of all trackmen between the two stations concerned and at the adjacent stations, including those who are sent for relief work are to be taken inventory of by Civil Officers along with the Railway Officers of Engineering and Safety department. In the cases the trackmen are already in section with their tools in work, the said joint inventory should be taken at the site of work immediately.

(c) In case of any deficiency in the tools, the engineering officer should initiate immediate enquiries in this regard on the spot in conjunction with the police. One copy of such inventory should be kept by each of the officers conducting the inventory.

(d) The trackman proceeding to the site of accident shall not disturb or remove any rails, fish plates, fish bolts and other fittings within the area of accident and nearby till the joint examination has been completed and ordered by the Senior Police and Railway Officers. The Engineering Officers and Supervisors shall ensure this.

(e) Crow bars and such tools which are likely to leave their imprint should not be used to remove and assemble the affected rails and sleepers, particularly those close to the locations where the track is suspected to have been introduced in the bolt holes to lever out or shift the rails; rail tongues may be used instead, so that the original condition of bolt holes as after the accident is not vitiated by super imposed marks of crow bar application.

(f) In cases specially of suspected tampering with track, the dislodged components such as fishplates, fishbolts, nuts, etc. picked up from near the first point of discontinuity and elsewhere should be assigned suitable notations, preferably a point marked on them, before they are made over to police and/or photographed to enable their easy identification with reference to the locations at which found. The notation given to each component should also be mentioned in the joint inventory of fittings and in the field notes/ sketches to be signed by the police as well.

7.07. Restoration of communications.—

(a) After complete examination has been made, and joint note and the sketches have been prepared, the police and civil officers have to give in writing that they have completed the inspection of site and no further check is required by them, the actual restoration work should be taken up.

(b) Restoration, however, may not be started if it is expected that the Commissioner of Railway Safety or the General Manager or the Chief Engineer may have the benefit of personal examination of site undisturbed and is likely to reach the site within a reasonable time. Should it however be necessary in an emergency to expedite restoration work without waiting for any of these officers, telephonic permission should be obtained from the Chief Safety Officer in this regard. In short, the restoration operation must not be undertaken in such cases unless permission has been given by CRS/GM/ CE/CSO either at site or on phone.

(c) It should, however, be clearly understood that for the purpose of rescue operation in order to save human life, the restriction contained in sub para (a) and (b) above will not apply.

(d) In any individual case where circumstances compel the removal of debris, in part or whole, before the arrival of CRS/GM/CE/Police/ Civil authority at site for the purpose of rules at sub-para (b) and (c) above, a complete and detailed notes should be recorded by the seniormost Divisional Officer present at site, of the observations made

by the various officers. The notes should be given to the CRS/GM/CE/Police/Civil authority on arrival. All sleepers, rails and other debris if removed from the actual position after the accident should be carefully preserved for inspection by the CRS/GM/CE and Police/Civil authorities. The seniormost Divisional Officer present at the site of accident must ensure this.

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CHAPTER – VIII

REPORTING OF ACCIDENT, ACCIDENT RECORDS AND STATISTICS

8.01. Reporting of accident from the site —

(a) Every railway servant shall promptly report any accident on the Railway which may come to his notice:

(i) to the nearest Station Master, or

(ii) to any other such a responsible railway servant who may be promptly available.

(b) The Guard and Loco Pilot of the train, the Station Master, any officer or a Senior Subordinate who may happen to be present at the time of accident or who first arrives at the site of accident shall make out a quick survey of the circumstances connected with the accident and also make out a general and suitable note with the following particulars for information to the Control/Station Master and for other necessary action later. As far as possible, following information may be collected and transmitted :

(i) Exact time of occurrence.

(ii) Train number, load of the train, engine number, name of the Loco Pilot, Guard, Assistant Loco Pilot etc.

(iii) Between stations,

(iv) Exact kilometreage.

(v) Condition of weather.

(vi) Brief description of accident,

(vii) Approximate number of casualties and injuries.

(viii) Position and condition of vehicles involved including the position of derailed wheels.

(ix) Length of the track damaged, including number of sleepers and fish plates broken.

(x) Clerance of adjacent line,

(xi) Requirement of ART/ARME,

(xii) Number of vehicles derailed, whether loaded or empty.

(xiii) Cause of the accident as far as known.

(xiv) Position of block instruments, signals, points, locks, keys, levers, lever/slide collars, etc.

(xv) In case of an accident at level crossings, the condition of gate signals if any and other lamps at the gate, position of barriers, condition of road sign, name and condition of gateman, condition of road and road vehicle and name of its Driver, whether the Driver of the road vehicle was under the influence of any liquor or drug and had he proper license, etc.

(xvi) ln case of averted collision, the distance between the two trains or the train and obstruction, the position and condition of intervening stop signal between the trains or train and obstruction.

(c) In case of accident on section where the control system is in existence, the report of an accident in the first instance shall be repeated by the officials as mentioned in sub-para (b) above to the Section Controller. If the communication cannot be established, the information shall be communicated through any other means to the nearest Station Master or any other Station Master/official whoever come in contact with them.

8.02. Reporting of Accident to important officials out of HQ -

As regards quick information of an accident to all concerned, the instructions contained in para 6.04 should be rigidly followed. Should any civil/police official or any Railway Officer or subordinate, whose attendance is essential at the site of accident, be out of his office/headquarters, controller of concerned department should endeavour to find out his whereabouts and have the message conveyed.

8.03. Reporting of Accidents to the Government and Police authorities —

(a) In terms of section 113 of the Indian Railways Act (1989) reproduced in Appendix-1 of this Manual, all concerned officials must take every action as indicated in para 8.02 above and other relevant rules of this Manual, to report such cases to Government Officials.

(b) The cases of level crossing accidents should invariably be reported to the concerned authorities of the State Government with a copy to the Chief Secretary of the State.

(c) In case a serious fire accident occurs in a coach/ wagon or any railway property is involved in fire, GM/DRM/CSO send the information to the Forensic Science Laboratory which covers the area, so as to enable the concerned Scientist to attend the site of accident promptly for collecting the clues/ samples which may lead to the probable cause of the fire. A list of Forensic Science Laboratories with jurisdiction is given in Appendix-17.

8.04. Station Master's report of Accidents.—

(a) Accident Report.—

(i) In addition to the telephonic and/or other quickest initial information of an accident to all concerned, the nearest Station Master will issue all concerned accident message as mentioned in para 8.12 without any delay. In addition to this, Station Master shall send a detailed accident report to Sr. DSO within 24 hrs. in the following format :

1. Name and Description of the Station/Block section at which accident occurred
2. Date and Time of accident :
3. Location of the accident
4. Time of accident message received and given by whom
5. Time of reporting of all concerned
6. Time of relief (ART/ARME) arrived at accident site

7. No. of coaches/wagons affected and their position from engine :

8. Time of restoration :

9. Weather condition and visibility

10. Brief description of the accident

11. Approximate number of dead and injured

12. Cause of the accident, if known.

(ii) The report must be written in plain language and should be as brief as possible. No code words should be used in such report. Station name should also be written in full.

(iii) The message should not be worded by use of such terms as 'last night', 'today', 'yesterday', 'tomorrow', 'this morning' etc. but precise information as to the time and date of occurrance of the accident must always be stated.

(iv) Names and designations of staff who are alleged to be responsible for the accident need not be mentioned in this report, if available.

(v) Divisional Transportation Inspectors should scrutinise the copies of accident reports delivered to them, and ensure that the messages are framed properly.

(vi) Trivial accidents which occur in shunting, such as breakage of doors, buffers, springs couplings, axle boxes, etc. or bursting of points during shunting and

trivial derailments in yards also to be reported to the Divisional officials concerned by a message under accident report in the format as given above.

(vii) In case of accident occured in large/marshalling yard, the person incharge of the yard will be responsible to submit the report.

(b) Transmission and delivery of accident messages:—

Accident message issued by the Station Master should be classified as emergency. Messages relating to accidents shall have priority of despatch over other messages. The accident message shall be given by any quickest available communication. No excuse will be accepted for avoidable delay in transmission and delivery of accident messages.

8.05. Reporting of Accidents to Divisional Officers :

Information to divisional officers should be conveyed by concerned controller in control office as mentioned in Rule 6.04 who in turn inform to respective HOD/PHOD at Zonal HQ.

8.06 Reporting of Accidents to Central Control at Zonal Headquarter :

Information of accident should be relayed to Central Control at Zoanl HQs immediately after the accident in case of following categories of accidents (Refer Appendix-6) :

(a) All train accidents.

(b) Information regarding consequential train accident and any yard accident having serious repercussion on movement of traffic on through line resulting in dislocation of traffic more than the threshold value.

(c) Land slides, breaches, OHE breakdown etc. which result in dislocation of traffic more than the threshold value.

(d) All cases of signal passing at danger and averted collisions, etc.

(e) (i) CHC/Deputy Chief Controller on duty in Divisional Control Office will communicate the information of a serious accident to the Chief Controller or Deputy Chief Controller on duty in Central Control Office at Chandrasekharpur, Bhubaneswar at the earliest. In this message, a brief particulars in regard to the nature of the accident, casualities (if any), lines affected, probable duration of block, relief arrangements made and other useful information shall be furnished.

(ii) After the first information conveyed to all concerned, frequent bulletins at regular intervals are also to be relayed to them and to Divisional Emergency Cell for onward transmission to the Central Emergency Cell at Bhubaneswar regarding medical attention of injured in hospitals, progress of relief operations, probable cause of accident (if not already conveyed), expected time of restoration, etc., and any assistance that may be required from Headquarters offices or from adjacent divisions. (Refer Appendix-7)

8.07 Reporting of Accidents to the officers at Zonal Head quarters :—

When an information is received at Central Control that a serious accident has taken place involving loss of life, grievous injury to persons or intensive damage to Railway property, alarm shall be sounded by CHC/Dy.CHC and prepare report as per format given in Appendix-6 and shall be updated in the forms of bulletins as per the format given in Appendix-7. After hearing the alarm, all the on duty functionaries of the Central

Control Office shall gather at the CHC/Dy. CHC who will briefly inform about the accident. Thereafter each departmental functionary will inform concerned officers at Zonal HQ. as mentioned below :

i) CHC/Dy. CHC - GM, Operating, Safety and Medical
ii) TLC/TPC - Electrical,
iii) DPC - Mechanical,
iv) S&T - S&T and Stores,
v) Security - RPF and Police Authorities
vi) Commercial - Commercial, Public Relations,
vii) Engineering — Engineering, Accounts and Personnel

NOTE : Medical, Accounts and Personnel Departments shall be informed in case a Passenger Train is involved in accident or level crossing gate accident involving injury to human beings or goods train accident involving injury to crew/guard.

In addition to the above, the divisional branch officers shall also inform to their officials at Zonal HQ. The officers concerned shall gather in the Central Emergency Cell/Disaster Management Cell at HQ and others shall proceed to the site of accident as considered necessary by GM.

8.08 Reporting of Accidents to Railway Board :

(a) Information should be relayed to nominated officer in Railway Board's Office immediately after the accident in case of following categories of accidents :-

(i) All consequential train accidents.

(ii) Any yard accident having serious repercussion on movement of traffic on through / main line resulting in dislocation of traffic more than the threshold value as mentioned in para 2.04.

(iii) Land slides, breaches, OHE breakdown etc. which result in dislocation of traffic more than the threshold value as indicated above.

(iv) All cases of averted collisions and Signal passing at danger.

(b) Following system will be followed for reporting of accident to Railway Board :-

(i) In case of accidents as mentioned in para (a) above, Chief Safety Officer / the senior most safety officer should inform nominated officer of Safety Directorate of Railway Board. At Board level, Safety Directorate shall receive the message and take follow up action.

(ii) In case of land slide, breaches, OHE break down etc. which result in dislocation of traffic for more than threshold value and also cases due to public agitation shall be reported by Headquarters Control Office to Punctuality Cell of Railway Board and dealt with by the Coaching Directorate.

(iii) Cases falling under N, P, and Q except Q-6 i.e., blockade of train services due to public agitation, shall be dealt with by Security Directorate.

(iv) All passenger train accidents or other occurrences involving in casualties or heavy serious repercussion on movement of traffic should be promptly reported to Member Traffic by COM. In absence of COM, it should be reported by CPTM/ CFTM/Sr.DOM or DOM without delay.

8.09. Reporting of potentially hazardous occurrences to Railway Board :

Occurrences of following nature should be promptly reported by Chief Safety Officer to Safety Directorate on Cell Phone No. 09810017905 followed by a message on Fax No. 011-23382638 (030-43599).

1. Indicative Accidents falling under Class F, G and H.
2. Collisions falling in A 5 when occurring during shunting in coaching yards or stations even though not involving a train.
3. Fire in train engine or any other engines attached to a passenger carrying or goods train including cases falling under B 5 and B 6.
4. Derailments of trains not carrying passengers and falling under D 5.
5. Trains running into obstruction including fixed structures falling under E 2
6. Parting of trains, failure of rolling stock such as failure of tyres, wheels, axles or braking apparatus, etc. during the journey of passenger carrying trains or goods trains falling under Class J 3, J 4, J 5 and J 6.
7. Cases of averted mishaps due to failure of permanent way such as rail fracture, weld failure, buckling of track, etc. or obstruction to track thus endangering the safety of trains.

8.10. Reporting of Accidents to Chairman, Railway Board :

All cases of passenger train accidents should be reported by the GMs (in his absence by AGMs or COMs) directly to the Chairman, Railway Board with whatever information is available

on specific cases. Similarly DRMs (in his absence ADRMs or Sr.DOMs) should directly report to Chairman, Railway Board.

8.11 Reporting of accidents to the Commissioner of Railway Safety.—

In terms of Rule 3 of the Railway(Notices and Inquiries in to Accidents) Rules, 1973 and second amendment Rules 1985, when any accidents such as is described in section 113 of the Indian Railway Act 1989 and attended with loss of human life or with grievous hurt or with damage to Railway Property of the value exceeding Rs. 2 Crore or accidents to passenger carrying trains or, the cases of landslides, or of breaches by rain or flood, which cause the interruption of any important through line of communication for at least 24 hours, the occurrence should be reported to Commissioner of Railway Safety by the Chief Safety Officer or in his absence, the senior most Safety Officer available.

8.12. Particulars to be mentioned initially in the accident message to all above —

(a) In all the initial accident messages to the Police/Civil authority, Railway Board, Commissioner of Railway Safety or to the divisional and zonal headquarters, the following particulars must be mentioned :—

(i) Kilometreage at which the accident occurred,

(ii) At station or between stations,

(iii) Date and time of accident,

(iv) Number and description of the train or trains etc.

(v) Nature of accident indicating the number and description of vehicles derailed, capsized and other damages, if any;

(vi) Number of persons killed or injured as far as known ;

(vii) Prima facie cause of the accident, if known;

(viii) Nature of assistance required.

(ix) Probable suspension of traffic.

(b) If for any unavoidable reason, the information mentioned above cannot be given correctly in the initial message of accidents, a supplementary message should be issued as soon as possible.

8.13. Reporting of accidents on private sidings.—

Accident on private sidings should be reported upto the Zonal HQ. level. If the accident invovles casualty, it should be reported in the same manner as accidents occurring on other open lines of Railways. Other actions in regard to the relief arrangements and enquiries etc. shall also be taken in usual manner.

8.14. Reporting of accidents on line under construction—

(a) Whenever any accident which is attended with loss of human life or with grievous hurt as defined in the Indian Penal Code, or with serious damage to property with estimated cost exceeding Rs. 2 Crore on any line under

construction irrespective of whether the work is being carried out by the open line staff or construction staff, should be reported in the same manner as accidents occurring on the open lines.

(b) In addition to above, the cases of accidents where any malicious attempt to cause damage or other breach of law is apparent, it should also be reported.

(c) The Divisional Engineer/Assistant Engineer-in-charge of the work will be responsible to report such cases to all concerned.

(d) Arrangement of relief etc. should also be made in the usual manner.

8.15. Reporting of accidents to the Director of Wagon Interchange.—

Copies of accident messages sent to the Railway Board shall also be sent to the director of wagon interchange if the accident involves serious interruption of traffic. For this purpose, the words 'please advice D.W.I' shall be added in the message issued to the Railway Board.

8.16. Advice to Military Authorities.—

(a) Whenever any serious interruption of any important through line of communication either caused by landslides, breaches by rain or floods or other accidents and is likely to exceed twelve hours or as in the case of (d) below, the Chief Safety Officer will arrange to issue

advice promptly to military authorities detailed below :-

(i) Army Headquarters (India) QMG Branch, New Delhi,

(ii) Milrail, New Delhi,

(iii) Embarkation Headquarters, Kolkata.

(iv) Nodal Officer (Air Force, Navy & Army), Director (operational logistics), HQ Integrated Defence Staff, Ministry of Defence, Tel. : 011-23017897 (O), 011-25686071 (R), 9810856633 (Mob.)

(v) Army Station HQ / Jamshedpur, 0657-2431633

(vi) Army Station HQ/Kolkata, 033-22430326

(vii) Army Commandant / Chandipur/ Balasore, 06782-262031 (R)

(b) In the above mentioned advice, the following particulars shall be furnished :-

(i) the location of the accident,

(ii) the date and time of the accident,

(iii) the extent of damage,

(iv) the effect of the accident on movement,

(v) details of military traffic held up or delayed,

(vi) expected time to restore communication,

(vii) whether alternative routes are available or if any arrangements made for transhipment,

(viii) any other information as required,

(c) Any of the information contained in (b) above which cannot be furnished in the initial message should be sent as soon

as possible. On resumption of the through line of communication, the said military authority should also be advised.

(d) If any military personnel are injured or killed or died while on Railway premises, the Divisional Railway Manager in whose area the accident has occurred or such case is detected, shall arrange to advise the military authorities as detailed in sub para(a) above as also the other nearest military authority. This is in addition to all other actions to be taken as per rules in this regard.

8.17. Advice to the postal Authority—

(a) Whenever any serious interruption of any important through line of communication either cause by landslides, breaches by rain or flood other accidents and is likely to cause –

(i) delay of more than 6 hours to any train carrying mails,

(ii) abnormal delay to any train carrying foreign mails,

(iii) diversion or transhipment or loss of or damage to mails, the Divisional Railway Manager in whose area the accident has occurred will arrange to advise all concerned Superintendent/Senior Superintendents of different divisions of Post and Telegraphs as also the Director of Post and Telegraphs concerned.

(b) The nature of accident, probable suspension of communication, diversion or transhipment or loss of or

damage to mails if any and expected time to restore the communication should be furnished in the message.

(c) If any Post and Telegraph official are injured or Killed or died while on Railway Premises, the Divisional Railway Manager in whose area the accident has occurred or such case is detected, shall arrange to advise the Post Master General/Superintendent/Senior Superintendent concerned. This advise to the Post Master concerned and others as mentioned above shall be given by urgent message which is in addition to all other actions to be taken as per rules in this regard.

8.18. Advice to the Inspector of Explosives/ Chief Inspector of Explosives.—

(a) In all cases of accidents by explosion or by fire occurring in course of storage, handling or transport of explosives or inflammable oil or substances, a copy of the 'All concerned' message must also be sent to the nearest Magistrate, Officer-in-charge of the police station, Inspector of Explosives and to the Chief Inspector of Explosives.

(b) The message / report issued under sub-para (a) above must be followed by a detailed report within 24 hours to the Inspector of Explosives/ Chief Inspector of Explosives.

(c) In cases of serious accidents due to explosion or fire on inflammable substances/explosives/ dangerous goods, all wreckage or debris shall be left untouched if practicable or except in so far as its removal may be necessary for the rescue of injured persons or/and the recovery of dead

bodies, until the Chief Inspector of Explosives/Inspector of Explosives or his representative has completed the investigation or has intimated that he does not like to investigate the case in such position.

8.19. Advice to the officials of catering departments in cases of accidents.—

Whenever any accidents occurs which is likely to necessitate an alteration in the catering arrangements as for instance, the detachment of Pantry Car out of course etc., the Senior Divisional Commercial Manager/Divisional Commercial Manager shall arrange to inform immediately to the IRCTC and Dy.CCM(Catering) who inturn shall inform concerned catering unit.

8.20 Submission of Accident Report by Station Manager to Sr. DSO :

After sending initial accident message by Station Manager as mentioned in Rule 8.12, he shall also send a detailed accident report in the prescribed format within 24 hrs from the time of accident to Sr. DSO as mentioned at Rule 8.04.

8.21 Submission of Accident Report on form GA-3 :

1. Form GA-3 (Refer Appendix-8) is a detailed and complete written report of accidents. This shall be prepared for all types of accidents occurred including accidents in sidings and shunting yards. This shall be prepared by a committee of Sr. Subordinates of respective departments jointly depending on their jurisdiction and submit to Sr. Divisional Safety Officer within 72 hrs.(D+3) from the time of accident

but before commencement of higher level enquiry, if any. In case CRS inquiry is ordered, this report of Sr. Subordinates shall be submitted to Sr.DSO only after counter signature of Jr. Scale Officers or above of concerned department.

2. Since the information given in this form is basis for further enquiry at higher level including CRS, the information should be more authentic in every respect supported by statements and relevant documents.

3. The format should be available in a printed form in Safety Department. The information available in this form should match with the information submitted by various departments to CRS for inquiry. Sr. Divisional Safety Officer should ensure submission of the same for all accidents.

4. A copy of the accident report should also be sent to the senior police official concerned in case of accidents where any malicious attempt to cause damage or other breach of laws is apparent vide section 113 of Indian Railways Act of 1989.

8.22. Submission of Sr. Subordinates' Joint Note :

See para 6.15

8.23 Submission of Accident Report by DRM to HODs/ PHODs of Zonal HQ and Railway Board :

a. All cases of accidents excluding accidents in shunting yards and sidings, DRM will arrange to submit a preliminary report in the prescribed format

given at Appendix-9 to all HODs/PHODs of Zonal HQ and Adviser (Safety), Railway Board within 24 hrs. from the time of accident.

b. In addition to the submission of above report, DRM will also arrange to submit the detailed accident report/enquiry proceedings to the Zonal Head Quarters within the target date for the case as indicated from time to time.

8.24. Accident Register/Record—

(a) With a view to keep a ready reference and to watch the progress of finalisation of the accident cases, registers are maintained in the office of the Chief Safety Officer as per the directives issued from time to time.

(b) Accident Registers are also maintained in the divisional office for the purpose mentioned in sub-para (a) above and the Divisional Safety Officer is responsible to ensure this. The registers should contain the columns as mentioned in sub-para (c) below.

(c) At every station and yard, a record of all accidents occurring at the station/yard is maintained in an Accident Register. The person in charge of the station / yard as the case may be will be responsible for proper maintenance of this register. The register will contain the following particulars—

(i) Date and time of accident.

(ii) Class of accident.

(iii) Exact location of accident.

(iv) Brief details of the accident.

(v) Name of guard and Locopilot.

(vi) Date of accident report submitted by concerned incharge.

(vii) Nature of inquiry held, date held and date completed.

(viii) Cause of the accident.

(ix) Name and Designation of staff held responsible

(x) Cost of damage.

(xi) Punishment given to staff.

(d) The registers as indicated in sub-para(a), (b) and (c) above should be analysed and scrutinised to see if accidents occurring in a particular location or with particular type of rolling stock or at a particular time or in the duty of particular staff, etc., so as to take preventive measures and also to have a check in regard to the time taken to finalise the cases.

8.25. Preservation of accident records.—

(a) Accident records should be preserved as under :—

Accidents A Class	atleast five years.
Accidents D Class	atleast five years.
Accidents All other classes	atleast three years.

(b) The records of accident cases classified other than class A and D but of special or serious nature should be preserved for atleast five years.

(c) The records of accident cases in which the Commissioner of Railway Safety or any other Commission has held an inquiry are not to be destroyed.

8.26. Rules for the preparation of accident returns.—

(a) Accidents to trains shall be accounted for by the Railway which exercises jurisdiction over the site of accident. Engine failures shall be accounted for by the Railway owning the engines.

(b) A train intended solely or partly for the carriage of passengers shall be treated as a passenger train. All other trains will come under the category of other trains.

(c) Statistical returns in the prescribed proforma showing cumulative data till the end of the month should be submitted so as to reach Board's Office not later than 7th Day of the next month by the CSO.

(d) Only those accidents which have occurred during the period to which the returns relate shall be included in the relevant returns. With regard to accidents where details are not available at the time of forwarding the returns for any reason, such accidents are to be included in the statement with a clear indication that the further details would follow.

(e) Each accident must be shown only once and in the event of an accident falling in more than one category, it should be treated as an accident in the higher category.

(f) Derailments or bumping during reversing or shunting operations etc. on an incoming, outgoing or any other load, including a sectional carriage, etc. shall be deemed to be a 'train accident' only when the train engine or a vehicle still forming part of the train derails or as a result of bumping casualty (including injuries) or loss to Railway

property takes place, irrespective of whether the shunting was being done by the train engine or by a shunting engine.

(g) Interruption is defined as duration from the time of accident till starting of first commercial train on line clear from adjacent station for movement over the affected line in that section.

(h) Statistics of fire should include all cases of physical fire or smoke emission resulting in death or injury or damage to property amount to rupees 5000 and above.

(i) Equipment failures shall include all failures irrespective of date of last schedule or examination and shall be subsequently classified under avoidable or unavoidable category.

(j) Details and Statistics for accident cases falling under Unusual incident categories "N", "P" and "Q" shall be maintained and provided by Security (RPF) Branch.

(k) DRM at the Divisional level and the General Manager at the Zonal Headquarters level will ensure correct reporting of accidents to Zonal Headquarters and Railway Board respectively.

8.27. Collection, Compilation and Monthly statement of Accident Statistics.—

(a) Information about train accidents, yard accident and indicative accidents falling under classification A, B, C, D, E, F, G and H will be compiled by the Safety Branch at Divisional and Zonal Railways.

(b) Equipment failures falling under classification J, K, L and M will be compiled by the Divisional control on daily basis and shall be handed over to Safety Branch. Every equipment failure shall be classified under the category of avoidable and unavoidable by the Branch Officers concerned and summary shall be handed over to Safety Department of the Division. It is further clarified that all equipment failures should be taken into account irrespective of the date of last schedule or examination and shall be subsequently classified under avoidable or unavoidable category as the case may be. The Safety Branch shall forward the monthly summary to Chief Safety Officers after compilation of statement who shall forward monthly statement to the safety Directorate of Railway Board.

(c) Unusual incidents falling under classification N, P and Q shall be collected and compiled by the Security (RPF) Branch at Divisional level and they shall take subsequent follow up action. Daily position will be given to the Safety Branch of the Division who after compilation of statistics shall forward monthly statement to Chief Safety Officer of Zonal Railways concerned. Chief Safety Officer after compilation of statement shall forward monthly statement to the Safety Directorate of Railway Board.

8.28 Submission of Accident Statistics from Sr.DSO to CSO and from CSO to Railway Board/CRS :

Following periodical statements are to be submitted from Sr./DSO to CSO and from CSO office to Railway Board as per the format and time prescribed from time to time. Following statements are to be submitted within target dates shown against each.

(a) Following statement/reports/statistics are to be submitted from the CSO Office in connection with the accidents to Railway Board / CRS.

	Name of statements /reports	**Target date of submission**	**To be submitted to**
i)	Statement 'C' of train accidents (Responsibility, punishment and average time taken for finilisation, etc.)	Quarterly. 21st of the 4th following month,	Railway Board
ii)	Statement'B'of train accidents (Cause-wise and punishments-wise).	Monthly. 10th of the following month,	Railway Board
iii)	Statement 'A' of train accidents (Cause-wise), Statistical sum-mary.	Monthly. 20th of the following month	Railway Board

	Name of statements /reports	Target date of submission	To be submitted to
iv)	Statement of tampering with rail-way track.	Monthly. 9th of the following month.	Railway Board
v)	Statement 'A' of train accident, Statistical summary.	Annual. 15th June of the following year.	Railway Board
vi)	Statistical return of accident (for quarter ending June, September, December and March).	65 days after the close of the quarter.	Railway Board
vii)	Study of consequential and indicative train accidents, (Minister's Safety Shield)	Yearly. 8th February of the following Year.	Railway Board
viii)	Statement of accident cases under section 83.	Quarterly. 25th of the month following the quarter.	Commissioner of Rly. Safety.
ix)	Annual report on the working of the Railway Inspector.	Annual 15th June of the next year.	Commissioner of Rly. Safety.
x)	Monthly cumulative data of accidents	7th day of next month.	Railway Board

	Name of statements /reports	Target date of submission	To be submitted to
b)	**The instructions are issued from time to time regarding the submission of statements/ reports/statistics by the Sr. DSO. However, the following statements/statistics are to be regularly submitted by the Divisions to CSO.**		
i)	Monthly accident statistics	3rd of the following month	CSO
ii)	Quarterly statistics of accidents.	6th of the month following the quarter.	CSO
iii)	Statement of tampering with track	6th of the month following track.	CSO and PCE

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CHAPTER – IX

ACCIDENT INQUIRY

I. TYPES AND LEVEL OF INQUIRIES

9.01. The object of an inquiry.—

(a) The main object of an inquiry is to ascertain the cause of an accident and to formulate proposals for preventing a recurrence; and also to ascertain if any inherent defect in the system of working or in the physical appliances, such as, track, rolling stock and other working apparatus and to propose measures in rectifying the defects and irregularities.

(b) Another object of an inquiry is to ascertain whether there has been any negligence or avoidable delay in rendering relief to the injured, arranging necessary facilities to other passengers and restoring the communication etc.

9.02. (a) Types of inquiries.—

(i) Commission of Inquiry appointed by the Central Government.

(ii) Commissioner of Railway Safety Inquiry.

(iii) Magisterial/Judicial Inquiry.

(iv) Departmental Inquiry.

(v) Joint Inquiry.

(b) Level of Enquiry :-

(i) All serious accident shall be inquired into by the Commissioner of Railway Safety or Chief Commissioner of Railway Safety.

(ii) In case Commissioner of Railway Safety or Chief Commissioner of Railway Safety is not in a position to inquire into serious accident case, the Inquiry should be done by JA Grade Officers formed in consultation with CRS/CCRS with DRM as the accepting authority subject to the review by CSO.

(iii) All cases of collisions falling under A-1 to A-4 categories shall be inquired into by Committee of SAG Officers with General Manager as accepting authority unless the same is being inquired into by CRS or CCRS.

(iv) All other consequential train accidents except Unmanned Level Crossing accidents shall be inquired into by a Committee of JA grade Officers and in its absence by Branch Officers. DRM shall be the accepting authority for these inquiries subject to review by CSO.

(v) Consequential Unmanned Level Crossing accidents and all other train accidents shall be inquired into by a Committee of Senior Scale or Junior Scale Officers as decided by respective DRMs with DRM as accepting authority.

(vi) All yard accidents shall be inquired into by a Committee of Senior Supervisors with Sr.DSO/ DSO as accepeting authority..

(vii) The cases of Signal Passing At Danger shall be enquired by a JA grade Committee of Officers at divisional level with Sr. DSO/DSO as one of the members. All other cases of indicative accidents shall be inquired into by a Committee of Senior or Junior Scale Officers with DRM as the accepting authority.

(viii) General Manager or DRM can have the inquiry conducted by a Committee of higher level of officers than the above mentioned levels depending upon the seriousness of accident.

(ix) All cases of Equipment Failure shall be inquired into by Senior Supervisors/ Supervisors of respective departments.

(x) All inquiries will be ordered by the concerned DRM except for inquiries into collisions as per item (iii) as above wherein General Manager will order the inquiries.

(xi) In case of an inquiry by a committee into a fire accident in Railway Premises or in a train leading to damage to Railway property and/or booked consignments, a nominated representative of the Railway Protection Force should also be included as a member of the Committee.

9.03. Commission of Inquiry appointed by Central Govt.—

The Central Government may order a Commission of Inquiry to inquire into very serious accidents under Commissions of Inquiry Act, 1952 (60 of 1952).

9.04. Commissioner of Railway Safety Inquiry —

(a) Where the Commissioner of Railway Safety receives notice under section 113 of the Indian Railways Act (1989), of the occurrence of an accident which he considers of a sufficiently serious nature to justify such a course, he shall, as soon as may be, notify the Chief Commissioner of Railway Safety, the Railway Board and the Head of the Railway Administration concerned of his intention to hold an inquiry and shall, at the same time, fix and communicate the date, time and place for the inquiry. For further clarification, the rules contained in Part-III of this chapter and instructions issued from time to time in this regard should be referred.

(b) The Divisional Railway Manager of the Division concerned, on being advised by the Chief Safety Officer's office about the date, time and place of the CRS's inquiry, will specially arrange to intimate the concerned Civil and Police officials in this regard. He will also make all suitable arrangements for holding such inquiry as well as for attendance of all witnesses and submission of relevant documents (Appendix-4) at the inquiry.The guideline contained in Part-III of this chapter may be referred in this connection.

(c) The General Manager will arrange to depute an Administrative Officer of any of the concerning department to be present at the inquiry of Commissioner of Railway Safety. Senior officers concerned of the division should also be present at the inquiry. The presence of these officers is intended to assist the Commissioner of Railway Safety in the course of the

inquiry by producing upto date rules and instructions, as also to explain the procedure in vogue on the division/ Railway. However, they may not be present in the inquiry room unless desired by the CRS.

(d) If, for any reason, the Commissioner of Railway Safety is unable to hold the inquiry at an early date after the occurrence of such an accident, he may also ask the Head of the Railway Administration concerned to hold a joint enquiry and submit to him the proceedings of the inquiry.

(e) Rules contained in para 11 and para 12 of appendix -3 of the manual and instructions issued from time to time in regard to the action to be taken by the Railway Administration on receipt of the inquiry report of Commissioner of Railway Safety, should be followed.

9.05. Magisterial Inquiry

Whenever an accident, such as is described in section 113 of the Act, has occurred in the course of working of a railway, the District Magistrate or any other Magistrate who may be appointed in this behalf by the State Government, may either-

(a) himself make an inquiry into the causes which led to the accident; or

(b) depute a subordinate Magistrate, who if possible, should be a Magistrate of the first class, to make such an inquiry; or

(c) direct investigation into the causes which led to the accident, to be made by the police.

Provided that where, having regard to the nature of the accident, the Central Government has appointed a Commission of Inquiry into it under the Commission of Inquiry Act, 1952 (60 of 1952), or has appointed any other authority to inquire into it and for that purpose has made all or any of the provisions of the said Act applicable to that authority, a Magistrate or a police officer shall not make his inquiry or investigation under this rule and, where he has already commenced the inquiry or investigation, shall not proceed further with it; and such Magistrate or police officer shall hand over the evidence, records or other documents in his possession relating to the inquiry or investigation to such authority as may be specified by the Central Government in this behalf.

9.06. Judicial Inquiry-

A magistrate, making an inquiry under rule 17 of Appendix-3, may summon any railway servant, and any other persons whose presence he may think necessary, and after taking the evidence and completing the inquiry shall, if he considers that there are sufficient grounds for holding a judicial inquiry, take the requisite steps for bringing to trial any person whom he may consider to be criminally liable for the accident.

9.07. Departmental Inquiry :

If any department of the railway administration concerned accepts the responsibility of the accident, it shall be the duty of the Head of the department responsible for the accident to make an inquiry called 'Departmental Enquiry' as he may consider necessary. If his staff or the system of working is at fault, he shall adopt or suggest such measures as he may consider necessary for preventing a recurrence of similar accidents.

II. JOINT INQUIRY

9.08. Types of Joint Inquiries —

(a) Joint inquiry may be of the following types :—

i) Senior Administrative Officers' Inquiry,

ii) Junior Administrative Officers' Inquiry ;

iii) Senior Scale Officers' Inquiry ;

iv) Junior scale Officers' Inquiry ;

v) Senior Subordinates Inquiry ;

(b) In any of the above mentioned joint inquiry, the representatives of Traffic, Mechanical and Civil Engineering should normally be the member of the inquiry Committee except otherwise directed, in case of train accidents. If the Signal and Telecommunication, Electrical and/or any other department is involved in an accident their representative should also be associated as members. If Sr. DSO is in inquiry committee, another official from concerned department to which Sr. DSO belongs is not necessary.

(c) In case of joint inquiries by the Senior subordinates or by the Divisional Officers, the Divisional Railway Manager /ADRM will arrange to nominate the members of the inquiry committee and convey to all concerned the date, time, and place of the inquiry in to the accident.

(d) In the cases of joint inquiries by the administrative officers of Headquarters, the General Manager or his authorised representative will nominate the members of the inquiry committee. However, the Chief Safety Officer will arrange

to process the case and convey the date, time and place etc., of the inquiry to all concerned.

(e) All the concerned officials as mentioned in sub-para(c) and (d) above shall be inclusive of the following officers, in addition to those who are to attend the committee and arrange the presence of witnesses, in the cases specified in para 9.10(a).

i) D.C., D.M, S.D.O as the case may be in whose jurisdiction the accident occurred, or such other officer as the Local Government may appoint in this behalf.

ii) OC/GRP and OC/Local Police concerned.

iii) CRS-S.E. Circle.

iv) COM, CME, CEE, CSTE, PCE AND CCM.

(f) The date and time at which the joint inquiry will commence shall be fixed so as to give sufficient time for all concerned officials to reach the place of inquiry with all necessary documents. However, the date fixed shall not be later than the targets for commencement of inquiry fixed in para 9.19 and 9.20 of this manual unless otherwise directed by the competent authority.

(g) No officer or subordinate official whose evidence is required to be deposed before the Inquiry Committe, should be nominated as a member of that committee except in real emergencies. This exception should be allowed only under the orders of Divisional Railway Manager who before permitting the deviation should satisfy himself that it is neither possible to find another official

who could be nominated as member of the committee, nor would it be desirable to nominate a lower class official. In such cases, the evidence of the official who is a member of the committee should be recorded before the evidence of any other witness is taken.

(h) The seniormost officer or subordinate being a member of the Inquiry Committee shall be the President of the committee. He shall be primarily responsible for conducting the inquiry, coordinating the evidence and for ensuring the correctness of the proceedings and findings.

(i) When a date is fixed for joint inquiry, the officer or Senior subordinate concerned must take every step to have the enquiry completed. If for any unexpected and unavoidable reason, the nominated member is not in a position to attend the inquiry, he should immediately intimate the fact to the nominating authority, who should arrange another member to avoid postponement of the inquiry. In such an unavoidable circumstance, a suitable lower class official may be nominated. But joint inquiry and the recording evidence of staff should not be postponed merely because a member of the inquiry committee is unable to attend. In such an emergency and when the inquiry is likely to continue for more than a day, recording the evidence of important witness and non-important witness may be adjusted suitably.

However, in all cases where an inquiry is postponed or is not held at one stretch the reasons for postponement should be stated in the summarised note.

(j) With a view to quick finalisation, an inquiry once started should continue till it is completed, unless a postponement is necessitated by such reasons as absence of staff, whose evidence cannot be dispensed with, etc.

(k) Officers and subordinate officials concerned must take all possible measures to ensure attendance of the witnesses in the joint inquiry. The witnesses must be spared in a suitable time so as to attend the inquiry with all relevant papers, etc.

(l) Railway employee involved in an accident or whose evidence is required in connection with an accident, shall not be dismissed or allowed to leave the service until the final orders on the inquiry proceedings have been received from the competent authority.

(m) When there is loss or damage to mail vans or mails, or mail staff are injured or dead, the Superintendent, Railway Mail Service concerned may be present at the inquiry, but will not be a member of the committee.

(n) The responsibility for conveying information of an inquiry, for collection of the inquiry proceedings and their submission to the higher authorities within the target date and dealing with any further questions arising out of them shall however remain with the Safety Branch.

9.09. Constitution of Inquiry Committee —

(1) The constitution of joint inquiry committe will, to a great extent, depend on the nature of accident .The committee will be formed normally as follows :—

(a) The Officers comprising of -

(i) Senior Administrative Level,

(ii) Junior Administrative Level,

(iii) Senior Scale Officers,

(iv) Junior Scale Officers,

(b) Comprising of Senior subordinates.

(2) Each Committe shall normally comprise of an Officer/ Senior subordinate belonging to Operating, Mechanical & Civil Engineering departments. In case, any other department is involved in an accident, the Officer/ Senior Subordinate of the department(s) concerned shall also be associated as member of the Committee.

9.10. When Joint Inquiry must be made.—

(a) Joint Inquiries are invariably to be made in the following cases : —

(i) Any accident attended with loss of human life, or with grievous hurt or with substantial loss of railway property;

(ii) Any collision between trains of which one is a train carrying passengers ;

(iii) The derailment of any train carrying passengers or of any part of such a train;

(iv) Any accident of a description usually attended with loss of human life, or with grievous hurt or with serious injury to passenger or loss of property ;

(v) Any accident of any other description which may be notified by the Railway Administration from time to time.

Provided that such joint inquiries may be dispensed with :—

1. If the inquiry is to be held by the Commissioner of Railway Safety under rule-2 of the Statutory investigation into Railway Accidents Rules, 1998; or
2. A Commission of Inquiry is appointed under the Commissions of Inquiry Act, 1952 (60 of 1952); or
3. Any other authority is appointed by the Central Government to enquire into it; or
4. If there is no reasonable doubt as to the cause of the accident; and
5. If any one department of the railway administration concerned intimates that it accepts all responsibility in the matter, and
6. Except if otherwise directed by competent authority at Head quarters.

(b) Where such joint inquiry is dispensed with under clause (iv) and (v) above, it shall be the duty of the Head of the department of the Railway Administration responsible for the accident to make such inquiry (be called a 'Departmental Inquiry') as he may consider necessary, and if the staff or the system of working is at fault, to adopt or suggest such measures as may be considered necessary for preventing a recurrence of similar accidents.

9.11. Notice of joint inquiry- Whenever a joint inquiry is to be made, the Head of the Railway Administration concerned shall cause notice of the date and hour at which the inquiry will commence, to be given to the following officers, namely :—

(1) (a) the District Magistrate of the district in which the accident occurred or such other officer as the State Government may appoint in this behalf, the Superintendent of the Railway Police and the District Superintendent of Police;

(b) the Commissioner of Railway Safety for the section of the railway on which the accident occurred; and

(c) the Head of the Railway Police having jurisdiction at the place where the accident occurred or, if there are no Railway Police, the officer-in-charge of the police station having jurisdiction at such place.

(2) The date and hour at which the inquiry will commence shall be fixed so as to give the officers mentioned in sub-rule (1) sufficient time to reach the place where the inquiry is to be held.

(3) When a joint inquiry is held into an accident after receipt of information about the inability of the Commissioner of Railway Safety to hold an inquiry, under sub-rule (5) of rule 2 of the Statutory Investigation in Railway Accidents Rules, 1998, the Head of the Railway Administration concerned shall issue a Press Note in this behalf inviting the public to tender evidence at the inquiry or send information relating to the accident to the Joint Inquiry Committee at an address specified in the Press Note.

9.12. Report of joint inquiry or departmental inquiry to be sent to the Head of the Railway Administration and the action to be taken thereon-

(1) As soon as any joint inquiry or departmental inquiry has been completed, the President of the Committee of Railway officers or the Head of the department, as the case may be, shall send to the Head of the Railway Administration concerned a report containing inter alia-

(a) brief description of the accident;

(b) description of the locality of the accident;

(c) detailed statement of the evidence taken;

(d) the conclusions arrived at together with a note of dissent, if any;

(e) reasons for conclusion arrived at;

(f) the nature and extent of the damage done;

(g) when necessary, a sketch illustrative of the accident;

(h) the number of railway servants killed or injured;

(i) the number of passengers killed or injured;

(j) an appendix containing extracts of the rules violated by the staff responsible for the accidents.

(2) The Head of the Railway Administration concerned shall forward, with his remarks as to the action that is intended to be taken in regard to the staff responsible for the accident or for the revision of the rules or the system or working, a copy of the report referred to in sub-rule (1)-

(a) to the Commissioner of Railway safety for the section of the railway on which the accident occurred;

(b) if no inquiry or investigation has been made under rule 17 or if a joint or departmental inquiry has been held first, to the District Magistrate or the officer appointed under clause (a) of sub-rule (1) of rule 14; and

(c) if any judicial inquiry is being made, to the magistrate making such inquiry.

(3) The copy of the report aforesaid shall be accompanied-

(a) in the case referred to in clause (b) of sub-rule (2), by a statement of the persons involved in the accident whose prosecution the Head of the Railway Administration concerned considers to be desirable;

(b) in the case referred to in clause (c) of sub-rule (2) by a copy of the evidence taken at the inquiry.

9.13. Inquiry into accidents at interchange/ junction stations, etc.—

(a) Accidents occurring at interchange/ junction stations should be treated as accidents of the working railway and the responsibility for initiating and conducting inquiry as also finalising the inquiry proceedings should devolve on the Railway Working the interchange/ junction stations. In case a train belongs to the using Railway or worked by staff belongs to the using

Railway is involved in an accident, the official concerned of the Railway working the station must inform the other Railway concerned, and an officer or a subordinate as the case may be of the appropriate level of the using Railway should be appointed as a member of the Inquiry Committee.

(b) In case of an accident to a train with running power, the responsibility for initiating and conducting inquiry as also finalising the inquiry proceedings should devolve on the working Railway. An officer or a subordinate as the case may be of the appropriate level of the Railway exercising the running powers should be appointed as a member of the Inquiry Committee. Similar procedure should also be followed in the case of trains which are not with running powers but worked by staff of other Railway.

(c) Whenever an officer or a subordinate of an other Railway is appointed as a member of the Inquiry Committee constituted by a Railway, at least four copies of the complete inquiry proceedings should be given to the officer or subordinate.

(d) If the inquiry committee holds the staff of other railway responsible for the accident, the case should be pt up to AGM or SDGM for acceptance through PHOD of the concerned department of the railway on which the accident took place. All such cases should be process through CSO. In case, both AGM and SDGM posts are not available, Chief Safety Officer will act as accepting authority.

(e) In case the divisional officers do not accept the findings arrived at by the Inquiry Committee constituted by the other railway, they shall submit a detailed report to their own Headquarters.

9.14. Proceedings of Joint Enquiry Committee.—

(a) The members of the Enquiry Committee shall be very careful regarding the main objects of joint inquiry and satisfy themselves in this respect while conducting the inquiry and finalising the proceedings.

(b) The president of the Inquiry Committee will, at the outset, warn all witnesses against giving untruthful or false statement or trying to conceal facts, and bring to their attention that failing which, they would render themselves liable to severe disciplinary action. A certificate signed by the president to this effect is to be forwarded with the proceedings. The text of the certificate should be worded as shown below :—

Certificate of Warning

Certified that all non-gazetted staff who were witnesses in this enquiry were warned that giving untruthful or false evidences would render them liable to severe disciplinary action including removal from service.

President.....

Date.....

(c) A witness is expected and should be permitted to make a full statement of all the facts, relevant to the case and must not try to conceal or evade facts.

(d) The evidence of the witness should be recorded as a connected narrative and subsequently amplified by question and answer. However, the evidence should not be lengthened out unnecessarily. One should clearly have in his mind the point that is sought to be clarified and the questions should be put in a logical manner so that the answers may lead to the definite point. The language should be simple and clear. No abbreviations should be used. There should be no spelling mistakes or typing errors.

(e) In case of witnesses who are incapable of giving coherent statements in correct English, their story should be heard by the committee and thereafter one of the members should dictate it to the typist so as to bring out the essential facts in a logical sequence and without grammatical mistakes.

(f) At the end of every statement, there should be a proper certification, i.e., "read and accepted as correct" or "read, explained and accepted as correct", as the case may be. The President should sign on the right hand side under designation "President" with date. On the left hand side, the witness will sign over the words "signature of witness" unless the witness is illiterate in which case the words should be "left thumb impression of witness". Each sheet should also be provided with initial or left thumb impression of witness

and be initialled by the president if more than one sheet is used.

(g) When a witness is sick or injured in an accident necessitated his admission into hospital, endeavours should be made by the president of inquiry committee to ascertain from the medical authorities whether the witness is fit to make a statement, and with the approval of medical authorities, the inquiry committee or any member of the committee may visit the injured or sick person in the hospital and obtain a brief statement from him.

(h) If any witness is physically unfit to attend the inquiry, the inquiry committee or any member of the committee should visit him and obtain his statement.

(i) The President of the inquiry committee should ensure to make enough copies of the proceedings, so as to submit three copies to the Chief Safety Officer's Office, two copies for Sr. DSO's / DSO's Office and few copies spare.

9.15. Documents to accompany the proceedings.—

(a) Every inquiry proceedings should have the following documents in the order shown below and the list of the documents should be entered in an index.

(i) Title page and particulars of accident,

(ii) History of the accident,

(iii) Description of the site of accident,

(iv) Sketch of site of accident (atleast fullscape size),

(v) Findings, and reasons for conclusions arrived at,

(vi) Note of dissent, if any.

(vii) Recommendation of the Inquiry Committee,

(viii) Statement of witnesses with a list, and analysis of evidence separately.

(ix) Information regarding readings of track, engine and wagons/ vehicles, etc. as per the format given in appendix-2,

(x) Plan of accident site and /or other drawing in cases of serious accidents or in which the issue is complicated,

(xi) List of passengers killed or injured separately,

(xii) List of Railway employees killed or injured,

(xiii) List of damages to locomotive, rolling stock, permanent way, OHE, S&T gears etc. with estimated cost,

(xiv) Relevant extracts from train register/log book, station diary, guard's rough journal and other necessary documents, as also extracts of the rules violated,

(xv) Note of any serious or important discrepancy which may exist or as brought out at the inquiry,

(xvi) Bio-data of staff held responsible,

(xvii) Relief and restoration,

(xviii) Any other item of interest of any documents as directed from time to time.

(b) All the above mentioned documents must be signed by the president of inquiry committee. Other instructions in regard to the preparation of the documents should be followed as provided in para 9.21 of this Manual.

9.16. Submission of proceedings of joint inquiries to Head Office.—

(a) The seniormost Divisional Safety Officer should personally see all papers of joint inquiry proceedings before they are submitted to CSO Office and ensure submission within target date.

(b) In case of inquiry conducted by the officers of Head quarters, the responsibility indicated in para (a) above will devolve on the president of the inquiry committee.

9.17. Action to be taken on the inquiry proceedings in the Head Office.—

Directives are issued from time to time regarding the procedure for taking action on the inquiry proceedings at the Head Office. However, a copy of inquiry report of the cases having important bearing on rules should be sent to the Principal, Staff Training Centres.

9.18. Bio-data of staff held responsible for the accident.—

(a) While submitting detailed report on accidents or whenever asked for in connection with an accident, the following bio-data of staff held responsible must invariably be given :

(i) Name of staff,

(ii) Father's name,

(iii) Date of birth,

(iv) Date of appointment and educational qualification,

(v) Category in which working at the time of accident,

(vi) Date of promotion to the present category,

(vii) Rest taken before he came on duty (headquarters rest and outstation rest in case of running staff).

(viii) Time at which he came on duty (also time of actual departure of the train in case of running staff),

(ix) Last date of medical examination and next due date (including details of eye-sight),

(x) Date last refresher course completed and next due.

(xi) Last rest/periodical rest taken.

(xii) Brief details of accidents in which he was previously involved and punishment awarded during last five years.

(xiii) Any other remarks regarding the staff,

(xiv) Marital Status.

(xv) Any other particulars as and when asked for.

(b) Irrespective of the department to which the staff held responsible belongs, the particulars indicated in sub-para (a) above must be obtained and submitted. The Divisional Safety Officer should ensure this.

9.19. Prompt finalisation of accident cases. —

(a) It is necessary that all accident cases should be finalised in all aspects including disciplinary actions and implementation of recommendations within three months from the date of occurrence and in no case should this limit be exceeded.

(b) The following targets must invariably be followed in submission of accident reports, commencement/ completion of enquiries and submission of inquiry proceedings etc. in case of enquiries conducted by the Railway Administration 'D' indicates the day of accident.

(i)	Commencement of inquiry	...	D+3 days
(ii)	Completion of inquiries and submission of proceedings to Sr.DSO/DRM	...	D+7 days
(iii)	Submission of preliminary/ detailed report to Railway Board, CRS and GM/CSO as the case may be	...	D+10 days.
(iv)	Submission of inquiry proceedings to CSO/GM	...	D+20 days
(v)	Submission of final report to Railway Board and CRS	...	D+27 days
(vi)	Finalisation of accident cases in all respects	...	D+90 days

9.20. Target for CRS inquiry. —

(i) D — Day of Accident.

(ii) D+3 — Commencement of inquiry.

(iii) D+10 — CRS will forward a brief preliminary narrative report, provisional finding and immediate recommendations to CCRS, GM of Railway concerned, Secretary (Safety), Ministry of Railway and Secretary, Ministry of Civil Aviation.

On receipt of the Preliminary Report in Railway Board, same will be forwarded to Directorates concerned for suitable action on immediate recommendations.

(iv) D+30

(a) GM of Railway concerned will furnish his Railway's remarks along with the action taken report to CRS and Secretary (Safety), Railway Board.

(b) Action taken by Directorates in Railway Board be communicated to the Safety Directorate.

(v) D+60 — CRS will submit his detailed report to CCRS and forward a copy of the report to each of authorities mentioned in the rule 4 of the Statutory Investigation into Railway Accident Rules, 1973.

On receipt of final report, it will be put up to Board and marked to Directorate concerned for action on the Inquiry Report. The Directorate concerned

shall take suitable action on recommendations and will guide zonal Railways on important policy matters.

(vi) D+90 On receipt of the final Inquiry Report, GM of Railway concerned shall forward his comments on the Final Inquiry Report to CRS with copy to CCRS and Railway Board.

On receipt of final inquiry report, Safety Directorate will forward views of Safety Directorate to CCRS.

(vii) D+110 CCRS will submit his note on inquiry report to Secretary/Ministry of Civil Aviation forwarding simultaneously copies thereof to Railway Board. Comments of CCRS will be forwarded to different Directorates for suitable action.

(viii) D+140 Directorates concerned will submit action taken report on recommendations of CRS and comments of CCRS, after getting the same approved by the Executive Director concerned.

(a) In case recommendation has been accepted and instruction has been issued, 30 copies of the same should be forwarded to Safety Directorate.

(b) In case any recommendation is not acceptable, approval of the Board (Member concerned) must be obtained and communicated to the Safety Directorate.

(ix) D+180 Railway Board will .communicate their views on the report to CCRS endorsing a copy to Zonal Railway.

Railway shall finalize D&AR inquiry and send details of staff held responsible along with details of punishment imposed in each individual case.

9.21. Instructions for preparation of documents for the proceedings of inquiries.—

(a) The following instructions are to be followed in the preparation of documents for inquiry proceedings.

(i) Title page and particulars of accident.

(ii) **History of the accident :** This should be a concise account, in narrative form of all relevant points brought out during the inquiry. No comment should be made in this document, on the evidence or the reliability of witnesses or to fix responsibility.

(iii) **Description of the site of accident :** This should bring out all relevant points which are necessary to explain to a person who has not visited the site of accident, in understanding the location, nature and result of the accident.

(iv) **Sketch of the site of accident :** The sketch of the site of accident should atleast be of fullscape size and shall indicate the north point, kilometrage, station or between stations, lines, sidings, points, signals, curves, gradients, direction of movement,

point of mount and drop and distance travelled after the drop, position of level crossing with its gate and signals if any, position of vehicles and other necessary measurements, as also any other relevant information which is referred to in the inquiry proceedings. In addition to the engineering officer, the sketch should be signed by the President of Inquiry Committee.

(v) **Findings :** This should be clear, brief and to the point showing.

(a) the cause of the accident,

(b) the rule or rules violated by each person, if any,

(c) the staff held responsible.

It is essential that the cause of accident must be ascertained in all cases of accidents and the reasons of arriving at the findings should be fully discussed in the "Remarks and reasons for finding" column.

The rules violated should be extracted at the bottom of the page for ready reference.

The original copies of the findings must be signed by all the members of the inquiry committee at the place of inquiry and the subsequent typed copies should be endorsed "signed by".

(vi) **Note of dissent :** If a member of the inquiry committee is unable to agree with the findings wholly or partly, he may record a note of dissent and reasons thereof.

(vii) **Recommendation of the committee :** Wherever considered necessary, the inquiry committee may submit any recommendation in regard to the cause of the accident and availability of evidence, etc. However, the recommendation should be well thought of and based on facts. This should be signed by the members of inquiry committee. If there is no recommendation to make, a 'NIL' document should be submitted.

(viii) **Statement of witness :** Explained in para 9.14 of this manual.

(ix) **Reading of track, engine and wagon/ vehicle:** Explained in para 6.14, 7.04, 7.05 and Appendix-2 of this Manual.

(x) **List of passengers or Railway employees. killed or injured :** Explained in para 6.09 of this Manual.

(xi) **List of damages and cost there of :** The list of damages should accompany the proceeding, if available in time, but in any case should be submitted as soon as possible. The approximate cost of damages should, however, always be submitted with the proceedings.

(xii) **Relevant extracts :** The relevant extracts of train register/log book, station diary, guards rough journal and other necessary documents should invariably be given where these will assist in arriving at a conclusion as to the cause of the accident or speed of the train or violation of any rules or instructions, etc.

(xiii) **Bio-data of staff :** Explained in para 9.18 of this Manual.

(xiv) **Relief and restoration :** If any discrepancy in the arrangement of relief and restoration work, should be brought out.

(xv) **Matter brought to light :** Observation on some important matters brought out in course of the inquiry should also be included. A 'NIL' document should be submitted when there is nothing to state.

(b) The date of initiation of the inquiry and finalisation and also the location where the inquiry held should be furnished in the proceedings.

(c) Videofilm and Photographs of the site of serious accidents wherever taken should also be submitted as explained in para 6.14 (iii) of this manual.

9.22. Instructions and guidance to Inquiry Committee in conducting inquiry.—

The Inquiry Committee shall carefully go through the points given below in addition to the points mentioned in appendix-2 of this manual and agree among themselves as to

what points are obviously irrelevant. Only those items which are relevant to the accident under inquiry shall be included and the same to be borne in mind in course of inquiry and brought out in evidence.

(a) **Permanent Way** (Refer appendix-2, para A).

(i) System of maintenance of permanent way on the section concerned.

(ii) In case of breakage of rails or other fittings of the track was the suspected cause or cause of the accident, was the broken metal subject to a chemical or physical test about the quality and strength of the metal, if so, what was the result of the test and date on which broken rail was laid.

(**b**) **Carriage and wagon** (Refer appendix-2, para-B and C)

(i) Type and condition of couplings.

(ii) Lighting arrangements on train and actual condition.

(iii) In case of breakage of any gear or failure of mechanism was the suspected cause or cause of the accident, was the broken metal or the mechanism subject to a chemical or physical test and if so, what was the result of the test.

(c) Locomotive (Refer appendix-2, para-D)

(d) Signalling and interlocking (Refer appendix-2, para – E)

(i) Type of signalling and interlocking, sighting of signal concerned for approaching train as also from the place of work.

(ii) Type of Block Instruments in use and their condition.

(iii) Nature of Station Master's control.

(iv) Time of lighting and condition of the signal lamps and indicators.

(e) Level crossing (Refer appendix-2, Para-F)

(i) Was the handsignals of the gatekeepers and other equipments in order ?

(ii) Was the train or engine running long or short hood in case of diesel locos ?

(iii) Was the engine head light burning at the time of accident ?

(iv) was the train crew or the loco pilot or the driver of the road vehicle under influence of liquor or any drug?

(v) Speed of the train and road vehicle when approaching the level crossing.

(vi) Is any whistle board provided and did the Loco Pilot whistle ?

(vii) Was the gateman in sober state and as per roster duty ?

(viii) Whether the driver of the road vehicle could see the approaching train or the head light of the train/ engine or the station signals or hear the engine whistle? Could the Loco Pilot of the train see the approach of the road vehicle ?

(ix) Was there any other road vehicle on the approach of the level crossing at the time of accident ? If so,

did the driver hear any whistle or see the approaching train ?

(x) Was there any restriction while approaching the level crossing ? If so, was the restriction observed ? Was there any special rules for the level crossing in question ?

(xi) Was there any other eye witness of the accident, if so, what is his statement ? Direction of movement of the train and the road vehicle.

(xii) Condition of the surface at the level crossing and approach; distance between the two gate barriers.

(xiii) What was the census of road traffic from 6 to 18 hours and 18 to 6 hours separately for a period of seven days after the accident ?

(xiv) What is the average number of trains running on the section daily ?

(xv) Was there any fencing, if so, its condition?

(f) Operating (Refer appendix-2, para- F and G)

(i) System of working

(ii) System of obtaining line clear. Was there any interruption ?

(iii) System of delivery of line clear to the Loco Pilot.

(iv) Whether the train was booked to run through or stop or to cross ?

(v) System of working of points, locks and signals. Was there any failure?

(g) Personnel (Refer appendix-2, para- H)

(i) Whether the staff concerned are acquainted with the relevant rules and other instructions? Whether they are in possession of the prescribed rule books ?

(ii) Whether the Loco Pilots and guard of the train are acquainted with the road? When they have worked over the section last ? Did they work the same train before ?

(iii) Hours of work of the staff concerned at the time of accident.

(iv) Refer para 9.18 also of this manual.

9.23. Joint Inquiry Report to Police -

Copies of accident reports or joint inquiries may be furnished on request to Superintendent of Police or Superintendent of Railway Police or to the officials deputed by them. Analysis of evidence, however, should be treated as a confidential documents. Instructions in this regard are communicated from time to time which should also be followed. However this report can not be produced or sited as a peace of evidence in the court of law.

9.24. Punishment to the staff responsible for accident. —

(a) In addition to the specific stipulation in the Discipline and Appeal Rules, instructions relating to the punishment to staff responsible for accident, their assessment of adequacy and prompt imposition thereof, are issued from time to time. However, the punishment to the staff responsible for accident must be finalised and imposed promptly within scheduled time.

(b) (i) There is no bar against the institution of departmental inquiries in cases under police or judicial investigation and these may be processed so long as the court has not taken cognizance of the offence.

(ii) In the event of the court having taken cognizance of an offence it is not necessary invariably to stay departmental proceedings because a criminal case is pending in a court of law on the same charges. Each case can be considered individually on its facts and circumstances to see whether it is really necessary to stay departmental proceedings till the conclusion of the criminal trial.

(iii) No firm guidelines can however, be laid down in regard to para (ii) above.

(iv) Proceedings may be initiated under DAR against staff responsible for rail accidents and if found guilty, appropriate punishments may be imposed notwithstanding the fact that the matter is pending in any court unless stayed by it.

(c) No railway servant who is found to be responsible for the occurrence of an accident should be dismissed or allowed to leave the railway until the case is finally decided.

9.25. Acceptance of Findings of the Inquiry Committee —

1. General Manager shall be the accepting authority for all cases of SAG level enquiries.

2. (a) DRM shall be the accepting authority for the following inquiries subject to the review by CSO:-

(i) JA grade inquiry committee ordered when the Commissioner of Railway Safety or Chief Commissioner of Railway Safety is not in a position to inquire into a serious accident case.

(ii) JA grade Officers / Branch Officers' enquiry Committee for all other consequential train accidents except Unmanned Level Crossing accidents and cases of Signal Passing at Danger.

(b) DRM shall be the acceptig authority for the following inquiries without review by CSO.

(i) Senior Scale or Junior Scale officers enquiry for consequential unmanned level crossing accidents and all other train accidents not covered in clause (a) above.

(ii) Senior or Junior Scale Officers' enquiry on all cases of indicative accidents.

3. Sr. DSO/DSO shall be the accepting authority for Committee of Senior Supervisors enquiry in connection with all yard accidents.

4. In case of dissent note, the enquiry report even if accepted by the accepting authority as mentioned para 9.25 shall be put up to next higher authority for his views.

5. Enquiry reports after acceptance by DRM shall be put up to GM/AGM for perusal.

9.26. Staff of foreign railway held responsible —

In accident cases wherein the Inquiry Committee determines responsibility on the staff of Foreign Railway, the Inquiry Report should be put up to the AGM directly being the accepting authority. In case of absence of AGM post, SDGM may be nominated as accepting authority. In absence of post of SDGM also, CSO will act as accepting authority. Finalization of Inter-Railway DAR cases arising out of such inquiry reports should be followed up by the principal head of the department of the concerned department of the Railway on which the accident took place. If suitable response is not received from the respondent Railway at General Managers' level, then the case should be referred to Railway Board.

III. CRS INQUIRY

(The Govt. of India, Ministry of Tourism and Civil Aviation's Notification of dt. 17.12.98.)

G.S.R. 257 & 63 - In exercise of the powers conferred by section 122 of the Railways Act, 1989 (24 of 1989), the Central Government hereby makes the following rules, namely :-

1. (1) These rules may be called the Statutory Investigation into Railway Accidents Rules, 1998.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. Inquiry into a serious accident by the Commissioner of Railway Safety.- (1) (a) Where the Commissioner of Railway Safety receives notice under section

113 of the Railways Act, 1989 (24 of 1989) hereafter referred as the Act, of the occurrence of an accident which he considers of a sufficiently serious nature to justify such a course, he shall, as soon as may be, notify the Chief Commissioner of Railway Safety, the Railway Board and the Head of the Railway Administration concerned of his intention to hold an inquiry and shall, at the same time, fix and communicate the date, time and place for the inquiry. He shall also issue or cause to be issued a Press Note in this behalf inviting the public to tender evidence at the inquiry and send information relating to the accident to his office address.

(b) While notify his intention to hold an inquiry as aforesaid, the Commissioner of Railway Safety shall also inform or cause to inform the Chief Secretary of the State, the District Magistrate and the Superintendent of Police of the district concerned.

(2) For the purpose of this rule, every accident to a train carrying passengers which is attended with loss of life of a passenger or passengers in the train or with grievous hurt, as defined in the Indian Penal Code (hereinafter referred to as the grievously hurt) to a passenger or passengers in the train or with serious damage to railway property of a value exceeding Rs. 2 Crores and any other accident which in the opinion of the Chief Commissioner of Railway Safety or the Commissioner of Railway Safety requires the holding of an inquiry be deemed to be an accident of such a serious nature as to require the holding of an inquiry.

These accidents shall be termed as "Serious train accidents".

(3) However, for any accident, the Chief Commissioner may either hold the inquiry himself or direct any Commissioner of Railway Safety to do so.

Explanation - The inquiry under this rule shall be obligatory only in those cases where the passengers, killed or grievously hurt were travelling in the train carrying passengers. If an accident involving a train carrying passengers leads to loss of life or grievous injury to any Railway Servant(s) irrespective of whether he was travelling in that passenger train or not, inquiry under this rule shall be obligatory. However, if a person being a railway servant or holding valid pass or ticket or otherwise travelling outside the Rolling Stock of a passenger train (such as on foot-board or roof or buffers but excluding the inside of vestibules between coaches) is killed or grievously hurt, or is run over at a level crossing or elsewhere on the Railway track, an injury under this rule shall not be obligatory. Similarly, if in a collision between a road vehicle and a passenger train at a level crossing, no passenger in the train is killed or grievously hurt, it shall not obligatory to hold an inquiry. For the purpose of this rule, Workmen's trains or ballast trains or Material trains or Accident Relief trains or Tower wagons or such other trains carrying Workmen or Cattle specials/Military special carrying authorised escorts or similar such trains shall also be treated as passenger trains and in the event of a workman or escort being killed or grievously hurt as a result of an accident to the train, an inquiry under this rule shall be obligatory.

(4) When an accident requiring the holding of an inquiry occurs at a station where the jurisdictions of two or more Commissioners of Railway Safety meet, the duty of complying with this rule shall devolve on the Commissioner of Railway Safety within whose jurisdiction the railway working such station lies. At other such locations where the issue cannot be resolved

then it shall be finalised by the Chief Commissioner of Railway Safety.

(5) (a) If, for any reason, the concerned Commissioner of Railway Safety is unable to hold an inquiry at an early date after the occurrence of such an accident, he shall intimate by the fastest means of communication without any delay to the Chief Commissioner of Railway Safety of the reasons why the inquiry cannot be held by him. The Chief Commissioner may choose to conduct the inquiry himself or direct any other Commissioner to take up the inquiry or decide to let the inquiry be conducted by the Railway Administration. The concerned Commissioner shall thereafter notify the Railway Administration and the Railway Board accordingly.

(b) On receipt of the proceedings of the joint inquiry (Inquiry made by a Committee of railway officers) from the head of the Railway Administration in accordance with rule 15 of Railway (Notices of and Inquiries into Accidents) Rules, 1998, the Commissioner of Railway Safety shall scrutinise the same, and in case he agrees with the findings of the joint inquiry, shall forward a copy of the report to the Chief Commissioner of Railway Safety alongwith his views on the findings and recommendations made. In case the Commissioner feels, he may direct the Railway Administration either to conduct inquiry de-novo or re-examine specific issues and submit revised findings. On the other hand the Commissioner of Railway Safety, after examination of the joint inquiry proceedings, considers that an inquiry should be held by himself, he shall, as soon as possible, notify the Chief Commissioner Railway Safety, the Railway Board, and

the Head of the Railway Administration concerned, of his intention to hold an inquiry and he shall at the same time fix, and communicate the date, time and place for the inquiry.

(6) (a) Where having regard to the nature of the accident, the Central Government has appointed a Commission of Inquiry to inquire into the accident under the Commission of Inquiry Act, 1952 (60 of 1952), or has appointed any other authority to inquire into it and for that purpose has made all or any of the provisions of the said Act applicable to that authority, the Commissioner of Railway Safety to whom notice of the accident has been given shall not hold his inquiry and where he has already commenced his inquiry he shall not proceed further with it and shall hand over the evidence, records or other documents in his possession, relating to the inquiry, to such authority as may be specified by the Central Government in this behalf.

(b) if, as a result of the Police Investigation a regular case is lodged in a Criminal Court by the Police or arising out of the accident, a case is lodged in a Civil Court by interested person(s), the Commissioner shall finalise his Report and circulate the same as per rule 4, as a strictly confidential document.

3. Commissioner of Railway Safety to submit a brief preliminary narrative report -

Where a Commissioner of Railway Safety has held an inquiry in respect of any of the accidents described in sub-rule (2) of rule 2, he shall submit a brief preliminary narrative report to the Chief Commissioner of Railway Safety and the Railway Board simultaneously. In case Chief Commissioner of Railway

Safety has held an inquiry in terms of rules 2(3) and 2(5) he shall submit the brief preliminary narrative Report to the Railway Board. The report shall be factual and shall not contain any reference to persons implicated.

4. Commissioner Railway Safety to submit a report -

(1) Whenever the Commissioner of Railway Safety has made an inquiry under rule 2, he shall submit a confidential report in writing to the Chief Commissioner of Railway Safety and shall forward copies of the report to -

(i) the Railway Board;

(ii) the Railway Administration of all the Zonal Railways;

(iii) in the case of a railway under the control of a State Government or Local Administration to such Government or Administration if the accident has occurred in that Railway;

(iv) other Commissioner of Railway Safety;

(v) the Director, Intelligence Bureau, Ministry of Home affairs, Government of India, if the Commissioner of Railway safety find that the accident was caused by sabotage or train wrecking.

(2) In case the inquiry has been held by the Chief Commissioner of Railway Safety he shall forward his Report to the Authorities mentioned in (i) to (v) of sub rule (1) of this Rule.

5. Publication of report - Recommendations in regard to the publication of reports shall be made by the Chief Commissioner of Railway Safety and Railway Board (Ministry of Railways) informed accordingly. In case the Railway Board has reservations on the recommendations of the Chief Commissioner, the matter shall be finally decided by the Central Government (Ministry of Civil Aviation).

6. District Magistrate or his representative to attend the inquiry conducted by Commissioner of Railway Safety - Where no Magisterial inquiry is being made under clause (a) or (b) of rule 17 of the Railway (Notices of an Inquiries into Accidents) Rules, 1998, the District Magistrate shall, as far as possible attend the inquiry conducted by the Commissioner of Railway Safety personally or depute some other officer to represent him at the inquiry.

7. District Superintendent of Police or his representative - The District Superintendent of Police shall, as far as possible also attend the inquiry conducted by the Commissioner of Railway Safety personally or depute some other officer to represent him at the inquiry.

8. Commissioner of Railway Safety to assist the Magistrate or the Commission of Inquiry etc. in clarifying technical matters – The Commissioner of Railway Safety, as far as possible, assist any Magistrate making a judicial inquiry or an inquiry under Rule 17 of Railway (Notices of and Inquiries into Accident) Rules 1998 or a Commission of Inquiry appointed under the Commission of Inquiry Act

1952 (60 of 1952), or any other Authority appointed by the Central Government to which all or any of the provisions of the said Act have been made applicable, whenever he may be called upon to do so for the purpose of clarification of any technical matters.

9. Powers of the Commissioner of Railway Safety – Nothing in these rules shall, except to the extent provided in sub-rule (6) of rule 2, be deemed to limit or otherwise affect the exercise of any of the powers conferred on Commissioner of Railway Safety by section 7 and 8 of Act, 1989.

10. Repeal and Saving– (1) The 'Statutory Investigation into Railway Accident Rules 1973', published with notification of Government of India in the Ministry of Tourism & Civil Aviation No. 22 dated 2.6.73, part II, section 3 are hereby repealed.

(2) Notwithstanding such repeal, any thing done or any action taken under the rules hereby repealed shall be deemed to have been done or taken under the corresponding provisions of these rules.

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CHAPTER – X

UNTOWARD INCIDENTS AND UNUSUAL OCCURRENCES

I. UNTOWARD INCIDENTS

The Railway Passengers (Manner of Investigation of Untoward Incidents) Rules 2003, as amended in 2007 is given at Appendix - 5

10.01 Definition : As per section 123 (c)(i) of Act No. 24 of Indian Railway Act 1989, Untoward Incident is defines as under :

1) (i) The commission of a terrorist act within the meaning of sub-section(1) of section 3 of the Terrorist and Disruptive Activities (Prevention) Act, 1987; or

(ii) the making of a violent attack or the commission of robbery or dacoity; or

(iii) the indulging and rioting, shoot-out or arson, by any person in or on any train carrying passengers, or in a waiting hall, cloak room or reservation or booking office or on any platform or in any other place within the precincts of a railway station; or

2) The accidental falling of any passenger from a train carrying passengers.

10.02 Report about Untoward Incident : Any railway servant including guard and loco pilot of the train on coming to know the occurrence of an untoward incident, shall report the incident immediately to the nearest station superintendent.

10.03 Duties of Station Superintendent, Guard, Train Ticket Examiner/Train Superintendent :

(1) If an untoward incident occurs at station, the concerned Station Superintendent on duty shall immediately arrange medical assistance to the injured passengers and report such incident within 24 hrs. of the occurrence to the Divisional Security Commissioner on Form-I which is given at Appendix – 5.

(2) If an untoward incident occurs in the midsection, the guard of concerned train shall inform the Station Superintendent on duty of the nearest station who shall perform the duties referred to in sub-rule (1).

(3) In case the guard is injured in an untoward incident, the TTE of the concerned train shall inform the station superintendent of the nearest station who shall perform the duties referred to in sub-rule(1)

(4) In case both the guard and TTE are injured in an untoward incident, the Train Superintendent shall inform the Station Superintendent of the nearest station who shall perform the duties referred to in sub-rule(1).

(5) If an untoward incident occurs in the mid section, in the absence of officials mentioned in sub rule(2), (3) and (4), the Station Superintendent if it comes to his notice shall perform the duties referred to in sub rule(1).

(6) The Station Superintendent on receipt of information about the occurrence of an untoward incident under rule (3) shall –

i) make necessary entries in station diary

ii) arrange for medical assistance to the injured passengers,

iii) Make out a brief report in respect of the spot of the untoward incident and forward copies thereof to the divisional office, zonal railways, police and divisional security commissioner of the force.

7. In case of railway accidents and untoward incidents, emergency first aid to be given at the site of accident/ incidence before shifting to to nearest suitable hospital which may be a Govt. hospital, Railway hospital or private hospital. Full powers in this connection will be exercised by GM and his decision will be final.

10.04. Injured or dead on or near the railway track.—

(a) When life is not extinct.

i) When any railway employee finds any injured person on or near the track, he should do his best for rendering first aid and/or in the alternative arrangement for medical help as early as possible. He should also arrange to inform the police through the Station Master of the nearest station or any other person in the vicinity. The person should be transported to the nearest hospital for medical aid. However, all available evidence should be kept as far as possible.

ii) When any person is run over or knocked down by a train, first aid (if available) shall be rendered by the guard of the train and/ or by a qualified doctor if any in the train or at the station. The person shall be transported to the nearest railway station in the direction of the run of the train promptly where

medical aid is available and the Station Master will arrange to send the injured to the Hospital immediately after rendering first aid if not already rendered.

iii) If an injured person is found on or near the track or runover or knocked down by a train, a statement of the person should be recorded by the guard and / or Loco Pilot or by the person who happens to find the injured. The particulars to be recorded are name, father's name, age, sex, address, relatives/friends available near-by , how he happened to be on the line, particulars of injuries, and how the wounds were inflicted, etc. The statement should be prepared in duplicate and signed by the guard, Loco Pilot or the person who finds the injured and some other responsible witnesses, and one copy should be made over to the Station Master of the nearest station where the person is handed over, for onward transmission to the police authorities and RPF. Along with the statement, a memo showing the date, time and place where the injured was found and action taken thereof, should also be handed over to the Station Master. In case, the Railway servant who finds the injured person is illiterate, he should seek the assistance of some responsible person for obtaining and recording the above statement and particulars.

Note : If the injuries are due to untoward incident as defined in rule 10.01, Station Superintendent shall send Form-1 to Divisional Security Commissioner as mentioned in rule 10.03.

(b) When life is extinct.

i) When a dead body is found on or near the railway track by any railway employee or any person is run over and killed by a train, the Guard and/ or Loco Pilot of the train or the railway employee concerned must ensure recording of all available evidence. The dead body should not be removed until the arrival of the police as the chances of some clues which may lead to detection of causes may be interfered with. However, to clear the line for the movement of subsequent trains, the deadbody may be removed from the line, but in doing so, the movement should be minimum required. Handling of the dead body by many people should be avoided so as to keep the available finger prints undisturbed. Information of the fact must be given to the police authority and RPF without loss of time.

ii) The following particulars must be collected and furnished in the memo by the Guard and/or Loco Pilot of the train or by the person who happens to find the body-

(a) time and place the body was found ;

(b) position of the body in relation to the track;

(c) blood strains on the ballast, rail, sleeper etc.,

(d) extent of injuries ;

(e) whether injuries inflicted by a train or otherwise;

(f) approximate age;

(g) sex;

(h) name, father's name and address if available;

(i) position of clothing and any other evidence found on or near track;

(j) the name of the informer, his father's name and full address.

iii) The body may thereafter be left in charge of village chowkidar or any responsible person in the vicinity or lineman or trackman or gateman. If no responsible person is readily available at the site or nearby, It shall be removed with the help of available assistance to the nearest gate-lodge in the direction of the movement of the train. Where there is no gate-lodge it will be carried and made over to the Station Master of the next station. In all cases, a written memo giving the particulars as mentioned in sub-para (ii) above shall be made out by the guard and /or Loco Pilot of the train or by the person who happens to find the body, and handed over to the Station Master. A copy of the memo should also be handed over to the man under whose charge the body is kept for onward submission to the police authorities.

iv) In case the body is found by a railway staff not working a train, he shall, unless he himself is in a

position to advise the police authorities or as mentioned in sub para (iii) above, take immediate steps to advise any responsible person in the vicinity of site to enable the later to take further action.

(c) Attempts should be made to find out the identity and address of the deceased or injured. The Station Master should send information promptly on telephone or other available means of communication to the relatives of the deceased or injured.

Note : If the death is occurred due to an untoward incident as defined in Rule 10.01, Station Superintendent shall send Form 1 to Divisional Security Commissioner as mentioned in Rule 10.03.

10.05. Murder or serious assaults in railway carriages.—

(a) If a crime of a serious nature such as a murder or serious assault be committed in a railway carriage on a running train, the procedure detailed in para 4.24 of Operating Manual should be followed except otherwise directed.

i) The Guard of the train shall have the compartment emptied and locked up after all shutters have been closed from outside immediately so that blood strains, marks of struggle, foot prints, finger prints etc., may remain undisturbed.

ii) If the crime took place in a second class compartment, the carriage shall be detached at the station where the crime was detected and kept under watch till the police arrive to take over the case.

iii) If the crime took place in an upper class compartment, the compartment shall be immediately locked up and the carriage allowed to proceed to the nearest station where it canbe replaced. If no GRP staff are available at this station, RPF staff to be deputed until police officials comes upon the scene.

iv) No one, either Railway employee, or outsider, shall be allowed to enter the compartment until the police arrive except in as far as it is necessary to attend to injured persons unable to leave the compartment without assistance.

v) The RPF staff concerned shall be advised at what station the carriage has been or will be detached. After the carriage is taken over bythe police, it shall not be removed or otherwise utilised without the written authority from the police releasing the carriage.

(b) Detailed particulars of the incident should be recorded by the Guard of the train including the name of the Travelling Ticket Examiner or conductor concerned as also the name and address of few passengers of carriage as witness of the incident. Immediate information should be given to the police authorities either by the guard or Travelling Ticket Examiner or conductor personally who happens to get the information or through the Station Master or through any other responsible person with a copy to nearest RPF post for information and necessary

assistance. However, the guard should make over a detailed memo to the Station Master. In case of availability of RPF escort party or GRP mobile outpost in the train, the information of crime in the train should immediately be given to them.

(c) The usual accident message under class 'Q' will also be issued by the Station Master of the station at which the matter was reported.

10.06. Deaths in trains or within station premises.—

(a) In cases of deaths or any person being killed within station premises or corpses being taken out of trains, the Station Master shall make over the body and all available effects of the deceased to the Government Railway Police for necessary investigation and prompt disposal of such bodies.

(b) At stations where there are no government Railway Police, the Station Master shall give immediate information of the case to the Government Railway Police concerned and shall see that the corpses are, in all cases, promptly removed from public view and disposed off by the police.

(c) Attempts should also be made to find out the identity and address of the deceased and the Station Master should send information on telephone or any other available means of communication to the relatives of the deceased free of cost and a letter confirming the message, if there is no relative or friend with the deceased.

(d) Details of the case should be recorded by the Station Master in Station diary in addition to issue of all concerned message.

(e) In case the death is due to an untoward incident as defined in Rule 10.01, Station Superintendent shall send Form 1 to Divisional Security Commissioner as mentioned in Rule 10.03.

10.07. Person fallen out of trains.—

1) In case of person fallen out of train, the Guard of the train shall take the following action in addition to the observance of rules contained in para 10.04(a)(i) of this manual.

a) A statement of the person involved in the accident should be recorded in all cases where it is possible, but in case of child, the statement of the guardian-with the child should be recorded. Statement of two co-passengers who were eye-witnesses to the incident shall also be recorded. The statements shall be recorded in presence of the Railway Police travelling by the train and counter signed by him. If there is no Railway Police travelling by the train, the signature and addresses of two passengers in whose presence the statement is recorded should be obtained.

b) In the case of accidents in which carriage windows or doors or other fastenings are involved, the guard of the train shall immediately examine the same along with the Train Examining staff and record the result jointly in the Train Report.

If no Train Examining staff is available at the place of accident, the carriage(s) shall be examined at the next train examining station and the result recorded.

2) The following information shall be collected and furnished by the Guard of the train to Station Superintendent who shall forward to all concerned as mentioned in Rule 10.03 (6).

a) Kilometerage at which (i) The person fell down, (ii) The train stopped.

b) The place where the person fallen down (on platform or between the line and platform or on other line or in between two tracks, etc.)

c) was the incident noticed by the Guard and/or Loco Pilot and train brought to a stand or the alarm chain was pulled and by whom?

d) was the train backed to the accident spot ?

e) name, age, sex and address of the person and detailed particulars of ticket held ;

f) In case of child, the name, relationship and address of the guardian also ;

g) where was the person/child seated or standing at the time of incident as seen by the fellow passengers;

h) was the person injured and killed or injured, particulars of injury;

i) Owning Railway, number, type, description and position of the carriage from the engine and guards

van, from which the person fell down; condition of door/window handles, shutters, safety catch, door opens inwards or outwards, etc;

j) brief description as to how the occurrence happened;

k) whether first aid was rendered, if so, by whom ?

l) how the injured/dead was disposed of ;

m) was there any G.R.P. constable or RPF escort party on the train and Travelling Ticket Examiner in the carriage ?

n) remarks as to whether the occurrence is accidental or due to carelessness of the person concerned or for any other reason.

10.08. Responsibility of RPF towards injured passengers :

DG/RPF, vide Standing Order No. 54 has directed RPF personnel as under :

1. Since the RPF has already been vested with the responsibility to promote safety and security of the travelling public, every effort must be made to provide medical aid to the injured passengers to save their lives.

2. Wherever RPF personnel are present in railway stations or running trains, they should take personal responsibility to got injured person admitted to hospital without waiting for written memo from any railway official. If necessary, they should arrange for transportation of injured person(s), obtain bill and submit to their officers for reimbursement.

If the injured passengers are accompanied by friends, colleagues or members of the family, RPF personnel should render necessary help to them to go to the nearest doctor or hospital. Incharge of concerned RPF post should ensure this.

3. After admission of the passenger to the hospital, the concerned RPF personnel should give injury report to the GRP for appropriate legal responsibilities.

4. Wherever there is an RPF assistance post, the personnel on duty should be entrusted with this responsibility. In other places, the individual RPF constable or officer present should accept this as a duty and provide immediate assistance to injured passengers.

5. Efforts must be made to render first aid to the injured person before shifting them to hospital. Initially they may be admitted in any nearby Govt. Hospital and Railway Hospital. If the companion of the injured person desires for admission in any hospital other than government/ railway hospital, RPF personnel render necessary help in this regard.

II. UNUSUAL OCCURRENCES

10.09. Treatment of passengers in case of their illness and/or injury while travelling or by accident.—

(a) While it is not incumbent on the Railways to provide medical relief to passengers who are ill, such assistance

is invariably rendered in practice as a matter of courtesy to a customer. The assistance may be arranged as soon as possible and as per para 627 of Medical Manual (1981).

(b) However, in case of illness or injury to passengers as a result of a Railway accident in which case it is the duty of the Railway Administration to provide free medical attendence and treatment facilities as per rules. They must be properly and carefully attended to until shifted to the hospital or handed over to relatives or friends, as the case may be.

(c) If the passenger is reported to be injured due to any defective fittings, the fittings should be examined. Evidence of other passengers should also be taken. A full report must be made out by the TTE/Guard giving name, age, address of the passenger, particulars of ticket, description of carriage and condition of fittings, etc. The Train Superintendent/TTE or Guard should also give a memo to the Station Master to arrange examination of the fittings by the SSE/SE(C&W) at the Terminal station and also to arrange rectification if required at earlier station. The injured person should be given first aid by guard. TTE/Train Superintendent of the coach/train shall call any doctor travelling in the train for immediate medical aid.

(d) In cases of passengers found sick or injured on arrival of train at station, every endeavour should be made to convey them as promptly as possible to the local hospital for medical treatment. If there be no hospital at the station in

question, the passenger should be sent as quickly as possible to the nearest hospital by any train or any other suitable means.

(e) In serious cases, medical aid must be called from the nearest sources available. The guard and Station Master should ascertain if there are any doctor(s) among the passengers on the train or on the platform waiting for a train. In case of non-availability of medical aid at the spot, an advance information may be sent to the Doctor(s) concerned to be in readiness to attend the train conveying the passenger(s).

(f) When any passenger injured in a Railway accident and even in case of a minor injury, first aid must be given. He must be examined by a Railway Medical Officer and the injuries recorded. If any passenger refuses medical attention, it must be taken from him in writing by the Guard/ Station Master/ Person-in-charge of the work. In every case attempt must be made to get the injured examined by Railway Medical Officer before he leaves the Railway premises. If he continues his journey by the same / any other train he may be examined by a Railway Doctor at an intermediate station or on arrival at the destination and the Doctor concerned should be informed well in advance.

(g) In case of accident to trespassers and persons travelling dangerously as mentioned in section 147 and 156 of Indian Railway Act 1989, emergency medical treatment should be provided to such injured person to send them to nearest Govt. Hospital. Providing medical aid does not

bestow any right on the injured person to claim any compensation from railways.

10.10. Signal Passing At Danger (SPAD)—

a) In case of a train passed fixed signals at danger at a station, the Station Master shall immediately reckon the distance by which the train has passed the signal before coming to a stop and examine the condition of the brake blocks on the train as also the condition of air pressure system. Whether the brake blocks are cool, hot, etc., should also be noted. The examination shall be done in presence of the guard and Loco Pilot of the train and result entered in the Station diary.

b) In case of a train passed Engineering Stop Indicator or fixed signal at danger outside station limits, the guard of the train shall immediately reckon the distance upto which the train has passed the signal or indicator before coming to a stop in the presence of the Loco Pilot and enter it in the train report.

c) In the case of averted collision at Station , the Station Master shall immediately reckon the distance between the two trains or the train and obstruction in the presence of the train staff and enter it in the Station Diary. In the case of averted collision between stations, this duty shall devolve on the guard or guards of the train(s), and the distance shall be entered in the Train Report of the train(s).

(d) In the case of bad riding or engine hunting or lurching etc., the rules laid down in SR 2.11.01 and 2.11.02 shall be rigidly observed.

Rule 10.11 Reporting of death cases of staff and staff injured on duty —

Death cases of staff while on duty/due to harness and cases of staff injured while on duty (grievous injury) should be reported to General Manager of Railway on the same day with brief summary of the case. The above information should also be furnished in detail in the PCDO every month.

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CHAPTER – XI

DISASTER MANAGEMENT

Introduction :

Till now, Disaster implies to cover only cases of serious rail/train accidents duly following the instructions mentioned in the Accident Manual. But now, disaster no longer means only a train accident, but its scope has become much wider to include other incidents, terrorism related activity and natural calamities, etc. Inorder to handle all these accidents in coordinated manner between various departments, Disaster Management Plan has been prepared mentioning relief, rescue, mitigation and preparedness of railways. Whenever, an accident, terrorism related crisis or natural calamity arises is declared as a Disaster, all the instructions mentioned in DM Plans shall come into force and act accordingly. All Officers and Supervisors concerned should be fully conversant with their roles listed in the DM Plans and carry them in an efficient manner. However, a brief outlines on the Disaster Management is discussed below for information of Disaster Management Team members.

11.01 Definition of Disaster in Railways:

Railway Disaster is a serious train accident or an untoward event of grave nature, either on railway premises or arising out of railway activity in that area, due to natural or man-made causes, that may lead to loss of many lives and/or grievous injuries to a large number of people, and/or severe

disruption of traffic etc, necessitating large scale help from other Government, Non-government and Private Organizations.

With the adoption of the above definition of railway disaster, it needs to be appreciated that not only a serious train accident may turn into a railway disaster, if not handled and managed properly, there may be, many more railway related events which may not even involve human lives but may turn into disasters for which necessary prevention and mitigation measures are to be taken by the railways beforehand. Zonal Railways will ensure that prevention, mitigation, preparedness, rescue and relief related issues covering all types of disasters affecting railway system are addressed and their details are also appropriately incorporated in their Disaster Management plans.

11.02 Types of Disasters :

Disaster in the Railway context was traditionally a serious train accident, caused by human/equipment failure, which may affect normal movement of train services with loss of human life or property or both. This is now extended to include natural and other man made disasters. Different types of disasters are described along with a few examples, below:

a) Natural Disaster : Example : Earthquakes, Floods, Cyclones, Land Slides, Tsunami etc.

Civil Engineering Department at the field level and on the Divisions gets information through advance warning sent by the respective Government Departments on the possibility of Floods, Cyclones, Earthquakes, and Landslides etc. Depending on the gravity of the disaster/crises/calamity

expected the information would be passed on to the Divisional officers through the Emergency Control which will act as the Incidental Command System (ICS). Where train operations have to be suspended or regulated the operating departments would be suitably advised. After making the train regulation plan, the divisional control would advise the commercial and security departments for management of the welfare of passengers. Alerts to the passengers would be issued through the PR Department of the Railway in the Print and Electronic Media.

DRMs on the divisions shall ensure coordination amongst the departments for ensuring running of train services (including relief special trains) as also relief arrangements for the passengers and for the Welfare of Railways staff. Assistance from other Divisions and Zonal Railways would be taken through the Headquarter of the Zonal Railways. Coordination with the Integrated Operation Centre (IOC) of MHA and NDMA/NDRF would be through the Emergency Control of each zonal Headquarter.

b) Train Accident related Disaster : Example : Collisions (with a huge number of casualties), Train marooned (flash floods), derailments at a bridge over a river, and coaches falling down; train washed away in cyclone, derailment of a train carrying explosives or highly inflammable material, Tunnel collapse on a train, fire or explosion in trains, and other miscellaneous cases etc.

A major train accident leading to serious casualties, long duration interruption to traffic and cannot be tackled with its own resources but requires help from other non-railway

resources. Dealing with such disasters is mentioned in detail in Divisional and Zonal Disaster Management Plan.

c) Man made Disasters : Example : Acts of Terrorism and Sabotage, i.e. causing deliberate loss of life and/or damage to Property, which includes Setting fire to a Train, Railway installations etc., bomb blast at Railway Station/Train, Chemical (Terrorism) Disaster, Biological and Nuclear Disaster.

Different forms of terrorism fall under this category. A major role has to be played by the Security Department of the Railways who will coordinate with the State Governments and when required the Para-military and other forces. The Security Control of the division will act as the Incident Command System (ICS). The Headquarter Security Control will coordinate with the Integrated Operation Centre (IOC) of MHA.

11.03 Authority to declare a Disaster in Railways :

In case of a serious accident, the Administration would take a conscious decision whether the situation is to be classified as a Disaster or not. GMs, AGMs or CSOs (when GM/AGM are not available) are authorized to declare an untoward incident as Railway Disaster. Such declaration shall have to be issued to all concerned with the approval of competent authority. Once, the accident is declared as Disaster, all instructions as contained in Disaster Management Plan would automatically come into force.

11.04 Disater Management Plan :

All Divisions and Zonal Railway HQ must devise their DM Plans as per the provisions of Disaster Management Act, 2005 and DM Plan of Indian Railway taking into consideration

of the resources available with them, their neighbouring divisions/Zonal Railways, Civil Authorities, industrial units and Armed Force bases located in their territory. This would enable the Divisions/Zonal Railways to muster the entire local resources in case of a major disaster/natural calamity. Zonal Railways DM Plan should integrate all divisions and also to take into consideration adjacent Railways' framework. These DM Plans will help the relief teams to distribute their work and mandated duties. ISO 9000 certification is to be obtained initially for HQ and later for the Divisional DM Plans.

a) Divisional Disaster Management Plan : This will generally contain specific information regarding divisional action plan for dealing with all types of railway disaster. It should focus mainly on further new developments of sharing of resources with all stake holders. It should also have, divisional specific information like road maps, etc. Information common to all divisions of a Zonal Railway may be replicated uniformly in DM Plans of all divisions of the Zonal Railway. Divisional Specific information need not be contained in headquarter DM Plan.

b) Headquarter level Disaster Management Plan : This will have information common to all divisions of Zonal Railway. It will generally contain Railway's action plan for dealing with all types of railway disaster. Action items along with their progress will be detailed for all type railway disasters. Contrary to the divisional Plan this will be more centric towards prevention, mitigation and preparedness than rescue and relief. Information like formation of relief and Rescue teams at the accident site,

Disaster Management Control Management, Duties of various officers/officials etc. in addition to the information specific to headquarter will be contained in this plan. Information common to all divisions of a Zonal Railway may be replicated uniformly in DM Plans of all divisions of Zonal Railway. The Plan of HQ should detail for all types of disasters, the preventive, mitigation and preparedness measures being taken by the railways and also the rescue, relief and restoration systems in place to meet with them.

11.05 Nodal Department for Compilation, updating and review of Disaster Management Plans :

Safety department on the Zonal Railways is responsible for compilation of DM Plans at HQ and Divisional Levels. The DM Plans are to be prepared with coordination of other departments, NGOs, Private Agencies, etc. These Plans are to be reviewed and updated at least once a year, i.e. January on the basis of Disaster Management Plans issued by Indian Railways and National Disaster Management Authority (NDMA). The DM Plans of the "State Governments" also need to be considered periodically and changes incorporated in the respective DM Plans of Zonal Railways/ Divisions. These Plans are also to be hosted on the rail net server of the zonal railways.

11.06 Handling of a Disaster :

a) Railway Agencies : In handling disasters, Railways should utilize its resources efficiently viz., Communication Network, Territorial Army Units, Uniformed force of RPF/RPSF, Medical Infrastructure, Civil Defence Organization, Scouts and Guides, Dedicated Rescue/Restoration Equipment.

b) Intermediate Agencies : A list of Contractors and Suppliers having emergency equipments like Earth Moving Machineries, Generatos, Pumps, etc., of adequate size is to be maintained by each division with their contact numbers and locations to be drafted at the time of need.

c) Outside Agencies : Assistance from following agencies can be obtained.

- National Disaster Management Authority (NDMA)
- State Disaster Management Authority of Orissa, Andhra Pradesh and Chhattisgarh,
- Orissa Disaster Rapid Action Force,
- National Disaster Response Force (NDRF)
- Army, Navy and Airforce through NDMA,
- Non-Government Organisations (NGOs) as per their capacity and need.

11.07 Disaster Preparedness :

Availability of Resources are generally self-reliant in carrying out rescue and relief operations as a result of having a well organized set up including ARMVs and ARTs. However, major accidents, involving heavy casualties in remote areas or in difficult terrain or under adverse weather conditions are possible to be managed efficiently by mobilizing non- Railway resources also.

Disaster Management mechanism in Railways can be maintained at a high level of preparedness and efficiency by

keeping all resources readily available and in good fettle. Resources imply both Railway and non-Railway men and material including Medical, Personnel, transport, volunteers, Police and fire services. Details of these resources, their location, contact numbers and other details have been identified, compiled and placed in a "Data Bank". This Data Bank is available in the Divisional DM Plans of Khurda, Waltair and Sambalpur divisions.

11.08 Management of Disaster :

There are two aspects of Disaster Management work at an accident site. Firstly Rescue, Relief and Restoration which is carried out by one set of functionaries. Second aspect pertains rehabilitation of accident involved passengers, taking care of dead bodies, dealing with their relatives, transportation of stranded passengers, etc., which is carried out by a different set of functionaries.

a) Golden Hour Rule :

The basic principle of Trauma Management is speed and expediency - "Most Trauma patients die of shock, which comes from sluggish or non existent circulation and the resulting chemical changes in the body" Therefore critical trauma patients should be given medical care within one hour from the time of accident, chances of recovery/survival reduces drastically, even with best medical attention given thereafter. This period of one hour is known as "The Golden Hour". During golden hour period patients should be provided with treatment to arrest bleeding, shock relieving and artificial respiration and keeping them in recovery position."

b) Management to save lives :

While rescuing the injured/dead, it is necessary to take firm and quick decision to save lives. Mechanical Department shall discharge dual responsibility of extricating injured passengers and dead bodies from coaches and toppling those coaches whose search has been completed. They will join up with Medical teams in extracting the injured/dead.

The basic steps for quick and effective rescue and relief operations are :

i) Rapid access to the site of accident for searching of victims.

ii) Quick extrication of victims and effective on-site medical management.

iii) Expeditious extraction and shifting to rescue vehicle(s).

iv) Speedy transportation to hospital.

c) Site Management :

Inorder to expedite the restoration of traffic and rehabilitation of affected passengers and their relatives, it is necessary to provide counters at the site of accident viz., UCC, LCC and CAC. Counters of UCC and LCC will assist in restoration process and CAC will assist the ill fated passengers and relatives.

i) Unified Command Centre (UCC) : Unified Command Center (UCC) should be set up at the accident site under the overall coordination of Mechanical Department. This is some kind of a control office to be located near the center of

the accident site. This is basically meant for catering to operational needs of Railway in rescue, relief and restoration work. UCC shall be manned by Sr. Supervisors of various departments such as Medical, Commercial, Personnel, Operating, Safety, Security, Public Relations, Mechanical, Electrical, S&T and Engineering round the clock basis in 12hrs. shift duty. They assist and co-ordinate with other departments. Each functionary at the UCC will maintain a log book. Flow of information both incoming and outgoing would be recorded along with the time and names of officers/staff who were given the message.

UCC will basically supervise the working of 2 Local Command Centres (LCC) and coordinate with Divisional and HQ Emergency Cells. Functionaries of different departments in LCCs should provide updated information regarding progress of work to their counterparts in UCC. It should have facilities like lighting with generator backup, communication with Divisional Emergency Cell and HQ Emergency Cell along with other communication, satellite telephone, fax, photo coiper, PCs, loud speaker, etc. Detail schematic plan of UCC is given at Annexure - 2 of Zonal Disaster Management Plan.

ii) Local Command Centre (LCC) : Depending on the spread of the accident site, Local Command Centres (LCC) on the same pattern as the UCC should be set up for easy flow of information and coordinate between Disaster Management Team and UCC. 2 LCCs should be set up, if the site is spread over 300 - 400 mts. Detail schematic plan of LCCs would be similar to that of UCCs as given at Annex- 2 of Zonal Disaster Management Plan. Representatives of same departments as

in UCC should be present in LCCs. One SAG officer of Mechanical department will be overall in charge of each LCC with loud speaker for making announcements and direct telephone link with UCC.

iii) Combined Assistance Centre (CAC) : The UCC should have a Central Passenger Assistance Center (CPAC) with different counters for various purposes located towards the rear side away from the track for rendering help to passengers and their relatives. Outline schematic plan of UCC/ CAC is given at Annexure-2 of Zonal Disaster Management Plan. This is basically meant for catering to requirements of passengers and their relatives/next of kin to provide a single window clearance for all types of formalities like tracing of injured/dead, issue of Medical and Official Death Certificate, Payment of ex-gratia and Compensation, issue of Claims Compensation form, Pass counter for issue of return journey pass, etc.

CAC should be separate from the UCC so that it does not interfere with normal rescue and relief work. Detail schematic plan of CAC is given at Annexure-3 of Zonal Disaster Management Plan. CAC will be manned by staff of concerned departments such as Operating, Medical, Commercial, Security & Personnel. A big banner displaying 'COMBINED ASSISTANCE CENTER' should be put up at a prominent place at the entry to the Tent. Different counters should be provided in sequence for each of these formalities, so that the entire exercise can be completed in about an hour. Functionary concerned from the local Municipality who issues Official Death

Certificates should be made to come and sit in the CAC so that these certificates can be issued immediately without any delay.

11.09 Disaster Preparedness and Rehabilitation:

Rehabilatory action in case of Disaster and Preparedness for handling such situation shall be done as per Disaster Management Plan (DMP) of the Railway. Telephone number of some of the agencies to be contacted at the time of Disaster is given at Appendix -14.

11.10 Disaster Management Training :

Subsequent to enactment of the Disaster Management Act, 2005, Railway Board has directed the Zonal Railways to impart training on Disaster Management at all levels to know disaster management related issues, to strengthen and upgrade the knowledge in respective spheres of the management through respective railway training institutes as per the module mentioned in Director (MPP)/RB/NDLS lr no. E(MPP)/2009/3/1, dated 20.01.09.

11.11 National Disaster Response Force (NDRF) :

National Disaster Response Force is a defence agency dealing with relief and rescue operation related to all types of disasters i.e., state as well as railway disasters under the control of Sr. Commandant.. Assistance from the NDRF will be very much helpful for the Railway Administration for prompt relief and rescue operation in case of railway disaster. Board has empowered DRMs to directly requisition the nearest NDRF battalion for relief and rescue operation at the time of major railway disaster without loss of time. East Coast Railway's nearest NDRF is 3rd Batallion CISF(NDRF) at Mundali, Cuttack

(Tele-0671-2879709 and Fax. 0671-2879710). Requisition of NDRF should be judicious.

National Disaster Management (NDM) control room (Tel No. 011-23092885, Fax. 23093750), Security Control Room (Tel No. 011-23387981, Fax. 23303983) and Safety Cell (Tele Fax No. 011-23382638) in the office of Railway Board must be informed as and when requisition is made.

(a) Function of NDRF :

Apart from general rescue operation capability, the battalion has the specialization of handling flood and cyclone situation along with basic medical equipment with few medical officers who move to the site with the team. The battalion has 3 teams of 36 forces each with 3 buses and 3 trucks loaded with equipment. On requisition from CSO/DRM, NDRF will move for rescue after getting permission from DG/NDRF, NDLS. Normal response time is 45 minutes. For alerting staff, siren is sounded by their control room and a flag code system is followed to monitor dispatch. The control room is manned round the clock to receive information and respond accordingly. The battalion can move by road with their own vehicles. For longer distances (say more than 200 kms), rail transportation may be arranged, if possible. Railway has to assist them in reaching site by least possible time by arranging self propelled vehicles, trolleys, etc.

(b) Units of NDRF :

At present there are five Orissa Disaster Rapid Action Force bases available at Cuttack, Jharsguda, Balasore, Koraput and Chatrapur. Division has to contact with the above units for

necessary help at the time of need. Board has also directed that ODRAF units are to be called for association during annual full scale Disaster Management Drill of Railways. Further Railway also has to associate NDRF in their full scale exercise drill held once every year.

CRISIS MANAGEMENT

11.12 Definition :

What Is a Crisis ?

A "crisis" is an unstable time for an organization, with a distinct possibility for an undesirable outcome. This undesirable outcome could interfere with the normal operations of the organization, it could damage the bottom line or it could jeopardize the positive public image. In railways crisis is discussed which arises out of fires, floods, tornadoes, earthquakes, bombings, etc.

Crisis Management : Crisis Management is the process by which an organization deals with a major event that threatens to harm the organization, its stakeholders, or the general public. Three elements are common to most definitions of crisis: (a) a threat to the organization, (b) the element of surprise, and (c) a short decision time.

In contrast to risk management, which involves assessing potential threats and finding the best ways to avoid those threats, crisis management involves dealing with threats after they have occurred. It is a discipline within the broader context of management consisting of skills and techniques required to identify, assess, understand, and cope with a serious

situation, especially from the moment it first occurs to the point that recovery procedures start.

Crisis Management consists of :

- Methods used to respond to both the reality and perception of crises.
- Establishing metrics to define what scenarios constitute a crisis and should consequently trigger the necessary response mechanisms.
- Communication that occurs within the response phase of emergency management scenarios.

Crisis management methods of an organization are called Crisis Management Plan.

11.13 Difference between a Crisis and Disaster :

A Crisis medicates either an impending calamity or the occurrence of an incident which would adversely affect the society and human population. A Disaster is a much bigger occurrence of an event which would cause large scale devastation, damage to property and loss of human life etc. While a Crisis may or may not turn into a Disaster, the opposite is normally true, but with the condition the crises situation is more in the initial stages.

11.14 Types of Crisis :

There can be broadly 4 types of crisis situation which the Ministry of Railways may be confronted with:

(a) National level crisis developed in the Railways and is specific to a railway which is to be managed with the help and assistance of other Ministries. All India Railway Strike is only such crisis for which Ministry of Railways is the Nodal Ministry.

(b) National level crisis affects the country including Railways and different Ministries/Departments have to help and assist each other based on their strengths. Cyclone, Earthquake etc. can be such crisis where railways have to assist by running special trains. Ministry of Home Affairs is the Nodal Ministry but Railways have to maintain liaison and flow of information for assistance to restore the affected railway system. Further for Terrorism/Security related Crisis, Ministry of Home Affairs has to assist railways.

(c) Crisis situation which is not a national level crisis affects railway system which is to be managed with the help and assistance of other Ministries/departments. Chemical explosion in train, fire in train, train falling in river, etc may be such situations.

(d) Crisis situation which is not a national level crisis affects railway system which can be managed with the help of internal resources from the railways only. In such crisis where railways have to help other ministries by way of rail transport. Ministries concerned will make their own Crisis Management Plan bringing out the assistance that the Railways will be required to provide to them.

11.15 Drill for handling Crisis :

The Crisis Management Plan (CMP) is intended to deal with the afore mentioned crisis situations only. The drill to be followed in the Ministry of Railways (Railway Board) as well as on the Zonal Railways in respect of crisis group Functioning of Control room, communication etc., are basically the same for all crisis situations and the same general drill will follow and to be supplemented by the special instructions depending upon the nature of the crisis.

11.16 Coordination of Incident Command System of Railways with Integrated Operations Centre of Ministry of Home Affairs :

Whenever a crisis is about to be faced, Government of India has laid down systems for warning its respective departments through an 'alert'. It should be understood that mere issue of an 'Alert' (Yellow or Orange) is not an indication of the occurrence of a Disaster. This only signifies the existence of a crisis for which provisions of the Crisis Management Plan would come into operation.

(a) Integrated Operation Centre of MHA : Integrated Operation Centre (IOC) has been set up in the Ministry of Home Affairs to handle disaster situations on a 24x7 basis. IOC is responsible for initiating incident alert messages when a disaster is likely to occur or when it has actually taken place.

(b) Categorization of Alerts : A Standard Operating Procedure has been prepared for alerts of events of different types and identifies the situations when alerts are to be sent by the IOC. Specific hazards have different categories of alerts..

Accordingly, a uniform system has been devised by categorizing each type of alert in stages - Yellow, Orange and Red.

Category	Description	Stage
Minor	50 or more casualties (inclusive of death and injuries)	Yellow
Medium	51-99 deaths.	Orange
Major	100 or more deaths, or where additional assistance is sought by the Ministry of Railways.	Red

As soon as alerts are issued, Emergency Cell in the control room of the affected divisions on the Railways will start function and act as the "Incident Command System" (ICS) to monitor information of the Disaster and to coordinate the organization of various emergency functions, (rescue, relief, mitigation etc) in the disaster areas. The ICS of the Divisions will coordinate with the "Zonal ICS" where a similar emergency cell exists in the Headquarters of each Zonal Railway. The "Zonal ICS" will establish liaison with the Integrated Operation Centre (IOC) of the Ministry of Home Affairs right from the stage of receipt and issue of "Orange or Red Alerts" and also for providing/requesting help in relief/rescue/mitigation to other departments (or State Government) or from them respectively. The Zonal ICS will constantly update the position periodically to Railway Board.

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