NORTHEAST FRONTIER RAILWAY

ACCIDENT MANUAL



UPDATED EDITION 2022

(FOR OFFICIAL USE ONLY)

ACKNOWLEDGEMENT

First Edition: 2004
Second Edition: 2013
Third Edition: 2022

Published By : Headquarters Operating Department, N.F.Railway.

Though N.F Railway has the prime responsibility of safe train operation to achieve zero extirpations, it also requires the help and co-operations of some other states and public organizations.

Hence, we the N.F Railway is thankful to the State Government of Assam, West Bengal, Bihar, Tripura, Sikkim, Manipur, Mizoram, Arunachal Pradesh, Meghalaya and their Civil Authorities, Defense Establishments, National Disaster Management Authority, Gas Authority of India Ltd, Indian Oil cooperation, Bharat petroleum Cooperation Ltd and non-government organizations for their cooperation, suggestion and help in maintaining Law and Order situation for trains operation.

If an Accident/Incident occurs statutory investigation has to be done by following the Railway (notice of an inquiry into Accidents) Rule 1998 and Railway passengers (Manner of investigation of untoward incidents) Rule 2020. Both rules would automatically come into force and officers and staff of concerned departments would take action as laid down in accident manual.

Although utmost care has been taken in publishing the book to ensure accuracy, the publisher solicits corrections, if any.

Date : 11th May, 2022
Place : Maligaon

(Pradip Kumar Hira)
DY CME CON MLG

NORTHEAST FRONTIER RAILWAY

ACCIDENT MANUAL

UPDATED EDITION 2022

(FOR OFFICIAL USE ONLY)

अंशुल गुप्ता
महाप्रबंधक
ANSHUL GUPTA
GENERAL MANAGER

सत्यमेव जयते

पूर्वोत्तर सीमा रेल
NORTHEAST FRONTIER RAILWAY
मालीगांव, गुवाहाटी - 781011
MALIGAON, GUWAHATI – 781011



FOREWORD

I am glad to note that NFR Team is bringing out an improved and updated Accident Manual 2022 (for official use only), North East Frontier Railway.

The Accident Manual is a compendium of all instructions, rules, regulations and guidelines issued from time to time on the subject of Railway accidents.

This is the third edition of Accident Manual brought out by North East Frontier Railway. This edition contains the instructions issued up to April, 2022. Relevant provisions of Indian Railway Act, 1989 have also been incorporated in the Manual. New chapter have also been added in the Manual regarding movement of tower wagons as well as Railway Passenger Rules 2020.

Accident Manual should be studied carefully by all Railway men who are connected with train operation, maintenance of assets and should find a place in their personal equipment. The provisions contained in the Manual are in conformity with the General and Subsidiary rules (G&SR).However, whenever there is a conflict in the instructions in the manual and the G&SR the provisions of General and Subsidiary Rules will apply.

I hope that the Manual will not only act as a reference book on accidents but also help in creating safety awareness in Railway men.

I congratulate the editing team for their fine work.

Place: Maligaon

30/7/2022

(ANSHUL GUPTA)
GENERAL MANAGER

☎ : दूरसंचार DOT 0361-2676000 | रेलवे RLY 22000 | फैक्स दूरसंचार FAX : DOT 0361-2676124 | ई-मेल E-mail : gm@nfr.railnet.gov.in

उत्पलपर्णा हाजारिका
Utpalparna Hazarika
प्रमुख मुख्य परिचालन प्रबंधक
Principal Chief Operations Manager

पूर्वोत्तर सीमा रेल, मालीगाँव, गुवाहाटी-781 011, असम
NORTHEAST FRONTIER RAILWAY
Maligaon, Guwahati-781 011, Assam
Tel : 0361-2676006
Fax : 0361-2673091



PREFACE

The Third edition of this manual of North East Frontier Railway brings together in comprehensive manner all the rules, regulations and procedures for dealing with accidents. Every Railway servant who is required to deal with accidents should be in possession of this Manual and be thoroughly conversant with its contents. The Instructions contained in this Manual should be read in conjunction with the General Rules for open lines of Railways and the subsidiary rules there under and other rules/instructions issued from time to time for safe working of trains. Amendment slips to be issued in future will be on page replacement basis and the correct page should be inserted at the proper location in the manual after removing the old page. Each page replaced should be recorded in the register of amendments/additions along with the particulars pertaining to the rules, date, page No. etc., and obtain signature of the immediate supervising officials to that effect. If any amendment slip is not received, the same should be obtained from the authorities concerned.

The rules in this manual have been numbered in 3 digit code in which the 1st denotes the No. of the Chapter and last 2 digits indicate the No. of the paragraph. For example, No.213 denotes Para 13 of Chapter II.This manual is the property of North East Frontier Railway and should be surrendered before an employee leaves Railway Service.

Date: 26th May, 2022
Place: Maligaon

U. Hazarika
(Utpalparna Hazarika)
Principal Chief Operations Manager

राजीव महाजन, आई.आर.एस.एम.ई
मुख्य प्रशासनिक अधिकारी/परियोजना
RAJIV MAHAJAN,IRSME
Chief Administrative Officer/Project

पूर्वोत्तर सीमांत रेलवे
NORTHEAST FRONTIER RAILWAY
मालीगांव, गुवाहाटी-781011
MALIGAON, GUWAHATI-781011



PREFACE

The Accident Manual is a compendium of all instructions, rules and regulations and guidelines issued from time to time on the subject of Railway Accidents. The second edition of Accident Manual was published in North East Frontier Railways in the year 2013.

Updated third edition of 2022 contains a topic on Disaster Management as well as the correction slips issued since then. Accident Manual should be gone through by all the Railway officials, staff who are required to deal with train operations directly or indirectly and those who have to maintain the Railway Assets.

All Railway officials should be fully aware and conversant with the provisions of the Accident Manual, General and Subsidiary Rules and Safety Circulars issued from time to time. Sh. P.K.Hira, Dy CME/Con/MLG has taken great initiative to update the accident manual besides doing his own work diligently. Service rendered by him exceeded all expectations.

However, whenever there is conflict in the instructions, the provisions of General and Subsidiary Rules will get priority. Let us take solemn pledge to make the travel safe.

Date: 26th May,2022
Place: Maligaon

(RAJIV MAHAJAN)
CAO/Project/NFR

संदीप शर्मा
मुख्य अभियंता /निर्माण-VII
SANDEEP SHARMA
Chief Engineer/ Con-VII
B. Tech-(IITR)
M. Tech-(IITD)
Ph. : 0361-2676074
email : cecon7mlg@gmail.com.

सत्यमेव जयते

पूर्वोत्तर सीमा रेलवे (निर्माण)
मालीगॉव, गुवाहाटी-781011
N.F. RAILWAY (CONSTRUCTION)
MALIGAON, GUWAHATI - 781011



PREFACE

This New Accident Manual is brought-out after reviewing all the rules in conformity with Railway Board instructions with an orientation for practicability at the field level.

Revision and updating of this manual involved sustained efforts. The task included consideration and suggestions invited from various departments of the North East Frontier Railway.

All the Rules meriting review have been diligently examined by the Rules Section of PCOM's office. The Chapters are re-classified and re-named as per the requirement. All the Rules from the previous Accident Manuals 2013 are re-located pragmatically in the new chapters.

Any suggestions for inclusions and for improvement may be addressed to PCOM Office.

Date: 9th May,2022

Place: Maligaon

09/05/22

(Sandeep Sarma)

CE/C-7/ NFR

प्रदीप कुमार हीरा
उप मुख्य यांत्रिक अभियान्ता (निर्माण)
PRADIP KUMAR HIRA ,IRSME
Dy. Chief Mechanical Engineer (CON)

सत्यमेव जयते

पूर्वोत्तर सीमा रेल
North East Frontier Railway
मालीगांव, गुवाहाटी - 781011
Maligaon, Guwahati-781011



PREFACE

This manual includes all amendment slips and also supersedes the Accident Manual of North East Frontier Railway (2013 edition).

It is imperative that all Railway Officials, and especially those who are required to deal with accidents should be fully conversant with the provisions of the Accident Manual, General and Subsidiary Rules and other contingency Plans issued from time to time.

The staff for whom specific duties during accidents have been laid down in the Manual, will be supplied with a copy of this Manual. They shall be familiar with its contents.

Any error or omission in these rules should be brought to the notice of the Principal Chief Operations Manager. Any Amendment to this new manual will be issued in the form of replacement pages for the convenience of the staff and it is the responsibility of the staff, whoever supplied with this manual to keep them up to date, duly replacing the pages and entering the particulars of Amendments in the "Record of Amendment Slips"

This manual is the property of the Railway Administration, and shall be returned by the staff on leaving service. This manual is for official use only.

Copies of these documents should have in all control offices, Training institutes and other important Railway Establishments for reference. Sufficient copies of this issue will be provided to Divisional and other establishments time to time for ready reference.

Suggestion for making further improvements would be welcome.

Date : 11th May, 2022
Place : Maligaon

(Pradip Kumar Hira)
DY CME CON MLG

ACCIDENT MANUAL, 2022
Register of Correction / Amendment Slips
(Corection/Amendment Slips from 1 to 9 updated)

Correction/Amnd-Slip		Date of Posting of A/slip	Correction/Amnd. Made	
No.	Date of Issue		In Para	At page

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CHAPTER-I
DEFINITIONS AND GENERAL INSTRUCTIONS
A. DEFINITIONS

101. **Definitions :** In these rules, unless the context otherwise requires :

(1) **'Act'** means the Railways Act, 1989 (24 of 1989)

(2) **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 servant 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".

(3) **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

I. **(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 accident 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 train passing signal at danger, averted collision, breach of block rule coming under classification, F,G and H.

IV. **Equipment Failures :**

These include all failure of railway equipment i.e. failure of locomotive, rolling stock, permanent way, overhead wire, signaling 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.

5. **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. 2,00,00,000 and any other accident which in the opinion of the Chief Commissioner of Railway Safety or Commissioner of Railway Safety requires the holding of an inquiry by the Commissioner of Railway Safety shall also be deemed to be a serious accident. However, the following shall be excluded :-

(a) case 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 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.

6. ***'Collision'*** means the impact of train or trolly against another

train or trolly or any road vehicle or other obstructions. It does not include impact of wagons or loads due to rough shunting unattended with casualities or only attended with negligible damage.

Note : The following impact are not 'train collisions' but to be reported as 'other collision' :-

a) Between train and push trolly,

b) Between light engine or/and vehicles or/and wagons.

c) Between push trollies, and

d) Between light engine and push trolly.

7. ***'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 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 station limits, the distance between the two trains or the train and the obstruction at the time the train or trains have finally come to a stop, is four hundred meters or more;

b) If, within 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 would have averted the collision between the trains or between the train and the obstruction.

8. **'Sabotage'** means the wilful tampering with any part of the working machinery of a Railway with the object of rendering it inoperative or any act intended to cause damage to railway property other than train wrecking or attempted train wrecking.

9. ***'Train Wrecking'*** means the wilful obstruction of or tampering with the permanent way, works or rolling stock, resulting in an accident to a train with or without loss of life and/or damage.

10. ***'Attempted Train Wrecking'*** means the wilful obstruction of or tampering with the permanent way or works, structures, equipment or rolling stock, which if undetected, would have resulted in an accident.

11. ***'Serious Damage to Property'*** means damage to Railway property roughly estimated to cost over Rs. 2,00,00,000.00

12. ***'Railway Property'*** means rolling stock, locomotives, permanent way, signalling and interlocking equipment, electric equipment and other property owned by the Railway.

13. ***'Public property'*** means all such property as does not belong to the railway viz. goods, parcels, luggages, live stock and other materials tendered to and accepted by the Railway for carriage from a fixed place of departure to a certain destination (excluding the luggage carried by passengers on train).

14. ***'Breach of Block Rules***'- When a train enters block section without any authority to proceed, or with an improper authority to proceed or is received on a blocked line not constituting an averted collision, or when it enters or is received on a wrong line at a station or a catch/ slip siding or a sand hump, it constitutes breach of block rules.

15. ***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 Panel Code reproduced below for ready reference. (Section 320, Indian Penal Code 45 of 1860).

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

(A) Emasculation.

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

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

(D) Privation of any member of joint.

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

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

(G) Any Injury 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.

(H) Disfigurement of head or face (CSO/MLG's L/No. T/308/ DM/ 03-04 dt 11.2.05)

(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 occurrence of 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.

16. 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, E or MG-Q,R (in hours)	BG-E, MG-S or NG route (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 first commercial train on line clear from adjacent station for movement over the affected line in that section.

Note : The movement of first commercial train (goods or passenger) shall be reckoned for the purpose of considering the restoration after an accident as complete. 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 categorized 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.

17. 'Capsized Coach' is one in which wheels are off the ground and it is resting on its side, either on the ground or against an obstruction.

Note : This also applies in case of Wagon and Engine.

18. ***'Engine Failure and Time Failure'-*** (a) An engine is considered to have failed when it is unable to work its booked train within the prescribed load from start (i.e., after being attached on to the train) to destination (i.e., to the first shed or point where the engine is booked to be cut off or to work another train as per link diagram) due to faulty design, material or workmanship in shop or shed or mismanagement on the part of the engine crew or bad fuel or water. Reduction of the load for a part of the Journey would constitute an engine failure provided this is due to a faulty design, material or workmanship in shop or shed or mismanagement on the part of the engine crew, or bad fuel or water.

b) When an engine causes a net delay of 30 minutes or more in case of passenger trains and 60 minutes or more for freight trains throughout the entire run owing to some faulty design, material or workmanship in shop or shed, or mismanagement on the part of engine crew or bad fuel or water, it would constitute a 'Time Failure'. Train stalling due to faulty design, material or workmanship in shop or shed, or mismanagement on the part of engine crew or bad fuel or water, necessitating, working of the train in two portions would constitute a 'Time Failure' provided the net loss of time on the entire run is 30 minutes or more in case of passenger trains and one hour or more for freight trains.

Note : i) The benefit of time made up is to be given in arriving at the net delay. In the case of passenger trains, the loss of time shall be taken as net i.e. time lost minus time gained whereas in the case of goods trains, the loss of time should be gross as the time gained is not maintained.

ii) Engine failure of all trains, assisting and light engines, but not those of departmental, regular shunting engines, are to be included. Failure of foreign railway engines are to be excluded.

iii) Detention of one hour and over caused to other trains due to engine failure not falling within the scope of the above definition shall be reported as per accident under class R and not under Class J-1, J-2.

(c) Failure of locomotives which are overdue schedules upto 24 hours should continue to be reckoned as engine failures.

(d) All cases of failures of trial engines when working a load

may not be reckoned as failures for their first round-trip trial run (After heavy schedules, re-power packing, accidents, repairs, change of major components like armature, turbo-Charger generator, etc.) when a trial message is issued in advance. Any failure during subsequent trial run while working a load should be reckoned as engine failure and reported.

(e) In the case of engine failure, the Loco Pilot shall give written advice of it to the Guard of the train who shall advise the Station Master in writing with the following details :-

i) Time and date.

ii) Section and Kilometreage.

iii) Train number and total load/tonnage

iv) Engine number.

v) Loco Pilot's name

vi) Nature of failure and assistance required.

vii) Cause of failure.

viii) Whether any damage done to property.

ix) Probable detention to train.

x) Any other important information.

Note : In case of light engine, the duties laid down for the Guard shall devolve on the Loco Pilot.

(f) The Station Master, on receipt of information of engine failure from the Guard/L.P. shall inform the Controller on Controlled Section and then issue an accident message.

(19) (i) **Train :** A train is a set of vehicles, empty or loaded worked by locomotive, or any other self propelled unit, or rail motor vehicle or a single rail motor vehicle empty or conveying passengers, live stock, parcels or goods which canot 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 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 engine or any other part which is cut off from the load, ceases to be a part of the train.

ii) **Passenger Train :** A train intended solely or partly for the carriage of passenger 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 any 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 Trains :** All other trains not covered under 19 (ii) be termed as 'other trains'.

B. GENERAL INSTRUCTIONS

102. Objectives to be achieved in dealing with accidents -

The objectives to be achieved in case of an accident are

a) Save life and alleviate suffering.

b) Protect property including mails.

c) Provide succour and help to other passengers at the site of accident.

d) Ascertain cause of the accident, and

e) Restore through line of communication.

103. Resources of all departments to be made available-

The resources of all departments in men and materials should be promptly made available, when required for rendering assistance to passengers, in clearing the line or for transphipment of traffic. Every facility will be afforded to the Civil, Police and Medical Officers and the Commissioner of Railway Safety to enable them to proceed quickly to the site, in case of a serious accident.

104. Every official to render all possible assistance -

Each official receiving advice of an accident shall do all that is within his power to render assistance. He should take the greatest care in carrying out his duties whether specially assigned or assumed by him automatically.

i) All railway men traveling by the train involved in an accident should report to the Guard without any delay whatsoever.

ii) All the staff at accident site should wear armbands. Ten armbands should be available with the Guards of all passenger carrying trains, to enable easy identification of Railway staff in case of an accident.

iii) A permanent check-list should be displayed in all SLRs regarding important duties of the Guard in the event of an

accident. Some important duties of the Guard are indicated below for guidance :-

Important duties of a Guard in an accident :

Immediately after the mishap, the Guard shall-

1. Arrange to protect adjacent line/lines and then the same line.
2. Send information through quickest means to control/SMs on either side
3. Take action to save lives, render first aid.
4. Call for Doctors on the train and seek their assistance.
5. Seek assistance of Railwaymen on the train for attending to the injured and for other relief operations.
6. Post a Railway employee to man the field telephone to ensure regular flow of information to control.
7. Make a quick assessment of the assistance needed and advise control or nearest SMs.
8. Preserve and safe-guard all clues of possible cause of accident.
9. Arrange protection of property of passengers and Railway property through RPF, GRP and other Railway staff.
10. Guard shall not leave the site till he is permitted to do so by a competent authority.

iv) Every division should have a system nominating 'controlling stations' for each section. The Station Masters of such nominated 'Controlling station' 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. It should be made clear to every body 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. This system should be introduced within one month.

v) 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 kept in proper fettle. The Railways should immediately make an assessment of the

number of such Vans required and take necessary action for procurement.

vi) Minimum of two telephones with STD facilities should be provided in every Control office within IRR. Facsimile facilities should also be provided to begin with, in major Divisions.

vii) Immediate arrangement should be made to provide cold-cutting equipment in every ARME. It is important that the equipment is periodically tested and it must also be ensured that sufficient numbers of staff are trained for handling these equipments.

viii) Relief trains arranged for clearing stranded passengers must be given over riding priority in running. Every effort should be made to minimize the travel time of already traumatized passengers. It must also be ensured that other passenger trains which have been detained due to the accident are given due priority in running.

ix) Disciplinary proceeding will be initiated against such employees/Officers, who are found negligent or failed to discharge their duties relating to an accident as per the rules/instructions modified from time to time. (Authority : Rly. Bd.'s letter No. 2004/Safety (A&R)/19/20 dated 05-10-2004 & 89/ Safety-I/4/3 dated 04-08-1989).

105. Duty for Securing Safety- (a) Every Railway servant shall-

i) See that every exertion is made for ensuring the safety of the public;

ii) Promptly report to his superior any occurrence affecting the safe or proper working of the Railway which may come to his notice; and

iii) Render on demand, all possible assistance in case of an accident or obstruction.

b) W henever any unusual condition arises through an obstruction, or a defect in train, signals, tracks, bridges over head structures, or through any other cause, which may affect the movement of trains or the safety of the public or property, every Railway servants shall-

i) take immediate steps to stop any train, the movement of which is likely to be endangered, or to endanger the safety of its passengers or the public;

ii) take immediate steps to remove the obstruction or remedy the defect if he is able and competent to do so; and

iii) make a report to the nearest Station Master by the quickest possible means and to his superior.

106. Duties of Station Master in case of an accident-

If the Station Master comes to know of an accident, he shall-

i) take immediate action to protect traffic and safeguard property; and take steps for stopping trains, the movement of which is likely to be endangered;

ii) inform the Control, stations on either side and specially mention what assistance is required and record the time in the Station Diary at which the first information is given;

iii) arrange for all necessary assistance which are required to be sent to the site of accident;

iv) arrange for immediate despatch of the nearest medical assistance and equipment when medical aid is required; and

v) report the accident to all concerned as required.

107. Duties of Guard in case of an accident- (a) Immediately an accident to a train takes place, the Guard of the train shall-

i) note the time of accident;

ii) arrange to protect his train as per Rules inforce taking assistance of any qualified staff, such as Assistant Guard, Asstt. Loco Pilot, Gangmen, Gatemen, etc. In case of double line, the other line shall first be protected, if fouled.

iii) send information of the accident to the Control on Controlled Section and to nearest Station Master after making quick survey of the damages and casualties and the assistance required. The Portable Control Phone, when available, shall immediately be used for this purpose;

iv) on the double/parallel line sections, a train passing on the other line should be stopped and the Loco Pilot or Guard given information about the accident;

v) render first aid to any person injured, obtaining assistance of the Railway Staff, Doctors and/or volunteers on the train, or near the site of accident;

vi) remain in general charge till a Senior Railway official takes over charge.

b) In accidents where passengers may be required to be transported to the hospital for immediate medical assistance, the Guard-in-charge of the train as and when occasion so demands, may issue memo to the Driver of a bus or truck to the effect that the road vehicle has been requisitioned on behalf of the Railway Administration.

108. Duties of Loco Pilot and Engine Crew in case of an accident- Immediately an accident to a train takes place, the Loco Pilot and his crew shall-

i) note the time of accident;

ii) arrange to protect the front portion of the train in accordance with the Rules inforce, taking the assistance of any qualified staff available at site. In case of double line/parallel lines, the other line shall first be protected, if fouled;

iii) take such technical precautions as may be necessary or as prescribed by special instructions to render the locomotive safe; and

iv) render all possible assistance to the Guard, particularly in the assessment of damage to rolling stock and /or locomotive and the nature of assistance required.

109. Duties of staff in the event of the Guard or Engine Crew being killed or seriously injured :- In the event of any train crew getting killed or becoming incapacitated, their duties shall be carried out by other competent staff.

110. Duties of Railway officials present :- Till such time relief and assistance arrive, and he is replaced by a more senior official, the seniormost railway official present shall take charge of the situation. He shall ensure that the accident has been reported properly to the Control or the neasest Station Master and relief, if required, is asked for. He must make arrangements to-

i) collect railwaymen and volunteers;

ii) allot duties to police, military and the railway security staff; and

iii) Organise relief with the assistance of volunteers.

111. Duties of Railway staff in run over cases-

a) When life is not extinct-

i) When a railway employee finds an injured person on or near the track, he should do his best for rendering first-aid

or in the alternative summon medical help as early as possible. He should also arrange to inform the Police through the nearest Station Master or any other person in the vicinity.

ii) When a person run over or knocked down is found by the staff of the same train or a subsequent train, first aid will be rendered promptly by the Guard or by a qualified Doctor if available in the train. After this, the person shall be transported to the nearest railway station in the direction of the run of the train promptly where medical aid shall be arranged by the Station Master.

iii) If the condition of the person is found to be dangerous, the dying declaration should be recorded by the Train Guard or Travelling Ticket Examiner or Conductor or by the Railway Servant who happens to find the injured person. The particulars to be recorded are :- father's name, caste, residence, how he happened to be on the line and how the wounds where inflicted. The statement should be signed by the Guard and some other responsible witness and made over to the Station Master of the nearest station in the direction of the run of the train for onward transmission to the Police authorities. Along with the statement, a memo showing the time and place where the injured person was found and further disposal thereof, should be attached. In case the railway servant who finds the injured person is illiterate, he should seek the assistance of some responsible person for obtaining the dying declaration.

b) When life is extinct- (i) When a dead body is found on or near the track by any Railway servant or by the staff of the train responsible for the accident or by the staff of a subsequent train, the main requirement is to keep the evidence intact, specially the finger prints. Handling of the dead body by many people should be avoided as the finger Prints which may be available near the scene of occurrence may be disturbed. Similarly, 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 cases may be interfered with. However, to clear the line for the movement of subsequent trains, the body may be removed from the line, but in doing so, the movement should be the minimum required.

ii) The body may thereafter be left in charge of village Chowkidar or any responsible person in the vicinity or Keyman or Gateman. If no responsible person is readily available at the site where the body is found, it shall be removed 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 following particulars shall be made out by the Guard, or if there is no Guard, by the Loco Pilot of the train, or by the person who happens to find the body. This memo should be made over to the person under whose charge the body is kept, for onward transmission to the police authorities :-

1) Time and place the body was detected;

2) Position of the body in relation to the track/tracks.

3) Blood stains on ballast or engines, extent of injuries, and whether prima facie inflicted by a train or otherwise;

4) Position of any clothing etc. found on or near the rails; and

5) Name of the informant, his parentage and full postal address.

iii) In cases 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, take immediate steps to advise any responsible person in the vicinity of the scene of the accident to enable the latter to take further action.

iv) In the case of person/persons run over, the statement of the engine crew shall be obtained by the Loco Foreman (or other Loco official in charge) of the shed at which the Loco Pilot ends his journey and sent without delay to all concerned. The Loco Foreman (or other official-in-charge) of the shed must arrange for examination of the engine, and the Train Examiner, for examination of the Vehicle/ Vehicles for blood marks and report the results without delay to all concerned.

Annexure – I

पूर्वोत्तर सीमा रेल, महाप्रबंधक (परिचालन), मालीगांव, गुवाहाटी -781011
Northeast Frontier Railway, General Manager (Operations), Maligaon, Guwahati-781011.

No.T/61/Run Over/TRC. Date : 03-06-2019

Joint Procedure Order for Clearance of track when obstructed by a dead body

1.0 **Basic guiding principles** :

1.1 It is observed that inordinate delay takes place in clearing the track in case of run over or if any dead body is found on or near the track, resulting into long detention to Mail/Exp/Passenger and Goods trains.

1.2 While following the procedure, at the time of removal of dead body from the track, it must be ensured that utmost dignity and respect is accorded while handling a dead body.

1.3 It is also the responsibility of every railway employee/officer to maintain smooth flow of railway traffic. In case if there is any obstruction to track, it is foremost duty of the Railway staff to restore normalcy in train operation at the earliest after removal of obstruction.

1.4 To clear the track for movement of subsequent trains, the dead body has to be removed from the line and kept at a minimum distance from the location with the minimum handling to avoid the destruction/removal or disturbance of the evidences.

1.5 In no case, train movement should be allowed over the dead body as it leads to destruction of evidence and is in violation of human rights too.

1.6 **When life is not extinct :**

If life is not extinct, the person shall be carried to the next station as promptly as practicable where medical aid shall be arranged by the Station Master.

1.7 **When life is extinct :**

If life is clearly extinct the body shall not be moved more than necessary to clear the track. Further action as per subsequent Para 3.2 shall be taken.

1.8 The existence of dead body on or near the track should be immediately informed to GRP/RPF/SM/Gateman over telephone/ Cell phone/ Walkie – talkie or in person by any Railway staff.

1.9 GRP/RPF staff should immediately attend the site by fastest possible means of transportation.

2.0 **Action to be taken to clear the track when obstruction is within station limits.**

2.1 It shall be the duty of on duty SM/Dy.SS to get the obstruction removed by deputing any porter, points man, gateman or any outsourced person. If possible position of the dead body may be recorded by way of photo or video recording and so the sketch of the location may also be drawn. An amount of upto Rs.700/- only to be given by SM/Dy.SS/SS from station imprest to the person who successfully discharges the duty.

2.2 The Station Master shall prepare a full report with complete details in such cases.

3.0 **Action to be taken to clear the track when obstruction is in the block section or big goods yard (such as KIR, NJP, NGC).**

3.1 When an engineering gang is present nearby, it shall be the duty of engineering gang in-charge to get the obstruction removed as soon as possible by deputing a gangman or any outsourced labor. If possible position of the dead body may be recorded by way of photo or video recording and so the sketch of the location may also be drawn. The deputed person, after discharge of the duty could be paid an amount up to Rs.700/- by the SSE/P. Way from his imprest.

Contd...2/-

sent 5:30 pm 12/06/19

3.2 When no engineering gang is engaged or present nearby, it shall be the duty of Assistant Loco Pilot and Guard of the first approaching train to clear the track to the extent required. They may take the assistance of any person(s) available nearby on suitable payment (upto Rs.700 each) which would be reimbursed by their headquarters through imprest. If possible position of the dead body may be recorded by way of photo or video recording and so the sketch of the location may also be drawn. ALP and Guard concerned shall be changed at the next crew changing point.

4.0 **Action to be taken after clearing the block section.**

4.1 Train should be moved from the site and GRP and RPF staff should reach the site by fastest available means.

4.2 In all cases, a written memo giving the following particulars shall be made out by the Guard, or if there be no Guard, by the Loco Pilot of the train and handed over to the ASM/Dy.SS of the next station with the following details:
(a) Time and place the body was detected.
(b) Position of the body on the line.
(c) Blood stains on ballast, engine or track or any item etc the extent of injuries and whether seemingly inflicted by a train or otherwise.
(d) Position of any clothing etc. found on or near the rails.

4.3 A report shall be made by Section Engineer to the nearest Station Master and to the Assistant Engineer in every such case.

5.0 **Flow of Information:**

5.1 (i) It shall be the duty of the guard to inform the control and nearby station (if possible) immediately.
(ii) The Station Master shall immediately inform the control and RPF staff after receiving information from LP/Guard.
(iii) Dy. Punctuality shall immediately inform security control.
(iv) RPF Control, immediately on receiving the information shall inform the GRP as well as RPF for necessary action. A written memo shall be issued to GRP by SM/SS in all such cases.
(v) Station Master shall also inform SSE/P. Way to depute staff for keeping a watch on the dead body till the arrival of the police.

5.2 The payment for covering and removal of dead bodies from the Railway premises shall be made at the rate of Rs.5000/- or actual expenditure whichever is less (Railway Board's letter No.2012/Sec(CA)/50/4 dated 15-06-2018).

5.3 Nothing contained in the aforesaid paras shall contravene or be contrary to the para 111(b) I, II, III, IV & para 112 of the N. F. Railway Accident Manual updated version 2013.

5.4 In case of any doubt or clarification the relevant provisions of Accident Manual shall prevail.

5.5 The activities/formalities involved after the removal of the body from track shall be completed as per relevant provisions of Accident Manual or Railway Act 1989.

CPTM 6/6/19 CME(O&F) 10/6/19 CTE 11/6/2019 CSC 6/6/19

112. Person found dead in train or at stations-

In the case of persons found dead in trains or at stations, the Station Master shall hand over the dead body to the Police for disposal and, until such time this is done, depute a railway servant to be in charge of the dead body. In case of death by contagious disease, the Director of Public Health of the State and the Civil Surgeon of the District and the concerned Medical officer of the Railway should be advised.

113. Murder on running trains : If a crime of a serious nature such as murder or serious assault is committed in a Railway carriage on a running train, the following action will be taken by the staff with a view to help the Police officials in their investigations :-

a) The Guard of the train will have the compartment emptied and locked up after all shutters have been closed from outside, immediately the commission of such an offence is known, so that blood-stains, marks of struggle, foot-prints, finger impressions etc. may remain undisturbed.

b) If the crime took place in a second class compartment, the carriage will be detached at the station where the crime was detected, and kept under watch till the police arrive and take over the case.

c) If the crime took place in an upper class compartment, the compartment will be immediately locked up and the carriage allowed to proceed to the nearest station where it can be replaced. At this station, a member of the Railway Police will watch it until a Police Officer arrives.

d) No one, either a Railway employee or an outsider, shall be allowed to enter the compartment until the police arrive except in so far as in necessary to attend to injured persons unable to leave the compartment without assistance.

e) The Railway Police Station concerned will be advised at what station the carriage has been or will be detached. After the carriage is taken over by the Police, it should not be removed or otherwise utilised without the written authority of the Police Officer conducting the investigation. If an abnormal delay takes place on the part of the Police in releasing the carriage, the matter should be reported to the Divisional Railway Manager concerned.

114. Fire in Train : (a) A fire in a train should be treated as a train

accident only when it results in death or in physical injury or in loss of railway property to the value of Rupees Five hundred or more.

Note : The other cases of fire in trains which do not come within this category, should be accounted for separately as 'Other-Accidents' and should continue to be thoroughly investigated in order to find out their causes and to take effective action to prevent recurrence.

b) In the event of a fire which is likely to cause danger, every railway servant shall-

i) stop the train and take all possible steps to extinguish fire and prevent it from spreading, in accordance with the procedure prescribed in GR. 6.10 and Subsidiary Rules thereunder; and

ii) report the occurrence to the nearest Station Master by the quickest available means.

iii) Disconnect electrical coupler from both end of the coach. Disconnect fuse from panel, junction box and battery box. Put off the MCBs from the panel and the junction box.

iv) In case of electrical fire on LHB coach, on board electrical staff should disconnect the I.V coupler from both ends of the coach.

c) When fire in a train is discovered near urban complex, services of fire brigade and/or fire-fighting organisation may be requisitioned for relief and rescue operation. Special attention shall be given in case of fire involving passenger carrying trains.

A list and addresses of such organisations shall be exhibited at the concerned stations and also in the Control Offices.

115. Explosion on track or train : (a) On hearing an explosion, the Loco Pilot shall stop his train as soon as possible and examine involved train along with the Guard at the site of explosion to ascertain the extent of the damage. If the Loco Pilot does not bring his train to a stand within a reasonable time, the Guard shall draw the attention of the Loco Pilot by applying the vacuum brake handle up and down four times and then hold it down. Care must be taken to see that not more than 15 to 20 Cetimetres of Vacuum is destroyed at the first application. (Also see SR. 4.45/1). If little or no damage has been caused to the train, and if it is safe for the

train to proceed to the next block station, the train will be taken ahead to that station, where the Guard and Loco Pilot shall jointly report the occurrence to the Station Master on duty.

b) If the damage to the track is so serious as to render the track unsafe, train running will be regulated as circumstance warrant and action taken in accordance with rules inforce.

c) On receipt of the report from the Guard and Loco Pilot, the Station Master shall immediately advise the Station Masters at either side of the section. He shall also advise the Controller who shall-

i) advise the Permanent Way Inspector to proceed to the spot immediately for inspection of track and for taking such precautions as are necessary to put the track right and impose speed restriction, if necessary.

ii) inform the Train Examiner and Loco Foreman for thorough examination of train and the engine at next terminal station or at other station as circumstances warrant.

d) The duties prescribed above for the Controller will devolve on the Station Master on non-controlled sections. He shall also immediately inform the Station Masters at either end of the Section and obtain their acknowledgment.

e) If the explosion takes place at the station, the Station Master shall stop the train and then examine the track and train with the Guard, Loco Pilot, P.Way and train examining staff if available at the station. If necessary, he may take assistance of other railway officials to assess the extent of damage and report the same to all concerned and shall take action as the situation demands, in accordance with the rules inforce.

f) No train shall pass over the affected spot exceeding such speed as the Loco Pilot and Guard have jointly specified, until the engineering official not below the rank of an Inspector has certified the track fit for any higher speed as he may consider safe.

As per sub para (e) of G&SR 2.11/4 (Explosion on track or train), no train must pass over the affected spot at a speed exceeding 15 kmph or such less speed as the reporting Driver may have specified, until the Sr. Section Engineer (Works) or the Assistant Engineer has certified the track fit to run in normal speed.

116. Bad riding of Engines due to defects in Permanent Way or Locomotives (see also SR. 2.11/4)-

1. The object of the following rules is to obtain immediate and accurate report of all cases of engine hunting, lurching, swaying or rough riding and to permit of immediate examination of engine and/or its tender and track and consequent early elimination of faults which may have contributed to the rough riding.

2. Duties of Loco Pilot - (a) It is the duty of every Loco Pilot to note the kilometreage at which rough riding occurs. If in the Loco Pilot's opinion the running of his engine is in any way dangerous, the Loco Pilot shall run at a reduced speed of 15 KMPH or such lesser speed as he considers safe until the defects are rectified or relief engine is arranged.

b) He shall stop his train at the next block station and report in writing to the Station Masters at either end of the section, Control in Controlled area, Loco Foreman of the shed, / PWI and others as necessary.

c) Occasion may arise, when during the time gap between the arrival of the train and reporting the matter to the Station Master, line clear may be given or asked for a subsequent train after closing the line, in which case the latter train entering the section without Caution Order, may come to grief. To guard against such an eventuality the following action shall be taken-

i) On single line sections worked with token /tablet instruments, the Loco Pilot will not hand over the token/ tablet till such time he has advised the Station Master in writing about the bad spot on the track.

ii) On single line sections with paper line clear working and on sections with Tokenless block working or on Section in single line Automatic Block Working or on double line Section, the Loco Pilot, in all such cases, shall stop his train near the Cabin if situated close to the facing points and inform the Cabin Staff. Where cabins are not situated near the points, the Loco Pilot will bring his train to a stand near these points and draw his train up to the station only after advising the Station Master in writing of the circumstances requiring immediate Caution.

3. Duties of Guards - (a) If the Guard feels a heavy lurch or jerk which he considers dangerous for the passage of trains he shall bring the train to a stand at the next station and personally report in writing (recording the time and kilometreage of occurrence) addressed to the Station Masters at both ends of the affected section, Controller in Controlled Section, PWI, LF, TI and others as necessary. He shall also indicate in the message whether any speed restriction is necessary and if so, upto what extent the speed has to be reduced for the subsequent trains to pass over the section to enable Station Masters to issue Caution orders accordingly until site is inspected and speed restriction is withdrawn by the Engineering official.

4. Duties of Station Masters - (a) On receipt of such report from the Loco Pilot or Guard, the Station Master shall issue a message and immediately transmit it to Station Masters at either end of the affected section, Controller in Controlled Section, PWI, AEN, LF, TI, DOM/Sr. DOM, Sr. DSO / DSO, DME/Sr. DME and others as necessary.

b) Station Master shall issue Caution orders for all trains including light engines and the speed restriction imposed in these circumstances shall not be removed until a member of the engineering official not below the rank of an Inspector had modified or removed it.

5. Duties of Permanent Way Inspectors - (a) The Permanent Way Inspector, on receipt of information, shall immediately inspect the track. It will be the duty of Permanent Way Inspector in-charge of the section to continue, modify or remove the restriction as circumstances demand. He shall report in the Form-A prescribed below :

FORM - 'A'

BAD RIDING OF ENGINE

(Report on track)

1. SM's wire number, station, date and time, rough riding was experienced.
2. Kilometreage and section of Railway, UP or Dn. Track.
3. Train number and engine number.
4. Loco Pilot's report
5. Date & time of inspection by PWI

6. Rails :-
   a) Type & weight
   b) Length.
   c) Age
   d) Condition
7. Sleeper :-
   a) Type
   b) Age.
   c) Number per rail.
   d) Spacing.
   e) Condition
8. Ballast :-
   a) Width at top.
   b) Deficiency of full boxing section
   c) Depth below bottom of sleeper
   d) Type.
   e) Condition of ballast as regards cleanliness and drainage.
9. Formation :-
   a) Level or grade.
   b) Height of bank
   c) Depth of cutting
   d) Class of soil.
   e) Condition of drainage.
10. Alignment :-
    a) Straight or Degree of curvature.
    b) Condition of alignment
11. Type of bridge
12. Last date of-
    a) Through packing
    b) Slack packing
13. Details of any defects in the track, ballast or formation.
14. Action taken to rectify defect in the ballast or formation.
15. Any special features such as, heavy rainfall etc.
16. Remarks by -
    a) Signature of (1) PWI (2) AEN (3) DEN
    b) This rule in no way supersedes the provisions contained in

General Rules and IRPWM Manual regarding procedure of reporting cases of suspected distortion of track by trains.

6. **Duties of Loco Staff :** The Running Shed Foreman, after examining the engine carefully and carrying out any adjustment necessary, will communicate by telephone, full particulars about the engine and adjustment made, to the DME (or in his absence from headquarters, the AME). If the control springs, bogie slides and axle boxes clearances are all found in order, a trial should be conducted with the engine by the Loco Inspector to locate the defect. The engine may then be put back to normal service with the permission of the DME or his Assistant, if found to run satisfactorily. If, on the other hand, the Loco Inspector still considers the engine running unsatisfactorily and cannot locate the cause, the DME or his Assistant should personally arrange to try the engine out and thereafter have the defects rectified. A further trial shall then be carried out before the engine is put back to normal service. In all cases the engine should be examined and a report in triplicate in the following form 'B' sent by the Running Shed Foreman to the Divisional Railway Manager but trials and adjustments should only be done if defects are found on examination.

'FORM-B'

Bad Riding of Engine

(Report on Engine)

1. Engine No.
2. Train No.
3. Kilometreage and Section
4. Approximate speed when lurching or swaying experienced by L.P.
5. Condition of bogie control spring.
6. Condition of bogie slides.
7. Clearance in all axle boxes.
8. Condition of engine and Tender rubbing gear.
9. Condition of Ferrado Liners fitted to Hind Truck or Bogie.
10. Condition of tyre flange.
11. Other remarks, if any.

Signature of Loco Foreman

7. The Divisional Railway Manager on receipt of informations submitted in FORM- 'A' & 'B' will carefully scrutinise them and forward both the reports in duplicate to the Chief Engineer (Track) together with his personal remarks.

   Note :- Reports in Forms - 'A' & 'B' should reach Chief Engineer (Track) with the least possible delay.

8. The Chief Engineer (Track), after perusal will forward one copy of the forms together with the Divisional Railway Manager's remarks to the Chief Mechanical Engineer for his information.

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CHAPTER-II

Railway (Notice of and Inquiries into Accidents) Rules - 1998

201. Particulars to be given in the notices : The notices mentioned in section 113 of the Railways Act, 1989 (24 of 1989) (hereinafter 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.

202. 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 accident is made, shall give notice of accident by telegram 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, Fax, telephone or through special messenger or such other quick means as may be available, to the Superintendent or 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 as defined in the Indian Penal Code (hereinafter

referred to as the grievous hurt), or serious damage to railway property of the value exceeding two crores rupees which have not actually occurred but which by the nature of the accident might reasonably 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.

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

a) by telegram in the case of-

i) accidents deemed, under the explanation to rule 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.

204. 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.

205. 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.

206. Railway Administration to report serious accidents :

1. Whenever a serious accident, as defined in sub rule 2 of rule 2 of the Statutory Investigation into Railway Accidents Rules 1998, occurs, the Railway Administration concerned shall, as soon after the accident as possible, by telegraph, supply to the Press such particulars as are mentioned in rule 2 and as are till than available, and by supplementary Fax, if necessary, immediately after further information is available. A copy shall be sent simultaneously by Express Telegram 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 occured.

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, 2,00,00,000 and any other accident which in the opinion of the Chief Commissioner of Railway safety or Commissioner of Railway Safety requires the holding of an inquiry by the 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 workman, or Cattle special/Military special carrying authorised escorts or similar such train shall be treated as 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 the passenger train or not, it shall come under the perview of inquiry by the Commissioner 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 '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.

207. 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 17 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.

208. Medical aid to the persons grievously hurt in accidents : Whenever any accident, occuring 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 sufferers, 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 occured, the nearest available local medical officer shall be sent for if such medical officer is nearer at hand than the railway medical officer.

209. Arranging attendance of railway servants at the place of judicial inquiries or inquries 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 as 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, 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.

210. 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 acknowledgment 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 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.

211. Head of the Railway Administration to offer remark 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.

212. 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 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.

213. 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 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 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 inquiry or send information relating to the accident to the Joint Inquiry Committee at an address specified in the Press Note.

SAR 213/1. Arranging of Joint and Departmental Enquiry : When a joint or departmental enquiry is ordered by the Chief Safety, Officer and the date of enquiry is not fixed, the Divisional Railway Manager shall settle the date and place, in consultation with and, as far as can be arranged, to suit the convenience of all departments but, in all cases, the enquiry shall be held at the station nearest to the site of accident and within three days after the occurrence of accident. If the station nearest to the site of accident has no siding facilities to stable the Inspection Carriages of Officers, the enquiry may be held at the nearest station where siding facilities exist, but the site of accident must be inspected immediately and such inspection shall not be dispensed with under any circumstances. The date once fixed should not be changed except in case of absolute necessity. The representative of each department shall be responsible for summoning and arranging for the attendance at the enquiry of the staff of his own department, who may be able to give evidence in the case. The Presiding Officer shall arrange for the attendance of any other witness whose presence he considers desirable or whom any other member of the committee whishes to examine.

SAR 213/2. Competent authority to issue orders for holding joint Inquires : (a) The authorities competent to order joint

Inquiries are :-

i) GM / Principal Chief Safety Officer.

ii) the Divisional Railway Manager or, on his behalf, by the Sr. Divisional Safety Officer or Sr. Divisional Operations Manager as nominated by the Divisional Railway Manager.

SAR 213/3. Departmental Inquiry : The Departmental enquiry will be ordered by the Divisional Railway Manager. The proceeding of the Departmental enquiry shall be drawn up in the same form as those prescribed for joint Inquiries and the rules in regard to the conduct of joint Inquiries shall apply to the conduct of Departmental Inquiries, in so far as they are applicable.

SAR 213/4. Attendance of Police, Railway Police and Magistrate at Joint Inquiries : (a) When Police Officials and Magistrates attend inquiries they are to be treated as 'also present'. Their duties will be only to see that the evidence is properly recorded and that the salient points of the case are carefully inquired into. In matter involving a point of law, or when they consider a point should be brought out more clearly, they may be permitted to put a question to the witness through the President. The finding and discussions of evidence and reasons for finding must not be discussed or drawn up in their presence. But, copies of proceedings may be furnished to the Police, as and when requested, with the exception of Recommendations made by the Inquiry Committee and Matters brought to light etc.

213/5. Schedule of procedure for completion of accident enquiry at Zonal Railway level :

Sl. No.	Model Time	Remarks
1.	D	Date of Accident
2.	D+1	DRM/GM*/PCSO shall order the inquiry, if no particular department accepts the responsibility.
3.	D+3	Committee shall convene the inquiry into the accident.
4.	D+7	Committee shall submit the inquiry report to DRM/GM*
5.	D+10	Acceptance of Inquiry Report by the GM*/ DRM/ Sr.DSO (only for yard accident).

6.	D+15	Inquiry report will be finalized by PCSO/AGM.
7.	D+20	Submission of inquiry report to CRS for the section of the Railways on which the accident occurred with the remarks. A copy of findings of the Inquiry Report to be sent to Railway Board.
8.	D+90	DAR action against responsible officials to be completed.

***For SAG Level Inquiries :**

i) DRM/GM may decide to have the inquiry conducted even if a particular department accepts the responsibility for enabling thorough review of associated systems involved in the accident.

ii) the limits prescribed above are the maximum period of time. Railway should make efforts to finalize the Inquiry Report and D&AR action as early as possible but not beyond the prescribed time limit.

(Authority Railway Board's letter No. 2005/Safety (A&R)/6/4 dated 02-02-2006)

SAR 213/6. Proceeding of a Joint or Departmental Inquiries :- A report of the proceeding shall be written by the President or by some one deputed by him for this duty. The report may be typed and any correction in it shall be initiated by the President. The signature of the witness shall be obtained then and there on all pages of the deposition/evidence/answers to cross-examination, all corrections being attested by the witness. The report of the proceedings should be in the following sequence :

i) Summary (Form ACDT - I)

ii) Formation of Inquiry Committee (Form ACDT-2)

iii) Descriptive account of the accident (Form ACDT-3), which shall be a brief record of the actual fact and shall inter alia, contain the following informations :-

a) Curves;

b) Grades;

c) Type of signalling and interlocking;

d) Type and condition of permanent way;

e) Weight of engine and weight on each wheel;

f) Marshalling of train;

g) Brakes and number of braked wheels;

h) Condition of rolling stock;

i) Time train was due, and if late, time lost and reason therefore;

j) Extract from the Train Signal Register or Line Clear Inquiry and Reply Books at the station at both ends of the block section concerned, if the running time, speed, departure or arrival time is in dispute;

k) Whether train was booked to run through or stop;

l) Whether train was booked to cross, or was crossing or to stop out of course;

m) Whether headlight was burning during night;

n) Weight on each wheel of vehicles concerned in a derailment.

Note : Only such of the above items as are directly relevant to the accident under inquiry shall be included.

iv) List of witnesses examined with their names, designation. (Form ACDT-4).

v) Deposition of witnesses. (Form ACDT-5)

vi) Remarks and reasons for finding (Form ACDT-6)

vii) Joint finding (Form ACDT-7)

viii) Matters brought to light during the inquiry (Form ACDT-8)

ix) Suggestion and Recommendation (Form ACDT-9)

x) Relief measures, restoration etc. (Form ACDT-10)

xi) Marks on or defective Permanent way, Rolling stock and Engine (Form ACDT-11)

xii) Condition of track as noted just after accident. (Form ACDT-12)

xiii) Result of examination of track, sleepers, keys, spikes, etc. (Form ACDT-13)

xiv) Particulars of dimension recorded for rolling stock involved in accident (Form ACDT-14)

xv) Details of sketch, plan, photographs taken at the site of Accident (Form ACDT-15)

xvi) Composition, marshalling order and particulars of rolling stock on the train involved (Form ACDT-16)

xvii) Details of damage to Engine and Rolling stock separately

and approximate cost thereof (Form ACDT-17).

xviii) Details of damage to Permanent way and approximate cost thereof (Form ACDT-18)

xix) Details of damage to Signal, Interlocking and Communication gear and approximate cost thereof (Form ACDT-19)

SAR 213/7. Descriptive account of the accident :-

The descriptive account shall be confined to a brief but clear description of the account and shall contain the following :

a) the time, date and events leading upto the accident;

b) What actually occurred;

c) The result and consequences; and

d) All relevant points and features required for a vivid picture of the accident must be brought out and must include-

i) description of the site of an accident and its approaches,

ii) details of consequences and casualties, if any,

iii) description of and comments on the adequacy and promptness or otherwise of first aid and medical assistance,

iv) description of and comments on the adequacy and promptness or otherwise of general relief operations, and

v) description of and comments on the general arrangements for dealing with the train service and passengers affected by the accident.

SAR 213/8. Deposition of witnesses :

i) The evidence of witnesses must be recorded as a connected narrative with subsequent admissions and retractions brought out in the cross-examination recorded in the form of questions and answers. A witness is expected and must be permitted to make a full statement of all the relevant facts of which he has knowledge. His evidence must not be confined to questions and answers. Before starting to record his evidence, the witness must be warned against making false, misleading or evasive statements. Care should, however, be taken not to intimidate the witness.

ii) The record of evidence must be signed by the witness giving it and by the President or official making the inquiry. Each sheet must be initialed by witness and the President or Official if more than one sheet is used.

iii) While recording the evidence of illiterate witness or when the witnesses are not conversant in English, than evidence shall be read over, translated and explained before their signatures are obtained and President or the official making the inquiry shall certify that this has been done. If the witness is unable to sign his name, his thumb impression shall be taken on each page and attested by the President or the Official making the inquiry.

iv) For recording the evidence, the President or the Official making the inquiry may utilize the service of a stenographer to take down the evidence in shorthand and then transcribe on the computer. If a stenographer is not available he will nominate a representative of the Operating Department on the committee to record the evidence in his own handwriting or by a computer. The typed statement shall be read and signed by the witnesses on each page.

v) Officers performing dual function both as a member of an Inquiry Committee and also as a witness before the same Committee :- No Officer or a Subordinate Official whose evidence is required to be deposed before a fact-finding Inquiry Committee should be appointed as a member of that committee except in real emergencies. This exception should be allowed only under the personal orders of the Principal Chief Safety Officer who before permitting the deviation should satisfy himself that it is neither possible to find another Officer who could be appointed a member of that Committee, nor would it be desirable to delay the setting up of the Committee of Inquiry.

SAR 213/9. Remarks and Reason for findings : This should embody the following three items in three separate paragraphs :

i) discussion of all conflicting evidences and the Committee's deductions therefrom,

ii) the contributory factors, if any,

iii) the extenuating circumstances, if any.

Note :This must be treated as a confidential documents for use of the Administration and legal advisers only in case of litigation.

In absence of conflicting evidence, contributory factors or extenuating circumstances in a particular accident, this should be specifically mentioned. The Committee should state fully the

reasons, which have led them to arrive at their findings bearing in mind that the proceedings have to be considered by those who have not had the advantage of hearing the evidence and reviewing the circumstances on the spot. The description of the accident and the remarks should, therefore, be as complete as possible and knowledge on the part of other, who have to pursue the proceedings, of the condition obtaining at the time and place should not be assumed. The value of evidence of each witness should be noted upon and it should be stated in the case of doubtful witness, whether the witness is impartial or whether he is one to whom the decision is a matter of difference, or whether he is likely to be interested in securing a particular decision.

SAR 213/10 Finding of accident :

1) This must be clear, brief and to the point, and indicate-
   i) Cause of the accident,
   ii) Rule or Rules violated by each person, and
   iii) Person or persons responsible for the accident.
2) The finding must be drawn up and signed by all members forming the Committee prior to disposal.

Note : The finding should not be discussed or drawn up in presence of the Magistrate, Police and other Departmental Officials who are 'also present' at inquiries.

SAR 213/11. Matters brought to light : In the matters brought to light during the inquiry, the irregularities in working which might lead to accident of any description although not having a direct bearing in the accident, should be indicated. In the absence of any such matter, a 'nil' entry should be made in the Form.

SAR 213/12 a) Suggestion : The Committee may suggest any improvements in the rules or practices of working, which in their opinion, would prevent similar accident in future or improve the working in any way, and the extenuating circumstances, if any. If there is no suggestion to be made, a 'nil' entry should be made in the form.

b) System Improvement : 'In all accident Inquiry Report', a specific item under the heading "System Improvement" should be included after "Recommendations" whereby the inquiry committee should answer the question "what systems, practices and procedures need to be improved and how ?"

SAR 213/13. Signing of Joint inquiry proceedings : The proceedings shall be drawn up and signed before the Committee disperse. If the members of the Committee are not unanimous regarding the findings or remarks and reasons for findings or suggestions, a note of dissent shall be drawn separately and signed. If a member is unable to agree with the findings wholly or any part, he shall record his note of dissent on the spot and sign it. This document shall accompany the proceedings together with the remarks of the president of the Inquiry Committee.

SAR 213/14. Inquiry into accident at joint stations : a) Accidents occurring at joint station should be treated as accidents of the working railway and the responsibility of initiating, conducting and finalizing the inquiry proceedings should devolve on the railway working the joint station. In case of train of the using railway is involved in an accident, the railway working the junction/station shall inform the railway concerned and the officers of the appropriate level of that Railway should be appointed as a member of the Inquiry Committee.

b) In the case of an accident to a running power train, the responsibility for initiating, conducting and finalizing the inquiry proceedings should rest with the working railway. An officer of the appropriate level of the Railway exercising the running powers should be appointed as a member of the Inquiry Committee.

A similar procedure should be followed in case of trains, which even though not running power trains, are worked by staff of another railway.

c) Punishment to the staff of other Railway and acceptance of finding :

i) As a normal procedure, whenever an officer of another Railway is appointed as a member of the Inquiry Committee constituted by another Railway, that Officer should be given two copies of the complete inquiry findings, one for his Divisional office and the other for his Head-quarters Office.

ii) If the Inquiry Committee held the staff of other Railway responsible for the accident, the punishment awarded to the staff shall be finally accepted and communicated by

the Headquarters of the Railway under which the staff work, to the Headquarters of the other Railway, who in turn, will advise the same to their own Divisional officers concerned so that their records would be completed.

iii) In case the Divisional Officers do not accept the findings arrived at by the Inquiry Committee, they shall submit their own report to their own Headquarters. The correspondence in this regard will be done between the Railways at the Headquarters level only.

214. 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 conslusions approved 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 of 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 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.

215. Reports if inquiries into accidents not covered by section to be forwarded to Commissioner of Railway Safety : (1) Whenever any accident, not of the nature specified in a 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.

216. 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 to inquire into it under the Commission of Inquiry Act, 1952 (60 of 1952), or has

appointed any other authority to inquire in to 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, 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.

217. 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 telegraph, of the date and hour at which the inquiry will commence so as to enable the Railway Administration to summon the requisite evidence, and thereafter, he shall proceed to the scene of the accident and conduct the inquiry.

218. 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 viable for the accident.

219. 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.

220. Procedure for summoning railway servants to assist the Magistrate holding Judicial inquiry: (1) If in the course of any judicial inquiry into an accident occuring in the course of working a railway, the magistrate holding such inquiry desires the assistance of Commissioner of Railway Safety, or the 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, for the presence of the 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 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 or Railway Safety and the Head of the Railway Administration concerned in regard to the accident, before finally concluding the judicial inquiry.

221. Communication of the decision of judicial inquiry to the Railway Administration, Commissioner of Railway Safety and the State Government : On the conclusion of the individual 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.

222. 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 grievous hurt, or with serious damage to railway property of the value exceeding Rs. 2,00,00,000 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 the 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 two corers rupees or which has prima- facie been due to any criminal act or omission.

223. 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 two corers 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) 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 two corers rupees 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) District Magistrate so directs.

224. 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 telegraph 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.

225. 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 arises, 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.

226. 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.

227. 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-

Repeal and Saving : i) The Railway (Notice of and inquiries into Accidents) rules, 1973, are hereby replaced.

ii) Notwithstanding such repeal, anything done or any action

taken under the rules hereby replaced shall be deemed to have been done or taken under the corresponding provisions of these rules.

[Authority : Railway Board's Gazette Notification No. (Part-II Section- 3 subsection (i) dated 17th December, 1998)]

Level of Inquiry :

i. All serious accidents shall be inquired into by the Commissioner of Railway Safety.

ii. In case of CRS or CCRS is not in a position to inquire into serious accident cases involving a coaching train, notified to him under Section 113 of Railway Act, the inquiry shall be carried out by a committee of SA Grade officers and PCSO of the railway shall be Convenor/Chairman of such Committee. The accident Inquiry Report of the Committee shall be accepted by the General Manager of the Zonal Railway.

iii. All cases of collisions falling under A1 to A4 categories shall be inquired into by a Committee of SAG Officers with General Manager as the accepting authority unless the same is being inquired into by CRS.

iv. All other Consequential train accidents shall be inquired by Dy.CSOs from Safety Department to be nominated by GM with the GM as the accepting authority.

v. All other accidents shall be inquired into by a Committee of Sr. Scale or Junior Scale Officers as decided by respective DRMs with DRM as the accepting authority.

vi. All yard accidents shall be inquired into by a Committee of Senior Supervisors with Senior DSO/DSO as accepting authority.

vii. All cases of indicative accidents shall be inquired into by a Committee of Sr. or Jr. Scale Officers with DRM as the accepting Authority ***except all cases of Signal Passing at Danger (SPAD) which shall be inquired into by a JA Grade Committee of Officers at divisional level with Sr.DSO/DSO as one of the members.***

viii. General Manager or DRM can have the inquiry conducted by a committee of higher levels of officers than the above mentioned levels depending upon the seriousness of accident.

ix. In accident cases wherein the inquiry Committee determines responsibility on the staff of Foreign Railway, the inquiry Report should be put up to the Principal Head of the Department of concerned department of the Railway on which the accident took place through PCSO after which such inquiry report shall be accepted by the AGM(instead of DRM). Finalization of Inter-railway DAR cases arising out of such Inquiry reports 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 Manger level, then the case should be referred to Railway Board. ***In case foreign railway staff is held 'blameworthy' only, the accident inquiry case may be accepted by DRM.***

x. All cases of equipment failure shall be inquired into by Senior Supervisors/ Supervisors of respective departments.

xi. All inquiries will be ordered by the concerned DRM except for inquiries falling under item (ii), (iii) & (iv) of the above wherein General Manager will order the inquiries.

STATUTORY INVESTIGATION INTO RAILWAY ACCIDENTS RULES-1998

228. 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) hereinafter referred to 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 notifying 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 Two corers rupees 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 shall 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 else where on the Railway track an inquiry 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 be 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 there after 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-nove 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 of 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 Railways 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 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.

229 : 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.

230 : Commissioner of 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.

231 : Publication of report -Recommendations in regard to the publication of reports shall be made by the Chief Commissioner of Railway Safety and is on 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)

232 : 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 and 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.

233 : 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.

234 : Commissioner of Railway Safety to assist the Magistrate of the Commission of Inquiry etc. in clarifying technical matters : The Commissioners of Railway Safety, as far as possible, assist any Magistrate making a judical 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.

235 : Powers of the Commissioners 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.

236 : 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.

237 : To understand the SPAD cases better, a questionnaire has been prepared by Safety Directorate which is enclosed as Annexure- II. The questionnaire may be made part of inquiry report duly filling the relevant column as 'Yes' or 'No' by a Competent Railway Servant who is associated with the inquiry.

Annexure – II

Government of India
Ministry of Railways
(Railway Board)

No.2015/Safety(DM)/SPAD/1 New Delhi, Dated 15.12.2015

Chief Safety Officers
All Indian Railways &
KRCL

Sub:- Accidents due to signal passing at danger.

Analysis of signal passing at danger cases in the last four years indicates that in most of the cases the accidents occurred either due to carelessness of crew or lack of concentration or delayed brake application or the combination of all the above reasons.

In many accident inquiry reports the exact cause for the SPAD could not be established due to the complex human behavior and technical aspects. In many cases inquiry committee concludes saying carelessness or delayed applications of the brakes is the reason for the SPAD, however, the factors contributing to the above are not adequately inquired/brought out in the report.

To understand the SPAD cases better, a questionnaire is prepared by the Safety Directorate and the same is enclosed. Zonal Railways are requested to make this questionnaire a part of the Inquiry Report duly filing the relevant column as 'yes' or 'No' by a competent Railway servant who is associated with the inquiry. Further it is clarified that, **answer to any of the question being 'Yes' or 'No' will in no way dilute the responsibility of the crew and in no way dilute the minimum punishment norms prescribed by the Board.**

P. Srinivas 15/12
(P.Srinivas)
Director(Safety-III)
Railway Board

S. No.	SPAD Checklist	Say YES or NO
1.	Does the loco pilot have less than 3 years of experience?	
2.	Has the loco pilot experienced SPAD before?	
3.	Did SPAD occur on the loco pilot's first shift back after returning from long leave or prolonged sickness?	
4.	Has the loco pilot worked successive night shifts, say more than four prior to SPAD?	
5.	Is there any evidence of inadequate route knowledge?	
6.	Is there evidence in inadequate traction knowledge?	
7.	Has the loco pilot competent to drive the involved locomotive and has he qualified in the relevant tests to perform the present duties?	
8.	Is there reason to believe that the loco pilot may have been suffering from fatigue?	
9.	Is there evidence that personal events may have affected loco pilot concentration?	
10.	Was the loco pilot using any medication at the time of SPAD that may have adversely affected his/her vigilance or reaction times?	
11.	Has the loco pilot failed a drugs or alcohol screening test applicable to the time of SPAD?	
12.	Was the loco pilot preoccupied with train speed control on a falling gradient?	
13.	Does the gradient profile change on the approach to the signal?	
14.	Does the speed limit change on the approach to the signal?	
15.	Has the visibility of signal is less than the minimum prescribed.	
16.	Has any other crew reported regarding poor visibility of the signal.	

17.	Was there any defect reported in the signal in the past one month?	
18.	At the time of SPAD any defect/wobbling of signal was reported.	
19.	Weather the signal put off on approach of the train?	
20.	Was there any temporary equipment/material or contractors working at the wayside which could have distracted the loco pilot's attention away from the upcoming signal?	
21.	Was the loco pilot distracted by a passenger:- behaving abnormally on the platform? - causing noise or commotion on the train?	
22.	Was there anything relating to the cab environment that could have distracted the loco pilot?	
23.	Could there have been an auditory distraction on approach to the signal?	
24.	Is there evidence that another person(s) in the cab distracted the loco pilot?	
25.	Is there evidence that the loco pilot was distracted by any in cab activity, such as reading a document or handling line box (e.g. Caution order, WTT, rule books, etc.)?	
26.	Did the loco pilot misinterpret the meaning of the signal?	
27.	Is the signal beam improperly aligned for the approach route?	
28.	Is the signal obscured by vegetation?	
29.	Is the signal beyond a bridge or tunnel that restricts continuous and uninterrupted view of the signal on approach?	
30.	Is the signal obstructed by station structures or OHE mast?	
31.	Was there fog, mist or rain at the time of SPAD?	

32.	Was the loco pilot's view through the windscreen limited, e.g. by:- dirt on the glass? - rain on the screen? - the action of the windscreen wipers?	
33.	Is the signal lens dirty or fogged, which reduced the beam intensity?	
34.	Was the loco pilot's vision affected by direct glare from sunlight?	
35.	Was the loco pilot's field of view from the cab restricted and uninterrupted view of the signal on approach?	
36.	Is the signal beyond a curved approach that restricts continuous and interrupted view of the signal on approach?	
37.	Could wayside vegetation/tree branches/ structures prevent continuous and uninterrupted view of the signal on approach?	
38.	Was there any temporary equipment or material at the wayside which could have obscured the loco pilot's view of the signal?	
39.	Is the signal set at a non-standard height with respect to the loco pilot's normal sightline?	
40.	Was sunlight reflecting off the signal lenses or casing making the aspect difficult to perceive?	
41.	Is there evidence that a signal-like light would be in the loco pilot's field of vision on approach to the signal?	
42.	Is there any signage adjacent to the signal lenses that make the aspect more difficult to perceive?	
43.	Has the signal layout been altered in the past two months?	
44.	Is the signal significantly less bright than adjacent parallel signals or signal ahead that can been seen on approach?	

45.	Is the signal located on the 'wrong side' or an otherwise unusual location relative to the track?	
46.	On a curved approach, is there any possibility that a loco pilot could mistake a parallel signal as his/ her own?	
47.	Have recent changes been made to the landscape/non-operational infrastructure along the wayside (e.g. landmarks, buildings, advertisements)?	
48.	Is this signal normally (i.e. more than 75% of the time) encountered at a proceed aspect?	
49.	Relative to previous signals, does this signal has a different aspect configuration?	
50.	Was the loco pilot facing time pressure?	
51.	Could the loco pilot have cancelled a train protection system like VCD, TPWS etc. erroneously?	
52.	Has the ALP called out aspect of signal clearly and loudly?	
53.	Has ALP called out the aspect repeatedly to draw the attention of crew?	
54.	Has the Loco pilot acknowledge the signal aspect?	
55.	Has ALP busy with any other activity at the time of SPAD.	
56.	Has ALP applied emergency brake?	
57.	Has ALP applied emergency brake timely?	

The Railway Passengers (Manner of Investigation of Untoward Incidents) Rules, 2020'

In exercise of powers conferred by Section 129 of the Railways Act, 1989 (24 of 1989) and in supersession of the Railway Passengers (Manner of Investigation of Untoward Incidents) Rules, 2003 except as respects things done or omitted to be done before such supersession, 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, 2020.

   (2) They shall be deemed to have come into force on the 1st day of January, 2020.

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 (54 of 1987);

   (c) 'Diary' means the station diary being maintained by the Station Superintendent 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;

   (k) 'Officer of the Force' means the authorised officer as defined in clause (c) of Section 2 of the Railway Property (Unlawful

Possession) Act, 1966 (29 of 1966) and clause (26-A) of Section 2 of the Railways Act, 1989 (2 of 1989);

(L) 'Police' means a State Police;

(m) 'Station Superintendent' includes Deputy Station Superintendent Station Master and Assistant Station Master or other officer being in-charge of the station;

(n) 'Untoward Incident' means an incident defined under clause (c) of Section 123 of the Act; and

(o) '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 member of the Force. 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 Stations Master/Station Superintendent of Railways.

4. **Duties of Station Superintendent, Guard, Conductor and Train Ticket Examiner in charge 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 -I.

   (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 in-charge 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 to in sub-rule (1).

5. Additional duties of Station Superintendent.– The Station Superintendent on receipt of an information about the occurrence of untoward incident under Rule 3, shall,-

(i) Maintain a separate exclusive register for recording the untoward incidents

(a) Assign a unique identification number to each untoward incident and mention the untoward incident in the said register against this unique identification number.

(b) The untoward incident register should he closed at 23:59 hrs every day so that untoward incident happening thereafter can he added in the register against that day.

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

(iii) Submit a fortnightly status report of untoward incidents including compliance of Rule 4 to Divisional Commercial Manager In-charge/ Senior Divisional Commercial Manager.

6. Conducting of investigation and submission of report by the Force.– (1) On receipt of information under Rule 5, 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 (ii) of Rule 5;

(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 sixty days and subunit a report to the authority specified under sub-rule (2) of Rule 9.

7. Conducting of investigation and submission of report by the Police.– (1) The Police on receipt of information of an untoward incident from general public or any Railway servant including Station Superintendent, the Police shall immediately initiate

investigation and prepare inquest report or injury report in accordance with the procedure laid down in Code of Criminal Procedure, 1973 (2 of 1974).

(2) The Police upon reaching the scene of the untoward incident shall inform the nearest/concerned Station Superintendent personally or over telephone or through SMS or any effective electronic means of its presence at the scene of the incident. The Police shall immediately take photographs of the incident along with dead body/victim at the spot along with the tracks/witness(es)/ bystanders.

(3) After preparation of report, as mentioned in sub-rules (1) and (2), 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.

(4) The Police shall prepare the Detailed Accident Report (DAR) and submit a copy of the same to Divisional Security Commissioner/Sr. DSC within 60 days from the date of untoward incident for onward submission to Divisional Railway Manager.

(5) In the event of the Police failing to take photographs as stated under sub-rule (2) of Rule 7 above, the concerned DCP shall examine why the photographs were not taken and whether any action is warranted for the lapse.

8. The injured and the next of kin of the deceased passenger shall submit all the relevant evidence before the Police and assist the Police/Force to complete investigation.

9. 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 Code of criminal Procedure, 1973 (2 of 1974).

(2) The officer of the Force shall forward the report prepared under sub-rule (2) of Rule 6 to the Divisional Security Commissioner of Force.

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

(4) The Divisional Security Commissioner shall also ensure that a copy of Detailed Accident Report prepared by Police, in the format circulated by Ministry of Home Affairs (CS Division) vide their letter No. 24013/35/Misc./2017 CSR,.III dated 2-0-2010, is forwarded

to the Divisional Railway Manager within 15 days of the receipt from the Police and after ascertaining the facts and verifying the genuineness of the facts of the case aloni4 with Form - 2.

10. 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 9 shall examine the same within fifteen days.

(2) The Divisional Railway Manager, on receipt of the report, mentioned in sub-rule (3) of Rule 9 shall examine the same within fifteen clays. In case, the statutory time periods mentioned in the rules for filing of Form-1 and Form-2 have not been adhered to then Divisional Railway Manager shall call for explanation for delay from the concerned authorities.

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

(4) 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.

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

11. 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.

12. Sending report to Claim Office.– (1) The investigation report along with acceptance of Divisional Railway Manager there on shall be sent within fifteen days to the administrative in-charge of the Claim office of the Zonal Railway where the incident has occurred.

(2) The administrative in-charge of Claim office of the Zonal Railway who has received the notice of the claim for that particular incident, shall arrange to collect the report from the Claim office of Railway where the incidence has occurred, shall initially have the claim examined by presenting officer (Railway Claims Tribunal) and associated legal branch and on the basis of their submission, and recommendation of Divisional Railway Manager as provided under sub-rule (3) of Rule 10 and pass a speaking order, whether the claim is to be admitted or contested and shall submit the same

to the concerned Bench of the Railway Claims Tribunal along with the Written Statement.

FORM 1

(Refer Rule 4)

REPORT OF UNTOWARD INCIDENT

1. Unique Identification Number of the Untoward Incidents:
2. Kilometer at which untoward incident occurred:
3. Name of Driver of the train with Headquarter:
4. Name of the Guard of the train with Headquarter:
5. Name of the Train Ticket Examiner of train, if posted, with Headquarter:
6. Nature of the untoward incident:
   - (a) Accident fall
   - (b) Bomb blast
   - (c) Rioting
   - (d) Shootout
   - (e) Arson
   - (f) Dacoity/Robbery
   - (g) Violent attack
   - (h) Terrorist act/attack
   - (i) Run over/trespassing
   - (j) Suicide
   - (k) Others
7. Date and time of occurrence:
8. Position of the injured dead body in relation to the tracks along with photographs:
9. Whether medical help was given to the injured/victim:
10. Whether train stopped or not:
    Condition of doors and occupation of coach:

Signature

Name and designation

Date:

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

For example: If the incident falls within the area of Kathgodam Station under Izzat Nagar division of N.E Railway and the incident happened in the month of October, 2017, the Unique ID will be as follows:

FORM 2

(Refer Rule 6)

BRIEF PARTICULARS OF UNTOWARD INCIDENT

1. Date and time of the untoward incident:
2. Nature of untoward incidents (please specify - (a) accidental fall, (b) bomb blast, (c) rioting, (d) shootout, (e) arson (f) dacoity/ robbery, (g) violent attack, (h) terrorist act./ attack (i) run over, (j) tresspassing (k) suicide, (1) others):
3. FIR number and address of the Police Station where FIR is registered:
4. Medical report, if available:
5. Name, address and parentage of the first informant:
6. Name and designation of the Railway officials who reached the place of incident first:
7. Name and designation of the Officer for the Force/Police on the train:

   S. Name, age, sex and address of the victim:
9. Photograph at the site where the victim was found:
10. Name and number of the train involved:
11. The actual time of arrival and departure of the train in question (As per TSR of the Station nearest to the place of incident):
12. Certified copies of station diary, untoward incident register, TSR, GDR report etc:
13. Kilometerage at which the passenger fell, or person was knocked down:
14. Was the incident noticed by the Guard/Driver/TTE and and the train stopped, or was the alarm chain pulled to stop the train:
15. Type of injuries sustained by the injured i.e. grievous/simple, permanent/partial disablement:
16. Time and place the body was detected:
17. Position of the body in relation to the tracks:
18. Blood stains on ballast or engine, extent of the injuries and whether prima facie inflicted by a train, or otherwise:
19. Position of any clothing etc. found on, or near the rails:
20. Details of articles seized, including tickets, from the body of the victim:
21. Whether genuineness of the ticket is verified from the console:

22. Whether the ticket alleged to have been recovered is compatible with time of its issuance and where the victim was found:
23. How the injured or dead person was dealt with (whether medical help was given to the injured; whether he was admitted to any hospital; was the dead person identified; was post mortem carried out; was inquest report obtained; were the relatives of the injured/ dead informed):
24. If child, also give the name and address of the guardian at the time, and his relationship to the child:
25. Brief statement of the injured person containing cause of accident:
26. Name and signature of the passenger in whose presence the statement is recorded:
27. In the case of a child, the name and signature of guardian:
28. Statement of co-passengers:
29. Condition of the doors of the relevant coach:
30. If there is no conclusive evidence regarding cause of incident, then Officer of Force instead of writing "fallen down", should state" reasons not known" :
31. Any other comments/remarks:

Signature Name and Designation

Date :

CHAPTER-III

301. Classification of Accident :

Accidents is classified under following heads.

i) Train Accidents
ii) Yard Accidents
iii) Indicative Accident
iv) Equipment failure
v) Unusual incidents
vi) cause of the accident, as far as is known; and
vii) probable detention to traffic.

Detailed classification is Given in Annexure -I

I. Train Accident

Train Accident is an accident that involves train. Train Accidents are further divided as :

a) Consequential train accidents and

b) Consequential train accidents include train accidents having serious repercussion in term of loss human life. human injury, loss to Railway property of interuption to Rail traffic. Train accident under following classification will be termed as consequential train.

Collision	:	All cases under category A-1 to A-4
Fire	:	All cases under category B-1 to B-4
Level Crossing	:	All cases under category C-1 to C-4
Derailment	:	All cases under category D-1 to D-4
Miscellaneous	:	All cases under category E-1

II. Yard Accidents

All accidents that ake place in a yard does not involve a train are termed as yard Accidents. These include accidents falling under category A-5, B-7, C-9 and D-6.

III. Indicative Accident

In real term they not accidents but are serious potential hazards and include all cases of train passing signal at danger, averted collision, breach of block rule etc. coming under classification, F, G and H.

IV. Equipment Failure

These include the failure of railway equipment i.e. railure of locomotive rolling stock, permanent way, overhead wire, sgnalling and telecommunication equipment etc and include cases falling under classification J, K, L and M.

V. Unusal Accident

These include cases related to law and order but not resulting into train accidents and other incidents under classification N.P, Q and R.

Annexure-I

DETAILED CLASSIFICATION OF ACCIDENTS
CLASS 'A' - COLLISIONS

A-I Collision involving 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. 2,00,00,000 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 (i) in loss of human life and/or grievous hurt and/or (ii) damage to Railway property of the value exceeding Rs. 2,00,00,000 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 yard loco yards and siding etc. but not involving a train.

CLASS 'B' - Fire in TRAINS

B-I Fire in a train carrying passengers resulting in (i) loss of human life and/or grievous hurt and/or (ii) damage or Railway property of the value exceeding Rs. 2,00,00,000 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 an/or grivous hurt and/or (ii) damage to Railway property of the value exceesing Rs. 2,00,00,000 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 threshould value and/or (iii) resulting into detachment of coaching stock/stocks from the train.

B-4 Fire in the train NOT carrying passengers and 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 failing under B-1 or B-3 above.

B-6 Fire in a train NOT carrying passengers and not failling 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 any 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.

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 Trains 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 Trains 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 or/and (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-I

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 a road traffic for the purposes of classifying such an accident as a train accident, irrespective of its mode of traction.

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. 2,00,00,000 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. 2,00,00,000 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 passengers 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 a train NOT carrying passengers not falling either under D-2 or D-4 above.

D-6 Other derailments, i.e. derailments occurring in shunting, marshalling yards, loco yards and siding etc. but not involving a train.

CLASS 'E' - OTHER TRAIN ACCIDENT

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.

D-1 Trains running into any obstruction including fixed structure but not covered up under Class 'C' or 'E-1'.

INDICATIVE ACCIDENTS

CLASS 'F' - AVERTED COLLISIONS

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.

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 Trains 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 a wrong line at a station or Catch Siding or Slip Sliding or Sand Hump etc.

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

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 a 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 train NOT carrying passenger leading to detachment of rolling stock/stocks from the train.

J-7 Failure or Rolling stock such as failure of tyres, wheels, axles, or braking apparatus etc. on passenger carrying trains, 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 train not carrying passengers, 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 a train but not covered in Class J-9.

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 Pilot 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.

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.

K-3 Pantograph entanglement not covered up under J-1 and J-2.

L-3 Defect in AC or other electrical equipment leading to detachment of a rolling stock/s from a train.

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 for communication for more than fifteen minutes.

Note : Signal/Point and Tele failure which were not informed to S&T department will not be taken into account for failure.

CLASS 'N' - TRAIN WRECKING OR SABOTAGE TO A TRAIN

N-1 Attempted wrecking of or Bomb Blast or Explosion or Hijacking or a 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 signaling and track or forceful confinement of train running staff on duty and/or passengers but not involving a train.

These shall come into force with effect from the date of issue.

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 falling out of a running train or knocked down by a train or engine or railway vehicle, not resulting in loss of human life or grievous hurt.

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.

CLASS 'R' MISCELLANCEOUS

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 lorry, motor trolley, when worked under the rules for working trains.

302 : OFFICIALS TO WHOM ACCIDENTS ARE TO BE REPORTED.

Sl. No.	Accident Classifi-cation	To be reported to
		CLASS 'A'- COLLISIONS
1.	**A-1**	PCME, PCSO, CRS, NDRB, DRM, PCCM, PCMD, DMO, DEN, AEN, SE/P. Way, DEE, DEE/RS, DEE/TRD, LF,LI, JE/C&W, SE/C&W. JE/S&T, CSC, DSC, ASC, SI/ RPF, DME, DSTE, DOM, DSO, DCM, AO, TI, CMI, Chief Secretary to State Goernment, SP/GRP, SP, District Magistrate, District Collector.
2.	**A-2**	PCSO, CRS, NDRB, DRM, PCCM, PCMD, DMO, DEN, AEN, SE/P. Way DEE, DEE/RS, DEE/TRD, LF,LI, JE/ C&W, SE/ C&W. JE/S&T, PCSC, DSC, ASC SI/RPF, DME, DSTE, DOM, DSO, DCM, AO, TI, CMI, Chief Secretary to State Government, SP/GRP, SP, District Magistrate, District Collector.

3.	**A-3**	PCSO, CRS, NDRB, DRM, DEN, AEN, SE/P. Way, DEE, DEE/RS, DEE/TRD, LF,LI, JE/C&W, SE/C&W. JE/S&T, PCSC, DSC, ASC SI/RPF, DME, DSTE, DOM, DSO, DCM, AO, TI, CMI, Chief Secretary to State Goernment, SP/GRP, SP, District Magistrate, District Collector.
4.	**A-4**	PCSO, CRS, NDRB, DRM,DEN,AEN, SE/P way, DEE / RS, DEE/TRD, CTE/PSI, IEP/UHE, LI, JE/C & W, SE/ C & W, DEE, LF, JE/S&T, PCSC, DSC, ASC SI/RPF, DME, DSTE, DOM, DSO, DCM, AO, TI, CMI, Chief Secretary to State Goernment, SP/GRP, SP, District Magistrate, District Collector.
5.	**A-5**	PCSO, DRM, DEN, AEN, SE/P. Way DEE/RS, DEE/ TRD, CTF/PS, CEF/OHE, LF, LI, JE/C&W, JE/S&T, DME, DSTE, DOM, DSO, DCM, AO, TI.
		CLASS 'B' - FIRE IN TRAINS ETC.
6.	**B-1**	PCSO, NDRB, CRS, DRM, DSO, DOM, AO, TI, DCM, CMI, DME, JE/C&W, DEE/RS, CSC, ASC, SI/RPF, SP/ GRP, SP, Chief Secretary to State Government.
7.	**B-2**	PCSO, NDRB, CRS, DRM, DSO, DOM, AO, TI, DME, LI, LF, JE/C&W, DEE/RS, CSC, ASC SI/RPF, SP/GRP.
8.	**B-3**	PCSO, NDRB, CRS, DRM, DSO, DOM, AO, TI, DME, LI, LF, JE/C&W, DEE/RS, CSC, ASC, SI/RPF, SP/GRP.
9.	**B-4**	PCSO, NDRB, DSO, DOM, AO, TI, DME, LI, LF, JE/ C&W DEE/RS, PCSC, ASC, SI/RPF, SP/GRP.
10.	**B-5**	PCSO, DRM, DSO, AO, TI, DME, LI, LF, JE/C&W, DEE/ RS, CSC, ASC, SI/RPF, SP/GRP.
11.	**B-6**	PCSO, DRM, DSO, AO, TI, DME, LI, LF, JE/C&W DEE/ RS, PCSC, ASC, SI/RPF, SP/GRP.
12.	**B-7**	PCSO, DRM, DSO, AO, TI, DME, LI, LF, JE/C&W DEE/ RS, PCSC, ASC, SI/RPF, SP/GRP.
		CLASS 'C' - TRAIN RUNNING INTO ROAD TRAFFIC AT LEVEL CROSSINGS.
13.	**C-1**	PCSO, NDRB, CRS, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P WAY, DME, LI, LF, JE/C&W, DEE/RS, DSTE, JE/S&T, DCM, CMI, SP/GRP, SP, Chief Secretary to State Government, District Magistrate.

14.	**C-2**	PCSO, NDRB, CRS, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P WAY, DME, LI, LF, JE/C&W, DEE/RS, DSTE, JE/S&T, DCM, CMI, SP/GRP, SP, District Magistrate.
15.	**C-3**	PCSO, NDRB, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P. Way, DME, LI, LF, JE/C&W, DEE/RS, DEE/TRD, OEF/ OHECH, CTF/PSI, DSTE, JE/S&T, DCM, CMI, SP/GRP, SP, Chief Secretary to State Government, District Magistrate.
Note :	1.	Chief Secretary shall be informed only when train-carrying passengers is involved.
	2.	If passenger casualty is involved the railway's must inform CRS.
16.	**C-4**	PCSO, NDRB, DRM, CRS, DSO, DOM, AO, TI, DEN, AEN, SE/P. Way, DME, LI, LF, JE/C&W, DEE/RS, DEE/ TRD, CEF/OHE, CTF/PSI.
17.	**C-5**	PCSO, CRS, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P. way, DME LI, LF, JE/C&W, DEE/RS, DSTE, JE/ S&T, DCM, CMI, SP/GRP, SP, Chief Secretary to State Government, District Magistrate.
18.	**C-6**	PCSO, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.
		Way, DME LI, LF, JE/C&W, DEE/RS, DSTE, JE/S&T, DCM, CMI, SP/GRP, SP.
19.	**C-7**	PCSO, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P. Way, DME, LI, LF, JE/C&W, DEE/RS, DSTE, JE/S&T, DCM, CMI, SP/GRP, SP.
20.	**C-8**	PCSO, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P. Way, DME LI, LF, JE/C&W, DEE/RS, DSTE, JE/S&T, DCM, CMI, SP/GRP, SP.
21.	**C-9**	PCSO, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P. Way, DME, LI, LF, JE/C&W, DEE/RS, DSTE, JE/S&T, DCM, CMI, SP/GRP, SP.
		CLASS 'D' - DERAILMENTS
22.	**D-1**	PCSO, CRS, NDRB, DRM, PCEE, PCME, DEN, AEN, SE/ P.Way, DEE, DEE/RS, DEE/TRD, LF, LI JE/C&W, SE/C&W, JE/S&T, PCSC, DSC, ASC, SI/RPF, DME, DSTE, DOM, DSO, DCM, AO, TI, CMI, Chief Secretary

		to State Government, SP/GRP, SP, Dirstict Magistrate, District Collector.
23.	**D-2**	PCSO, CRS, NDRB, DRM, PCEE, PCME, DEN, AEN, SE/ P.Way, DEE, DEE/RS, DEE/TRD, LF, LI JE/C&W, SE/C&W, JE/S&T, CSC, DSC, ASC, SI/RPF, DME, DSTE, DOM, DSO, DCM, AO, TI, CMI, Chief Secretary to State Government, SP/GRP, SP, Dirstict Magistrate, District Collector.
24.	**D-3**	PCSO, CRS, NDRB, DRM, PCEE, PCME, CE, DEN, AEN, SE/ P.Way, DEE, DEE/RS, DEE/TRD, LF, LI JE/ C&W, SE/C&W, JE/S&T, CSC, DSC, ASC, SI/RPF, DME, DSTE, DOM, DSO, DCM, AO, TI, CMI, Chief Secretary to State Government, SP/GRP, SP, Dirstict Magistrate,
25.	**D-4**	PCSO, NDRB, DRM, PCEE, PCME, CE, DEN, AEN, LF, LI, JE/ C&W, SE/C&W, JE/S&T, DME, DSTE, DOM, DSO, DCM, AO, TI, CMI, SP/GRP, District Magistrate.
26.	**D-5**	PCSO, DRM, DEN, AEN, SE/P.Way, DEE/RS, DME, LF, LI, JE/C&W, DSTE, JE/S&T, DOM, DSO, AO, TI.
27.	**D-6**	PCSO, DRM, DEN, AEN, SE/P.Way, DEE/RS, DME, LF, LI, JE/C&W, DSTE, JE/S&T, DOM, DSO, AO, TI.
		CLASS 'E' - OTHER TRAIN ACCIDENTS
28.	**E-1**	PCSO, NDRB, CRS, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.Way, DEE/RS, LF, LI, SE/C&W, SE/S&T, SP, SP/GRP. District Magistrate.
29.	**E-2**	PCSO, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/PWay, DEE/RS. LF, LI, SE/C&W, SE/S&T, SP, SP/GRP, District Magistrate.
		CLASS 'F' - AVERTED COLLISIONS
30.	**F-1**	PCSO, CRS, DRM, DEN, AEN, SE/P.Way DEE/RS. DME, LF, JE/C&W, DSTE, JE/S&T, DOM, DSO, DCM, AO, TI.
31.	**F-2**	PCSO, CRS, DRM, DEN, AEN, SE/P.Way, DEE/RS. DME, LF, JE/C&W, DSTE, JE/S&T, DOM, DSO, DCM, AO, TI.
32.	**F-3**	PCSO, CRS, DRM, DEN, AEN, SE/P.Way, DEE/RS. DEE/ TRD, CEF/OHE, CTF/PSI, DME, LF, JE/C&W, DSTE, JE/ S&T, DOM, DSO, DCM, AO, TI.
33.	**F-4**	PCSO, CRS, DRM, DEN, AEN, SE/P.Way, DEE/RS. DEE/ TRD, CEF/OHE, CTF/PSI, DME, LF, JE/C&W, DSTE, JE/ S&T, DOM, DSO, DCM, AO, TI.

		CLASS 'G' - BREACH OF BLOCK RULES
34.	G-1	PCSO, CRS, DRM, DSO, DOM, AO, TI, DME, LI, LF, JE/ C&W, DSTE, JE/S&T.
35.	G-2	PCSO, DRM, DSO, DOM, AO, TI, DME, LI, LF, JE/ C&W, DSTE, JE/S&T.
36.	G-3	PCSO, DRM, DSO, DOM, AO, TI, DME, LI, LF, JE/ C&W, DSTE, JE/S&T, DEE/RS.
37.	G-4	PCSO, DRM, DSO, DOM, AO, TI, DME, LI, LF, JE/ C&W, DSTE, JE/S&T, DEE/RS.
		CLASS 'H' - TRAIN PASSING SIGNAL AT DANGER
38.	H-1	PCSO, CRS, DRM, DEN, AEN, SE/P.Way, DEE/RS. DME, LF, JE/C&W, DSTE, JE/S&T, DOM, DSO, DCM, AO, TI.
39.	H-2	PCSO, DRM, DEN, AEN, SE/P.Way, DEE/RS, DME, LF, JE/ C&W, DSTE, JE/S&T, DOM, DSO, DCM, AO, TI.
Note : DEN, AEN, SE/P.Way are informed only when Engineering officials are involved.		
		EQUIPMENT FAILURE :-
		CLASS 'J' - FAILURE OF ENGINE AND ROLLING STOCK
40.	J-1	PCSO, DRM, PCME, PCEE, DSO, DOM, AO, TI, DME, LI, LF, SE/C&W, DEE/RS, DEE/OP.
41.	J-2	PCSO, DRM, PCME, PCEE, DSO, DOM, AO, TI, DME, LI, LF, SE/C&W, DEE/RS, DEE/OP.
42.	J-3	PCSO, PCME, DRM, DSO, DOM, AO, TI, DME, LI, LF, SE/ C&W, DEE/RS.
43.	J-4	PCSO, PCME, DRM, DSO, DOM, AO, TI, DME, LI, LF, SE/ C&W, DEE/RS.
44.	J-5	PCSO, PCME, DRM, DSO, DOM, AO, TI, DME, LI, LF, SE/ C&W, DEE/RS.
45.	J-6	PCSO, PCME, DRM, DSO, DOM, AO, TI, DME, LI, LF, SE/ C&W, DEE/RS.
46.	J-7	PCSO, PCME, PCEE, DSO, DOM, AO, TI, DME, LI, LF, SE/ C&W, DEE/RS.
47.	J-8	PCSO, PCME, PCEE, DSO, DOM, AO, TI, DME, LI, LF, SE/ C&W, DEE/RS.
48.	J-9	PCSO, PCME, PCEE, DSO, DOM, AO, TI, DME, LI, LF, SE/ C&W, DEE/RS.
49.	J-10	DME, DSO, DOM, AO, TI, LI, LF, SE/C&W, DEE/RS.

CLASS 'K' - FAILURE OF PERMANENT WAY		
50.	K-1	PCSO, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/ P.Way.
51.	K-2	PCSO, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/ P.Way.
52.	K-3	PCSO, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/ P.Way.
53.	K-4	PCSO, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.Way.
54.	K-5	PCSO, CE, PCCM, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.Way.
55.	K-6	PCSO, CRS, NDRB, PCCM, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.Way. DEE/RS, LF, LI, SE/C&W, CSC, DSC, SP/ GRP, SI/ RPF, Chief Secretary to State Government. District Magisrate.
56.	K-7	PCSO, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/ P.Way.
CLASS 'L'- FAILURE OF ELECTRICAL EQUIPMENT		
57.	L-1	PCSO, DRM, CEE, DOM, DSO, DEE/TRD, LF, TI, LI, SE/ TRD, AEE/TRD
58.	L-2	PCSO, DRM, CEE, DOM, DSO, DEE/TRD, LF, TI, LI, SE/ TRD, AEE/TRD
59.	L-3	PCSO, DRM, CEE, DOM, DSO, DEE/TRD, LF, TI, LI, SE/ TRD, AEE/TRD
60.	L-4	PCSO, DRM, CEE, DOM, DSO, DEE/TRD, LF, TI, LI, SE/ TRD, AEE/TRD, Sr DEE
Class 'M'- FAILURE OF SIGNALLING AND TELECOMMUNICATION		
61.	M-1	PCSO, DRM, PCSTE, DSTE, DOM, DSO, ASTE, SE/ S&T, TI
62.	M-2	PCSO, DRM, PCSTE, DSTE, DOM, DSO, ASTE, SE/ S&T, TI
63.	M-3	PCSO, DRM, PCSTE, DSTE, DOM, DSO, ASTE, SE/ S&T, TI
64.	M-4	PCSO, DRM, PCSTE, DSTE, DOM, DSO, ASTE, SE/ S&T, TI
65.	M-5	PCSO, DRM, PCSTE, DSTE, DOM, DSO, ASTE, SE/ S&T, TI

66.	M-6	PCSO, DRM, PCSTE, DSTE, DOM, DSO, ASTE, SE/ S&T, TI
67.	M-7	PCSO, DRM, PCSTE, DSTE, DOM, DSO, ASTE, SE/ S&T, TI
CLASS 'N'- TRAIN WRECKING OR SABOTAGE TO A TRAIN		
68.	N-1	PCSO, CRS, NDRB, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P. Way, DEE/RS, LF, LI, SE/C&W, CSC, DSC, SP/GRP, SI/RPF, SP, District Magistrate.
69.	N-2	PCSO, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/ P. Way, DEE/RS, LF, LI, SE/C&W, PCSC, DSC, SP/ GRP, SI/ RPF, SP, District Magistrate.
70.	N-3	PCSO, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/ P. Way, DEE/RS, LF, LI, SE/C&W, CSC, DSC, SP/GRP, SI/ RPF, District Magistrate.
CLASS 'P'- CASUALTIES'		
71.	P-1	PCSO, CRS, PCCM, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P. Way, DEE/RS, LF, LI, SE/S&T, CSC, DSC, SP/GRP, SI/RPF, District Magistrate.
72.	P-2	PCSO, CRS, PCCM, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P. Way, DEE/RS, LF, LI, SE/S&T, CSC, DSC, SP/GRP, SI/RPF, District Magistrate.
73.	P-3	PCSO, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P. Way, DEE/RS, LF, LI, SP, SP/GRP, District Magistrate.
CLASS 'Q'- OTHER INCIDENTS		
74.	Q-1	PCSO, PCCM, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P. Way, DEE/RS, LF, LI, SE/S&T, CSC, DSC, SP, SP/GRP, SI/RPF.
75.	Q-2	PCSO, DRM, DSO, DOM, AO, TI, LF, LI, CSC, DSC, SP, SP/GRP, SI/RPF.
76.	Q-3	PCSO, DRM, DSO, DOM, AO, TI, LF, LI, CSC, DSC, SP, SP/GRP, SI/RPF.
77.	Q-4	PCSO, DRM, DSO, DOM, AO, TI, DME, LI, LF, CSC, ASC, SI/RPF, SP,/GRP, DEN, AEN, SE/P. WAY.
78.	Q-5	PCSO, DRM, DSO, DOM, AO, TI, DME, LI, LF, JE/C&W, DEE/RS, CSC, ASC, SI/RPF, SP,/GRP, DEN, AEN, SE/ P, Way. SE/BRI.

79.	Q-6	PCSO, DRM, DSO, DOM, AO, TI, DME, LI, LF, JE/C&W,
		DEE/RS, CSC, ASC, SI/RPF, SP,/GRP, DEN, AEN, SE/P, Way. SE/BRI.
CLASS 'R'- MISCELLANEOUS		
80.	R1	PCSO, DRM, DSO, DOM, AO, TI, DEE/RS, LF, LI, SE/C&W
81.	R2	PCSO, DSO, DOM, AO, TI, DEN, SE/P.way.
82.	R3	PCSO, CRS, NDRB, CCM, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/PWAY, DEE/RS, LF, LI, SE/C&W, CSC, DSC, SP/GRP, SI/RPF, Chief Secretary to state Govt, District Magistrate.
83.	R4	PCSO, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.WAY
84.	R5	PCSO, DSO, DOM, TI, LI, Section Engineers of Respective Department.

Explanation of abbreviations used in rule 302

1. AEN - Assistant Engineer
2. AO - Area Officer
3. ASC - Assistant Security Commissioner
4. PCCM - Pr. Chief Commercial Manager
5. CE - Chief Engineer
6. PCEE - Pr. Chief Electrical Engineer
8. PCMD - Pr. Chief Medical Director
9. PCME - Pr. Chief Mechanical Engineer
10. CMI - Commercial Inspector
11. CRS - Commissioner of Railway Safety
12. PCSC - Pr. Chief Security Commissioner
13. PCSO - Pr. Chief Safety Officer
14. CTF/PSI - Chief Traction Foreman/ Power Supply Installations
15. DCM - Divisional Commercial Manager
16. DEE/OP - Divisional Electrical Engineer/Operations

17. DEE/RS - Divisional Electrical Engineer/Rolling Stock
18. DEE/TRD - Divisional Electrical Engineer /Traction Distribution
19. DEN - Divisional Engineer
20. DME - Divisional Mechanical Engineer
21. DOM - Divisional Operations Manager
22. DSC - Divisional Security Commissioner
23. DSO - Divisional Safety Officer
24. DSTE - Divisional Signal and Telecommunication Engineer
25. DRM - Divisional Railway Manager
26. JE/C&W - Junior Engineer / Carriage and Wagon
27. LF - Loco Foreman
28. LI - Loco Inspector
29. NDRB -Railway Board, New Delhi
30. SE/BRI - Section Engineer/Bridges
31. SE/C&W - Section Engineer/ Carriage and Wagon
32. SE/P. Way - Section Engineer/Permanent Way
33. SE/S&T - Section Engineer/Signal and Telecommunication
34. SI/RPF - Sub Inspector/Railway Protection Force
35. SI/GRP - Sub Inspector/Government Railway Police
36. SP - District Superintendent of Police
37. SP/GRP - Superintendent of Police/Government Railway Police
38. TI - Traffic Inspector (Transportation)

A check list of information to be collected and conveyed to Railway Board is indicated in Appendix-A (Page - 132)

INFORMATION OF ACCIDENT

303 : Information of accident from the site to be sent quickly and accurately- (a) Information of accident from the site shall be sent by the quickest available means, to the nearest Station Master.

For this purpose a passing train may be stopped if necessary and report sent through the Loco Pilot /Guard of that train.

(b) The railway servant reporting the accident to the Station Master must do his best, in the circumstances existing at the time, to assess accurately the number of persons killed, seriously injured and/or injured, the extent of damage to railway property and/or the probable detention to traffic, if any, and must, as far as possible, furnish answers to as many of the questions given in form G- 3 as may be necessary or requried for the issue of All Concerned Accident Message. If there is difficulty in making an accurate assessment without causing delay to the issue of accident message, such details as are readily available and which will enable the accident to be classified correctly, must be given.

304: Accident falling under more than one class- In the event of an accident falling under more than one class, it should be treated as an accident in the highest class, the subsidiary class or classes also should, however, be indicated.

305: Station Master to be the issuing authority for all concerned accident message-(a) The Station Master is the issuing authority for All Concerned Accident Message under this rule. The presence of a superior official at the station does not relieve the Station Master of this authority or of his responsibility.

On a section of the railway where there is no Station Master, the railway servant in charge of that section shall be responsible for carrying out the duties of the Station Master.

(b) Immediately after information of an accident is received the Station Master, or, where there is no Station Master, the railway servant in charge of the section of the railway on which the accident has occurred, must issue the 'All Concerned Accident Message' to the officials concerned as laid down against each Class of accident in Rule 302. The massage must as far as possible include all particulars required under Rule 306.

306: Preparation of the All Concerned Accident Message - The Station Master, or, where there is no Station Master, the railway servant in- charge of the section of the railway on which the accident has occurred, must, as far as possible, furnish the following particulars in the All Concerned Accident Massage- as per proforma given below :-

ACCIDENT FORMAT

Category of Accident :-	
1. Date and Time of accident	
2. Division	
3. Section	
4. Block Section	
5. At Station/Mid Section	
6. Gauge (BG/MG/NG)	
7. Traction (Elect./Non-Elect)	
8. Type of Route	
9. System of Working	
10. Class of Station, Type of Signalling, Standard of Interlocking	
11. Train Particulars	Train No. Engine No. Load
12. Brief Particulars	
13. Train Working condition	
(Normal/Abnormal)	
(in Brief)	
14. Procedural Failure, If any	
(in brief)	
15. Casualty	Killed
	Grievously injured
	Simple Injured
16. Relief Arrangement	ARME/ordered at___hrs, left at___hrs at sit___hrs. ART/ordered at___hrs., left at___hrs. at site___hrs. Crane/ordered at___hrs. left at___hrs. at site___hrs.
17. Officers visiting site	
18. Restoration	Rerailment completed at___hrs/date Track fit at___hrs/date OHE fit at___hrs/date, S&T fit at___hrs./date
19. Time of first train passed on the affected line/lines	
20. Prima Facie cause	
21. Gate Particulars	(Annexure-A)
22. Loco Pilot Particulars	(Annexure-A)
23. State/District	
24. Other information, if any	

Officer reporting the accident

Annexure - A

Gate Particulars (Manned/Unmanned)		
Traffic/Engineering gate-	Class-	Gate No.- Kms.
Lifting Barrier	/Flap	/Chain-
TVU-	Year-	
Interlocked	or	Non Interlocked-
Telephone Provided	Or	not provided-
Normal position of the gate :	Open to road traffic-	Closed to road traffic-
Road signs	Speed Breaker-	Whistle Board-
Type of Road	Pucca-	Kuchha-
Visibility (in meters)		
Gradient if any		
No of accidents during last two years.		
Loco Pilot's Particulars :		
Name		
Date of Birth		
Family members		
Qualification		
Head Quarter		
Grade-	Pay-	
Breathalyser test		
Positive- Intoxication	At the time of signing on-	After accident-
Negative-Without Intoxication		
Date of Appointment	As-	
Promoted as Asst. Loco Pilot		
Promoted as Goods Loco Pilot		
Promoted as Passenger Loco Pilot		
Promoted as Mail/Exp. Loco Pilot		
Date of Medical Examination	Passed	Next due-
With or without glasses		
Date of Refresher	Passed	Next due-
Safety Camp	Passed	Next due-
Competency Automatic Section	Ghat Section	
Safety Category Grading		
Psycho Test		
Awards/Punishment		
Nominated Loco Inspector		
Signing on/off		
Rest availed before duty		
Last trip on the section		
Previous history of accident if any		

(Authorised Railway Board's letter No.-2000/Safety (A&R)/3/5 dated 14-03-2006)

307: Re-classification of accidents.- If after the issue of All Concerned Accident Message further information becomes available to show that the accident has been wrongly classified, a fresh All Concerned Accident Message must be issued in cancellation of the original one.

308: Transmission of All Concerned Accident Message in the event of failure of Railway Electrical Communication.- If the Railway electrical communications are interrupted, the All Concerned Accident Message must be transferred to the Government lines in accordance with paragraph 237 of the Post and Telegraph Manual, Volume XI, Parts-I & II (Third edition) as amended from time to time.

309: All Concerned Accident Messages to take precedence.--- All Concerned Accident Messages reporting serious accidents and/or calling for assistance must take precedence over all other works and/or messages and no time must be lost in transmitting of despatch of all accident messages.

310: All Concerned Accident Message to be delivered without delay.- The Station Master or the Signaller-in-Charge must ensure that All Concerned Accident Messages, reporting serious accidents and/or calling for assistance are delivered without delay and that a record is maintained of the time at which the messages are sent out for delivery. In addition the Officials concerned must be advised by telephone, if available, to enable them to take any preliminary action as necessary without waiting for the receipt of the All Concerned Accident Message.

311: Use of additional means of Communication.- Whenever it is necessary to do so, full use must be made of any additional means of communication available, such as Control telephone, Wireless, etc. for the purpose of ensuring speedy medical assistance or the clearance of the obstruction or for any other purpose connected with the accident.

312: Collection of particulars for preparation of Form G-3. (For specimen Form G-3. refer to Appendix-V).-In addition to complying with the provisions of Rules 305 and 306, the Station Master must obtain and record answers to as many of the questions given in Form G-3 as may be necessary with regard to the particular accident reported. The answers required to be given must be short and as concise as possible. (This form must be

signed by the railway servant making the report and furnishing the details when he is available in person).

313: Submission of Form G-3.- The Station Master issuing the All Concerned Accident Message must at the very earliest opportunity submit a written copy of the report on Form G-3 to-

(a) Divisional Safety Officer in all cases.

(b) The District Magistrate/Deputy Commissioner in cases of accident falling under Classes-A.1, to A.4, B.1 to B.4, C.1 to C.4, F.1 to F.4, J.3, J.4, K.1 to K.3, M.I, M.2, N.1, N.2, & N.3.

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CHAPTER-IV

DEALING WITH SERIOUS ACCIDENT

401. Duties of Station Master/Assistant Station Master -

(a) On occurrence of a serious accident at a station the Station Master must note the time and take charge of the situation. If an accident occurs between stations, the Station Master of the station on either side must take charge of the situation. If in either case the Station Master is not on duty the Assistant Station Master on duty will take charge of the situation till the Station Master attends. The Assistant Station Master must arrange to immediately summon the Station Master who must attend and take charge at once.

(b) The first information of the occurrence of the accident must not be delayed for want of full particulars, but must be immediately communicated to the Division and stations in rear and advance to control trains.

In case of non-controlled area all communications must be passed through the nearest station within the control area.

(c) Immediate message should be relayed by Station Master seeking extent of Medical assistance required.

(d) The Station Master shall do every thing possible to ensure comfort and convenience to passengers. Injured persons must be attended immediately and their sufferings relieved as far as possible till medical relief arrives. He must collect locally what medical assistance he can have from the nearest hospital/ dispensary. All resources available must be utilised for rendering medical assistance, where necessary.

If the accident occurs in the block section or at a place not accessible to vehicular traffic, the Station Master concerned shall arrange for trolly or engine for attending doctors to reach the site of accident.

(e) The Station Master must arrange for the transport of the patients, at the earliest opportunity, to the nearest hospital.

(f) If there are casualties and damage to property etc., the Station Master must inform the Officer-in-charge of the nearby Police Station and the RPF on phone, if available, or by sending a message through the station staff, for their taking

charge of the situation. Where there is any reason to suspect that the case is one of a trespasser, the Station Master shall inform the Police concerned and, after due medical aid being rendered, ask the Police to arrange for disposal.

(g) The Station Master shall arrange for whatever assistance is required in connection with restoration of through communication, transhipment etc. He should take steps to ascertain the duration of the block and pass on to Control as early as possible.

(h) The Station Master must send All Concerned Accident Message without delay.

(i) The Station Master should advise the passengers of the situation and regarding their further journey.

(j) The Station Master shall arrange for the section to be cleared of unaffected vehicles as early as possible when it is known definitely that the accident is not due to train wrecking or sabotage. This should be done with the permission of Control.

(k) The Station Master shall, depending on the nature of accident, examine the relevant train passing records' position of signals, point, block instrument, slide and slot, line label and line badge, etc. and shall record details of all relevant information and take into custody the relevant keys, line label, line badge, documents etc.

(l) The Station Master shall remain on duty till he is replaced by a competent person. He shall also relay the progress of relief and restoration work and other to Control as received.

402. Duties of Guard - When a serious accident takes place to a train in block section, the Guard of the train shall -

(a) record the time of accident,

(b) make arrangement for protection of the train,

(c) make a quick survey of the damage to property, the probable number of casualties and the assistance required,

(d) pass on information of the accident with necessary details including the nature of assistance required to Control through the Portable Telephone/walkie-talkie/MTRC/CUG mobile phone, otherwise prepare a precise note of the accident and send it to the nearest station by the quickest possible means. On the double/parallel line section, a train

passing on the other line should be stopped and the information sent through the Guard or Loco Pilot of the train,

(e) arrange relief to the passengers injured within the resources available,

(f) arrange protection of Railway and Public property, and

(g) remain in general charge till replaced by a Senior Railway Official.

(h) Execute the provisions of "manual of on-board Train staff" are to be followed meticulously.

(i) (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).

403. Duties of Officers and Staff in general–

(i) In the event of a serious accident every Officer and staff must take the greatest care in carrying out his duties whether specifically assigned or assumed by him automatically.

(ii) Every effort has to be directed to provide first and foremost succour in the broadest sense to the injured, to be followed by help to other passengers at the site of accident and held up at other places and finally in clearing the site in the shortest possible time.

(iii) It is also necessary to keep a correct and faithful record of the conditions found at the site of accident and the action taken at the various dealing centres and special responsibility devolves on those Officers who take up duties as O.Cs. They must be well conversant with their duties and should periodically check up that the instructions laid down are being complied with.

(iv) After an accident has taken place, the brake power of the train involved in the accident should be checked jointly by officers of various branches available at the site of the accident. In case Officers are not available, the brake power of the train may be checked by the Senior Supervisors. Brake power of the locomotive and the trailing loads should be checked separately and details recorded jointly including interalia, conditions of independent/dynamic/vacuum braking system, piston stroke and brake gears.

404. Dealing Centres --- Dealing centres must be immediately open up and manned at ---

(i) The Central Control Office, Maligaon, the Officer-in-charge being designated as O. C. Central;

(ii) The Divisional Control Office of the Division concerned, the Officer-in-charge being designated as O.C. Division;

(iii) The Site of Accident, the Officer-in-charge being designated as O.C. Site, and he is the senior most of the officers present.

(iv) The terminal station for reception of injured persons for being conveyed to Hospital, the Officer-in-charge being designated as O.C. Terminal.

405. O. Cs of Dealing Centres –

(i) The O. C. Central will be the Dy. CSO (Tfc) who shall takeover charge of all operations in connection with accident in so far as the Head quarters officers office is concerned. He shall arrange for an Officer from the Mechanical and Engineering or S&T Departments to assist him. If, and when required Officers from the others departments like Commercial, Electrical, S & T shall also be arranged to assist him.

(ii) The O. C. Division will be the Sr. DOM/DOM or in his absence the AOM

(iii) The O. C. Site will be the senior-most Official of the Operating, Commercial, Mechanical or Engineering department present at the site of accident. He shall be in over-all in charge of the relief operations, and all officers and staff of all departments shall comply with his instructions.

(iv) The O. C. Terminal will be a suitable Officer deputed either by O. C. Central or by O. C. Site depending on where the terminal station is situated.

406. Duties of Departments –

The resources of all departments must be freely placed at the disposal of the O. C. Site.

(a) Mechanical Department – (i) The Mechanical Department and senior Mechanical Official present shall be primarily responsible for clearing the track occupied by damaged engines, vehicles and obstruction,

(ii) extrication of the injured persons from the debris etc. on

being directed by the O.C. Site in writing, due co-ordaintion and assistance from all other departments being arranged by the O.C. Site, and

(iii) rendering any other assistance required by the O. C. Site.

(b) Engineering Department - The Engineering Department and the Senior Engineering official present shall be responsible for-

(i) making an accurate sketch of the site,

(ii) preservation of clues,

(iii) repairing the track for restoring communications, and

(iv) rendering any other assistance required by the O. C. Site.

(c) Operating Department - The Operating Department and the Senior Operating official present shall be responsible for-

(i) making all arrangements in connection with controlling of trains and movement of all trains upto the site of accident specially the Medical Relief Train and /or Accident Relief Trains to site and train conveying the injured and clearance of passengers of affected train (s)

(ii) regulating traffic by diverting or cancelling trains, running duplicate train or restricting booking as circumstances may arise;

(iii) ensuring that proper accident message has been issued by the Station Master; and

(iv) rendering any other assistance required by O. C. Site to deal with the situation.

(d) Commercial Department - The Commercial Department and the Senior Commercial Officer present shall be responsible for-

(i) collection of all particulars in connection with casualties and preparation of list of injured/deceased;

(ii) making over the dead bodies to the Police for disposal;

(iii) arrangement with regard to transhipments of traffic;

(iv) catering arrangements at the site of accident and at nearby stations where passengers are held up;

(v) disposal of perishable consignments, live stock etc. which are likely to be delayed in accordance with the extant rules;

(vi) arranging payment of ex-gratia relief after obtaining sanction

of the competent authority;

(vii) maintenance of complete records of all matters concerning the accident to the extent required for verification and disposal of subsequent claims; and

(viii) rendering any other assistance required by the O. C. Site.

(e) Signal and Tele-communication Department and the Senior S & T official present shall be responsible for –

(i) ensuring that the portable field telephone/SAT Phone, FCT/ ADM is fitted at the site of accident as promptly as possible.

(ii) arranging restoration of Signalling and Interlocking equipments for normal working, and

(iii) rendering any other assistance required by O. C. Site.

(f) Duties of Railway Protection Force Department-

The Railway Protection Force and the Senior official of this department present shall be responsible for---

(i) ensuring the security of Railway and Public property,

(ii) guarding the belongings of the injured and dead persons till arrival of the Police and rendering all necessary assistance to Police in this regard.

(iii) protecting the site of accident and other dealing centres from security point of view, and

(iv) rendering any other assistance required by the O. C site or of the dealing centres.

Note: The Chief Security Commissioner or his Deputy shall report to O. C. Central and shall take up such as may be assigned to him.

(g) Duties of Public Relations Department - In the event of a serious accident, the Chief Public Relation Officer shall be responsible -

(i) reporting to O. C. Central,

(ii) arranging for a photographer to be at the site of accident,

(iii) releasing the Press Note as laid down in Rule 206 of the Accident Manual,

(iv) obtaining further information in regard to relief operations, progress of injured persons, etc. and keeping the Press informed from time to time as required, and

(v) giving such other assistance as may be required by the O. C. Central.

407. Duties of Railway Officials in Divisional Head quarters -

Immediately after information of a serious accident is received all Railway official concerned must report at the Control Office or other convenient place where a 'Council of Action' at Divisional level must be held to arrive at tentative decisions regarding -

(i) Appointment of O. C. Site and O. C. Division.

(ii) Quickest means for reaching the site of accident.

(iii) Despatch of Medical Relief Train and / or Break Down Relief Train.

(iv) General plan of action for dealing with the accident and detailing duties to officials to be in-charge of operations at site who must in turn allocate duties to their various assistants.

(v) Arrangements for food and refreshments, materials, lights etc.

(vi) Arrangements for staff and labour.

(vii) Arrangements for transshipment.

(viii) Despatch of quick and concise report to the Central Control.

408. Duties of O.C. Site - On arrival at the site of accident the O.C. Site must-

i) arrange for installation of portable field telephone/FCT/SAT/ ADM Phone connection with Divisional Control of Signal & Tele- Communication staff, only for a short period to directly communicate the preliminary information to Central Control at Head quarters. This arrangement may also be made if express instructions are issued from the Head quarters office on the occasion.

ii) Make an immediate assessment of-

a) number killed, seriously injured and injured,

b) extent of damage,

c) probable detention to traffic,

d) assistance required, and relay this information to O.Cs Division.

iii) Allot specific duties to Officers and/or staff for-

a) assisting in rescue operations,

b) noting down particulars of casualties and medical aid given,

c) assisting in the preservation of clues,

d) maintaining a log at site,

e) assisting in transhipments work,

f) assisting in Railway Security duties, in respect of Railway and public property, passengers' luggage in particular.

iv) Arrange for an early submission of the progress report from site to O.C. Division, Central and other dealing centres concerned.

v) Arrange for an opening and manning of Enquiry Bureaus at the most convenient places (See also Rule 418 of the Manual).

vi) Arrange through O.C. Division for-

a) restoration of communications by laying a diversion when ever feasible, and sufficient copies of photographs of the site of Accident, specially whenever a derailment is suspected to be a case of sabotage,

b) transhipment of trains, if necessary,

c) restrictions of traffic, if necessary,

d) running of duplicate trains, if necessary.

vii) a) Ensure that adequate arrangements have been made for food, refreshments and drinking water, and arrange for licensed vendors when and where necessary.

b) Food and drink must be supplied to the injured passengers free of cost and to the uninjured passengers on payment. In special case where uninjured passengers are unable to pay, they may be provided with food and drink, free of cost.

viii) Ensure that adequate arrangements have been made for lighting up the accident area as also the routes to be followed if transhipments of trains is involved.

ix) Arrangement for adequate number of station porters for carrying passengers' luggage and parcels.

x) Statement of passengers and eye witness will be recorded if it is possible to do so, on the spot. When this is not possible, their addresses however, should be obtained, so that they can be contacted subsequently and their statements obtained if necessary.

409. Duties of Section Controllers - Immediately after getting information of a serious accident, the Section Controller shall-

i) Inform the Power Controller of the nature of assistance required,

ii) inform the Chief Controller (shift) of the available particulars of accident,

iii) advise the Station Masters of the adjacent stations and give them necessary instructions,

iv) ensure that the Medical Relief and/or Accident Relief Train is given a clear run to the site,

v) obtain progress reports from the site of accident from time to time and convey them to the O.C. Division,

vi) start the chronological log recording all the informations received from the site of accident and action taken thereof,

vii) regulate the train on the section as required.

410. Duties of Power Controller - The Power Controller must-

i) ensure that the Loco shed, where the Accident Relief Train/ Medical Relief Train is based, is advised of sounding the Accident Alarm Siren as soon as advice of an accident is received,

ii) ensure power is made available for the Medical Relief and/ or Accident Relief Train,

iii) ensure that the Accident Relief Train is promptly turned out,

iv) assist the Chief Controller and Ch. Controller (shift) in their work.

411. Duties of Ch. Controller (Shift) - The Ch. Controller (shift) must-

i) ensure that the Medical Relief Train and/or Accident Relief Train is ordered immediately and is given a clear run. W here necessary, neighbouring Divisions or Railway should also be informed to despatch their Medical Relief Train/ Accident Relief Train as per demand.

ii) in the event of casualties, arrange for medical assistance to be sent to the site of accident from the nearest available place and ensure that Station Master concerned has taken appropriate action regarding medical and other relief measures,

iii) advise Chief Controller (I/C) and the following officials about

Note : In the absence of Chief Controller (I/c) or until his arrival, the Chief Controller's (I/c) duties will devolve on the Ch. Controller (shift).

412. Duties of Chief Controller (I/c)– The Chief Controller (I/c) must take charge of all works in the Control office in connection with

the accident. He must ensure among other duties that-

i) medical and other relief is arranged as promptly as possible and clear run are arranged for Medical Relief Train and/or Accident Relief Train,

ii) Central Control is kept advised of the position,

iii) advice of the accident has been given to all concerned,

iv) trains are controlled/diverted as required and

v) regulation of traffic on either side of the site of accident is correctly done.

413. Duties of O.C. Division – The O.C. Division shall–

i) maintain constant liaison with O.C. Central and work under his general instructions,

ii) keep in touch with O.C. Site to ascertain any assistance that may be required at the site and make arrangement for it,

iii) maintain periodical contact with O.C. Site and obtain up to the minute information regarding the progress made and promptly pass on the information to O.C. Central and to other officials concerned.

iv) Where necessary advise hospital stations near the site of accident to be prepared for receiving casualties and arrange to send medical aid from station near by,

v) ensure that All Concerned Accident Message has been issued,

vi) ensure that adequate arrangements are made for food and drink at the site of accident,

vii) make preparation for transhipment and/or diversion of trains and arrange for adequate labour for carrying passenger's luggage, parcels and mails etc,

viii) ensure as far as possible, that passenger carrying trains are controlled at stations where water supply and refreshment is easily available. If this is not possible, arrange for the supply of food and water,

ix) ensure that adequate arrangements are made for lighting up the accident area as also the path to be followed if transhipments of train is involved,

x) obtain from O.C. Site the names of dead and injured

persons and relay the information to the O.C. Central, the station and/or stations on either side of the accident and also to important stations on each side of the accident. (See also Rule 418)

414. Duties of Central Control - The Central Control must-

i) collect, as far as possible, all details of the accident and nature of assistance required,

ii) call the Chief Controller who shall take charge of the office,

iii) call the Deputy Chief Safety Officer (Traffic) or in his absence Senior Transportation Manager (Coaching) who shall take over as O.C. Central,

iv) Advise the Head of Departments concerned and other Officers as deemed necessary. The Officers who shall be informed are listed below. They shall be advised by telephone or other available means in order of priority as the nature of the accident demands and keep a record of timings.

1) Pr. Chief Safety Officer
2) Dy. Chief Safety Officer (Tfc).
3) Dy. Chief Operations Manager (Coaching).
4) CPTM (Chief Passenger Transportation Manager).
5) Pr. Chief Operation Manager.
6) Pr. Chief Medical Officer or in his absence,
7) Dy. Chief Medical Officer.
8) Pr. Chief Mechanical Engineer.
9) CMPE- Chief Motive Power Engine (R & L).
10) CRSE-Chief Rolling Stock Engineer.
11) Pr. Chief Engineer.
12) Chief Track Engineer.
13) Chief Bridge Engineer.
14) Pr. Chief Commercial Manager.
15) Pr. Chief Signal & Telecom Engineer.
16) Chief Public Relations Officer.
17) Pr. Chief Security Commissioner.
18) Secretary to General Manager.
19) General Manager.
20) Addl. General Manager.

21) Chief Freight Transportation Manager.
22) Deputy Commissioner (Civil).
23) Superintendent of Police.
24) District Magistrate.
25) CSE.
(26) CEGE
(27) CEDE

Note :- If any officer is not readily available when advising in the order of priority, time should not be wasted but the next one should be contacted coming back to the earlier party later.

415. Duties of O.C. Central– The O.C. Central must–

i) ensure that Ch. Controller or Section Controller on duty maintains a chronological log of all items of information connected directly or indirectly with the accident,

ii) ensure that speedy and adequate arrangements have been made by the Divisional Control for dealing with the accident,

iii) arrange for the issue of Press message in accordance with Rule 206 of the Manual and convey information to the Railway Board and issue such other messages as may be required,

iv) obtain an assessment of the problems to be dealt with together with and appreciation of the time required to deal with them,

v) arrange for diversion and restriction of traffic as may be required as a result of the accident and arrange for such assistance from other divisions as may be required,

vi) check up and ensure that adequate arrangements have been made for supply of medical aid, refreshments and food for the injured, and other passengers and staff working at the site of accident for the transport of injured to hospital and for clearance of passengers affected and held up in other trains,

vii) obtain periodically from the Divisional Control information regarding the situation and progress of relief measures etc. and check up discrepancies and delays.

viii) Check up every half-an-hour or so, that progress on all items is according to the time schedule and bring to the notice of appropriate Officer any likely delays.

ix) obtain from O.C. Division the names of dead and injured persons and pass on the information to the Public Relations Officer and other Officers concerned. (See also Rule 418)

Note :- 1) The Chief Controller, Central Control and in his absence, the Ch. Controller (shift) on duty, Central control will normally function as O.C. Central for all minor train accidents.

2) In serious cases, Deputy Chief Safety Officer (Tfc) or in his absence the Dy. CSO (Engg.), DYCSO (Mech) will take over as O.C. Central.

416. Duties of O.C. Terminal – The O.C. Terminal will be generally responsible for all arrangements in connection with the reception of the injured and their welfare pending evacuation to Hospital and must-

i) requisition the services of as many officers and Senior Subordinate officials at the station as are available and not otherwise engaged with the accident and allocate specific duties to such Officers and staff,

ii) choose the most convenient platform, easily accessible to Ambulance Cars, Stretchers etc. for the reception of the train carrying the injured,

iii) arrange for a sufficient number of Stretchers and for a room or part of the covered platform to be set aside for attending the cases requiring first-aid or medical attention before removing to Hospital,

iv) depute sufficient staff to deal with all cases of the injured removed to Hospital by Ambulance Van or other means, and ensure that a record of all such case indicating the time of removal, how removed and to which Hospital, is maintained,

v) arrange for the opening and manning of Enquiry Bureau at a convenient place (For detailed instructions see Rule 418),

vi) arrange with the Railway Police and Railway Protection Force, for the posting of an adequate force to control the crowd at the stations, its approaches and the platform and for the maintenance of order, care must be taken to ensure that no friction is caused with the public,

vii) see that admittance to the platform is given to only bonafide friends and relatives of the injured and dead,

viii) maintain liaison with the Divisional and Central Control and

the site of accident.

Note : O.C. Terminal will normally be appointed under O.C. Division. He should preferably be a Commercial or Operating officer and if none is available then an officer of any other department.

417. Issue of daily bulletin if through communication is interrupted- In case of an accident resulting in the interruption of through communication, the Divisional Railway Manager of the Division shall issue a daily bulletin to all important stations and junctions regarding the probable time and date of restoration of through communication. It shall also be stated whether this through communication will mean transhipment of passengers, etc. or the restoration of through running. The Station Master of all such important stations and junctions shall paste the bulletin on the Notice Board also relay through loud speakers if provided for the guidance of the public.

418. Opening of Enquiry-cum-Information Bureaus-

a) In case of serious accidents resulting in loss of life or grievous injury to passengers, special enquiry-cum-information bureaus shall be opened at the site of accident and at stations where the injured persons are received for being conveyed to Hospital as well as at other important stations as required, at prominent places under the charge of an experienced Officer, where notices and list of the dead and injured persons must be displayed and all public inquiries attended to.

b) Responsible railway officials shall be deputed to co-ordinate disposal of the dead bodies with the Police and to ensure that arrangements are made to offer facilities to the relatives of the victims and to the public to identify the dead bodies. For co- ordinating information regarding casualties and disposal/ identification of the dead bodies and to enable public queries being answered satisfactorily, an Officer from the commercial department assisted by an Assistant Medical Officer and an Inspector of the Railway Protection Force, should be nominated to collect correct information and arrange for its proper dissemination. The Officers so nominated should also, to the extent possible, render necessary assistance in finding suitable transport to convey

the dead bodies to their local addresses or burial/cremation ground as desired by the next of kin.

c) A Board is also to be kept at the enquiry-cum-information bureaus as well as the originating and destination stations of the affected train/trains and also at important junction stations enroute to indicate from time to time details of the casualties, identification/disposal of the dead bodies, hospitalisation of the injured, running of relief trains, transhipments of passengers etc. This would help the public to get the latest and correct information about the accident.

(d) A copy of the list of dead and injured persons must be sent to the O. C. Central/Chief Public Relation Officer, Maligaon by the quickest available means, together with a list of such persons or parties who may have rendered assistance at the accident.

419. Maintenance of Logs for serious accident- Logs must be maintained at all dealing centres. The record must be kept in chronological order and must contain all information and action directly or indirectly connected with the accident. The information to be recorded in the log has been listed in Annexure- 'A' to this Chapter.

420. Collection of particulars of Casualties - In all cases of serious accidents attended with loss of life and/or injuries to persons, the O. C. Site must make arrangement for recording the names and addresses of the dead and injured, along with the nature of injuries under the head simple or grievous. The Divisional Commercial Manager or in his absence the Assistant Commercial Manager must pay particular care that these particulars are correctly recorded. Ticket collectors or Travelling Ticket Examiners may be deputed to proceed to the site with the Medical Relief Train and/or Accident Relief Train to assist in collecting these particulars.

421. Reporters for Serious Accidents- The Divisional Railway Manager or in his absence, the Sr. Divisional Safety Officer shall nominate two responsible railway officials (Officer or Senior Subordinate), by designation, for each Break Down Train to work as Reporters in case of serious accidents involving loss of life and/or serious injuries to persons. For Break Down Trains stationed at Divisional Headquarters the Reporters must be Officers of whom one must be a Commercial Officer.

The names of the Reporters with their official designations will be furnished to the SSE/Loco concerned, who will be responsible for advising either of them (whoever happens to be at station) that the Break Down Train is ordered. The Chief Controller will ensure that this has been done.

The Reporters shall proceed to the site of serious accidents by the Break Down train or by road transport or any other means and collect and record carefully the particulars of information as per proforma enclosed as Annexure - B to this Chapter.

In order to assist the Reporters in collecting the particulars of persons killed and injured, the services of responsible staff preferably Ticket Collectors, Travelling Ticket Examiners, etc. should be availed of. For this purpose the names and designations of staff deputed to assist the Reporters must be recorded in the Reporter's Diary. (For specimen Form of Reporter's Diary, see Annexure- 'C' to this Chapter). The Medical staff shall be responsible for recording the details of injuries and other medical notes against the names of the injured.

For recording the particulars of persons killed and injured, separate forms shall be used. When handing over these forms to the staff deputed to assist the Reporters, the number of forms issued to them shall be recorded in the Reporter's Diary. (For specimen Forms, see Annexure 'D' & 'E' to this Chapter).

The Reporters should endeavour to obtain the services of independent, intelligent and educated passengers as eye-witness for collaboration of the details recorded. For recording the statement of eye-witness separate form shall be used (see Annexure 'F' to this Chapter).

422. Collection of particulars of unidentified dead bodies - In the case of unidentified dead bodies complete description of clothing, jewellary and luggage, etc. must be noted. Care must be taken to record marks or scars on the body that may later assist in identification. If possible, photographs of the unidentified dead bodies which may assist identification, must be taken.

423. Action in the event of transshipment- If through running of trains is interrupted and the passengers have to be transhipped the O. C. Site must.-

(i) depute a responsible Commercial Officer and Inspector to be in charge of the transshipments,

(ii) select, in consultation with the Divisional Engineer, train-stop- sites most suitable for entraining and detraining passengers and have the routes over which passengers will walk cleared up, demarcated and lighted up at night,

(iii) issue advice through Control, or in writing where there is no Control, to the adjacent Station Master for passengers in trains to be fore-warned regarding transhipment and site of transhipment,

(iv) intimate the adjacent Station Master through Control or in writing the exact position of the train-stop-sites so that these can be clearly indicated in the Caution Order to be given to LPs of all trains proceeding to the site of the accident.

424. Duties of Transhipment Staff-The Transhipment staff must-

(i) arrange for each train-stop-site to be manned by an Assistant Station Master or other suitable category of staff in charge who must look after the general comforts of passengers, and record timings and other details of all transhipment in the train-site- log,

(ii) arrange for all trains to be piloted and correctly signalled to the train-stop-sites if these are within the adequate distance necessary for the protection of the obstruction,

(iii) arrange for sufficient porters for the carriage of passenger's luggages, government mails, parcel and packages etc,

(iv) arrange for an adequate supply of fresh drinking water at both train-stop-sites,

(v) arrange for Railway Security staff to man the two train-stop-sites and the route between them especially near spots where there is likely danger of passengers falling or hurting themselves, and

(vi) arrange for adequate lighting of the train-stop-sites and entire route between them.

425. Duties of Station Masters at the adjacent stations - The Station Masters on duty at the station adjacent to the site of accident must-

(a) ensure that trains which are required to be sent up to the site of accident, are worked with engine leading and not pushing. This restriction will not, however, apply to the Break Down trains where it will be necessary to push the Crane to the site;

(b) ensure that Caution Orders are correctly prepared and issued to the LPs, indicating clearly the exact position of stoppage and other necessary restrictions required to be observed;

(c) ensure that, in case of accident in the block section and until the obstruction is removed, trains are worked upto the site of accident on 'Authority to proceed without Line Clear' in accordance with the procedure laid down in SR 6.02 or SR 6.02/ 2(iii) or (iv), as the case may be;

(d) in case transhipment is involved and organised, advise all passengers that arrangements for transhipment at the site of accident has been made, so that passengers who do not wish to put up with the inconvenience of transhipment may detrain if they so desire;

(e) arrange for additional supply of drinking water at their stations to meet the demand of the occasion ;

(f) arrange for adequate number of Vendors from nearby stations to meet the additional demands of food and refreshments for passengers ; and

(g) take up such other duties as may be assigned to them.

426. Duties of Officer or Senior Subordinate first reaching the site of accident-

(a) The Officer or the Senior subordinate first reaching the site of accident shall ensure that everything possible is done to succour the injured persons and necessary care and attention is given to all passengers. He shall then examine and make a note of all evidence which may be useful in ascertaining the cause of accident. While making such examination he must pay special attention to -

(i) the measurements and conditions of track over a distance of 50 meters on either side of the outermost point of derailment if the cause is indisputably known ; if not known, over a distance of 90 meters in rear of the place where the derailment could reasonably be assumed to have occurred and 50 meters ahead,

(ii) the measurement and condition of Locomotive and Rolling Stock, and

(iii) marks on sleepers and rails and position of derailed vehicles.

(b) Record must be kept of all the data and as far as practicable, must be countersigned by other officials present at the site to avoid any dispute at later stages.

(c) A rough sketch showing the position of derailed vehicles, marks on sleepers, etc. should be prepared.

(d) When the nature of the accident warrants it, the train signal register, Private Number and other concerned train passing documents shall be checked and seized. If necessary, statements of station staff concerned recorded. If line label and line badges are in use, it should be recorded in whose possession each line label and line badge concerned was. The position of block instrument, signals, points and point levers, indicator, etc. are also to be recorded.

(e) The position of broken and detached parts of Permanent Way or Rolling Stock must be carefully noted and preserved and produced in the same condition as found after the accident at the enquiry. Similarly sleepers and rails bearing marks of wheels, especially between the points of mount and drop must be carefully preserved and produced. If the accident is suspected to be caused by sabotage, nothing should be disturbed and action taken in accordance with the rules described in Chapter -VI of the Manual.

(f) If a passenger train is involved in the accident the written evidence of as many members of the public as possible should be obtained. The names and address of such witnesses shall be invariably recorded.

(g) In the case of a serious explosion or conflagration caused by explosives or dangerous goods, all wreckage and debris must be left untouched, except in so far as its removal may be necessary for the rescue of injured persons and the recovery of dead bodies, until the Chief inspector of Explosives or his representative has completed his inquiry or intimated that he does not intend to make any investigation.

427. Recording of evidence and preservation of important clues pertaining to S & T installation-

(a) The officer or senior sub-ordinate of any department who may happen to be present at the time of an accident shall record the statement of staff concerned and take whatever

steps as may be necessary to preserve evidence which subsequently might not be available.

(b) The officer or senior sub-ordinate of the S &T department reaching the site of accident shall make it a point to associate either one or more officers or responsible senior subordinates with him and take the joint notes on the exact position of the items mentioned in para (d) below and preserve all important clues pertaining to S & T apparatus which may enable reconstruction of the scene at a later date or help subsequent investigation in tracing out the cause of accident. Such notes on the joint observation shall be taken and recorded before any tests are conducted to establish the structural integrity of the S & T installation.

(c) The officer or senior subordinate conducting joint observation at the site will not interfere with any clue or any items of debris which may be of assistance in arriving at the cause of accident unless such interference is emergent and unavoidable and is permitted by a responsible officer at the spot. If it considered absolutely necessary to remove any items of debris which may help to trace the cause of accident they shall be carefully preserved by the 'Officer permitting the removal' record being kept of the position from which they were taken, shall specially take steps to note the condition and exact position with regard to -

(d) (i) Position of buttom/knobs in the SM's panel with signals aspects, points position/ (Normal/Rev), rank Handle box status, whether rank handle operated or not ?

(ii) Whether relay room is found locked or manned by the authorised S & T official; position of important relays such as track relays, signal control relays stick relays, point control relays, point detection relays and other important signalling gadgets with reference to the points, operated from the cabin, SM's panel;

(iii) Indications of Track circuits, position of points, signal aspects as displayed in the SM's panel;

(iv) Type of Block Instruments in use; position of operating handle/ commutator/indications displayed on the Block Instruments at both the stations.

(v) Recorded entries in the Train Signal Register consistent

with the changing of the condition of the Block section.

(vi) Whether last stop signal is interlocked with the Block Instrument; if so, any defects noticed;

(vii) Whether First vehicle track circuit were working satisfactorily.

(viii) Token number and train involved, numbers of tokens in use on the section.

(ix) Any other abnormal feature of the components or assembly of points noticed with details of abnormal clearance if any;

(x) Any other abnormal feature of the signal fittings and components noticed with details;

428. Preparing Video cassette of the serious accident in continuous manner.

The video cassette of serious accidents should be prepared not by taking clippings here and there but in a continuous manner by specifically showing the position of coaches, Engine under gears of coaches & engines, rails, track etc. and the clues which may in turn provide some information to the inquiring authority. Similarly, still photographs should also be taken in a judicious manner.

(Authority : Railway Board's letter No. 2014/safety (A&R)/19/6 dated 19/02/2014)

Photographs and videos of accident site are extremely useful evidence for accident enquiry in a railway accident. The following guidelines may be followed for photography and videography at the accident site:

1. While carrying out photography/videography, date and time option of camera must be activated. Resolution should be minimum Full HD for videography and minimum 2 Mega Pixel for photographs.
2. Site should be covered from one end to another in sequence, preferably from front to rear.
3. While taking photograph/video of trackside infrastructure (Track, OHE, Signals etc), it should be ensured that frame covers OHE Mast number/Hectometer Post number.
4. Similarly, while taking photographs of rolling stock, the loco/ coach/wagon number must be covered in the frame along with OHE Mast/Hectometer Post number to the extent feasible.

5. While taking photograph of trackside infrastructure and/or rolling stock, the principle of 'whole to part' must be followed.

   For example, for trackside infrastructure, the first shot (long shot) should cover entire site along with OHE Mast No./ Hectometer Post No.; the 2nd shot (medium shot) should cover closer view; 3rd, 4th, 5th and so on should cover further closer view with finer and finer details.

   Similarly, for rolling stock, the first shot (long shot) should cover the entire coach/wagon with coach/wagon number, the 2nd shot (medium shot) should cover particular bogie and the 3rd/4th shot (close shot) should have close-up of bogie and specific components.

6. The site must be covered up to sufficient length in rear and any abnormality must be recorded.

7. Photography/videography should be done from different angles and must cover important locations such as suspected point of mount and point of drop, affected parts of rolling stock such as wheels, any part of rolling stock dropped on track, conditions of points etc. Close-shots of these locations need to be taken. The officials of safety organization must guide in this exercise.

8. Photographs of all damages to loco, rolling stock and fixed assets (Track, Signal, OHE, LC etc.) must be taken.

9. Photograph of wheel travel marks on rail head/foot, sleepers, fastening and ballast must be taken. Contact marks, abrasion marks and peeling of paint must be recorded.

10. At stations photographs and video of following equipment/ installation must be taken:

(i) Panel and Block instruments from all the sides.

(ii) Sealing of Relay Room and Block Instruments after the incidence.

(iii) Electronic Key Transmitter, Box for Emergency Key, Cable Termination Boxes in L.C gates.

11. At locomotive cab, photograph should be taken of Control Stand including positions of brake handle etc.

12. In Guard's cabin, photograph should be taken of emergency brake application handle/level.

13. In case of fire, detail photography of affected site covering as applicable, parcel consignment, any inflammable material, electrical wiring, switches & panels etc. must be done.

14. While taking photographs of dead or injured, if required, care should be taken to maintain human decorum. Photographs of only facial parts be taken for identification purposes. Maximum care must be exercised in cases of female passengers and children.

15. To draw attention to specific location/component, the same may be identified by making a circle around it with chalk.

16. Any CCTV recording, if available of accident site or related areas, should be taken in possession by safety officials.

17. Above video recordings and photograph should be submitted to accident inquiry committee and should also be uploaded to SIMS. The video recordings and photographs should not be shared with press or any other media unless authorized by the competent authority.

18. Video recordings and photograph must be preserved at least till the finalization of DAR cases.

19. Photograph of restoration process can also be taken as required for training purpose.

NORTHEAST FRONTIER RAILWAY

Annexure-'A'

ACCIDENT LOG

(See Rule 419)

Accident _____at_____on_____

PRELIMINARY

(1) Time, date and Kilometreage of accident.
(2) Nature of accident.
(3) Weather conditions at the time of accident.
(4) Steps taken for protection of train.
(5) Estimated number of passengers in train at the time of accident.
(6) Names of Loco Pilot and Guard and No. and class of engine.

(7) Whether Guard was in possession of First-aid Box, Tool Box, Portable Telephone, Fire Extinguisher and Emergency Lighting equipment.
(8) Whether the engine head light and buffer light and flasher light were in working order.
(9) Whether tail and side lights were in working order.
(10) Time train left last station and time due at next station.
(11) Composition of the train involved in the accident and its marshalling order.
(12) Action taken by Control and Station Masters on either side of block section when excessive delay in arrival of train was noticed.
(13) Time Control informed of accident and by whom.
(14) Station which first received information of accident, source of information and time of receipt.
(15) Time accident telegram issued by Station Master.
(16) In case of sabotage or suspected sabotage details of broken materials found and other relevant evidence.
(17) Probable cause of accident.

RELIEF ARRANGEMENTS

(18) Nature of assistance asked for in accident telegram.
(19) Action taken by Station Master to arrange medical relief.
(20) Action taken by Control to arrange medical relief.
(21) Time at which first qualified medical aid received.
(22) Particulars of non-railway practitioners who rendered medical aid.
(23) Stations from where Accident Chests or other medical aid procured.
(24) Time of railway doctors received advice of accident.
(25) Time at which accident Message received at Headquarters station of Relief Train/Medical Van etc.
(26) Time Accident Relief Train / Medical Van came on Bahar Line.
(27) Time Relief Train/Medical Van left its headquarter station.
(28) Time Accident Relief Train/Medical Van arrived station adjacent to accident.
(29) Time Accident Relief Train/Medical van left adjacent station for site.
(30) Time Relief Train/Medical van arrived at site of accident.

(31) Time Clearing operation commenced.
(32) Reasons for any delay in arrival of Relief Train/Medical Van.
(33) Arrangements made for removal of injured persons to hospital.

CASUALTIES

(34) Position and condition of coaches from which dead and injured were taken out (sketch to be given where possible).
(35) Number of passengers, killed and injured, respectively.
(36) Particulars of passengers killed :-
(i) Name and address.
(ii) Name and address of next of kin.
(iii) Particulars of ticket held.
(iv) How dead body disposed off.
(v) Details of belongings and luggage and how disposed off. (This list will be signed by the responsible police official.)
(vi) Whether wrong station responded on the Block Instruments due to contact on wire.
(vii) Whether the Block Telephone is in proper working order.
(viii) Any other irregularity of block working noticed.
(ix) Check the control communication from the site to the control office is in working order.
(37) Particulars of passengers injured :-
(i) Name and address.
(ii) Name and address of next of kin.
(iii) Particulars of ticket held.
(iv) Nature of injuries sustained.
(v) Nature of first-aid rendered.
(vi) Whether allowed to proceed onward to destination or sent to hospital. In the latter case, give particulars of Hospital.
(This list will be signed by the doctor who has rendered medical aid to injured).
(38) Description of injured and dead railway employees.

MISCELLANEOUS

(39) Time clearing operation completed.
(40) Time track made over to traffic and duration of block.
(41) Particulars of transhipment arrangements made.

(42) Names of civil and police officials who examined the site and time of their arrival.

(43) Names of railway officials who visited site of accident and the time of their arrival and departure.

(44) Time normal working was resumed.

(45) Time and number of first train to pass over, after normal working was resumed.

(46) How damaged vehicles were disposed off at site.

(47) Complete record of all telephonic conversations with officers concerned as also of all conversation with officials at the site in connection with the accident.

(48) Complete record of all instructions issued or received in connection with the accident.

(49) Any other information of importance.

NORTHEAST FRONTIER RAILWAY

Annexure -'B'

FORM TO BE USED BY REPORTERS

[See Rule 421 (s)]

	Question	Answer
I.	(1) Exact time at which the accident occurred and message issued. (2) Time the Reporter started for the site of accident and time he arrived there. (3) Brief description of the accident. (4) Time, date and kilometreage. (5) Train or trains concerned. (6) The composition of the train, number of vehicles derailed and number capsized (Painted numbers of the vehicles to be stated). (7) Brief account and rough sketch showing the condition and position of vehicles, with individual numbers, from which the injured and killed were extricated. (8) Condition of the lines at the site of accidents. (9) Number and particulars of killed.- (i) Passengers-Name, address and occupation and numbers of tickers held, (Father's name required for men and unmarried women and husband's name in case of married women). (ii) Railway employees names, designations and stations. (10) Dead bodies and belongings- (i) Number of dead bodies handed over to relatives for disposal. (ii) How other dead bodies were disposed of. (iii) How belongings of the killed were disposed of.	
II.	Number of the injured giving the following particulars in each case Passengers and Railway employees being shown separately (only injured persons to be taken into account ; slight abrasions or bruises which are of a trivial nature need not be recorded).	

	Question	Answer
	(i) Name address and occupation-(Father's name, also in case of men and unmarried women and husband's name in case of other married women). (ii) Number of ticket held. (iii) Description of injuries. (iv) Whether sent to Hospital for treatment, if so, how and at what time. (v) Whether given First Aid on the Spot, if so nature of aid rendered and time. (vi) Whether made over to relatives after first Aid had been given. (vii) How belongings of injured were disposed of. (12) Relatives of the killed and injured in the trains, if any, (Relationship, name and address with ticket number) (13) Time, the accident message was received by the station where the Relief train was located, time the Relief train left the Home station and arrived at the site of accident and time the Relief train commenced work. (14) Total interruption to traffic (Duration). (15) Transhipment, if any (Time and facilities given). (16) Doctors on the train, if any (Name and address). (17) Help obtained from any local Medical Practitioners, if any, (Name and address) (18) The class wise carrying capacity of passenger on the train and the actual passenger occupation class wise. *Note:- (i) The above items are intended to serve only as a guide. The Reporters should also record any other relevant points which they consider to be of value or interest.* (ii) The report shall be accurate and recorded, as far as possible, on the spot. (iii) The Senior Divisional Officer proceeding to the site of accident shall draw up a comprehensive report	

	Question	Answer
	showing exactly what occurred so that, when questions are asked subsequently and criticism made, the Administration may be able to refer to the details recorded as soon as possible after the accident, which could, if necessary, be shown in a Court of Law. (iv) The official preparing this report may, if necessary, call any other official present to assist him in collecting the necessary information. Care must be taken to select a responsible official,	

Northeast Frontier Railway

Annexure -'C'

REPORTER'S DIARY

[See Rule 421 (s)]

Details of staff ordered to assist the Reporter.

Name of staff	Designation	Painted no of Carriage allotted	Serial Nos. of Form handed over to staff ordered to assist the Reporter.		
			Form 'D'	Form 'E'	Form 'F'

NORTHEAST FRONTIER RAILWAY

Annexure - 'D'

Particulars of persons killed
(Use only one form for each person)

1. Name of passenger.....
2. Father's name/husband's name.....
3. Passenger's address.....
4. Occupation.....
5. Compartment No. and Carriage No. in which travelling at the time of accident. Compartment No..... Carriage No.....
6. Particulars of tickets held From station..... To Station..... Class..... Ticket No..... and Date.....
7. Position where the dead body was found Give full particulars.....
8. How dead body disposed of (whether handed over to relatives, police etc.) Give full particulars.....
9. Details of belongings of the killed and how disposed of (whether boxes, or suitcases or beddings etc. approximate weight and size and whether handed over to Police, relatives, etc.) .....
10. Any other information .....
.....

Place..... Signature

Date..... Designation.....

NORTHEAST FRONTIER RAILWAY

Annexure - 'E'

Particulars of Persons injured
(Use only one form for each person)

1. Name of passenger.....
2. Father's name/husband's name.....
3. Age .....
4. Occupation.....
5. Address .....
6. Compartment No. and Carriage No. in which travelling at the time of accident. Compartment No. Carriage No.
7. Particulars of tickets held From station..... To Station..... Class..... Ticket No..... and Date.....
8. Nature of injuries and full description.....
9. Whether given 'First Aid' on the spot, if so, nature of Aid rendered and time.....
10. Whether sent to Hospital for treatment, if so how and at what time or whether allowed to continue his Journey to destination.....
11. Whether made over to relatives after 'First Aid' was given.....
12. Give details of belongings of the injured and how disposed of.....
13. Any other information.....
14. Obtain injured person's statement on the subjoined form by tearing off and handing over portion below the dotted line, if he is in a sufficiently sound state to give a statement. This statement should be signed by the passenger and attached to this.....

.....

Place :..... Signature :.....

Date :..... Designation.....

Countersigned of Medical Officer incharge of the operation at the site of the accident. Signature.....

Designation :.....

Statement of injured Passengers

1. Name of Passenger.....
2. Statement of Passenger.....

Place :..... .....

Date :..... Signature of Passenger

NORTHEAST FRONTIER RAILWAY

Annexure - 'F'

Eye Witness Statement
(Use only one form for each person)

1. Name of passenger.....
2. Father's name/husband's name.....
3. Age .....
4. Occupation.....
5. Address .....
6. Carriage in which travelling at the time of accident.....
7. Particulars of ticket held.....From.....To.....
   Class.....Ticket No.....
   Date.....
8. Time, date and place of accident.....time.....date.....
   Place.....
9. Description of accident.....
   .....
   .....
   .....

Place.....

.....

Date..... Signature of the Eye Witness.

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CHAPTER-V

PROCEDURE FOR DEALING WITH CASES OF SABOTAGE OR TRAIN WRECKING.

501. (a) The instructions contained in this Chapter are additional instructions meant for cases where derailments and/or other serious consequences arise due to Sabotage or Train Wrecking.

When an accident occurs due to certain action on the part of some one who intended to cause the accident or knew that their action would result in a train wrecking, it should be classified as "Sabotage". The acts which constitute 'Sabotage' have been detailed in Section 150 of Railway Act, 1989 of the IRA and the words 'intent' and 'knowledge' mentioned there in should be taken as the key for the purpose of deciding whether accident is due to an act of sabotage or not.

b) Section 150 of the Indian Railways Act, 1989 (24 of 1989) is reproduced below :-

1) Subject to the provisions of sub section (2) if a person unlawfully-

a) puts or throws upon or across any Railway any wood, stone or other matter or thing, or

b) taken up, removes loosen or displaces any rail, sleeper or other matter or thing, belonging to any Railway, or

(c) turns, moves unlocks or diverts and 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 Railways,

with intent or with knowledge that he, is likely to endanger the safety of any person travelling or being upon the Railway, he shall be punished with imprisonment for life or with 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 judgement, such rigorous imprisonment shall.

(i) in the case of a first conviction, be not less than three years, or

(ii) in the case of subsequent conviction, be not less than seven years.

(2) If a person unlawfully does any act or thing referred to in clause (a) or clause (b) or clause (c) or clause (d) or clause (e) of sub section (1)-

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

ii) with knowledge that such act or thing is so immediately 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 punished with death or imprisonment for life."

502. Duties of Guard, Engine Crew and other Railway staff – The Guard along with the engine Crew and other Railway staff travelling by the train involved, after reporting the accident, protecting the train and rendering first aid to the injured, shall

i) carefully examine the track jointly with responsible passengers and record the results of the examination and have the record signed by them; and

ii) see that the portion of the track, rails fishplates, bolts and other fittings appearing to have been tampered with are not touched or moved by any persons and that these are closely watched till the arrival of the Civil and Police Authorities.

Note :- (a) In the case of an Officer or an Inspector being on the train the above duty will devolve on him also.

b) Whenever assistance is obtained from any passenger or other member of the public, their names and addresses and other particulars (if any), should invariably be kept on record for future reference, if necessary.

503. Information to the Civil and Police Authorities – The Station Master adjacent to the site of the accident shall inform the Local Civil Police and RPF authorities by the quickest means available and give them all possible assistance to reach the site as early as possible.

504. Watch to be kept on suspicious persons – The O.C. Site shall–

i) depute Gangmen or other railway staff to observe the movements of persons who come to the scene of accident from neighbouring villages,

ii) place groups of persons, if available, on either side of the line and the some distance from the scene with instructions to question persons leaving the scene of occurrence and endeavour to detain them, if suspicious ; and

iii) depute Ticket Collectors or Travelling Ticket Examiners, in case of passenger carrying train, or other suitable staff in case of other train, to notice precisely whether villagers could have arrived at the site earlier than they actually did and, if suspicious, to endeavour to establish from passengers when they first noticed these villagers and to take steps to point these persons out to the Police.

505. Duties of staff sent to site to collect information - The Railway staff who are sent to the site of accident to collect information must not carry any tools with them in the first instant and must not make any examination or touch anything likely to serve as clues. Their names and times of departure from and return to station with information must be carefully recorded in the Station Diary and conveyed to the Control for noting in the Control Log.

The staff on arrival at the site of accident shall report to the Guard or Loco Pilot who shall record their names and time in the Guard's Journal or Note Book, as the case may be.

506. Precautions to be taken by the Gangman-

i) Gangmen proceeding to the site of the accident must not carry any tools with them in the first instance. They shall keep their Tool Boxes locked with the relevant contents inside and must not use or open the Box/Boxes until checked by the Police.

ii) They shall not touch or remove any portion of the track rails, fish plates, bolts and other fittings with the area of accident till they have been inspected by the Railway, Civil and police Authorities.

507. Precautions to be taken by Engineering Supervisors - In going to the site of accident, Engineering Officers and Permanent Way Inspectors should take the following precautions-

i) Instruct the Gangman proceeding to the site of accident not to carry any tools with them in the first instance.

ii) Ensure that tool boxes of Gangmen sent to the site of accident are not opened until they have been checked by the Police.

iii) Instruct them not to touch or remove any portion of the track, rails, fish plates, bolts and other fittings within the area of the accident till they have been inspected by the Railway, Civil and Police Authorities and photographed, and written clearance obtained from them.

iv) Ensure that an inventory of the tools of the Gangmen concerned is made in the presence of Police and other Railway Officials and the inventory note (s) is countersigned by the Police. One copy of the inventory note(s) may be given to the Police if demanded. Any deficiencies if found as a result of inventory must be promptly informed to the Senior engineering Officer at the site, who must institute immediate inquiries in conjunction with the Police.

508. Duties of Officers and other Supervisory Officials - The Officers and Senior Supervisors, in addition to their normal duties, shall-

i) take notes (where these will be helpful) of casualties and notes and sketches of the results of accident,

ii) do all they can to collect evidence likely to throw light on the cause of the accident,

iii) see the likely clues to the cause of accident are not inadvertently removed through ignorance or curiosity, and

iv) make arrangements for photographing of the portion of the permanent way, rails fish plates, bolts and other fittings and the engine and rolling stock of the affected train as early as possible. All permanent way components should be carefully point marked and numbered to enable reconstruction of the scene for enquiries later.

(see also Rule 511)

509. Duties of the Railway Protection Force Staff - (a) The duties of the RPF staff will be as follows-

i) On receipt of information of the accident the seniormost RPF official, in whose jurisdiction the accident has occurred, should immediately proceed to the site with all available men.

ii) Obtain necessary assistance that may be required from

the neighbouring RPF Post or Out-Post.

iii) Apart from making an entry in the station diary as usual, the Station Master should also be informed of this movement.

iv) On receipt of information, the Inspector of Protection Force and the Security Officer of the Division should also proceed to the spot. Movement of the RPF staff should be made by hired vehicle also.

v) Before proceeding to the spot, the RPF officials mentioned above should make arrangements to contact the local Railway Police/ District Police officials to ensure that the accident has been reported to them also.

b) On arrival at the spot the RPF officials will discharge the following duties-

i) Assist in extricating persons from the wreckage or debris rendering First Aid to the injured, evacuating injured and uninjured persons from the scene.

ii) Guard the belongings of the victims and the railway property till the Police arrives on the scene and takes over the responsibility.

iii) Guard the permanent way, rails fish plates, bolts and other materials from being interfered with by any one till the Police officials arrive at the scene and take charge.

iv) Look out for suspects in the vicinity, and keep a note of any clues that may be useful in detecting the offence.

v) Fight any fire that may break out at the scene of accident.

vi) Liaise with the Railway Police/Civil Police in the investigation of the case.

510. Wreckage, etc. not to be disturbed until written permission is given by the Police - Unless otherwise necessary to save life or to extricate passengers and injured persons, not carriage, vehicle, component parts or likely clue, shall be disturbed until investigations have been completed and written permission is given by the police to start work on clearing the wreckage and restoring communication.

511. Joint Examination by Civil, Police and Railway Officials-

i) After the medical relief work has been completed, the senior most Railway Officer at the site shall make a detailed investigation of the cause of the accident including a

thorough survey of the site for the least 800 metres in the rear, with the assistance of representatives of the departments concerned and in conjuction with Senior Civil and Police officials.

ii) While carrying out the examination, the position of the vehicles/ wagons, track fittings etc. should not be disturbed as far as possible. Arrangements shall be made with the assistance of the RPF and the Police to keep staff and outsiders who are not concerned with the examination, away from the site. No attempts must be made to rush through the examination. Precisely worded joint factual notes should be prepared specifying of opinion arises between the Railway and Police Officials, such difference of opinion should also be recorded in the joint factual notes.

iii) The senior most Officer at the site should, in consultation with the Police, decide what materials are to be preserved for further examination. In case specially of suspected tampering with track, the dislodged components such as fish plates, fish bolts, nuts etc. before being picked up from near the first point of discontinuity and elsewhere, should be assigned suitable, preferably paint marked on them and this shall be done before these are made over to the police and/or photographed to enable their easy identification with reference to the notations 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. As far as possible, all small fittings should be put into a box or gunny bag and then sealed jointly by the Police and Railway and stored under the custody of the Police or joint custody of the Police and the Railway. A receipt shall be obtained for whatever material the Police has taken charge of.

iv) 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 interfered with. For instance, crow bars should not be introduced in bolt holes to lever out or shift the rails, rail tongue may be used instead, so that the original condition of bolt holes as after the accident is not vitiated by

superimposed marks of crow bar application.

v) The recorded notes of the examination should be checked and countersigned by the senior most Police Official after it is finalised.

512. Obtaining services of Forensic Science Laboratory – The services of Forensic Science Laboratory may be obtained for scientific evaluation of physical evidence to determine the cause/ causes of an accident. The important point is to establish whether the accident was caused by negligence of person or failure of track or failure of some parts of coaches/wagons/engine or due to sabotage. If it is established and proved to be a case of sabotage the modus operandi of the miscreant can be deducted from the available evidence with the help of Forensic Science Laboratory.

513. Removal and Examination of undamaged, Rolling stock – rolling stock which remain on track undamaged may be taken away after the written permission of the Senior Police official at the site. These stock should be taken and stabled at the nearest convenient station where further examination of vacuum fittings can made under the supervision of the Divisional Mechanical Engineer or his assistant.

514. Removal and Examination of Rolling stock damaged due to an accident–

(a) A detailed examination of the engine and the vehicles/ wagons damaged due to the accident should be made by the Divisional Mechanical Engineer along with the Senior Police official. All damages and deficiencies should be carefully noted down and particular comments made with regard to damages and deficiencies likely to cause derailments and whether these appear to be old or fresh and the signature of the Police official obtained on note. These notes should be utilised for the purpose of making the final note in the joint examination, detailed in Rule 508.

(b) The scientific examination of the engine crew needs to be done by the Police and Railway official just after accident takes place so as to reach at an unequivocal decision before the joint accident report is finalised.

(c) Electrical Supervisor immediately on arrival at the site of accident should first see whether there is any chance of electrical fire to break out in which case, with the permission of the Police official and the person in-charge of the site,

he should remove the battery connections and take such action to see the safety of the passengers and vehicles/ wagons. He should also check the condition of lights in the train and engine including the dimmer switch. He should also take a stock of the total estimated cost of electrical loss and submit the same to Officer in-charge of the site. He must check the condition of Powervan, if any, at site and ensure that the Powervan attendant is provided with all help.

(d) Break-down operations to remove wagons/vehicles involved/ damaged should be started only in accordance with Rule 515.

515. Special point to be borne in mind for the Joint Investigation and Examination- In conducting the Joint Investigation and Examination and compiling notes, special points and features to be kept are -

(i) the exact position in which engines and vehicles/wagons came to rest and also where loose component parts were found,

(ii) the exact position in which rails and component parts, such as sleepers, fish plates, bolts, nuts, dog spikes, etc. were found,

(iii) wheel marks and other damage to sleepers, rails and other fittings in the accident,

(iv) the examination of rail ends at the displaced point or points for any dents or burrs and whether burrs are vertical or horizontal,

(v) the position of wheels in relation to any displaced rail, its normal alignment and the landing rail,

(vi) state of track in rear for at least 800 metres,

(vii) if the nature of the accident requires-

(a) The position and condition of signals, point and signal levers and Block Instruments should be inspected.

(b) Functioning of interlocking provided at the station should be tested.

(c) Trains passing records including Train Signal Register, Private Number booklets, Train Message Books, etc. should be seized and carefully preserved.

(viii) Statements of staff should be recorded.

516. Preparation of Plan for Commissioner of Railway Safety's or other Inquiry– A dimensional plan should be prepared for the Commissioner of Railway Safety or other inquiry, which should be a reproduction of the original sketch. Copies of recorded note signed by the Railway and the Police representatives should form an Appendix to the statement made by the Seniormost official in his evidence at the inquiry. Sketches which are not to scale must be clearly indicated.

517. Note and Sketches to be carefully preserved – All notes and sketches recording observations of the various officials who attend the site of accident shall be carefully preserved for future use in case evidence of such officers and officials is required later at inquiries, subsequent investigations, or Court trials.

518. Restoration of Communication– Restoration of communications should only be taken in hand after complete investigation and examination have been made, a joint note and sketch have been prepared, and the Police and Civil Authorities have given in writing that their investigations and examinations have been completed and that no further check is necessary.

519. Preparation of sketch and arrangements for photographs -

(a) A sketch should be drawn up on the spot showing all the details and measurements should be signed jointly by the Police and Engineering Officer. Before the sketch is f inalised or countersigned by the O. C. site it must be personally checked by the Divisional Engineer who shall ensure that there is no mistake.

(b) Photograph should be taken of all essential features.

520. Association of Security Officer-

(a) In all cases where inquiries are conducted by Railways under the Railway (Notices of and Inquiries into) Accidents Rules- 1973 and where there is a prima facie suspicion of Sabotage having been committed, the Security Officer of the Division should invariably be associated with such inquiries and the Joint findings drawn by the committee should be signed by him. The findings in such cases should be routed through the Chief Security Commissioner in the Head Quarters office before they are accepted. Statistics of sabotage cases should be based only on the basis of accepted findings in this regard and be vetted jointly by the Chief Security Commissioner and Chief Safety

Commissioner before being communicated to either the Safety or the Security Directorate or the Board's Office.

(b) Further, in all such cases the Enquiry Committee should give a clear verdict of "SABOTAGE" in the finding. If it is not a case of 'Sabotage' the Enquiry Committee should give clearly in the joint finding as "Failure of other than Railway staff" due to (i) Tampering with track or (ii) other miscellaneous cases as per statement -'A' of Train Accidents. The above classifications should also be clearly indicated in the Statement -'A' of Train Accidents

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CHAPTER-VI

RULES FOR ACCIDENT RELIEF MEDICAL EQUIPMENT AND RELIEF TRAINS

601. Types of Medical Equipment- (a) There are two types of Medical Equipment, namely Scale- I and Scale- II.

Scale-I Equipment is stored in Special Medical Coach and Scale-II Equipment is stored in Boxes in Special Rooms on the station platform. This equipment will be called Accident Relief Medical Equipment (A. R. M. E.).

(b) Scale- of ARME available at different location of N.F. Rly.

Division	Station	ARME Scale-I	ARME scale-II
KIR	KIR	ARME	
	NJP	SPARMV	
	BOE		✓
	KNE		✓
	PRNA		✓
	KGN		✓
APDJ	APDJ	HS- SPART	
	NMX		✓
	NCB		✓
	NMZ		✓
	FKM		✓
RNY	NBQ	ARMV	
	RPAN	HS- SPART	
	GLPT		✓
	NLP		✓
LMG	LMG	ARME	
	NGC	SPARMV	
	BPB	HS- SPART	
	CPK		✓
	DMV		✓
	NHLG		✓
	SCL		✓
	KXJ		✓
	DMR		✓
	AGTL		✓
TSK	TSK	ARME	
	MXN	ARME	
	FKG		✓
	SLGR		✓

(c) The Medical vans containing Scale-I equipment are marked "Accident Relief Medical Equipment" and bear on each side a white Cross against a red back ground each unit of the cross being 60 cms long and 15 cms wide.

(d) The Special Room Containing the Scale-II equipment is marked on at least two sides by a white cross against red back ground as mentioned in para (c) above.

(e) A copy of the list enumerating the equipment, Scale-I and Scale-II shall be exhibited on the wall inside the Medical Van and the Special Rooms respectively, for ready reference.

602. Stabling and Maintenance of Medical Relief Trains-

(a) The Medical Relief Train consisting of a Medical van and an Auxiliary van or more (as in case of SPART) must remain coupled together, shall be stabled in the traffic yard in a siding which has, preferably, an exit on both ends for quick dispatch in either direction. Where this is not possible, the Medical Relief van may be stabled along with the Break down train. In the later case the Medical Relief Van shall be so placed that when necessary, it can be dispatched within the stipulated time. (see rule 614 also)

(b) Where, due to unavoidable reasons double exit siding can't be provided for stabling the medical Relief Vans, the Divisional Railway Manager will make other suitable arrangements and certify that a delay of more than 20 minutes will not take place in taking out the Medical Relief Van from the single exit siding.

(c) No other vehicles shall be stabled on the sidings apart from the Medical Relief Train.

(d) All the concerned departments shall ensure that the Medical Relief train is kept ready to move on at once call.

603. Keys of the Accident Relief Medical Equipment Van -

(a) Medical Relief Van Scale-I -The keys of the locks of the Medical Relief Van shall be in duplicate. One set of such Keys shall be in the custody of the Station Master and the other set retained by the concerned Medical Officer of the station where the Medical Relief Van is stabled. These keys shall be secured in a sealed glass-fronted case marked

"Medical Relief Van" and fixed in a conspicuous place in the office of the respective officials. The keys of all the locks inside the Medical Van shall also be secured in a glass-fronted case fixed inside the Medical Van, duly sealed by the concerned Medical Officer, the other key being secured in their own respective sealed glass-fronted case.

(b) Scale-II Equipment - The boxes of the Accident Relief Medical Equipment (Scale-II) must be sealed by the Doctor in-Charge of the station where the equipment is stored. They should not have any lock. The complete equipment must be kept in a separate room at the station. This room must be locked, the lock being provided with duplicate keys. The keys must be secured in a sealed glass -fronted case, one in the Station Master's office and the other in the office of the Doctor in - Charge.

604. Keys of the Auxiliary Van - The keys of the locks of the Auxiliary Van shall be in duplicate, one set of the keys kept in the custody of the Station Master and the other set of keys retained by Senior Section Engineer(C&W) or in-charge of Auxiliary Van.. These keys shall be secured in a sealed glass-fronted case fixed in the office of the respective officials.

The keys of all the locks inside the Auxiliary Van shall also be in duplicate. One set of these keys shall be secured in a glass-fronted case fixed inside the Auxiliary Van, duly sealed by Senior Section Engineer(C&W) or in-charge of Auxiliary Van as the case may be, and the other set retained by the in-charge of Auxiliary Van .

The keys shall be made available to the Electrical official-in-charge/ Telecom in-charge of the station for inspection and periodical maintenance of the electrical/Telecom equipment.

605. Keys of the Break Down Relief Train - (a) The key of the Power Tool van, and Staff Carriage shall be kept in the Senior Section Engineer(C&W)'s office. The key(s) of the Engineering Equipment Van(s) shall be kept in Senior Section Engineer(P-Way)'s office. Duplicate keys of all such vehicles shall be kept in a separate sealed glass-fronted case fixed at a conspicuous place in Station Master's office for emergency use. After use of such duplicate keys, they shall be put back in the case immediately on return,

after which the Station Master will arrange for its resealing forthwith.

606. Station Master's duty when duplicate keys are taken out - Whenever the duplicate keys as mentioned in Rule 603 are taken out ,the SM on duty shall enter the fact in the Station Diary noting the date, time and reasons for having done so.

607. Class and Composition of Accident Relief Trains - (i) The class and standard composition of Accident Relief Trains have been laid down as below, and all concerned shall ensure that Accident Relief Trains under their charge are properly maintained and fully equipped with the items as mentioned in the Standard list of equipment .

'A' Class

(i) 140 T capacity diesel Crane with Match Truck;

(ii) One equipment van containing HRE, Generator, Compressor etc;

(iii) Two Staff Van including Kitchen Car,

(iv) One BCN wagon containing Engineering materials;

(v) One BRN wagon for Rail, Bulldozer and other heavy material;

(vi) One Van containing material for OHE (for electrified section only).

'B' Class

(i) One Mechanical Tool Van.

(ii) One Engineering Tool Van.

(iii) One power Van.

(iv) One Carriage for Supervisor.

(v) One Staff car with brake Van

(vi) One water Tank..

(2) All the vehicles on each Accident Relief Train must be with requisite air pressure.

(3) The crane must always be kept attached to the Accident Relief Train when not otherwise being used.

ART available at different location of N.F. Rly.

Division	Station	Gauge	Type of ART/Capacity
KIR	KIR	BG	BD-VAN with MFD
	NJP	BG	140 Ton (Diesel)
APDJ	APDJ	BG	BD-VAN With MFD
RNY	NBQ	BG	140 Ton (Diesel)
	RPAN	BG	140 Ton (Diesel)
LMG	NGC	BG	140 Ton (Diesel)
	LMG	BG	BD-VAN With MFD
	BPB	BG	140 Ton (Diesel)
	AGTL	BG	BD-Van with MFD
TSK	TSK	BG	140 Ton (Diesel)
	MXN	BG	BD-Van with MFD

608. List of revised jurisdiction of ARMVs : —

Div	Station	Gauge	Class of ARMV	Jurisdiction	Distance
	KIR	BG	A	KIR-SQB	121 km
				KIR-MLDT	91 km
				KIR-EKI-BLGT	156 km
				KIR-RDP	107 km
				KIR-MFA	35 km
				KIR-KDPR-KNE (Exclusive)	114 km
				KIR-JBN	108 km
				KIR-TNPR	35 km
	NJP	BG	A (HS-SPART)	NJP-KNE (Inclusive)	87 km
				NJP-RQJ-HDB	57 km
				NJP-NCB (Inclusive)	126 km
				NJP-SGUJ-AUB	83 km
APDJ	APDJ	BG	A (HS SPART)	APDJ-SMTA	13 km
				APDJ-SGUJ	159 km
				APDJ-NCB-BXT	72 km
				APDJ-NCB-GKJ-DBB	77 km
				APDJ-NCB-CBD	93 km
				APDJ-NMZ-CBD	171 km
				NBQ-NCB (Exclusive)	126 km
				NBQ-RNY (Exclusive)	109 km

RNY	NBQ	BG	A	NBQ-RJGI (Exclusive) via GLPT	92 km
				NBQ-FKM-DBB	104 km
				NBQ- DDNI-MNDP	91 km
	RPAN	BG	A (HS SPART)	RPAN - RNY (Exclusive)	123 km
				RPAN - DKGN -HMY-NHLN	163 km
				RPAN-NLP (Inclusive)	173 km
				RPAN-BVU-BHNG	34 km
	NGC	BG	**A (SP ARMV)**	NGC-RNY (Inclusive)	55 km
				NGC-RJGI (Inclusive)	94 km
				NGC-CPK-HBN-SHTT-MBO	168 km
	LMG	BG	A	LMG-DMV (Inclusive)	69 km
				LMG-CPK (Exclusive)	90 km
				LMG-NLHG (Inclusive)	103 km
8.5	BPB	BG	**A (HS SPART)**	BPB- NHLG (Exclusive)	99 km
				BPB-SCL	29 km
				BPB-AGTL-UDPU-GARGI-SABROOM	**357 km**
				BPB-JRBM	68 km
				BPB-MSSN	32 km
				BPB-BHRB	94 km
TSK	MXN	BG	A	MXN-DMV (Exclusive)	108 km
				MXN-FKG via JTTN	84KM
				MXN-SLGR(Inclusive)	54km
				MXN-NMGS	66KM
	TSK	BG	A	TSK-SLGR(Exclusive)	101km
				TSK-DBRT	47km
				TSK-DNGI	39KM
				TSK-TPWF-LKPE	64KM
				TSK-DBRG-SLGR(Exclusive)	88km
				TSK-DBRG-SBGN-MZS Exclusive	171KM 191km

609. REVISED JURISDICTION OF ARTs:-

Division	Station	Gauge	Class of ART	Type/ Capacity	Jurisdiction	Distance
KIR	NJP	BG	A	140 T Crane	NJP-BOE	145 km
					NJP-RQJ-HDB	57 km
					NJP-SGUJ-AUB	83 km
					NJP-NCB (Inclusive)	126 km
					Jurisdiction of KIR "B" and Jurisdiction of APDJ "B" APDJ-SGUJ section only	
	KIR	BG	B	BD Van with HRE	KIR-JBN	108 km
					KIR-RDP	107 km
					KIR-TNPR	35 km
					KIR-OMLF-SQB	121 km
					KIR-EKI-BLGT	156 km
					KIR-MLDT	91 km
					KIR-KDPR-BOE	57 km
					KIR-MFA	35 km
APDJ	APDJ	BG	B	BD Van with HRE	APDJ-SGUJ	159 km
					APDJ-NCB-BXT	72 km
					APDJ-GKJ-DBB	77 km
					APDJ-SMTA	13 km
					APDJ-NCB-CBD	93 km
					APDJ-NMZ-CBD	171 km
	NBQ	BG	A	140 T Crane	NBQ-DBB	104 km
					NBQ-RNY (Inclusive)	109 km
					NBQ-KYQ (Exclusive) via GLPT	179 km
					jurisdiction of APDJ 'B' except APDJ-SGUJ section	
RNY					NBQ-DDNI-MNDP	91 km

LMG	RPAN	BG	A	140 T Crane	RPAN-RNY (Exclusive)	123 km
					RPAN-DKGN	20 km
					RPAN-HMY-NHLN	143 km
					RPAN-BVU-BHNG	34 km
					RPAN-NLP (Including)	173 km
	NGC	BG	A	140 T Crane	NGC-RNY (Excusive)	51 km
					NGC-CPK-MBO	136 km
					NGC-CPK-SHTT	168 km
					NGC-DMV (Exclusive)	246 km
	LMG	BG	B	BD Van With HRE	LMG-CPK (Exclusive)	90 km
					LMG-MXN (Exclusive)	177 km
					LMG-FKG-NMGS	162 km
	BPB	BG	A	140 T Crane	BPB-LMG	162 km
					BPB-SCL	29 km
					BPB-AGTL-UDPU-GARGI-SABROOM	**357 km**
					BPB-JRBM	68 km
					BPB-MSSN	32 km
					BPB-BHRB	94 km
TSK	TSK	BG	A	140 T Crane	TSK-DMV (Inclusive)	267 km
					TSK-MXN-NMGS	221 km
					(Exclusive) via JTTN	
					TSK-DBRT	47 km
					TSK-DBRG-SLGR	88 km
					TSK-DNGI	39 km
					TSK-TPWF-LKPE	64 km
					TSK-DBRG-SBGN-MZS	**171 km**
					TSK-DBRG-SRPN-NLP (Exclsive)	**191 km**

Relief Train - The Accident Relief Trains shall be j

accidents Relief Trains are stabled and their jurisdictions:-

Scale of ARME available at different locations

ARME- Scale-I

KIR : Katihar , New jalpaiguri,

APDJ : Alipurduar junction

RNY : New Bongaigaon, Rangapara

LMG : New Guwahati, Lumding, Badarpur,

TSK : Tinsukia, Mariani.

ARMR-Scale-II

KIR Div : Barsoi, Kishanganj, Purnia., Kurseong.

APDJ Div: New mainaguri, New coochbehar, New Mal. Junction., Fakiragram junction.

RNY Div : Goalpara Town, North lakhimpur, Rangiya,

LMG Div: Chaparmukh Jn., Dimapur, New Halflong, Silchar, Karimgang, Dharmanagar, Agartala.

TSK Div : Furkating Jn., Simaluguri Jn.,

610. Inspection of Relief Train and Medical Vans –

Jointly inspected by the following officials of the head quarters station-

i) Once in every month by the Senior Section Engineer(C&W), Permanent Way Inspector, Tele- Communication Inspector, Senior Section Engineer(TL), Station Master/Station Manager and the Assistant Divisional Medical Officer of the Relief Train. The joint Inspection Committee shall, on each occasion, decide and fix the next date of inspection.

ii) Once in three months jointly by the Assistant Divisional Mechanical Engineer (P), Assistant Divisional Engineer, Assistant Divisional Electrical Engineer, Assistant Operations / Traffic Manager and Assistant Divisional Signal & Tele. com. Engineer.

iii) Once in every six months jointly by - Divisional Safety Officer, Divisional Mechanical Engineer (P), Divisional Engineer, Divisional Signal & Tele-com. Engineer, and Divisional Electrical Engineer.

a) Medical/Auxiliary Vans - The Medical/Auxiliary Vans shall be jointly inspected by the following officials of the head quarters station-

i) Once in every month by-Assistant Medical Officer, Sr.DMO, Senior Section Engineer(C&W), Senior Section Engineer(TL) and Station Master/Station Manager.

ii) Once in every six months, preferably by the first week of June and December by the Sr. Divisional Medical Officer.

b) The Electrical officials carrying out the inspection shall examine and test the electric generators and other electrical equipment and see that everything is in good working condition. They shall also ensure that the staff who are called upon to use the same are competent and thoroughly conversant.

c) The Engineering officials carrying out the inspection shall examine the Engineering Equipment Van and see that everything is in order.

d) The Signaling Officials while carrying out the inspection shall thoroughly test the communication equipment provided in the van and ensure that they are in good working order and ready for use in an emergency. They shall also ensure that the staff of the other department who will be called upon to use the portable field telephone equipment are competent to do so.

e) All inspection officials must ensure that inspections made by them are recorded properly in the inspection Register maintained separately in each Relief Train/Medical Vans.

f) The Divisional Safety Officers shall maintain proper check on the inspection of the Relief Train/Medical Van /Auxiliary Van within their respective division and submit a consolidated report to the Chief Freight Traffic Manager/ Chief Operations Manager within fifteen days after completion of each quarter ending March, June, September and December. They should also report shortfalls to the concerned Divisional Officers and to Divisional Railway Manager in the Divisional Officers Meeting.

611. Provision of Rule Books and Manuals in Accident Relief Trains - The following Rule Books and Manuals shall be kept in the Accident Relief trains -

1) eneral and Subsidiary Rules Book.
2) Accident Manual. 7. Disaster Management
3) Block Working Manual. Action Plan of the Division
4) Operating Manual.
5) Rules for Working Crane.
6) Working Time Table.

Note :- The Station Manager/Station Master and the Senior Section Engineer(C&W) of the headquarters station shall, when carrying out monthly inspection of the Accident Relief Train, ensure that the above Rule Books and Manuals are kept up-to-date with all Correction Slips/Amendment slips as and when issued.

All Operating and Mechanical Officers, while carrying out Joint-inspection, shall see that the Rule Books and Manuals, in the Accident Relief Train, are kept up-to-date with Correction slips/ Amendments slips.

612. Replacement and check of equipments, stock, stores, etc.-

a) The Officer concerned shall ensure that the items of stores, stock, etc. becoming obsolete or used during accident are invariably recouped without any delay.

b) The concerned Assistant Medical Officer shall check the medical equipment and arrange for immediate replacement of articles found unserviceable or damaged. He shall ensure that articles marked with a time expiry are duly replaced by fresh ones. Tins containing milk (powder or condensed), tea, coffee and other edible stuff are to be replaced once in each quarter or oftener with similar usable stuff from the stock of hospitals.

c) The Medical Officer concerned shall check the medical equipment and ensure that every item is upto the standard and in good condition in the Medical Van.

In case of ARME scale-II, the Medical Officer concerned shall check the equipment alone at least once in a month and report the result of such checking to his Divisional Medical Officer concerned.

The Sr. Divisional Medical Officer shall inspect the ARME Scale- II at least once in a year during his usual inspection on his Division and record his inspection in the Inspection

Book, a copy of such inspection being sent to the Chief Medical officer of the railway.

d) All inspecting officials shall ensure that inspections made by them are properly recorded in the inspection register maintained separately in the Relief Train/Medical Van, etc.

e) The Divisional Officer of the respective Department shall submit their half yearly inspection report to their respective Head of Department certifying as to the proper maintenance of the equipments, etc. in the Relief Train, Medical vans etc.

613. Sounding of Accident Alram Siren – (a) The Electric Siren is provided in Loco shed at station where Accident Relief train and Accident Relief Medical Equipment trains are stabled. The Accident Alarm Siren must be sounded immediately after notice is received of an accident requiring the Accident Relief Train and/ or Accident Medical Relief Equipment train.

(b) The following codes are prescribed for sounding the Accident Alarm Siren.

Hooter code

Hooter will blow to inform about accident to all concerned on those station where Accident relief train and Medical relief van is available.

Each hooter will blow for 45 second and the time interval between the hooter codes will keep 5 seconds for clear understanding.

The meaning of hooter code is as under -

Two Hooter -	ART required at home station.
Three Hooter -	ART required at outside the Home station.
Four Hooter -	ART and ARMV required at Home station.
Five Hooter -	ART and ARMV required at Outside the home station.
One long Hooter (90 second) -	For Cancellation of Medical Van and Breakdown train.

614. Action when Accident Alarm Siren is sounded –

(a) Immediately after the Accident Alarm Siren is sounded, all officials concerned shall report at the Station Master's office preparing to proceed with the Accident Relief Train and /or Accident Relief Medical Equipment van or to undertake any other duty that may be assigned to them.

(b) The Loco Foreman/Shed-in-charge shall attend the Loco shed immediately and take action to-

(i) arrange for engine,

(ii) call the engine crew,

(iii) turn out the Accident Relief train and /or Medical Relief van if required to be despatched to the site of accident, and

(iv) call the Jamadars, Fitters, Fitter Khalasis and other Accident Relief Train staff.

615. Target time for turning out Accident Relief Medical Equipment Van and Auxiliary Van- (a) The target time for turning out the Accident Relief Medical Equipment van and Auxiliary Van is as under-

(i) In case of double exit siding-15 minutes.

(ii) In case of single exit siding- 25 minutes.

(b) The target time has to be reckoned from the time the Accident Relief Medical Equipment van is ordered to the time it is taken out and kept ready for despatch from a suitable running line. It shall be ensured by all concerned that there is no delay in despatching the Accident Relief Medical Equipment van and Auxiliary van.

(c) Where casualties (deaths and injuries) are reported, the Accident Relief Medical Equipment Van has to be despatched ahead of the Accident Relief Train in all cases. It must also be given precedence over all other trains in the section. For despatching an Accident Relief Medical Equipment Van, the first available locomotive and the engine crew shall be utilised.

(d) Accident Relief Medical Equipment Van and Auxiliary Van shall be ordered from the base station which is nearest to the site of the accident.

(e) If necessary, in every serious cases, accident Relief Medical Equipment Van and Auxiliary van may be sent to the site of the accident even by utilising the train engine with train crew of any scheduled train.

(f) Accident Relief Medical Equipment Van must be composed of 8 wheeled vehicle and shall be fully vacuum air brake fitted to enable it to run at passenger train speed.

616. Target time for taking out Accident Relief Train (Break Down Trains)- (a) The target time for turning out the Accident Relief Train is as under–

(i) During day time 30 minutes.

(ii) During night time .....45 ,,

(b) The target time is to be reckoned from the time it is ordered to the time the Accident Relief Train (Brake Down Train) reaches the exit of the Loco shed.

(c) There shall be no delay whatsoever in despatching the Accident Relief Train and the shunting, if any, in regard to the Crane shall be completed expeditiously before the staff assemble. The Loco Foreman/Shed-in-charge will ensure that the first available locomotive and crew are provided for the Accident Relief Train to be despatched within the target time.

(d) The speed limit is restricted to 100 KMPH for BG 140t Diesel Crane subject to other permanent and temporary restriction in force and speed limit for ARME/SPARME is also 100 KMPH.

617. Sending of Accident Relief Train, Medical Relief Van and Senior officials by the contiguous Railways - In case of an accident occurring on a Railway near a station under the control of another railway, the contiguous railway should invariably assist the railway concerned by despatching its own Accident Relief Train, Medical Relief Van, Senior officials, etc., to the site of the accident, provided such relief facilities are available and it is considered that by doing so medical and other relief would reach the site quicker. This should be done in co-ordination with the railway in which the accident has occured.

618. Precedence to Medical Relief Vans and / or Accident Relief Train-

(a) The Medical Relief Vans must be given precedence over all other trains when proceeding to the site of the accident and/or returning to the station conveying injured persons for hospitalisation.

(b) Except as mentioned in para (a) above, the Accident Relief Train shall be given precedence over all other trains when proceeding to the site of an accident. After completion of

relief operations it shall be worked back to its base station without delay and must be given precedence over all goods trains.

619. Opening of Temporary Dressing Station and Hospitals-

(a) At the site of a serious accident the Senior Medical Official present must decide a site for a Dressing Station and depute staff, preferably those qualified in first-aid, to help him in his work.

The Dressing Station must be conveniently situated and, if there are sufficient staff, two such Stations must be opened for dressing the injured.

The tarpaulins and bamboo posts provided in the Accident Medical Vans must be utilised for setting up these stations, specially in and out of the way place. If the accident is by day, the First-Aid Stations so made must be marked by a Red Flag, if it is during night time the stations must be marked by a Red Signal Lamp. The Senior Engineering official at the site shall be responsible for seeing that adequate labours to work as stretcher bearers under the guidance of the Medical Staff, is provided.

Note : - Except in cases of extreme urgency, no operations shall be undertaken at the site of accident.

(b) If it is found necessary to open temporary hospitals and if the accident takes place in or near the premises of station, the Divisional Medical Officer must requisition any Refreshment Room, Waiting Room, Institute or other public building utilised by the Railway for such purpose. Before transporting the injured for admission to any Railway or non Railway Hospital, the authority there must be advised in advance on telephone or by wire requesting them to make necessary arrangements for receiving the cases.

620 : Regular Mock Drills by staff with regard to action to be taken in case of accident –

(a) With a view to testing the readiness and quick turn out of the Medical Relief Train and the Accident Relief Train it is desirable to have periodical drills once in every quarter (once in 3 months) unless these relief trains have actually been turned out in a particular quarter in connection with an accident. During such drills the Medical van and the Accident

Relief train should be actually turned out and made to proceed to a nearby suitable station. The Railway Doctors, other medical staff and the usual Brake down staff should travel by these trains exactly as they would have to, in case of an accident. The Railway Ambulance vans should also be turned out.

The Officers and staff of such other departments who have specific duties to perform in case of an accident, but may not have to accompany such trains, should also participate.

The real intention of these drills (Mock Drills) is to test the practical knowledge of all the staff who have to play a part in any accident in addition to the turning out of the Relief trains. Training (i.e. drill) regarding accidents shall be practical since practice leads to perfection. It is necessary always to watch and measure the results of training and drills so that the circumstances, at a given occurrance can be grasped and the prescribed plan of drills followed to find out the alertness of staff in case of emergency.

(b) To have an element of surprise these drills (Mock Drills) should be ordered by the Divisional Railway Manager personally and conducted under the direct supervision of an Officer not lower in rank than that of a Senior Scale Officer or Divisional Safety Officer assisted by Safety Counsellors. In order to ensure that maximum benefit is derived from Mock Drills, this should be properly planned before hand so that delays and mistakes, if any, committed by staff can be noted and instructions given at the spot.

(c) While conducting the Mock Drills, it shall be ensured that only the concerned railway staff participate in such drills and the Police and Civil Authorities, the public and the Press do not get to know of such Mock Drills.

(d) The real purpose of Mock Drills is to make all the railway staff who have specific duties to perform in case of an accident, to practise their parts regularly and test check the equipments so that in real emergency they perform their duties like a well rehearsed team instead of fumbling on their jobs. Not only the Relief Train Staff, but the Control Staff, the Guards, the Station Masters and Supervisors such as PWI, SI, LI, TI etc. as also the Officers are required to

participate in these drills and the specific duties of each should be clarified to all and they should practise the same during the course of such drills.

(e) The staff should be drilled in the following items:-

(i) Calling out of Relief Trains ;

(ii) Whether correct information given to Control particularly in respect of nature of assistance required ;

(iii) Action to be taken to stop any train or trains approaching the station ;

(iv) Available medical assistance mastered in full strength and calling out of St. John Ambulance Brigades ;

(v) Arrangements to the extent possible for protecting public belonging;

(vi) Other assistance to provide succour ;

(vii) Staff conversant with the use of Portable Control Phone ; and

(viii) Information, if required, given to adjacent stations, etc.

(f) The results of Mock drills should be maintained in a special register and the Relief Trains are turned out within the target time and are accompanied by the necessary Officers and staff, and also that the Officers and staff of other concerned departments also respond as required by the extant instructions. Detailed reports on the Mock Drills conducted should be sent to the Divisional Railway Manager concerned and to the Safety Branch of the Headquarters Office.

621. Maintenance and replenishment of First Aid Boxes and Stretchers.

(a) First Aid Boxes :- The First Aid Boxes Supplied are made of mild steel of aluminium and marked with a White Cross on a red background on the top of the box. The box contains equipment prescribed by the Medical Department and the printed list of the contents is pasted on the inner side of the lid. The following procedure should be followed for the maintenance and replenishment of First Aid Boxes in order to fix responsibility for their safe custody and to ensure that the contents are as per the list so that they will be useful in emergencies –

(i) The various departments using the First Aid Boxes should

adopt a distinct code prefix and serial number and paint them on each box for easy accountal and identification. If any of item (s) is used for rendering first aid to any injured person, the Guard/ staff concerned will record on the injury card (kept in the First Aid Box) the train number, name of the injured person, ticket number if any, particulars of injuries and item and quantity used. These particulars should be recorded immediately after rendering first aid so as to enable correct accountal of the contents being maintained in the box. The remarks of the Inspecting officials as and when they inspect, are also to be entered on the injury card. Item (s) used from the First Aid Box should be replenished from the nearest Health Unit.

(ii) The Guard/Station Master or any other person to whom the first Aid Box is issued will be responsible for the contents of the box. If any deficiency is accounted for, the matter should be reported by the Inspecting official to DSO or other concerned Officer, who in turn will advise the DPO to recover the cost through the employee's pay sheet. The DPO will advise the DMO and the Officers concerned of the particulars of recovery of cost from the employee concerned.

(iii) It will be the responsibility of the Medical officer incharge of Health Unit to check the contents of the First Aid Boxes whenever they are sent by him and see that they are correct and dust proof and the contents, which are not in serviceable condition are replaced by fresh ones. The deficient items not accounted for should be replenished and recorded in the injury card. The unaccounted deficiencies replenished should be reported to the supervisory official, concerned DMO, DPO and DAO for recovering the cost from the official concerned and also issue a certificate under his clear signature to the effect that all the items in the box have been checked and found correct and deficiencies if any have also been made good.

(iv) The Medical Officers are also authorised to check all First Aid Boxes at Stations, Sheds, C & W depots, Workshops, etc. in their jurisdiction periodically. They should ensure that the articles kept in the boxes are fresh and are as per the

schedule. If any discrepancy is noticed, they will arrange to replenish the same and send a report to the Departmental Officer concerned through the Divisional Railway Manager for necessary action. A register should be maintained in the Health Unit showing the number of Boxes available at various establishments and date of check.

(v) The officials nominated as incharge of the pool should maintain a register containing particulars of the First Aid Boxes in their custody and obtain the signature of the person at the time of issue of the Box.

(vi) It should be ensured that a First Aid Box alloted to a particular Division/Station is not allowed to be sent to other Division/Station or Railways, except under very special circumstances and in such cases both the sending and receiving parties shall be held equally responsible for early return of the First Aid Boxes to the Division/Station to which it was originally alloted.

(vii) Minor repairs to the First Aid Boxes may be arranged by the concerned branches locally by getting them attended to by the Work Branch or meeting the charges from imprest.

(viii) In estimating the requirements of First Aid Boxes, the Station Masters of the Guards Headquarter Guard-changing stations and also of other important stations should ask for 10% extra as spare stock for emergency/relief purposes. They shall ensure that 10% of their normal requirements are always available at their station as spare stock.

(ix) Frequency of First-Aid Box refiling is 3 months.

(b) Stretchers :- (i) A Stretcher shall be provided in all passenger carrying trains. It should also be provided in Marshalling yard, C & W Depots, Loco shed, etc. The Stretcher shall be kept in Guard's Brakevan and the Guard should also ensure that a stretcher is provided in his brakevan before the train leaves the originating station. The Guard shall also be responsible for the safe custody till he hands over the stretcher to the Station Master at the destination station or to his reliever at the end of his trip.

(ii) Adequate number of stretchers will be kept at train ordering stations and the Station Masters are responsible to provide every passenger carrying train with a serviceable stretcher.

When ever the Station Master hands over a stretcher to the train Guard or receives a stretcher from the Guard, a clear record should be maintained for making over and taking over the stretcher obtaining signature in the register.

(iii) A certain number of spare seretchers will be allotted to the Depot stations for purposes of replacement or supply to extra trains carrying passenger, when required to run. A correct list of all stretchers at stations is to be maintained. The stretchers may be painted as 'N.F. Railway' with code number of the division, and serial number of the stretchers so that they may be easily traced and identified.

(iv) It will be the responsibility of the Operating Department to maintain the stretchers in a serviceable condition. The initial supply of stretchers and replacement of the unserviceable stretchers will, however, be made by the Medical Branch.

(v) Stretchers alloted to a particulars station shall not be allowed to be taken to another station, Division or Railway except under very special circumstances and in such cases the staff of both the sending and receiving stations shall be equally responsible to ensure that the stretcher is returned to the proper unit to which it was originally alloted.

(vi) Minor repairs, replacement of canvas, etc. when necessary, are to be arranged by the department concerned through the Works Branch or locally meeting the cost from the imprest after obtaining competent authority's sanction. At places where it is possible to get them repaired by C & W Depot, this may be done. If a stretcher is declared irreparable it must be sent to Medical Branch for condemnation and replacement.

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CHAPTER - VII

701. Ex-Gratia payment to victims of train accidents –

(a) Ex-gratia payments are to be made to ---

(i) Bonafide passengers involved in train accident;

(ii) Railway servants killed or injured while on duty by a moving train, for example, Gangman working on track runover accidentally by a moving train, and

(iii) Road users who meet with an accident due to railway's prima- facie liability at manned level crossings.

(b) No ex-gratia payment will be admissible to trespassers, persons falling from trains /EMU, persons electrocuted by OHE and Road users at unmanned level crossings.

Ex-gratia payment should not be made in the following categories of cases :-

(i) Persons killed or seriously injured as a result of falling from the roof of the carriages or from the foot boards of moving trains.

(ii) Persons killed or injured as a result of hitting against signal posts or pillars of over-bridges, water columns or other structures near the track while the train is in motion.

(iii) Trespassers run over and killed either accidentally or due to the person concerned deliberately committing suicide, (those walking along the track and whose presence on railway premises is not connected with any business with the railway, are to be treated as trespassers).

(iv) Persons involved in accidents not involving trains (for example, falling down off the roof or slipping on platforms, etc)

The Railway employees travelling on duty or as passenger against free pass are also bonafide passengers possessing the valid authority in this regard. As such the Railway employees may also be treated at par with the bonafide passenger as far as the payment of ex-gratia relief is concerned in case of train accidents.

702 : Ex-Gratia Payment to the victims :

A. The amount of ex-gratia relief to be paid to the dependents of dead and injured bonafide passengers involved in Train Accidents as defined under sections 124 of the Railway

Act, 1989, untoward incidents as defined under section 123 read with section 124/124-A and to the Road users who need with an accident due to Railway prime facie liability at Manned Level Crossing Gate, the amount of ex-gratia to be paid in cash and remaining portion of enhanced ex-gratia announced by the Minister of Railways be paid by account payee cheque. The position is tabulated as under :-

	In case of	Normal rate of ex-gratia	Amount of ex-gratia to be paid by cash/cheque in case of enhanced ex-gratia announced by the Hon'ble Minister of Railway	
			By Cash	By Cheque
1.	**In cash of Train Accident (Se-124 of the Act)**			
i)	In case of death	Rs. 50,000	Rs. 50,000/-	Announced amount of ex-gratia minus Rs. 50,000/-
ii)	In case of grievous injury	Rs. 25,000/-	Rs, 25,000/-	Announced amount of ex-gratia minus Rs. 25,000/-
iii)	In case of simple injury	Rs. 5,000/-	Rs, 5,000/-	Announced amount of ex-gratia minus Rs. 5,000/-
2.	**In case of Untoward Incident (Se-124A of the Act)**			
i)	In case of death	Rs. 15,000	Rs. 15,000/-	Announced amount of ex-gratia minus Rs. 15,000/-
ii)	In case of grievous injury	Rs. 5,000/-	Rs, 5,000/-	Announced amount of ex-gratia minus Rs. 5,000/-
iii)	In case of simple injury	Rs. 500/-	Rs, 500/-	Announced amount of ex-gratia minus Rs. 500/-
3.	**In case of Accident at Manned Level Crossing (due to Railway's prime facie liability)**			
i)	In case of death	Rs. 50,000	Rs. 50,000/-	Announced amount of ex-gratia minus Rs. 50,000/-
ii)	In case of grievous injury	Rs. 25,000/-	Rs, 25,000/-	Announced amount of ex-gratia minus Rs. 25,000/-
iii)	In case of simple injury	Rs. 5,000/-	Rs, 5,000/-	Announced amount of ex-gratia minus Rs. 5,000/-

B. The rate and conditions for payments ex-gratia relief in case of grievously injured passenger who are hospitalized in case of train accident and untoward incidents, as defined under section 123, read with section 124/124-A, of the Railway Act, 1989, is as follows :-

In case of Train Accident	In case of Untoward Accident
Rs. 25000/- lump sum for hospitalization upto 30 days to take care of initial expenses.	Rs. 5000/- upto 30 days of hospitalization.
Thereafter Rs. 300/- per day be released at the end of every 10 days period or discharge, whichever is earlier.	Rs. 1000/- per week or part there of the period for indoor treatment upto further six months of hospitalization.
	Rs. 500/- per week or part thereof the period for indoor treatment up to further five months of hospitalization.
The maximum period for which ex-gratia is payable to the grievously injured passenger will be 12 months.	

Other terms and conditions which are as under :-

i) This ex-gratia relief will be exclusively for passengers who are grievously injured in train accidents or untowards incidents as defined under section 123, read with section 124/124-A, of the Railway Act 1989.

ii) 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 further ex-gratia payment upto the period of remaining 11 months. In case where the injured is taking treatment in other than Railway hospital, the treatment has to be certified by Railway Doctor.

iii) Sr. Divisional Medical Officers shall also keep track of such injured person taking treatment in other than Railway hospitals. Sr.DCM/DCM shall keep coordination prescribed schedule mentioned in the table in para 2 above at the doorstep of injured person. Every care shall be taken by Sr. DCM/DCM to avoid any inconvenience to injured person in such cases.

C. The other instructions are as under :

i) No-ex-gratia payment would be admissible to the trespassers, persons electrocuted by OHE and road users at unmanned level crossings.

ii) The amount of ex-gratia relief admissible to road users who meet with an accident due to Railway's prima facie liability at manned Level Crossing Gate accident will be counted towards the amount of compensation payable, if action is tenable against the Railways under the Law of Torts and an award is actually granted by a court of Law.

iii) Ex-gratia payments should also be made to railway servants killed or injured by a moving train while performing their duty, for example, gangman working on track run over accidentally by a moving train.

iv) Payments should be sanctioned/arranged preferably on the spot by a Senior Scale Officer nominated by the General Manager after making such enquiries as can be reasonable made on the spot after the immediate needs by way of medical attendance etc. to injured persons are attended to.

v) These ex-gratia payments, except in case of road users at manned level crossings, are not to be taken into account

at the time of formal claims for compensation.

703. **Officers empowered to grant ex-gratia monetary relief - The following Officers will have the powers to grant ex-gratia monetary relief-**

(a) Sanction of ex-gratia payment.	Extent of power delegated.
Sanction of ex-gratia payment to persons of limited means involved in train accident is up to a maximum of Rupees one thousand. Payment to dependents of the deceased should depend on the individual merit of each case.	Full powers have been delegated to - (a) Head of Department. (b) Chief Commercial Manager (PM) (c) Divisional Railway Manager. (d) Deputy Chief Commercial Manager (PM) (e) Divisional Commercial Manager /Divisional Operation Manager.
(b) Sanction of ex-gratia payment upto a maximun of Rs. 5000/- (Rupees five thousand only) in respect of each person grievously injured in train accident.	----Do----
(c) Sanction of ex-gratia payment upto a maximum of Rs. 500/- (Rupees five hundred only) each in respect of each person simple injured in train accident.	----Do----

Note : The actual amount for item (b) and (c) above should be determined in each case depending upon the nature of injury sustained by a person.

704. Immediately after payments are made, the Divisional Railway Manager concerned will submit a full report of the payment made to the Divisional Accounts Officer concerned (to whom each payee's acquitance in original should be sent) sending copies to the Financial Adviser & Chief Accounts Officer (Headquarters Expenditure Section)

/Maligaon, Guwahati-11 and Chief Claims Officer, Maligaon, Guwahati - 11 giving full particulars of the accident, the names and addresses of the persons who were injured or killed, the amounts of ex-gratia payment made and the names and addresses of the payees and their relationship to the deceased etc. and also certify that the payments have been made in deserving cases after satisfying himself that the person concerned was of limited means quoting the names and designation of the Officer who made the ex-gratia payments.

705. **Facilities of Waiting Room and /or Retiring Rooms -** for the use of relatives of the deceased in an accident-

(a) At junction stations, the Railway Administration may allow the use of waiting rooms and/or retiring rooms to the relatives of the deceased, if considered necessary, without disturbing to the convenience of the other passengers.

(b) As far as the injured persons are concerned, they are normally admitted in hospitals and all arrangements are made and the cost of medicines and food borne by the Railway Adminstration.

(c) In the case of relatives of the injured persons, who may like to attend on the injured person, no responsibility can be undertaken by the Railway Administration. The relatives of the patient should, therefore, make their own arrangements.

ISSUE OF COMPLEMENTARY PASSES

706. **Issue of Complementary Passes -**

Complementary passes may be issued to the next of Kin of the victims as well as to the surviving victims discharged from the hospitals. The class of passes should, of course, be the same in which the surviving victims were travelling or, if recommended by the Doctor, higher class. The class of passes for the relatives may be determined according to the status of the persons. While issuing such passes the following aspects should be borne in mind-

(i) Such complimentary passes may be issued with the personal approval of the Divisional Railway Manager. These should then be regularised by obtaining post facto approval from the General Manager.

(ii) Such complementary passes may be issued to not more than two relatives of the injured or deceased passenger.

(iii) Sufficient safeguard should be adopted so that these passes are not misused.

(iv) Break of journeys on such passes should not be allowed.

(v) The complimentary passes so issued should included in the half-yearly statement submitted to the Railway Board in accordance with their guidelines issued time to time.

707. Despatch of Telegrams Free of Cost in case of serious accidents.

(a) The Railway Board has agreed that inland Telegrams may be despatched free of cost to the closest relations conveying the news of safety of those travelling by a train involved in a Serious Accidents.

(b) As, however, the circumstances under which such telegrams should be sent free of cost would depend on the case i. e. the nature of the accident, the senior most Officer in-charge of the local arrangements regarding the accident should decide when this facility is to be granted.

(c) Telegrams, so accepted, will be booked in the usual manner granting a telegraph Money Receipt to the sender of the telegram. The remark ' 'Booked during accident to.....UP/DN.....without recovery of charges" should be passed on the telegraph Money Receipt.

(d) The telegrams will only convey information about the safety of the sender if travelling in the train/trains involved in the accident. Only one telegram should be issued for a passenger travelling in the train or trains involved in the accident.

(e) The cost of such telegrams will taken in to account in the coaching Balance sheets taking corresponding special credit, quoting reference to the Divisional Railway Manager's letter of authority to the Station Master to book the telegrams free of cost on such occasions. The Station Master of stations at which such telegrams are accepted a statement in quadruplicate showing the sender's name, the addresse and his address, the telegram money receipt No. and class and cost of the telegram and send one copy of each to the Divisional Railway Manager, Chief Operation Manager and Accounts Officer (Traffic) concerned.

(f) If a Serious accident occurs at a station which is not a Railway Telegraph Office, such FAX should be sent to the post office for clearance of the same is nearby. The specimen authorisation form to be used for this purpose is appended below. The authorisation can be issued by an official not below the rank of an Inspector. The Divisional Railway Manager will submit a copy of the authorisation letter to the Accounts Office concerned together with the original receipts obtained from the Postal Department. On the office copy of the authorisation letter, the postal date and stamp of the post office where the telegrams were handed over is must be obtained and the same preserved for a year.

708. Station Master can hire Mobile Phones wherever possible for the benefit of passengers in the event of accident. Use of other phones should also be permitted so that stranded Rail Passengers can talk to their Family Members.

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RELIEF TO PERSONS INVOLVED IN TRAIN ACCIDENTS

SPECIMEN FORM

Station.....

Date.....

To
The Post Master

.....

Dear Sir

I, ..., certify that the attached Inland Telegrams (.....in numbers) are from the bonafide passengers of train number ..... running between.....station and .....station, which has met with an accident at .....hrs. on date. These are addressed to their closest relations conveying the news of their safety. It is requested that these may be telegraphed immediately without prepayment. The cost of these telegrams may please be debited to the General Manager, N. F. Rly Maligaon, Gauhati-781011, in accordance with the agreement arrived at between the Ministry of Railways (Railways Board) and the P & T Department vide letter office Memo No.....dt.....

Date..... .....

Encl. Telegram. Signature in full

CHAPTER - VIII
RULES FOR REPORTING OF ACCIDENTS TO THE RAILWAY BOARD

801. 'All concerned' accident FAX to the Railway Board –

(a) The Railway Board shall be included in the 'All concerned' accident telegrams (which shall be transmitted by Fax) in the case of the following classes of accidents -

(i) A1 to A4
(ii) B1 to B4
(iii) C1 to C4, C-9
(iv) D1 to D4 & E-1
(v) N1 & N2
(vi) R3 & R4

802. Reportable Train Accident

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

(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) any accident which are attended with loss of human life in passenger trains involving train wrecking, or attempted train wrecking, cases if running over obstructions placed on the line, passengers falling out from train or of fires in trains, or grievous hurt as defined in the Indian Penal Code, or serious damage to Railway property of the value exceeding two crore, which have not actually occurred but which by the nature of the accident might reasonably 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.

803. Reporting of Accident :

(a) To Railway Board : A telephonic advice should be relayed to nominated officer in Railway Board Office immediately

after accident in case of following category 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 indicated above.

(iii) Land slides, breaches, OHE breakdown etc. which result in dislocation of traffic more than the threshold value as indicated above.

In addition to this periodic (monthly) statement of Accidents in all category shall be submitted to Railway Board in prescribed proforma.

(iv) SMS Templates

SMS TEMPLATES

Initial Message SPECIMEN	• Type of Accident: Derailment (Consequential) • Date/Time: 29.08.2017/06.35 • Railway: Central Railway. • Division: Mumbai CST, • Section: Igatpuri-Kalyan (BG, DL, Elect., A Route, Absolute) • Location: Bet. Asangaon and Vasind; At km 83/300-500. • Train No: 12290 Up Nagpur-Mumbai CST, Duranta Exp. • Load: 21 Coaches. • Description: Train Engine+09 Coaches (next to Train Engine) of 12290 Up derailed (out of which 05 Capsized) at km 83/300-500 bet. Asangaon and Vasind stations. • Up and Dn. lines blocked. • Suspected casualty:
Relief Arrangement update	ARMV/Kalyan ordered/ _._ hrs, left/ _._ hrs, site arrl./ _._ hrs. . ART/Kurla ordered/ _._ hrs, left/ _._ hrs, site arrl./ _._ hrs. . Officers Visiting Site: Stranded passengers clearance and arrangements (In case of Passenger Train derailment) Prima-facie Cause:

SMS TEMPLATE

Type of Accident:	
Date & of Accident:	
Railway:	
Division:	
Section:	
Location of Accident:	Name of the station or stations where accident occurred and km
Train No. :	
Load:	
Description: (In Brief)	
Stock involved and condition after derailment	
Infringement or Obstruction	
Suspected casualty:	
SPECIMEN	• Type of Accident: Derailment (Consequential) • Date/Time: 29.08.2017/06.35 • Railway: Central Railway. • Division: Mumbai CST, • Section: Igatpuri-Kalyan (BG, DL, Elect., A Route, Absolute) • Location: Bet. Asangaon and Vasind; At km 83/300-500. • Train No: 12290 Up Nagpur-Mumbai CST, Duranta Exp. • Load: 21 Coaches. • Description: Train Engine+09 Coaches (next to Train Engine) of 12290 Up derailed (out of which 05 Capsized) at km 83/300-500 bet. Asangaon and Vasind stations. • Both Up and Dn. lines blocked. • Suspected casualty: Nil Other information being collected.

(b) **To Zonal Railway :** A telephonic advice should be relayed to nominated officer in Zonal HQ immediately after the accident in case of following category of accidents :

(i) All train Accidents.

(ii) Any yard accident having serious repercussion on movement of traffic on through line resulting in dislocation

of traffic more than the threshold value as indicated above.

(iii) Land slides, breaches, OHE breakdown etc. which result in dislocation of traffic more than threshold value as indicated above.

In addition to this periodic (monthly) statement of Accidents in all category shall be submitted to Zonal Head Quarter in prescribed proforma.

804. Information to be communicated on telephone to the Board in case of serious accidents when Parliament is in session-

When Parliament is in session the complete information in respect of any accident or un-usual incident, which is likely to attract the attention of the Parliament, should be telephonically reported to Board's Office as soon as it occurs. The report shall, interalia, contain the following informations :-

(i) Description of the accidents.
(ii) System of train working and interlocking arrangements.
(iii) Composition of train/trains.
(iv) Casualties.
(v) Approximate cost of damage to Railway Property.
(vi) Medical Relief arrangements.
(vii) Clearance of debris and restoration of through communication.
(viii) Cause of accident.
(ix) Nature of Inquiry held or proposed to be held, and
(x) any other information on interest.

805. Railway Board's Officer to be informed-

The telephonic advice should be given from the Head Quarters Office immediately after the accident, to one of the following officers in the Railway Board, in the order of the priority indicated -

(i) Director (Safety-II),
(ii) Director (Safety-I),
(iii) Director (Safety-III),
(iv) Director, TT
(v) Director, TT (chg-I)

(vi) Director, TT (chg-II)
(vii) Director, (POL)
(viii) Ex. Director, (chg.)
(ix) Director, TT-IV,
(x) Adviser (Safety),
(xi) Secretary to CRB/NDRB.

806. Headquarters Officers who should report telephonically to Railway Board-

(a) All telephonic advice of accidents should be given to the nominated Officer in the Railway Board's office by one of the following Officers, in the order indicated, of the Head quarters office-

(i) DY. CSO (Traffic) or in his absence,
(ii) DY. CSO (Engg.), or in his absence,
(iii) Pr. Chief Safety Officer,
(iv) Safety Counselor/Traffic

(b) To enable the Headquarters office to advise the Railway Board. It would be necessary that details of the accident as available at that point of time should be furnished by the Division immediately after the occurrence of the accident, followed by details which should be collected promptly.

(c) The Officer in the Headquarters will be responsible for communicating not only the initial information about the accident on telephone, but also keeping the nominated Officer in the Board's office advised from time to time about the important developments such as prima-facie causes, casualties, hospitalisation, progress of the injured, indentification of the person or persons dead,restoration of through communication, etc.

807. Fax Report to the Railway Board-

In the case of accidents mentioned in Rule 801 above, apart from the "All Concerned' accident Fax, the Divisional Railway Manager shall send a Fax report (Express message) not later than the day following the date of accident, to Chief Safety Officer The Fax report shall contain only important details of the accident. A confirmation copy of the Fax report shall be despatched to the

Railway Board immediately.and Chief Safety officer in H. Q. For this purpose the first Officer arriving at the site of accident shall collect all the necessary details and report to the Divisional Railway Manager immediately after the occurence of accident.

808. Detailed Report to the Railway Board-

The Fax report (see Rule 807 above) shall be followed by a detailed report on the accident, in the form prescribed by the Board. The Divisional Railway Manager shall arrange to collect all the necessary particulars and submit the detailed report to the Chief Safety Officer as the case may be.

The Detailed report should contain the following informations :-

1. Description :

(a) Date and time.

(b) Location and Kilometreage.

(c) Train or trains concerned (i.e. train Number and description).

(d) Nature of accident (with brief particulars of the circumstances leading to it).

2. **Description of the locality of accident from the point of view of Railway operation :**

(a) Class of station, and

(b) Signalling arrangements, gradients, etc relevant to the accident.

3. **Casualties -**

(a) Number of person killed.

(b) Number of person injured -

(i) Grievous (as defined in the Indian Penal Code).

(ii) Simple.

(iii) Total.

} How disposed of i. e. whether sent to hospital or not.

4. **Approximate cost of damage to-**

(a) Engine.

(b) Rolling Stock.

(c) Permanent Way.

(d) Other Railway property.

(e) Total.

(f) Public property (if known).

5. **Cause of accident -** Prima-facie cause, if a definite cause cannot be given at the time of submission of the detailed report.

6. **Relief Measure taken -**

(a) Time of receipt of advice of accident (how received i.e. whether by Control phone or telephone or message.)

(b) Time at which Relief train ordered from.....station

(c) Time at which Relief train left.

(d) Time at which Relief train arrived at the site of accident.

(e) Reason for any delay in the despatch of Relief train.

(f) Nature of Relief train (i.e. whether or not inclusive of medical assistance).

(g) Other arrangements made such as for food and water, and protection of property.

7. **Officials held responsible for the accident, specifying the-**

(a) Offence committed by each, and

(b) the nature of punishment inflicted or proposed to be inflicted.

8. Action, if any, taken or proposed to be taken to prevent recurrence.

9. Any other information of special importance worthy of being brought to the Board's notice.

10. If any specific information is not available at the time of submission of the report, the remark "Will follow" should be given against the relevant item and the information should follow as soon as it becomes available.

809. Submission of Accident Statments -

(a) The Divisional Railway Manager shall prepare in the prescrilbed form the statements and submit them to the Chief Safety Officer within the target dates. The particulars initially furnished in the statements should be as complete as possible and the necessity for submission of supplimentary information kept down to the minimum. If still any information is not available at the time of submission of the statements, the remarks 'Will follow" should be entered against the relevant item and the particulars furnished as soon as they are available.

(b) With a view to taking necessary measures to minimise delays at various stages of finalisation of train accident cases, information in respect of cases finalised in a

particular month should be communicated to the Chief Safety Officer in the prescribed proforma. Particulars of all those cases which are more than 90 days old and are still due to be finalised at the end of the month to which the statement pertains should also be given against the relevant item and the information should follow as soon as it becomes available.

(c) The following train accident statements shall be submitted to the Railway Board by the Headquarters office-

Statement 'A' - Showing the statistical summary of accidents, cost of damage and casualties involved therein for the month.This statement shall be prepared monthly and be submitted to Secretary (Safety), Railway Board by 15th of the following month.

Statement 'B' - Showing the particulars of causes and reponsibilities and disciplinary action taken in connection with train accidents occurred during the month. The Statement, 'B' shall be prepared separately for the month and submitted to the Secretary (Safety), Railway Board within 15 days after the close of the month to which statement relates.

Statement 'C' - Showing analysis of the diaciplinary action taken against the staff held responsible for train accidents.

This statement shall be prepared quarterly in 5 (five) parts submitted so as to reach Secretary (Safety), Railway Board by 21st of the month succeeding the last month of the quarter to which the statement pertains, i.e. statement for the quarter ending March, June, September and December should be despatched so as to reach Secretary (Safety), Railway Board by 21st of April, July, October and January respectively.

(i) **'Part I'**- contains statement showing details of case finalised irrespective of the date of occurrence of the accidents.

(ii) **'Part II'**- contains statistical statement of the time taken for finalisation of the accident cases according to the punishment awarded.

(iii) **'Part III'**- contains statistical statement of punishment awarded to the defaulting staff both for primary responsibility and secondary responsibility irrespective of the date of occurrence of the accidents.

(iv) **'Part IV'**- contains statistical statement of the accident cases pending finalisation.

(v) **'Part V'**- contains statement showing the number of train accidents during the quarter indicating the number of cases in which accident enquiries could not be commenced and finalised within the target times.

810. **Rules for preparation of Accident Return :**

(1) 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.

(2) A train intended solely or partly for the carriage of passengers shall be treated as passenger train. All other trains will come under the category of other trains.

(3) Statistical returns in the prescribed proforma should be submitted showing cumulative date to end of the month and reach Board's Office for not later than 7th Day of the next month.

(4) Only those accidents which occurred during the period to which the returns relate shall be included in the relevant returns. In regard to the 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 further details would follow.

(5) 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.

(6) Derailment or bumping during reversing or shunting operations etc. on an incoming/outgoing or any other loads, including a sectional carriage, etc., shall be deemed to be a train accident only when the train engine or a vehicle is forming a part of the train derails or as a result of bumping casuality (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.

(7) Interruption is defined as duration from the time of accident till starting of first commercial train on line clear from adjacent station of movement over the affected line in that section.

Note : The movement of first commercial train (goods or passenger) shall be reckoned for the purpose of considering the restoration after an accident as complete. 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 categorized 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.

(8) The 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 2 crores.

(9) The equipment failure shall include all failures irrespective of date of last schedule or examination and shall be subsequently classified under avoidable or unavoidable category.

(10) Details and Statistics for accident cases falling under Unusual incident Class "N", "P" and "Q" shall be maintained and provided by Security (RPF) branch.

(11) DRM at the Divisional level and the General Manager at the Zonal Headquarters level will ensure the correct reporting of the accidents to the Zonal Headquarters and the Railway Board respectively.

Appendix - 'A'

Particulars to be furnished to Railway Board on telephone (See Rule 803).

1. **COLLISIONS.**

A Collision at Station :-

(i) Name and Classification of station.

(ii) Type of signals, and standard of interlocking and track circuiting, etc.

(iii) System and procedure of working. e. g. Line Labels and Badges, Line Admission Book etc.

(iv) Any special features.

B. Collision in mid-section :-

(i) Whether flasher light of the engine was in working order.

(ii) Whether there was enough margin for protection of the train.

C. Where Loco Pilot is prima-facie responsible for passing signal at danger and not observing precautions after passing an Automatic Stop Signal at danger or loosing control of the train.

(i) Loco Pilot's duty hours, time of 'signing on' at originating station, rest availed at Headquarters/Out station.

(ii) Result of Breathalyser test at originating station/after the accident.

(iii) Bio-data of the Loco Pilot -

(a) Date of birth.

(b) Date of appointment.

(c) Educational qualification.

(d) Date of promotion as Loco Pilot.

(e) Date of last Refresher course passed.

(f) Whether in possession of competency certificate for working in Automatic Signalling territory.

(g) Date of last Medical Examination.

(h) Involvement in past accident with punishments.

(i) His performance index.

(iv) Brake power of the train as certified in vacuum certificate and as found after accident and station where last intensive

examination was done.

(v) Number of signals passed at danger.

(vi) Loco Pilot's version as ascertained through his interrogation by DRM or any other Senior Officer.

(vii) Any other feature contributing to the accident.

D. Where SMs/Cabinmen are prima-facie responsible :-

(i) Duty hours of the staff with last rest availed.

(ii) His bio-data on the similar lines as in the case of the Loco Pilot.

(iii) Working experience.

(iv) Whether any abnormal working was being done for movement of trains.

(v) Whether the staff was in state of intoxication.

(vi) Last inspection of the station done by Safety/ Operating Officers and Traffic Inspector.

(vii) Any other special feature.

E. Where Signalling Staff is prima-facie responsible -

(i) Nature of defect/fault.

(ii) Any evidence of short cut method for maintenance/repair of the equipment.

(iii) Date of last overhauling of Block/Token/Tokenless Instrument and the Cabin.

(iv) Any other feature.

II. DERAILMENTS.

A. If the derailment is as a result of Loco Pilot's passing signal at danger, the information regarding the Loco Pilot as required in case of Collisions shall be given.

B. If the prima-facie cause of the derailment is rolling stock, the following information is also to be furnished-

(i) PRO particulars of the wagons/coaches.

(ii) Originating station.

(iii) Station where last examination done.

(iv) Whether it was possible to detect hot axle, Roller bearing seizure by the station staff exchanging all right signals.

(v) Date and shop where ultrasonic testing of the axle was done (in case of axle breakage).

(vi) Any special feature.

C. **If prima-facie cause is track defect, any problem with regular track maintenance is to be indicated.**

III. LEVEL CROSSING ACCIDENTS.

A. In case of manned level crossings -

(i) Classification of the gate.

(ii) Whether gate signals, interlocking, lifting barriers, telephone and other safety aides are provided.

(iii) Condition of the visibility for both Rail traffic and Road Users.

(iv) Whether the Head light of the engine was burning.

(v) Any accident at the level crossing in the past.

B. In case of unmanned level crossing-

(i) Whether Road cautions, Whistle Boards are provided.

(ii) Condition of the road.

(iii) Traffic census taken last.

(iv) Whether the view of the track is clear on either side from the road.

(v) Whether buses are plying regularly.

(vi) Whether in last two years, there was any accident at such level crossing.

(vii) Whether the traffic census justifies manning and whether it is programmed for manning.

(viii) Any other special feature.

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CHAPTER - IX
RULES FOR REPORTING ACCIDENTS TO COMMISSIONER OF RAILWAY SAFETY

901. All concerned accident telegram/Fax to Commissioner of Railway Safety- The Commissioner of Railway Safety shall be included in the 'All Concerned' accident telegrams/Fax in cases of the following classes of accident :-

(i) A1 to A4. (iv) D1 to D3.
(ii) B1 to B3. (v) N1 & N2
(iii) C1 to C4. (vi) R3

902. Telephonic advice to Commissioner of Railway Safety - The Commissioner of Railway Safety shall, as soon after the occurrence of accidents as possible, be given telephonic advice by the Headquarters Office in the case of following accidents-

(i) Collision and derailments of trains, involving loss of human life and /or grievous hurt (as defined in section 320 of the Indian Penal Code) and/or damage to Railway property to the extent of approximately Rs. 2 crores or over.

(ii) Fire or explosion in trains or within railway premises involving casualties (whether loss of human life and/or grievous hurt defined in Section 320 of the Indian Penal Code), and or damage to railway property to the extent of approximately Rs. 2 crores or more.

N. B.:- Fire in tank wagon containing highly inflamable articles shall also be reported to Commissioner of Railway Safety.

(iii) Trains or shunting engines with or without vehicle (s) attached or loose vehicle(s) running into road traffic at level crossings, involving casualties (whether loss of human life and/or grievous hurt as defined in Section 320 of the Indian Penal code) and/or damage to railway property to the extent of approximately Rs. 2,00,00,000 or more.

(iv) Sabotage/train wrecking to a train resulting in loss of human life and/or grievous hurt as aforesaid, and/or damage to railway property to the extent of approximately Rs. 2 crores or more.

(v) Any accident by reason of which the through line of communication is blocked or is likely to be blocked for 24 hours or over.

903. Telephonic advice by whom to be given - The tephonic advice to the Commissioner of Railway Safety should be given by any of the Officers of Head- quarters office in the order of priority given below-

(i) Deputy Chief Operations Manager (Safety).
(ii) Deputy Chief Operations Manager (Coaching)
(iii) Chief Passenger Traffic Manager.
(iv) Pr. Chief Safety Officer
(v) Chief Freight Traffic Manager.
(vi) Pr. Chief Operations Manager.
(vii) Secy. to GM for information of GM.

904. Accidents to be reported to Commissioner of Railway Safety by post

(a) In case of any accident not of the nature specified in section 113 of the Railway Act, such as accident under class D-4, averted collisions (F-1 to F-4), disregard of Stop Signal by Loco Pilot (H-1 to H-2), Breach of Block Rules occuring in course of working (G-1 to G-4), the Divisional Railway Manager will send, without delay, a typed copy of the accident message by post to the Commissioner of Railway Safety and indicate that an enquiry is being held into such accident by the Railway.

(b) When an enquiry is held as provided under para (a) above, the Pr. Chief Safety Officer shall forward a copy of the report of enquiry to the Commissioner of Railway Safety.

905. Statement of accidents to Commissioner of Railway Safety.

(a) A statement showing summaries of accidents of the nature specified in section 113 of the Railway Act, shall be sent within 15 days after the close of the every month to which the statement relates.

(b) Quarterly statements showing summaries of accidents of the nature specified in section 113 of the Railways Act, 1989, should be prepared quarterly and submitted to the Commissioner of Railway Sefety within 10 days after the close of quarter to which the statement relates, i. e, statement for quarter ending March, June, September and December should be despatched by 10th. of April, July, October and January respectively.

CHAPTER - X

Movement of Tower wagon in case of accident

10.0 Tower wagon—

The rules for the movement and working of tower wagons shall be laid down by special instructions.

S.R. 10.01. In case of breakdown of overhead equipment, the SCOR, on request from the TPC, shall arrange for quick passage of the tower wagons /OHE wiring trains to the site of breakdown. The movement of tower wagons shall be governed by all the rules governing movement of trains.

1.2. Tower wagons shall not be worked on running lines unless a Driver or an official holding a competency certificate for this purpose is on the tower wagon and is incharge of its movements. The certificate of competency shall be issued by DEE/Tr.D after a written, oral and practical test in the relevant rules.

1.3.1. Ladder trollies shall be considered as lorries and when placed on the line shall always be accompanied by atleast 4 selected men who can easily lift them off the track.

1.3.2. These trollies shall not be used for the carriage of electrical or other heavy materials. The running of ladder trollies shall be governed by Rules 15.18 to 15.27 and SRs thereunder.

1.3.3 These ladder trollies along with ladders will move on the track under protection as laid down in Rule 15.09 and SRs thereunder both outside and witinstation limits.

1.3.4. The working of ladder trollies will be supervised by a supervisor not below the rank of Electrical Chargeman specially authorised for the purpose. It shall be the responsibility of the supervisor concerned to ensure that caution orders and various other advices required as laid down in Rule 15.09 and SRs thereto, are issued to all the station staff concerned well in time. The supervisor will also ensure that these ladder trollies and ladders are removed from the track in time to avoid detention to trains. After the trollies are removed, they should also ensure that they are properly secured without any infringement of moving dimensions, before allowing a train to pass.

1.3.5. While issuing caution orders and advices, specific mention shall be made regarding the type of precautions, the exact kilometreage between which the work is in operation and the block section

concerned, so that the Loco Pilots may keep a sharp lookout and be prepared to stop short of obstruction, if required.

1.3.6. At places where the trollies are lifted off the track and kept in trolly refuges, special care shall be taken to ensure that these trollies do not endanger safety of moving trains.

1.4. In the event of a minor defect occurring on the overhead wires which does not necessitate the immediate isolation of the section, Station Masters should stop all trains outside the affected section and issue a “caution order” to the Loco Pilot to proceed cautiously until he is clear of the section or until it is safe for him to proceed at normal speed. Such occurrences should be immediately reported to the TPC who will arrange to inform the maintenance party and to proceed with the repairs as soon as possible.

1.5.1. Supervisory officials in-charge of maintenance of overhead equipment shall carefully plan their work in such a way that under normal circumstances, train service is not affected in any way, where the nature of the maintenance work is such that train movement is likely to be affected, the TFO/OHE shall give prior intimation to the DEE/Tr.D who will arrange for traffic working rules to be issued to facilitate the execution of the work.

1.5.2. Whenever any section of the overhead equipment is to be made dead for the purpose of maintenance work, the Chargeman in-charge of the section will give intimation to the TPC at the earliest possible time, specifying the section where shutdown is required. The TPC shall then intimate the Chargeman the time and permissible duration of the shut-down. The Chargeman is responsible for regulation of work so that permissible duration is not exceeded. If for any reason the period of shut-down is required to be extended, the TPC should be advised in good time.

1.5.3. Where written messages are not exchanged, shut-down will be effected by exchanging messages over the telephone, using the PN. The official in actual charge of the maintenance work shall in person exchange messages with TPC. No one below the rank of linesman is authorised to exchange such messages.

1.5.4. Shut-down on any section of overhead equipment (except at location where Electric locos are stabled for examination), shall be effected only after the SCOR has been informed by the TPC and has agreed to shutdown except in case of emergency. When train movement has to be blocked over any crossover road or

section of line for the purpose of effecting shut-down, the TPC shall advise the CHC, as to what train movements are to be blocked during the period of shut-down. The CHC shall advise the Station Masters of train movements as required. The Station Master shall block train movements as required and advise CHC by message. The CHC shall advise the TPC by message that the movements have been blocked.

1.5.5. After the train movements are blocked as required and after switching of power from the section, the TPC shall inform the Chargeman and other official in charge of the work by message that power has been switched off and work may be commenced. On completion of the work, the official-in-charge of the work shall advice the TPC by message that the work has been completed. The TPC shall then restore power on the section and inform the CHC by message that normal traffic may be resumed.

1.5.6. Operation of the overhead switch isolators at stations for the purpose of effecting shut-down shall be done on instructions from TPC by authorised person available for the purpose.

1.5.7. Before commencing work on the overhead equipment, the Chargeman shall test lines for supply with the method prescribed by competent authority and fix two earthing connections on the line, one on either side of the section of line where work is to be carried out, the earthing connections shall be of approved type and of adequate crosssectional area. The earthing shall not be removed until all work has been completed and all men are clear of the line.

1.5.8. In case of break down of overhead equipment, the official in-charge of the repair work shall inform TPC as to what sections of line are to be made dead to facilitate the work. Care shall be taken when effecting shutdown to ensure that power is not cut off over those sections in which train services may be maintained without hindrance to the repair work. The procedure for cutting off power and for blocking train movements and for restoration of power shall be the same as in the case of shut-down for maintenance work.

1.5.9. On completion of the repair work, the official in-charge of the repairs shall advise whether normal traffic may be resumed or whether any speed restrictions are to be imposed. If a speed restriction is to be imposed, the official concerned shall advice in writing to the Station Master and shall also inform the TPC. The TPC shall clearly

state so in his advice to the CHC, who will ensure that these instructions are conveyed to the Station Master concerned. When the speed restriction is to be removed or relaxed, supervisory official shall advise in writing to the Station Master and also inform the TPC who shall then convey the message to CHC.

1.5.10.1. When loads which exceed the prescribed standard moving dimensions are to pass through the electrified sections, the CHC shall give atleast 48 hours prior notice to the TFO/OHE & the TPC.

1.5.10.2. When shut-down is to be effected on any section or sections of the line for the passage of oversized consignments, the same procedure as laid down in para 1.5.4 shall be followed. The authorised person receiving the shut-down message from the TPC shall issue Permit-to-work to the Guard of the train with the oversized consignment, for each section of the line on which power has been shut-down. The Guard shall not allow the train to enter this section until the Permit-to-work is received by him. Before issuing the Permit-to-work, the authorised person will test the line but it is not necessary to earth the line. When the train has to pass through two or more feeding sections, each section shall be tested before the train enters the section.

1.5.10.3. An additional authorised person should be deputed to travel on the engine, to test the line for power supply at each feeding section. The Station Master at the starting point shall advise the Loco Pilot in writing to follow the instructions of the authorised person, to stop the train as and when required for the purpose of testing the line for power supply.

1.5.10.4. The Permit-to-work shall be returned by the Guard of the train duly signed, to the authorised person, when the train has passed out of the section concerned. The authorised person shall then issue a message to the TPC that the line is clear.

1.5.10.5. No work may be carried out in the vicinity that is within 2 meters of live overhead equipment, till a Permit-to-work has been obtained as laid down in SR.17.04. Atleast 48 hours prior notice shall be given to the TFO/OHE, who shall depute an authorised person to arrange for the shut-down. The authorised person shall effect the shut-down by following the procedure laid down in Para 1.5. and shall issue a Permit to work to the supervisory official incharge of the work. Before issusing the Permit-to-work the authorised person shall test the line for supply and earth the lines. The Permit-towork

shall be retained by the supervisory official-in-charge of the work and on completion of the work, he shall return the permit-to-work duly certified that the work has been completed and all men are clear of the live equipment. The authorised person shall then remove the earthings and issue a message to the TPC that power may be restored on the line.

1.5.10.6.1. Crow nests or other stray wires, in the vicinity of live overhead equipments, may be removed only after power has been switched off from the line. Such work may only be done, with the aid of insulated hooks of approved type, taking care not to make contact with the over-head wires or insulators. Under these circumstances, it is not necessary to test and earth the lines, after it is certified by the TPC.

1.5.10.6.2. When a nest or stray wire is to be removed, a person not below the rank of a Lineman, shall inform the TPC over the telephone that power is required to be switched off, clearly stating the location where the work has to be done. The TPC shall then switch off power from the section, after instructing the SCOR to stop train movements which are likely to result in making the line live and ensuring that these instructions have been conveyed to the Station Masters concerned and have been acknowledged by them exchanging of PNs. The TPC shall then inform the Lineman that the power has been switched off from the line. The Lineman shall arrange to remove the crow nest or stray wire as expeditiously as possible and when this has been done, inform the TPC without delay that the work has been completed and power may be restored on the line.

1.5.10.6.3. The TPC shall make detailed entries in the log sheet of all particulars relating to the shutdown.

1.5.10.7. Due to a break of overhead equipment or for any other reason, when it becomes necessary to stop train movements urgently over a section of line or over a cross-over road, the TPC shall inform the SCOR.

2. Tower wagon Drivers.

A tower wagon Driver should undergo course of training and tests indicated below, before the certificate of competency is issued to him:-

2.1. A training in G&SR followed by a written and practical test conducted by the ZRTI/MLY.

2.2. A practical test by CTFO/OHE to see if the employee is fully conversant with the engine and running gear of the tower wagon, as well as the details of maintenance he is expected to carry out.

2.3. Training for a period of one month to learn the road in the section in which he is expected to work the Tower Wagon, at the end of which, the employee should sign a declaratlion that he is fully conversant with the road.

2.4. A period of practical training for 2 months in the actual driving of the tower wagon under the supervison of a qualified tower wagon Driver at the end of which a driving test will be taken by DEE/Tr.D.

2.5. Prescribed medical examination.

3. Competency Certificate:- Tower wagon Driver will be given a competency certificate by DEE/Tr.D after written test on form TR-4.

Form No.TR-4

CERTIFICATE OF COMPETENCY

Northeast Frontier Railway
Electrical Department.

Number ……..…….. (for tower wagon Drivers)
Shri ……..…… is authorised to drive tower wagons in the section between ……..……. and ……..……. duly observing all the safety rules and standing instructions. His written declaration *dated..... that he is fully familiar with the signals in the above section has been noted while issuing this certificate.

Date: DEE/Tr.D

This declaration must be countersigned by driving inspector and personally scrutinized by the officer, before issue of the certificate. The driving inspector before countersigning the declaration, shall orally examine the employee for his knowledge of the road.

4. Maintenance.

Tower wagons perform a key role in the maintenance of OHE and for attending the breakdowns. The satisfactory upkeep of tower wagons is, therefore, of utmost importance, It will be the direct responsibility of ATFO/OHE to ensure that the tower wagon under his control is maintained satisfactorily and is always available for attending to OHE and for use in the event of breakdowns. Each tower wagon should carry necessary tools for maintenance of OHE

and attending to breakdowns such as tackles, straining screws, clamps, ropes, a minimum of two ladders as well as adequate stock of insulators, contact and catenary wires and other OHE fittings. An approved list of tools and equipment to be carried in each tower wagon should be issued by DEE/Tr.D. It will be the responsibility of ATFO/OHE to ensure that tools and equipment as per the approved list are always available on the tower wagon. A monthly mechanical inspection of the bogie and running gear of each tower wagon shall be done by a nominated TXR of the mechanical department, headquartered close to the OHE depot, where the tower wagon is normally stabled. For each tower wagon on a zonal railway, the TXR responsible for monthly mechanical inspection will be nominated and a joint circular to this effect must be issued by CME and CEE. The ATFO/OHE incharge of the tower wagon will advise the TXR concerned the date on which the tower wagon is required to be attended for monthly inspection and running repairs. Such advice shall be given 48 hours in advance. It will be the responsibility of the ATFO/OHE to ensure that this monthly advice is issued regularly and the tower wagon is offered for inspection and attended to every month. The TXR will arrange for examination of bogie, running gear, under frame, under gear fittings and axle boxes only, in accordance with IRCA rules Part III. He will also arrange for stenciling the date of monthly examination on the sole bar of the tower wagon. Depending on the intensity of usage of the tower wagon in each Railway, the CEE and CME should jointly decide the interval at which the tower wagons are required to be given POH. Such POH will be done in the nominated C&W workshop of the zonal Railway.

The day to day maintenance of the diesel engines and driving gear of the tower wagons will be the responsibility of the ATFO/OHE concerned. The tower wagon drivers should carryout the daily maintenance. Specialized staff conversant with the maintenance and overhaul of diesel engines and driving gear should be available on each division for attending to the monthly and six monthly maintenance of the diesel engines and driving gear. Depending on the work load, two or three divisions may be grouped together for the purpose of posting such specialized staff if it is convenient.

Taking into account the total number of tower wagons and the need to relieve tower wagons for the purpose of POH etc., in each Zonal Railway, one or more spare tower wagons may be provided

as necessary.

5. Rules for operating Tower Wagon.

5.1. No tower wagon may be operated by anyone unless he is authorised to do so after he has been examined for his knowledge of the rules prescribed.

5.2. Scope:-

The following rules shall govern the working of a tower wagon fitted with a pantograph for the purpose of inspection of traction OHE either during commissioning of completed sections of traction OHE or during periodical inspections carried out by the traction maintenance staff. All staff incharge of operation of tower wagons shall make themselves fully conversant with and act according to the special instructions given below.

5.3. Movement:-

The movement of tower wagons on tracks will be governed by all rules governing movement of trains.

5.4.1. No tower wagon shall be driven except by an authorised person and no person shall be so authorised unless he has proper road and working knowledge of the section on which the tower wagon is operating. In addition to being conversant with the operation of the tower wagon, he should also be in possession of valid competency certificate for the task.

5.4.2. The tower wagon shall be driven during contact wire level and stagger recording operations at a speed not exceeding 10 kmph. This shall be done by running on the first gear. Riding on the clutch for this purpose is prohibited.

5.4.3. If the tower wagon is driven for other than recording operations, the speed should not exceed the maximum permissible speed to which the vehicle is cleared to run (stenciled), subject to the restrictions, temporary or permanent, imposed on account of engineering, signalling or other considerations:

5.4.4. In each TRD maintenance depot, one or more OHE staff duly trained with valid competency certificate shall be kept as trainee reserve for driving a tower wagon in exigencies.

Note: High speed tower wagons: These are special type tower wagons with eight wheeled bogie under frame intended to run at higher speed duly observing all sectional speeds and other speed restrictions and the maximum permissible speed that it can run

will be stenciled on them.

5.5 Pantograph operation :-

5.5.1. The pantograph mounted on the roof of the tower wagon is electrically bonded to the underfame by means of cable connections. The cable connections should be checked before start of each operation for checking and adjustment of OHE.

5.5.2. The pantograph shall normally be kept in the fully lowered position and clamped securely by means of the special clamp provided for the purpose. No string, chord, etc shall be used for the purpose.

5.5.3. Before any person goes up to the roof for the purpose of commencing inspection and adjustment, the section of the traction OHE concerned shall be made dead and earthed at both ends. Additional earths shall be provided where necessary. After earthing OHE as above an additional earth shall be provided near the tower wagon on the OHE of the track on which the tower wagon is standing. An authorised person not lower in rank than a Lineman shall then go up on the top of the tower wagon and remove the clamps so as to release the pantograph.

5.5.4. Under no circumstances should the tower wagon work with the pantograph raised without an earth on either side of it on the section of the OHE on which it is working.

5.5.5. In order to ensure that the pantograph does not enter a section with live OHE, the tower wagon shall be protected on both the sides with banner flags and other signal flags.

The Driver shall further stop the tower wagon ahead of all turnouts, crossovers, insulated overlaps and section insulators and cross them only after ensuring that the section ahead is dead and earthed. Banner flags shall only then be removed for the purpose of admitting the tower wagon into the section ahead.

5.5.6. At the end of the inspection and checking, the pantograph shall be lowered and clamped by an authorised person not lower in rank than a linesman working on the roof after earthing the OHE of the track on which the tower wagon is working. The earths on OHE near the tower wagon shall then be removed after all persons working on the roof have come down from the roof .

5.6. Tower wagon provided with revolving tower:

5.6.1. Revolving tower shall ordinarily be in the normal position. i.e., along the length of the tower wagon.

5.6.2. The revolving tower shall be moved out of the normal position, only when the tower wagon is stationary.

5.6.3. The tower wagon shall be moved only after the revolving tower has been put back to the normal position.

6. Annual maintenance and check by tower wagons:-

This schedule must be carried by tower wagon. During this schedule, fittings are not generally dismantled but all fittings which are found defective must be replaced. In addition, clearances, heights, stagger etc., should be checked and corrected. The details of work to be carried out during this schedule are as under:–

6.1. Masts, portals and cantilever supports:–

6.1.1. Check rail level and setting distance against markings on the masts and entries in the registers, variation above 20 mm in setting distance and 20 mm in rail level should be notified to the PWI for correction. Variations, even within the above limits, should not be permitted, if the schedule of dimensions are infringed.

6.1.2. Check all steel parts and remove rust of painted steel works wherever found. Rusty portions after cleaning must be given two coats of zinc chromate and painted wherever required. Grease all turn-buckles and pulleys.

6.1.3. Check all anchors for tightness of bolts and provision of checknuts and pins wherever required. Grease all turn-buckles and pulleys.

6.1.4. Examine the foot of each structure to ensure that muffs permit drainage of water outwards. Clean the muffs of any muck or dirt that might have accumulated. Cracked or damaged muffs must be recast.

6.1.5. Check all bonds thoroughly. Defective bonds must be rectified and missing bonds replaced.

6.1.6. Inspect all galvanized pipes and fittings. Where galvanization is found to be chipped off, fitting or pipe may be replaced.

6.1.7. Inspect and tighten all G.I. bolts.

6.1.8 Examine register arm and steady arm hooks for possible cracks. Check for possible crack on steady arm tube itself.

6.1.9. Clean all insulators, carefully check for cracks and replace insulators which are cracked or chipped.

6.1.10. Lubricate Stay arm fittings i.e., compression tube bolts or turn buckle threads and ensure free movement.

6.1.11. Check and adjust heights and staggers on the basis of setting distance and rail level marked. Close co-ordination with PWIs is required for keeping the permanent way at correct location.

6.1.12. Check presence of prescribed sign boards such as caution notice boards, number plates, coasting boards etc. Paint the boards as required. Ensure that they are well secured.

6.1.13. Ensure that the drain holes in the tubes are free and not clogged.

6.2. Contact and catenary wires:–

6.2.1. Thoroughly examine conditions of contact and catenary wires, particularly for kinks and twists in contact wire and broken strands of catenary wire.

NOTE:–Any stranded conductor (catenary wire etc) should be suspended if more than 20 percent of the strands are found broken.

6.2.2. Check tightness of PG clamps and jumpers. If necessary, open them forthorough examination.

6.3. Droppers: Check droppers and tighten bolts wherever required.

6.4. Turns Outs:–

6.4.1. With tower wagon running on main line check up if the loop OHE passes smoothly on the pantograph.

6.4.2. With tower wagon running on loop line check up if the main line OHE passes smoothly under the pantograph.

6.4.3. Check up stagger at turnout of both the OHEs with respect to both loop and main lines. (It shall not normally exceed 300 mm)

6.4.4. Check up that the main line OHE of overlap type turnout is about 50mm below that of the turnout OHE.

6.4.5. Check up cross contact bar, if any for displacement and distortion.

6.4.6. Check for hit marks if any.

6.4.7. Check for hard spots near rigid droppers, if any,

6.5. Section insulators.

6.5.1. Clean insulators and replace badly chipped or even slightly cracked insulators.

6.5.2 Check up runners for flash marks.

6.5.3 Observe for hit marks on runners.

6.5.4 Check for excessive wear in contact wire near anchor clamps.

6.5.5 Check the level of the assembly and adjust if necessary.

6.5.5 Tighten PG clamps of droppers and stiffeners.

6.6 Isolators:

6.6.1 Check number plates. They should be clean and well secured.

6.6.2 Check correctness of operation: correct alignment of contacts and arcing horns.

6.6.3 Check earth continuity wherever applicable.

6.6.4 Lubricate moving parts and locks.

6.6.5 Check interlocks where provided.

6.6.6 Check that the distance between male and female contacts in open positions is 380 mm to 500 mm depending upon the type of isolators.

6.7 Overlaps:

6.7.1 Check up height and stagger of OHE in the overlap section.

6.7.2 Check up whether the normal minimum clearance of 500 mm is available between the two OHEs in an insulated overlap and 200 mm in the case of uninsulateds overlap.

6.7.3 Check up whether the lifting of out-of-run OHE is correct.

6.7.4 Check for parallel running of contact wires in the overlap for about 4 M in the panto sweep region.

6.8 Contact wire thickness:

Measure and record thickness of contact wire.

6.9 Neutral Section:

Carryout all checks as far as overlap in the case of overlap type neutral sections and as far as section insulators in the case of section insulator type neutral sections.

6.10 Overline structures:

6.10.1 Check and record horizontal and vertical clearances and adjust OHE as required.

6.10.2 Check for any flash marks underneath the bridge structures.

6.10.3 Check if minimum height of contact wire is available.

6.10.4 Check that the gradient of contact wire on either side does not exceed 3 mm.

6.10.5 Check up that smoke screens are well secured and have adequate clearance from OHE. If not, get these attended to by engineering department.

6.11. Level crossings:

6.11.1. Check up height of contact wire.

6.11.2. Check for any flash marks underneath the bridge structures.

6.11.3. Check if minimum height of contact wire is available.

6.11.4. Check that the gradient of contact wire on either side does not exceed 3 mm.

6.11.5. Check up that smoke screens are well secured and have adequate clearance from OHE. If not, get these attended to by Engineering department.

6.11.6. Check and adjust height and slope of contact wire.

Examine for water tightness and get necessary repairs done by engineering departments.

Check rail level marks on side of tunnels.

6.12. Regulating equipment:

6.12.1. Check 'X' and 'Y' in the case of pulley block type equipment and 'Z' and 'Y' in the case of winch type equipment against prescribed values of the temperature at the time of checking, making use of turn buckles, adjust as required.

6.12.2. Check that the compensating plate is vertical, if not adjust as required.

6.12.3. Lubricate pulleys and other moving parts.

6.12.4. Check if 20 mm vide bands in black colour are painted on the mast to indicate upper and lower movement of counter weight.

6.13. Bands and earth connections:

6.13.1. Check all bands and replace defective or missing bands and paint all bands.

6.13.2. Inspect earth and record each resistance. Earth having resistance of over 10 ohms, should be attended to.

6.14. Masts:

The verticality of all masts should be checked up with plump bob and remedial action taken as required.

6.15. Sites affected by accidents, should be specially checked and adjusted.

6.16. Feeder lines:

6.16.1. Inspect guard wires at road crossings.

6.16.2. Inspect earthing of towers.

6.16.3. Measure and record the earthing of towers.

6.16.4. Clean insulators.

7. Equipment –

The following equipment should be carried by the Driver of the tower wagon.

7.1. One copy of hand book for Loco Pilots & Guards.

7.2. One copy of working time table.

7.3. One portable field telephone.

7.4. One watch.

7.5. Three sets of H/S/ flags.

7.6. Two tricolour HS lamps.

7.7. One tail lamp.

7.8. Ten detonators.

7.9. One Powerful electric torch.

7.10. One chain with pad lock & Key.

7.11. One pair of spare spectacles.

7.12. Such other equipment and stores as may be prescribed by the electrical department.

7.13. General and Subsidiary Rules for 25KV A.C. Traction.

7.14. One fusee.

Speed of Tower wagons:

The tower wagon shall run at a speed stenciled subject to caution orders in force. If the rower wagon is driven for inspecting contact wire level and stagger recording operations, the speed should not exceed 10 kmph and this shall be done by running on the 1st gear.

Riding on the clutches for this purpose is prohibited.

8. Working of tower wagons.

8.1. A tower wagon must always run under block protection and shall be treated and signalled as a train.

8.2. If there is total interruption of communications, the Station Master on duty, must advise the tower wagon Driver of the same and the tower wagon shall be worked on the section under the rules for working of trains during total interruption of communications.

8.3. When a Tower wagon has to stop in the block section for inspection work, line block has to be taken in advance.

8.3.1. The running and stabling of tower wagon shall be arranged by Station Master in consultation with the SCOR. In case the control is not working, the Station Master shall consult the Station Masters

of the adjoining stations.

8.3.2. When the tower wagon is stabled on running line due to unavoidable circumstances, the mechanical hand brake shall be applied and the tower wagon shall be securely chained to the rails in accordance with Rule 5.23 and SRs thereunder.

8.3.3. The tower wagon shall not be moved into or outside the traffic yard without the permission of Station Master on duty. No shunting on goods or passenger stock must be permitted on the line, where the tower wagon is stabled. Shunting should not be performed with the tower wagon attached.

8.3.4. When the tower wagon is moved, attached to a train, it should be inside the rear Brake-van and the speed of the train to which the tower wagon is attached should be restricted to the speed of the tower wagon (which is stenciled on the tower wagon) observing all other speed restrictions. Necessary caution order shall be issued to the Loco Pilot of the train duly advising the Guard of the train and control.

8.4. No unauthorised person shall be allowed to operate the tower wagon.

8.5. Failure of the tower wagon and accidents thereto shall be treated in the same manner as train accidents and action taken as per rules in force. Special responsibilities:

The Driver shall be responsible to see at the commencement of the journey that the tower wagon is fit in all respects to perform the intended journey that is, brake and horn are in efficient working order and the equipment like flags, detonators etc., mentioned in para 7 above are complete.

9. Periodical examination-

Tower wagon is to be inspected monthly by a nominated TXR as per 0519 (2) para of “Manual of AC Traction and Operation”. The C&W/RE is nominated for this purpose.

9.1. Stationing-

Tower wagons are stationed at the stations nominated by the Division.

9.2. Time limit for turning out tower wagons-

Tower wagons, going to the spot for restoration of OHE, have to be moved on top priority just as ART. The target time for turning out the tower wagon, to go to the spot for restoration, is as under:-

9.2.1. During day light hours i.e., from 6 hrs to 18 hrs – 30 minutes.

9.2.2 During night hours i.e., from 18 hrs. to 6 hrs - 45 minutes.

The TPC and the SCOR shall both make detailed entries in the log sheets showing the time when the instructions are issued and particulars of train movements stopped. Traffic over the section in which the train movements have been stopped as above, may be resumed only with the approval of the TPC, who shall convey the instructions for the resumption of traffic to the CHC in the form of a message supported by a PN stating clearly whether any speed restrictions are to imposed.

17.09 Additional rules for electrified sections—

Special instructions for working of trains on electrified sections shall be notified by the authorized officer—

SR. 17.09.1 Transmission and distribution by section and siding switches.

1.1. Section and siding switches installed in the overhead equipment shall be operated only by the authorized persons.

1.2. In the event of a fault necessitating the isolation of a section in addition to the faulty one, the Electrical Foreman or Chargeman shall open the concerned switch and inform the TPC immediately.

1.3. Every Station Master shall be trained in the operation of section and siding switches in an emergency (See S.R. 17.03.5.3.4). They shall open or close such switches when called upon to do so by the TPC and shall be treated as authorized persons for this purpose. They shall lock the switches in the position advised by the TPC and shall not part with the key until it is cleared by the staff of the traction department.

1.4. No switch affecting the feed to main running line or loco line/lines shall be closed or opened without the prior written permission of the TPC. As an exception to this rule, these switches may be opened in times of emergency by the authorized persons. All operation of sectioning or isolating switches shall be reported to the TPC in every case.

1.5 Section switches are located as indicated in the diagram annexed to SWR and general sectioning diagram. These diagrams show the distinguishing numbers of section switches, the stations they control and the location of each switch.

1.6. The CHC is in direct communication with the TPC who is connected by telephone to all sub stations, track sectioning cabins and the

receiving station of Power supply. All messages to the TPC regarding the operation of train services shall be routed through the CHC. In case the CHC cannot be contacted, the information shall be given to the TPC, who in turn, shall inform the CHC.

1.7. Staff employed in the electrified area shall immediately inform the SCOR by telephone as quickly as possible in the event of accident, disabled trains, unusual occurrence on overhead equipment or unusual occurrences on overhead feeders or high tension cables etc., or any occurrence affecting the working of trains and shall also inform the TPC or TLC as the case may be.

1.8. Message sent through the Station Masters shall be recorded by them and a note made in the station diary.

1.9. The SCOR shall immediately take action on the information received and promptly inform the TPC who shall take necessary action for any switching operations which may be necessary on the overhead equipment or at sub-stations and immediately inform the DEE/Tr.D and other concerned officials.

1.10. Any staff employed in the electrified area noticing sparking of wire near the overhead contact wire at bridges, structures etc., shall report this at once to the TPC. In the event of emergency circuit being cut-off, the nearest Station Master shall be contacted immediately for informing the SCOR, who should advise the TPC.

1.11. Whenever station staff notices a train worked by an electric engine passing with a hot axle/any vehicle running in dangerous condition or smoke/fire emanating from a vehicle or with any other abnormality in the running train which is likely to endanger safety of the train/passengers. The Switchman/Station Master shall immediately take steps to stop the train. In case they fail to stop such train by normal means as laid down in G & SR, then, they shall immediately inform the TPC either directly or through SCOR to switch off the power supply of the OHE of the affected section under exchange of PNs. In case TPC has been directly informed, SCOR has also to be informed subsequently.

1.12. Whenever any train gets held up for more than 5 minutes in the block section on account of no tension, the Loco Pilot of the train shall depute his Assistant Loco Pilot to check the train in order to look for any abnormality and to advise the Guard of no tension in OHE. Together with the Assistant Loco Pilot, the Guard shall check the entire train. If , in the mean time, power supply is restored, the

Loco Pilot shall call back his Assistant Loco Pilot to the locomotive and resume journey. Otherwise, after the train is checked, the Loco Pilot/Guard shall inform the SCOR/TPC of the details of abnormality, if any, or otherwise, and assistance required, through the nearest emergency telephone circuit or by other available means. Further, the Loco Pilot and Guard shall arrange protection of the line affected in accordance with G.R. 6.03 and SRs thereunder. In case of Automatic signalling territory, the line must be protected in accordance with G.R. 9.10. After ascertaining from the affected train of the nature of abnormality, decision regarding re-charging of the OHE shall be taken by the SCOR in consultation with CHC, Guard & Loco Pilot and then the concerned Station Masters shall be advised accordingly. Necessary steps shall be taken by CHC, thereafter, for clearance of the abnormality.

1.13 Restoration of OHE supply will be undertaken by TPC only on the advice of the SCOR under exchange of PNs.

1.14 If the switching off of the OHE takes place at a graded section and there is a chance that the train may start rolling, then the staff should also follow the instructions laid down under SR. 6.04 to avoid rolling down of train.

2. Height Gauges.

2.1. There shall always be a height gauge on each side of the overhead equipment at every level crossing, so placed as to ensure that all vehicles and moving structures passing under the height gauge without touching it will pass in the same condition under all the overhead equipment with adequate clearance. The adequate clearance shall be subject to the sanction of the CRS. The placing of the height gauge shall be according to site.

2.2. Vehicles and moving structures which will pass under height gauge without striking or touching it, may only be permitted to pass under the corresponding overhead equipment under special instruction.

3. Sanded catch siding.

If an electric engine or motor coach runs into the sanded length of a catch siding and dead end, the overhead equipments of the sidings shall not be made live when the engine or motor coach or any vehicles coupled thereto are standing on the sanded track until all persons have been moved away from positions where they could make contact between the permanent way formation and any part of the engine or motor coach or coupled vehicles.

4. Rolling stock isolation of high voltage equipment.

4.1. The High voltage electrical equipment installed in electric engines and motor coaches shall be so arranged that it will not be possible for any unauthorized person to gain access to it.

4.2. It shall not be possible to have access to high tension compartment until the power has been switched off and pantograph lowered.

4.3. Access to high tension compartment can be had only by authorized persons in possession of a reversing handle or special keys provided for this purpose. Loco Pilots and other officials to whom such keys are issued should keep them in their personal custody to prevent unauthorized persons tampering with the equipment.

4.4. No spanners or keys except those issued by the Railway Administration shall be used for operating the equipment in electric trains.

5. No unauthorized person shall be allowed in driving compartments.

5.1. No unauthorized person shall be permitted to enter any driving compartment of single or multiple unit trains or electric engines or to handle any apparatus contained therein.

5.2. Only certified Loco Pilots and Assistant Loco Pilots for electric rolling stock shall be allowed to drive electric rolling stock on any part of the running lines. They shall not allow any one to enter the driving compartment other than those who are authorized to do so under these rules or who hold a permit signed by the DEE/RS. No person shall be allowed to handle any apparatus in the engine or in the driving compartment unless he is in possession of a Loco Pilot's certificate of competency.

5.3. If a Loco Pilot has not driven an electric engine or multiple unit for six months, he shall be re-examined after a refresher course and his certificate of competency endorsed before he is allowed to drive again.

5.4. When a Loco Pilot has not worked on any section for six months and over, he shall not be booked on that section unless he has learnt the road and a competency certificate has been issued in his favour. A record of all competency certificates issued to Loco Pilot shall be maintained in the office of the DEE/RS.

5.5. However, staff under training for driving electric engines, when specially authorized by the DEE/RS may drive such engines under the supervision of a certified instructor.

While a trainee is driving under these conditions the supervising instructor shall keep a continuous watch over the trainee and keep himself in readiness to take any action that may be required to control the train in an emergency.

5.6. No person shall be allowed to move any electric rolling stock within the limits of the loco shed and stabling sidings unless he has been certified competent to do so by the AEE/RS.

5.7. Assistant Loco Pilots may be allowed to drive the engines on certain sections as specified by the DEE/RS under direct supervision of a Loco Pilot. In cases of emergency the Assistant Loco Pilot is authorized to drive the train at a restricted speed not exceeding 40 Kmph up to the nearest point where he can be relieved.

5.8. A Driving Inspector is authorized to drive an electric loco and will work at least 160 kilometres in a calendar month and this should cover the entire electrified section.

5.9. Line chargeman and other maintenance staff who are required to attend defective equipment are allowed to handle the equipment in running train. They shall however, do this with the utmost care to ensure that the safety of train and the equipment is not endangered in any way.

6. Train lights.

At night and in thick or foggy weather, no single or multiple unit train shall be worked outside station limits unless it has,

6.1. At least one head light and two marker lights or a head light and a set of code lights of the nature prescribed by the Railway Administration, and

6.2. Two red tail lights, provided either in separate fittings or in a single fitting as prescribed by the Railway Administration.

6.3. The normal head and marker lights shall be exhibited as per Rule 4.14 and SRs hereunder.

7. Duties of Loco Pilots before taking train on to running line.

7.1. A Loco Pilot shall not take his train on to a running line until he has tested all the control power and brake apparatus and found them in proper and prescribed working order.

7.2. The Loco Pilot shall in addition carry out the inspection and tests in accordance with special instruction issued by the DEE/RS.

7.3. When taking over charge from another Loco Pilot, it shall be his duty to ascertain whether any defects exist and the handing over

Loco Pilot shall acquaint the relieving

Loco Pilot of any faults or defects likely to affect the working of the train.

8. Coupling single and multiple unit trains—

When coupling single or multiple units or coaches of any such units together, the Loco Pilot shall be responsible for observing that all electrical couplings are properly made.

After all couplings have been made, the Loco Pilot taking over the complete train shall satisfy himself that the control and power apparatus and brakes of the complete train are in proper and prescribed working order.

9. Trains when coupled to be considered as one train—

When trains are coupled together, they shall be deemed to be one train. Only one Master Control shall be in use at any one time.

10. Loco Pilot to be in the leading driving compartment.

10.1. Loco Pilot shall be in the leading driving compartment when the train is in motion or when the train is standing on any running line except as otherwise prescribed in the rules contained in this chapter.

10.2. The Assistant Loco Pilot shall assist the Loco Pilot and carry out his instructions.

11. Reversing and brake handles.

11.1. The Loco Pilot shall, when leaving any driving compartment, take the reversing handle away with him and also the independent air-brake handle on electric engines, where provided.

11.2. To keep the dead man's emergency gear ready to function during the whole time that a train is in motion, the Loco Pilot of single and multiple unit trains shall keep the reversing handle in the forward or in the reverse position when the train is in motion and shall not move the reversing handle into off position until the train has come to a stand.

11.3. The Loco Pilot shall never relinquish possession of the reversing handle except as provided for in these rules.

12. Driving train from any compartment other than the leading compartment.

12.1. When an engine cannot be driven from its leading cab, the Loco Pilot shall follow the special instructions prescribed by the DEE/ RS.

12.2. If the Driving apparatus in the leading driving compartment becomes defective in the case of a single or multiple unit train, the train shall be driven cautiously from the nearest driving compartment which is serviceable. In this event the Guard shall travel in the leading driving compartment and shall convey the necessary signals to the Loco Pilot. The Guard shall also sound the horn or whistle as necessary and apply the brake in case of emergency and shall be responsible for stopping the train correctly at signals, stations and obstructions. In the case of an electric engine, the train shall be driven from the trailing driving compartments by the Assistant Loco Pilot and the Loco Pilot shall remain in the leading driving compartment, and shall be responsible for the correct operation of the train. The speed of the train shall not exceed 40 Kmph.

12.3. In the event of the driving apparatus in the leading driving compartment becoming defective or in the event of it being necessary for the Loco Pilot to drive from the trailing compartment of the same locomotive or in case of multiple operation from the cab of trailing locomotive for any reason whatsoever, the Assistant Loco Pilot shall station himself in the leading compartment of the train, sound the horn as necessary and operate the Loco Pilot's brake valve handle of vacuum/air brake as required . In the event of danger of over-running or in case of an emergency, the Loco Pilot shall also apply the vacuum/air pressure, as the case may be, from the driving compartment he is occupying. The speed shall not exceed 15 Kmph. Such driving shall be resorted to only for clearing the block section.

12.4. At the first opportunity, the Loco Pilot shall inform the TLC to arrange for a relief engine.

13. Duties of Loco Pilot when single or multiple unit train is disabled. In the event of a single or multiple unit train becoming disabled and an assisting engine (electric or Diesel) being obtained, the Loco Pilot of the disabled train shall hand over his reversing handle to the Loco Pilot of the assisting engine. If the assisting engine is in the rear and the complete train cannot be driven from its leading driving compartment, the Loco Pilot of the disabled train shall carry out the instructions prescribed for the Guard in SR 17.09.12.

In the event of a derailment, the TPC shall pass information to the Electrical Foreman/OHE, who will treat it as if it were a line fault

and proceed to take all necessary precautions to prevent the overhead line from being damaged during the re-railing process.

14. Procedure when automatic brakes cannot be operated from leading driving compartment of a single or multiple unit train-

The procedure to be followed when the automatic brakes cannot be operated from the leading driving compartment of a single or multiple unit train without or with effective driving apparatus in the leading driving compartment and without or with disablement of train shall be in accordance with approved special instructions.

15. Protection of single and multiple unit train stopped between stations.

15.1. If the stoppage is caused by a defect which the Loco Pilot is competent to rectify, he shall attend to the defect provided that, if it is necessary for him to leave the driving compartment, he shall before leaving, put on the automatic brake fully and also apply the hand brake in the driving compartment. He shall advise the Guard. If the stoppage is on a grade steeper than 1 in 100, the Guard shall also put on the hand brake in the Guard's compartment and on at least two other vehicles, if available.

15.2. If the detention exceeds or its likely to exceed 10 minutes, the train shall be protected in accordance with the G.R. 6.03.

15.3 In cases where there is no competent person available in addition to the Loco Pilot and the Guard and the Loco Pilot has to go himself to protect the train in front, he shall before going, carry out the precautionary measures prescribed in para 15.1.

16. Accident & Unusual in Electrified Territory

1. Duties and responsibilities of Traction Power Controller (TPC), Section Controller (SCOR) and Station Master (SM) in case of no tension / fault tripping in Over Head Equipment (OHE)

(a) Fault Isolation :

(i) In an electrified section in the event of OHE failure, TPC shall immediately identify and localize the faulty section and isolate the same. In case of double and multiple line sections, he shall also isolate healthy section on adjacent track on the same route length as faulty section. The TPC shall then advise the SCOR in writing or on phone under exchange of PN, of the section found faulty and healthy section temporarily isolated.

(ii) On receipt of the advice from the TPC, the SCOR shall take action as under:

Advise Station Masters of stations on either side of isolated sections under exchange of private numbers to treat the faulty section as if the same is under 'emergency power block' and take action accordingly.

(b) On Double line section, Healthy Section Temporarily Isolated The SCOR shall check whether any train has entered faulty section. If not he shall advise the concerned Station Master to issue Caution Order to the Loco Pilot of the first train on unaffected section to 'keep a sharp look out on the adjacent line / lines to see if there are any OHE abnormalities'. On reaching next station, the Loco Pilot should report whether or not the section over which they have passed is safe for train movement. The SCOR will advise the TPC in writing to re-energise the healthy section that was temporarily isolated.

(c) If however, a train has entered in faulty section, the SCOR shall immediately inform Station Masters of all stations who are concerned with working of train in the faulty section and also in the section in which healthy OHE is temporarily isolated, under exchange of PN, that they shall not allow any train to enter the affected block sections unless both the Loco Pilot and Guard of the first train in unaffected section have been issued Caution Order to this effect.

(i) 'Proceed with Speed not exceeding 60 Kmph during day when visibility ahead is clear and not exceeding 30 Kmph during night subject to observance of other speed restrictions.

(ii) 'Keep a sharp look out and be prepared to stop short of any obstruction which may be due to any infringement from the adjacent line/ lines and also keep a sharp lookout on the adjacent line/lines to see if there are any OHE abnormalities. On reaching the next station report whether or not the section over which they have passed is safe for train movement'.

(iii) Only after taking this action the SCOR shall advise the TPC in writing that necessary precautions have been taken to ensure safety of the train. The TPC shall then restore the feed to the healthy section, which was temporarily isolated.

(iv) Action to remove speed restrictions shall be taken by the SCOR in consultation with Station Master on receipt of report from the Loco Pilot and the Guard that the section is free of obstruction. The SCOR shall also advise the TPC of the report of Loco Pilot/

Guard of the train indicating whether or not there are any infringements or abnormalities in OHE. Till such time it is decided to remove speed restriction, subsequent train shall be allowed to enter into the section only with permission from the SCOR and shall continue to be issued Caution Order prescribing clearly the speed restriction and other precautions, as pointed out in (c) (i) above.

2. Duties and responsibilities of TPC and SCOR in the event of any abnormality in train on electric traction necessitating 'switching off' of OHE supply :

(i) As soon as TPC comes to know about unsafe condition of a train working on Electrified Traction, he shall immediately 'switch off' the OHE supply of both the lines of relevant sub-sector. The TPC shall then advise in writing, the SCOR of sections in which OHE has been 'switched off'.

(ii) On receipt of advice from TPC, the SCOR shall, under exchange of PN, advise Station Masters of all stations, who are, concerned with working of trains in the affected section to treat the 'dead section' as if the same is under emergency 'power block' and to ensure that no train is allowed to enter into the section. Healthy Section Temporarily Isolated

(iii) The Station Masters will not allow any train to enter even healthy line of the affected section unless both Loco Pilot and Guard of the first train of unaffected section have been issued Caution Order to proceed with the restricted speed not exceeding 60 Kmph during day when view ahead is clear and 30 Kmph during night subject to observance of other speed restrictions and keep a sharp look out and be prepared to stop short of any obstruction, which may be due to any infringement or OHE abnormalities from the adjacent line / lines. Also advise Loco Pilot to report immediately on reaching the next station whether or not the section over which they have passed is safe for the train movement.

(iv) If the Loco Pilot of unaffected section contacts him on phone , the OHE of unaffected portion should be resumed and he will be asked to proceed with the restricted speed not exceeding 60 Kmph during day when view ahead is clear and 30 Kmph during night subject to observance of other speed restrictions and shall keep a sharp look out and be prepared to stop short of any obstruction, which may be due to any infringement from the adjacent line/lines.

On reaching the next station the Loco Pilot will report whether or not the section over which they have passed, is safe for train movement.

(v) After ascertaining that there is no infringement to adjacent track, the Caution Order as indicated shall be withdrawn immediately.

Section having affected train:

(vi) After getting information from the crew of the affected train about the nature of abnormality, decision regarding recharging of the OHE shall be taken by the SCOR in consultation with CHC/ Dy.CHC (Shift duty) and Controller of concerned department.

(vii) If the Loco Pilot of the affected train contacts TPC /SCOR and no defect is detected in the train, on resumption of OHE he will be asked by SCOR to clear the block section with the restricted speed of not exceeding 60 Kmph during day when view ahead is clear and 30 Kmph during night subject to observance of other speed restrictions and shall keep a sharp look out for any abnormality in the train. On arrival at the station the staff of concerned department should check the train. If no abnormality is detected, the train should resume normal speed.

3. Duties and responsibilities of the Loco Pilot and Guard in case of OHE tripping /No tension in OHE.—

(i) In cases of 'transient tripping' of OHE, the Loco Pilot shall resume normal traction and keep a sharp look out including on the adjacent line /lines to see if there are any abnormalities / obstructions and will inform the Guard through walkie-talkie or whistle code about tripping in OHE. The Guard of the train will look out for any abnormality on his train. The Assistant Loco Pilot should look back and observe his train for any abnormality.

(ii) If no tension in OHE continues, the Loco Pilot shall immediately 'switch on' the loco flasher and control the speed (not exceeding 60 Kmph at night) so as to be able to stop short of any obstruction and stop his train close to first emergency socket and will communicate with the TPC / SCOR to know the reason for no tension in OHE . The Crew should act according to the advice of control.

(iii) If it is not possible to communicate with the TPC / SCOR immediately, the Loco Pilot shall depute the Assistant Loco Pilot to get down and check the train with the Guard in order to look for any abnormality or any defect in his train including locomotive.

After the train has been checked, the Loco Pilot / Guard shall inform SCOR of the abnormality and assistance required, if any or otherwise through emergency phone of other line, Walkie-Talkie, level Crossing gate or through train of other direction or by any other means of communication and act in accordance with advice of control. In case no abnormality is noticed in his train,the Loco Pilot should switch off the loco flasher.

(iv) If in the mean time power supply to OHE gets restored, the Loco Pilot shall resume normal traction as soon as he comes to know of such resumption of supply.

FORMS

E/Tr. D/2 (in two parts) –

This form will be used for exchange of messages between TPC and SCOR, when power block is to be imposed. When the TPC and the SCOR are located in adjacent rooms, the message will be made out in duplicate and will be sent to SCOR. The same will be acknowledged and the SCOR will permit on the same requisition.

E/Tr. D/3 (in two parts) –

This form will be used by TPC and SCOR for cancellation of power block on completion of the power block work. The same will be acknowledged by the SCOR.

E/Tr. D/4 –

This form will be used by TPC and SCOR for cancellation of caution order (speed restriction and lower/raise panto) imposed by TPC in the section. This will be written and sent to SCOR by TPC. SCOR will acknowledge the memo on the copy.

E/Tr. D/5 –

This form will be used by TPC for imposing speed restriction and lower/raise panto.

E/Tr. D/6 (in two parts) –

This form will be used by the field staff to permit the other departments to work onadjacent to electrical equipment. On completion of the work, the second part will be prepared and submitted to the authorised person, who has permitted to work on/adjacent to the electrical equipment. This will be prepared in duplicate.

NFR

E/Tr. D/2

Electrical Department (Traction)

Disconnection of Power

From: TPC Serial Block No …..….

To: SCOR/s

Memo number …… Date …….. Time ……

Please note that the overhead equipment on the section/s mentioned below is to be made dead. This/ These section/s and the cross-overs leading to it/ them are not to be used for electrically operated traffic until further advice from me.

Station…… .....

Date …… Signature of TPC

Noted

…….

Signature of CHC

The above sections have been blocked to all electrically operated traffic and I agree to the section/s being made dead at ……..hours to be cleared by …….hours.

Station …….

Date…….

Time ……. .....……..

Signature of SCOR.

NFR (Counter foil) Power block cancellation Memo No……….... Power Block on ……….... Section (Kilometer)……….........…… …………………………………………… Cancelled at………………...………… ………………………… Signature of TPC Time: Date: ……………………….. Signature of SCOR	E/Tr.D/3 NFR Tractilon Power Controller No……Date………..Time……… Power Block cancellation memo. Power Block on sector/sub-sector/ Elementary sections…………...…… Cancelled at ………hrs on…….(date) Please inform SMs………………..…… That protection is no longer necessary. …………………………………………… Traction Power Controller

E-Tr.D/4.

Date …………….   TPC

Time…………….

Caution order cancellation.

CHC

Please refer caution order No. TPC/CO/…………..Date………………

(1) Speed restriction of ……………………KMPH from Location………………

To Location……………………KMs between ………… and …………stations.

(2) To lower and raise Panto between …… and……… stations at the following

Locations………..….Lower Panto at ………… Raise Panto at……………..

Up Line

Dn Line

Received by ……………………   Traction Power Controller.

No. TPC/CO/ ………………..   E/TRD/5

Traction Power Controller   Traction Power Controller

N.F. Rly …………………

Date………………   Time…………………

Caution Order Memo

Please arrange to issue the following Caution order to all Up/Dn…………trains running between…………….. and ………………… stations till further advice.

1. To observe speed restriction of .... KMPH from location……....
   ..…………………… To location ………..……………KM
2. To lower and raise Panto as follows: Lower Panto at KM ……...... Raise Panto at KM…..........……

Dn Line

Up Line

Please advise the ASMs …………………… To issue the Caution order and confirm.

Received by ………………………..

Traction Power Controller.

E/TRD/6 Serial No	E/TRD/6 Serial No
Northeast Frontier Railway, Electrical Department. Permit to work on or Adjacent to Electrical Equipment. From……To…….	I hereby declare that I have withdrawn all men and materials from near the electrical equipment mentioned on the reverse. The men under my charge have been warned that it is no longer safe to work on adjacent to the same
(Name in block capitals) (Name in block capitals) Please issue a Permit to work on/ adjacent to …….. …….. between ……hrs. and ……hrs.	The earths may be removed and the electrical equipment made ALIVE. Time……. Signature ……..

on …… Time……. Signature …….. Date……. Designation…….. I hereby declare that the Electrical Equipment mentioned above is dead. It has been earthed at the following places:- (1)…… (2)….. All other parts are alive. Time …… Signature…… Date …….. Designation……..	Date …….. Designation……....

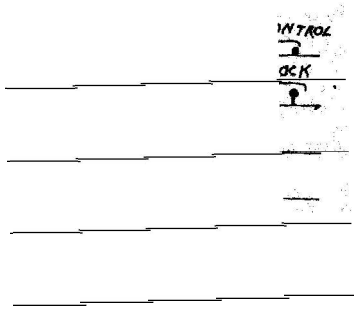
APPENDIX -I

INSTRUCTIONS REGARDING PORTABLE CONTROL PHONE

1. **Provision -** Brakevans of all passenger carrying trains, Accident Relief Trains, Medical Relief Trains as well as VIP Special Trains to run on the Controlled Sections are to be equipped with Portable Control Phone for communicating with the staff in Control Offices in an emergency. The equipment consists of a wooden or steel box containing a field telephone, a line wire diagram book, and a contactor telescopic pole in three pieces. The equipment is meant for connecting the telephone on the control line-wires for communication with the Control staff to give first hand information about accident in the block sections and for requisitioning any assistance. Every Guard working passenger carrying trains, Accident Relief Train/Medical Relief Train and VIP Special Train shall ensure that his brakevan is equipped with Portable Control Phone and the Contactor Telescopic Poles.

2. **How to locate the Control Line Wires -** (a) The telegraph line wires run along the side of the track. The diagram in the diagram book indicates the actual run of the telegraph line wires, section by section. The line alignment carries a number of wires and selection of the desired pair of control wires can be done by referring to the diagram book.

   (b) A typical diagram shown below will give a graphic idea of how to locate the pair of Control wires-



The diagram s above indicates the location of a pair of control line for the Control Circuit as follows -

(i) Each telegraph post has a number of horizonatal brackets and these are shown in order from the top of the post.

(ii) The Control lines that are indicated on the bracket have been shown serially and marked 'Control', Deputy Control', 'Trunk', 'Block', etc.

The required control line wires are the ones that run on the Rail side top bracket.

(c) Also in addition to the diagram book, to guide the Guard, the brackets carrying the Control wire are painted 'Red' and the brackets carrying the Deputy Control wires are painted 'Green'.

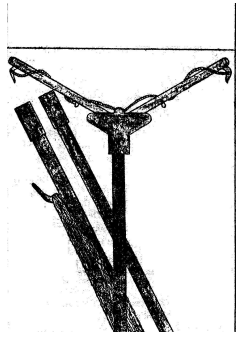
(d) If it is found that communications cannot be established by connecting the Contactor telescopic pole to the Control wires fitted to the red brackets, the pole should be shifted to the 'Green' bracket carrying Deputy Control wires. It is possible that the control working may have been established through the Deputy Control wires due to fault on the control wires.

3. (1) I**nstructions regarding the use of the portable Control phone for the two types are given below :** There are two types of hooking sticks (see illustrations A & B).

(a) Hooking stick as per illustrations A.

(i) Connect the hooking sticks as per illustration 'A'-

IIIUSTRATION 'A'



(ii) Couple the three pieces of hooking sticks together by inserting the dummy ends into the sockets by lifting the catch springs.

(iii) Undo the hook from the top ends which will cause the top end to open in a 'Y' shape.

(iv) Release the length of wire and connect the two loose ends to the two brass terminals of the 'Y' bracket and the other two loose ends on the opposite side of the connecting wires to the brass terminals marked 'L' and 'L-2' in the telephone.

(v) Hoist the contactor pole and pass the 'Y' shaped end between the two Control line wire. Turn the contactor pole and lower it on the control line wires so that the two arms get fixed on the two Control line wires.

(vi) Pull the contactor pole gently so that the contact springs will have a firm grip with the Control line wires.

(vii) When the conversation is over, raise the contactor pole, turn it back and lower it below the Control wire. Undo all pieces by raising the Catch springs and wind up the equipment.

(b) Hooking sticks as per illustration - 'B' -

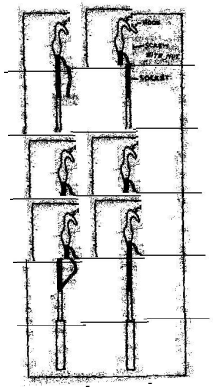
(i) Join the three red sections of the connecting pole together and lock with chained clips provided for the same.

(ii) Connect the cable with the hook by means of the nut provided in it.

(iii) Push the hook into the connecting socket provided at the top of the rod. The hook will remain in its position with the help of its own spring tension.

(iv) Raise up the rod slowly and make it vertical.

IIIUSTRATION 'B'



(v) Place the grip of the hook in its position on the overhead line wires by means of the rod.

(vi) Hold the cable in one hand firmly and keep it in tension and then slowly pull down the rod. The rod will come out, thus leaving out the hook on the overhead line wires.

(vii) Repeat the procedure to connect with other wire. Release the length of wire and connect the two loose ends to the brass terminals marked 'L-2' in the telephone. Now the telephone is ready for use to contact the Controller.

(viii) When the conversation is over, pull the cable in suspension and quickly release the same, and automatically the hook will jump and fall down on the ground.

The hook may be removed also with the help of the rod and the equipment wound up.

(2) Emergency control communication :

1. Emergency control communication facility has been provided to the Guard of every train , to communicate any unusual inci- dent to the controller of the section; during journey in the block sections.

2. The following equipment are provided to facilitate control com- munication :-

A: In two wire overhead territory

i) Railway owned or leased line from Bharat Sanchar Nigam Lim- ited (BSNL) are available along the track with each post marked with their respective location kilometer run of the overhead align- ment is prepared in a chart named L-14 chart. L-14 chart for the section should be available with the Guard before commenc- ing the journey. The Guard of the train is to take over the charge of the PCP from the SM/ ASM or Dy.SS of the terminal station for the section .

ii) The bracket carrying wires of sectional Deputy control is marked with the colour "Green" and section control is marked " Red" .

These bracket are located at the top of the alignment

iii) One telescopic Hook stick in three pieces with sufficient length of wire is provided.

iv) Two wire Portable control phone (PCP) is provided to every Guard in sealed condition.

v) Two nos. of 1.5 V primary cells are provided for use in the PCP. The Cells are to be inserted in the battery compart-

ment of the phone maintaining proper polarity of the Cells

vi) During Emergency the seal of the PCP is to be broken and the telephone is to be connected to control wires using Hook Stick. Hook stick 'Y' are connected two Line (L-1 & L-2) terminals of the PCP and communication established .

B : In under-Ground Quad cable territories :

i) In sections where Quad cable is utilized for providing emergency control communication control wires are terminated on a irreversible 6-pin socket. These 6-pin sockets (also called Emergency socket) are available at every 1 Km of the cable route along with the track .

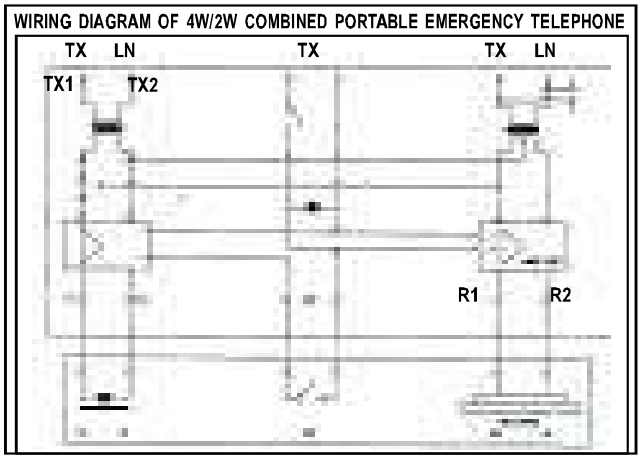
ii) One 4-wire portable control phone (PCP) is provided to the Guard of every train in sealed condition. The Guard of the train is to take over the charge of the PCP from the SM/ ASM or Dy.SS of the terminal station for the section .

iii) The PCP is connected to a 6-pin irreversible plug through a cable of about 500 meters in length .

iv) 2 (Two) 1.5 V primary Cells are provided for use with the PCP. These are to be connected following procedures as described in para -2A(V) above .

v) During Emergency , the seal of the PCP is to be broken and the plug connected to the PCP is inserted in the 6-pin socket at the nearest location to establish communication with control.

vi) Detail of terminations of cables on the Emergency socket and on the plug connected to the 4W-PCP are given below :-



4. **Supply and Maintenance of Portable Control Telephone sets -**

(a) The supply of the required number of the Portable Control Telephone sets would be made by the S & T Department on whom a requisition should be placed. In estimating the requirements, 10% extra may be asked for as spare for emergency purposes. The Station Master of the Guards Headquarters/ Guardchanging stations will be the Official incharge of the pool and will have 10% of their normal requirements as spare.

(b) The S & T Department shall be responsible to supply fully equipped Portable Control Telephone sets to the Station Master of the Guards Headquarters/Guard Changing stations. While supplying they shall use Code name of the division, station and the serial number of the Portable Control Telephone set and paint them on each case for easy accountal and identification.

(c) It should be ensured that a Portable Control Telephone allotted to a particular division is not allowed to be sent to other division or Railway except where special arrangement has been made and in such a case both the sending and receiving officials shall be held equally responsible for early return of the Portable Control Telephone set to the Division/ Station to which it was originally allotted.

(d) The Station Master or the railway official incharge of the Portable Control Telephone sets nominated by the Station Master, shall maintain a register and obtain the signature of the Guard at the time of issue, as per Annexure 'A' (Page-142).

When a Portable Control Telephone set is received at the destination station, the Station Master or the official in charge nominated by the Station Master, shall record in his register particulars of the Portable Control Telephone sets received from the Guard as per Annexure 'B' (Page-142).

(e) The Tele. Communication Maintainer (T.C.M) or the Wireless Tele. Communication Maintainer (W.T.M) or any other official authorised by the S & T Department shall frequently test the incoming and outgoing Portable Control Telephone sets to see that these are in good working order. When resealing the box, he should sign a slip of paper in support of the test and get it sealed along with the Portable Control Telephone case as per Annexure -'C' (Page-142).

The T.C.M. nominated for testing the Portable Control Telephone set should be one who has no line duty. T.C.M. of the Control Test Room or the W.T.M. may be nominated for this purpose.

The Station Master shall ensure that the Portable Control Telephone sets are tested and the tested sets are supplied to the Guard.

(f) Every month a census of the Portable Control Telephones must be taken by the T.C.M. or W.T.M. and if any shortage is found at the originating station, arrangement of balancing should be made by intimating the terminal station and the T.C.M. or W.T.M. at the other station.

5. **Important Hints-**

(i) Handle the telephone sets properly to avoid damage or failure.

(ii) Ensure that the Contactor grips make a firm contact with the telephone wires.

(iii) Make use of the electric torch during night, if supplied, while using Portable Control Telephones to avoid wrong connection and damage to the telephone equipment.

(iv) Ensure proper taking over and making over of the telephone sets to avoid over carriage and loss of telephone sets.

(v) Ensure that the telephone sets are tested by the S & T staff and the tested sets are handed over to the Guards of the trains.

For S & T Staff :

(i) Ensure that periodical checks are carried out.

(ii) Ensure proper training of Operating staff concerned to ensure that the telephone set is correctly used at site.

(iii) Check frequently to ensure that the telephone sets are properly maintained at the concerned stations.

Annexure - 'A'

Particulars of receipt of telephones with Contactor poles & connecting wires.					Particulars of Testing			Particulars of Despatch with Contactor poles & connecting wires				
Telephone No.	Date	Time	Train No.	Condition of Seal	Date	Time	Defects found	Date	Time	Train No.	Condition	Signature of Guard

Annexure - 'B'

Date	Telephone No.	Train No.	Condition of Seal, hook, Stick & connecting wires.	Signature relieving Guard.	Signature of Relieved Guard.	Signature of SM

Annexure - 'C'

Telephone No.	Train No.	Condition of Seal.	Date of testing.	Condition testing.	Signature of TCM/WTM.

6. **Use of VHF/Walkie-Talkie Sets for Advising Details of Accidents :** Now a days VHF/Walkie-talkie sets have been provided to Loco Pilot and Guard of the train as well as Station Masters. Whenever any accident occurs Loco Pilot and Guard will inform each other the details and will also report the same to Station Master wherever possible.

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APPENDIX - II

HINTS OF FIRST AID TO THE INJURED.

In majority of the cases of accidents, death is either due to hemorrhage or shock or combined. So, the First Aider must know the correct treatment of haemorrhage and shock.

1. **(A) WOUNDS & BLEEDING :**

Types of wounds are : incised, contused, lacerated & punctured. Dangers of wounds are bleeding & infections. Bleeding is the immediate danger and should be treated promptly. It is caused by rupture of blood vessels. Bleeding may occur from (a) arteries-where blood is bright red and comes out in jets (b) from veins - where blood flows out in a continuous stream and is dark red in colour, and from (c) capillaries - where blood sezes out slowly.

(B) **Management :**

(1) Stop bleeding first - apply direct pressure to the wound with sterile dressings. If necessary press on the arterial pressure point for 10-15 minutes.

(2) Handle the injured patient as gently as possible.

(3) If the wound in the limbs and there is not fracture raise the limb.

(4) Remove foreign body if easily removable without opening, the wound again. Do not remove blood clot.

(5) Place dressing and bandage firmly.

(6) If any signs and symptoms of shock, treat for it.

(C) Bleeding may be external and internal :

If bleeding is from surface of body it is external and if bleeding i.e. bleeding from stomach, lungs, kidneys, it is internal. Blood is vomited in case of stomach, coughed out in case of lungs and passed in urine in case of kidneys.

One should be very cautious in case of use of a Tourniquette as by indiscriminate use of "Tourniquette" many person have lost limbs due to cutting of blood supply resulting in gangrene.

Use of Tourniquette should be avoided as far as possible. Try to stop bleeding by minor and safer method of digital pressure, pad and bandage and flexion wherever possible.

In cases where the bleeding cannot be stopped in accidental amputation of limbs and when big blood vessels get out due to this, use a Tourniquette, release after 20 mts. and note if bleeding occurs- if necessary re-apply and repeat releasing every 20 mts. till medical aid is obtained. It is preferable to use a rubber bandage 120 cms. long and 5 cms. wide with tape attachment at the end for fastening.

(D) **Bandage the pads firmly in position :**

(1) When a foreign body or projecting bone is present in the wound, it may be advantageous to apply the bandage diagonally to prevent pressure on the foreign body or broken bone. The bandage should not be applied more tightly than is sufficient to stop bleeding. If blood still soaks through, apply further pads on top with first bandage but do not remove the original bandage and pads.

(2) Bleeding from special areas :

In case of wound involving fracture of dome of skull, a ring pad must be used.

(3) In case of internal bleeding -the aim of first aid is to prevent the conditions for getting worse. Treat him for shock, lay the casualty down with head low. Raise the legs by use of pillows. Re-assure him. Keep the body heat with blankets. Do not give anything by mouth. Take him to hospital as quickly as possible.

2. **FRACTURES**

(a) A fracture is the partial or complete breakage of bone. It may be due to direct force or indirect force or mascular action.

Fractures may be simple, compound, complicated.

(b) **Management :**

The aim is to prevent further damage, to reduce pain and to make the patient fully comfortable and to get medical aid as early as possible.

Fractures often occur in major accidents. Therefore, it is common to find other injuries also. The First Aider must decide which is most urgent. Heavy bleeding and severely wounded parts are more urgent and should be treated first. There may be more than one fracture in the same patient

or the same limb. Treat the fracture on the spot. Treat for shock in case of fracture of Femur or multiple fractures of bones. If the broken ends of the bone show out, do not wash the wound. Do not attempt to bring the bones to normal position or reduce the fracture.

To stabilise the fracture ends of bone, steady and support the injured part so that no movement is possible.Immobilise the fracture area and the joints on both sides of fracture, above and below, by using bandages or splints where available. Do not apply bandage over the area of fracture. Bandaging should be firm so that there is no movement of the limb or the area. If the fracture is a compound one, attend to the bleeding & wound first, and then treat fracture. Only more splinting to keep the injured part immobile shall be made. Before splinting, ensure that constructive rubber bandage is put in position and tightened up sufficiently to stop bleeding.

In case of fracture of limbs, to maintain extension and to give maximum amount of immobilisation, the choice is well padded splint or splints where available.

(c) **Management of fractures of upper limbs :**

(1) In the fracture of upper end of humerous - place a pad of rolled handkerchief in the axilla, lightly, tie the arm to the chest. Bend the elbow and place the hand on the opposite shoulder and apply a collar cuff sling.

(2) In fracture mid shaft or humerous :

Stabilise the fracture by tying the arms to the chest wall - one bandage above and one bandage below the fracture site, support forearm in a sling.

(3) In fractures round the elbow - if the elbow can be bend, strap arm to chest and support and forearm in a traingular sling. If elbow can not be bend, strap arm and forearm to side of the body in extended position.

(d) Fracture of forearm :

In the forearm fracture splintage is necessary :

Place the forearm at right angle to the upper arm and place it accross the chest, the thumb facing upwards and palm over the chest.

Roll a folded news paper or other thick paper round the forearm and this should be from the elbow to the fingers. If wooden splints are available, these can be used also after padding. Apply one bandage above the fracture and the other over the wrist around it and then a figure of position and tightened up sufficiently to stop bleeding.

In case of fracture of limbs, to maintain extension and to give maximum amount of immobilisation, the choice is well padded splint or splints where available.

(e) Fracture of the lower limbs :

Fracture of thigh bone : It is always serious because of great shock resulting from bleeding in fractured ends and joining tissues.

(f) Management :

(1) Treat shock.

(2) Immobilise the thigh by bandaging to the round limb upto below knee with paddings below knees. If splints are readily available, use well padded splints.

(i) Apply one well padded splint between the legs from crotch to the foot.

(ii) Tie the foot and ankles to the splint with a figure of eight bandage.

(iii) Apply a long well padded splint from anilla reaching upto foot.

(iv) Apply seven broad bandages at the following places

(a) Chest below the arm pits.

(b) Pelvis at the level of hip joints.

(c) Both ankles & feet.

(d) Both thighs above fracture.

(e) Both thighs below the fracture.

(f) Both legs.

(g) Both knees.

3. Fracture of Leg :

Management :

(1) The limb should be tied to the sound limb with suitable padding from thigh to ankle. Put pads between knees and ankles.

(2) Place a well padded splint between the lower limb extending from fork to the feet.

(3) Bring the two limbs close to the splint.

(4) Tie the foot and ankles with a figure of eight bandage.

(5) Place a broad bandage at the upper part of thighs.

(6) Apply a broad bandage on the knee.

(7) Apply one bandage above the fracture and one bandage below the fracture.

4. SHOCK.

(1) Shock is a condition of collapse due to sudden depression of the nervous system. This to be treated promptly. Shock is of two types :

(a) Nervous shock - is due to strong emotional upset and not due to serious injury and thus need treatment.

(b) True shock is seen in the following :

(i) Loss of blood.

(ii) Severe burns.

(iii) Heart attacks.

(iv) Abdominal emergencies.

(v) Crush injuries.

(vi) Loss of body fluid due to diarhoea, excess vomiting and dysentery.

(2) The person in shock feels faint or giddy, complains blurring of vision, feels cold with clammy skin, face and lips pale, pulse - rapid and feeble. Becomes unconscious in later stages.

Management :

(a) Re-assure the patient.

(b) Put him on his back with head end low.

(c) Loosen tight clothings.

(d) Wrap in light bedsheet or thin rug.

(e) Nothing by mouth if patient is unconscious. If patient is conscious and if there is no sign of abdominal injury, give sips of water, hot tea or coffee.

(f) Do not use hot water bags and do not rub the body.

5. Electric shock.

Management :

(1) If the casualty is still in contact with the conductor, switch off

the current.

(2) If the casualty is not breathing or heart has stopped beating give artificial respiration and external cardiac massage for long time till doctor comes.

(3) Treat for shock.

(4) Treat for burns, if any.

(5) Even if the casualty has recovered fairly well after first aid is given, he must be examined by a doctor.

Take all precautions to prevent receiving electric shock yourself.

6. Burns and scalds.

(a) Burns are injuries resulting from dry heat like fire, flame etc. Scalds are caused by moist heat due to boiling water, steam oil etc. There are three degrees of burns - Ist degree when skin is reddened, 2nd degree when there is blisters formation and 3rd degree when there is destruction of deeper tissues.

The danger from burns depends on the area of the burn rather than the degree.

Result of burns : Immediate intense pain and shock and later infection. Shock is due to loss of body fluid and intense pain.

(b) Management :

(1) Keep him quiet and reassure him.

(2) Wrap him up in clean cloth.

(3) Cover burnt area with sterile clean dressings and bandage.

(4) If large part of body is burnt cover with a clean sheet.

(5) Keep him warm by clean sheet and blanket.

(6) Do not open blisters and remove clothings.

(7) Treat for shock.

(8) Shift him to a hospital as early as possible.

(9) If the patient is conscious and not vomiting - give him weak solution of salt and soda. One level tea- spoonful of salt and half level teaspoonful of soda to each quart of water. Allow him to sip slowly. Give about 4 ounce to adult over a period of 15 mts. and 2 ounce to child.

(c) Management of minor burns & scalds :

(1) Clean the area gently with clean water.

(2) Submerge the burnt area in cold water.

(3) Apply a solution of salt & water, one teaspoonful of salt to a pint of water.

(4) Cover with dry dressing.

(5) Give warm drinks like tea and coffee.

Do not apply any greasy substance and do not apply cotton wool direct to the burnt area.

7. Unconsciousness (Insensibility).

(a) Any interference with the normal functioning of the brain and the nerves brings about loss of sensibility. An unconscious state indicates not only that there might be some diseases or injuries to brain but serious injuries and deseases elsewhere in the body. Unconsciousness may be partial (stuper) and complete (coma).

(b) Management :

(1) See that air passages are free and there is free supply of fresh air. Open doors and windows. Remove the casualty away from harmful gases if any. Remove false teeth.

(2) Loosen clothings.

(3) In cold weather wrap with blanket.

(4) If breathing has stopped or about to stop, start artificial respiration.

(5) If breathing is present, lay the patient on the back with his head turned to one side and press forward the angle of jaw to prevent the tongue to fall back obstruct respiration.

(6) Apply specific treatment for the cause.

(7) Remove the patient to a shelter in a recombent position as early as possible.

(8) No forms of drinks should be given in this condition.

(9) Do not leave the patient untill doctor attends to him.

(10) On return to consciousness wet the lips with water. If there is no abdominal injury, sips of water to be given.

8. POISONING.

(a) Some substances when taken into the body in fairly large quantities can be dangerous to health and cause death. Such substances are called poison.

Poisons get into body by swallowing or by breathing

poisonous gases or by injections.

(1) Poisoning by swallowing - Acids, strong alkalies, burn lips, tongue, throat food passage and stomach and cause great pain. Some swallowed poisons like stale food, fungi, metalic poisons cause vomiting, pain and diarrhoea. Some affect nervous system like alcoholic drinks in large quantity, sleeping tablets.

(b) First Aid in poisoning :

(1) Patient must be shifted to hospital as early as possible. Preserve packets or bottles and tablets, if available.

(2) If unconscious - do not induce vomiting, make him lie on bed and turn the head to one side. If breathing is very slow or stopped - start artificial respiration and continue till doctor comes.

(3) If conscious, induce vomiting by tickling the back of throat or give him a drink of topid water mixed with 2 table spoonful of common salt in a tumbler. Even if conscious, when the poison is corrosive, "do not induce vomiting" - as there will be more injuries. Signs of corrosive are - lips, mouths and skin show grey white or yellow patches.

In case of corrosive poisons - the poison must be diluted by giving large quantity of cold water. Tender coconut water is better than plain water.

Soothing drinks like, eggs beaten and mixed with water should be given.

In case of poisoning if antidote is known for the specific poison any trained person can give the antidote.

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APPENDIX- III

NORTHEAST FRONTIER RAILWAY
PROFORMA TO BE FILLED UP IN CASE OF DERAILMENTS.

A. Details of the accident.

1. The relevant Paras in this proforma are required to be filled by the Inspectors/Officers of the respective departments before leaving the site of the accident and the complete proforma should be countersigned by the seniormost Officer present at the site of the accident.
2. This proforma should form a part of the proceedings of the enquiry and should be sent along with the proceedings.

B. The sketch of site of accident.

The Engineering representative should prepare dimensioned sketches adequate for the preparation of a scale plan covering the entire site of the accident. In preparing sketch due regard should be paid to the following instructions :

(i) The sketch giving train number, date and kilometreage of site of accident should be properly labelled.

(ii) The North Point should be indicated.

(iii) It should indicate prominently direction of movement and also the names of stations in rear and advance of the accident site.

(iv) It should cover a length of about 300 metres behind the point of mount and almost an equal distance in front.

(v) Each track of the Permanent Way must be denoted by a pair of lines.

(vi) The position of Level Crossing, Telegraph Posts, Bridges, Tunels, Gradient Posts with Gradient Symbols, Curves demarking the beginning and end and giving details of degree of curvature prescribed. Superelevation and length of transitions should be indicated. It shoud also indicate :

(a) The position of all derailed vehicles and the marks left by them either on sleepers, rails or ballast.

(b) Point of Mounting with position of rail joints on either side.

(c) Point of Drop.

(d) The pair of wheels of the first derailing vehicle.

(e) The position in which every displaced rail/wagon or part of a

rail/wagon and detachable components were found.

(f) In all cases dimension from nearest kilometre post and centre line of track should be given.

(vii) In case of accidents within station limits, suffcient details about the station layout should be shown in order to fully explain the movement of the affected train in relation to the topography of the place. The signal aspects at the time of accident should be correctly depicted.

(viii) The distance of the site of accident from a permanent structure to fix site of accident precisely should be indicated.

(ix) The distances should be indicated to show the extent of the disturbance caused in the permanent way or train composition on account of the accident.

(x) Any marks on sleepers or other track fittings should be clearly indicated in their exact position in relation to the track or vehicles.

(xi) Broken parts or other extraneous material, if found of the site of accident, should be shown in the sketch, giving their precise position in relation to track.

(xii) A good sketch should always accompany the proceedings duly signed by the President. If necessary, more than one sketch should be enclosed, one clarifying the yard layout and the system of working it and the other giving details, such as, positions of wheels, wheel marks, etc. In the former, one line should be used to represent both the rails of a track and as much portion of the station yard (in case of accidents with station limits) should be covered as may be necessary. All necessary details relevant to the issue must be embodied in the sketch.

The terminal station on the Down side should be mentioned on the right extremity of the sketch, the terminal station on the UP side being mentioned on the left extremity. If the accident takes place within station limits, the shorter sketch should be based on the Station Working Rule Diagram.

3. The Site Officers/Inspectors should also-

(i) Examine the derailed vehicle or vehicles, for defects not caused by the derailment, but which may have been the cause of derailment and make notes.

(ii) Examine the gang chart/diary book to ascertain the date when the track was last attended.

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. 2018/Safety(A&R)/1/8 New Delhi, dated 25.01.2019

General Managers,
All Indian Railways.
(Including Metro Railway, Kolkata).

Managing Director,
KRCL, Navi Mumbai.

Sub: Revision and Standardization of Observation/ Measurement Proforma for Accident Investigation/Inquiry.

Ref: 1. RDSO letter No. CT/Safety dated 08.06.2018.
2. CCRS's letter No. M.15013/1/2017-18 T.W.(Pt.II) dated 07.06.2018

A revised Observation/ Measurement Proforma for various parameters related to track and rolling stock for Accident Investigation / Inquiry has been prepared by RDSO in consultation with Commission of Railway Safety. Board (CRB) has approved the proforma for uniform adoption over Indian Railways for CRS Inquiry as well as Joint/Departmental Inquiry of the accidents. The approved proforma (total 34 pages) is enclosed herewith.

This is for kind information and necessary action please.

Pankaj Kumar 25/1/19

(Pankaj Kumar)
Director (Safety)-IV
Railway Board
Ph. 330-43574, 011- 23070944
Mob. : 9910487540

Copy to :

1. DG/RDSO, Lucknow and Commission of Railway Safety, Lucknow for kind information in connection with letter under reference.
2. Chief Safety Officers, All Zonal Railways.

General Guidelines

1. Careful observation of clues and a comprehensive record thereof is vital for accident enquiry. In addition, a comprehensive record of track and rolling stock parameters and operating features is required for investigation of derailments.

2. There are two broad categories of derailment

   Sudden derailment caused by wheel set jumping of the rails. Such a derailment indicates that the derailing forces were high enough to suddenly force the wheel off the rail. These are typically caused by failure of vehicle/ track components, obstruction on track, entanglement of hanging parts of rolling stock etc. These derailments are characterized by a short mark on rail table between Point of Mount and Point of Drop. In some cases the Point of Mount may even be absent.

   Derailment by flange climbing, caused by wheel mounting the rail in a relatively gradual manner. It indicates that the derailing forces were powerful enough to overcome the normal stabilizing forces, yet not sufficient to cause a sudden derailment. Such derailments are characterized by a longer mark on the rail table between Point of Mount and Point of Drop. Track and rolling sock parameters and operating features influence the rail-wheel interaction forces and, hence, their complete record and a comprehensive analysis is required to arrive at the mechanism of derailment. Cause and consequence of derailment are required to be differentiated through this comprehensive analysis.

3. Locating and examining the wheel mounting mark(s) at the initial point of derailment is very important for identifying the category of derailment. Precise measurements and critical and detailed examination of the wheel mounting marks should be made e.g. their length, strong or faint, broken or continuous, single or multiple, etc. Photographs should be taken of such marks, not only on the rail, but also on the fastenings, sleepers and ballast.

4. Derailment proneness increases with increased Lateral wheel force, reduced Vertical wheel load (Off loading) and increased Positive Angularity of wheel. Derailment proneness becomes substantially higher in case of axle moving with a persistently positive angularity. Track and rolling stock parameters and operating features should be critically analyzed for their contribution towards these causes. In case of derailments in curve, proper functioning of Bogie rotation system to ensure undue angularity needs close examination. Contribution of track twist and spring defects and twist in bogie frame/ vehicle under frame to derailments caused by wheel Off loading needs to be analyzed. In case of derailments at high speed, parameters affecting vehicle oscillation and damping thereof needs a close analysis.

5. While analysing the mechanism of derailment, relative contribution of track and rolling stock parameters to the rail-wheel interaction forces needs a comprehensive analysis. Reference should be made to the safety limits/ Maintenance limits specified in IRPWM/ IRCA Rules/ Maintenance Manuals.

6. Proforma for measurement of locomotive, wagon, and carriage are attached as annexure-A, B and C respectively for recording the details. The joint measurement to be submitted by senior supervisors shall not be complete till all the measurement of rolling stock and track as per enclosed proforma have been recorded. Only completed joint measurement w.r.t. rolling stock and track shall become a document to be relied upon by the enquiry committee for drawing conclusion regarding cause of accident.

7. No enquiry shall be completed before the complete measurement of rolling stock and track is available and made part of the enquiry report. Enquiry Committee may get additional measurements done as per requirement of the derailment case.

8. The photographs of the concerned sections of track and part of rolling stocks shall be taken and annexed in the enquiry report. ART personnel should be trained for identifying such relevant part of track and rolling stocks involve in the accident.

9. In case of derailment of passenger trains causing injury to passengers, video recording of the concerned part of track and rolling stock shall be carried out by nominated ART personnel, trained for the purpose.

   Photography & videography of accident site shall be with great care & precision, similar to a crime scene photography/videography. ART personnel nominated for this shall be suitably trained for the purpose. The photographs, videos should be self explanatory such that relevant conclusion can be drawn.

10. Site sketch of the derailment/accident location shall be prepared giving due care that all the relevant items are included along with the dimensions. A sample sketch is attached for the guidance. Instructions for the preparation of sketch of the site of accident has given in "Accident Manual" shall be followed.

    Preservation of relevant clues, documents& photographs/videography of the accident scene shall be done under supervision of Safety Officials of the Division.

11. M&C report from RDSO must also be part of accident enquiry report in case accident is attributed to breakage of any component of track or rolling stock.

12. In case of a suspected sabotage, Tell-tale sign must be preserved and recorded.

13. If rail/weld failure is suspected to be cause of derailment, assessment of impact loading to which the rail/weld was subjected to prior to its failure becomes important. In such cases, WILD data for few preceding trains shall be analyzed for critical alarms and any critical alarm shall be brought out and deliberated by enquiry committee.

14. Observations of SM's Panel need to be recorded in case accident takes place in station area.

15. Speed recorders and event recorders in the locomotives shall be freezed immediately post the accident. SM's control panel shall be freezed till the time position of the knobs, switches, points & crossings etc. are jointly recorded. It is the responsibility of the concerned controlling officer / safety officials to ensure freezing of the above. Safety official shall take into custody of all the relevant documents, broken parts etc.

Annexure – 'A'

Proforma for Motive Power/ Locomotive (Diesel & Electric)

Proforma to be filled in case of accident /derailment when loco is involved in accident.

1. Basic information:

a. Date of Accident:
b. Train No. :
c. Loco Class:
d. Loco Number:
e. Loco manufacture year and 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 schedule is 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		
VCD		

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W/ Loco)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

3. Check & record the observations as follows:

(a) Position of control handles, cutout cocks etc after the accident.
(b) Functioning of brake synchronizing valve-whether working or not.
(c) Position of brake blocks after the accident- whether applied or not.
(d) Condition of cattle guard.
(e) Any sign of seizure of roller bearing in Axle box including condition of its components
(f) Condition of Pivot and Side Bearer arrangementof bogie including obstruction to Bogie rotation.
(g) Condition of Friction Damper components/ Hydraulic Dampers
(h) Condition of Traction Rod/ Guide Rod including its connection.
(i) Condition of Traction Link including its connection.
(j) Condition of Lateral Stop components between Bogie and Loco body underframe
(k) Any other observation in respect to mechanical defect of the locomotive, which might have any bearing on safe running of loco.

Note: Defective or broken material should be sent to CMT for testing, if necessary.

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SUPERVISOR (C&W/ Loco)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

4. **Measurement for Wheels for All Classes of Locomotives with wheel gauge (04 locations applicable for Bo-Bo Locos)**

S.No.	Description	Observed Value (in mm)			Remarks
1.	Particulars-of axle (ID No.)	1			
		2			
		3			
		4			
		5			
		6			
2.	Diameter of wheel at tread		LH	RH	
		1			
		2			
		3			
		4			
		5			
		6			
3.	Wheel Flange thickness		LH	RH	
		1			
		2			
		3			
		4			
		5			
		6			
4.	Wheel Root wear		LH	RH	
		1			
		2			
		3			
		4			
		5			
		6			
5.	Tread wear		LH	RH	Tread wear should be measured from tread at 63.5mm from wheel gauge face (from the back face of flange) in BG and at 57mm from wheel gauge face (from the back face of the flange) in MG.
		1			
		2			
		3			
		4			
		5			
		6			
6.	UST of axle: Give the date of last UST test done	Axle	Observation		Information is relevant in case of axle breakage
		1			
		2			
		3			
		4			
		5			
		6			

Measurement for Wheels for All Classes of Locomotives with wheel gauge (04 locations applicable for Bo-BoLocos) (Continued)

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, whereas 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 convertor) and wheel count increases towards the Cab-2.

2. The measurements of wheels are to be done using *wheel* gauges to ROSO drawing No.SKDL-3592 for all BG locomotives except WAP5 locos. For WAP5 locos RDSO's drawing No. SKOL-4446 and SKDL-4447 may be followed.

3. All measurements are to be taken on a level, un-canted trackat the nearest yard.

4. Service limits given in the Maintenance Manual are for good maintenance practice and these are not safety limits. However, the measured values shall be compared with the service limits and degradation in values shall be discussed while finalizing the findings.

S. No.	Description	Observed Value (in mm)		Remarks
7.	Wheel gauge: For checking wheel gauge, three measurements at equal spacing on the inner periphery of the two wheels on the same axle is to be recorded. Check for bent axle, if any.	1		All measurements shall be taken on a level tangent un-canted track. 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 (C&W/ Loco)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

5. **Measurement of other relevant items:**

S. No.	Description		Observed Value (in mm)	Remarks
1	Buffer /coupler height Measurement of parameters such as buffer length etc may also be done to check possibility ofbuffer entanglement.			All measurement shall be taken on a level tangent un-canted track. This measurement is required to be takenonly in case of trailing stock is with buffers.
2	Lateral clearances	End Axles (1,3,4 &6)		
		Middle Axles (2&5)		
3	Lateral clearances	End Axles (1,2,3 &4)		Applicable for Bo-Bo locomotives only.
4	Longitudinal clearances, between axle box &bogie. Pedestal liner (for allaxles)			Except WDP3A,WDG4,WDP4, WDP4B, WAP5,WAP7, WAG9 locomotives
5	Longitudinalclearancesbetweenaxle box &bogiepedestal liner (for middleaxles)			Applicable to WDP3A locomotive only.
6	Height of Rail Guard from rail level			
7	Condition of suspensionSprings i.e. normal/ brokenfresh and old fracture ordeformities occurred afterderailment due to suddenimpact.			
8	Deflected height of coil spring after re-railing on level, uncanted track			
9	Condition of Rubber/ Elastomeric Spring Assembly at the Secondary stage			

Note – Measurement of items (e) to (j) in Para 3& item 8 & 9 in Para 5 will be done as per site condition.

SIGNED BY		
SUPERVISOR(C&W/ Loco)	SUPERVISOR(TRAFFIC)	SUPERVISOR(P.WAY)

Annexure – 'B'

Proforma for Wagon

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

1. (i) Where vehicles have derailed due to locomotive derailment
   (ii) When the obvious and indisputable cause is sabotage or an obstruction on track
2. Front and rear and left(L) and right (R) are with respect to direction of movement.
3. For an obvious cause of derailment such as a broken axle, spring dropping off the run, and/or some part of under gear hanging loose and causing obstruction only relevant particulars need be filled.
4. Particulars for each derailing vehicle should begiven in one sheet. Information against columns(5), (6), (8), (16), (17), (21), (22)should invariably be given for adjacent wagons on the same sheet.
5. Relevant details of adjacent vehicles should also be given if cause of derailment is not apparent.

S.No.	Date of Incident & Time	Train No.	Details of BPC along with the name of station from where it is issued and of engineer (C&W) who issued	Wagon No.	Type	Mech. Code	Tare in Tonnes	Carrying capacity and axle load	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		Payload in Tonnes		Commodity loaded and remarks regarding uneven loading (give sketch for details of uneven loading)	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/Coupler Height	Wheel and axle face Particulars (in case of breakage of wheel/axle)		
(i) Measure Buffer/Coupler height after uncoupling &re-railing on uncanted level track (ii) Record whether there is buffer entanglement (Yes/No)	Axle face particulars	Ultrasonic particulars on the hub of the disc	Stamping particulars on wheel disc regarding Manufacturer/RA/RD
22	23	24	25
End 1L	1L	1L	1L
	1R	1R	1R
End 1R	2L	2L	2L
	2R	2R	2R
End 2L	3L	3L	3L
	3R	3R	3R
End 2R	4L	4L	4L
	4R	4R	4R

TO BE JOINTLY SIGNED BY		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P. WAY)

Wheel and Axle							
Wheel diameter (i) Measurement (ii) Recordwhetherbelow condemning size(Yes/No)	Wheel gauge in mm *(taken at three places)	Observation after measuring the profile with tyre defect gauge (Good/Rejectable) **					
26	27	28					
	1		Thin flange	Sharp flange	Worn out root	Deep flange	Hollow tyre	Flat tyre
		1L						
	2	1R						
		2L						
	3	2R						
		3L						
	4	3R						
		4L						
		4R						

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

** The wheel profile is to be checked with tyre defect gauge only(Ref:IRCAPt.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)

Roller Bearing (To be recorded incase of any abnormalities observed in Roller bearing/ Axle Box)		
Condition of face cover plate	Condition of locking plates & studs	Condition of Roller Bearing and its components
29	30	31

TO BE JOINTLY SIGNED BY		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P. WAY)

Axle Box (for IRS Stock/UIC) (To be recorded only when failure of plain bearing is involved as a cause)				
Brass thickness mm	**Condition of box and brass**	**Condition of sole plates**	**Condition of journals**	**Clearance between brass and collar of journal in (mm)**
32	**33**	**34**	**35**	**36**

TO BE JOINTLY SIGNED BY		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P. WAY)

Axle Guard (for IRS/UIC Stock)			
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 bridle bar**
37	**38**	**39**	**40**

TO BE JOINTLY SIGNED BY		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P. WAY)

Clearances For CasnubBogie (Correspondingmeasurements to be taken for IRS/UIC Bogie)			
Type of Bogie	Lateral clearance between side frame &bolster in mm	Lateral clearance between side frame &axle box adopter in mm	Longitudinal clearance between side frame &axle box adopter in mm
41	42	43	44

TO BE JOINTLY SIGNED BY		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P. WAY)

SPRING AND SPRING GEAR						
Any Broken/cracked/missing/clearance of shackle and shackle pin and general condition (for UIC/IRS)	Thickness of packing plate under spring seat in mm	Remarks whether any spring eye touches sole bar(for laminated spring only)	Condition of suspension springs i.e. normal, broken/fresh and old fractured or deformities occurred after derailment due to sudden impact	Camber of spring in mm after re-railing on a level uncanted track (for laminated spring only)	Deflected height of coil spring after re-railing on level, uncanted track (for Casnub)	Condition of elastomeric pad above adaptor (for Casnub)
45	46	47	48	49	50	51

TO BE JOINTLY SIGNED BY		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P. WAY)

Bogie		
Condition of Center Pivot including lubrication and wear (for Casnub)	Condition of Side Bearer including Vertical clearance at side bearers (for stock having clearance type side bearers only)	Condition of Friction Snubber Wedge Assembly (for Casnub)
52	**53**	**54**

TO BE JOINTLY SIGNED BY		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P. WAY)

Whether a load is placed on more than one wagon	Any other defect in vehicle which may have contributed to or caused the derailment	Details of broken parts giving location w.r.t. point of mount and drop	List of damages to the wagon due to accident	Other observations*
55	**56**	**57**	**58**	**59**

Note – Measurement of Item 3, 4 & 5 of opening note, item **42,43,44,46,47,49,50,56& 59** will be done as per site condition.

TO BE JOINTLY SIGNED BY		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P. WAY)

Annexure – 'C'

Proforma for Carriage

Proforma to be filled in case of Derailments:

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

1. (i) Where vehicles have derailed due to locomotive derailment.
   (ii) When the obvious or indisputable cause is sabotage or an obstruction on the track or broken axle or wheel.
2. Particulars for each derailed vehicle should be given in one sheet. Information against columns nos. (5), (6), (7), (14), (50) and (51) should invariably be given for adjacent coaches on the same sheet.
3. Front and Rear, left (L) and Right (R) are with respect to direction of movement.
4. For an obvious case of derailment such as a broken axle, spring dropping off on run, and/or some part of undergear hanging loose and causing obstruction, only relevant particulars need to be filled.
5. Relevant details of adjacent vehicles should also be given if cause of derailment is not apparent.

S. No.	Date of Incident & Time	Train No.	Details of BPC along with name of the station where issued and Engineer (C&W) who issued it	Vehicle no.	Type	Tare in tones	Carrying capacity in tones	Built date	Return date	POH details
1	2	3	4	5	6	7	8	9	10	11

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR(TRAFFIC)	SUPERVISOR(P.WAY)

Station		Position from engine	Wheel gauge in mm (to be measured at three locations) measured in empty condition at the horizontal plane passing through the centre of the axle	Wheel diameter (i) Measurement (ii) Record whether below condemning size(Yes/No)		Any indication of bent axle or wheel having shifted on axle	Wheel and axle face particulars (in case of breakage of any wheel / axle)		Stamping particulars on wheel discs regarding manufacturer/ RA/RD (in case of breakage of any wheel/axle)		Observations after measuring the profile with wheel defect gauge (Good / Rejectable)	
From	To						Axle Face particulars	Ultrasonic particulars on the hub of the disc			L	R
12	13	14	15	16 (i)	16 (ii)	17	18	19	20		21	22
							1L	1L	1L			
							1R	1R	1R			
							2L	2L	2L			
							2R	2R	2R			
							3L	3L	3L			
							3R	3R	3R			
							4L	4L	4L			
							4R	4R	4R			

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

ROLLER BEARING (To be recorded incase of any abnormalities observed in Roller bearing/ Axle Box)			
Condition of axle box, rear and front covers/end cap (FIAT)	Condition of face cover plate	Condition of bearing seal & studs/ locking plate and bolts (FIAT)	Condition of Roller Bearing and its components
23	24	25	26

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

Spring and Spring Gear								
Condition of Coil suspension spring i.e. Normal/ Fractured (old/fresh)	Condition of Rubber spring i.e. Normal/Cracked including length of crack (for LHB only)	Condition of Air Spring including leakage in piping	Deflected height of Coil spring after re-railing on a level uncanted track	Vertical clearances (for ICF)			Condition of Rubber Disc and Bump Stop of Primary Suspension (for LHB)	Height of Bogie Bolster base plate from rail level (for LHB)
				Crown clearance	Bogie frame – Bolster clearance	Body – Bogie frame clearance		
27	28	29	30	31	32	33	34	35

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

Condition of Bogie Components			
Condition of Hanger (for ICF)	Condition of Equalizing Stay (for ICF)	Condition of Anchor Link (for ICF)	Condition of Control Arm, Rubber element and Bore (for LHB)
36	37	38	39

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

Damping System		
Condition of Axle Guide Cum Dash Pot including Oil level (for ICF)	Condition of Hydraulic Dampers	Condition of Anti Roll Bar (for LHB)
40	41	42

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

System of Bogie Rotation and Clearances					Condition of Grounding cables, Wheel Slip Protection (WSP), and Speed sensor (for LHB)	Condition of Brake Gear Assembly
Condition of Center Pivot including verticality of Pivot Pin (for ICF)	Condition of Side Bearer including Oil level and Wear (for ICF)	Condition of Longitudinal/ Lateral flexibility of Secondary Spring (for LHB)	Clearance between Traction Center and Longitudinal/ Lateral Bump Stop (for LHB)	Remarks regarding free movement of bolster and pivot and their condition		
43	44	45	46	**47**	**48**	**49**

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

Buffer/Coupler height (to be taken on a level uncanted track after uncoupling and re-railing) (in mm)		Condition of Side BuffersWorking, dead, drooping, entanglement	Details of broken parts giving location w.r.t. point of mount and derailment and whether breakage considered due to accident	Any other defect in the vehicles which may have contributed to or caused the derailment such as condition of coupler, draft gear pocket, shearing plates etc.	List of Damages to the Coach due to accident	Other Observationsconsidered relevant to derailment
Front	Rear					
50	**51**	**52**	**53**	**54**	**55**	**56**

Note – Measurement of Item 5 of opening note, item 24, item 28 to **49**, item **54** & item **56** will be done as per site condition.

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

Annexure - D

Proforma for Track measurement (PART – A)

Proforma showing the detailed particulars to be collected in the case of Permanent Way during an Accident

Soil			Type of Formation	Rain Fall	Ballast		
Sl. No.	Type e.g. Sandy, loamy clay, Moorum, Black cotton etc.	Condition - firm, Wet, slushy etc			Type/stone, Moorum, Sand, Ash etc.	Depth below sleeper bottom incms. Stating whether clean or caked	Drainage
1	2	3	4	5	6	7	8

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

Width of shoulders in cm. from outside of rail				Sleepers				
Left	Right	Left	Right	Type – Wooden, CST- 9, steel trough etc.	Condition – New/ second hand/ damaged/ unserviceable etc.	Density	Square or not	Packing loose or sound
9	10	11	12	13	14	15	16	17

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

Rails			Rail fastenings		Rail joints		
Weight 52 Kg./ 90R/75 R etc. **(Year of manufacturing)**	Condition of wear (attach rail profile if wear is heavy)	GMT Carried	Dog/screw spikes, keys, tie bars, cotters, loose jaws etc.		Condition: Hogged battered, low etc.	Staggered or square	Creep-Direction and extent of creep, type of creep anchors used with numbers per rail in the affected section
			Number per sleeper seat	Condition: Tight or loose or missing (in each sleeper)			
18	19	20	21	22	23	24	25

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

General remarks about cracks or fracture of fish-plates, fish bolts and other components	Description of anti-sabotage measures like reverse jaws welded rails etc.	Location of points of mount		Location of points of derailment	
		Whether on straight, curve or transition	Whether on a falling grade, level or rising grade and or on sag	Whether on straight, curve or transition	Whether on a falling grade, level or rising grade and or on sag
26	27	28	29	30	31

Note –

(1) Left and right are with respect to direction of Train movement.

(2) The data in Col. 2 to 26 need not be collected when the defect is obviously and indisputably on account of sabotage and/or obstruction on track.

(3) Only broken track material which is not indisputably to be broken after the accident should be included in Col. 26 and should be preserved.

(4) Col. 27 need be filled in only when there is a suspicion about sabotage being the cause of derailment.

(5) Sag extends 90 metres on either side of theoretical junction of the grade lines Col. 29 and 31.

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

Proforma for Track measurement (PART – B)

Station No.	Distance apart (metres)	Gauge slack or tight from the Exact **in loaded condition** (mm)	Cross Level under **loaded** condition (mm)	Marks on sleepers or rail top	Grinding or rubbing marks on rails
1	2	3	4	5	6

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

Examination of alignment for perceptible kinds of track distortion in the vicinity of the point of derailment	Subsidence of track	Versine in mm **in loaded condition**			
		On 20 M. or 10 M. chord depending on practice prevalent on the Railway for flat curves more than 600 M. radius	On 10 M. or such shorter chords as considered necessary for sharp curves (less than 600 M. radius on B. G. and M. G.)	Remarks regarding length of transition, degree of curve and specified superelevation general alignment etc.	Longitudinal level to be recorded in the case of M. G. and N. G. in case of sags and curves
7	8	9	10	11	12

Note –

(i) The point of mount should be marked station No. 0 and the stations numbered serially as (+) for measurements ahead of site of derailment and (—) for measurements in rear.

(ii) The cross level will be measured on the left rail only as determined from the direction of movement.

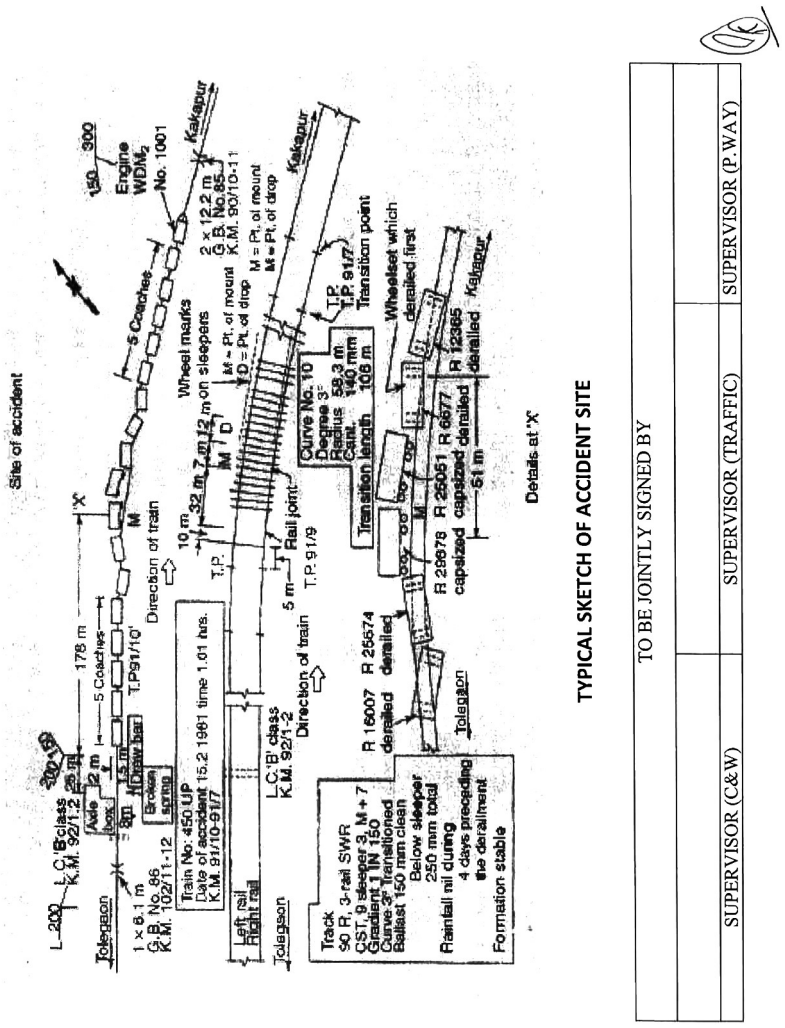
(iii) Normally measurement will be taken at station 3 M. apart for a distance of 45 metres on either side of 0 station if the cause of derailment is indisputably known, otherwise they will be taken for a distance of 100 metres in rear and 45 metres ahead of zero station.

(iv) Where necessary measurements for Col. 3, 4 and 5 may in addition be taken at individual sleepers.

(v) This proforma need not be filled when the cause of derailment is obviously established as due to sabotage, obstruction on track, broken axle, and/or spring having fallen off prior to point of derailment.

(vi) Longitudinal levels should be recorded for 300 metres on rear and 100 metres in front, in case of straights at the middle of each rail and at versine recording points on curves @ 20/10 M intervals.

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)



TYPICAL SKETCH OF ACCIDENT SITE

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

APPENDIX -IV

Specimen Form- ACDT-1

SUMMARY

1. Date..... 11. Gradient .....
2. Time..... 12. Alignment .....
3. Railway..... 13. Weather.....
4. Gauge..... 14. Visibility.....
5. Location..... 15. Cost of damage .....
6. Nature of accident..... 16. Casualties .....
7. Train involved..... 17. Relief arrangements .....
8. Speed of train..... 18. Cause .....
9. System of working..... 19 Responsibility .....
10. Number of track..... 20. Recommendations .....

NORTHEAST FRONTIER RAILWAY

Specimen Form-ACDT-2

FORMATION OF INQUIRY COMMETTEE

Proceedings of*.....Inquiry held.....
at .....on .....20 to inquire into an Accident,
Class.....which occurred date.....on.....20.....
Authority.....
by a Committee formed of-

COMMITTEE CONSISTING OF

Name Designation

.....PRESIDENT.....
.....MEMBER.....
.....MEMBER.....
.....MEMBER.....

ALSO PRESENT

Name Designation

NOT PRESENT ALTHOUGH ADVISED

Name Designation

*State whether Joint or Departmental inquiry

APPENDIX -IV

NORTHEAST FRONTIER RAILWAY

Speciment Form-ACDT-3

Descriptive Account of the Accident.

N. B. Care should be taken by the President to see that this form is correct and appropriately filled up and contains no matter which falls under the head of either the Finding or Suggestion and Recommendations which should be entered in Form ACDT-7 and ACDT-9.

NORTHEAST FRONTIER RAILWAY

specimen Form-ACDT-4

List of witnesses in the order examined with their names, designation and station

Sr. No.	Name	Designation	Station

APPENDIX -IV

NORTHEAST FRONTIER RAILWAY.

Specimen Form ACDT-5

DEPOSITION OF WITNESS NO.....
(See SAR 213/8 also).

Name.....Designation.....
Salary .....Grade.....
Headquarters station .....Age.....
Total length of Service,Years.....Months.....
Length of service in present rank.....
Previous service.....
On the occasion of the accident I was on duty asat
.....from.....hours on .....to .....hours.....
on.....after ..... hours rest before coming on duty.

Read over, translated and accepted as correct.
Signature of witness..... Date.....
President.....

N. B.- Continuation sheet (s), if necessary, must be used.

NORTHEAST FRONTIER RAILWAY.

Specimen Form ACDT-6

REASONS FOR FINDINGS
(See SAR 213/9 also)

This should be embodied in three separate paragraphs.

I) Discussion of all conflicting evidance and the Committee's deductions therefrom.

II) the contributory factors, if any, and

III) the extenuating circumstances, if any.

Signature	Signature.....	Signature.....
Name.....	Name.....	Name.....
(Member)	(President)	(Member)
Designation.....	Designation.....	Designation.....
Date.....	Date.....	Date.....

N. B.- This must be treated as a confindential document for use of the Administration and legal advisers only in case of litigation.

NORTHEAST FRONTIER RAILWAY.

Specimen Form ACDT - 7

JOINT FINDINGS

(Cause, Responsibility and Rules violated).
(See SAR 213/10 also).

N.B.:- The finding should be brief and concise and reference to rules infringed and by whom, should be specifically stated.

After having inspected the site of accident and after having considered the evidence, we do find.....

Signature	Signature.....	Signature.....
Name.....	Name.....	Name.....
(Member)	(President)	(Member)
Designation.....	Designation.....	Designation.....
Date.....	Date.....	Date.....

NORTHEAST FRONTIER RAILWAY

Specimen Form ACDT - 8

MATTERS BROUGHT TO LIGHT
DURING THE INQUIRY.
(See SAR 213/11 also)

Signature	Signature.....	Signature.....
Name.....	Name.....	Name.....
(Member)	(President)	(Member)
Designation.....	Designation.....	Designation.....
Date.....	Date.....	Date.....

APPENDIX -IV

NORTHEAST FRONTIER RAILWAY

Specimen Form - ACDT-9

SUGGESTIONS and RECOMMENDATIONS.
(See SAR -213/12 also)

Note:- Suggestions for remedial measures should be based not only on the cause of accident but also on any contributory factors and any extenuating circumstances.

Signature	Signature.....	Signature.....
Name.....	Name.....	Name.....
(Member)	(President)	(Member)
Designation.....	Designation.....	Designation.....
Date.....	Date.....	Date.....

Specimen Form - ACDT-10

RELIEF MEASURES, RESTORATION ETC.

NORTHEAST FRONTIER RAILWAY

Specimen Form-ACDT - 11

Marks on defective Permanent Way,
Rolling Stock and Engines.

APPENDIX -IV

NORTHEAST FRONTIER RAILWAY

Sepcimen Form - ACDT-12

Condition of Track.

NORTHEAST FRONTIER RAILWAY

Specimen Form - ACDT-13

Result of Examination of Track, Sleepers, Keys, spikes etc.

NORTHEAST FRONTIER RAILWAY

Specimen Form - ACDT-14

Dimension of Rolling Stock involved in Accident.

NORTHEAST FRONTIER RAILWAY

Specimen Form - ACDT - 15

Details Sketch, Plan, Photographs taken at the site of Accident.

APPENDIX -IV

NORTHEAST FRONTIER RAILWAY

Specimen Form - ACDT-16

Composition, Marshalling Order and particulars of Rolling Stock on the train involved in accident.

Up/Down Train No..... Ex..... To.....

Sl. No.	Owning Railway	Class or type and painted number	Weight		BOOKED	
			Tare	Gros	From	To
1	2	3	4	5	6	7

Empty or Loaded of Commodity	Last						
	POH at	Date	Packet at	Date	Oiling at	Date	Remarks
8	9	10	11	12	13	14	15

NORTHEAST FRONTIER RAILWAY

Specimen Form - ACDT - 17

Statement of damages to Engine, Rolling stock and approximate cost thereof.

Item Number	Description	No. in each	Amount Rs. P.
	To Rolling Stock i) Locomotive ii) Other Rolling Stock.		
Total damage (I) & (II)			Rs.

N.B. - This statement must be signed by the Departmental Officer concerned.

APPENDIX -IV
NORTHEAST FRONTIER RAILWAY

Sepcimen Form - ACDT - 18

Statement of damage to Permanent Way and approximate cost thereof.

Item Number	Description	No. in each	Amount Rs.	P.
	I) Permanent Way			
	II) Other Railway property			
	Total damage (I) & (II)		Rs.	

N.B.:- This statement must be signed by the Departmental Officer concerned.

NORTHEAST FRONTIER RAILWAY

Sepcimen Form - ACDT - 19

Statement of damage to Signal, Interlocking and Communication gear and approximate cost thereof.

Item Number	Description	No. in each	Amount Rs.	P.
	I) Signal II) Interlocking III) Communication Gear.			
Total damage (I), (II) & (III)				

N.B.:- This statement must be signed by the Departmental Officer concerned.

APPENDIX -V
NORTHEAST FRONTIER RAILWAY
ACCIDENT REPORT FORM (G-3)

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

Class of accident.....

SKETCH IS ATTACHED

1.	Kilometre at which the accident occured and name of the 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 occured on straight road or curve, on level or on a grade. If on a grade, whether it was with or against train. d) Weather condition and visibility.	
4.	Nature and cause of accident.	
5.	Persons injured, nature and extent of their injuries. a) Name & address, No. of tickets held, station from and to which travelling, No. & class of carriage in which travelling, sex, approximate age and occupation. b) The result of medical examination, 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 vehicle or vehicles in relation to engine. b) How disabled vehicles were disposed of ?	

APPENDIX -V (Contd.)

7.	Approximate cost of damages giving list : a) Permanent Way .... Rs..... b) Locomotive .... Rs..... c) Rolling Stock .... Rs..... d) Signalling & Interlocking .... Rs..... e) Electrical equipment .... Rs..... f) To property in train or within station limits.	
8.	In case of obstruction on line (Cattle run over, etc.) :- a) What was the cause of obstruction ? b) Did it appear wilful or accident ? c) Is any one suspected ? d) Was the line fenced ? e) If so, the 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 train parting, broken tyres/wheel/axles/ rails/hot axles/fires in train :- a) Composition of the train, details of load. b) How far were vehicles from engine, motor coach, number and owing Railway ? c) How many vehicles were on the train ? d) Was engine fitted with a spark arrester, if so, pattern ? e) Class of fuel. Description of the contents of the vehicles ... f) Description of the contents of the vehicles. g) What was the cause of the breakage of tyres, wheel, axles and rails ? h) Condition of broken metal, how disposed of i) In case of persons falling out, or fires etc. in passenger trains, state if alarm chain was pulled.	
10.	In case of death in trains : a) Give description of deceased name, age, sex, whether Railway servant, passenger or trespasser, residence, employment or vocation. b) Number of persons in same compartment. c) No. type and class of carriage. If the death is due to infectious desease, whether carriage was detached and fumigated ? d) Cause of death. e) List of property belonging to deceased and how disposed of.	

APPENDIX -V (Contd.)

	f) State what has been done with body, whether made over to the relatives, or police or sent to Civil Surgeon. g) In case of persons injured by open doors or falling out of cariages, say if there was any latrine in carriages. h) Whether depositon has been taken by Police or station staff.	
11.	In case of dead bodies or injured persons discovered on line or within station 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, Rly. servant, Tresspasser, or suicide.	
12.	If persons run over :- a) Did the Engine Crew see the person ? b) Was the LP's or Fireman's 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 Loco Foreman at both ends of the engine run told to examine engines for traces of blood marks or other evidence ?	
13.	In case of derailments, trains put on a wrong line, collision or burst points :- a) Number, owing Railway & type of vehicles deralied or damaged and position of vehicle on train. b) State whether points and signal were properly fastened or set in the right direction, and signals respected; also whether lights were visible, flags properly exhibited, etc. c) State if points and signals were interlocked.	
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 & when did the last train leave ?	

APPENDIX -V *(Contd.)*

15.	In case of averted collison :- a) Load of train b) Number of vacuum-braked vehicles. c) Speed of train when obstruction was observed. d) Distance from engine to obstruction when later was first observed. e) Time and visibility.	
16.	If vehicles blown away from stations, state how the vehicles were fastened and how they broke adrift.	
17.	Detention to trains affected and further probable detention if no train running is yet resumed.	
18.	a) How long was road blocked and to what extent ? b) If transhipment was necessary what arrangements were made.	
19.	What system of block working is in force and was everything regular ? If not, give details.	
20.	Measures taken to re-establish traffic.	
21.	Time assistance sent for and time arrived	
22.	Station arrived from.	
23.	Cause of delay, if any, in getting assistance.	
24.	Report by Guard.	
25.	Report by Loco Pilot.	
26.	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 under the purview of sec. 83 of the Indian Rlys. Act.)	
27.	Action taken in regard to staff responsible, Name and Designation and the department the staff belongs to, should be stated.	

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

Forwarded to the.....

.....for information.

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

Date..... Designation.....

Note : If additional space is required add a sheet.

APPENDIX -V (Contd.)

Specimen form

N.F. RAILWAY

Form to be used by Reporter

No.	Questions	Answers
1.	Exact time at which the accident occurred	
2.	At or between stations and kilometreage	
3.	Time at which first advice of accident was despatched and by whom	
4.	Nature of assistance including medical aid, asked for in first advice sent.	
5.	Nature of additional assistance, including medical aid, asked for in any subsequent advices and times such advices sent and by whom and how despatched and to whom addressed. Note :- In cases of serious accident outside staton limits in which advices have to be sent to the nearest station, care shall be taken to record accurately the times at which all such advices reached the station and the time each was despatched by telephone or other means from the station.	
6.	State total number of passengers in train at the time of accident	
7.	Concise statement showing number of persons killed or injured and their names and addresses together with those of the relatives to be informed and particulars (class, date, number and stations between which the ticket is available) of tickets held.	

Note : i) Every endeavour shall be made to obtain the name and address of each person killed or injured.

ii) Every endeavour shall also be made to record the position and the painted number of the coaches from which the dead and the injured were taken.

b)	Details of injuries and other medical notes.

Note :- These particulars shall be recorded by the Medical staff and, if possible in collaboration with the Police.

8.	When passengers have been killed or injured as a result of a serious derailment or collision, a detailed statement shall be prepared showing the state of the train or trains and the line and the position and condition of the coaches when the dead and injured were extricated, individual coach numbers being recorded. An illustrative sketch showing the position of coaches shall also be prepared	

9.	a) Time at which advice of accident received at Break Down Special depot station	
	b) Time at which break-down special turned out ready to start	
	c) Time at which Break-down special started from deopt station	
	d) Time of arrival at accident spot or Break-down special and what medical aid arrived on this special	
10.	a) Time at which advice of accident received at Medical Relief Vehicle or Medical Relief Equipment.	
	b) Time of arrival at accident spot of Medical Relief special Medical Relief Equipment.	
11.	What was done to give first aid to the injured prior to the arrival of medical staff and/or medical equipment ?	
12.	Time at which first qualified medical aid arrived and wherefrom and name and designation of official in charge of same information shall be obtained and recorded as to how the injured person was dealt with	
13.	Exactly what arrangements were made to remove the more seriously injured to a hospital were they taken and when did they arrive there ?	
14.	Describe briefly what was done to restore communication and at what time this was restored.	
15.	Any other detail of importance.	

Note : i) In addition to the information referred to above being accurately recorded, the Senior Divisonal Officer proceeding to the site of the accident shall draw up a comprehensive report showing exactly what occured so that when questions are asked subsequently and criticisms made, the administration may be able to referr to the details recorded as soon as possible after the accident, which could, if necessary, be shown to in a Court of Law.

ii) Whenever possible, a Magistrate and a police Officer should accompany the relief trains but it may not always be possible to arrange this and in the absence of these officials, it is all the more incumbent on the Divisional Railway shall be started as soon after an accident has occured as possible and the trains shall not be detained for the Magistrate and the Police Officer.

iii) This report shall be prepared at the site of the accident if at a station; otherwise at the nearest station.

iv) The official preparing this report may if necessary call any other official present to assist him in collecting the necessary information. Care shall be taken however to select a responsible official.

APPENDIX -V (Contd.)

Specirnen Form

N. F. RAILWAY

ACCIDENTS - Standard Form for recording the results of Examination of site and materials

Sl. No.	Items examined	Results of Examination	Remarks
1. Permanent Way :			
1.	Subsidence of track		
2.	Distortion of track		
3.	Change of grade on curve		
4.	Radius of curve		
5.	Gauge	Sketch to be	
6.	Super-elevation	attached	
7.	Fastenings		
II. Points and Crossings:			
1.	Switches		
2.	Crossings		
3.	Wing rails		
4.	Guard rails		
5.	Fastenings		
6.	Locking bolt and cotter		
III. Other items of Interest :			
1.	Weight of used rails involved in accident		
2.	Percentage loss of weight compared with new rail		
3.	Actual diagram of section of rail Attached	Sketch to be attached	
4.	Fulldetails of slack trenails and spikes, etc., at site of accident and 18 metres on either side		
5.	What dates chiselled or otherwise marked on sleepers-furnish details with respect to 'datum'- ('O' Point being first point of mounting)	Appendix be attached	
6.	Marks on rails, sleepers, etc., (especially between the point of mount or drop, in the case of a derailment)	Sketch attached	
7.	Water marks on bridges		
8.	Rainfall on the day and 3 days preceding (in Cms.)		

9.	Fallen parts of rolling stock such as brake blocks, doors, etc, behind spot of first mounting or derailment.	Sketch to be attached	
10.	Failure of material such as between axles, springs etc.		
11.	Brakes		
12.	Axle boxes		
13.	Wheel flanges		
14.	Springs		
15.	Covering sheets		
16.	Tying down ropes (inclusive of chains)		
17.	Any other items of interest		

IV. Points and signal Gear :

1.	Locking of points		
2.	Locking of signal levers		
3.	Locking of traps		
4.	Custod y of keys and types		
5.	Position of signals and signal levers		
6.	Position of traps and trap levers		
7.	Breakage of signal gear		
8.	Signal lamps		
9.	Lamps of point indicators, signals or discs, etc.		
10.	SM's control		
11.	Block Instruments		
12.	Token/Authority to proceed		
13.	Shunt Metal Token/Shunt Key		
14.	Any other items of interest		

V. Station Records :

1.	Train Signal Register books		
2.	Train Message books		
3.	Caution Order for trollies		
4.	Pilot Memo		
5.	Line Clear Ticket		
8.	Caution Order		
9.	Train Reception and Despatch Order book		
10.	Private Number book		
11.	Station Diary		
12.	Log book and messages		

VI. General :

1.	Uneven loading		
2.	Marks of fire		
3.	Traces of fallen goods		
4.	Any other matters		

VII. LEVEL CROSSINGS :

1.	Position of gate and signal levers		
2.	Locking of gates		
3.	Locking of gate signal levers		
4.	Custody of gate and gate signal lever keys		
5.	Gate signal lamps		
6.	Duty roster		

VIII. Sabotage :

1.	Foot prints		
2.	Finger prints		
3.	Suspicious objects found in the vicination		

4.	Time of accident		
5.	Siren, etc., sounded at		
6.	Departmental representatives arrived at the site of accident (name and time) Engineering		
	Mechanical		
	Transportation (Traffic)		
	Medical		
	Others if any		

Signature .....Designation .....

Signature .....Designation .....

Camp..... Signature .....Designation .....

Date..... Signature .....Designation .....

We are of o pinion that the accident was due to :-

Signature .....Designation .....

Signature .....Designation .....

Signature .....Designation .....

Signature .....Designation .....

If there is any disagreement between the officials of the departments represented at the site of accident they may record their oppinion on this page.

APPENDIX -VI
EXTRACT FROM RAILWAYS ACT, 1989

The following relevant sections of the Railways Act, 1989 are reproduced for ready reference :–

3. Zonal Railways. –

(1) The Central Government may, for the purpose of the efficient administration of the Government railways, by notification, constitute such railways into as many Zonal Railways as it may deem fit and specify in such notification the names and Headquarters of such Zonal Railways and the areas in respect of which they shall exercise jurisdiction.

(2) The Zonal Railways existing immediately before the commencement of this Act shall be deemed to be Zonal Railways constituted under sub-section (1).

(3) The Central Government may, by notification, declare any unit of the railways engaged in research, development, designing, construction or production of rolling stock, its parts or other equipment used on a railways, to be a Zonal Railway.

(4) The Central Government may, by notification, abolish any Zonal Railway or constitute any new Zonal Railway out of any existing Zonal Railway or Zonal Railways, change the name or Headquarters of any Zonal Railway or determine the areas in respect of which a Zonal Railway shall exercise jurisdiction.

4. Appointment of General Manager–

(1) The Central Government shall, by notification, appoint a person to be the General Manager of a Zonal Railway.

(2) The general superintendence and control of a Zonal Railway shall vest in the General Manager.

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 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, whenver 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 public servant.– The Commissioner shall be deemed to be a public servant within the meaning of Section 21 of the Indian Penal Code (45 of 1860)

9. Facilities to be afforded to Commissioners.– 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.

11. Power of Railway administrations to execute all necessary works– Notwithstanding anything contained in any other law for the time being in force, but subject to the provisions of this Act and the provisions of any law for the acquisition of land for a public purpose or for companies, and subject also, in the case of a non-

Government railway, to the provisions of any contract between the non- Government railway and the Central Government, a railway administration may, for the purposes of constructing or maintaining a Railway-

(a) make or construct in or upon, across, under or over any lands, or any streets, hills, valleys, roads, railways, tramways, or any rivers, canals, brooks, streams or other waters, or any drains, waterpipes, gas-pipes, oil-pipes, sewers, electric supply lines, or telegraph lines, such temporary or permanent inclined-planes, bridges, tunnels, culverts, embankments, aquaducts, roads, lines of railways, passages, conduits, drains, piers, cuttings and fences, in-take wells, tube wells, dams, river training and protection works as it thinks proper;

(b) alter the course of any rivers, brooks, streams or other water courses, for the purpose of constructing and maintaining tunnels, bridges, passages or other works over or under them and divert or alter either temporarily or permanently, the course of any rivers, brooks, streams or other water courses or any roads, streets or ways, or raise or sink the level thereof, in order to carry them more conveniently over or under or by the side of the railway;

(c) make drains or conduits into, through or under any lands adjoining the railway for the purpose of conveying water from or to the railway;

(d) erect and construct such houses, warehouses, offices and other buildings, and such yards, stations, wharves, engines, machinery apparatus and other works and conveniences as the railway administration thinks proper;

(e) alter, repair or discontinue such buildings, works and conveniences as aforesaid or any of them and substitute others in their stead;

(f) erect, operate, maintain or repair any telegraph and telephone lines in connection with the working of the railway;

(g) erect, operate, maintain or repair any electric traction equipment, power supply and distribution installation in connection with the working of the railway; and

(h) do all other acts necessary for making, maintaining, altering or repairing and using the railway.

14. Temporary entry upon land to remove obstruction, to repair or to prevent accident.- (1) W here 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, 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 sub-section (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.

20. Power of Central Government to give directions for safety.– Not with standing anything contained in any other law, the Central Government may, if it is of the opinion that any work undertaken or may be undertaken, is likely to alter or impede the natural course of water flow or cause an increase in the volume of such flow endangering any cutting, embankment or other work on a railway, issue directions in writing to any person, officer or authority responsible for such work to close, regulate or prohibit that work.

21. **Sanction of the Central Government to the opening of railway.-** No railway shall be opened for the public carriage of passenger until the Central Government has, by order, sanctioned the opening thereof for that purpose.

22. **Formalities to be complied with before giving sanction to the opening of a railway.–** (1) The Central Government shall, before giving its sanction to the opening of a railway under Section 21, obtain a report from the Commissioner that –

(a) he has made a careful inspection of the railway and the rolling stock that may be used thereon;

(b) the moving and fixed dimensions as laid down by the Central Government have not been infringed;

(c) the structure of lines of rails, strength of bridges, general structural character of the works and the size of, and maximum gross load upon the axles of any rolling stock comply with the requirements laid down by the Central Government; and

(d) in his opinion, the railway can be opened for the public carriage of passengers without any danger to the public using it.

(2) If the Commissioner is of the opinion that the railway cannot be opened without any danger to the public using it, he shall, in his report, state the grounds therefore, as also the requirements which, in his opinion, are to be complied with before sanction is given by the Central Government.

(3) The Central Government, after considering the report of the Commissioner, may sanction the opening of a railway under Section 21 as such or subject to such conditions as may be considered necessary by it for the safety of the public.

24. **Temporary suspension of traffic. –** When an accident has occurred on a railway resulting in a tempoary suspension of traffic, and either the original lines of rails and works have been restored to their original standard or a tempoary 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.

25. **Power to close railway opened for the public carriage of passengers. –** Where, after the inspection of any railway opened and used for the public carriage of passengers or any rolling stock used thereon, the Commissioner is of the opinion that the use of the railway or of any rolling stock will be attended with danger to the public using it, the Commissioner shall send a report to the Central Government who may thereupon direct that---

(i) the railway be closed for the public carriage of passenger; or

(ii) the use of the rolling stock be discontinued, or

(iii) the railway or the rolling stock may be used for the public carriage of passengers subject to such conditions as it may consider necessary for the safety of the public.

26. **Reopening of closed railway. –** When the Central Government has, under Section 25, directed the closure of a railway or the discontinuance of the use of any rolling stock –

(a) the railway shall not be reopended for the public carriage of passengers until it has been inspected by the Commissioner and its reopening is sanctioned in accordance with the provisions of this Chapter; and

(b) the rolling stock shall not be used until it has been inspected by the Commissioner and its re-use is sanctioned in accordance with the provisions of this Chapter.

28. **Delegation of powers. –** The Central Government may, by notification, direct that any of its powers or functions under this Chapter, except Section 29 or the rules made thereunder shall, in relation to such matters and subject to such conditions, if any, as may be specified in the notification, be exercised or discharged also by a Commissioner.

29. **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 particulars, 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 duties of a railway administration and the Commissioner in regard to the opening of a railway for the public carriage of passenger;

(b) the arrangements to be made for and the formalities to be complied with before opening a railway for the public carriage of passengers;

(c) for regulating the mode in which, and the speed at which rolling stock used on railways is to be moved or propelled; and

(d) the cases in which and the extent to which the procedure provided in this Chapter may be dispensed with.

56. Power to refuse to carry persons suffering from infectious or contagious diseases. – (1) A person suffering from such infectious or contagious diseases, as may be prescribed, shall not enter or remain in any carriage on a railway or travel in a train without the permission of a railway servant authorised in this behalf.

(2) The railway servant giving permission under sub-section (1), shall arrange for the separation of the person suffering from such disease from other persons in the train and such person shall be carried in the train subject to such other conditions as may be prescribed.

(3) Any person who enters or remains in any carriage or travels in a train without permission as required under sub-section (1) or in contravention of any condition prescribed under sub-section (2), such person and a person accompanying him shall be liable to the forfeiture of their passes or tickets and removal from railway by any railway servant.

63. Provision of risk rates.– (1) Where any goods are entrusted to a railway administration for carriage, such carriage shall, except where owner's risk rate is applicable in respect of such goods, be at railway risk rate.

(2) Any goods, for which owner's risk rate and railway risk rate are in force, may be entrusted for carriage at either of the

rates and if no rate is opted, the goods shall be deemed to have been entrusted at owner's risk rate.

80. Liability of railway administration for wrong delivery Where a railway administration delivers the consignment to the person who produces the railway receipt, it shall not be responsible for any wrong delivery on the ground that such person is not entitled thereto or that the endorsement on the railway receipt is forged or otherwise defective.

87. 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) goods in respect of which no forwarding note shall be executed under proviso to sub-section (1) of Section 64;

(b) dangerous and offensive goods for the purposes of sub-section

(1) of Section 67;

(c) infectious or contagious diseases for the purposes of Section 68;

(d) rates of penalty charges under Section 73;

(e) the manner in which the consignment may be delivered without a railway receipt under Section 76;

(f) the manner of delivery of consignment or the sale proceeds to the person entitled thereto under Section 77;

(g) the conditions subject to which and charges payable for allowing weighment and circumstances for not allowing weighment of consignment in wagon-load or train-load under Section 79;

(h) the manner of giving open delivery under Section 81;

(i) the form of partial delivery certificate under sub-section (2) Section 82;

(j) the manner of sale of consignment or part thereof under the proviso to sub-section (2) of Section 83;

(k) the manner in which a notice under sub-section (3) of Section 83 may be given;

(l) generally, for regulating the carriage of goods by the railways.

(3) Any rule made under this section may provide that a contravention thereof shall be punishable with fine which may extend to one hundred and fifty rupees.

(4) Every railway administration shall keep at each station a copy of the rules for the time being in force under this section, and shall allow any person to refer to it free of charge.

92. 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 factors to which the Central Government shall have regard under clause (e) of the first proviso to sub-section (1) of Section 89;

(b) the form and manner in which an application may be made under sub-section (2) of Section 89;

(c) the form in which a statement is required to be exhibited under sub-section (3) of Section 89;

(d) the manner in which the dates of public auctions may be notified under sub-section (1) of Section 90;

(e) the manner of crediting to the railway administration the price of goods referred to in sub-clause (iii) of clause (a) of the proviso to sub-section (3) of Section 90.

93. General responsibility of a railway administration as carrier of goods.– Save as otherwise provided in this Act, a railway administration shall be responsible for the loss, destruction, damage or deterioration in transit, or non-delivery of any consignment, arising from any cause except the following, namely :-

(a) act of God;

(b) act of war;

(c) act of public enemies;

(d) arrest, restraint or seizure under legal process;

(e) orders or restrictions imposed by the Central Government

or a State Government or by an officer or authority subordinate to the Central Government or a State Government authorised by it in this behalf;

(f) act or omission or negligence of the consignor or the consignee or the endorsee or the agent or servant of the consignor or the consignee or the endorsee;

(g) natural deterioration or wastage in bulk or weight due to inherent defect, quality or vice of the goods;

(h) latent defects;

(i) fire, explosion or any unforeseen risk;

Provided that even where such loss, detruction, damage, deterioration or non-delivery is proved to have arisen from any one or more of the aforesaid causes, the railway administration shall not be relieved of its responsiblity for the loss, destruction, damage, deterioration or non-delivery unless the railway administration further proves that it has used reasonable foresight and care in the carriage of the goods.

94. Goods to be loaded or delivered at a siding not belonging to a railway administration. – (1) Where goods are required to be loaded at a siding not belonging to a railway administration for carriage by railway, the railway administration shall not be responsible for any loss, destruction, damage or deterioration of such goods from whatever cause arising, until the wagon containing the goods has been placed at the specified point of interchange of wagons between the siding and the railway administration and a railway servant authorised in this behalf has been informed in writing accordingly by the owner of the siding.

(2) Where any consignment is required to be delivered by a railway administration at a siding not belonging to a railway administration, the railway administration shall not be responsible for any loss, destruction, damage or deterioration or non-delivery of such consignment from whatever cause arising after the wagon containing the consignment has been placed at the specified point of interchange of wagons between the railway and the siding and the owner of the siding has been informed in writing accordingly by a railway servant authorised in this behalf.

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.

114. Inquiry by Commissioner. – (1) On the receipt of a notice under Section 113 of the occurrence of an accident to a train carrying passengers resulting in loss of human life or grievous hurt causing total or partial disablement of permanent nature to a passenger or serious damage to railway property, the commissioner shall, as soon as may be, notify the railway administration in whose jurisdiction the accident occurred of his intention to hold an inquiry

into the causes that led to the accident and shall at the same time fix and communicate the date, time and place of inquiry:

Provided that it shall be open to the Commissioner to hold and inquiry into any other accident which, in his opinion, requires the holding of such an inquiry.

(2) If for any reason, the Commissioner is not able to hold an inquiry as soon as may be after the occurrence of the accident, he shall notify the railway administration accordingly.

115. Inquiry by Railway Administration. – Where no inquiry is held by the Commissioner under sub-section (1) of Section 114 or where the Commissioner has informed the railway administration under sub-section (2) of that section that he is not able to hold an inquiry, the railway administration within whose jurisdiction the accident occurs, shall cause an inquiry to be made in accordance with the prescribed procedure.

116. Powers of Commissioner in relation to inquiries.– (I) For the purpose of conducting an inquiry under this Chapter into the causes of any accident on a railway, the Commissioner shall, in addition to the powers specified in Section 7, have the powers as are vested in a civil court while trying a suit under the Code of Civil Procedure, 1908 (5 of 1908), in respect of the following matters, namely :-

a) summoning and enforcing the attendance of persons and examining them on oath;

b) requiring the discovery and production of documents;

c) receiving evidence on affidavits;

d) requisitioning any public record or copies thereof from any court or office;

e) any other matter which may be prescribed.

(2) The Commissioner while conducting an inquiry under this Chapter shall be deemed to be a Civil Court for the purposes of Section 195 and Chapter XXVI of the Code of Criminal Procedure, 1973 (2 of 1974).

117. Statement made before Commissioner.– No statement made by a person in the course of giving evidence in an inquiry before the Commissioner shall subject him to, or be used against him in, any civil or criminal proceeding, except a prosecution for giving

false evidence by such statement;

a) made in reply to a question which is required by the Commissioner to answer; or

b) relevant to the subject-matter of the inquiry.

118. Procedure, etc. : Any railway administration or the commissioner conducting an inquiry under this chapter may send notice of the inquiry to such persons, follow such procedure, and prepare the report in such manner as may be prescribed.

119. **No inquiry, investigation, etc., to be made if the Commission of Inquiry is appointed–** Notwithstanding anything contained in the foregoing provisions of this chapter, where a Commission of Inquiry is appointed under the Commissions of Inquiry Act, 1952 (3 of 1952), to inquire into an accident, any inquiry, investigation or other proceeding pending in relation to that accident shall not be proceeded with, and all records or other documents relating to such inquiry shall be forwarded to such authority as may be specified by the Central Government in this behalf.

120. Inquiry into accident not covered by Section 113.– Where any accident of the nature not specified in Section 113 occurs in the course of working a railway, the railway administration within whose jurisdiction the accident occures, may cause such inquiry to be made into the cause of the accident, as may be prescribed.

121. Returns.– Every railway administration shall send to the Central Government, a return of accidents occurring on its railway, whether attended with injury to any person or not, in such form and manner and at such intervals as may be prescribed.

122. Power to make rules in respect of matters in this Chapter.– (I) 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 (I) 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.

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, 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 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 incident : 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, not with standing 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.'

145. Drunkenness or nuisance If any person in any railway carriage or upon any part of a railway-

(a) is in a state of intoxication; or

(b) commits any nuisance or act of indecency or uses abusive or obscene language; or

(c) wilfully or without excuse interferes with any amenity provided by the railway administration so as to affect the comfortable travel of any passenger;

he may be removed from the railway by any railway servant and shall, in addition to the forfeiture of his pass or ticket, be punishable with imprisonment which may extend to six months and with fine may extend to five hundred rupees:

Provided that in the absence of special and adequate reasons to the contrary to be mentioned in the judgment of the court, such punishment shall not be less than-

(a) a fine of one hundred rupees in the case of conviction for the first offence; and

(b) imprisonment of one month and a fine of two hundred and

fifty rupees, in the case of conviction for second or subsequent offence.

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 railways, 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.

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 persons 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.

160. Opening or breaking a level crossing gate – (1) If any person other than a railway servant or a person authorised in this behalf, opens any gate or chain or barrier set up on either side of a level crossing which is closed to road traffic, he shall be punishable with imprisonment for a term which may extend to three years.

(2) If any person breaks any gate or chain or barrier set-up on either side of a level crossing which is closed to road traffic, he shall be punishable with imprisonment of a term which may extend to five years.

161. Negligently crossing unmanned level crossing – If any person driving or leading a vehicle is negligent in crossing an unmanned level crossing, he shall be punishable with imprisonment which may extend to one year.

Explanation . For the purposes of this section, "negligence" in relation to any person driving or leading a vehicle in crossing an unmanned level crossing, means the crossing of such level crossing by such person-

(a) without stopping or carring to stop the vehicle near such level crossing to observe whether any approaching rolling stock is insight, or

(b) even while an approaching rolling stock is in sight.

164. Unlawfully bringing dangerous goods on a Railway – If any person, in contravention of Section 67, takes with him any dangerous goods or entrusts such goods for carriage to the railway administration, he shall be punishable with imprisonment for a

term which may extend to three years, or with fine which may extend to one thousand rupees or with both and shall also be liable for any loss, injury or damage which may be caused by reason of bringing such goods on the railway.

165. Unlawfully bringing offensive goods on a Railway– If any person, in contravention of Section 67, takes with him any offensive goods or entrusts such goods for carriage to the railway administration, he shall be punishable with imprisonment for a term which may extend to three years, or with fine which may extend to one thousand rupees with both and shall also be liable for any loss, injury or damage which may be caused by reason of bringing such goods on the railway.

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 endager 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.

174. Obstructing running of train, etc– If any railway servant (whether on duty or otherwise) or any other person obstructs or causes to be obstructed or attempts to obstruct any train or other rolling stock upon a railway,-

(a) by squatting or picketing or during any rail roko agitation or bandh; or

(b) by keeping without authority any rolling stock on the railway;

or

(c) by tampering with, disconnecting or interfering in any other manner with its hose pipe or tampering with signal gear or otherwise, he shall be punishable with imprisonment for a term which may extend to two years, or with fine which may extend to two thousand rupees, 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 years, or with fine which may extend to one thousand rupees, or with both.

176. Obstructing level crossing.- If any Railway servant unnecessarily-

(a) allows any rolling stock to stand across a place where the railway crosses a public road on the level; or

(b) keeps a level crossing closed against the public, he shall be punishable with fine which may extend to one hundred rupees.

179. Arrest for offences under certain sections.–

(1) If any person commits and offence mentioned in sections 150 to 152, 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) If any person commits any offence in section 137 to 139, 141 to 147, 153 to 157, 159 to 167 and 172 to 176, he may be arrested, without warrant or other written authority by the officer authorised by a notified order of the Central Government.

(3) The railway servant or the police officer or the officer authorised, as the case may be, may call to his aid any other person to effect the arrest under sub-section (I) or sub-section (2), as the case may be.

(4) 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.

187. Restriction on execution against railway property.– (1) No rolling stock, machinery, plant, tools, fittings, materials or effects used or provided by a railway administration for the purpose of traffic on its railway, or of its stations or workshops, shall be liable to be taken in execution of any decree or order of any court or of any local authority or person having by law the power to attach or distrain property or otherwise to cause property to be taken in execution, without the previous sanction of the Central Government.

(2) Nothing in sub-section (1) shall be construed to affect the authority of any court to attach the earnings of a railway in execution of a decree or order.

192. Service of notice, etc., on Railway administration. – Any notice or other document required or authorised by this Act to be served on a railway administration may be served, in the case of a Zonal Railway, on the General Manager or any of the railway servant authorised by the General Manager, and in the case of any other railway, on the owner or lessee of the railway or the person working the railway under an agreement---

(a) by delivering it to him; or

(b) by leaving at his office; or

(c) by registered post to his office address.

193. Service of notice, etc., by railway administration. – Unless otherwise provided in this Act or the rules framed thereunder, any notice or other document required or authorised by this Act to be served on any person by a railway administration may be served–

(a) by delivery it to the person; or

(b) by leaving it at the usual or last known place of abode of the person; or

(c) by registered post addressed to the person at his usual or last known place of abode.

198. General power to make rules. – Without prejudice to any power to make rules contained elsewhere in this Act, the Central Government may make rules generally to carry out the purposes of this Act.

200. Repeal and saving. – (1) The Indian Railways Act, 1890 (9 of 1890) is hereby repealed.

(2) Notwithstanding the repeal of the Indian Railways Act, 1890 (9 of 1890) (hereinafter referred to as the repealed Act).–

(a) anything done or any action taken or purported to have been done or taken (including any rule, notification, inspection order or notice made or issued, or any appointment or declaration made or any licence, permission, authorisation or exemption granted or any document or instrument executed or any direction given or any proceedings taken or any penalty or fine imposed) under the repealed Act shall, in so far as it is not inconsistent with the provisions of this

Act, be deemed to have been done or taken under the corresponding provisions of this Act;

(b) any complaint made to the Railway Rates Tribunal under sub- section (1) of Section 41 of the repealed Act but not disposed of before the commencement of this Act and any complaint that may be made to the said Tribunal against any act or omission of a railway administration under the repealed Act, shall be heard and decided by the Tribunal constituted under this Act in accordance with the provisions of Chapter VII of this Act.

(3) The mention of particular matters in sub-section (2) shall not be held to prejudice or affect the general application of Section 6 of the General Clauses Act, 1897 (10 of 1897), with regard to the effect of repeal.

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APPENDIX - VII
DUTIES - CHECKLIST

Every Railway servant travelling by the affected train, at the site, whether on duty or not, shall help in the disaster management by getting identified and rendering immediate assistance to the affected passengers at the site, Non-participation in accident relief operations will be considered as 'DERELICTION OF DUTY'.

1.0 GUARD OF THE TRAIN INVOLVED IN AN ACCIDENT :-

On occurence of an accident to his train the Guard of the train shall immediately:-

i) Note the time & km of accident.

ii) Arrange to protect his train as per Rules in force taking the assistance of any qualified staff, such as Assistant Guard, Assistant Loco Pilot, gang men, gate men etc.

iii) Make a quick survey of the damages and casualities and the assistance required.

iv) Send the first information of accident to the control and to the nearest Station Master furnishing the following information. The portable telephone when available shall immediately be used for this purpose.

a) Time of accident

b) Kilometre

c) Medical van required or not

d) The need for ART with or without crane

e) Whether adjacent lines clear or not

f) Any damage to rolling stock

g) No. of dead and injured after a proper investigation.

h) he shall also intimate if OHE masts are damaged giving details of damages.

v) On the double line section a train passing on the other line should be stopped and the Loco Pilot and Guard give intimation about the accident.

vi) Render first aid to any person injured, obtaining assistance of the railway staff, doctors and/or volunteers on the train, or near the site of accident; and arrange to send the information to the nearest hospital and transport the injured to the hospital.

vii) He will also arrange preservation of clues.

viii) Remain in general charge till a senior Railway Official takes over charge, and

ix) Take necessary action as prescribed by the Rules and instructions in force.

2.0 ENGINE CREW OF THE TRAIN :-

On occurrence of an accident to a train, its crew shall.

a) Note the time & km of accident.

b) Arrange to put on the Flasher Light, and protect the adjacent line/lines/occupied line in accordance with the rules in force.

c) Light the fusee where necessary.

d) Take such technical precautions as may be necessary or as prescribed by special instructions to render the locomotive safe and

e) When message cannot be communicated through the control or other means he shall detach the engine taking all precautions to convey the message to the next station.

f) Render all possible assistance to the Guard particularly in rendering first aid and in the assessment of damage to the rolling stock and/or locomotive and the nature of assistance required.

3.0 STATION MASTER/STATION MANAGER

i) Arrange protection of traffic.

ii) Report the accident to the controller and to the Station Mster at the other end of the block section (DSO/DOM/AOM when section is not controlled or when communication is not available).

iii) Control to be advised regarding-

a) Time, km and nature of accident

b) Brief description of accident

c) Medical van required or not

d) Break Down Special with or without crane.

e) Adjacent lines clear or not

f) Damage to rolling stock

g) No. of dead and injured (simple, grievous) to be obtained from the TTE/Train Superintendent. Other wise he should furnish if the TTE is not available. This should later on be

cross-checked with Railway Doctor when he arrives for proper classification of injured.

iv) Station Masters of Stations where sirens are provided shall sound the sirens and arrange to move the Medical Relief Van/Break Down Special trains.

v) Advise the officials of other departments and Station Masters.

vi) Station Master (in charge) shall proceed to the accident spot.

vii) Arrange the following assistance.

a) Medical assistance:

1) Assistance must be called for from the local doctors, Railway Hospitals and Health Units, Civil and Army Hospitals, St. John's Ambulace brigade, qualified first aiders, fire fighting personnel available on trains and at stations.

Particulars available in Accident form 8,9,10 and 11 can be made use of.

2) Injured passengers to be transported to the nearest hospitals by the most expeditious means. Accident form 12 may be referred for the mode of conveyance available.

3) Arrnage for the quick transport of ARME Scale II equipment to the site of the accident.

4. Arrange adequate number of First Aid boxes and stretchers.

b) Refreshments to passengers:-

1) Advise DCM/ACM for making available food and refreshments to stranded passengers.

2) Arrange for drinking water, beverages and food from VRR/ NVRR and/or locally free of cost to the affected passengers.

c) Transport Assistance :

1) Arrangements shall be made to transport the injured on top priority by road or by a special train to the hospitals.

2) Stranded passengers to be transported from the accident spot by arranging transhipment either by train or by hiring Road vehicles.

3) Arrange for refund of fares as per the extant rules.

d) Security Assistance :-

Station Master shall advise officials of Government Railway police, State Police and the Railway Protection force to

provide security to the private and railway property at the site of the accident.

e) Communication assistance :-

1) Information counters to be opened at important stations and at the accident site.

2) Information regarding the injured and dead shall be ascertained and given to the relatives whenever asked for.

3) Free Telegrams and STD facilities shall be made available to the affected passengers to convey their condition to their relatives from the site and stations.

viii) Arrange to keep the line clear for the reception of Accident Relief trains.

ix) Controlling SM must proceed to the site by the quickest means taking with him sufficient porters and other staff who can assist in the relief operations.

x) TI/SM first reaching the site shall take action as given in rule 6.00 of Appendix-VIII.

xi) SM/SMG shall ensure securing of records in cabin and station, Such as Private number book, train signal regiser, line admission book, engine log book and speed charts from the loco, and other relevant records. He shall also ensure sealing of slides, levers knobs and relay rooms.

xii) Take all necessary action as prescribed by the rules and instructions in force.

4.0 Controlling Station Master :

The controlling station master must proceed to the site of the accident by the quickest means. He must take with him trolleys, coolies, lamps, vendors and any other equipment that he considers necessary. Till relieved by a Traffic Inspector or Officer, he will be responsible for regulating the traffic, attending to the injured, making a note of all evidence which may prove useful in ascertaining the cause of the accident and taking general charge of the situation.

5.0 Train superintendent/Travelling ticket examiner :

i) Ascertain if any Doctor is travelling by seeing the reservation chart and making verbal enquiries and arrange for First aid to the passengers.

ii) Prepare list of dead and injured. If Doctor is available, the list should be classified as under :

DEAD

GRIEVOUS INJURY

SIMPLE INJURY

iii) Details of the dead and injured should be obtained from the reservation chart, tickets held (to and from) or co-passengers. Assistance of the Police travelling in the train to be obtained also for indentification.

iv) The following details shoud be collected.

a) Tickets of the Passengers travelling (to and from)

b) Ticket Numbers, Class

c) Coach Number and its position from the engine

d) Address of the passengers

e) Nature of injury (Simple, Grievous)

f) Custody of luggage and other belonging - in case of injury, this should be kept by the TTE and in case of death it should be handed over to the GRP with full details and acknowledgement obtained.

v) He should record evidence of passengers with full particulars - If some passengers are willing to give evidence later on, their names and addresses should also be recorded.

vi) He should keep record of the number of dead and injured (simple/ grievous) if they are already transported by local people to the nearest hospital before the Railway Doctor had arrived.

6.0 OFFICER OR SENIOR SUPERVISOR FIRST REACHING THE SITE

i) The Officer or the Senior Supervisor first reaching the site of the accident shall check up :-

a) Whether protection has been done.

b) Lines which are clear.

c) Whether the necessary message supposed to be relayed regarding the details of the accident, casualties etc., have already been relayed.

ii) He shall make a quick assessment of the assistance required and relay the same to the control.

iii) He shall also examine and make a note of all evidence

which may prove useful in ascertaining the cause of accident.

The following points require special attention :

a) the condition of the track, with special reference to the alignment, gauge, cross-levels, curvature, super elevation and rail headwear.

b) the conditon of rolling stock with special reference to Brake power.

c) marks on sleepers and rails.

d) the position of Block Instruments, signals,points, levers, indicators, key;

f) At station provided with panel interlocking the position of switches and indications of the Signals, points and track circuits should be jointly recorded preferably by two officers (or two senior subordinates) of different branches and the relay room should be sealed by them as soon as possible.

g) position of important relays and the condition of the block instrument (i.e. whether free or locked) and

h) he should cross check the list of casualities prepared by the Railway Doctor and countersigned by the civil police (if some bodies are yet to be recovered, it should specifically be mentioned that the list is not final and will be conveyed after salvaging bodies from debris).

iv) Where possible a rough sketch showing the position of Derailed vehicles, marks on sleepers etc. should be made.

v) If the station staff are prima facie responsible, the train passing records must be seized and if necessary, statements of station staff concerned recorded.

vi) All relevant materials, clues, damages and deficiencies on the locomotive and rolling stock as well as position of broken or detached parts of Permanent way and rolling stock must be carefully noted and all such clues etc., carefully preserved so that, if considered necessary, the scene could be reconstructed before the police, the Commissioner of Railway Safety or any other senior officer, or court of law.

vii) If, however, sabotage is suspected, in addition to noting and preservation of all such clues, no object must be disturbed unless the police have had an opportunity of

making thorough inspection of the site. However, if there is delay in the arrival of Civil and Police officials at the site of the accident, the senior most Railway Official at site may, at his discretion, jack up any portion of a coach or shift any property to the minimum extent necessary, after noting its original position by sketch to extricate human beings trapped under it, in the shortest possible time to save life and minimise sufferings. Normal traffic, should, however, not be permitted without consulting the positive.

viii) Further specific enquiry should also be made from the Commissioner of Railway Safety in case of suspected sabotage to ascertain if he would like to inspect the site before the clearance operations commence.

ix) Restoration/clearance should not commence (except to the minimum extent necessary to save human lives) unless such permission has been received from police authorities as well as CRS.

x) In the case of serious explosion or fire caused by explosives or dangerous goods, all wreckage and debris must be left untouched, except in so far as its removal may be necessary for the rescue of the trapped/injured persons and recovery of dead bodies, until the Chief Inspector of Explosives or his representative has completed his inquiry or intimated that he does not intend to make any investigation.

xi) If a passenger carrying train is involved the officer or senior subordinate must secure the written evidence of as many witnesses as possible. The witnesses selected should not be railwaymen, and their names and addresses should be recorded.

xii) He should have a complete list of names and addresses of the injured and dead along with the addresses of relatives and ensure messages are sent to the relatives of the injured or dead.

xiii) He should also ensure that Superintendent of Police and District Magistrate have been advised.

xiv) He should give the prima-facie cause of the accident with the expected time of restoration

xv) He should ensure that progress report is relayed to control every one hour.

7.0 COMMERCIAL INSPECTORS/COMMERCIAL STAFF :

i) Proceed to the site.

ii) Assistance to passengers shall be extended by the provision of

a) Drinking water, refreshments etc.

b) Issue of free telegrams.

c) Issue of Complementary passes.

d) Information regarding alternative means of transprot to destination.

e) Assistance in protection of their luggage valuables.

f) Assistance to ladies children and the injured.

iii) In case of Parcels Mails, Goods etc. arrange stacking protection, preservation of documents, cash etc. and arrange tarpaulins when necessary.

iv) Ex-Gratia Payment :

a) Arrange ex-gratia payment on the spot to the injured and next of kin of dead as per extant rules.

b) As per rules, money can be drawn from station earnings;

v) Information to General Public.

a) Open information counters and booths for giving information to the Public regarding the names of the injured, dead etc.,

b) Display list of injured and dead at a prominent place at the Station/ Stations. Also pass information to control.

c) Announcements may be made through Public Address System regarding arrangements for diversion of trains regulation, probable time of arrival of the relief train with the stranded passengers etc.

d) If the station is an important one enroute, information booth even if accident has occurred elsewhere.

e) Depute TCs etc. on special duty.

8.0 ENGINEERING STAFF

i) All Engineering officials shall report to the senior most officer at site. It has been made known to every one to assist even when they are not on duty and happen to be travelling by the ill-fated train.

ii) Render assistance to give medical relief/treatment to injured passengers. Make available all transport facilities to the

injured passengers and assist in rescue of trapped passengers.

iii) Arrange divers with diving equipment for underwater rescue.

iv) Safeguard and preserve clues till police or RPF personnel arrives at site and take charge. Collect evidence in the form of track readings and rolling stock measurements.

v) Ensure water supply at adjoining stations and arrange for supply at accident site.

vi) Cutting equipment available with the section Engineers (P.Way) and Section Engineer (Bridges) and workshops to be moved to the site for supplementing the ones available in the B.D. special.

vii) Assist other departments in establishing communications and power supply at site, including hiring of Diesel generator sets for augmenting the power supply arrangements.

viii) Assist in transhipment of passengers and their luggages.

ix) Provide tents and other temporary shelter at site for protection against elements of weather.

x) Ensure track is restored for traffic at the earliest.

9.0 MECHANICAL/B.D. STAFF :-

i) Proceed to the site of accident. Assist in evacuating passengers if any, trapped under coaches involved in accident.

ii) Record the details regarding brake power and other aspects of the rolling stock as per prescribed pro-forma.

iii) Take measurements of the Rolling stock as per the prescribed proforma/procedure.

iv) Check the fitness of the stocks which are supposed to move from the accident site and certify their fitness.

v) Ensure the locos/coaches/wagons re-railed are in a fit condition to be taken from the accident site.

vi) Plan for efficient movement of B.D. Special, engine, tower wagon etc. between site and station for quicker restoration.

vii) Ensure that the log/diary regarding restoration at the accident site is maintained properly.

10.0 SIGNAL AND TELECOMMUNICATION STAFF.:-

i) Proceed to site by the quickest means available.

ii) Ensure portable telephone/emergency telephone set is provided at site.

iii) Wherever feasible, wireless sets to be installed at a accident site for communication with Divisional Headquarters and if possible with Railway Headquarters. Walkie Talkie sets Megaphones/Loud hailers to be deployed as necessary.

iv) DOT telephone with STD facility to be arranged at the temporary enquiry offices opened at site and nearest location wherever possible.

v) Render such assistance as required by Guard in attending to the accident victims and stranded passengers.

vi) Seal Block instruments, Relay rooms and note positions of levers, knobs, slides, indications etc., as the case may be.

vii) Arrange for early restoration of signalling and telecom equipment as soon as such restoration is permitted.

11.0 ELECTRICAL STAFF :-

i) Power :

Ensure lighting arrangements, if required, are provided at the site.

In case of Fire in coaches, he should arrange to immediately collect/ record evidence of passengers with full particulars. If some passengers are willng to give evidence later on, their names and addresses should also be recorded.

ii) Over-Head Equipment :

a) In case of an accident, where OHE or Switching Station is involved, arrange for adequate number of breakdown staff/ tower wagon and proceed to the site of the accident by the quickest available means.

b) Ensure the OHE is made dead and OHE is slewed as required for ground/crane operations.

c) Arrange and supervise restoration of OHE expeditiously.

d) Proceed to site in case Electircal Loco or EMU is invloved.

e) Supervise restoration operations.

f) Ensure that speedographs, engine/EMU log books are seized, sealed and kept in safe custody.

g) Note down his observations regarding the Electric Loco/ EMU and record measurements as per the prescribed pro-forma.

h) Ensure that measurements of the Loco/EMU are taken on the spot. If it is not possible for all types of measurments to be taken on the spot, the same should be taken in red.

12.0 PERSONNEL BRANCH STAFF :-

i) Welfare Inspector should be posted round the clock in shift duty to look after the welfare of the injured persons in the Hospital.

ii) He should ensure that passes are issued to the relatives and escorts of the injured for visiting them in the hospital and taking them back home.

iii) Welfare Inspectors shall assist the ADMO in taking down the name and addresses of the dead and injured and in shifting them to the hospital. Welfare Inspectors should also be deputed to the hospitals where the dead bodies/injured have been transferred.Such information should be passed on to Sr. DCM by the quickest possible means.

13.0 SECURITY STAFF :

1. FIRST RESPONSE : First information about any calamity involving trains or Railway premises, will normally be received by the nearest RPF post/Outpost. The person receiving such information should muster the maximum available manpower within the shortest possible time and despatch them to the scene of accident by the quickest means. After despatching the immediately available force, the Post/Out Post in-charge should requisition additional manpower. He should also simultaneously pass on the information to the senior supervisors, officers and the control rooms.

2) REINFORCEMENT : Efforts will be made to get the reinforcement from the neighbouring posts/outposts. Reserve Line Divisional Headquarters or Zonal Reserve In case any RPSF battalion or Company is located in the vicinity, men can be requistioned from there for dealing with such emergent situation till additional force is available from other sources.

3) EQUIPMENT : While sending reinformcement , it should be ensured that the necessary equipment required for rescue, recovery and protection of the site of incident are provided. Such equipment should include :-

i) Torches and other lighting arrangements, if it is night time.

ii) Nylon ropes and poles for segregating the affected area from unwanted visitors and spectators.

iii) Loud-Megaphra for making announcements.

iv) Stretchers and first aid equipments.

v) Wireless sets for inter communication.

vi) Cameras for photographing the scene (both on negative and slide films.)

vii) Video recording of rescue and salvage operations and connected administrative arrangements.

Note : Searial numbers (vi) and (vii) will be useful for departmental presentations and for training of RPF personnel.

4. ACTION AT THE SITE OF INCIDENT : The senior most RPF Officer available at the site of incident will assume control and immediately start the following action.

a) Segregate the area of incident by establishing temporary barriers by use of nylon ropes or any other makeshift device available at the scene. It should be ensured that the on lookers and speactators do not enter the affected area to disturb the scene or hamper the rescue operations.

b) Baggage of passengers should be isolated and protected and consigned goods should be taken care of till they are handed over to claimant or taken over by Railway authorities.

c) RPF officers will maintain close liaison and harmony with the officers of various departments of the Railway, the GRP, Local Police and officers of Civil Administration while attending to the above.

d) Hourly position will be sent by the officer at the scene of incident to the Divisional/Zonal Control room giving the latest situation.

e) A temporary RPF assistance post (shed or tent) with proper Board should be established at a conspicuous location so that people needing help approach the RPF. If the operation continues for longer period. effort should be made to install a temporary telephone connection through the Railway Telecommunication Department, so that the information is passed on quickly. A log book should be opened and minute

to minute progress of action by RPF on the lines indicated above, recorded.

f) The senior most officer available at the scene of incident will also ensure proper documentation about the number of perons injured or dead, giving their identity and addresses, if available. In case the friends or relatives of the injured/deceased make any queries they should be properly guided. After the rescue/ restoration operation is completed, cassete and photographes of the scene of incident will be retained by the CSC in his office and will be properly catalogued and preserved for future reference.

14.0 MEDICAL STAFF :-

i) Note the time of receiving/giving messages.

ii) Inform CMS and other Doctors, and staff

iii) Alert Blood donors club, SJAB, Local Hospitals, about arrival of the injured.

iv) Atleast one doctor shall stay back in Railway Hospital to look after patients.

v) The emergency box from Health Unit to be moved to the spot.

vi) Reach the site by road using any available vehicle or hire taxi.

vii) All doctors and staf shall move to MRC and inform station Manager that medical team is ready to move.

viii) Inform CMD about moving MRV.

ix) Check all equipments in MRV.

x) Get operation theatre ready.

xi) Suture of wounds, application of Plaster of Paris and minor surgery can be done in MRV operation Theatre.

xii) Make out a list of injured with following details.

Trivial

Simple

Grievous

xiii) List of the dead.

xiv) Inform the Accident Manager and Control.

xv) Dressings, splints can be applied at the site or in the First Aid post.

xvi) Details to be recorded of the injured.
- Conscious
- Name
- Sex
- Age
- Identification marks
- Address
- Ticket No.

xvii) Unconscious
- Approximate age
- Sex
- Identification
- Marks
- Ticket No.
- Other particulars if relatives or friends are available.

xviii) Move the patients to local hospitals by vehicle-car, taxi, bus where admission is necessary.

xix) Ward in the MRV to be prepared to receive the injured. Onreaching the Accident Spot.

i) The senior most doctor will take charge.

ii) One doctor shall proceed to collect blood and urine samples of the crew of the train/trains.

iii) Erect the tent and establish receiving station (First aid post).

iv) Staff to split into groups depending upon the number of causalities.

v) One team shall man the FA post.

vi) Doctors must check the wreckage for injured not forgetting lavatories and assist in extricating passengers.

vii) Doctors shall check the consciousness, pulse, airway

viii) Stop bleeding - Maintain airway.

15.0 CHEIF CONTROLLER :-

I) Collection of Information.

a) Open a register in which all items are to be logged indicating time against each.

b) Collect and record the information in the register of the following :

i) Time of accident.

ii) location, gauge, single/Double/Quadruple line : Signalling system, mid - section, at station, Kilometreage, grade traction.

iii) Train/Trains involved whether Mail/Express/Passenger/ Goods/ Mixed/Pilot etc.

iv) Type of goods stock involved, i.e. whether tank wagons BOX, Box N etc.

v) Load of the train invloved.

vi) Nature of accient namely collision, derailment, averted collision or level crossing (manned/Unmanned), fire etc.

vii) Casualties/Injuries (grievous, simple, trivial etc.)

viii) Progress in regard to the restoration work and other movements for operational requirements with timing should be logged in the register.

II. Movement of Trains :

a) Stop movement of trains in the affected section on double line and in both the directions on single line.

b) Check from site/station if adjacent line/lines fouled or otehrwise.

III. Ordering of Relief Trains and Medical Relief Vans :

a) Immediately order Medical Relief Train.

b) In case of an accident involving a passenger carrying train or an accident invloving a road vehicle at a level crossing, invariably order the Medical Relief Train, irrespective of the information received or other wise about casualties. Subsequently, if found not required this may be cancelled with the permission of the Divisional Railway Manager.

c) Immediately order Break-Down special Train if required.

d) Record the timings of ordering of the B.D. special and MRV, the actual departure from the concerned stations and arrrival at the spot.

e) Ensure a clear path for rushing the Medical Van, B.D. Special etc.

f) Arrange to despatch cranes with the Breakdown trains of higher capacity, if required.

IV) Communication :

a) Advise Senior Subordinates like Traffic Inspector, Commercial Inspector, Section Engineers P. Way etc., to

proceed to the site of accident immediately by first means.

b) Advise all concerned Divisional Officers and area officers about the accident.

c) Advise Railway Headquarters giving details of the accident.

d) Advise RMS authorities in the event of mail carrying train being involved in the accident.

V. MEDICAL RELIEF :-

a) Advise immediately Civil, Military and Private Hospitals and Medical Officers in the area and arrange for doctors, medical equipments and ambulances from nearby stations.

b) Make arrangements for the transport of Railway doctors to the site immediately, if necessary, by engagine road vehicles as required.

c) Collect the names of injured/dead passengers with full particulars and pass on the same to the Railway Headquarters.

d) Arrange to relay the names of the injured/dead to the important stations/junction stations on the section.

e) Attend to enquiries from general public regading the accident, the names of the injured etc. promptly and continuously.

VI) Regulation and Diversion of Trains :-

a) Arrange to regulate all passenger carrying trains which are nearer to the accident site at convenient stations, preferably junction stations where catering facilities, drinking water etc. are available.

b) Arrange to draw out the unaffected portion of the train involved in the accident without undue delay to nearby convenient station where catering/ drinking water facilities are available in consultation withDRM or Sr. DOM.

c) Arrange diversion of long distance trains, if found necessary keeping in view the time required for restoration of the line/ lines in consultation with Headquarters.

VII) Informatin to Public :-

a) Ensure that information counters/booths are opend at the accident site and also at other important stations/junction stations enroute for giving the information to the general Public.

b) Ensure frequent announcements through the Public Address System regarding arrangements for diversion of trains/regulation, probable time of arrival of the relief rake for stranded passengers etc.

VIII) Advise Civil authorities, superintendent of police/GRP within whose jurisdiction the accident has occurred.

IX) Advise RPF for Arranging protection of Railway and Public Property.

16.0 POWER CONTROLLER/TRACTION LOCO CONTROLLER.

a) Arrange power and crew for Breakdown special and Medical Relief Van.

b) Ensure Breakdown special and Medical Relief van are despatched within the time prescribed.

c) Inform the Mechanical/Electrical Officers.

d) Advise adjacent Division for B.D. and M.R.V. if required and inform CMPE (R&L) and CEE.

e) Plan for additional powers and crews

f) Obtain bio-data of running staff involved in accident and arrange for breathalyser test at the earliest possible.

g) Co-ordinate with Chief Controller so that the necessary locomotives, Loco Pilots, fitters and other technicians reach the site of accident promptly as required.

17.0 TRACTION POWER CONTROLLER :

a) Ensure that the Electric Power Supply is cut off from the section of the overhead equipment involved and/or where crane working has become necessary according to the circumstance.

b) Ensure that all the Necessary arrangements have been made for despatch of electrical staff and equipment required at the site of accident and that the Electric traction bogies of the relief train also reach the site with the relief train or in advance of relief train where necessary.

c) Co-ordinate with Divisional Electrical Engineer (Traction distribution), Dy. Chief Controller and Traction Supervisors concerned for regulation and relief measures.

18.0 DIVISIONAL OPERATIONS MANAGER :-

a) Ensure that Break Down and Medical Relief Van reach the site of accident.

b) Ensure marshalling of the crane beofore the BD Special reaches site.

c) Plan for efficient movement of Relief Train, engine tower wagon, etc. between site and station for quicker restoration.

d) Plan for trains for the prompt transport of stranded passengers at the site and clearance of passengers held up at other stations.

e) Plan for regulation of Passenger, Mail/Express trains, cancellation, diversion, termination short of destination in consultation with Head quarters.

f) Check that information regarding passengers, dead, injured (grievous and simple) is verified by the Railway Doctor and approved by Senior most Officer at the site.

g) Details of the dead, injured sustaining grievous or simple injury,. their originating and destination station, ticket No. Hospitals ot which sent for treatment and also particulars of next kith and kin to be obtained from the site and relayed to Emergency Control, Chief Safety Officer etc.

h) See that chronological items of information and action taken directly or indirectly with accident is maintained properly.

19.0 DIVISIONAL SAFETY OFFICER :-

a) Proceed to the site of accient by first available means.

b) Preserve the clues.

c) Ensure that front and rear protions are cleared from the site.

d) Ensure joint measurements etc., are taken in prescribed proforma.

e) Ensure evidence of train staff, station staff and public is taken on the spot. Address of passengers who are willing to give statements later should also be obtained.

f) The required vehicles are kept for enquiry as per rules.

g) Ensure that the log diary at the site is maintained properly with details and that the field telephone is manned.

h) Produce public witnesses and advise superintendent of Police and District magistrate in time, issue press notification to local press when advised by Chief Safety Officer, in case of CRS enquiry.

20.0 DIVISIONAL MECHANICAL ENGINEER. :-

a) Proceed to the site

b) Supervise working of cranes and clearance/rescue operaton.

c) Ensure that speedographs, engine repair books etc., are seized/ sealed.

d) Record the details regarding brake power and other aspects of Rolling stock as per prescribed proforma.

e) Have the joint measurements of the rolling stock taken.

f) Check the fitness of the stock supposed to move from the site.

g) Note down observations, make arrangements to record measurements if loco is involved in accident. If it is not possible for all types of measurements to be taken on the spot then these should be taken in the shed. All relevant records should be sealed in shed.

21.0 DIVISIONAL ELECTRICAL ENGINEER :

a) Ensure proper lighting arrangemnts, are provided at the site.

b) In case of fire in coaches, arrange to collect/record evidence of passengers immediately.

c) Examine the coach to ascertain the cause and damage.

22.0 DIVISIONAL ELECTRICAL ENGINEER (Traction Distribution) :

a) Arrange for adequate number of OHE breakdown staff, tower wagon and proceed to the site of accident by the quickest available means.

b) Depute Officer/Supervisor in control office.

c) Ensure that OHE is made dead and is slewed as required.

d) Arrange and supervise restoration OHE, expeditiously.

e) Record all relevant information concerning the accident.

23.0 DIVISIONAL ELECTRICAL ENGINEER (TRACTION OPERATION/ TRACTION ROLLING STOCK):

a) Where EMU or Electric Locomotive is involved, call the relief train, if required with adequate number of breakdown staff and proceed to the site by quickest available means.

b) Depute officer in the Control Office.

c) Note down joint observation regarding the loco/EMU.

d) Ensure that measurements of the loco/EMU are taken on the spot wherever possible otherwise in Car/Loco Shed.

e) Ensure that records for maintenance of engine/EMU repairs

are sealed in the shed.

f) Ensure prompt and sufficient arrangement for clearing the line.

24.0 DIVISIONAL ENGINEER:

a) Proceed to the site.

b) Ensure joint measurements are taken and sketches of the accident site are accurately drawn out.

c) Ensure collection of adequate labours and materials and their proper deployment for speedy restoration.

d) Depute one DEN/ AEN in Control Office for planning, reinforcement of labours, materials and staff.

e) Ensure that inspection notes and diary of AEN, S.E/J.E (P. WAY) gang charts, maintenance records etc., are seized and secured.

f) Assist other departments in clearance of line and ensure that track is rendered fit and certified at the earliest.

25.0 DIVISIONAL COMMERCIAL MANAGER:

a) Proceed to the site of accident by first means.

b) Ensure that drinking water, tea and snacks are Supplied. Keep the record of the number of passengers served with tea and snacks.

c) Take charge of luggage of the injured persons.

d) Luggage of the dead passengers shall be deposited with the Railway Police after proper records and acknowledgement.

e) Issue advice to the next kith and kin of the injured and dead and also furnish details to Sr. DOM in Control Office.

f) Arrange for sufficient number of Ticket Collectors, Porters and Vendors for assistance of stranded passengers.

g) Arrange for exgratia payment to the injured and the next kith and kin of the dead.

h) Arrange for refunds to the passengers.

i) Assist the stranded passengers during transhipment with sufficient number of Porters and TCs.

j) Arrange to open enquiry office at the site for replying to the queries regarding disposal of the injured and dead.

k) Make inventory of the parcels damaged and advise the

CCO/ MAS.

l) Arrange for buses destination-wise with the number of passengers.

m) Assist the Railway Doctors with Ticket Collectors/Porters. He should compile the figures of injured and dead from all sources. (i. e. Police, TTE /SM).

n) Issue advice to the Control Office/Stations for issue of free passes to the next of kin of the dead and injured.

o) Keep in touch with the progress of patients in hospital and increase the exgratia payment suitably in case simple injuries turn grievous or patients paid exgratia payments for grievous injuries die later in the hospital.

26.0 DIVISIONAL SIGNAL AND TELECOMMUNICATION ENGINEER:

a) Proceed to site of accident. Ensure that portable control telephone or the field telephone are fitted at the site of the accident promptly and manned continuously. Also ensure provision of DOT telephone with STD facility.

b) Establish communication between the site and Divisional Head Quarters Office.

c) Ensure that a detailed record is made of all evidence bearing of the accident so far as S&T and interlocking are concerned.

e) Restore the signalling and interlocking for normal working without delay.

27.0 DIVISIONAL SECURITY COMMISSIONER (R. P. F.) :

a) Post adequate number of RPF staff at the site of accident and at any other place where assistance from his department may be required.

b) Proceed to the site by the quickest available means.

c) Liason with the local police at site.

d) Ensure security of passengers' belongings, parcels, damaged goods, parcel van etc.

28.0 DIVISIONAL PERSONNEL OFFICER :

a) Depute an officer and Inspectors to assist the Medical Officer in taking down the names/and address of the dead and injured and in shifting them to the hospital. Ensure that

complementary passes are issued promptly and assist the commercial staff for making exgratia payment .

b) Post an assistant officer in control office.

29.0 DIVISIONAL ACCOUNTS OFFICER

In case of serious accident post an assistant officer of accounts department in the control office to co-ordinate with commercial officers in respect of payment of ex-gratia and to meet other expenditure.

30.0 DIVISIONAL RAILWAY MANAGER:

a) Proceed to the site of accident immediately.

b) Ensure that, proper assistance is rendered by each departments.

c) Ensure that in addition to one vehicle available in Control Office round the clock, sufficient number of vehicles are available along with particulars of the Drivers.

d) Immediately decide which officer should go by road/BD/ MRV.

e) Nominate the officer to man Control Office.

f) Depute ADRM as in charge in Control Office while proceeding to the site.

g) Arrange to advise the Home Secretary/Chief Secretary or other Officers of the state in case sabotage for prompt attendance of the Superintendent of police.

h) Function as the Senior most officer and as "Accident Manager"

i) Arrange for collection of clues/evidences.

j) Appoint a reporter in case of serious accident.

k) Arrange for taking joint observations/readings by supervisors.

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APPENDIX – VIII

1. NOTICES TO GOVERNMENT OFFICIALS UNDER OTHER ACTS ENACTED BY LEGISLATURES:

(A) Notice to the government Electrical Inspector under section 33 of the Indian Electricity Act :

i) In the case of accidents (other than traction accidents) occurring in A. C. traction area in electrical works in connection with the generation, transmission, supply or use of electric energy which involve loss of life, accident message shall be delivered to the Principal Chief Elecrical Engineer and SSE/Elect/TRD, N.F. Railway, Maligaon. If loss of life is not involved, a report containing particulars of time, place and the nature of the accident and of any personal injury and the extent of injury actually occasioned by the accident and also the cause of the accident shall be sent by the Station Master, within 24 hours, as under-cover message to the Principal Chief Electrical Engineer and SSE/ Elect/TRD, N.F. Railway,Maligaon, with the copy to the Divisional Electrical Engineer. The Divisional Electrical Engineer shall in all cases follow up the Station Master's initial advice by a detailed report to the Principal Chief Electrical Engineer and SSE/Elect, N.F. Railway, Maligaon.

ii) In the case of traction, accidents occurring in the A. C. traction area of this railway, copies of all messages regarding accidents caused by electrical appliances shall be sent to the Principal Chief Electrical Engineer and SSE/ Elect/TRD, N.F. Railway, Maligaon.

(B) Notice to the Commissioner for Workmen's Compensation under Section 10-A of the Workmen's Compensation Act:

i) In the case of accidents which result in the death or serious bodily injuries to railway servants; or contractor's servants doing work for the railway, employed otherwise than in electrical capacity within railway premises, the Divisional Railway Manager shall within 7 days of the death or serious bodily injuries send a report to Commissioner for Workmen's Compensation, in Form Accident-5.

ii) This report shall always be sent irrespective of whether the deceased workman was on duty or not at the time. If the

deceased was not on duty at the time, the Commissioner's attention shall be drawn to it specifically.

iii) Copies of such reports shall be sent to the Principal Chief Safety Officer.

NOTE : Failure to send the report within the stipulated time is punishable under Section 18-A of the Workmen's Compensation Act, with a fine, which may extend to Rs. 100.

(c) Notice to the Chief Inspector of Explosives in India, New Delhi (email address-Explosives, New Delhi) under section 8 of the Indian Explosives Act, 1884 and section 27 of the Petroleum Act, 1934:

i) All accidents by explosion or by fire, in connection with the storage, handling or transport of explosives, occurring in trains or vehicles or elsewhere within railway limits and all accidents by explosion or by fire attended with loss of human life or serious injury to person or serious damage to property resulting from the ignition of petroleum or petroleum vapour; which occur in trains or vehicles or elsewhere within railway limits shall be promptly reported to the Chief Inspector of Explosives in India, New Delhi. The report shall be in the form of a Special Report and shall be submitted, in duplicate, by the Divisional Railway Manager to the Principal Chief Safety Officer.

Note: The number of copies of the Special Report, referred to in this rule, is in addition to the two copies required to be sent to the Principal Chief Safety Officer in accordance with Rule 8.28.

ii) In the case of accidents attended with loss of human life or serious injury to person or serious damage to property, or of a description usually attended with such loss or injury or damage, a copy of the accident message shall be relayed forthwith to the Chief Inspector of Explosives by the Divisional Railway Manager, with copy to the principal Chief Safety Officer, by FAX or other means immediately, the accident message being followed within 24 hours by a letter giving the detail particulars of the occurrence. A copy of this letter shall be sent to the Principal Chief Safety Officer. A Special Report shall also be submitted as laid down in clause (i) above.

iii) Further, pending the visit of the Chief Inspector of

Explosives,or his representative or until instruction is received from the Chief Inspector of Explosives that he does not wish any further investigation or inquiry to be made, all wreckage and debris shall be left unhtouched except in so far as it may be necessary for the rescue of persons injured and recovery of bodies of any persons killed, by the accident or for the restoration of through communication.

2. REPORT IN THE CASE OF ACCIDENTS ON ASSISTED AND PRIVATE SIDINGS:

Accidents occurring on assisted and private sidings shall be reported in the same way as accidents occurring on the lines of the railway. The private party or parties connected with the siding shall also be advised.

3. REPORT IN THE CASE OF ACCIDENTS AT JOINT STATIONS:

In the case of accident at a Joint Station, the Station Master of the railway working the station shall advise all concerned both on his own railway and on the other railways connected with the Joint Station, irrespective of the railway actually invoved in the accident.

4. REPORT IN THE CASE OF ACCIDENTS ON CONSTRUCTION LINES :

Whenever an accident which is attended with loss of human life or with grievous hurt or with serious damage to property occurs on any construction line, irrespective of whether the work is being carried out by the Open Line or Construction Staff, the Chief Engineer (Construction) or Executive Engineer-in -charge shall first report the matter to the nearest Station from which an accident report can be despatched in accordance with Rule 6.04. the Chief Engineer (Construction) or Executive Engineer-in-charge shall also send the necessary reports to the Chief Safety Officer, through the normal channel. Copies of the accident report sent in accordance with Rule 6.04 need be sent to : -

Chief Safety Officer Chief Engineer

Chief Mechanical Engineer

Chief Signal and telecommunication Engineer

Chief Electrical Engineer

Chief Medical Director

Divisional Medical Officer and

Assistant Divisional Medical Officer.

As regards Government officals, the usual procedure shall be followed.

5. REPORT IN THE CASE OF ACCIDENTS ATTENDED WITH INJURY OR LOSS OF LIFE:

In the cases of accidents attended with injury to persons or loss of life, the names and addresses of the persons injured or killed and the number and class of tickets held by them and the stations between which the tickets are available shall be obtained.

For the purpose of reporting the number of casualties, the following pro forma should be adopted :-

I. Killed -

a) Number of persons who were killed in the accident instantaneously. (l)

b) Number of injured who died at the site before being removed to the hospital. (m)

c) Number of injured who died on way to hospital. (n)

d) Number of persons who died after admission in the hospital. (o)

e) Total number of persons killed. (l) + (m) + (n) + (o) = (x)

II. Injured -

a) (i) Number of persons who sustained grievous injuries and were admitted in the hospital. (l)

(ii) Number of persons who sustained grievous injuries but not admitted to the hospital. (m)

b) Number of persons who sustained simple injuries:

(i) Those who were admitted in the hospital. (n)

(ii) Those who were not admitted in the hospital. (o)

(iii) Total number of persons injured. (l) + (m) + (n) + (o) =(z)

c) Number of persons who received trivial injuries.

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APPENDIX - IX

ACCIDENT ENQUIRIES

RELEVANT SECTIONS OF THE RAILWAYS ACT, 1989.

i) Section 114: INQUIRY BY COMMISSIONER.-

(1) On the receipt of a notice under Section 113 of the occurrence of an accident to a train carrying passengers resulting in loss of human life or grievous hurt causing total or partial disablement of permanent nature to a passenger or serious damage to railway property, the Commissioner shall, as soon as may be, notify the railway administration in whose jurisdiction the accident occurred of his intention to hold an inquiry into the cause that led to the accident and shall at the same time fix and communicate the date,time and place of inquiry;

Provided that it shall be open to the Commissioner to hold an inquiry into any other accident which, in his opinion, requires the holding of such an inquiry.

(2) If for any reason, the commissioner is not able to hold an inquiry as soon as may be after the occurrence of the accident, he shall notify the railway administration accordingly.

ii) **Section 115: INQUIRY BY RAILWAY ADMINISTRATION:**

Where no inquiry is held by the Commissioner under sub-section (1) of Section 114 or where the Commissioner has informed the railway administration under sub-section (2) of that section that he is not able to hold an inquiry, the railway administration within whose jurisdiction the accident occurs, shall cause an inquiry to be made in accordance with the prescribed procedure.

iii) **Section 116: POWER OF COMMISSIONER IN RELATION TO INQUIRIES :**

(1) For the purpose of conducting an inquiry under this chapter into the causes of any accident on a railway, the commissioner shall in addition to the powers specified in Section 7, have the powers as are vested in a civil court while trying a suit under the Code of Civil Procedure, 1908 (5 of 1908), in respect of the following matters, namely:

(a) summoning and enforcing the attendance of persons and examining them on oath;

(b) requiring the discovery and production of documents;

(c) receiving evidence on affidavits

(d) requisitioning any public record or copies thereof from any court or office;

(e) any other matter which may be prescribed.

(2) The Commissioner while conducting an inquiry under this chapter shall be deemed to be a civil court for the purposes of Section 195 and Chapter XXVI of the Code of Criminal Procedure, 1973(2 of 1974).

iv) **Section 117: STATEMENT MADE BEFORE COMMISSIONER.-**

No statement made by a person in the course of giving evidence in an inquiry before the Commissioner shall subject him to, or be used against him in, any civil or criminal proceedings except a prosecution for giving false evidence by such statement;

Provided that the statement is :

(a) made in reply to a question which is required by the Commissioner to answer; or

(b) relevant to the subject matter of the inquiry.

v) **Section 118: PROCEDURE ETC:-**

Any railway administration or the Commissioner conducting an inquiry under this chapter may send notice of the inquiry to such persons, follow such procedure, and prepare the report in such a manner as may be prescribed.

vi) **Section 119: NO INQUIRY, INVESTIGATION, ETC, TO BE MADE IF THE COMMISSIONER OF INQUIRY IS APPOINTED.-**

Notwithstanding anything contained in the foregoing provisions of the chapter, where a Commission of Inquiry is appointed under the Commissions of Inquiry act, 1952 (3 of 1952), to inquire into an accident, any inquiry, investigation or other proceedings pending in relation to that accident shall not be proceeded with and all records or other documents relating to such inquiry shall be forwarded to such authority as may be specified by the Central Government in this behalf.

vii) **Section 120: INQUIRY INTO ACCIDENT NOT COVERED BY SECTION 113**

Where any accident of the nature not specified in Section 113 occurs in the course of working a railway the railway administration within whose jurisdiction the accident occurs, may cause such inquiry to be made into the causes of accident, as may be prescribed.

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INTRODUCTION OF DISASTER

1. Definition :

"Railway Disaster is a serious train accident or an untoward event of grave nature, either on the Railway premises or arising out of railway activity in that area, due to natural of people, and/or severe disruption of traffic, necessitating large scale help from other Government/Non- government and Private Organisation. N.F. Railway has prepared the Zonal Disaster Management Plan, taking into consideration the resources available with them, their neighbouring divisions, within the Railways and Civil authorities, industrial units/Armed Force bases located in the Jurisdiction of N.F. Railway. This would enable the Divisions/Zonal Railway to muster the entire local resources in case of major disasters/natural calamities.

1.1 Types of 'Disaster' are as under :

Natural : Flood, Cyclone, Earthquake, Drought, Tornadoes, Hailstorms, Heat and cold waves, soil erosions, landslides and mud flows etc.

Manmade : Chemical/nuclear leaks, Accidents (Air, Rail, Road, Water)

Biological disasters : Pest attacks, Cattle epidemics, Food Poisoning.

1.2 Train accidents : The following classes of accidents normally fall under the category of disaster-

a) Collision :

Class A1 - Collisions involving a train carrying passengers resulting in loss of human life and / or grievous hurt and/or damage to property to the value of Rs. 2,00,000,00/- or over and / or interruption to any important through line of communication for at least 24 hours.

b) Derailment :

Class D1-Derailment of a train carrying passengers resulting in loss of human life or grievous hurt damage to property to the value of Rs. 2,00,000,00/- or above or interruption to any important through line of communication for at least 24 hours.

c) Level Crossing :

Class C1-Trains carrying passengers running into road traffic or road/ traffic running into such trains at manned level crossings resulting in (i) loss of human life or grievous hurt or (ii) damage to

Railway property or (iii) interruption to traffic is more than the threshold. value.

d) Fire in train :

Class B1 - Fire or explosion 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, 2,00,000,00/- and / or (iii) interruption of any important through line of communication for at least 24 hours.

e) Sabotage : (Bomb blast, Damage to track, bridge etc.)- Sabotage causing dislocation of traffic and loss of life/damage to properties.

CLASSIFICATION OF RAILWAY ACCIDENT AS A DISASTER :-

Disaster in the Railway context is defined as a major train accident leading to serious causalities and long duration interruption to traffic. 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.

GM, AGM or CSO have been nominated by Railway Board for declaring a very serious train accident or any other untoward incident as Railway Disaster. If the accident is declared as a Disaster, all instructions as contained herein this Disaster Management Plan would automatically come into force, and officers and staff of all departments would take action as laid down in this book. All officers and Supervisors concerned should be fully conversant with various duties listed their in and carry them out without fail.

CONSTITUTION OF A MONITORING COMMITTEE :

There shall be a high level monitoring committee cell at zonal headquarters level, which shall include the following officials.

i) PrincipalChief Safety Officer
ii) Principal Chief Engineer
iii) Principal Chief Medical Director
iv) Principal Chief Mechanical Engineer.
v) Principal Chief Signal & Telecom Engineer
vi) Principal Chief Electrical Engineer
vii) Principal Controller of Stores
viii) Principal Chief Commercial Manager
ix) Principal Chief Operations Manager

x) Chief Public Relations Officer (CPRO)
xi) Principal Chief Security Commissioner

As soon as the report of a serious train accident is received at the Head Quarters the committee shall meet immediately to take stock of the situation and monitor rescue, relief and restoration work. The committee may arrange several sittings to monitor the progress. The committee shall be responsible to take suitable action at the headquarters level.

The committee shall be responsible for the following actions :

i) Shall be in regular touch with the division, to monitor the rescue, relief & restoration works.
ii) Shall take stock of the situation & convey information to GM and nominated officer of the Railway Board.
iii) Shall co-ordinate with Board, adjacent foreign Railway and public enterprises, Private agencies, Hospitals, State Authorities, NGOs, News Agencies, Media, Private Air Operators, based in Assam & North Bengal to seek assistance whenever required.
iv) Shall nominate headquarters officer with the approval of GM/AGM, to attend site when necessary.

7. MEETING OF THE "DISASTER MONITORING CELL" :

On receipt of the first information, the "Disaster Monitoring Cell", shall hold an emergency meeting to take stock of the situation and monitor relief & rescue operations. It will also decide, in consultation with the General Manager / Addl. General Manager whether any headquarter Officers(s) shall be deputed to attend the site.

The committee will also take actions, required at the zonal headquarters' level.

8. REPORTING OF ACCIDENT TO N.F. RAILWAY, HEADQUARTER (MLG) :

A telephonic advice should be relayed to nominated officers in Zonal HQ immediately after the accident in case of following categories of accident :-

1. All train accidents.
2. 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 indicated below.

3. Land slide, breaches, OHE breakdown etc., which result in dislocation of traffic more than the threshold value value as indicated below.

In addition, periodic (monthly) statement of Accident in all categories shall be submitted to Zonal Headquarters in prescribed proforma. (see Check List).

a) Transmission of information related to accident & unusual occurrences concerning safety from site to Zonal Railway Head Quarters and to Railway Board must be quick and prompt. Accidents, which are reportable to the Board as per extact instruction, should be reported promptly.

b) It is reiterated that on account there shall be delay in transmitting information about an accident from the site to the divisional control. The Divisional control will immediately relay the same to the Central control who will inform all concerned at the headquarters starting from Principal Chief Safety Officer. There can be very little / negligible chance of any outside agency reporting an accident before the information is relayed through Railway sources. The divisional authorities must not wait for investigating the prima-facie cause of accident. However, sketch, the FIR should be sent to the headquarters immediately.

ATTENDANCE OF HEADQUARTERS OFFICERS AT THE SITE OF ACCIDENT :

a) It has been decided that unless otherwise instructed the following officers should proceed to the site of accident.

In case of an accident to a passenger carrying train involving death and / or grievous injury has (or is reported to have occurred) the following officer(s) may attend the site :

1) GM or AGM
2) PCMD
3) PCSO
4) Territorial HOD of Civil Engg. Department.
5) SAG Officer of Electrical Department nominated by PCEE.
6) SAG Officer of Signal and Telecom branch nominated by PCSTE- if Signal or Interlocking is expected to be involved.
7) Pr. Chief Security Commissioner.

b) Other Accidents : In case of other serious train accidents,

GM/AGM may instruct officers to proceed to the site of accident. GM's decision in this regard would be conveyed by Emergency / Central Control or CSO to the Principal HODs concerned. On receipt of the information of an accident, the officers mentioned above may keep themselves in readiness to move and in touch with Emergency / Central Control.

c) Special movement programme for attending the site of accident shall be drawn up by the CPTM or an officer of Operations Branch and should be communicated to the emergency / Central Control so that the concerned officers should obtain necessary information from it accordingly.

CRACK TEAM OF RAIL RESCUE EXPERTS :

The high level Disaster Management Committee recommends that each zone should have a professionally trained Crack Team of Rail Rescue Experts of Mechanical and Medical Officials based at Headquarters, who can be rushed to any site of accident by air / other route at short notice. This group will continuously be exposed to the latest rescue, extrication techniques and medical relief. This group will support the accident rescue and relief arrangements made by Divisions at the site of accident.

CRACK TEAMS : These are Specialized Disaster Response Units :

* One complete set of sophisticated equipment / gadgets required for rescue and relief must be made available to one specialized disaster response unit at each Zonal headquarter.
* Each unit will be provided with state of the art equipment for entrapment rescue from the accident involved coaches and will be kept at the disposal of GM.
* This Specialized Disaster Response Unit (comprising both men and material) available at Zonal headquarter must be sent by Helicopter or along with GM's special train as needed. They would serve as an additional aid.
* Specialized response unit maintain its elite character. It must not be sent to sites of smaller accidents and should only be rushed to sites of major disasters.

DISASTER RESPONSE - INSTANT ACTION TEAM IN THE FIELD :

3. Instant Action Team (IAT) : Instant Action team will Comprise :-

i) The Guard, Crew, TS, TTEs, RPF and other railway staff

on duty on the accident involved train.

ii) GRP staff travelling on the train on duty.

iii) Railway staff traveling by the accident involved train either on duty or on leave as passenger.

iv) Doctors traveling by the train.

v) Passengers travelling on the train who volunteer for rescue and relief operations.

vi) Railway staff working at site or available near the site of the accident.

vii) Non-Railway personnel available at or near the accident site.

4. PRE-ACCIDENT CHECKLIST PREPARATION FOR MEMBERS OF INSTANT ACTION TEAM :

i) Generally, about 15" time elapses before information regarding occurrence of an accident reaches the Divisional Control Office. In case information can be conveyed immediately, this time can be saved. This 15" time is of vital importance since it constitutes 25% of 'Golden Hour'.

ii) In case they have mobile, ensure that telephone numbers of all relevant officials such as those of divisional control offices etc. have been permanently fed into the Mobile for immediate use in an emergency.

iii) These important telephone numbers should cover all those sections where they are required to work their train either within their own division or even those of adjoining divisions.

iv) Divisions will get printed and circulate a DM Telephone Directory containing all such telephone numbers that are likely to be required in an emergency.

v) Whenever they are travelling at night they should keep a torch handy and secure it by some means. The torch will be of no use is an emergency if it cannot be taken out from inside suitcase at the point of time; or if the torch cannot be located since it has fallen off due to severe jerk.

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