Appendix - I

Extract from Railways Act 1989

The following relevant sections of the Railways Act 1989 are reproduced for ready reference

Section-5 : Appointment of Chief Commissioner of Railway Safety and Commissioners of Railway Safety. Duties of Commissioner: 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.

Section-6: The Commissioner shall-

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

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

(c) Make an inquiry under this Act into the cause of any accident on a Railway and

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

Section-7: Powers of Commissioner:

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

(a) Enter upon and inspect any Railway or any rolling stock used thereon;

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

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

Section-9: Facilities to be afforded to Commissioners:

ARailwayAdministration 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.

Section-14: Temporary entry upon land to remove obstruction, to repair or to prevent accident.

(1) Where in the opinion of a Railway Administration-

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

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

(c) Any tree, post or structure obstructs any telephone 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.

Section 24 : Temporary suspension of traffic –

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

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

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

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

Section-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 diseases 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.

Section 60: Power to make rules in respect of matters in this Chapter:–

(1) The Central Government may, by notification, make rules to carry out the purposes of this Chapter.

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

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

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

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

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

(e) Diseases which are infectious or contagious;

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

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

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

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

Section 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 Panel 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 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.

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 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 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.

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.

Section 116: Powers 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, 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, 2 of 1974.

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 proceeding, 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.

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 manner as may be prescribed.

Section 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 Commissioner of Inquiry is appointed under the Commissioner 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.

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 the accident, as maybe prescribed.

Section 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.

Section 122: Power to make rules in respect of matters in this Chapter –

(1) The Central Government may, by notification, make rules to carry out the purposes of this Chapter.

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

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

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

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

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

(e) The persons to whom notices in respect of an 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.

Section 123: Definitions **–**

In this Chapter, unless the context otherwise requires –

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

b) "Dependant", means any of the following relatives of a deceased passenger, namely:-

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

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

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

iv) The paternal grand parent wholly dependant on the deceased passenger.

Section 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 of 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 passengers, 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 purpose of this section 'Passenger' includes a railway servant on duty.

Section 124 A:

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 Railways Administration such as would entitle a passenger who has been injured or the dependant of a passenger who has been killed to maintain an action and recover damages in respect thereof, the Railway Administration shall notwithstanding anything contained in any other law, be liable to pay compensation to such extent as may be prescribed and to that extent only for loss occasioned by the death of, or injury to, a passenger as a result of such untoward incident;

Provided that no compensation shall be payable under this section by the Railway Administration if the passenger dies or suffers injury due to;

(a) Suicide or attempted suicide by him;
(b) Self – inflicted injury;
(c) Any Act committed by him in a state of intoxication or insanity;
(d) 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 purpose of this section 'passenger' includes

1. A railway servant on duty and
2. 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.

Section 125 – Application for compensation **–**

(1) An application for compensation under Section 124 may be made to the Claims Tribunal–
   a) By the person who has sustained the injury or suffered any loss, or
   b) By any agent duly authorised by such person in this behalf, or
   c) Where such person is a minor, by his guardian, or
   d) Where death has resulted from the accident by any dependant of the deceased or where such a dependant is a minor, by his guardian.

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

Section 126 – Interim relief by railway administration **–**

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

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

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

(4) Any sum paid by the railway administration under sub-section (2) shall be taken into account by the Claims Tribunal while determining the amount of compensation payable.

Section 127: Determination of compensation in respect of any injury or loss of goods –

(1) Subject to such rules as may be made, the rates of compensation payable in respect of any injury shall be determined by the Claims Tribunal.

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

Section 128 : Saving as to certain rights -

1) The right of any person to claim compensation under Section 124 shall not affect the right of any such person to recover compensation payable under the workmen's Compensation Act, 1923 (8 of 1923), or any other law for the time being in force; but no person shall be entitled to claim compensation more than once in respect of the same accident.

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

Section 129: Power to make rules in respect of matters in this Chapter **–**

(1) The Central Government may, by notification, make rules to carry out the purposes of this Chapter.

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

(a) The compensation payable for death;

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

Section 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) Willfully or without excuse interfered with any amenity provided by the railway administrations 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 which 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 –

(i) A fine of one hundred rupees in the case of conviction for the first offence; and

(ii) Imprisonment of one month and a fine of two hundred and fifty rupees, in the case of conviction for second or subsequent offence.

Section 146 : Obstructing railway servant in his duties **:-**

If any person wilfully obstructs or prevents any railway servant in the discharge of his duties, he shall be punishable with imprisonment for a term which may extend to six months, or with fine which may extend to one thousand rupees, or with both.

Section 150: Maliciously wrecking or attempting to wreck a train –

(1) Subject to the provisions of Sub-section (2), if any person unlawfully,

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

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

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

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

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

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

Provided that in the absence of special and adequate reasons to the contrary to be mentioned in the judgement 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 it likely to cause the death of such person, he shall be punishable with death or imprisonment for life.

Section 151: Damage to or destruction of certain railway properties -

(1) If any person, with intent to cause, or knowing that he is likely to cause damage or destruction to any property of a railway referred to in sub - section (2), causes by fire, explosive substance or otherwise, damage to

such property or destruction of such property, he shall be punishable with imprisonment for a term which may extend to five years, or with fine, or with both.

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

Section 152: Maliciously hurting or attempting to hurt persons travelling by railway –

If any person unlawfully throws or causes to fall or strike at against, into or upon any rolling stock forming part of a train, any wood, stone or other matter or thing with intent, or with knowledge that he is likely to endanger the safety of any person being in or upon such rolling stock or in or upon any other rolling stock forming part of the same train, he shall be punishable with imprisonment for life, or with imprisonment for a term which may extend to ten years.

Section 153: Endangering safety of persons travelling by railway by willful act or omission –

If any person by any unlawful act or by any willful 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.

Section 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 years, or with fine, or with both.

Section 156: Travelling on roof, step or engine of a train –

If any passenger or any other person, after being warned by a railway servant to desist, persists in travelling on the roof, step or footboard of any carriage or on

an engine, or in any other part of a train not intended for the use of passengers he shall be punishable with imprisonment for a term which may extend to three months, or with fine which may extend to five hundred rupees, or with both and may be removed from the railway by any railway servant.

Section 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 for a term which may extend to five years.

Section 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 purpose of this section ,"negligence" in relation to any person driving or leading a vehicle in crossing an manned level crossing means the crossing by such person -

(a) Without stopping or caring to stop the vehicle near such railway crossing to observe whether any approaching rolling stock is in sight, or

(b) Even while an approaching rolling stock is in sight.

Section 172: Penalty for intoxication. **–**

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

Section 173: Abandoning train, etc., without authority. **–**

If any railway servant, when on duty, is entrusted with any responsibility connected with the running of a train, or of any other rolling stock from one station or place to another station or place, and he abandons his duty before reaching such station or place without authority or without properly handing over such train or rolling stock to another authorised railway servant, 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.

Section 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 railways.-

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.

Section 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.

Section – 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.

Section 181: Magistrate having jurisdiction under the Act **–**

Notwithstanding anything contained in the Code of Criminal Procedure, 2 of 1974, no court inferior to that of a Metropolitan Magistrate or a Judicial Magistrate of the first class shall try an offence under this Act.

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CHAPTER - I

GENERAL INSTRUCTIONS

SCOPE OF THE RULES:

(a) These rules are based on the General and Subsidiary Rules and other instructions issued by the Railway Board. Whenever any conflict is perceived between these rules and the General and Subsidiary Rules, the rules contained in the General and Subsidiary Rules shall be followed. Nothing in these rules shall cancel, amend or modify any of the General and Subsidiary Rules or the instructions contained in any of the Railway Board's circulars on the subject of accidents.

(b) These rules shall apply throughout the South Western Railway and includes all open lines, lines under construction and sidings – Railway, private or assisted – worked by the Railway.

SUPPLY OF ACCIDENT MANUAL:

(a) Copy of the Accident Manual shall be supplied to each branch of the Zonal Office, Divisional Office, Station, Control Office, Loco Shed, Office / Depot of the Assistant Engineer, SE/JE Permanent Way, SE/JE Signal and Telecommunication, SE/JE Carriage and Wagon, Inspectors of Commercial and Transportation Departments, Carriage and Wagons, Way and Works, each of the Construction units and offices, Railway Protection Force Headquarters and Government Railway Police Headquarters.

(b) Copy of the Accident Manual shall also be supplied to each Officer, Inspector, Supervisor, Senior Subordinate, Station Master, Loco Pilot, Guard and other Railway Servants as prescribed.

ACQUAINTANCE WITH THE RULES:

Every Railway Servant is bound by these rules and whether supplied or not with a copy of the Accident Manual, must make himself acquainted with the Rules in the Accident Manual relating to his duties as also all changes made from time to time. To ensure that a Railway Servant performs the duties assigned to him effectively, it is necessary that he also acquaint himself with the rules relating to duties of other Railway Servants as prescribed in these rules.

Note: Duties of railway staff in this chapter and elsewhere in the Accident Manual are not exhaustive. Additional duties prescribed in various other circulars, rules books, manuals, codes etc., from time to time shall be applicable to the Railway Servants concerned. The change of designation or up gradation/ down gradation of any post shall not generally change the duties and responsibilities unless specially changed.

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CHAPTER - II

DEFINITIONS

2.01 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 accident has been classified in to categories from "A' to "R" excluding "I" and "O".

Note: Except where specially mentioned, nothing in these rules applies to workshop accidents, which are covered by the Factories Act 1948 and the rules made there under.

2.02 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 Crores 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) 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 traveling outside the rolling stock of a passenger train such as on foot board or roof or buffer but excluding the inside of vestibules between coaches, or run over at a Level Crossing or elsewhere on the Railway track by a train, and

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

2.03 **Serious interruption to traffic**: means interruption of an important through line of communication, which is likely to last for 24 hours or more.

2.04 **Fire:** The statistics of fire shall include all cases of physical fire or smoke emission resulting in death or injury or damage to property amounting to Rs.5000/- and above.

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

Provided further that such an occurrence may not be treated as an "Averted Collision":-

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

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

2.06 **Breach of Block Rules:** When a train enters a 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 sand hump, it constitutesbreach of Block Rules.

2.07 **Sabotage :** Means the criminal interference with any part of the working machinery of a Railway with the object of rendering it inoperative or any act intended to cause damage to Railway property, includes train wrecking or attempted train wrecking as detailed in section 150 and151of Railways Act 1989.

2.08 **Train Wrecking :** Means the willful 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 or damage.

2.09 **Attempted Train Wrecking :** Means the willful obstruction of or tampering with the permanent way or works, structures, equipment or rolling-stock, which, if undetected would have resulted in an accident.

2.10 Capsized Coach / Wagon : Capsized coach/wagon is one in which all wheels are off the ground and it is resting on its side, either on the ground or against an obstruction.

2.11 Engine failure and Time failure:

a) An engine is considered to have failed when it is unable to work its booked train from start to destination. Reduction of the load for a part of the journey would constitute a Engine failure provided this is due to a mechanical defect on the engine or mismanagement on the part of engine crew.

NOTE: In the event of an engine failure, the Loco Pilot shall give written advice of it to the Guard. The Guard shall advise the Station Master who shall issue the necessary 'all concerned' message.

b) When a engine causes a net delay of one hour or more through out the entire run owing to some mechanical defect or mismanagement on the part of the engine crew, it would constitute a time failure. Train stalling due to engine trouble or mismanagement by the engine crew necessitating working of the train in two portions would constitute a time failure provided the net loss of time on the entire journey exceeds an Hour.

2.12 Equipment failures :- An equipment will be considered as failed if it is not able to perform the prescribed function within the prescribed time limit. These include all failure of Railway equipment i.e. failure of locomotive, rolling stock, permanent way, overhead wire, signalling and telecommunication equipment and include cases falling under classification J,K,L & M.

2.13 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.

2.14 Threshold value :- For the purpose of reporting of accidents, 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 twoportions:

(a) Threshold value of Railway property loss which is fixed at **One Lakh** or;

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

Interruption	BG-A,B,C, or D Spl.. route	BG-D, E Spl. Or MG – Q, R route	BG – E, MG– S or NG – route.
Total	3 Hrs.	4 Hrs.	6 Hrs.
Or	Or	Or	Or
Total + Partial	6 Hrs.	8 Hrs.	12 Hrs.

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.

Note : In case, there is no Commercial Train available to be run on that section after *Track Fit/ OHE Fit,* an exception may be made at the level of COM who shall certify that there was no 'Commercial Train' to pass over the affected section within 30 minutes of *"Track Fit/OHE fit"*

2.15 Injuries : Injuries are classified as grievous and simple.

(i) Grievous Injuries : Injuries for purpose of these statistics should be taken as injuries as defined in Section 320 of Indian Penal Code reproduced below for ready reference. (Section 320, Indian Penal Code 45 of 1860). The following kinds of hurt 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 or joint.
(f) Fracture or dislocation of a bone or tooth.
(g) Any hurt which endangers life, or which causes the sufferer to be, during the space of twenty days, in severe bodily pain or unable to follow his ordinary pursuits.

(ii) Simple Injuries:-

(a) 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.

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

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

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

2.18. Other Trains: All other trains not covered under Para 2.17 above shall be termed as 'other trains'.

2.19 Railway Administration in relation to

(a) A government railway , means the General Manager of a Zonal railway and

(b) A Non – Government railway means the person who is the owner or lessee of the railway or the person working the railway under an agreement.

2.20 **Department**: includes all branches concerned under the administrative set up.

2.21 **Railway Servant** : Means any person employed by the central government or by a railway administration in connection with the service of a railway.

2.22 **Railway property**: means rolling stock, locomotive, permanent way, signaling and interlocking equipment, electric equipment and other property owned by the railway.

2.23 **Public property:** means all such property which does not belong to railway Viz. Goods, Parcels, i.e. luggage, 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).

2.24 **Cattle:** means and includes cows , bullocks, elephants, camels, buffaloes, horses, mares, geldings, ponies, colts, fillies and mules.

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CHAPTER - III

CLASSIFICATION OF ACCIDENTS

3.00 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 accident has been classified into categories from "A' to "R" excluding "I" and "O".

3.01. Classification of Accidents: Accidents are classified under following heads:-

I. Train Accidents.

II. Yard Accidents.

III. Indicative Accidents.

IV. Equipment failures.

V. Unusual incidents.

3.02 Train Accident:- Train accidents is an accident that involves a train. Train Accidents are further divided as:

(a) Consequential train accidents

(b) Other train accidents.

(a) Consequential train accidents : Include train accidents having serious repercussion interms 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 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 toD-4.**
Miscellaneous	**:**	**All cases under category E-1.**

(b) **Other train accidents :-** All other accidents which are not covered under the definition of consequential train accidents are to be treated as "other Train accidents". These include accidents under categories B-5, B-6, C-5 to C-8, D-5 and E-2.

303 **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 category A-5, B- 7, C-9 and D-6 .

304 **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.

305 **Equipment failures:** These includes all failure of Railway equipment i.e.failure of locomotives, rolling stock, permanent way, over head wire, signalling, and telecommunication equipment etc. and include cases falling underclassification J, K, L &M.

306 **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.

307 **Detailed classification of accidents:**

Class 'A' – Collisions

A-1 Collision involving a train carrying passengers, resultingin

(i) Loss of human life and/or grievous hurtand/or

(ii) Damage to Railway property of the value exceeding Rs. 2 Crores and/or

(iii) Interruption of any important through line of communication for at least 24 hours.

A-2 Collision involving a train NOT carrying passengers resultingin

(i) Loss of human life / grievous hurtand/or

(ii) Damage to Railway property of the value exceeding Rs.2 Crores and/or

(iii) Interruption of any important through line of communication for at least 24 hours.

A-3 Collision involving a train carrying passengers, not falling underA-1 above.

A-4 Collision involving a train NOT carrying passengers not falling under A-2 above.

A-5 Other collisions, i.e. collisions occurring in shunting, marshalling yards, loco yards and siding etc. but not involving a train.

Class 'B' – Fire or explosion in trains

B-1 Fire in a train carrying passengers resulting in

(i) Loss of human life and/or grievous hurt and/or

(ii) Damage to Railway property of the value exceeding Rs.2Crores and/or

(iii) Interruption of any important through line of communication for at least 24hours.

B-2 Fire in a train NOT carrying passengers resulting in

(i) Loss of human life and/or grievous hurt and/or

(ii) Damage to Railway property of the value exceeding Rs.2Crores and/or

(iii) Interruption of any important through line of communication for at least 24hours.

B-3 Fire in a train carrying passengers NOT falling under B-1 above but

(i) Loss to Railway property is Rs.50,000 or above and/or

(ii) Interruption to traffic is more than the threshold value and/or

(iii) Resulting into detachment of Coaching stock/stocks from the train.

B-4 Fire in a train NOT carrying passengers and not falling under B-2 abovebut

(i) Loss to Railway property is Rs. 50,000 or above, and/or

(ii) Interruption to traffic is more than the threshold valueand/or

(iii) Resulting into detachment of goods stock/stocks from thetrain.

B-5 Fire in a train carrying passengers NOT falling under B-1 OR B-3 above.

B-6 Fire in a train NOT carrying passengers and not falling under B-2 or B-4 above.

B-7 Fire occurring in shunting, marshalling yards, loco yards and siding etc. involving rolling stock but NOT involving atrain.

Note:-In case of 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'–Trains 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 into loss of human life and/or grievous hurt and/or damage to Railway property and/or 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 into loss of human life and/or grievous hurt and/or damage to Railway property and/or 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 into loss of human life and/or grievous hurt and/or damage to Railway property and/or 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 into loss of human life and/or grievous hurt and/or damage to Railway property or/and interruption to traffic is more than the threshold value.

C-5 Trains carrying passengers running into road traffic and/or road traffic running into such trains at manned level crossings but not falling under C-1.

C-6 Trains not carrying passengers running into road traffic and/or road traffic running into such trains at manned level crossings but not falling under C-2.

C-7 Trains carrying passengers running into road traffic and/or road traffic running into such trains at unmanned level crossings but not falling under C-3.

C-8 Trains not carrying passengers running into road traffic and/or road traffic running into such trains at unmanned level crossings but not falling under C-4.

C-9 Shunting engine with or without vehicles or loose vehicles running into road traffic and/ or road traffic running into shunting engine with or without, vehicles or loose vehicles, at level crossings.

Note: If a road vehicle is not capable of being physically cleared offt he track promptly by single person operating it, it should be termed as road traffic for the purposes of classifying such an accident as a train accident, irrespective of its mode of traction.

Class 'D' – Derailments

D-1 Derailment of a train carrying passenger resulting in loss of human life and/or grievous hurt and/or damage to Railway property of the value exceeding Rs.2 Crores and/or interruption of any important through line of communication for at least 24 hours.

D-2 Derailment of a train not carrying passenger resulting in loss of human life and/or grievous hurt and/or damage to Railway property of the value exceeding Rs.2Crores and/or interruption of any important through line of communication for at least 24 hours.

D-3 Derailment of a train carrying passenger not falling under D-1 above

D-4 Derailment of a train not carrying passenger not falling under D-2 above but loss to Railway property and/or interruption to traffic is more than the threshold value.

D-5 Derailment of a train not carrying passenger not falling either under D-2 orD-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 accidents

E-1 Train running over or against any obstruction including fixed structure other than included under class "C" resulting into loss of human life and/or grievous hurt and/or damage to railway property and/or interruption to traffic is more than threshold value.

E-2 Train running into any obstruction including fixed structure but not covered under class "C" or E–1

INDICATIVE ACCIDENTS.

Class 'F' – Averted collision

F-1 Averted collision between trains at least one of which is carrying passenger.

F-2 Averted collision between a train carrying passenger and an obstruction.

F-3 Averted collision between trains not carrying passenger.

F-4 Averted collision between a train not carrying passenger and an obstruction.

Class 'G' – Breach of Block Rules

G-1 Trains carrying passengers, entering a block section without any authority without a proper authority to proceed.

G-2 Trains not carrying passengers, entering a block section without any authority or with- out 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 siding or sand hump etc,.

Class 'H' – Train passing signal at danger.

H-1 Train carrying passengers running passed a 'stop' signal at danger without proper authority.

H-2 Train/NOT carrying passengers running passed a 'Stop' signal at danger, without proper authority.

EQUIPMENT FAILURE

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 thetrain.

J-7	Failure of 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 passenger, not leading to detachment of rolling stock/ stocks from the train.
J-9	A train or a portion of a train running away, out of control.
J-10	Poor brake power 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 Pilots of running trains while passing over any length of permanent way leading 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 toK-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 in 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 Electrical equipment

L-1	Snapping or any damage to OHE wire requiring switching of OHE for more than three minutes
L-2	No tension in OHE for more than three minutes.

L-3 PantographentanglementnotcoveredupunderJ-1andJ-2

L-4 DefectinACorotherelectricalequipmentleadingtodetachmentofarollingstock/s from atrain.

Class'M'FailureofSignallingand Telecommunication

M-1 Failure of part or complete panel/RRI.

M-2 Failure of Interlocking/track circuit or axle counter

M-3 Failure of Block Instruments

M-4 Failure of point machine and equipment

M-5 Failure of signal/point

M-6 Failure of control/station communication for more than fifteen minutes

M-7 Failure of station to station or station to level crossing gate communication for more than fifteen minutes

Note:-Signal/point and telecommunication failure which were not informed will not be taken into account of failure.

UNUSUAL INCIDENTS

Class 'N' - Train wrecking or sobotage to a train

N-1 Attempted wrecking of **or Bomb Blast or Explosion or Hijacking or sabotage** to a train carrying passengers with or **without loss of human life and/or grievous hurt and/or damage to Railway property**.

N-2 Attempted wrecking of **or Bomb Blast or Explosion or Hijacking or sabotage** to a train NOT carrying passengers **with or without loss of human life and/or grievous hurt and/or damage to Railway property.**

N-3 Attempted wrecking of **or Bomb Blast or Explosion or sabotage** to signaling and track or forceful confinement of train running staff on duty and/or passengers but not involving a train.

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 engineor 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' –Miscellaneous.

R-1 Vehicle or vehicles running away.

R-2 Train running over cattle.

R-3 Floods, Breaches and landslides, etc. resulting in interruption of an important through line of communication more than the threshold value.

R-4 Other cases of Floods, breaches, landslides, etc. resulting in interruption to traffic.

R-5 Any accident not included in the foregoing classifications.

Note:(i) The term 'cattle' does not include sheep, goats, pigs, dogs, donkeys, rams, ewe and lambs.

(ii) A train includes a trolley, lorry, motor trolley, when worked under the rules for working trains.

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CHAPTER IV

DISASTER MANAGEMENT

A. GENERAL INSTRUCTIONS:-

Disaster Management is the art of functioning under conditions of extreme difficulty. It is the ability to take cool rational decisions in a crisis situation filled with tension and even danger. It is the ability to function effectively when all known chains of command have been broken and when even channels of communication have failed. In short, it is the ability to function in chaos.

The Railway is a highly structured organisation, with a clear chain of command, effective communication channels and a time-tested pattern of working. During accidents, however, almost all these break down. It is in this situation that cool and clear thinking is necessary and decisions have to be taken quickly and effectively.

4.01 OBJECTIVES IN DEALING WITH ACCIDENTS:

The main objectives to be ensured while dealing with a serious accident are to

a) save lives and alleviate suffering
b) protect property including mail
c) provide succour and help to passengers at the site of the accident
d) ascertain the cause of the accident
e) restore through lines of communication and
f) instil a sense of security and confidence in the minds of the affected people

4.02 RESOURCES OF ALL DEPARTMENTS TO BE MADE AVAILABLE:

The resources of all departments including men and material should be promptly made available, rendering assistance to passengers and for restoration of traffic. Every facility must be afforded to the Civil Police, Medical Officers and the Commissioner of Railway Safety to enable them to proceed to the site, in case of a serious accident.

4.03 IMPORTANT RESPONSIBILITIES OF RAILWAY OFFICIALS PRESENT AT SITE:

1. Till such time relief and assistance arrive and a more senior official replaces him, the senior most railway official present shall take charge of the situation.

2. He shall ensure that the accident has been reported properly to the controller or the nearest Station Master, that the train is protected and relief, if required is asked for and arrange to

   a) collect railwaymen and volunteers,

   b) allot duties to each as best as possible under the prevailing circumstances,

   c) allot duties to Police, Military and Railway security staff and

   d) Organise relief with the assistance of volunteers.

3. Railway servants present during an accident shall take note of the exact time of the accident, besides other important details connected with the accident. They shall also take the earliest opportunity of checking their watches with the Guard's watch or control time, as the exact time of an accident is often an important clue in determining the cause of the accident.

4. All railway servants present at an accident site or asked to handle at accident site should maintain a log indicating time and activities.

4.04 DEALING WITH STAFF ALLEGEDLY RESPONSIBLE FOR AN ACCIDENT OR INVOLVED IN AN ACCIDENT:

1. Staff alleged to be guilty of offences which in the opinion of the Divisional Railway Manager or the concerned Divisional Officer, if proved will, result in their dismissal/removal from service, should be placed under suspension, pending the result of the inquiry.

2. Staff may also be suspended where the alleged failures are serious in nature.

3. As soon as the accident takes place where the Loco Pilot may have in some way connected to the accident, the Loco Pilot shall be examined by a Doctor.

It should therefore, be ensured that the Loco Pilot is relieved and sent to the Doctor as quickly as possible for special medical examination.

4. Medical Officers at an accident shall examine the Motorman/ Loco Pilot or any other staff connected with the safe running of trains involved in an accident to find out whether they were under the influence of alcoholic drinks, sedative or any stimulant drug and send a report to Divisional Railway Manager endorsing a copy to Chief Medical Director and Chief Safety Officer.

4.05 REFERENCE LISTS AT STATIONS/CONTROL OFFICE FOR READY REFERENCE:

(a) The following lists shall be kept at all stations (along with current telephone numbers wherever provided):

1. Acc.8, Acc.9, Acc.10, Acc.11, Acc.12.

2. List of ambulance services with location.

3. List of volunteer organisations like St. Johns Ambulance Brigade, Lions Club, Rotary Club, etc.

4. List of Civil, Police and other authorities to be informed in case of an accident.

5. List of fire fighting arrangements (Railway, State Government, Public Sector and Private Sector).

6. Addresses of nearby POL and LPG marketing company's local representatives and specialised industry like petrochemicals, hazardous chemical, etc.

7. List of mobile crane operators (Government, Public Sector, and Private Sector).

8. List of State Transport bus depots.

(b) The following lists shall be kept at Divisional/Control Offices (along with the current telephone numbers where provided):

1. List of Railway Hospitals/Health Units and other Government Hospitals and Health Units in the division.

2. List of ambulance services with location.

3. List of fire fighting arrangements (Railways, State Government, Public Sector, and Private Sector).

4. List of POL and LPG bottling or marketing companies and specialised industries like petrochemicals, hazardous chemicals etc., and names of Technical Officers of LPG loading stations.

5. District Magistrates, District Superintendents of Police.

6. Heads of Private and Public Sector organisations located in the Division from whom assistance can be sought.

7. Road Maps of the Division.

8. Station Working Rules of all stations in the division.

9. Master Charts.

10. Copy of the checklist of Section Controller, Deputy Chief Controller, Chief Controller, Power Controller, etc.

11. Rules Books – GRS and Accident Manual.

12. List of Officers to be advised in case of serious accidents.

13. List of adjacent Divisional/Zonal Officers.

14. List of officials from whom helicopter/aeroplane can be chartered.

15. List of railway's road vehicles with numbers and controllingofficers.

16. List of railway's road vehicles drivers with their addresses.

17. List of co-ordinating officials in Army/Navy/Air Force and the State Government Headquarters whose assistance can be sought in case of serious accidents.

18. List of State Transport bus depots.

19. List of T.V.Centres, Radio Stations, etc.

20. List of Staff trained for combating LPG accidents or other emergencies.

4.06 RESPONSIBILITIES OF STATION MASTER RECEIVING REPORT OF AN ACCIDENT:

i) When a report of any accident or obstruction is received by the Station Master, he shall see that all necessary precautions are taken by the most expeditious means possible, for the protection of traffic.

ii) If an accident happens to a train, the Station Master shall arrange for all necessary assistance to be sent to the train.

iii) The Station Master shall, as soon as practicable, report each accident in accordance with special instructions.

4.07 OFFICIALINCHARGE OFACCIDENT SITE:

The Senior-most Official present at the site of the accident shall be the overall incharge of relief operations and all the staff - both on relief trains and others shall comply with his instructions.

B. PROTECTION:

4.08 ROLE OF GUARD, LOCO PILOT AND STATION MASTER:

(i) The Guard and Loco Pilot shall immediately protect the affected train in case of single line and in case of double line/multiple lines shall do so after protecting the adjacent line first, by the use of flasher light, hand signals, detonators, fusee, etc. as detailed in G.R. 6.03.

(ii) The Station Master receiving information of an accident shall see that all necessary precautions are taken by the most expeditious means possible, for the protection of the affected train and traffic.

C. REPORTING:

4.09 ROLE OF GUARD, LOCO PILOTAND STATION MASTER – ALL CONCERNED MESSAGES:

i) On the occurrence of an accident the Guard or in his absence the Loco Pilot shall immediately note the time of accident, and after protection, shall report the occurrence to the Control and to the nearest Station Master.

ii) Report by the quickest available means:

Every accident shall immediately be reported to the Station Master of the nearest (accessible) station by the quickest available means. For this purpose the Guard or in his absence the Loco Pilot or any other railway servant present at the site of the accident shall follow the procedure prescribed in S.R.6.05.

iii) The Station Master shall arrange to advise the Controller, Station Master at the other end of the Block section and officials of the other departments also by the quickest possible means.

The Station Masters/Station Managers of stations where sirens are provided shall arrange for sounding the siren immediately and arrange to move MRV/ BD special where necessary.

iv) **Information to Civil and police authorities**: Depending on the gravity of the situation Station Master shall also establish direct contact with Civil and Police authorities such as District Collector, District Superintendent of Police, Superintendent of Police, GRP apart from conveying the information to the nearest Police Station.

4.10 PARTICULARS TO BE CONVEYED BY THE GUARD AND LOCO PILOT OR ANY OFFICIALAT THE SITE OFACCIDENT WHILE CONVEYING FIRST INFORMATION:

(a) Time and date of accident.
(b) Train number and description.
(c) Enginenumber.
(d) Loco Pilot'sname.
(e) Guard'sname.
(f) Section and kilometreage of accident.
(g) Condition of the adjacent track whether fouled or clear.
(h) Brief description of accident/nature of accident.
(i) Whether any injury, number of persons injured/killed. Whether injury is to passengers, railway staff or others.
(j) In case of derailment the number and type of vehicles derailed or capsized and in case of derailed vehicles the particulars of wheels derailed, whether loaded or empty. If the engine has derailed the number and description of the wheels derailed.
(k) Condition of permanent way i.e., whether badly damaged or otherwise, length damaged, etc.
(l) Assistance required MRV, break down cranes with tool vans, tool vans only, MFD, staff with tools only, etc.
(m) In case of level crossing accidents the type of road vehicle involved and the number of persons injured/dead and the nature of injuries. Whether the engine is disabled and whether any derailment has take place. Whether road vehicle is entangled/obstructing the track.
(n) Prima facie cause, if known.
(o) Any other important information.

Note: 1. The information should be precise and clear.
2. In case of accidents involving passenger carrying trains and accidents at level crossing gates, the first information should be very prompt.
3. In case there is no injury this should be clearly advised.
4. Guard and Loco Pilot shall convey the report of an accident in Form Acc.3 in addition to advice given through telephone.

4.11 PREPARATION OFACCIDENTMESSAGES

(a) Messages about accidents from Guard, Loco Pilot, Station Master and first official at site shall be addressed as 'To all concerned'accident Class A-1, L-5, etc., as the case may be.

(b) Messages reporting 'serious accidents' shall be prefixed with a code AXXR. All other messages shall be coded AXR.

(c) If there is interruption to through traffic, this shall be stated specifically.

(d) In all accident messages the names of the stations shall be written in full. In the reports to the Railway Board, the designations of officials concerned shall be written in full. All messages to the Railway Board and the Chief Commissioner of Railway Safety shall be confirmed by post, under advice to the Chief Safety Officer.

(e) In the event of an accident falling in more than one class, it should be treated as an accident in the highest class. However, while reporting an accident in the highest class, the lower class or classes, which are also involved, shall also be indicated.

(f) Where an accident message is cancelled, Form Acc.1 or STE.45B shall not be used and instead Form STE.51B shall be used.

(g) Where reclassification of accidents is found necessary, the full text shall be reported in Form STE.45B giving reference to the original message and the authority for reclassification. For example, if accident Class B-4 is reclassified as B-5, the following particulars shall be shown on the top of the reclassified message:

To accident Class B-5 (B-4 of 16.08.97 reclassified vide DRM/UBL No. …… of 26.10.04)

A copy of the reclassified accident message (B-5) shall be delivered not only to those officials to whom it is due but also all those officials to whom the original message (B-4) were sent.

4.12 MESSAGE FROM THE FIRST OFFICER/SUPERVISOR AT SITE:

(h) The first Officer or Supervisor arriving at an accident site has an added responsibility of going into greater detail. It is absolutely essential that between the sending of an 'All Concerned' message and the arrival of a senior supervisor/Officer at site, the track is protected and the details of the accident collected. In case of injuries to passengers, a detailed list of injured passengers along with the nature of injuries should also to be made out after a through check of all coaches. Doctors arriving at the site of an accident should immediately tabulate the list of injured, detail the nature of injuries and classify injuries based on this manual.

(i) Withthisinformationandtheparticularscollectedasper Rule 4.10, thefirst supervisor or Officer at site should give a detailed message to the Control Office, to the Divisional Railway Manager and the General Manager, where necessary, indicating the probable cause, the nature of injuries sustained by passengers, the nature of assistance required and the probable time of restoration.

4.13 RESPONSIBILITIES OF SENIORMOST OFFICER AT SITE:

With the arrival of Officers at site, the seniormost Officer at site has to take over control of all matters related to the accident including keeping the headquarters informed of the progress of restoration, nature of injuries to passengers, action being taken for medical assistance, prima- facie cause of the accident and the probable time of restoration. The seniormost Officer at site has, therefore, to issue a detailed message to the General Manager incorporating all these details in his message.

4.14 NOTICE OF SERIOUS ACCIDENTS TO THE CIVIL POLICE STATION OF THE LOCAL AREA, DISTRICT SUPERINTENDENT OF POLICE, REVENUE OFFICIALS ETC.

In all cases of serious accidents the Officer-in-charge of the civil police station of the local area, the District Superintendent of Police and the revenue Officials like Tasildar of the State Government, having jurisdiction over the site of the accident should invariably be informed about the accident as early as possible after its occurrence, preferably on the phone.

4.15 REPORTING BY THE CONTROL OFFICE IMMEDIATELY ON RECEIPT OF THE INFORMATION ABOUT AN ACCIDENT:

(a) Section Controller shall

i) Advise the Chief Controller and note important details on the chartand also in any logbook maintained by him.

ii) Obtain the relevant information from the person giving information about the accident and remain in constant touch with site.

iii) Advise the SE/P.Way, SE/S&T, SE/C&W, LF LI, TI, AEN and allother senior supervisors of the section immediately. In case of accidents

involving passenger carrying trains the nearest stations where Accident Relief Medical Equipment, Scale I and Scale II are located and also the nearest stations where Railway Hospitals and Health Units are located shall be advised immediatelyabout the accidents.

iv) Advise Station Masters on either side of the affected section to keep loop lines clear for marshallingofAccident Relief Trains.

v) Follow up movement of relief vehicles and ensure that they are moved on top priority.

vi) And follow up all instructions given to him by senior officials.

(b) Chief Controllershall

i) Advise DRM/ADRM, all concerned Officers, Supervisors and Inspectors.

ii) Inform Medical Superintendent/Doctor incharge immediately in case of accidents involving injury to any person.

iii) Order Medical Relief Van and Break Down specials immediately.

iv) Inform Officers online on the affected section and nearbysections.

v) Advise Police officials and District Magistrates concerned where such advice is due.

vi) Give prompt information to adjacent Divisions/Railways for regulation of traffic. Telephonic advice should be followed by recorded messages.

vii) Also maintain a continuous log of events and messages received apart from following up all matters relating to the accident.

viii) Advise Central Control giving full details of the accident.

ix) This shall be followed by with details of the relief operations, etc., from time to time, till the section/station are restored to normal. The final repercussions, consequent on the accident shall also be furnished.

4.16 ACTION TO BE TAKEN BY CENTRAL CONTROL ON RECEIPT OF INFORMATION ABOUT ACCIDENT FROM DIVISIONAL CONTROL OFFICE:

The Chief Controller on duty at the Central Control Office shall record the information in the Log Register specially maintained for the purpose and put it up at once to the Deputy Chief Operations Manager (Safety/Special Duty)/Senior Transportation Manger (Safety) during office hours for further instruction and action as necessary. He shall also communicate the information forth with over the phone to all concerned Officers at the Headquarters Office. Where an accident takes place other than office hours or on holidays the information shall be communicated to all Officers at their residence over the phone.

4.17 COMMUNICATION ARRANGEMENTS:

(i) One of the most vital requirements at an accident site is communication. As such,

   (a) Signal and Telecommunication Official shall proceed to the accident site immediately on receiving an accident message.

   (b) An officer of Signal and Telecommunication branch should immediately take position in the control office to assist in

      1. Control communication
      2. Emergency communication
      3. Communication to Public

   (c) Qualified staff should be detailed to man the communication net works provided at the accident site.

(ii) Providing efficient and effective communication arrangements at the site of the accident is very important. Communication arrangements should be made liberally at the site of accident and at the adjacent stations by providing phone communication with control, communication with rest of the railway net work through Railway phone and BSNL telephone. The authorities of Telecommunication Department should provide as many telephones as possible with STD facilities. Information must be passed on to the terminals from which the train originated and scheduled to terminate and also to important intermediate stations through Railway and other channels. Help from the civil authorities for organising relief and communicating the details should be taken. The information collected should be passed onto the control.

4.18 REPORTER

The Senior Official (Officer or Subordinate if there is no officer present) who arrives first at the scene of a serious accident involving the death of, or injury to, one or more passengers shall at once appoint an employee to act as Reporter and to fill in Form ACC.6. The Medical staff shall be responsible for recording details of injuries and other medical notes against the names of the injured.

D. ASSISTANCE:

4.19 EXPEDITIOUS DESPATCH OF RELIEF TRAINS:

(i) In the case of accidents likely to require the use of the Break-down special, Medical Relief Van etc., Station Masters on duty on controlled areas shall immediately after they become aware of the occurrence, specially advise Control giving all available information.

(ii) Control shall at once arrange for such assistance as may be required. As the delivery of accident messages is liable for delay, Control shall take immediate steps to communicate necessary information to the Divisional Operations Manager, Divisional Safety Officer and also to the Officers and Subordinates of other Departments, so as to expedite the turning out of the Medical Relief Van, Break-Down Special, etc. Control shall also specially advise the Section Engineer Signals/Telecommunication who shall proceed to the spot by the first available means with his portable telephones.

(iii) If the Section Engineer Signals/Telecommunication, is out of Headquarters at the time of call and does not have the portable telephone with him, he shall proceed to the accident spot, after issuing instructions to his officials to bring the portable telephone to the accident spot. A competent official shall accompany the first accident special(which carries a portable telephone) to the accident spot, if he has not already left for the accident spot along with the Section Engineer S&T/ Telecommunication and control shall ensure that the S&T Branch is advised in time to join the special without delaying it.

(iv) The ARME Scale I which are stored in special train (i.e. MRV special) shall be stabled on separate siding and shall be despatched on priority even ahead of BD special. The MRV special shall be given absolute priority for its journey to the site of theaccident.

(v) The Accident message (initial or supplementary) despatched from the site should include as much pertinent information as possible to enable the authorities despatching the Relief train to judge the requirements of the situation and act accordingly.

4.20 MEDICAL AID

(i) Whenever any accident, occurring in the course of working a railway, has been attended with grievous hurt it shall be 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 till they are removed to their homes or handed over to the care of their relatives or friends. In any such case, or in any case in which any loss of human life or grievous hurt has occurred the nearest available local Medical Officer shall be sent for, if such Medical Officer is nearer at hand than the Railway Medical Officer.

(ii) The control office shall immediately advise, the Station Masters of the Stations equipped with ARME Scale II on each side of the site of the accident. The Station Masters concerned shall despatch the boxes to the scene of the accident by the first available train. The box shall be unlocked before despatch and the clasp tied on to the hasp. If the key had been mislaid or has become defective, the Station Master shall send the box in the condition it is at the time and shall not, in any circumstance, fail to send the box and the box shall be broken open at the accident spot.

(iii) The Control Office shall also immediately arrange for sending First aid boxes and stretchers available at stations and on trains, on either side of the site of accident by the quickest possible means.

(iv) The Control Office shall also immediately advise, the Senior Railway Medical Official headquartered on each side of the site of the accident , the Divisional Medical Superintendent of the Divisions concerned as also the Divisional Medical Superintendent of the nearest adjoining Division and all Medical Subordinates headquartered between the two Divisional Medical Officer stations. The Railway Medical Officials receiving the

advice shall get ready at once the special accident medical equipment if any, provided at the station or at the Dispensary or in the Breakdown Special at the station, in addition to their own emergency boxes, and assemble all their available staff at the station; and, as soon as they are ready to proceed to the site of the accident, advise the Senior Transportation (Traffic) Official present at the respective stations. The Control Office shall arrange for the transport of the Medical staff and their equipment to the site of the accident by the first available train, a Special Train for the purpose being arranged if possible. The Medical staff with necessary supplies may proceed to the site of the accident by means other than rail, if rail transport is likely to involve delay.

(v) The Control Office shall also advise immediately, the stations on either side of the site of the accident where local Doctors are available. The Station Masters receiving the advice shall immediately advise, by the quickest possible means, the local Doctors and, on their arrival at the station, advise the Control Office. The Control Office shall arrange for the transport of the local Doctors and their equipment to the site of the accident by the first available train, a Special train being arranged for the purpose, if possible.

(vi) On receipt of information of an accident necessitating medical attendance either from the control or by the sounding of the siren, the concerned Assistant Divisional Medical Officer shall ascertain from the Control or the Station Master, as to the exact nature of the accident, the probable number of persons injured, etc. He shall precisely note down these particulars in the Book maintained for this purpose, with the time and date of receipt of the message.

(vii) The Control Office shall also advise immediately, the Station Master of the station at which a Medical Relief Van is stabled, on each side of the site of the accident. Each of the Station Masters receiving the advice shall immediately advise the Senior official of the Medical Department and Senior official of Mechanical Department headquartered at his station. The Senior Railway Medical Official receiving the advice shall assemble all his available staff with their emergency boxes, at the station and as soon as he and his staff are ready to proceed to the spot of the accident, advise the Senior Transportation (Traffic) official present. An MRV shall be started only with Doctors and para-medical staff.

(viii) The Senior Official of Mechanical Department receiving the advice shall assemble his staff at the station and as soon as he and his staff are ready to proceed to the site of the accident, advise the Senior Transportation (Traffic) official present. The Senior Transportation (Traffic) Official shall arrange to send the Medical Relief Special with the first available engine. The Senior Transportation (Traffic) Official shall arrange for a competent Guard to work the Medical Relief Special and also to arrange to send by the train as many licensed porters and Group D staff as possible.

Note: (1) No Officer's Inspection carriage shall be attached to a Medical Relief Special, except in cases where the inspection carriage is already in the formation. The Senior Transportation (Traffic) Official shall accompany the train. On no account shall a Medical Relief Special be held up for the arrival of any official and it shall be started immediately the Medical staff and the Mechanical staff assemble at the station and report that they are ready to proceed to the site of the accident.

(2) The services of the local Doctors shall be availed of, if it is possible to do so without causing delay to the Medical Relief Train.

(ix) The medical relief Special shall be given highest priority for its journey to the site of the accident.

(x) Every facility shall be given to doctors to reach the site of accident:

It will be the duty of all Railway servants to afford every facility to Doctors to enable them to reach the site of the accident with the least possible delay.

Note: In case, access by road to the site is speedier than that by rail, any Gazetted Officer of the Railway should be authorised to withdraw reasonable amount of cash from Station Earnings through concerned Commercial Officer for hiring road vehicles to enable him to proceed with his staff and equipment to the site. Cash so withdrawn must be accounted properly by accompanying vouchers for the expenditure incurred. Balance cash if any shall be remitted immediately.

(xi) Attention to injured:

(a) The injured passengers shall be attended to on top priority. It is the primary duty of all Railway Servants to render prompt assistance to the injured and arrange immediate medical aid at the site of the accident and most effective medical treatment after their admission into hospital.

(b) All First Aid boxes, equipments and emergency Tool Boxes in trains or at stations shall at once be rushed to the site of the accident for rendering relief to the injured and extricating passengers from the debris. In order to convey medical help to the site of the accident, trollies may be sent out, trains may be detained and train engines utilised. Out side conveyance may be requisitioned, if necessary, through local Police and revenue officials. In cases where the site of the accident is approachable by Road, medical aid may be rushed by road if it can reach quicker and more conveniently. Detailed road maps should therfore, be kept in all Control Offices and in Railway hospitals which should also be equipped with ambulance vans in order to rush, whenever possible, medical aid by road.

(c) The Guard or the Station Master should ascertain if there are doctors and first aid workers amongst passengers, and they should be requested to assist.

(d) In cases of serious injuries, the nearest civil or military medical officials or privatepractitionersand ambulancemustbe summoned, if the Railway Medical Officer is notavailableearlieror is unablebyhimselftocope withthesituation.

(xii) Action to be taken by Assistant Divisional Medical Officer where no special Medical Relief Equipment is provided:

a) The Assistant Divisional Medical Officer of a Dispensary, where no special Medical Relief Equipment is provided shall proceed at once to the site of accident by the quickest means of transport available, sending at the same time a message, with copy to the Chief Divisional Medical Officer,to the Assistant Divisional Medical Officer of the nearest stationwherespecialmedical relief equipment is provided asking him to move the Equipment to the accident spot by first means and stating that he is proceeding to the accident spot.

b) The Assistant Divisional Medical Officer shall take with him his Medical bag and the Emergency box supplied to his Health Unit/Hospital.

(xiii) Action to be taken by Assistant Divisional Medical Officer at a place where Scale 'II' Equipment is provided:

The Assistant Divisional Medical Officer at a place where Scale II equipment is provided shall proceed to the accident spot by the first available means taking with him, if possible, the entire Scale "II" equipment. If it is not possible to take the entire equipment by the first available means, he shall proceed taking with him as much of the equipment as possible and arranging with the Station Master to send the remaining equipment by the next available means i.e. train, trolly, road vehicle etc.

He shall also take with him his Medical bag and the Emergency box supplied to his Health Unit/Hospital.

(xiv) Action to be taken by Station Master at station where Scale "II" equipment is provided, but where there is no Assistant Divisional Medical Officer:

At stations where Scale "II" equipment is provided but where there is no Assistant Divisional Medical Officer it is the responsiblity of the Station Master to see that the equipment is moved by the first available means. The Guard of the train carrying this equipment or the person whomsoever is entrusted with task of carrying this equipment shall hand over the same to any Assistant Divisional Medical Officer or Divisional Medical Officer or Doctor who is present at the accident spot.

(xv) Responsibility of Assistant Divisional Medical Officer proceeding to an Accident spot:

a) An Assistant Divisional Medical Officer proceeding to an accident spot shall take with him as many staff as are available, for utilisation as Stretcher Bearers, Dressers and Assistants in respect of bringing water, boiling instruments and keeping the equipment ready for use. For this purpose, he shall maintain a list of qualified First Aiders at his station and whenever required, take an appropriate number of First Aiders. Wherever there is a St. John's Ambulance Brigade Division, as many of them as possible shall be taken, instructing the Health Unit/Hospital to advise their immediate superior. He shall leave necessary and clear instructions with the Health Unit/Hospital to receive the injured persons or to send additional equipment to the site of the accident when asked for.

b) An Assistant Divisional Medical Officer proceeding to an accident spot shall before actually leaving for the spot , advise his Divisional Medical Officer of what exactly he has arranged. On arrival at the accident spot, he shall as soon as possible, advise the Divisional Medical Officer the number of persons killed and injured, the nature of injuries and the arrangements made to render medical aid and any additional medical assistance required if this has already not been done.

(xvi) Responsibility of Divisional Medical Officer proceeding to the site of the Accident.

a) The Divisional Medical Officer shall proceed to the site of the accident by the first available means(Rail/Road) taking with him the medical relief equipment and necessary staff. He shall decide (from the estimate of the injury as given in the accident message or as ascertained by him from Control) whether assistance from the neighbouring Division/Railwayis required, if so, he shall send necessary requisition by the earliest possible means to the nearest Divisional Medical Officer, Chief Medical Director and the adjacent Medical Officers-in- charge of Civil or other Hospitals nearest to the scene of accident. On arrival at the site of accident he shall after affording medical aid, as best possible, arrange for the removal of the injured from the site of the accident to the nearest Hospital. Officers of the Transportation (Traffic) and other Departments shall give every possible assistance to the Divisional Medical Officer in his effort to reach the scene of accident as quickly as possible; for the removal of the injured from the scene of the accident; for clearing of the debris or other work to unearth the injured persons; and in sending messages to the Chief Medical Officer and Divisional Medical Officers of other Division and others

b) If the Divisional Medical Officer can possibly reach the site of accident by motor car in advance of the Medical Relief Van, equipment or staff, he shall do so after nominating an Officer of another Department or his Subordinate to take charge of the arrangements to send the Medical equipment.

c) The DMO/MS/CMS of a Division shall proceed to the accident site by fastest means. Where he is not the first doctor to arive at site, he shall review the treatment given by junior doctors and make a detailed report of the casualties and the condition of the injured. He shall then follow up and monitor the further treatment to all the injured till they are discharged from Hospitals.

(xvii) Opening of dressing station and temporary Hospital:

a) At the scene of the accident the senior Medical Official present shall decide on a site for a dressing station and depute staff preferably those qualified in First Aid to help him in his work. The dressing station shall be conveniently situated and if there are sufficient staff, two such stations shall be opened where injured cases shall be brought from the wreckage by stretcher and dressed. The tarpaulins and bamboo posts provided in the Accident Medical Equipment shall be utilised for getting up these stations especially in an out of the way place. If the accident is by day, the First Aid Station thus got up shall be marked by a red flag, if it is during night time, the station shall be marked by a red signal lamp. The senior Engineering Official at the site shall be responsible for seeing that adequate labour to work as stretcher bearers, under the guidance of the Medical staff is provided.

Note: Except in case of extreme urgency, no operative procedure shall be undertaken at the scene of accident.

(b) If it is found necessary to open temporary Hospitals and if the accident take place in or near the precincts of a station the Divisional Medical Officer shall requisition any refreshment rooms, Waiting Rooms, Institutes or other Public Buildings belonging to the Railway for such purpose. Speed in evacuation is of the utmost importance and the aim of the medical relief party shall be to evacuate all cases to Hospitals in the shortest time possible. Before transporting the injured for admission to any Railway or Non Railway Hospital, the authorities there shall be advised in advance by phone or wire requesting them to make necessary arrangements for receiving the cases.

(xviii) Medical personnel to attend to the injured:

a) It is the duty of the Medical personnel to attend to the injured without any delay and valuable time shall not be wasted by them in collecting the following data for which responsible staff from other Departments shall be detailed by the Officers of these Departments, to work in co-operation with the Medical Officer in charge:

The temporary and permanent address of the injured

The date, class and number of ticket and the station between which it is available.

Age, caste, occupation or status in life, and if possible the income of the injured.

b) The Senior Medical Official shall, however, be responsible for recording details of injuries and the treatment undertaken on the spot together with the particulars as to how they were disposed of, etc., in the note book which is provided along with the Medical Relief Equipment. If it is found that the injured passengers have already been treated by either fellow passengers who may be the Medical Practitioners or Guards having first aid equipment in their van or by the Civil Medical authorities near the scene of accident or by any other non-Railway individuals, everything shall be done to obtain complete notes of such person on the lines detailed above. If necessary a visit shall be paid later to the local Civil or other Hospitals where accident cases have been admitted. The Medical authorities there being requested to permit the Railway Doctors to take these notes. A complete list of the injured persons with full particulars of injuries etc., shall then be sent to the Chief Medical Director, with a copy to Chief Safety Officer, by first means by the Divisional Medical Officer or the Sr. Medical Subordinate in charge of the medical arrangements at the scene of the accident.

c) Officials of all Departments, especially at the scene of accident, shall keep in close touch with one another and the Medical personnel shall not leave the place until they are informed by the Divisional Railway Manager or the Seniormost Officer present that all injured passengers have been extricated from the debris.

d) The Assistant Divisional Medical Officer or the Divisional Medical Officer who first arrives at the scene of accident shall intimate his arrival to the Chief Medical Director and he shall send report as a running commentary so as to keep the Chief Medical Director informed of the number of persons injured etc., and what medical aid is rendered to them, until the Chief Medical Director himself arrives at the accident spot.

(xix) Standing instructions by Divisional Medical Officers to Assistant Divisional Medical Officer.-

Divisional Medical Officer shall prepare standing instructions for each Assistant Divisional Medical Officer-in-charge of each Health Unit/Hospital to ensure that the Assistant Divisional Medical Officer keeps his staff informed of his whereabouts when he is away from the Health Unit/Hospital and that, if the Assistant Divisional Medical Officer himself cannot proceed to an accident spot promptly, the Divisional Medical Officer and the Assistant Divisional Medical

Officer of the adjoining Health Unit/Hospital are immediately advised of the position. The staff required to be left behind at the Health Unit/Hospital shall also be indicated.

(xx) Divisional Medical Officer to replace articles in Medical Relief Equipment after use.-

After use, the Medical Relief Equipment shall be inspected by the Divisional Medical Officer as soon as possible and replacement of all articles used shall be arranged for immediately.

4.21 PROMPT EXTRICATION OF THE INJURED FROM DEBRIS:

Great and prompt care must be taken in handling and extricating the injured from the debris. They must then be carried to the nearest clear place for First Aid, etc.

4.22 SPEEDY TRANSPORT OF INJURED PERSONS TO HOSPITAL:

After receiving first aid, all seriously injured passengers must be transported, as speedily as possible to the hospital station as decided by the Medical Officer in charge.

4.23 PRIORITY TO COACHINGAND FREIGHT VEHICLES NEEDED FOR TRANSPORTINGTHE INJURED:

(i) The Control Office shall make the necessary arrangements for the provision of coaching and freight vehicles for the transport of the injured persons, giving such stock priority over other rakes and shall keep in close touch with the Divisional Medical Officer in order to find out what his requirements are for this purpose.

(ii) Trains carrying injured persons from the site of the accident shall be given priority over all other trains including Breakdown special. When the injured persons have been accommodated, there shall be no delay in despatching the train. Control shall grant absolute priority for its journey from the site of the accident. On sections where Control working is in operation, the Senior Transportation (Traffic) Official present shall take all steps to ensure that absolute priority is given and advise, by message to all the stations concerned.

4.24 RAILWAY DOCTOR TO ACCOMPANY INJURED PERSONS TO NON-RAILWAYHOSPITALS:

When injured persons are sent to a Non-Railway hospital for treatment, the medical Superintendent, Divisionalor theAsst. Divisional Medical Officermustdeputea Railway doctor to accompany them from the station to hospital and see that they are properly accommodated. The doctor so deputed must give a daily report of the progress of patients to the Divisional or theAssistant Divisional Medical Officer.

4.25 ARRANGEMENTS FOR RECEPTION OF PATIENTSAT NON-RAILWAY HOSPITALS:

Timely advice must be given to the civil and military hospitals of the number of injured persons proposed to be shifted there and the time that they are expected to arrive at the hospital station.

All local Railway transport vehicles, such as trucks, cash lorries etc., should be made available for the purpose of clearing casualties to hospital. Ambulances or suitable road vehicles should also be requisitioned from the police, the army and other sources at the hospital station. If adequate transport cannot be arranged for by such means, transport should be hired.

4.26 SUPPLY OF DRINKING WATER TO THE INJURED AND OTHER PASSENGERS

All efforts shall be taken to ensure an adequate supply of drinking water to the injured and other passengers, by Station Master, Section Engineer(works) and Commercial Inspectors. Water stored in the Accident Relief Trains shall be made full use of. Efforts may also be taken to get water from local sources even by engaging lorries. Jerry cans available at Stations may be made use of for this purposes. Water in sachets may be procured and supplied.

E. EXAMINATION OF EVIDENCE AND PRESERVATION OF CLUES:

4.27 RESPONSIBILITIES OF OFFICER OR SENIOR SUBORDINATE:

i) The Officer or Senior Subordinate of any department who may happen to be present at the time an accident occurs or who first arrives at the scene of accident shall irrespective whether he is on or off duty shall carefully examine and make a note of all the evidence which may prove useful in ascertaining the cause of the accident and record the results of the examination in Form Acc.7.

ii) In the event of more than one Officer or Senior subordinate being present at the site of the accident or arriving first at the site of the accident, the report in the prescribed Form Acc.7 shall be signed by all the Officers or the Senior Subordinates, as the case may be. If the report is made by one or more Senior Subordinates it shall be called for and checked by the Officer or Officers who arrive first at the site of the accident.

iii) The Divisional Safety Officer if nearer to the spot, shall proceed by a special engine if he cannot arrive at the site soon by other means; and if he is within reach of the Executive Officers of other departments, he shall give them opportunity of accompanying him. Similarly the Officers of other departments shall use the quickest available means to reach the site.

4.28 RESPONSIBILITIES OF STAFF OTHER THAN OFFICERS/SENIOR SUBORDINATES:

Rule 4.27 shall not be deemed to imply that staff other than Officers and Senior subordinates present at or arriving first at the site of an accident need not take any step to examine or preserve evidence relating to the accident. It shall be the duty of every railway servant to look for and preserve such evidence and such evidence shall be made available to the Officer or Senior subordinate for incorporation in the prescribed forms.

4.29 RECORDING OF STATEMENTS OF STAFF CONCERNED:

Recordthestatementsof the staff concernedandtakewhateverstepsas maybe necessary to record or preserve evidence, which subsequently might not be available.

4.30 PRESERVATION OFCLUES:

a) All clues shall be preserved with a view to enabling the reconstruction of the scene at a later date. This is essential even though the District Magistrate or the police might have inspected the scene of the accident and ascertains the cause of the accident and even though photographs might have been taken.

b) He shall not interfere with any clue which may be of assistance in arriving at the cause of the accident and any item of debris which may help to trace the cause of the accident unless such interference is emergent and unavoidable and is permitted by responsible officer present at the spot. If it is considered absolutely necessary to remove any items of debris, which may help to trace the cause of the accident, they shall be carefully preserved by the Officer prompting the removal, record being kept of the positions from which they were taken. Videograph and photographs of the wreckage shall be taken, as their value for purposes of evidence is very great. It may happen that parts of the wreckage will afford the only clue to the cause of an accident.

4.31 NOTING DOWN THE POSITION OF VARIOUS EQUIPMENT:

Specially take steps to note the conditions of and the exact position of-

(a) Vehicles,
(b) Points,
(c) Fixed signals,
(d) Levers operating points and fixed signals and
(e) Any debris such as broken axle boxes, springs, locking bolts, cotters, fallen material in rear of the point of mount/drop, disturbances in track fittings etc., which may help to trace the cause of the accident.

4.32 SEALING OF SIGNALLING EQUIPMENT:

a) In cases where defects in the interlocking might have caused or contributed to an accident, the interlocking gear concerned shall be sealed up and not opened, except on the authority of the Divisional Signal and Telecommunication Engineer and Divisional Safety Officer. The sealing of the interlocking gear shall be carried out in the following manner:

Signal lever frames – A tape shall be passed over the cover of the tray containing the tappet locking and sealed to prevent the cover being removed.

b) In addition to the above, it is necessary that soon after an accident in Automatic Signalling territory, the relay boxes connected with the concerned signals and the concerned location boxes pertaining to the signals and track circuit in all colour light signal area should also be sealed in the presence of traffic staff and should not be opened except on the authority of the Divisional Signal and Telecommunication Engineer and the Divisional safety Officer.

Key locks of all descriptions, including gate locks and interlocking key boxes, shall be taped and sealed across the cover. Electrical apparatus, including Station Master's control, electrical facing point locks and lever locks and electric slots shall be taped and sealed across the cover.

c) Point detectors shall be taped and sealed across the cover.

d) In cases where immediate repairs to points and permanent way are necessary to pass trains, only such parts of the interlocking shall be disconnected as are necessary to carry out the repairs to the road. No alterations or repairs to interlocking gear likely to be concerned in inquiries into the accident shall on any account, be carried out prior to such inquiries, and only after obtaining the permission of a responsible Officer.

4.33 EXAMINING AND RECORDING OF THE CONDITION OF THE PERMANENTWAY:

Carefully examine and record the condition of the Permanent Wayaccording to the details given in FormAcc.7 and Form Appendix 1, which is furnished in the Appendix. The results of the examination are to be recorded in Form Acc.7 and in Form appendix V.

In all cases of derailments, the marks on the wheels of the engine and/or vehicles and the marks on the permanent way (rails, sleepers, etc.) in respect of the wheels mounting on and dropping from the rails, the wheels riding on the ballast etc. shall be specially looked for and recorded. Special care shall be taken to examine the wheels before the engine and/or wheels are worked away from the accident spot. The wheel marks etc. on the permanent way (especially between the points of mount and drop) required for a later reconstruction of the scene shall be very carefully examined, preserved and/or recorded, irrespective whether or not the cause of the accident has been known and irrespective of whether or not videograph/photographs have been taken. The position of the rails, sleepers, fish bolts, nuts, etc., bear marks as a result of the accident (especially in between the points of mount and drop) shall be marked on the ground and serially numbered, with either chalk or paint, and carefully preserved so that they can be placed back in their original positions at a later date.

4.34 EXAMINING AND RECORDING OF THE CONDITIONS OF THE ROLLING STOCK:

Carefully examine and record the condition of the rolling stock according to the details given in Form Acc.7 and Form Appendix 2 furnished in the Appendix. The results of the examination are to be recorded in Form Acc.7 and Form Appendix V. The composition, marshalling order and particulars of rolling stock on the trains involved shall also be recorded in Form Appendix V.

4.35 NO TAMPERING OF CLUES AND EVIDENCE:

None shall interfere with any clue which may be of assistance in arriving at the cause of the accident and any item of debris which may help to trace the cause of the accident shall not be disturbed or cleared unless such interference is emergent and unavoidable and is permitted by a responsible Officer present at the spot. If it

is considered absolutely necessary to remove any items of debris, which may help to trace the cause of the accident, theyshall be carefullypreserved by the Officer permitting the removal, record being kept of the positions from which they were taken. Photographs and videograph of the wreckage shall be taken, as their value for purposes of evidence is very great. It may happen that parts of the wreckage will afford the only clue to the cause of an accident, the position and the state of the road etc.

4.36 ARRANGING VIDEOGRAPHERS ANDPHOTOGRAPHERS:

Arrangements must be made for photographs and videographs to be taken of all essential features. The services of a reliable local photographer/videographer may be utilised till the photographer/ videographer from the Public Relations Office becomes available.

4.37 SCRUTINISATION OF BOOKS AND FORMS:

Scrutinisation, as early as possible, the Train Signal Register books and Train Message books concerned and any other relevant records such as Caution Orders, Train Reception and Despatch Order books, etc., and initial them noting the time and date. In case where the records are directly connected with the cause of the accident they shall be immediately secured and sealed.

4.38 NOTES AND SKETCHES:

The official of the Engineering department shall be responsible for the preparation of the final sketch showing the site of the accident, the permanent way affected, the position of derailed vehicles and the sites at which loose fittings belonging to track and rolling stock are found.

Detailed sketches of damage to rolling stock shall be prepared by the Officer of the Mechanical department who arrives at the spot. Necessary photographs shall also be taken.

F. CO-ORDINATION AT DIVISIONAL HEADQUARTERS AND ZONAL HEADQUARTERS

4.39 CO-ORDINATION AT DIVISIONAL HEAD QUARTERS:

i) Immediately on receipt of information regarding a major accident, the senior most Operating Officer should take over charge of the relief/rescue arrangements being organised in the Control Office.

ii) DRM, before leaving for the accident site may advise ADRM to co-ordinate inter- departmental effort from the Divisional Headquarters.

iii) In all cases of accidents involving passenger carrying trains, a Commercial officer should proceed to the accident spot. In case, however when a Commercial Officer is not able to reach the site immediately due to unavoidable reasons, any of the other Traffic Officers present at the accident site should look after the duties pertaining to Commercial Officers at the accident site.

iv) Vehicles as required should be hired, if necessary, by payment through Station imprest at convenient location making sure that the Officers and the staff rushing medical aid and food supplies to the accident spot are not delayed in their efforts. Apart from hiring vehicles, the Officer concerned in the Divisional Office as well as at the accident spot or at the nearest major station would be authorised to hire such other material as would be necessary to give relief to passengers, e.g. water barrel, petromax lamps, etc.

v) Even when one team of officials is leaving by MRV/B.D. SPECIAL a second team can leave by road.

vi) The Officer in-charge of the Control Office should establish immediate contact with local Civil and Police authorities under whose jurisdiction the accident has taken place. If the situation warrants, the Officer in charge of the Control Office should also establish contact with State Secretariat and the State Police Headquarters to get necessary assistance. DRMand other Officers of a Division having its headquarters in the State Capital should be requested to assist in this regard.

vii) Immediately on receipt of information regarding occurrence of a major accident, a separate Emergency Control should be set up in the Control Office to be manned by Officers/ Inspectors depending on the situation. As far as possible attempts should be made to give adequate relief to the Deputy Controllers on shift duty so that their pre-occupation with the event at the accident spot do not result in confusion in other areas causing undue detention to other passenger carryingtrains.

vi**i**) A log book should be maintained by the Emergency Control duty Staff of the action taken at various levels and the information being received in from the accident spot. However each Branch Officer shall, before leaving for accident site, depute one departmental representative in the control office.

ix) The Commercial Branch shall be responsible for

a) Arranging labour for transhipment of goods.

b) Supply of water and catering to passengers.

c) Care and transportation of passengers.

d) Maintaininglist of injured/death etc. and keeping liason with the hospitals and Medical Branch of the Railway.

e) Maintainingliasonwithpressandpublicregardingaccidentsandlistof injured.

f) Assist passengers against harassment by unscrupulous elements.

g) Arranging catering/water to Officers and staff working at site.

Whenever a major accident takes place the Senior Divisional Commercial Manager/ Divisional Commercial Manager of the Division should proceed to the spot, leaving the Divisional Commercial Manager/ Assistant Commercial Manager to liason in the Control Office. The Divisional Commercial Inspectors of the section should also attend the accident.

The following staff should also be mobilized to assist passengers:

1. Travelling Ticket Examiners of the train involved .
2. Ticket Collectors/Travelling Ticket Inspectors from nearby stations.
3. Railway porters and licensed porters.

4.40 CO-ORDINATIONAT ZONAL HEADQUARTERS:

i) The infra-structural facilities to deal with anyemergencysituationhave been provided in the Central Control Room.

ii) The Safety Branch has arranged to provide all relevant information regarding the phone numbers of all concerned to be contacted in Railway Board and other Zonal Headquarters during an emergency. Safety Department, has also made available the details of jurisdiction of Civil and Defence authorities in all the regions covered by South Western Railway.

iii) (a) On receipt of information regarding the occurrence of a major accident involving passenger carrying trains or heavy dislocation to passenger carrying trains, in case of floods, breaches, cyclone, or in case of any other accident involving disruption to through communication for a very long duration on any section, Emergency Control Cell would be immediately set up in the Central Control.

(b) In all accident situations, the emergency control room would be manned by an Officer of the Operating Department. Simultaneously, Commercial, Mechanical, Civil Engineering, Signal and Telecommunication, Electrical Departments would arrange to depute Officers to be present in Central Control to co-ordinate activities pertaining to their respective departments. In Sections under electrification, an Officer of Electrical Department dealing with traction distribution/ rolling stock would be deputed. In non-electrified territories, an Electrical Department official would be deputed to co-ordinate the efforts for providing lighting facilities, etc., if the disruption is likely to continue for more than 24 hours.

iv) The Emergency Cell would maintain communication with the Divisional Emergency Cell and with Emergency Cell opened in Railway Board, as and when considered necessary.

v) The Central Control Emergency Cell would co-ordinate all efforts for procuring Air transport, as and when found necessary, from the Civil or Defence Authorities.

vi) In case of occurrence of accidents involving heavy causalties, a Medical Officer would be deputed by Chief Medical Director to be present in the Central Control to receive and compile the information relating to nature of injuries so that accurate information could be communicated through the Press and Radio/TV to the public by CPRO.

vii) The Emergency Control Cell would be disbanded only with the personal approval of COM or, in the absence of COM, the Senior most Operating Officer present.

vi**i**) In Central Control, CPTM would take over charge of regulation of trains cancellation notices etc., being advised to the public and the press. SDGM would maintain liaison with Civil Authorities. They would be assisted by a SAG officer from Commercial Department.

G. RESTORATION OFTRAFFIC

After an accident has occurred, it is essential that through communication is established as quickly as possible. To this end all staff and materials shall be pressed into service. All avoidable delays should be ruthlessly curbed. A system of monitoring the pace of work should also be ensured. All Officers and staff at accident site shall be responsible for any delay in establishing through communication.

4.41 EXPEDITIOUS DESPATCH OF BREAK-DOWN SPECIAL:

i) In the event of an accident necessitating the use of a break-down special, the first Officer of the Mechanical or other department to arrive at the Locomotive Yard or (pending the arrival of an Officer) the senior subordinate of the Mechanical Department present shall personally supervise and be responsible for the correct marshalling of the special. The Officer or senior subordinate shall not leave the locomotive yard without handing over his duty specifically to an Officer or senior subordinate selected by him. After the special has been marshalled, the Officer or senior subordinate responsible shall get it through immediately, with the Senior Transportation (Traffic) Officer or in the absence of a Senior Transportation (Traffic) Officer the senior subordinate of Traffic department shall assume control himself so that the special is despatched to the scene of the accident without delay.

Note: Officers' Inspection Carriages or other special vehicles may only be attached to break downspecial if this attachment can be performed before the out going engine arrives in the traffic yard. Officers or subordinates concerned shall be responsible for any delay in shunting, once the out going engine is ready for attachment to the special.

ii) The seniormost Mechanical Officer present (in the absence of Mechanical Officer, the seniormost Engineering Officer) is personally responsible for ensuring safe and efficient handling of cranes and removal of wreckage and that no accident occurs on this account. Similarly, the seniormost Engineering Officer shall personallysatisfy himself that the line is fit and free from obstruction before authorising resumption of normal working, imposing such speed restrictions as he considers necessary.

iii) The seniormost official present at the site of the accident shall be the overall in charge of relief operations and all the staff, both on the relief trains and others shall complywith his instructions.

4.42 TARGET TIME:

i) Whenever the break-down special is ordered from a station, the Station Manager or the Chief Station Master, if off duty, shall be called on duty. Steps to turn out the break-down special shall not however, pend, in any respect, the arrival of the Station Manager or the Chief Station Master.

ii) The target time for turning out the break-down special is as under:

During day time from 6 to 18 hours – 30 minutes

During night time from 18 to 6 hours – 45 minutes

iii) The above time should be reckoned from the moment the siren is sounded till the time the train is ready in all respects for despatch at stations where the break-down specials are kept outside the loco yard with suitable connection to the running line. At stations where the break-down specials are stabled within the loco shed, the above period of 30 minutes and 45 minutes should be reckoned from the time the siren is sounded till the time the break-down special, complete in all respects, is brought to the exit of the loco shed. It should not take more than 10 minutes for starting the train after it has come to the loco exit. To ensure this, it is necessary that the train is complete in all respects and the outgoing train engine is also attached ready to start.

iv) It shall be realised by all concerned that there shall be no delay whatever in despatching break-down specials and the shunting, if any, in regard to the crane shall be competed as expeditiously as possible by the time the staff assemble. Suitable boards should be put up in the loco sheds and the stations for the guidance of thestaff.

4.43 ARRANGEMENTS FOR CLEARING THE LINE:

(i) DRM/ADRM or in their absence the seniormost Officer/ Supervisor from the Mechanical Department will be incharge of operations for clearing the line of obstruction.

(ii) The Sr.Divisional Commercial Manager, Divisional Commercial Manager or an Asst. Commercial Manager will be incharge of transhipment arrangements or in his absence, the seniormost Operating Officer shall perform this duty.

(iii) The senior traffic Officer or in his absence, the senior traffic subordinate at the site will be in charge of regulation of traffic.

(iv) On electrified sections, the Traction Engineer, or Assistant Traction Engineer, or senior subordinate of the Traction Branch will look after electric traction matters.

(v) The Sr. Divisional Operations Manager/Divisional Operations Manager/Assistant Operations Manager/Area Officer will take over charge of Control office and regulate traffic.

(vi)(a) Cranes shall not be worked adjacent to Overhead Lines unless such Overhead Lines are dead. If track lifting or the use of crane, which may foul the overhead equipment, is necessary on the electrified area the Traction Power Controller, Traction Foreman (Overhead equipment) or the Traction Foreman (Distribution) must be advised and their sanction obtained.

(b) All movements of the crane jib shall be conducted with great care so as not to foul the Overhead equipment and adjacent lines. Whenever possible, the direct blast from the crane chimney to the to the Overhead lines or insulators should be avoided.

4.44 RESTORATION OFCOMMUNICATION:

i) Duties of the first officer/senior subordinate arriving at the scene of accident:

a) The first Officer whether he belongs to the Mechanical, Engineering or Transportation department, shall if necessary and feasible, make arrangements for transhipment and do everything possible to expedite the resumption of traffic, as soon as he arrives at the scene of the accident, informing the Officer of the Transportation Department in charge of the division of what is being done.

b) The first Engineering Official, who arrives at the scene of the accident shall advise direct his next senior official or an other railway official who can render assistance, giving a copyto the Divisional Engineer or the Chief Engineer, stating what help is required.

ii) The official of the Engineering department who authorises the restoration of the track shall be personally responsible for ensuring that all the evidences relating to the accident have been correctly collected and preserved. It shall however be ensured that the restoration of through communication shall not be unduly delayed and that all efforts to establish through communication are taken simultaneously while preservation of clues and examination of evidences are being done.

4.45 SPOT INVESTIGATION BY COMMISSIONER OF RAILWAY SAFETY:

It shouldbe verypromptlyascertainedfrom the Commissionerof Railway Safetywhether he desires to inspect the site, etc., before the commencement of clearance and restoration work. Further action should be ensured in accordance with his instructions.

4.46 WORK OF CLEARING WRECKAGE.

(i) The work of clearing wreckage shall be carried out as expeditiously as possible and shall proceed continuously until it is known definitely that every victim has been extricated from the wreckage. For this purpose work shall be carried on continuouslyin shifts, if necessary, with the aid of lighting arrangements.

(ii) If, nevertheless, the contingent circumstances are such as to render this impossible then, before the work of clearing the wreckage is suspended, every endeavour shall be made to establish beyond all reasonable doubt and with the assistance of, preferably independent medical testimony that only dead body remains.

(iii) When, as a result of an accident, a large body of workmen are utilised to handle heavy machinery, etc., in connection with clearance of wreckage, the first Officer of the Engineering, Mechanical or Transportation (Traffic) Department, who arrives at the scene of the accident shall send a requisition to the Railway Divisional Medical Officer concerned to arrange for Medical assistance with First Aid and other equipment.

4.47 DIVERSION OF TRAINS:

Diversion of Mail/Express/Passenger trains will, when necessary be authorised by Divisional Operations Manager/Assistant Operations Manager in consultation with Chief Passenger TransportationManager.

4.48 ACTION TO BE TAKEN WHEN TRANSHIPMENT IS NECESSARY:

When the line is reported to be breached or submerged, or when an accident of such magnitude has happened that it is likely that traffic will be interrupted so as to necessitate transhipment, the following instructions shall be observed:-

(i) The Divisional Engineer shall proceed immediately to the spot, and if he cannot, the Officers of other department shall use the quickest available means to reach the site.

(ii) The first Officer, whether he belongs to the Mechanical, Engineering or Transportation (Traffic) Department shall if necessary and feasible, make arrangements for transhipment and do everything that will expedite in any way the resumption of traffic, as soon as he arrives at the scene of the accident, informing the Officer of the Transportation (Traffic) department in charge of Division of what he is doing.

(iii) When an accident involving interruption to traffic occurs near the end of a Division, the Divisional Operations Manager of the adjoining Division shall take charge of the lineup to but exclusive of the accident spot. If the officers of the neighboring division can arrive more speedily at the accident spot, control shall advise them immediately. The Officers shall at once proceed to and assume control of the accident spot and shall take such action as may be necessary and keep the Head Offices as well as the Divisional Officers of the concerned Division informed of what is being done. The Officers of neighboring Division shall remain at spot until the respective Divisional Officers of the Division concerned arrive.

(iv) Traffic Inspector, Section Engineer (P.Way), Section Engineer (C&W) and Loco Inspector in charge of the section on which the accident occurred shall on receipt of advice of the accident proceed by the quickest means in order to render all possible assistance.

4.49 ADVICE OF RESUMPTION OF TRAFFICAFTER INTERRUPTION:

The official of the Engineering Department, who authorises the resumption of traffic over portion of the line over which traffic has been interrupted by slips, breaches, failures of works, derailments or other causes, shall immediatelyon restoration of through communication, advise the Chief Commissioner of Railway Safetyand the Commissioner of Railway Safety, General Manager, Chief Operations Manager, Chief Safety Officer, Chief Engineer, Chief Commercial Manager, and Divisional Railway Manager.

H. MISCELLANEOUS

4.50 SUPPLY OF FOOD AND DRINK TO PASSENGERS AND STAFFAT THE SITE OF THE ACCIDENT.

In a serious accident, the Sr. Divisional Commercial Manager/Divisional Commercial Manager or, in his absence, any other Commercial Officer should be deputed to look after the comfort and needs of injured as also the uninjured persons. Prompt arrangements should be made for the supply of cool drinking water, milk, food etc. and vendors should be called in so as to arrive at the scene of accident with the least possible delay.

(1) Refreshment, food and beverages may be supplied free of charge to the affected passengers, injured, uninjured or stranded. These maybe arranged from the Railway and/or outside sources as necessary.

(2) The seniormost official at site shall have the powers to arrange conveyance of the affected passengers free of charge by any available mode of transport and also incur expenditure for carriage of passengers lugguage etc.

Note: A proper accountal should be kept of the expenditure incurred duly supported by the vouchers to enable post-audit of the same after the event is over. A statement of the expenditure incurred should be signed and put up by the authorised officer to the Divisional Railway Manager within a period of one month after the accident for his sanction duly post-audited with reference to the funds provided for on this account as also the supporting vouchers for the expenditure incurred. In case any specific area where glaring instance of excess expenditure in comparison to the event is observed, it should be specifically brought to the notice of DRM so that corrective action for non-recurrence of such a situation in future, is taken. General Managers may lay down, in consultation with their FA&CAOs, the over all limits for the purpose of sanctioning of expenditure (not for incurring at the time of accident), beyond which specific sanction of the General Manager with Finance concurrence may have to be obtained for regularising the expenditure after the event in such cases. The post audit report should incorporate the various aspects of item-wise expenditure and observations of the Sr. DFM/DFM and clarification of the authorised Officer for sanction by the competent authority. The check note of the Sr.DFM/DFM should indicate the extent of check that was possible with reference to vouchers submitted (Boards 89/Safety-I/ 4/3 dt 22.9.89)

(3) Food has to be supplied to the staff engaged in clearing operations as and when necessary under the supervision of a responsible official until through running is restored.

(4) Payment of cash in lieu of food shall be resorted to only if food cannot be arranged and not as a regular measure.

(5) The rate at which cash to be given shall be decided and advised from time to time by the Chief Safety Officer.

(6) Care shall be taken to see that suitable accommodation is provided in the connected trains for the through passengers in a relief train.

4.51 OPENING OF AN ENQUIRY-CUM-INFORMATION CENTRE AT THE SITE OF A SERIOUS ACCIDENT:

(i) An enquiry cum information centre should be opened at the site of a serious accident in order to give correct information and make announcements regarding medical aid, transhipment of passengers, running of relief train etc. All possible help should be rendered to the stranded passengers.

(ii) The place of accident should be guarded and the details should be announced from time to time, through public address system. A black board may also be kept there and the details written on it from time to time. This will help the public to get the first-hand correct information about the accident.

(iii) If passengers in a relief train have to catch connecting trains, care should be taken by the official incharge of transhipment work to see that some accommodation is provided in the connected train.

(iv) Definite instruction should be given to the passengers as to what exactly they are required to do, where to go and when exactly their train will move towards its destination. This should also be announced through the public address system.

(v) If any information about the safety of the passengers etc., is asked for at any station by their relatives, this should be ascertained and supplied to the relatives as early aspossible.

(vi) For this purpose, when an accident to a passenger train involving loss of life and serious injury occurs, enquiry booth should be set up at the places as indicated below:

a) At the Block station nearest to the site of accident as first priority.

b) At the Junction station nearest to the site of accident as second priority.

c) At Hubli and Bangalore in the event of very major accident on this Railway, involvingmanycasualties.

d) These booths should be set up within a period of 6 Hrs from the time of the accident and should include one responsible group C staff each of the Commercial, Medical and Security Departments. The booths must have prominent banners so that friends and relations of victims can easily

locate them. The booths should be kept open round the clock. The booths must not be closed down before salvage operations are fully completed, and kept open thereafter as long as decided by the concerned DRM.

e) The information to be given at these booths will be

1. The location, train No. and date and time of accident.
2. The names and addresses of persons who have been injured and their location. In other words, it should be intimated whether the injured have been released after first aid or have been admitted to Hospital and if so, the name and address of the hospital.
3. Similar information in regard to the dead.
4. In case rerailment operations are still in progress information regarding progress of the same as far as known and chance of more victims being discovered or otherwise.

Note: In the case of the relatives of the deceased, the Railway Administration may, at Junction Stations, allow the use of Waiting rooms and/or Retiring Rooms, if considered necessary, without detriment to the convenience of other passengers.(Board memorandum No. 60-TGIV/1035 of 23, May 1962).

4.52 CONVEYING INFORMATION REGARDING CONDITION OF THE INJURED AT FREE OF COST:

Inland messages to the closest relations conveying the news of safety of those travelling by a train involved in a "serious accident" may be given free of cost. However the circumstance under which such messages should be accepted from passengers and sent free of cost would depend on the merits of the case i.e. the nature of the accident. The senior most officer in charge of the local arrangements regarding the accident shall decide when this facility is to be granted. In case of death, the telegram should be sent to any address which may be found with the deceased. BSNL telephone with STD facilities provided at the site may be used for conveying information by the stranded passengers to their relatives and friends.

In addition to sending free telegrams to the relatives of victims of the accident whenever their addresses are known and issuing of free passes to their kith and kin, information giving the names of the dead and injured, nature of injuries, sex, their address as also their disposal to the hospital etc., should be communicated to the originating and destination stations of train/trains involved in the accident and also to important junction stations enroute to enable public queries to be answered satisfactorily. This information should also be communicated simultaneously to coaching cell of the Railway Board.

4.53 ISSUE OF COMPLIMENTARY PASSES TO THE NEXT OF KIN OF THE VICTIMS AS WELL AS TO THE SURVIVING VICTIMS OF RAILWAY ACCIDENTS.

With the approval of the General Manager complimentary passes in favour of not more than two persons may be issued to the next of kin of victims from any station in India to the site of accident and back to their destination as well as to the surviving victims who are discharged from the hospitals, to their destinations. The issue of such passes shall be regulated in accordance with the instructions laid down in Railway Board's letter No. E(G) 58/P55-6/1 dated 25th August 1959. The detailed instructions for issue of complimentary passes are given in Chapter XII

4.54 EX-GRATIA PAYMENT TO THE INJURED OR TO THE NEXT OF KIN OF THEVICTIMS:-

Ex-gratia payments are to be made to the injured or the next of kin of the dead in a serious accident as admissible from time to time. Senior scale or higher Officer as nominated by the Divisional Railway Manager is competent to allow payments. The detailed instructions for these ex-gratia payments are given in Chapter XII.

4.55 SECURITY OF PASSENGERS LUGGAGE:-

The seniormost Security Official present shall co-ordinate with the police official present for ensuring the security of passenger's luggage as under:-

a) The luggage and belongings of injured and dead passengers must be collected at one spot which must be properly guarded.

b) An inventory in triplicate showing the belongings so collected, should be prepared by the police. The Security Official shall obtain and hand over one copy to the Officer in charge at site, retaining the other copy.

4.56 TRANSHIPMENT OF PASSENGERS AND THEIR LUGGAGE:

(i) The Seniormost Commercial Official present shall be responsible for ensuring that the transhipment of passengers and their luggage is done smoothly and that adequate arrangements for Porters, Lamps etc., have been made for transhipment of the luggage of passengers. He may call on engineering labour to assist and this assistance must be given by the seniormost engineering official present.

(ii) Passengers to be advised of transhipment beforehand:

Passengers are to be advised beforehand of transhipment and the probable time it will take. It should be announced through the Public Addressing system as to what exactly the passengers are required to do, where to go and when exactly their train will move towards it destination.

4.57 DAILY BULLETIN TO STATIONS IF COMMUNICATION IS INTERRUPTED:

In the case of an accident resulting in the interruption of communication, the Divisional Railway Manager in charge of the interrupted section shall issue a daily bulletin to all important stations, specifying what possibility there is of through communication and, if there be none, shall specify by what route traffic may be diverted and the probable date of restoration of through communication. It shall also be stated whether this through communication will mean the transshipment of passenger, etc., or the restoration of through running. This advice is necessary to enable Station Masters to reply to questions from passengers who may wish to travel beyond the interrupted section.

I. ACCIDENT RELIEF TRAINS AND EQUIPMENT

4.58 TRAINS UNUSUALLYDELAYED:

i) When a train carrying passengers fail to reach any station within 10 minutes of its due arrival there and a train not carrying passengers within 20 minutes, the Station Master on duty at either end of the block section shall immediately

(a) inform the Station Master at the other end and the Controller on duty, if control working is in operation, of the position.

(b) send one of the staff out on the block section to fetch information about the whereabouts and condition of the train and nature of assistance, if any required and

(c) take such other action as may be deemed necessary on the merits of each case.

ii) On receipt of such advice, the Controller shall immediately warn the stations where Break- Down trains, Medical Relief Van and Medical Relief Equipment are located to arrange to keep them in readiness to be moved immediately on receipt of further advice and keep himself constantly in touch with the situation thereafter and take such further action as may be necessary.

Note: The above limits of time up to, which the train may be awaited, pending action are not intended to prevent initiative being taken earlier should the circumstances of the case warrant.

4.59 SOUNDING OF ACCIDENT ALARM SIGNALS:

1. SIRENS

(i) Long Range Electric Sirens:

As means of giving immediate warning to the staff of the various departments, in the event of an accident, a Long Range Electric Siren has been installed at important stations.

ii) (a) Each siren is provided with

1. a delayed action switch (the tumbler switch marked 'Accident Warning') and
2. a check switch (marked 'Test Push')

(b) The delayed action switch (the tumbler switch marked "Accident Warning') is designed to give call of ¾ minute duration, each with ½ minute interval between two successive calls.

(c) The check switch (marked 'Test Push') is for checking whether the siren and motor are in good working order. For testing the siren the push button of the check switch shall be pressed and kept in the ON position until the siren gives a continuous blast extending to not less than 30 seconds and then released.

(d) If, for any reason, the delayed action switch fails to function, the emergency call shall be given by manually operating the check switch to give calls. Description of accident and the number of hooters to be sounded are as follows

Sl.No.	**Description of the Accident**	**No. of hooters**
1.	When an accident takes place in the Traffic yard, loco shed – ART is required	Two long
2.	When an accident takes place in the Traffic yard, loco shed - ART and MRT are required	Two long – one short
3.	When an accident takes place at out station and through traffic is not affected – ART is required	Three long
4.	When an accident takes place at out station and through traffic is not affected – ART and MRT are required	Three long – one short
5.	When an accident takes place at out station and through traffic is affected – ART is required.	Four long
6.	When an accident takes place at out station and through traffic is affected – ART and MRT are required	Four long – one short

Note: The duration of the long hooter shall be ¾ minute (45 Seconds) and 10 seconds for the short, with half minute (30 seconds) interval between two successive calls.

(iii) Both the delayed action switch and the check switch are provided with locking arrangements. The key of the delayed action switch and the duplicate key of the check switch shall be kept in a sealed glass fronted case. The original key of the check switch shall be kept by the electrical staff. In case of emergency the seal or glass shall be broken and the key taken out to give the emergency call. After the emergency is over and the key restored to the box, arrangements shall be made to replace the broken glass and/or to reseal the box.

(iv) The check switch shall be operated by the Electrical Department once a month.

(a) On hearing the emergency call the staff nominated to turn out for such calls by the respective Heads of Departments shall do so and take up the positions and duties allotted to them. The staff concerned shall respond to the call with alacrity. Indifference in responding or failure to respond to the call will be dealt with seriously.

(b) At stations where long range electric sirens have been installed the wireless staff nominated to turn out for such calls by the Head of Department shall take up positions with the portable emergency wireless set to proceed to the accident spot by the first available means.

(2) Sounding of engine whistle/hooter/Station Bell:

In the event of the long-range electric siren getting out of order, the emergency call must be given as indicated below-

(i). The whistle/hooter of engine shall be sounded as coded above, so as to give whistles/ hooting or call of 1 minute duration each, with ½ minute interval between two successive whistle/ hooting this being repeated twice at an interval of 3 minutes.

(ii) In case an engine is not available at the time to give the emergency call, the emergency call shall be given by the violent ringing of station bell. The Station Master or the senior official of the Transportation (Traffic) department present at the station shallarrange and be responsible for the issue of the emergency call.

4.60 ACCIDENT REELIEF MEDICAL EQUIPMENT:

i) Types of Medical Equipment: There are two types of Medical Equipment namely, Scale I and Scale II. Scale I equipment is stored in special Medical Relief Vans and Scale II equipment is stored in boxes in special rooms on the station platform. This equipment will be called Accident Relief Medical Equipment.

ii) The special Medical Relief Vans containing Scale I equipment are marked 'Accident Relief Medical Equipment' and bear on each side a red cross against a white background, each unit of the cross being 80 cm long and 15 cm wide.

iii) The special room containing the Scale II equipment is marked on at least two sidesby a Red Cross against a white background as mentioned in the above rule.

iv) A copy of the list enumerating the equipment Scale I and II shall be exhibited on the wall inside the Special Medical Relief Vans and the special room respectively for ready reference.

4.61 Location of A.R.M.E. – Scale I:

Broad Gauge

Hubli Jn

Castle Rock

Bangalore City Jn.

Mysore Jn.

Arsikere

Harihar

4.62 Ordering and despatch of A.R.M.E. Scale I

i) On receipt of advise of an accident to a train not carrying passengers resulting in injuries to persons, and in case of accident to a train carrying passengers always, the Chief Controller shall advise immediately by telephone the Station Master of the station at which a Medical Relief Van is stabled on each side of the site of the accident to send the A.R.M.E. Scale I equipment to the site of the accident.

ii) Each of the Station Masters receiving the advice shall immediately advise the senior official of the Medical department and the senior official of the Mechanical Department headquarted at his station.

iii) The senior railway medical official receiving the advice shall assemble his staff with their emergency boxes, at the station and as soon as he and his staff are ready to proceed to the site of the accident, advise the senior Transportation (Traffic) officialpresent.

iv) The senior official of the Mechanical department receiving the advise shall assemble his staff at the station and as soon as he and his staff are ready to proceed to the site of the accident, advise the senior Transportation (Traffic) official present.

v) The senior Transportation (Traffic) official shall arrange to send the Medical Relief Special with the first available engine. The Power Controller/Traction Loco Controller shall nominate the locomotive to work the Medical Relief Special.

vi) The senior Transportation (Traffic) official shall arrange for a competent Guard to work the Medical Relief Special and also arrange to send by the train as many licensed porters and Group D staff as possible.

Note:

1. No Officer's Inspection Carriage shall be attached to a Medical Relief Special except in cases where the Inspection Carriage is already in the formation. The senior Transportation (Traffic) official shall accompany the train. On no account shall a Medical Relief Special be held up for the arrival of any official and it shall be started immediately when the Medical staff and the Mechanical staff assembleat the station and report that they are ready to proceed to the site of the accident.

2. The services of the local doctors shall be availed of, if it is possible to do so without causing delay to the Medical Relief Special.

vii) In case of accident to a train carrying passengers, if it is considered that further movement of Medical Relief Special is not necessary for obvious reasons, the same may be cancelled only under the personal orders of the Divisional Railway Manager.

4.63 Target Time:

The target time of turning out the Medical Relief Special is as under-

For stations where the Medical Relief Vanis stabled on a siding having exit on both sides is 20 minutes.

For stations where the Medical Relief Van is stabled on single exit siding 25 minutes, subject to the remarks furnished below.

Sl.No.	Stations with double exit siding	Division	Target Time	Remarks
1	Castle Rock	Hubli	25 minutes	Up direction 20 minutes – direct despatch
2.	Hubli Jn.		20 minutes	
3.	Bangalore City Jn.	Bangalore	20 minutes	
4.	Arsikere Jn.	Mysore	20 minutes	
5.	Harihar			

4.64 Maintenance:

The Medical Relief Vans and the two second class carriages shall be maintained in the same way as other coaching stock in regular use, in that all running gear shall be periodically attended to and axle boxes oiled and replaced in accordance with the orders in force. The electrical equipment, including batteries, shall also receive periodical attention and re- charging. If the cells are removed or recharging, they shall immediately be replaced by a fresh set so that the Medical Relief Special may be ready to be put into service at a short notice. The electrical official in charge shall also be responsible for the maintenance of the lights and fans and the battery, by weekly checks. The Mechanical and Electrical departments shall be responsible for the proper maintenance of the Medical Relief Special on the mechanical and electrical sides, respectively; and the Loco Foreman shall check the Medical Relief Vans once a week with the Train Examiner and Electrical official in charge.

4.65 Inspection of Accident Relief Medical Equipment:

i) An inspection book is provided in the Medical Relief Van and in the Scale II equipment room. All inspecting officials shall attest their signature in this book together with any remarks they wish to offer with regard to the equipment. This book shall neatly maintained.

ii) Monthly inspection of Medical Relief Vans and Scale II equipment:

a) The special A.R.M.E. Medical Relief Van shall be inspected monthly by the following officials jointly:

Station Master/Station Manager

Assistant Divisional Medical Officer

Section Engineer/Signal and Telecommunication

Section Engineer/Carriage and Wagon

Electrical Official in charge.

The seal of the box containing the keys may be broken for the purpose of inspection. After each inspection the concerned official shall restore the keys to the box kept for this purpose and reseal it.

b) The Section Engineer/Junior Engineer (Carriage & Wagon) shall personally examine that the Medical Relief Van is in good working order on the mechanical side and then certify as to the mechanical fitness of the Medical Relief Van. The electrical official shall personally examine and ensure that the electrical portion of the Medical Relief Van is in good working order.

c) The Section Engineer/Junior Engineer (Carriage & Wagon) shall in conjunction with the Fire Extinguisher Fitters, see that the Soda Acid type fire extinguisher are opened up for inspection quarterly, and tested by discharge annually from the date on which they were last tested or were used at a Fire Pressure testing. Testing of these fire extinguishers to a pressure test of 25 Kg/Cm2 shall also be carried out once in every two years. They shall ensure that these fire extinguishers are kept in good working order at all times and also that spare refill is available.

d) The Assistant Divisional Medical Officer shall check the medical equipment and he shall be responsible for the immediate replacement of articles found unserviceable or damaged. He shall ensure that articles marked with a time of expiry are replaced well in advance of that date by addressing his Divisional Medical Officer. All milk tins, tea and coffee should be sent to the Divisional Medical Officer for use in the Divisional Headquarters Hospital or condemnation, as the case may be. The Assistant Divisional Medical Officer also shall check up the Scale II equipment once a month.

e) The Section Engineer/Junior Engineer (Signal and Telecommunication) shall thoroughlytest the portable telephone equipment, the loudspeakers and Public addressing equipment and ensure that they are in good working order and ready for use in an emergency. He shall also ensure that the staff of the other departments who will be called upon to use this portable telephone equipment are competent to do so.

f) After each monthly inspection, a joint report shall be submitted by the officials to the Divisional Railway Manager with a copy to their respective Divisional Officers. The Assistant Divisional Medical Officer shall send a certificate in duplicate, each monthto the Divisional Medical Officer that the Joint Inspection has been made and that he has checked the medical equipment etc., together witha list of articles replacedor beingreplaced. The Divisional Medical Officer shall forward one of these certificates to the Chief Divisional Medical Officer with hisremarks.

iii) **Inspection of Scale I and II equipment by Divisional Medical Officer**:

The Divisional Medical Officer shall inspect the A.R.M.E. scale I (Medical Relief Van) at least once in 3 months and Scale II equipment at least once a year during his usual Divisional Inspections and shall enter his remarks in the Inspection Book. He shall submit a quarterly report to the Chief Medical Director with special reference to the following: -

(a) The condition of the equipment with special reference to consumable stores and rugs with limited period of efficacy.

(b) The condition of the roof and sides of the Medical Relief Van, especially in respect of leakage.

(c) The knowledge of the Medical Officer-in-charge with regard to the articles, their location in the equipment and their use.

(d) Location of the Medical relief Van and its accessibility for easy despatch in an emergency.

(e) The arrangements regarding storage of water and the arrangements regarding lights and fans.

4.66 Maintenance of keys:

i) Medical Relief Vans – Scale I:

The keys of locks of the Medical Relief Vans shall be in duplicate. One set of the keys shall be in the custody of the Loco Foreman or the Station Master, according as the A.R.M.E. is stabled respectively in the loco yard or the traffic yard. The second set of duplicate keys shall be kept in the custody of the Doctor in charge of the station where the Medical Relief Van is stabled. These keys shall be secured in a sealed glass fronted case fixed in the office of the respective officials.

ii) The keys of all the locks inside the Medical Relief Van shall also be in duplicate. One set of these keys shall be secured in a glass-fronted case fixed inside the Relief Van duly sealed by the Medical Officer in charge. The other set shall be retained in the custody of the Medical Officer in charge.

4.67 Periodical Trial run of SPART/ART/ARME:

To ensure that all the bearings, etc., are in good condition, the Section Engineer (Carriage & Wagon), shall arrange for **periodical trial run of SPART/ART/ARMEs** at least once a quarter. This shall be arranged by the Section Engineer/Carriage & Wagon and the Station Master/Station Manager in conjunction with the Control.

Note: It is imperative that the movements of the Medical Relief Special are immediately advised to the concerned Assistant Divisional Medical Officer by the Station Master/Station Manager. **(C M No. 06 dated 04.04.2022).**

4.67 (a): (New Addendum vide C M No. 06 dated 04.04.2022)

1. To ensure that all the bearings etc. are in good condition. Trial runs of SPART/ART/ARME should be conducted if these have not been used outside the base stations up to three months. The trials shall include all the vehicles comprising SPART/ART/ARME and tested on run for their fitness, for a minimum of 30 Kms one way.

2. In case of SPART, the periodicity shall be once a month.
3. The trial run shall be conducted at the time of Mock Drill as well.
4. In ART/ARME, following should be monitored and recorded in trial run.
   (i) Axle Box temperature should be measured with a contactless Thermometer.
   (ii) Inspection to ensure that there is no hanging part.
   (iii) Brake Power.
   (iv) Rolling-In and Rolling-Out over a points & Crossing.
   (v) Abnormal sound during the run.
5. In case of SPART, following additional items are also to be observed.
   (i) Condition of Temperature and pressure of Transmission,
   (ii) Condition of Temperature and pressure of Lube Oil,
   (iii) Temperature of Coolant and
   (iv) The Engine RPM.

4.68 Water drums in Medical Relief Van:

The water drums kept in the Medical Relief Van shall always be kept filled with water up to the brim by the Junior Engineer/Carriage & Wagon. Chlorinating shall be done by the Assistant Divisional Medical Officer only when an order to work the Medical Relief Van to an accident spot is issued. The drums shall be prevented from becoming rust by filling them to the brim. The water shall be replaced every week by the Section Engineer/ Junior Engineer (Carriage & Wagon).

4.69 Promptness in movement of A.R.M.E.- Scale I:

The Assistant Divisional Medical Officer at a place where A.R.M.E. – Scale I (Medical Relief Van) is provided shall immediately assemble the necessary men at the station and advise the Station Master of his readiness to move to the accident spot with the Medical Relief Van and his staff. The Station Master shall at once advise Control. It shall be the responsibility of the Transportation (Traffic) department to move the Medical Relief Van and staff to the accident spot as early as possible. Although a Break-Down special from the station may be turned out, if it is possible to send the Medical Relief Vanand staff by an earlier train to the accident spot, this shall be arranged by the Transportation (Traffic) department. The Assistant Divisional Medical Officer shall also take with him his line box, medical bag and emergency box supplied.

4.70 A.R.M.E. SCALE II:

(i) A.R.M.E. – Scale II are provided at the following stations:-

Dharmapuri	
Tumakuru	Hindupur
Bangarapet Jn	Sakleshpur
ShivamoggaTown	Holenarsipur
Chickjajur	Subramanya Road
Belagavi	Ballari
Gadag	Hosapeta

(ii)) Action to be taken by the Assistant Divisional Medical Officer at a place where Scale II equipment is provided:

The Assistant Divisional Medical Officer at a place where Scale II equipment is provided shall proceed to the accident spot by the first

available means taking with him, if possible, the entire Scale II equipment. If it is not possible to take the entire equipment by the fist available means he shall proceed taking with him as much of the equipment as possible and arranging with the Station Master to send the remaining equipment by the next available means, i.e., train, trolly, motor car, etc. He shall also take with him his Medical Bag and the Emergency Box supplied to his Health Unit/Hospital.

4.71 **Action to be taken by Station Master at station where Scale II equipment is provided by where there is no Assistant Divisional Medical Officer:**

At station where Scale II equipment is provided but where there is no Assistant Divisional Medical Officer, it is the responsibility of the Station Master to see that the equipment is moved by the irst available means. The Guard of the train carrying this equipment or the person whosoever is entrusted with the task of carrying this equipment by other means shall see that the equipment to handed over to any Assistant Divisional Medical Officer or Divisional Medical Officer or Doctor who is present at the accident spot.

4.72 Keys:

The boxes of the Accident Relief Medical Equipment – Scale II shall be sealed by the Medical Officer in charge of the station where the equipment is stored. They should not have any locks. The complete equipment shall be kept in a separate room either in the station building or adjacent to it. This room shall be locked, the lock being provided with duplicate keys. The keys shall be secured in a sealed glass fronted case, one in the Station Master's Office and the other in the Office of the Medical Officer in charge.

4.73 Action to be taken by Control Office in the case of a serious accident involving grievous hurt to passengers:

The Control Office shall, immediately advise, by telephone , the Station Master of the station equipped with A.R.M.E. – Scale II on each side of the site of the accident. The Station Masters concerned shall despatch the boxes to the scene of the accident by the first available train.

4.74 ENTRY IN TOOLS AND PLANTS REGISTER:

The articles in the special A.R.M.E. Medical Relief Van and the Scale II equipment room shall be borne on the Tools and Plants Register of the concerned Assistant Divisional Medical Officer.

4.75 INSPECTION BOOK:

An Inspection Book is provided in the Medical Relief Van and in the Scale II equipment room. All inspecting officials shall attest their signature in this book together with any remarks they wish to offer with regard to the equipment. This shall be neatly maintained.

4.76 FIRST AID EQUIPMENT AND STRETCHERS:

The Control Office shall also immediately arrange for first aid boxes and stretchers available at stations and on trains, on either side of the site of the accident, to be sent to the site of the accident, by the quickest possible means.

Every first aider should remember that almost all the passenger carrying trains are provided with fully equipped first aid boxes for any emergency and every first aider should be thoroughly acquainted with their contents and know how to use them.

4.77 EQUIPMENT CONSIDERED NECESSARY IN ANY ACCIDENT:

The following equipment are considered absolutely necessary in any accident: -

a) Emergency electric lights and petromax lanterns if the accident is at night or if relief work is expected to go into the night.

b) Canvas shelters depending upon the weather.

c) Haversacks with first field dressings, etc., which shall always be carried and

d) Splints.

4.78 BREAK-DOWN SPECIALS:

(i) Stabling:

Break-down specials shall be stabled complete, with crane and vehicles couple together, on suitable siding set apart exclusively for the purpose.

The Divisional Railway Manager, Divisional Operations Manager, Divisional Engineers, Divisional Mechanical Engineers and Assistant Officer of the Transportation, Engineering and Mechanical departments and the Control Office may order out a break-down special when required. In ordering break-down specials, it is desirable to indicate the nature of the work required to be done and the number and type of engine and rolling stock to be dealt with.

(ii) Break downgang:

In the selection of staff for break down gang, Loco Foreman shall as far as possible, select staff who are accommodated in Railway quarters or live with easy call in case of emergency. The Foreman shall have a list posted in the shed showing the names of the staff and particulars of the quarters occupied. The selected staff shall be warned to notify the Loco Foreman whenever they are leaving their quarters for period of one hour or over or leave word at home to that effect where they will be found in case of emergency.

4.79 Accident Relief Train– Location and Turnout

The following table shows the stations where ARTs/MFD are stabled with turnout time and the particulars of travelling cranes:

BROAD GAUGE

Division	ARTs	Crane	MFD / Re – railing equipment	Turnout time (Minutes) Day	Night
Hubballi	Hubballi Jn	140 T	Hubballi Jn.	30	45
	Castle rock	-	Castle Rock	40	55
Bengaluru	Bengaluru City Jn.	140 T (Diesel)	Bengaluru City Jn.	30	45
Mysuru	1. Mysuru Jn.	-	Mysuru Jn.	30	45
	2.Arsikere Jn.	-	Arsikere Jn.	30	45

The above time should be reckoned from the moment the siren is sounded till the time ART/ MFD is ready in all respect for despatch.

4.80 Maintenance:

The break-down specials shall be inspected monthly by the senior supervisors of the station to see that all equipment are available as per schedule and are in good working order. The vehicles also shall be checked for their good fettle.

4.81 Inspection of break-down specials:

i) The break-down special shall be inspected monthly by the following officialsjointly:

The Station Master/Station Manager

The Loco Foreman

The Section Engineer/Junior Engineer (Carriage & Wagon)

The Electrical Foreman, in case of generator plant

The Section Engineer/Junior Engineer (Permanent Way), if there is an engineering tool van

The Section Engineer/Junior Engineer (Signal and Telecommunication)

TheAssistant Divisional Medical Officer, if there is Medical Relief Equipment

The Chief Traction Foreman/OHE, in case of traction break-down vehicles

ii) The Loco Foreman and the Section Engineer/Junior Engineer (Carriage & Wagon)shall examine the mechanical portion, inclusive of the mechanical condition of thecrane and rolling stock.

iii) The Section Engineer/Junior Engineer (Permanent Way) shall examine the engineering tool van.

iv) The Section Engineer/Junior Engineer (Signal and Telecommunication) shallthoroughly test the portable telephone equipment and ensure that it is in goodworking order and ready for use in an emergency. He shall also ensure that thestaff of the portable telephone equipment are competent to do so. He shall ensurethat the loud speakers, Public Addressing equipment, etc., are in good workingorder.

v) The Assistant Divisional Medical Officer shall examine the medical relief equipment.

vi) The Chief Traction Foreman/OHE shall examine traction break-down vehicles for the correctness of tool and equipment.

vii) A joint report of the inspection shall be submitted by the officials of theirrespective Divisional Officers and Divisional Railway Manager.

4.82 Keys:

i) The key of the Engineering Tool Van and that of the Mechnical Tool van shall be kept in the Section Engineer/Junior Engineer (Permanent Way) Office and the Loco shed respectively, for normal use. A duplicate key of the Engineering Tool Van and that of the Mechanical Tool Van shall be kept in separate sealed glass fronted boxes (Which shall be suitably marked to indicate the contents) in a conspicuous place in the Station Master's Office, for emergency use, i.e., when the key in the Section Engineer/Junior Engineer (Permanent Way) Office or

the Loco shed cannot be obtained readily for any reason. In such an emergency, the seal or the glass of the box shall be broken and the key taken out for use. After use, the key shall immediately be put back in the box (which shall be provided with fresh glass front) and sealed forthwith. For periodical inspection of the Engineering and Mechanical Tool Vans, the seal of the box shall be broken and the key taken out be the inspecting official. After the inspection is over, the inspecting official shallput back the key in the box and reseal the box.

ii) Whenever the key of the Engineering or the Mechanical Tool Van in the Station Master's Office is taken out of the box and put back in the box, the Station Master shall enter the fact in the Station Diary, noting the date and time and the reason.

4.83 PORTABLE GENERATINGPLANT:

Portable Generator:

i) Generating sets comprising oil engine driven dynamos mounted in wagons are marshaled with the ART. These plants are used mainly to provide lighting at the accident spot by means of portable lamps with trailing cable etc.

ii) The vehicle in which the generating set is mounted shall be maintained in the same way as other coaching stock in regular use and shall be inspected monthly by the Electrical official in charge and the Junior Engineer (Carriage & Wagon). The Electrical official in charge shall inspect the generatingplant and the portable lighting equipment to ensure that all equipment are in good working order and in readiness to meet emergencies. Particulars of inspections and maintenance work carried out shall be entered in an inspection book provided with the plant.

iii) The Divisional/Assistant Electrical Engineer shall inspect the plant during his inspections of the station and check the inspection book and the generating and other equipment at least once a quarter. He should also assure himself that the staff, who are earmarked for the operation of the plant etc., are fully competent and conversant with the requirements.

4.84 JOINT INSPECTION OF ENTIRE ACCIDENT RELIEF MACHINERY BY DIVISIONAL OFFICERS:

i) The entire accident relief machinery as a whole, i.e., the specialA.R.M.E. Medical Relief special and the break-down special shall be inspected by a committee consisting of the Divisional Safety Officer/Divisional Operations Manager, the DivisionalEngineer,the DivisionalMedicalOfficer,the DivisionalElectricalEngineer and the Divisional Signal and Telecommunication Engineer once in three months and a joint report shall be submitted regarding the results of the inspection to the Divisional Railway Manager. The Divisional Safety Officer/Divisional Operations Manger shall act as the Secretary of the committee and shall be responsible for convening the periodical meeting and submitting the joint report to the Divisional Railway Manager. Only in regard to matters concerning change in policy, equipment or stabling arrangement, if any, the Divisional Railway Manger shall address the Chief Safety Officer for orders or approval; and in all other respects he shall dispose of the case. A consolidated statement showing the dates on which the joint inspectionwasmadeshallbe submittedbythe Divisional RailwayManagerto the Chief Safety Officer, by the end of the month following each quarter.

ii) In inspecting periodically Medical Relief Equipment of anytype, the Medical Officialin charge shall pay special attention to the condition of dressings and articles liable to deteriorate and perish. He shall replace consumable articles and drugs with limited period of efficacy from their boxes not longer than quarterly, aired for above three hours and replaced in their boxes with a quantity of naphthalene balls and DDTpowder betweenthe folds to avoid damage byinsects. TheAssistant Divisional Medical Officer concerned shall specially ensure that the petromax and other lightsare in proper working order by actually burning them and shall also see that there is sufficient quantity of oil, mantles and matches. He shall also specially see that the arrangements for water are all right.

iii) Emergentindents in Form No 3Ashall be placed bytheAssistant Divisional Medical Officer for the replacement of articles and the indents shall also be endorsed in redink forAccident Relief Medical Equipment.As far as possible, the Medical Official in charge shall replace immediately any damaged article from the stock available inthe hospital or dispensary, without waiting for the indent to be complied with.

iv) The seal of the box containing the keys may be broken for the purpose of inspection. After each inspection the concerned official shall restore the keys to the box kept for this purpose and reseal it. In an emergency, the glass front can be broken and the keys taken. After replacing, the concerned official shall see that the glass front is replaced by contacting the local Junior Engineer/Section Engineer (Permanent Way).

Note:- Duties and responsibilities of various staff are further explained in Chapter-V

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CHAPTER - V

DISASTER MANAGEMENT - Duties and Responsibilities

The essential tenets of successful Accident management are :-

(1) The resources of all departments including men and material should be promptly made available, rendering assistance to passengers and for restoration of traffic.

(2) Every facility must be afforded to the civil police, medical officers and the Commissioner of Railway Safety to enable them to proceed to site, incase of a serious accident

(3) All Railway men whether on duty or otherwise should report to the Guard of the train to involve in rescue and relief operations.

(4) Utmost speed in rushing medical and other relief to the site of accident.

(5) Utmost care, consideration and courtesy towards the passengers involved in the accident.

(6) Adequate and swift arrangements for supply of food, drinking water etc. to the affected passengers.

(7) Preservation of clues.

(8) Proper planning of restoration operations and proper execution thereof.

(9) The responsibilities of employees for restoration at the site to be clearly defined to avoid any confusion.

(10) Quick transmission of information, particularly details of dead and injured to their relatives & others.

(11) Proper preservation and care of the dead.

(12) Security of passenger's luggage and Railway property.

(13) Timely dissemination of information to passengers about transport arrangements, to relieve panic and create re-assurance.

(14) Proper liaison with Civil Administration and Press.

RESPONSIBILITIES OF RAILWAY OFFICIALS PRESENT ATSITE:

(i) Duties of a Guard in case of an accident:- At the time of an accident the Guard of the train must Immediately:-

(I) Note the date / time and exact site of the accident.

(2) Ensure protection of the adjacent line/lines and then protect the same line in accordance with GR-6.03 and SR-6.03(ii) taking the assistance of any qualified staff, such as, Assistant Guard, Assistant Loco Pilot, Gangmen, Gatemen etc.

(3) Convey information through the quickest possible means giving details of the accident and the nature of assistance required to the Controller/Stations on either side as detailed in sub para 4(a).

(4) Stop the trains passing on the adjacent line for assistance and conveying information.

(5) Make a quick survey of the Casualties, injuries, damage to the rolling stock, assistance required at the site of accident and advise nearest SM or Controller. Mobilise the available Railway staff at site, issue arm bands to enable easy identification of railwaystaff and assign different duties.

(6) Render First Aid to injured persons and take action to save lives with the assistance of the Railway staff, doctors and/or volunteers on the train or near the site of accident and make entry in the Guard's Journal.

(7) Arrange to shift the seriously injured passengers through road transport with local help to nearest hospitals whenever possible.

(8) Arrange for Tea, Water and Refreshments to injured persons with the help of Ticket Checking Staff and other commercial staff available.

(9) Preserve and Safe-guard all clues of probable cause of accident.

(10) Arrange protection of belongings of passengers and Railway property with the help of RPF/GRP and other Volunteers.

(11) Post a Railway Servant to man the field telephone to ensure regular flow of information to the Control

(12) Remain in general charge till replaced by a senior Railway Official and shall not leave the site unless permitted by the site officer.

(ii) Duties of Loco Pilot and Assistant Loco Pilot in case of an Accident:-

At the time of an accident the Loco Pilot and Assistant Loco Pilot must immediately :

(1) Switch on the flasher light of the engine and switch off the head light of the engine.

2) Note the date / time and exact site of the accident.

(3) Sound short whistles frequently to warn the driver of an approaching train.

(4) Arrange to protect the adjacent line and then the same line in accordance with GR- 6.03 and SR- 6.03(i)&(ii). Information should be exchanged with Guard on walkie- talkie set or other means available.

(5) Arrange to advise control and adjacent stations about the accident by available means as detailed in sub para 4(a).

(6) Take such technical precautions as may be necessary or as prescribed by special instructions to make the Train/Loco safe.

(7) 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.

(iii) Duties of Staff in the event of the Guard or Engine Crew being killed or seriously injured:- In the event of any train staff suffering casualties or incapacitated, due to injuries their duties must be carried out by other available competent staff.

(iv) Following particulars should be given in First Information from the site of accident :-

(a) Time and date of accident.

(b) Train No. and description of Train/Trains.

(c) Block section/station location, Kilometerage of accident site.

(d) General description of accident site.

(e) Whether Medical van and Break Down train are required?

(f) Brief description of accident – nature of accident.

(g) Whether there is any casualty/injury – number of persons injured / killed, whether injury is to passengers, Railway staff or others.

(h) Whether any derailment has occurred? In case of wagons derailed / capsized, whether loaded or empty, whether fouling adjacent track or not? If not fouling, whether required any speed restriction for passage of any train on adjacent line and any other information which is readily available.

(i) Track condition:- Track length (Approximate) damaged (from km to km). Extent of damage i.e. damage to sleepers, track fittings, bridge, tunnel, fixtures etc.

(j) OHE - Damage to Mast/Portal cantilever, wires, insulation etc.

(k) S&T - Damage to signal posts, S&T gears, signals, points & crossings, track circuitsetc.

(l) Rolling Stock - Damage to loco, wagons, coaches or any other vehicle.

(m) In case of level crossing accident - the type of road vehicle such as Tractor or Bus etc involved and number of persons injured / dead and the nature of injuries. Whether the engine is disabled and whether any derailment has taken place. Whether road vehicle is entangled / obstructing the track.

(n) Prima facie cause of the accident, if known.

(o) Anyother relevant information.

Note :

(1) In case of accidents involving passenger trains and accidents at level crossing gates, the first information must be very prompt and precise.

(2) The casualty / injury if any, must be specifically stated.

(3) In case of fire the following additional information must be given:

(a) Coach or wagon No.

(b) Material involved in fire, if known.

(c) What was used to extinguish fire.

(d) Time the fire extinguished.

(e) Additional fire extinguishers required, if any.

(v) **Duties of Railway officials present** :- Until such time as relief and assistance arrive, and he is replaced by more senior official, the senior most Railway Official present must take charge. He must ensure that the accident has been reported properly to the Controller or the nearest Railway official and relief, if required, is asked for and arranges to:-

(a) Ensure that the train is protected and accident has been reported to the controller or the nearest SM and collect Railway men and volunteers at the site;

(b) Allot duties to each as best as possible under the prevailing circumstances;

(c) Allot duties to Police, Military and the Railway Security staff, and

(d) Organize relief with the assistance ofvolunteers.

(vi) Preparation of accident messages :

(a) Messages about accidents from Guard, Loco Pilot , Station Master and first official at site shall be addressed as 'To all concerned' accident Class A-1, L-5, etc., as the case may be.

(b) If there is interruption to through traffic, this shall be stated specifically.

(c) In all accident messages the names of the stations shall be written in full. In the reports to the Railway Board, the designations of officials concerned shall be written in full. All messages to the Railway Board and the Chief Commissioner of Railway Safety shall be confirmed by post, under advice to the Chief Safety Officer.

(d) In the event of an accident falling in more than one class, it should be treated as an accident in the highest class. However, while reporting an accident in the highest class, the lower class or classes, which are also involved, shall also be indicated.

(e) Where an accident message is cancelled, Form Acc.1 or STE.45B shall not be used and instead Form STE.51B shall be used.

(f) Where reclassification of accidents is found necessary, the full text shall be reported in Form STE.45B giving reference to the original message and the authority for reclassification. For example, if accident Class B-4 is reclassified as B-5, the following particulars shall be shown on the top of the reclassified message:

To accident Class B-5 (B-4 of 16.08.03 reclassified vide DRM/SBC No..... of 26.08.04)

A copy of the reclassified accident message (B-5) shall be delivered not only to those officials to whom it is due but also all those officials to whom the original message (B-4) were sent.

(vii) Reporter:- The Senior official(Officer or subordinate if there is no officer present) who arrives first at the scene of a serious accident involving the death of, or injury to, one or more passengers shall at once appoint an

employee to act as Reporter and to fill in Form ACC-6. The Medical staff shall be responsible for recording details of injuries and other medical notes against the names of the injured.

(viii) **Duties of Train Superintendents / Conductors / TTEs / Catering Staff at site:** The Train Superintendents/Conductors / TTEs and other Ticket Checking Staff and Catering Staff shall be available at site for all assistance to passengers of the involved train and they shall :-

(1) Be prompt in providing relief, re-assurance and comfort to the affected passengers.

(2) Seek assistance of Doctors travelling on the train to attend the injured.

(3) Arrange for refreshments and drinking water free of charge to the affected passengers.

(4) Give timely information to the passengers.

(5) Collect details of the dead/injured passengers .

(6) Record evidence of passengers with their names and addresses.

(7) Arrange for safeguard of Railway and Passengersproperty.

(8) Assist other Railway staff and the Medical Team to identify the dead and in rendering first-aid to the injured passengers.

(ix) **Duties of Station Master in the case of Accidents: --**If an accident comes to the notice of the Station Master, he shall immediately: –

(1) Ensure that no other train enters the affected section. On double line, he must lock the operating handle of the block instrument controlling the affected section in 'Train on Line Position' where this can be done. He should also take steps for stopping the trains proceeding on the line which is free from obstruction other than the one on which the accident had occurred and issue caution order as may be necessary..

(2) Advise the Controller about the accident, indicating the nature of medical and other assistance required. If the section is not controlled or if the control phone is out of order, the DOM or the CHC must be advised on the public phone or by other means available. The Station Master of adjacent station and other major station should also be advised accordingly.

(3) Take action to protect and safeguard Railway and publicproperty.

(4) Collect medical aid, if required, locally from the nearest hospitals, dispensaries and doctors. In order to convey medical help to the site of

the accident, trolleys may be sent out and train engines utilised or outside conveyance requisitioned, if necessary. In this connection, he must requisition help from the local police and Magistrate.

(5) Report the accident to all concerned as prescribed in rules.

(6) Call all the off-duty staff and allot them specific duties for relief and rescue.

(7) Arrange to provide all sort of assistance to the affected passengers such as catering, drinking water, issue of complimentary passes, free messages to relatives etc.

(8) Open information counters and booths for giving information to the public regarding names of the injured/dead passengers and regulation/ diversion of trains etc. STD booths located at stations/adjacent areas should be utilised for giving relevant information.

(9) Arrange for whatever assistance is required in connection with clearing arrangements, transshipment etc. and provide lights, refreshments, manual help and any other requirements which can be procured within his resources.

(10) Arrange for the section to be cleared of unaffected vehicles as early as possible but if the accident is attributed to sabotage or suspected sabotage he shall not do so, but wait for instructions from the officer in charge at site.

(11) Remain on-duty taking orders from the control and the Officer-in- charge of break- down operations till the accident is cleared or he is replaced by a competent person.

(x) **Duties of Station Master of Adjacent Station:-** On getting information of accident, the SM of the adjacent station shall ensure that no other train enters the affected section and take other necessary measures for protection of the site and perform all other duties.

(xi) **Duties of Transportation Inspector:-** The Transportation Inspector should reach the site of the accident by the quickest means. He shall :-

(1) Take with him porters, lamps, vendors, all available medical equipment and any other equipment that he considers necessary.

(2) Arrange to get names, addresses and ticket particulars if any, of the passengers injured and dead, details of injuries and render assistance to the injured with the help of commercial staff.

(3) Collect the statements from the staff involved in accident, make arrangement for breathalyzer test and medical examination of the driver involved in the accident.

(4) Be responsible for regulating the traffic, attending the injured, making a note of all evidences, which may prove useful in ascertaining the cause of the accident, and taking general charge of the accident site till the arrival of an officer.

(5) Arrange for photographs and videography in all cases of serious accidents especially when sabotage is suspected. If, however, the accident is suspected to be the result of sabotage, none of these objects must be disturbed until the Police has had opportunityof making a thorough examination.

(6) Ensure 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 anyinvestigation.

(7) Obtain written evidences from as many independent witnesses as possible where a passenger train is involved in the accident. He should pass on such information to the Officer in charge at the site.

(8) Seize the relevant record i.e. speedometer, diary, caution orders, train signal register, private number books, line admission book etc. and if necessary, statements of the staff concerned must be recorded; if line badges are in use, it should be recorded in whose possession each line badge concerned was.

(9) Collect the following information with the assistance of other Inspectors / Supervisors present-

(a) The condition of the track, with special reference to alignment, gauge, cross-levels, curvature, super-elevation, rail head-wear etc.

(b) The condition of rolling stock with special reference to brake power.

(c) The status of the Block Instruments including the relays controlling block entry and block clearance, position of block instruments, signals, points, point levers, indicators, the status of the track relays, routes set on the panels including lock indicators, keys etc.

(d) Marks on sleepers and rails; and

(e) Position of derailed vehicles. Where possible, a rough sketch showing the position of derailed vehicles, marks on sleepers, etc. should be made.

(f) The position of detached or broken parts of P. Way or rolling stock and these parts should be secured to produce in the Enquiry. Similarly sleepers and rail bearing marks of wheels between points of mount and drop, must be preserved. Photographs showing the position of derailed vehicles, loose permanent way and engine fittings, dents on rails etc. useful in facilitating the Enquiry Committee to arrive at the cause of the accident must be obtained.

Note :- The above should not interfere with rendering of the medical aid to the injured or other relief measures to the passengers. In case of sabotage the instructions given in **chapter VI** should also be followed.

(xii) Duties of SE (P.Way) and other P.Way staff : On getting information of the accident the SE (P.Way) and other P. Way staff shall ;

(1) Immediately proceed to the site of accident.

(2) Protect the track.

(3) Arrange adequate labour with tools and track materials as required. At night arrange adequate number of Auto glow gas light/lamps/portable Electric generators.

(4) Assist in recording of Joint Observations/measurements of track C&W, S&T Gears, Points and Crossing etc.

(5) Arrange adequate labour for unloading of wagons and other clearing operations, if required.

(xiii) (a) Duties of Loco Inspector : On getting information of the accident the LI shall immediately

(1) proceed to the site of accident .

(2) seize and seal the speedometer chart of the loco and other relevant documents.

(3) arrange for breathalyzer test of the train crew.

(4) assist in recording of Joint Observations/measurements of track C&W, S&T Gears, Points and Crossing etc.

(5) record measurement of the Loco involved in accident.

(6) preserve all clues of accident.

(b) Duties of SE (C&W): On getting information of the accident the SE(C&W) shall immediately;

(1) proceed to the site of accident .

(2) assist in recording of Joint Observations/measurements of track, S&T Gears, Points and Crossing etc.

(3) record measurement of the coach or wagon involved in the accident in presence of other senior supervisors.

(4) preserve all clues of accident.

(xiv) Duties of Electrical Staff:-

(1) Power

(a) Ensure lighting arrangements (if required) are provided at the site.

(b) In case of fire in coaches, they should arrange to collect/record evidence of passengers with full particulars. If some passengers are willing to give evidence later on their names and address should also be recorded.

(2) Over Head Equipment

(a) In case of an accident, where OHE or switching stations involved, arrange for adequate number of break down staff /tower wagon and proceed to the accident site 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 electrical loco/EMU is involved and ensure that speedographs,engine/EMU log books are seized sealed and kept in safe custody and associated for joint reading.

(xv) Personal Branch Staff:-

(1) Welfare inspector should be posted round the clock in shift duty to look after the welfare of the injured person in the hospital.

(2) He should ensure that the passes are issued to the relatives and escorts of the injured for visiting them in the hospital and taking them back to home.

(3) Welfare inspectors shall assist the Doctors in taking down the name and address of the dead and injured and shifting them to hospital. Any transfer of dead body/injured to some other hospital should be intimated to Sr.DCM/ DCMimmediately.

(xvi) Duties of Signal and Telecom Staff:-

(1) Proceed to site by quickest means available.

(2) Ensure portable telephone/emergency telephone set is provided at site.

(3) Wherever feasible wireless set to be installed at accident site for communication with divisional HQ and if possible with Zonal HQ. Walkie-talkie sets, mega phones/ loud hailers to be deployed as necessary.

(4) BSNL with STD facilities, FAX machines and satellite telephones to be provided at the site of accident. The telephone should be continuously manned by S&T staff to ensure snag free and efficient communication between the site and Divisional/HQ Control and Disaster Management Cell at HQs.

(5) Render such assistance as required by Guard in attending to the accident victims and stranded passengers.

(6) Seal the block instruments, relay rooms and note the positions of levers, knobs, slides, indication etc. with presence of other department supervisors as the case may be.

(7) Arrange for early restoration of signaling and telecom equipments.

(8) STD phone ,Mobile phone facilities etc. may be provided for the use of injured / stranded passengers for communicating with nearest kith and kin.

(xvii) Duties of Security official

(1) Muster the maximum available manpower within the shortest possible time and despatch them to the scene of accident by the quickest means.

(2) Efforts will be made to get the reinforcement from the neibouring post/ outposts, Reserve line ,Divisional Head Quarters or Zonal head Quarters.

(3) While sending reinforcement, it should be ensure that the necessary equipment required for rescue, recovery and protection of the scene of incident are provided which includes the following.

(a) Torches and other lighting arrangements
(b) Nylon ropes and poles
(c) Loud-hailer for making announcements
(d) Stretchers and first aid equipments
(e) Wireless set for communication
(f) Luminous jackets for use as uniform
(g) Cameras and videos

(4) The senior most security Official present shall co-ordinate with the police official present for ensuring the security of passenger's luggage as under:-

(a) The luggage and belongings of injured and dead passengers must be collected at one spot and properly guarded.
(b) An inventory in triplicate showing the belongings so collected, should be prepared by the police. The security official shall obtain and hand over one copy to the Officer in charge at site, retaining the other copy.

(5) Segregate the area of incident by establishing temporary barriers by using nylon ropes.

(6) RPF person should respond to any call for assistance to rescue victims and transport them to the nearest hospital. A record of casualties sent to the hospital to be maintained.

(7) A temporary RPF assistance post with proper Board should be established at a conspicuous location.

(xviii) **Duties of Commercial Inspector :-** On getting information of an accident, he shall immediately:-

(1) Arrange for refreshment and drinking water for the injured/stranded passengers.

(2) Arrange for road transport for evacuating stranded passengers.

(3) Organize adequate number of licensed porters for carrying passenger's luggage and parcels.

(4) Arrange for transhipment of goods if required.

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

(6) Arrange to hand-over the dead-bodies to the police for further necessary action.

(7) Organise enquiry-cum-information centre at important stations enroute for givinginformationto thepublic.

(8) Organise issue of press note in consultation with PRO/CPRO.

(9) Arrange for ex-gratia payment as per rules.

(xix) **Duties of Section Controller**:- On getting information of an accident on his section heshall immediately:-

(1) Note the time of first information received and also the name of the person givingtheinformation

(2) Alert the adjoining station to stop entry of any train in the effected section.

(3) Inform Dy. CHC on-duty immediately to order MRT and/or Break down trains.

(4) Arrange for a clear passage to these trains giving them precedence over all other trains. No detention should be permitted to the Medical Van and/or Break down trains on any account.

(5) Apprise the Dy CHC of the available particulars of the accident and the nature of assistance required.

(6) Advise the SM of the nearest important station of the accident and instruct him to proceed by first means to the site of accident unless the TI is available to go within the same time. The former must remain there in general charge until relieved by a TI or Officer.

(7) Obtain further details with regard to the extent of damage so that necessary equipments, men and material can be arranged for the site of the accident.

(8) Start a chronological log of the events of the accident.

(9) Obtain forecast from a responsible official at site for clearing the track and the additional time if any for repairs to the P. Way, OHE and other structures to assess the availability of the line for traffic.

(10) Regulate trains on the section as required, keeping loop lines clear on either side of the affected section for break-down and evacuation operations. Mail/Express and Passenger trains should be regulated at such stations where adequate catering and communication arrangements are available.

(11) Not permit the running of unimportant trains and avoid congestion of the section.

(xx) **Dutiesof Dy. CHC/ CHC (Punctuality):-** on gettinginformationofan accident he shall immediately:-

(1) Order MRT/ART immediately and ensure dispatch without delay.

(2) Arrange Civil or Public Medical aid as can be done from the Control Office like advising medical officers, hospitals, etc. in the area and arrange for ambulances, medical equipment and doctors from near-by stations.

(3) Ensure that the concerned SMs have taken appropriate action for medical and otherrelief.

(4) Inform Officers and officials according to the instructions given in chapter IX

(5) Assist and guide the Section Controller of the affected section specially in matter of keeping of chronological log of the information received and action taken, and in regulation of trains.

(6) Look after the duties of chief controller in his absence.

(xxi) **Duties of Chief Controller:-** On getting information of an accident he shall immediately take supervisory charge of the affected section and ensure that:

(1) Advice of the accident has been sent to all concerned.

(2) Medical relief is arranged as promptly as possible.

(3) Make the necessaryarrangementsof coachingand freight vehicles as required for the transport of injured persons, giving priority over other vehicle movements.

(4) Injured passengers are transported to the nearest hospitals promptly as per instructions of the Sr.DMO/DMO/ ADMO.

(5) Trains carrying injured person from the site of the accident shall be given priority over all other trains includingART.

(6) Arrangements are made for onward journey of the passengers.

(7) Transshipment arrangements are made for passengers and their luggage, regulation of traffic on either side of the site of the accident is done correctly.

(8) Passenger trains are regulated at such stations where catering and drinking water facility is available.

(9) Information of all changes in trains timings, diversions / cancellation of trains are given to concerned stations in time for information of public.

(10) Adjacentdivisionsand/or Railwaysconcernedareadvisedregardingchanges in traffic pattern.

(11) Assist the Sr.DOM/DOM/AOM or the Officer who takes charge of the Control Office.

(xxii) **Duties of Dy Chief Controller Incharge Central Control:-** The Dy Chief Controller on-duty in the Central Control headquarters shall record all the relevant information of the accident in the Accident Register. He shall advise the concerned officers in the prescribed order immediately. Subsequent details obtained from the site of the accident should also be furnished from time to time.

(xxiii) **Duties of Officer-in-Charge of the divisional Control Office:-** The Sr.DOM and in his absence, the DOM/AOM shall take charge of the control office and he will be responsible for:-

(1) Keeping in touch with the Officer-in-charge at the site of accident to ascertain any assistance that is required at the site and make arrangements for it.

(2) Passing on any supplementary information regarding the accident or clearing operations to the Head Quarters Office; this information will include particulars of the dead and injured.

(3) Maintaining constant liaison with the HQ with latest information and obtain general guidance.

(4) Ensuring that food and tea /coffee etc. is sent to the site of accident, and making arrangements for evacuation of stranded passengers.

(5) Maintaining a chronological log of all information and action taken connected directly or indirectly with the accident.

(6) Conveying detailed information regarding the causalities/injuries including names, identification, ticket Nos. etc. to the originating/destination stations as also to all the stations where the train had scheduled halts over his division as also to the stations nearest to the site of accident.

(7) The Officer in-charge of the control office will convey the same to Central Control / Disaster Management Cell for passing it on to other divisions/ Railways concerned/ Railway Board.

(8) Regulating traffic by diverting/canceling the trains, running duplicate trains or restricting booking or arranging for transhipment as circumstances may require after obtaining reliable information from the site with regard to probable detention to traffic.

(9) All local Railway transport vehicles, such as trucks, cash lorries, etc.,should be made available for the purpose of clearing casualties to hospital. Ambulance or suitable road vehicles should also be requisitioned from the police, the army and other sources at the hospital station. If adequate transport cannot be arranged for such means, transport should be hired.

(xxiv) POWER CONTROLLER/TRACTION LOCO CONTROLLER:

1. Arrange power and crew for Breakdown special and Medical Relief Van.
2. Ensure Breakdown special and Medical Relief van are despatched within the timeprescribed.
3. Inform the Mechanical/Electrical Officers.
4. Advise adjacent Divisions for B.D. and M.R.V if required. and inform CMPE(R&L) andCELE.
5. Plan for additional powers and crews
6. Obtain bio-data of running staff involved in accident and arrange for breathlyster test at the earliest possible.
7. Co-ordinate with the Dy. Chief Controller so that the necessary locomotives, drivers, fitters and other technicians reach the site of accident promptly as required.

(xxv) TRACTION POWERCONTROLLER:

1. 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 circumstances.
2. 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
3. Co-ordinate with Divisional Electrical Engineer (Traction distribution), Dy. Chief Controller and Traction Supervisors concerned for regulation and reliefmeasures.

(xxvi) Duties of Officer-in-Charge at the site:- The DRM or ADRM and in their absence, the Senior most Officer at the site of the accident shall be the Officer-in-Chargeat site(Site Manager). On arrivalat thesiteheshallimmediately:-

(1) Make an immediate assessment of –

(a) The number of passengers killed, grievously injured and simple injured.

(b) Extent of damage.

(c) Probable detention to traffic.

(d) Assistance required, and relay this information to the Officer-in-Charge of the control office.

(e) Prima-facie cause of accident & repeat to Divisional Control Office / HQ Control as early as possible & not later than 24 hrs. in any case.

(2) Depute officers and/or staff for specific duties in :-

(a) Assisting in rescue operation.

(b) Noting down particulars of persons sent to hospitals/given first aid.

(c) Assisting in preservation of clues.

(d) Maintaining a log at site.

(e) Assisting in transshipment work.

(f) Assisting in Railway security work.

(3) Arrange for ex-gratia payment, if warranted, in terms of instructions given.

(4) Arrange to operate Mobile Control Office provided with Control phone/ Railway Subscriber phone, BSNL/Public phone with STD/FAX facilities at accident site duly manned. The site telephones should be continuously manned by a responsible supervisor who should log the events and progress of restoration in the register and also give the latest information to Division / HQ Control.

(5) Catering arrangements such as food, drinking water etc. to passengers, injured or otherwise.

(6) Security of luggage of the involved passenger and protection of the area around.

(7) Mode and time of transshipment shall be announced well in advance . Arrangement shall be made for clearing the stranded passengers and their luggage free of cost by road. Care shall be taken to see that suitable accommodation is provided in the connected trains for the through passengers in a relief train.

(8) Efficient communications including STD phones for passengers at adjoining stations, walkie-talkie sets at site etc.

(xxvii) Duties of Safety Officer at site: - He shall immediately :

(1) Seize and seal the relevant record/document such as train signal register, Station Diary, Guard Journal, Loco Pilot Journal, Loco Defect book etc. and authenticate the same for Enquiry. The lever position/the panel counter readings should also be recorded.

(2) Make arrangements to preserve all clues related to cause of accident. Arrange for photographs and video filming of the site of accident before commencement of restoration and during the progress of restoration.

(3) Nominate the supervisors team consisting of TI, LI, SSE/C&W, SSE/P.Way, SSE/TRD, SSE/S&T, Safety Counselor (Mandatory) to take joint measurements of track, loco and wagons/coaches as per the attached Performa and get the "Joint Note" prepared by the Senior Supervisors. **(CM No.7 dated 03.01.2023)**

(4) Arrange to obtain initial statements of concerned staff such as Loco Pilot, Assistant Loco Pilot, Guard, Station/Cabin staff, Gateman etc. The speed recorder graph of the loco for the train should be taken out and sealed and kept in custody for perusals by the Enquiry committee.

(5) Assist DRM/ADRM Officer in-charge of site in obtaining the prima-facie cause of Accident.

(6) Sr. DSO/DSO/ADSO at the site shall advise latest position / progress of restoration to Disaster Management Cell in Dy.COM(Safety)'s chamber at HQ onphone.

(xxviii) Duties of Sr.DEE/DEE(General):

(1) Ensure proper lighting arrangements at the accident site.

(2) In case of fire in coaches immediately to arrange to collect/record the evidence of passengers.

(3) Examine the coach to ascertain the cause and damage.

(xxix) Duties of Sr.DEE/DEE (TRD) : He shall immediately:

(1) Arrange for adequate number of OHE breakdown staff, tower wagon and proceed to the site of accident by the quickest possible means.

(2) Depute Officer/Supervisor in Control Office.

(3) Ensure that OHE is made dead and OHE is slewed as required.

(4) Arrange and supervise restoration of OHE expeditiously.

(5) Record all relevant information.

(xxx) Duties of Sr.DEE(TRO/TRS) : When EMU or Electric Locomotive is involved in the accident, he shall ;

(1) Proceed to the site by quickest available means.

(2) Depute officer in the Control office.

(3) Note down joint observations regarding the loco/EMU.

(4) Ensure that measurements of the loco/EMU are taken on the spot wherever possible otherwise in Car/Loco shed.

(5) Ensure that records for maintenance of Loco / EMU repairs are sealed in the shed.

(6) Ensure prompt and sufficient arrangement for clearing the line.

(xxxi) Duties of Sr.DME/DME:

(1) Proceed to the site of accident.

(2) Supervise the working of cranes and clearance/rescue operation.

(3) Ensure that Speedo graphs , engine repair books are seized .

(4) Required the details regarding Brake Power and other aspects of rolling stock as per prescribed proforma .

(5) Ensure the joint measurements of the rolling stock have been taken.

(6) Arrange to issue fitness of the rolling stock supposed to move from site.

(7) Arrange to note down observations and measurements of loco wherever applicable, if it is not possible at site all type of measurements shall be taken in the shed.

(xxxii) Duties of Sr. DEN/DEN: On getting information of an accident, he shall immediately:

(1) Proceed to the site immediately.

(2) Ensure that joint measurements are taken and sketches of the accident site are accurately drawn out.

(3) Ensure collection of adequate labour and material and their proper deployment for speedy restoration.

(4) Depute one DEN/AEN in Control Office for planning, reinforcement of labour, material and staff.

(5) Ensure that inspection notes and diary of AEN, PWI, gang charts, maintenance records etc. are seized and secured.

(6) Assist other departments in clearance of line and ensure that track is made and certified fit at the earliest.

(xxxiii) Duties of Sr. DSTE/DSTE : On getting information of an accident, he shall immediately:

(1) 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.

(2) Establish communication between the site and Division/HQs Office.

(3) Ensure that a detailed record is made of all evidence bearing on the accident so far as S&T and interlocking are concerned.

(4) Preserve clues and seal the relevant equipment, if required.

(5) Restore the signalling and interlocking for normal working without delay.

(xxxiv) Duties of DRM/ADRM: In case of an accident involving Passenger carrying trains/ blockingboth the lines on doubleor multiple line sections / where disruption to traffic is expected to be major, or where in case of accidents involving passenger carrying trains suspected of having casualties/injuries to passengers, the DRM shall attend the site of theaccident.

In case of accident involving goods train wherein blockage of one line takes place and disruption to traffic may be of very serious nature then the ADRM shall attend the site of accident. In the absence of ADRM, the Senior most Branch Officer will be deputed by DRM.

(xxxv) Duties of CMS, MS, Sr.DMO, DMO and ADMOs :- Immediately on receipt of information of an accident involving injuries to passengers etc. the CMS, MS, Sr.DMO, DMO or ADMO in whose jurisdiction the accident has occurred shall :-

(1) Ensure that the medical staff who have to accompany the Accident Relief Medical Relief Train have proceeded immediately to the MRT leaving for the site of the accident.

(2) Get in touch with the Operating Officer concerned with a view to arrange for the transport of the Medical Equipment and Medical Staff to the site of the accident, including necessary labour for loading and unloading medical equipment;

(3) As soon as possible, advise the Medical Officer or Officers in-charge of Civil Hospitals in the vicinity of the accident requesting them to make arrangements for the reception, if necessary, of injured passengers requiring in-patients treatment.

(4) Before proceeding to the site of the accident will direct his Sr.DMO or Senior Medical Official to take charge of the Divisional Hospital and prepare it for reception of the injured. The operation theatre should be kept ready and convalescent cases discharged from the Hospital.

(5) Arrange to inform the CMS, MS, Sr.DMO, DMO or ADMO of the Division adjoining the site of the accident by wire of details if possible of the nature of injuries and the extent of medical aid required, and if necessary, advise him to proceed to the site of the accident with the Medical Relief Train at his station;

(6) Proceed to the site of the accident with the Medical Relief Train and Medical Staff and any other equipment he considers necessary after intimating the Chief Medical Director and the CMS, MS, Sr.DMO, DMO or ADMO of the Division adjoining the site of the accident. He will also take with him if available, Railway employees qualified to render First Aid whether they are members of the St. John Ambulance Brigade or not. While proceeding to the site life saving equipments, operation theatre etc shall be kept ready and he shall also check whether all the equipments are in good fettle.

(7) Advise the Medical Official in-charge of the dispensaries between his Headquarters Station and the site of the accident to meet the relief train with the Scale II equipment if maintained at the dispensary, and if he considers necessary, take the Medical Staff and equipment with him;

(8) In the event of any delay in the transportation of the Medical Van and staff to the site of the accident, and if the site of the accident is accessible by road, proceed to the site of the accident by motor car or Engineering or Transportation Trolley whichever is available first taking with him essential medical staff and such of the equipment from the hospital as he considers necessary;

(9) In case he proceeds to the site of the accident ahead of the Medical Equipment, nominate an Officer of any department to be responsible for early transport of Medical Equipment and staff following him.

(10) On arriving at site the Senior Most Doctor will take charge of the situation. A tent to be erected to establish the first aid post, this should be manned by a team. Depending on the casualties' staff will be split in groups on different duties. Opening of temporary dressing station and identify staff qualified in first aid to help him and also collect the address of the injured ticket details, occupation status in life etc. and record in a separate register provided for that purpose. The list of the dead and

injuredwithdetails likenatureofinjury(grievous,simple)alsotoberecorded in a separate register.

(11) Great and prompt care must be taken in handling and extricating the injured from the debris they must be carried to the nearest clear place for first aid. After first aid, all seriouslyinjured passengersmust be transported, as speedily as possible to the nearest hospital.

(12) Timelyadvice must be given to the civil and militaryhospital of the number of injured persons proposed to be shifted and the time at which they are expected to arrive at hospital. When injured persons are sent to non-Railway hospital for treatment,the medical Superintendent, Divisional or theAssistant Divisional Medical Officer must depute a Railway doctor to accompany them from the station to hospital and see that theyare properlyaccommodated and progress of the patients gist to be monitored.

(xxxvi) Duties of Medical Officers in-charge of dispensaries where scale(II) Medical Equipment is located:-On receipt of information of accident to a train carrying passengers, the Medical Officer In-Charge of the dispensaries on either side of the section where the accident has occurred will take the following action:-

(1) He will get in touch with the local Operating or Engineering Officer or sub-ordinate concerned, and arrange for transport of the Medical Equipment and staff to the site of the accident including necessary labour.

(2) If transport such as light engine or an Engineering or Operating Department trolley is available, he will after intimating his CMS, M.S., SrDMO, DMO, immediately proceed to the site of the accident with the dispensary peon and a safaiwala leaving the Dispenser in-charge of the dispensary. He will take with him, if available, Railway employees to render First Aid, whether they are members of the St.John'sAmbulance Brigade or not.

(3) In case transport by rail is not available, he will endeavor to find any other means of transport such as motor bus, car etc., available in the vicinity.

(xxxvii) **Duties of Medical Officers in-charge of dispensaries equipped with scale-(I) or (II) Medical Equipment:** Medical Officers in-charge of dispensaries where scale (I) or (II) equipment is maintained, on receipt of information of an accident in their section or adjacent sections shall :-

(1) Get in touch with the Operating Officer concerned to obtain transport of the medical equipment to the site of the accident, including necessary labour.

(2) Take with him the dispensary peon and such of the Class-IV staff including a safaiwala as he considers necessary. He will also take with him, if available railway employees qualified to render First-Aid, whether they are members of the St.John's Ambulance Brigade, or not.

(3) Inform the CMS, MS, SrDMO, DMO i.e. of the Division of the time of his departure to the site of the accident.

(xxxviii) **Duties of Sr.DCM/DCM:** On getting information of an accident he should proceed to the site by first available means and make arrangement for;

(1) Opening Enquiry-cum-information Centre at site and other major stations.

(2) Refreshment to the passengers.

(3) Ex-gratia payment to the injured and the next of kin of the dead.

(4) Making the list of dead/injured in consultation with the medical officials.

(5) Deputation of various officers/supervisors working under him for various activities.

(6) Food has to be supplied to the staff engaged in clearing operations until through running is restored. If food cannot be arranged payment of cash as advised by Chief Safety Officer shall be resorted to.

(xxxix) **DIVISIONAL SECURITY COMMISSIONER (R.P.F)**:

1. Post adequate number of RPF staff at the site of accident and at any other place where assistance from his department may be required.
2. Proceed to the site by the quickest available means.
3. Liaise with the local police at site.
4. Ensure security of passengers' belongings, parcels, damaged goods, parcel van etc.

(xl) DIVISIONAL PERSONNELOFFICER:

Depute welfare Inspectors to assist the Medical Officer in taking down the names/ and address of the dead and injured in shifting them to the hospital. Ensure that complementary passes are issued promptly and assist the commercial staff for making ex-gratia payment.

(xli) Divisional Accounts Officer

In case of serious accident post an assistant officer of accounts department in the control office to coordinate with commercial officer in respect of payment of ex-gratia and to meet other expenditure.

(xlii) Co-ordination at Divisional Headquarters:

a) Immediately on receipt of information regarding a major accident, the senior most Operating Officer should take over charge of the relief/rescue arrangements being organised in the Control Office.

b) DRM, before leaving for the accident site may advise ADRM to co-ordinate inter- departmental effort from the Divisional Headquarters.

c) In all cases of accidents involving passenger-carrying trains, a Commercial officer should proceed to the accident spot. In case, however when a Commercial Officer is not able to reach the site immediately due to unavoidable reasons, any of the other Traffic Officers present at the accident site should look after the duties pertaining to Commercial Officers at the accident site.

d) Vehicles as required should be hired, if necessary, by payment through Station imprest at convenient location making sure that the Officers and the staff rushing medical aid and food supplies to the accident spot are not delayed in their efforts. Apart from hiring vehicles, the Officer concerned in the Divisional Office as well as at the accident spot or at the nearest major station would be authorised to hire such other material as would be necessary to give relief to passengers, e.g. water barrel, Gas lights, etc.

e) Even when one team of officials is leaving by MRT/ART a second team can leave by road.

f) The Officer in-charge of the Control Office should establish immediate contact with local Civil and Police authorities under whose jurisdiction the accident has taken place. If the situation warrants, the Officer in charge of the Control Office should also establish contact with State Secretariat and the State Police Headquarters to get necessary assistance. DRM and other Officers of a Division having its headquarters in the State Capital should be requested to assist in this regard.

g) Immediately on receipt of information regarding occurrence of a major accident, a separate Emergency Control should be set up in the Control Office to be manned by Officers/ Inspectors depending on the situation. As far as possible attempts should be made to give adequate relief to the Deputy Controllers on shift duty so that their pre-occupation with the event at the accident spot do not result in confusion in other areas causing undue detention to other passenger carrying trains.

h) A log book should be maintained by the Emergency Control duty Staff of the action taken at various levels and the information being received in from the accident spot. However each Branch Officer shall, before leaving for accident site, depute one departmental representative in the control office.

i) The Commercial Branch shall be responsible for

1) Arranging labour for transhipment of goods.

2) Supply of water and catering to passengers.

3) Care and transportation of passengers.

4) Maintaining list of injured/death etc. and keeping liaison with the hospitals and Medical Branch of the Railway.

5) Maintaining liason with press and public regarding accidents and list of injured.

6) Assist passengers against harassment by unscrupulous elements.

7) Arranging catering/water to Officers and staff working at site.

(j) Whenever a major accident takes place the Senior Divisional Commercial Manager/ Divisional Commercial Manager of the Division should proceed to the spot, leaving the Divisional Commercial Manager/Assistant Commercial Manager to liason in the Control Office. The Divisional Commercial Inspectors of the section should also attend the accident.

(k) The following staff should also be mobilized to assist passengers:

(a) Travelling Ticket Examiners of the train involved.

(b) Ticket Collectors/Travelling Ticket Inspectors from nearby stations.

(c) Railway porters and licensed porters.

(xliii) Co-ordination at Zonal Headquarters:

a) The infra-structural facilities to deal with any emergency situation have been provided in the Central Control Room.

b) The Safety Branch has arranged to provide all relevant information regarding the phone numbers of all concerned to be contacted in Railway Board and other Zonal Headquarters during an emergency. Safety Department has also made available the details of jurisdiction of Civil and Defense authorities in all the regions covered by South Western Railway.

c) On receipt of information regarding the occurrence of a major accident involvingpassenger carrying trains or heavydislocation to passenger carrying trains, in case of floods, breaches, cyclone, or in case of any other accident involving disruption to through communication for a very long duration on any section, Emergency Control Cell would be immediately set up in the Central Control.

d) In all accident situations, the Emergency Control Room would be manned by an Officer of the Operating Department. Simultaneously, Commercial, Mechanical, Civil Engineering, Signal and Telecommunication, Electrical Departments would arrange to depute Officers to be present in Central Control to co-ordinate activities pertaining to their respective departments. In Sections under electrification, an Officer of Electrical Department dealing with traction distribution/ rolling stock would be deputed. In non-electrified territories, an Electrical Department official would be deputed to co-ordinate the efforts for providing lighting facilities, etc., if the disruption is likely to continue for more than 24 hours.

e) The Emergency Cell would maintain communication with the Divisional Emergency Cell and with Emergency Cell opened in Railway Board, as and when considerednecessary.

f) The Central Control Emergency Cell would co-ordinate all efforts for procuring air transport, as and when found necessary, from the Civil or DefenceAuthorities.

g) In case of occurrence of accidents involving heavy casualties, a Medical Officer would be deputed by Chief Medical Director to be present in the Central Control to receive and compile the information relating to nature of injuries so that accurate information could be communicated through the Press and Radio/TV to the public by CPRO.

h) The Emergency Control Cell would be disbanded only with the personal approval of COM or, in the absence of COM, the Senior most Operating Officer present.

i) In Central Control, CPTM would take over charge of regulation of trains cancellation notices etc., being advised to the public and the press. SDGM would maintain liaison with Civil Authorities. They would be assisted by a SAG officer from Commercial Department.

(xliv) Disaster Management Cell at HQs:- The disaster management cell shall be operated in the chamber of Dy.COM (Safety) at Head Quarters and to be attended by nominated officers as under :-

(a) The Officer representing **SAFETY DEPARTMENT** shall co-ordinate the functioning of Disaster Management Cell. He shall report the accident to GM/CRS/Rly.Board and update the restoration details from time to time. He shall also ensure ordering of Relief Train for evacuation of involved passengers from the site of accident.

(b) The Officers attending Disaster Management Cell shall obtain the full details of the accident from Divisional Control/Site of accident and shall monitor the movement of Break-down Train and Relief Train. Top most priority is to be given for rescue operation, for transferring the injured passengers from site of accident to nearest hospitals, and for sending medical aids from Civil, Military, Private Medical Hospitals etc.

(c) The Officers at the Head Quarters of the following departments like Medical, Commercial, Mechanical, Engineering, Electrical and S&T etc shall ensure the quick relief and restoration measure, and arrange supplementaryhelp in time.

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CHAPTER VI

SABOTAGE

ADDITIONAL MEASURES FOR DEALING WITH CASES OF SABOTAGE OR TRAIN WRECKING

6 .01 APPLICABILITY:

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.

6.02 CLASSIFICATION OF AN ACCIDENT AS SABOTAGE:

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

6.03 THE OBJECTS OF ADDITIONAL MEASURES:

The objects of the additional measures to be adopted in cases of suspected sabotage involving a serious accident to a train are as follows-

i) To preserve clues for affording the Police and Civil authorities all the assistance in conduction their investigation into the realities at the scene of accident, and

ii) To facilitate arriving at the real cause of the accident.

6.04 DUTIES OF GUARD, ENGINE CREW AND OTHER RAILWAY STAFF WHEN A DERAILMENT OR OTHER SERIOUS CONSEQUENCES TAKE PLACE TO A TRAIN DUE TO SUSPECTED SABOTAGE:

The Guard along with the engine crew and other railway staff travelling by the train involved, after protecting the train, recording the exact time of accident, reporting the accident and rendering first aid to the injured, shall-

iii) Proceed to inspect the track and keep a note of the clues, which may be an indication of the cause of the accident and endeavour to have such clues preserved. If possible the evidence shall be shown to a few responsible passengers and members of the public and their statements obtained. If it is not possible to obtain the statement the names of such persons, their addresses and other particulars should be noted down.

iv) Seen that portions of the track, rails, fish plates, bolts and other fittings which appear to have been tampered with and other clues are not touched or moved by any person, and guarded till the arrival of the senior Railway Officers, Police and Civil authorities.

Note:1. In the case of an Officer or an Inspector being on the train, the above duty will devolve on him.

2. Whenever assistance is obtained from passengers or members of the public, their names and addresses should invariable be kept on record for future reference.

6.05 INFORMATION TO THE CIVIL AND POLICE AUTHORITIES:

The Station Master at either end of the site of the accident and the Controller, on receipt of advice of an accident suspected to have been caused due to sabotage, shall advise at the earliest possible moment the nearest Civil, Police, Government Railway Police, Railway Protection Force authorities and the District Magistrate in whose jurisdiction the site of accident lies and give them all possible assistance to reach the site as early as possible.

6.06 RECORDING PRELIMINARY STATEMENT OF STAFF CONCERNED AND EYEWITNESS:

The statements of the staff concerned shall be recorded and necessary steps shall be taken to record or preserve evidence, which subsequently might not be available. It would be preferable also to get the statements of as many independent eyewitnesses as possible and record their names and addresses.

6.07 PRESERVATION OF FOOT PRINTS AND FINGER PRINTS:

Footprints, fingerprints etc., shall be carefully noted and preserved for examination by the Police. All the evidences stated in Rule 7.03 should be preserved undisturbed till the Police officials arrive and their signatures are obtained and all documents authenticated by them.

6.08 CALLING FOR FINGER PRINT EXPERT:

Finger print experts from the Forensic Science Department shall be summoned to take the finger prints/foot prints of the suspected criminals.

6.09 CALLING FOR RAILWAY PROTECTION FORCE WITH SNIFFER DOGS:

Sniffer dogs from the Railway Protection Force dog squad shall be summoned in case of suspected sabotage. Transport arrangements shall be made by the quickest possible means available and when necessary road transport may be arranged.

6.10 JOINT CUSTODY OF POLICE AND THE RAILWAYS:

The damaged rolling stock, as well as other clues such as rails, fishplates, etc., may be moved to a convenient place for further examination and should remain under the joint custody of the Police and the Railways.

6.11 COMMENCEMENT OF RESTORATION WORK:

The restoration work shall not be commenced till the arrival of the Police officials and necessary photographs/videograph of relevant clues are take. Unless the intention is to save human life, in all such cases, the clearance and restoration operations are not too commence till the arrival of the Police and till they authorise the railway officials to commence.

6.12 PRECAUTIONS REGARDING STAFF SENT TO SITE TO COLLECT INFORMATION:

The Station Master in sending out staff to the site of the accident for getting information should take the following precautions:

i) The names of such staff and the time they are sent out to the site of accident should at once be noted in the Station diary and communicated to the Control for being noted in the Deputy Controller's Diary.

ii) They should proceed without any implements whatsoever and the fact noted likewise in the Station Diary and the Deputy Controller's Diary.

iii) They may investigate into the cause/circumstances of the accident without in any way touching the disturbed track or fittings, and may join rescue work if necessary.

iv) As soon as anyone of the party returns back, he should again have the time of his return at the station noted by the Station Master who would communicate the same to the Control.

6.13 PRECAUTIONS BY ENGINEERING SUPERVISORS:

In going to the site of the accident the Assistance Engineers and the Section/ Junior Engineer/ Permanent Way should take the following precautions:

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

ii) Ensure that toolboxes 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 portions of the track, rails, fishplates, bolts and other fittings within the area of the accident till they have been inspected by the Railway, Civil and Police authorities and videographed/ photographed.

6.14 DUTIES OF OFFICERS AND OTHER SUPERVISORY OFFICIALS:

Officers and senior supervisory officials in addition to their other normal duties shall

i) Record the exact time of accident,

ii) Record the statement of staff and any member of the public,

iii) Make notes of casualties and notes and sketches of the results of the accident,

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

v) See that likely clues to the cause of accident are not inadvertently removed through ignorance orcuriosity,

vi) Make arrangements for photographing and videographing of the portions of the permanent way, track, rails, fish plates, bolts and other fittings and the engine and bogies of the affected train as early as possible by a local photographer/ videographer.

6.15 ROLE OF THE RAILWAY PROTECTION FORCE :

Where there is prima facie suspicion of sabotage, the Security Commissioner of the Division should invariably be associated with the inquiries and the findings in such cases invariably be routed through the Chief Security Commissioner in the Headquarters Office before they are accepted. It may also be noted that the statistics of sabotage cases shall be based only on the basis of accepted findings in this regard and be vetted jointly by Chief Security Commissioner and the Chief Safety Officer before being communicated either to the Safety or Security Directorate of the Board's Office.

6.16 JOINT EXAMINATION BY CIVIL, POLICE AND RAILWAY OFFICIALS:

i) The seniormost railway Officer at the site must make a detailed investigation of the cause of the accident including a thorough survey of the site for at least 800 metres in the rear, with the assistance of representatives of departments concerned in conjunction with senior Civil and Police officials.

ii) While carrying out the examination, the position of vehicles, track fittings, etc., should not be disturbed as far as possible. Arrangements must be made with the assistance of the Police to keep staff and outsiders who are not concerned with the examination away from the site.
Precisely worded notes should be prepared specifying the various features coming to notice.

iii) The senior Officer at the site in consultation with the Police must decide what materials should be preserved for further examination. These materials should be conveyed to a suitable place where they will be stored under the joint custody of the Police and the railways. As far as possible, all small fittings should be put into a box or a gunny bag and sealed jointly

by the police and the railways. A receipt must be obtained for whatever material the Police have taken charge of. Before dismantling the damaged track, the different components should be carefully numbered or match marked so that the whole scene can be reconstructed if required later at an enquiry.

iv) A factual note of the condition obtaining at the site after an accident suspected to have been caused due to sabotage or train-wrecking should be prepared and signed jointly by the seniormost Police and Railway Officers at the site. In case of any difference of opinion between the Police and railway officials, such difference of opinion may be recorded in the joint factual note.

6.17 REMOVAL AND EXAMINATION OF ROLLING STOCK:

i) Removal 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 should be taken and stabled at the nearest convenient station where further examination of vacuum/air brake fittings can be made under the supervision of the Divisional Mechanical Engineer.

ii) Removal and examination of rolling stock damaged due to an accident-

A detailed examination of the engine and the vehicles damaged due to the accident must be made by the Divisional Mechanical Engineer also with the senior Police official. All damages and deficiencies must 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 the note. These notes should be utilised for purpose of making the final note in the joint examination detailed under Rule 6.16.

Restoration operations to remove these vehicles should only be started in accordance with Rule 6.11.

6.18 SPECIAL POINTS TO BE BORNE IN MIND FOR THE JOINT INVESTIGATION AND EXAMINATION:

The following points should be noted by the Officers and the supervisory staff when examining the site. -

i) The exact position in which engines and vehicles came to rest and 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 burs and whether burs are vertical or horizontal.

v) The position of wheels in relation to any displaced rails its normal alignment and the landing rail.

vi) If the nature of the accident requires-

   a) The position and condition of signals, points and signal levers and block instruments should be inspected,

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

   c) Train passing records including Train Signal Register, Private Number book, Line Admission book, etc., should be seized and carefully preserved. Where line badges are in use, it should be recorded in whose possession each line badge concerned was.

vii) Statements of staff should be recorded.

6.19 PREPARATION OF SKETCHES AND PLANS:

i) Arrangements should be made jointly with the Police representative for the preparation of sketches and rough sketches should be drawn on the spot, showing all the measurements. These sketches should be jointly signed be the Police representative and the railway representative deputed by the Divisional Railway Manager and an endorsement should be made

by the Police representative too the effect 'all measurements personally checked'. Before these sketches are finalised or countersigned, by the seniormost Engineering Officer on the spot, should personally check it up and make sure that there is no mistake.

ii) When the dimensioned plans are prepared for the Commissioner of Railway Safety or for Judicial Enquiry, sufficient care should be taken to ensure that everything shown in the original sketch plan has been correctly reproduced.

iii) Copies of notes and the sketches given to the Police should form an appendix to the statement of the Divisional Railway Manager given to the Commissioner of Railway Safety at the inquiry.

iv) All notes and sketches should be carefully preserved for future use in subsequent investigations, inquiries or court trials.

6.20 PRESERVATION OF EXHIBITS:

All sleepers and fittings of the rail which is supposed to have been displaced together with the two adjacent rails must not be used. The sleepers and fittings must be serially marked, the ends of both rails at the fractured joint should be properly marked, encased and sealed under the joint- seal of the Police and the railway and all exhibits preserved in a room under the joint-seal of both parties. The Divisional Railway Manager should, in this matter, exercise his judgement and other fittings in which might affect the decision with regard to the cause of the accident shall also be collected as exhibits.

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CHAPTER - VII

UNUSUAL OCCURENCES

7.01. Dangerous or unusual condition noticed on train :- Every Railway Servant, whether on duty or not, who notices anything unusual or dangerous on a train such as hot axle, spring broken, flat tyre, brake binding, load falling off, fire, any part of the vehicle detached or hanging loose part etc. in dangerous condition, must at once take steps to stop the train and warn the Guard and the Loco Pilot. If he cannot stop the train he must immediately inform the nearest SM/Gateman or any railway official. On noticing any unsafe condition on train or after receiving such advice, the Railway official shall immediately exhibit danger hand signal to the Loco Pilot and guard and make all efforts to stop the train at once and if possible, by putting back the signals to 'ON' position. On electrified section the TPC should be advised to switch off the OHE supply. Simultaneously, the SM of the nearest station shall be informed who in turn shall also inform the section controller and the SM of the station ahead. All efforts shall be made to stop the train running with unsafe condition.

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7.02 Precautions at construction / repair sites:- Whenever platforms, buildings, roads, etc. are under repairs, and there is a possibility of some one falling into openings or over obstructions or barriers, warning boards and lamp posts must be placed to protect those sites by the staff employed on the work. The Supervisor incharge must ensure that this is done.

Action to be taken when a person falls out of or is knocked down by a train:

(i) When life is not extinct:-

(a) When a railway employee finds an injured person on or near the track, he should do his best to render first aid or on the alternative summon medical help as early as possible. He should also arrange to inform the police through the nearest SM or any other person in the vicinity.

(b) When a person is run over or knocked down by a train is found by the staff of the same train or of a subsequent train, first aid shall be rendered promptly by the guard himself or by a qualified Doctor if available in the

train. After this, the person shall be transported with the least possible delay to the nearest Railway Station in the direction of the train, where medical aid shall be arranged by the SM. When a station with medical facilities is situated nearer in the opposite direction and a train is also available in that direction, the person may be sent to that station for treatment.

(c) If the condition of the person is found to be critical, the dying declaration should be recorded by the TS/Guard/TTE/Conductor or by the Railway Servant who happens to find the injured person. The name, father's name, caste, residence, how it happened, how the wounds were inflicted etc. particulars should be recorded. The statement should be signed by the Guard or other Railway employee who recorded it and some other responsible witness and made over to the SM of the nearest station 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 the further disposal there of, 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.

(ii) When life is extinct:

(a) The main requirement when a dead body is found on or near the track, by any Railway Servant is to keep the evidence intact, specially the finger prints. Utmost respect should be shown while handling the dead body. Handling of the dead body by many people should be avoided as the finger prints which may be available near the site 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.

(b) The body may thereafter be left in the charge of village Chowkider or any responsible person in the vicinity. 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 SM 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:-

(i) Time and place the body was detected.

(ii) Position of the body in relation to the tracks

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

(iv) Position of any clothing etc. found on or near the rails. This memo should also contain the name of the informant, his parentage and address so as to enable the police authorities to progress the case further. Thereafter, the memo should be made over to the man under whose charge the body is kept for onward transmission to the police authorities.

(c) In case the body is found by a railway staff not working a train, he shall, unless he himself is in a position to advise the police authorities, take immediate steps to advise any responsible person, in the vicinity of the place of the accident, to enable the latter to take further action.

(iii) When a train has been stopped owing to a person falling out of a train, the Guard will make a report on the incident comprising the following particulars to the concerned authorities :-

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

(b) Was the accident noticed by the Guard/Loco Pilot and the train stopped or was the alarm chain pulled to stop the train ?

(c) Was the train backed to the accident spot ?

(d) How the injured person was disposed off ?

(e) Further information in the case of a passenger falling out:-

(1) Name, age, sex and address of the passenger, the particulars of the ticket held (if any).

(2) In case of a child, the name, relationship and address of the guardian.

(3) Where was the person/child seated or standing at the time last seen by fellow passengers?

(f) Owning Railway, painted number, compartment number, type description and position of the carriage from the engine.

(g) Condition of doors, door handles, shutters, safety latch, and window fastening in the carriage. Particular of the door or window through which the passenger fell.

(h) Was there any GRP staff on the train ?

(i) Brief statement of the injured person giving :-

(1) Possible cause of the accident shall be recorded, in presence of the Railway Police
Constable, and countersigned by him. If the Railway police Constable is not present, the signature of passengers in whose presence the statement is recorded should be obtained.

(2) In the case of a child, the statement of the guardian should be recorded duly attested by the Railway Police Constable (or in his absence by two passengers present at the time of recording the statement).

Note: Accident Classes P-1 and P-3: - In the case of persons falling out of trains, the Guard and the Loco Pilot shall submit, within 24 hours of the accident, a report in Form Acc.4 to the Divisional Railway Manager.

7.04 Murder in Railway carriages:

If a murder is committed in a railway carriage on a train, the following action shall be taken by the staff:

i) The Guard shall have the compartment emptied and locked up all shutters from outside immediately so that blood stains, marks of struggle, footprints, finger impressions, etc., may remain undisturbed.

ii) If the crime took place in a Second Class compartment the carriage shall be detached at the station where the crime was detected and kept under watch till the Police take over the case.

iii) If the crime took place in a First Class compartment the compartment shall be immediately locked up and the carriage allowed to proceed to the nearest station where it can be replaced. If no Government Railway Police are located at the station, a member of the railway staff will guard it until a Police Officer takes over.

iv) No one, either railway employees or outsiders shall be allowed to enter the compartment until the Police arrive, except to attend to injured persons.

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

7.05 Passengers getting sick in the train or injured inside the train :-

(i) If a passenger is injured while travelling by a train, he should be given necessary medical assistance. If the passenger is reported to be injured due to defective fittings, like window shutter, the fittings should be examined. Evidence of other passengers should also be taken. A full report must be made by the Guard, giving name of the passenger, ticket particulars, description of the carriage, condition of the fittings, etc. The Guard/Train Superintendent shall also issue a message to the Train Examiner of the terminal station to examine the fittings of the compartment.

(ii) In case of a passenger getting sick while on the train, he should be given the same medical attention as is given to a person injured in an accident. The passenger should, however, be informed that he may be required to pay for the medical attention given. If the passenger states that the sickness is due to some food he consumed from the Pantry Car or Licensed Vendor in railway premises, the Guard will report to the SM who will report the matter to the Section Controller. The Section Controller shall obtain instructions from the Sr.DMO/ DMO/ADMO and advise the SM of the arrangements to be made for the chemical examination of the food.

7.06 Procedure to be adopted when deaths occur in trains and within Railway premises:-

(i) On the request of magistrate or the Railway Police to be a witness at the inquest the SMs/ASMs shall prepare a message in case of deaths occurring in a train or within station premises wilh all matters of fact.

(ii) Police inquest on the dead body will invariably be held at the spot where the body is found. The staff will not be called upon to leave their stations for purposes of such inquests.

(iii) In all cases of deaths from natural causes the SMs/ASMs should report such cases to the police who will call for the attendance of Railway Doctor, only if necessary. In case of death due to contagious diseases Director of Public Health of state and civil surgeon of the District shall also be informed.

(iv) In those cases, however, where it is thought that death is due to some contagious or infectious disease, SMs/ASMs must summon the Railway doctor to attend.

(v) In case of deaths suspected to have been due to foul play or suicide or deaths caused by accident, SMs/ASMs must immediately advise the police who will call upon the Railway Doctor to attend. In such cases the body must not be moved until the arrival of the Police, unless any train or trolley is due to pass the spot or there is no prospect of a Police Officer arriving at the site within a reasonable time, in which case the body must be carefully removed so as to clear the line and the body must be covered properly. It must not, however, be taken away from the spot until the Police have arrived, when they will hold an inquest and take the necessary steps for the removal of the body.

(vi) The respective Railway Doctor will attend an inquest if summoned by the Police, when so summoned, will consist merely in assisting the Police Officer in drawing up a report on the apparent cause of death. The Police will not ordinarily call upon them to attend on inquests.

(vii) "Post- Mortem Examinations" should ordinarily be left to the Civil Surgeon or other Governament Medical Officer deputed by him, but in very exceptional circumstances, when the probabilities of decomposition or other serious reasons are against the dispatch of the body to the Civil Medical Officer, they may be performed by the Railway Medical staff at the request of the Police, and in such cases the Railway Medical Officer performing this duty shall be paid fee by the Civil Authorities at the scale laid down and approved by the Government of India.

(viii) Despatch of corpses for Post-mortem examination:- The following instructions must be observed when corpses are tendered by the police for conveyance by rail for purposes of post-mortem examination:-

(ix) The corpse to be at once accepted for conveyance by any train, except Mail train, at the written requisition of a Police Station Officer.

(x) The corpse may be enclosed in any box or coffin, if available.

(xi) The Police tendering the corpse for conveyance are responsible for that no such corpse tendered is likely to endanger the public health and the corpse may be accepted without a medical certificate to this effect.

(xii) The conveyance of corpses under these rules must usually be made by goods train if a convenient train is running which will reach destination within the necessary time and must be carried in the brake van or an empty wagon if available or in the brake or luggage van if conveyed by a Passenger train.

The following report shall be submitted by the SM to the DRM:-

a) Description of deceased, religion, name, age, sex, whether Railway Servant, passenger or trespasser.

b) If passenger, number and class of ticket number, type and class of carriage.

c) Number of persons in the same compartment.

d) Listed property, belonging to deceased and how disposed of.

e) Whether the body was made over to relatives, police or sent to Civil Surgeon.

f) If the death is due to infectious or contagious disease, the carriage shall be disinfected immediately after its arrival at destination and no person shall be allowed to enter it until the disinfection is complete.

7.07 Material fouling the track :- On completion of unloading, Station Masters and Engineering Officials must see that there are no heaps of material or other obstruction on or fouling the line which may cause derailment or endanger train safety in any way.

7.08. Precautions against derailment:-

If any part of the engine or vehicle has fallen down and there is reason to believe that thefallen down part may be fouling the track, a careful search

must be made for the missing part by the train staff. If the missing part cannot be traced, the train must be stopped at the firststation and the SM be advised. The SM will issue Caution Order to the Loco Pilot of the first train proceeding into the section to be on the look out for any such part in the section and also inform the SE (P.Way) or the Gang Mate to search the same .

7.09 Explosion on track or train :-

i) In the event of an explosion, on track or in train, the Loco Pilot shall stop his train as soon as possible and examine the track along with the Guard at the site of explosion to ascertain the extent of the damage. If the Loco Pilot does not bring the train to a stand within a reasonable time, the Guard shall draw the attention of the Loco Pilot by the available means.

ii) The Loco Pilot shall also examine the train along with the Guard and 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 the next block station where the Guard and Loco Pilot will jointly report the occurrence to the Station Master.

iii) If the damage to the track is so serious as to render the track unsafe, a competent Railway Servant will be left at the site with detonators to protect the spot in accordance with the rules.

iv) On receipt of a report from the Loco Pilot and the Guard the Station Master shall immediately advise the Controller who shall:

(a) advise the Junior Engineer/Permanent Way to proceed to the spot immediately, inspect the track and take such precautions as are necessary to put the track right and impose speed restriction if necessary.

(b) Inform the Junior Engineer/Carriage and Wagons and Loco Foreman for a thorough examination of the train and the engine at the next terminal station.

(c) The duties prescribed above for the Controller will devolve on the Station Master on uncontrolled sections.

(d) The Station Master shall immediately issue a message to the Station Master at the other end and obtain his acknowledgement.

(e) The Station Masters at both ends of the reported section shall stop all trains and issue caution orders to Loco Pilot, specifying the kilometreage and the speed restriction.

7.10 Loco Pilot experiencing unusually Slack or Rough Running or Heavy Lurch:

i) Should a Loco Pilot, when working a train, experience any unusually slack or rough running or heavy lurch, he shall stop his train at the next block station, whether booked to do so or not, and personally issue a message (recording the time and location and the kilometreage of the occurrence) addressed to the Station Masters at both ends of the block section, the Junior Engineer/ Permanent Way in charge of the section, Assistant Engineer, Controller on duty, Loco Foreman of the shed at which the engine of the train will terminate its journey and the Divisional Railway Manager.

Note: 1. On the single line token areas, only after issuing the above message, the Loco Pilot shall hand over the token to the Station Master.

2. If the train is booked to stop at an intermediate non-block station, the Loco Pilot shall inform the Clerk-in-charge (giving the time and location and kilometreage of the occurrence) who shall pass this information on to the Engineering Officials or staff close by for prompt inspection and action as necessary. In this case the Loco Pilot shall include in his message the fact of his having informed the Clerk-in-charge.

ii) The Station Master receiving the message shall immediately transmit it by telephone to the Station Master of the block station at the other end and the other officials mentioned in the message. The Station Master at the other end shall immediately acknowledge it.

iii) The Station Masters of the block stations at either end shall stop all trains, and issue caution orders in accordance with S.R.4.09. The Loco Pilot message shall be repeated in the caution order, the following being added at the end:

"Observe special caution and reduce speed as necessary and do not in any case exceed a speed of 10 kmph".

iv) The Loco Pilot of the next train entering into a block section where rough running has been experienced shall stop at the spot indicated in the caution order and inspect the track. If a rail fracture or weld failure is noticed, the

Loco Pilot shall immediately inform this fact to the adjacent stations and the Control Office through portable/R.E telephone or by any other quickest means and he shall not proceed from the spot if his train has not passed the spot in full till the track is certified by a competent engineering official not below the rank of a Keyman.

v) (a) Immediately on receipt of the Loco Pilot's message through the Station Master the Junior Engineer/Permanent Way shall proceed to the spot by the quickest possible means, examine the track thoroughly, remedy the defects, if any and submit a report to theAssistant Engineer with copy to the Divisional Railway Manager as specified in the format given below:

Abnormal occurrences attributable to oscillation of locomotives

PROFORMA "A"

BAD RIDING OF ENGINES

(Report on Track)

1	S.M.'s message No., station and date and time	
2	Kilometrage / section / up or down track	
3	Wording of Loco Pilot's report	
4 5	Train No., Engine No., and Type Speed of the train	
6	Date and time of inspection by JE(P.Way)/	
7	SE(P.Way)/ SSE(P.Way) Rails :-	
	(a) Type & Weight	
	(b) Length (Single Rail/SWR/LWR)	
	(c) Age	
	(d) Condition	
8	Sleepers :-	
	(a) Type	
	(b) No. per Rail	
	(c) Condition	
9	For LWR/CWR Tracks:	
	(a) Destressing temperature (td)	
	(b) Rail Temperature	

	(c) If day time, alignment	

10	In case of rail/weld failures:	
	(a) Last date of USFD testing	
	(b) GMT carried	
	(c) Age & Condition of weld	
11	Ballast :-	
	(a) Cushion below bottom of sleeper (i) Clean Ballast	
	(ii) Caked up	
	(b) Condition of ballast as regards cleanliness and drainage	
12	Formation :-	
	(a) Level or Grade	
	(b) History of Bad Formation, if any	
	(c) Condition of Drainage	
13	Alignment :-	
	Straight or degree of curvature	
14	Location	
	(a) Normal / Turnouts/SEJ/Level crossing/ Bridge	
	(b) Condition at approach	
15	Last date of :-	
	(a) Through packing	
	(b) Slack packing	
	(c) Machine packing	
16	Details of any defects in the track ballast or formation	
17	Action taken to rectify defects in the track ballast or formation	
18	Any special features such as heavy rainfall.	
19	Time restored for normal running after attention.	

(b) The locoforeman or other loco official incharge of the shed (carshed foreman in the case of Electrical MU) shall immediately on arrival of the engine at the shed

examinate thoroughly and submit a report to the DRM in the following format.

Form B (Diesel/Electric Locomotives)

1	Locomotive No./Class	
2	Train No. /description	
3	Approximate speed when lurching or swaying occurred.	
4	Condition of bogie coil springs.	
5	Condition of compensating beams.	
6	Clearances in all axle boxes.	
7	Condition of wheel flanges.	
8	Condition of load pads	
9	Condition of bogies and aunder gear equipments	
10	Condition of center pivots	
11	Condition of brake cylinder and brake blocks	
12	Condition of cattle guards	
13	Condition of buffer couplers	

vi) The Station Master shall discontinue the issue of caution orders only after certification of the track by the Junior Engineer/Permanent Way that the section is safe for trains to run at normal speed and that the issue of caution order may be stopped.

7.11 Fire on train: - In the event of a fire being noticed in a train, the train shall be stopped immediately and every effort should be taken to save the lives of the passengers.

i) The portion of the train behind the vehicle, which is on fire, shall be detached and front portion drawn ahead to a safe distance. The vehicles shall then be detached and the vehicle in front of it drawn ahead to a safe distance.

ii) Every endeavor shall be made to extinguish the fire by the use of the fire extinguishers, if provided, and by throwing water and sand on it. Fire brigade shall be called.

Note: 1. Water shall not be used to extinguish petrol or oil fires or electrical fires.

2. Staff must keep themselves upto date about fire fighting instructions and contingency plans etc.

iii) If the fire is in a vehicle carrying passengers, the safety of the passengers shall be the first consideration.

iv) If a Postal Van be on fire, every effort shall be made to save the mail.

v) The train shall be protected in accordance with G.R. and S.R. 6.03.

Note: In the case of fires attributed to sparks from the engine it shall be stated whether the engine was fitted with a spark arrestor and, if so, of what pattern, as also the description of the fuel used. In cases where there is reason to suppose that the spark escaped from the ash pan, it shall be stated what, precautions have been taken to arrest the escape of sparks from the ash pan. In the case of fire to a passenger coach, the battery boxes under the coach shall be specially examined to see whether or not the fire had originated there.

7.12 Fire :- When reporting cases of fire on trains, the position of the vehicle on the train should be stated, also whether it was loaded or empty. When reporting occurrences of fire on trains or in station premises, Station Masters and others sometimes ascribe the fire to sparks from engine, or electric short circuit. Such statements must not be made unless these can be definitely substantiated.

(i) Whenever serious fire accident occurs in a coach / wagon, the SM / Control Office will send information immediately to the concerned officials of the, Forensic Laboratory which caters the area so as to enable their Scientist to attend the site of accident promptly for collecting clues / samples leading to the cause of the fire. The list of jurisdiction and headquarters of the Forensic Laboratories is given in Appendix IX.

(ii) **Duties of Gangmen :-** If a fire occurs on any Railway premises at or near any portion of the Railway where Gangmen are employed, they shall endeavor to extinguish and to prevent it from spreading. However in the case of fire in on electrical equipment, a Gangmen shall make no attempt to extinguish the fire but shall report the occurrence to the nearest Station Master immediately and shall inform any passing train or trolley, unless special instructions shall have been received directing otherwise. If there be more than one Trackman, the occurrence shall be reported to the SM on both sides.

7.13 Action during LPG involved in accident:

LPG is extremely inflammable. It may get ignited by heat, spark or flame. Its vapours may travel to a source of ignition and flash back. Container may explode in heat or fire.

(A) In case of accidents involving LPG tank wagons:

i) Inform civil authorities and summon assistance from Fire Brigade, Oil Company Depot and Bottling Plant, Refinery, etc.

ii) Keep unnecessary people away, isolate hazard area.

iii) Stay upwind; keep out of low areas.

iv) Isolate for one kilometre in all directions.

If tank is involved in leak or fire, regulating/isolating trains is necessary.In case of derailments of LPG wagons - Check for leakage.

a) Advise all people not to smoke. Extinguish all fire (including handsignal lamp,
point indicator, etc., lit by K. oil) within one kilometre area.

b) Examine tank barrel and all fittings carefully for any damage.

c) To hoist the wagon, use diesel crane or MFD jacks with spark arrestor at exhaust.

(B) Spill or leakage in LPG tank wagons:

i) Take steps as above except hoisting of wagon.

ii) Check possibilities of stopping leak.

iii) Disperse vapour away from ignition source be water spray.

iv) Shunt off ignition source. No flares, smoking or flames in hazard area about one kilometre radius should be permitted.

v) If leakage is minor put gunny bags on leakage and wet with water. Icing will reduce leakage. Do not touch spilled material.

vi) Give warning to District authorities for evacuation of population.

vii) Arrange to transfer to another tank if it can be done by Oil Company.

(C) Action to be taken in case of fire in LPG tank wagons:

i) Isolate wagons not on fire within safe distance by uncoupling. Call Fire Brigade, etc.

ii) Give warning to people living in adjoining area to evacuate for at least one kilometre radius.

iii) For small fire use dry chemical powder/Halon extinguisher and for large fire, water spray or fog.

iv) Stay away from ends of tanks as tanks normally burst from the ends.

v) Cool tanks that are exposed to flames with water from the sides well after fire is out.

vi) Withdraw immediately in case of rising sound from venting safety device or any discolouration of tank due to fire.

Note: Summing up there are two most important aspects of disaster management in case of LPG fire:

7.14 Train passing signal at danger:

In the case of an accident under Classes H-1 and H-2, when a train has passed a fixed signal (including a Banner Flag) at danger or has passed an Engineering Stop indicator, inside station limits, the Station Master shall immediately measure the distance overshot in terms of vehicle or wagon length or rail length from the signal, in the presence of the Guard and the Loco Pilot of the train, duly recording in the Station Diary with the signature of Guard and Loco Pilot. In the case of an accident under Classes H-1 and H-2 when a train has passed fixed signal (including a Banner Flag) at danger or has passed an Engineering Stop indicator, outside station limits, the Guard of the train shall immediately reckon the distance in terms of vehicle/ wagon or rail length by which the train has passed the Stop indicator or the fixed signal, before coming to a stand, in the presence of the Loco Pilot, and enter it in the Combined Train Report.

Note: (i)As soon as the accident takes place where the Loco Pilot may have in some way contributed to the accident, the Loco Pilot shall be examined by a Doctor. It should be therefore, be ensured that the Loco Pilot is relieved and sent to the Doctor as quickly as possible for Medical examination.

(ii) In the case of a Loco Pilot passing Engineering Stop Indicators or passing Fixed signals at danger or running into banner flags, the Loco Pilot shall be placed under suspension and urgent arrangement made to have his vision tested. If the result of the test is satisfactory, the Loco Pilot may be allowed to resumeduty.

(iii) Medical Officers at an accident shall examine the Motorman/Loco Pilot or any other staff connected with the safe running of trains involved in an accident to find out whether they were under the influence of alcoholic drinks, sedative or any stimulant drug and send a report to Divisional Railway Manager endorsing a copy to Chief Medical Director and Chief Safety Officer.

7.15 Trains running away out of control

In the case of accident connected with trains approaching or entering or passing through a station out of control, the Station Master or the guard shall immediately on the train coming to a stand , examine the brake blocks of the first few vehicles from the train engine which fitted with effective vacuum or air brake and enter in the Station Diary/ Combined Train Register in the result ie. whether the brake blocks are cool, lukewarm, hot etc. and signature of guard and Loco Pilot.

7.16 Averted collisions:

In the case of averted collisions, inside station limits, for e.g., between two trains, the Station Master shall immediately reckon the distance in terms of vehicle/ wagon or rail length between the two trains, after they have come to a stand, in the presence of the Guards and Loco Pilot of both the trains, and enter it in the Station Diary and obtain their signature. In the case of averted collisions, outside station limits, for e.g., between two trains, the Guards of the trains shall, in the presence of the Loco Pilot of both the trains, reckon the distance in terms of vehicle/wagon or rail length between the two trains, after they have come to a stand and enter the distance in their Combined Train Report duly obtain the Loco Pilot's signature.

7.17 Breach of block rules:

In the case of an accident under Classes G-1 and G-2, when a train has entered a block section without any authority to proceed or without proper authority to proceed, a preliminary fact finding enquiry shall be instituted. If at the enquiry it is found that the occurrence was due to either the engine crew having missed the token accidentally or the station staff failing to deliver the token and if the distance Traveled by the Loco Pilot in the block section ahead after the token having been missed was reasonable, the accident Messege should be a brief report shall be sent to Chief Safety Officer without delay.

But in all other cases of trains entering the block section without any authority to proceed or with an incorrect authority to proceed such occurrence shall be enquired into by a committee of Officers and the proceedings of the Enquiry sent to Chief Safety Officer and to the Commissioner of Railway Safety.

7.18 Derailments where train wrecking is suspected:

In all cases of derailments where train wrecking is suspected the Guard and train crew should after attending to the foremost duties like, protecting the train and the adjacent lines, rendering assistance to the injured and reporting of the accidents, etc., proceed to inspect the track and keep a note of the clues which may be indication of the cause of the accident and endeavor to have such clues preserved guarded till the arrival of senior Railway Officers and Police. If possible such evidence should be shown to a few responsible passengers and members of the public and their statements obtained. If it is not possible to obtain statements the names of such persons, their addresses and other particulars should be noted down. Other railway staff travelling as passengers in the involved train should also readily render such assistance as they be called upon to render.

7.19 Procedure to be adopted by station master when passenger or tresspasser is injured within Railway premises:

i) In all cases in which a passenger or a trespasser is injured within railway premises, the Station Master shall act as follows-

   (a) Render first aid immediately, if there is a doctor in that train or platform. Steps shall be taken to ascertain this and obtain his medical assistance.

   (b) If the case is a serious one, arrange to summon medical aid from the nearest source available, whether Railway, Civil, Military or private.

(c) If necessary, arrange for the transport of, and send the patient, at the earliest opportunity, to the nearest hospital, whether Railway, Civil, Military or private.

(d) Where the Police are available, and there is any reason to suspect that the case is one of a trespass inform the Railway Police and after due medical aid has been rendered, ask the Police to arrange for the disposal of the case.

ii) In the case of a serious accident and also in cases where the attendance of the Railway Medical Official incharge and the Divisional Medical Officer incharge is likely to be delayed, the Station Master shall send a special message calling for the medical assistance too the Divisional Medical Officer of the adjoining division and all the Railway Medical Officials stationed between the two divisional headquarter stations on either side of the station. On sections where Control is in operation, the Station Master shall in addition to sending the special message advice Control to inform them.

iii) Message/messages for medical assistance in connection with accidents shall be given priority over all other message/messages.

iv) In calling for medical assistance from the local hospitals and local doctors, the Station Master shall send the requisition by the quickest possible means either through telephone or by written messages through a messenger. It shall be responsibility of the Station Master to ensure that suitable staff at the station are trained for the purpose of delivery of the above said messages.

7.20. Unsafe bunds of tanks or rivers : Station Masters and others who receive intimation from Government Officials or village authorities or any person likely to give reliable information about the unsafe condition of the bunds of tanks or rivers, should at once notify the same by telephone to the Divisional Railway Manger, Assistant Engineer, Permanent way Inspector and the Station Masters at both the ends of the Block section likely to be affected and also to the controller on duty. The Station Master at the both the ends of the Block section likely to be affected, should stop all trains and issue caution order. Particulars of the river or the tank bund reported to be unsafe should be given in the caution order with following remarks "Observe special caution and reduce speed as necessary"

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CHAPTER VIII

PRESERVATION OF CLUES AND EVIDENCES

8.01 Preservation of Clues:-

It is essential to preserve all clues as far as possible to enable reconstruction for helping the CRS/accident enquiry committee. Even an apparently unimportant clue may give some useful information as to the likely cause of accident. The clearance or disturbance should ordinarily be limited to the removal of dead-bodies and injured persons from the debris, if any. Wherever feasible in case of serious accidents, communications may be restored by laying a diversion, so that the original clues could be preserved undisturbed. In any individual case where the circumstances compel the removal of debris, in part or whole, the senior most Officer present before issuing any orders shall record complete notes based on the observations made by various Officials. These notes could be given to the accident inquiry committee.All sleepers, rails, S&T gears and other fittings related with accident removed from the site should be carefully preserved for inspection by the accident inquiry committee.

Staff alleged to be guilty of offences, which in the opinion of the DRM or the concerned Divisional Officer, if proved will, result in their dismissal/removal from the service, should be placed under suspension, pending the result of the inquiry.Staff may also be suspended where the alleged failures are serious in nature.

8.02 Recording the facts at Site :- Any Officer / TI / SM or Guard and other concerned officials present at site or arriving first at the site shall record the relevant information at the site of accident as under :

(1) The Officers and Senior Sub-ordinates present at the site, shall jointly examine all evidences such as the condition of the track and rolling stock, brake-power, etc. and preserve all clues which may prove useful in ascertaining the cause.

(2) Measurement of track and rolling stock should be taken in the proforma given in appendix - VI.

(3) The marks on sleepers, position of derailed vehicles, broken parts of track or vehicle and other particulars, which may have a bearing on the accident shall be carefully noted and preserved by the concerned officials jointly. In case of accident at station, the position of the track, signals, points, panel, point-levers/knobs, indicators, keys, lever collar/button cap used, badges, transmitter keys, relay room keys, shall also be recorded.

(4) Cross-levels/gauge/versine etc. should be taken with free condition of track and under loaded condition with locomotive or fully loaded wagon or a coaching vehicle at or near the point of derailment, by the Senior sub-ordinates jointly. The above should not interfere with the rendering of Medical aid to the injured or other relief measures to the passengers.

8.03 Recording of statements :

The statements of the staff concerned should be recorded and every step should be taken to record and preserve evidence

8.04 Recording of evidences:

(i) The Officer or Senior subordinate of any department who may happen to be present at the time an accident occurs or who first arrives at the accident spot , irrespective of whether he is on or off duty, shall carefully examine and record the actual conditions and the exact position of Vehicles, Points, Fixed signals, panel position, Levers/knobs operating points and fixed signals and any debris such as broken axle boxes, springs, locking bolts, cotters, fallen material in rear of the point of mount/drop, disturbances in track fittings etc.,or any other factors which may help to trace the cause of the accident in the prescribed form Acc-7.

(ii) In the event of more than one Officer or Senior subordinate being present at the site of the accident or arriving first at the site of the accident, the report in the prescribed Form Acc.7 shall be signed by all the Officers or the Senior Subordinates, as the case may be. If the report is made by one or more Senior Subordinates it shall be called for and checked by the Officer or Officers who arrive first at the site of the accident.

The Rules mentioned under 8.05(i) &(ii) shall not be deemed to imply that staff other than Officers and Senior subordinates present at or arriving first at the site of an accident need not take any step to examine or preserve evidence relating to the accident. It shall be the duty of every railway servant to look for and preserve such evidence and such evidence shall be made available to the Officer or Senior subordinate for incorporation in the prescribed forms.

8.05 Sealing of signalling equipment:

a) In cases where defects in the interlocking might have caused or contributed to an accident, the interlocking gear concerned shall be sealed. Only the Divisional Signal and Telecommunication Engineer and Divisional Safety Officer could authorize the removal of the seal. The sealing of the interlocking gear shall be carried out in the following manner:

b) Signal lever frames – A tape shall be passed over the cover of the tray containing the tappet locking and sealed to prevent the cover being removed.

c) In Panel or Route Relay or Solid state interlocking, the relay boxes connected with the concerned signals and the concerned location boxes pertaining to the signals and track circuit in all colour light signal area should also be sealed in the presence of traffic Official and should not be opened except on the authority of the Divisional Signal and Telecommunication Engineer and the Divisional safety Officer.

d) Key locks of all descriptions, including gate locks and interlocking key boxes, shall be taped and sealed across the cover. Electrical apparatus, including Station Master's control, Block Instruments, electrical facing point locks and lever locks and electric slots shall be taped and sealed across the cover.

e) Point detectors shall be taped and sealed across the cover.

f) In cases where immediate repairs to points and permanent way are necessary to pass trains, only such parts of the interlocking shall be disconnected as are necessary to carry out the repairs. No alterations or repairs to interlocking gear likely to be concerned in enquiries into the accident shall on any account, be carried out prior to such enquiries, and only after obtaining the permission of a responsible Officer.

g) Wherever Data loggering facility is provided suitable steps shall be taken to preserve information and necessary Data print outs shall be extracted immediately

8.06 Examining and recording of the condition of the permanent way:

(i) Care should be taken in examining and recording the condition of the Permanent Way according to the details given in Appendix V.

(ii) In all cases of derailments, the marks on the wheels of the engine and/or vehicles and the marks on the permanent way (rails, sleepers, etc.) in respect of the wheels mounting on and dropping from the rails, the wheels riding on the ballast etc. shall be specially looked for and recorded. Special care shall be taken to examine the wheels before the engine and/or wheels are worked away from the accident spot. The wheel marks etc. on the permanent way (especially between the points of mount and drop) required for a later reconstruction of the scene shall be very carefully examined, preserved and/or recorded, irrespective whether or not the cause of the accident has been known and irrespective of whether or not videograph/ photographs have been taken. The position of the rails, sleepers, fish bolts, nuts, etc., bear marks as a result of the accident (especially in between the points of mount and drop) shall be marked on the ground and serially numbered, with either chalk or paint, and carefully preserved so that they can be placed back in their original positions at a later date.

8.07 Examining and recording of the conditions of the rolling stock:

Care should be taken in examining and recording the condition of the rolling stock according to the details given in Appendix V.

8.08 Notes and sketches:

The official of the Engineering department shall be responsible for the preparation of th sketch showing the site of the accident, the permanent way affected, the position of derailed vehicles and also position of the track and rolling stock components at the site. Detailed sketches of damage to rolling stock shall be prepared by the Official of the Mechanical department who arrives at the spot. Necessary photographs shall also be taken.

8.09 Videograph and photograph :

Arrangements shall be made for photographing and video graphing of the accident site. Every Care should be taken to cover all essential evidences.

8.10 Seizure of books and forms:

All relevant records at Stations, cabins, Level crossing gates, in locomotives, S&T, P.way, C&W locations etc. shall be seized secured and sealed. Before seizing the records, the Official seizing the records shall ensure that a line is drawn just below the last entry in the record/register and sign with designation, date and time.

8.11 Tampering of clue and evidence:

No clue shall be tampered and no debris which may help to trace the cause of the accident shall be disturbed or cleared unless such interference is emergent and unavoidable and is permitted by a responsible Officer present at the spot. If it is considered absolutely necessary to remove any items of debris, which may help to trace the cause of the accident, they shall be carefully preserved by the Officer permitting the removal, record being kept of the positions from which they were taken. Photographs and video graph of the wreckage shall be taken, as their value for purposes of evidence is very vital.

8.12 Restoration of traffic

After an accident has occurred, it is essential that through communication is established as quickly as possible. To this end all staff and materials shall be pressed into service. All avoidable delays should be ruthlessly curbed. A system of monitoring the pace of work should also be ensured. All Officers and staff at accident site shall be responsible for any delay in establishing through communication.

8.13 Arrangements for clearing the line:

(i) DRM/ADRM or in their absence the seniormost Officer/ Supervisor from the Mechanical Department will be incharge of operations for clearing the line of obstruction.

(ii) The Sr.Divisional Commercial Manager, Divisional Commercial Manager or an Assist Commercial Manager will be incharge of transshipment arrangements or in his absence, the senior most Operating Officer shall perform this duty.

(iii) The senior Traffic Officer or in his absence, the senior traffic subordinate at the site will be in charge of regulation of traffic.

(iv) On electrified sections, the Traction Engineer, or Assistant Traction Engineer, or senior subordinate of the Traction Branch will look after electric traction matters.

(v) The Sr. Divisional Operations Manager/Divisional Operations Manager/Assistant Operations Manager/Area Officer will take over charge of Control office and regulate traffic.

(vi) (a) The senior most mechanical officer is personally responsible for ensuring safe and efficient handling of cranes and removal of wreckage and that not accident occurs on this account.

(b) Cranes shall not be worked adjacent to Overhead Lines unless such Overhead Lines power supply are switched off and made dead. If track lifting or the use of crane, which may foul the overhead equipment, is necessary on the electrified area the Traction Power Controller, Traction Foreman (Overhead equipment) or the Traction Foreman (Distribution) must be advised and their sanction obtained.

(c) All movements of the crane jib shall be conducted with great care so as not to foul the Overhead equipment and adjacent lines. Whenever possible, the direct blast from the crane chimney to the Overhead lines or insulators should be avoided.

(vii) senior most engineering official shall personally satisfy himself that the line is fit and free from obstruction before authorizing resumption of normal working duly imposing such speed restriction as he consider necessary.

8.14 Restoration of communication:

i) **Duties of the first officer/senior subordinate arriving at the scene of accident**:

a) The first Officer whether he belongs to the Mechanical, Engineering or Transportation department, shall do everything possible to expedite the resumption of traffic, as soon as he arrives at the scene of the accident, informing the Officer of the Transportation Department in charge of the division of what is being done.

b) The first Engineering Official, who arrives at the scene of the accident shall advise his next senior official or an other railway official who can render assistance, giving a copy to the Divisional Engineer or the Chief Engineer, stating what help is required.

ii) The official of the Engineering department who authorises the restoration of the track shall be personally responsible for ensuring that all the evidences relating to the accident have been correctly collected and preserved. It shall however be ensured that the restoration of through communication shall not be unduly delayed and that all efforts to establish through communication are taken simultaneously while preservation of clues and examination of evidences are being done.

8.15 Spot Investigation by Commissioner of Railway Safety:

It should be very promptly ascertained from the Commissioner of Railway Safety whether he desires to inspect the site, etc., before the commencement of clearance and restoration work. Further action should be ensured in accordance with his instructions.

8.16 Work of clearing wreckage.

(viii) The work of clearing wreckage shall be carried out as expeditiously as possible and shall not be stopped unless otherwise it is certain that every victim has been extricated from the wreckage. For this purpose work shall be carried on continuously in shifts with every assistance possible.

(ix) If, nevertheless, the contingent circumstances are such as to render this impossible then, before the work of clearing the wreckage is suspended, every endeavour shall be made to establish beyond all reasonable doubt and with the assistance of, preferably independent medical testimony that only dead bodies remains.

(x) When, as a result of an accident, a large body of workmen is utilised to handle heavy machinery, etc., in connection with clearance of wreckage, the first Officer of the Engineering, Mechanical or Transportation (Traffic) Department, who arrives at the scene of the accident shall send a requisition to the Divisional Medical Officer concerned to arrange for Medical assistance with First Aid and other equipment.

8.17 Diversion of trains:

Diversion of Mail/Express/Passenger trains, when necessary be authorised by Divisional Operations Manager/Assistant Operations Manager in consultation with Chief Passenger Transportation Manager.

8.18 Action to be taken when line is breached or submerged and transhipment is necessary:

When the line is reported to be breached or submerged, or when a serious accident has occurred and the traffic is likely to interrupt for a longer duration necessitating transhipment, the following instructions shall be observed:-

(xi) The Divisional Engineer shall proceed immediately to the spot, and if he cannot, the Officers of other department shall use the quickest available means to reach the site.

(xii) The first Officer, as soon as he arrives at the scene of the accident, shall make arrangements for transhipment and do everything that will expedite the resumption of traffic duly informing the Officer of the Transportation (Traffic) department in charge of Division of what he is doing.

(xiii) When an accident involving interruption to traffic occurs near the adjacent Division, the Divisional Operations Manager of the adjoining Division shall be advised immediately since the officers of the neighboring division can arrive more speedily at the accident spot.. The Officers shall at once proceed and assume control of the accident spot and shall take such action as may be necessary and keep the Head Offices as well as the Divisional Officers of the concerned Division informed. They shall remain at spot until the respective Divisional Officers of the Division concerned arrives.

(xiv) Traffic Inspector, Section Engineer (P.Way), Section Engineer (C&W) and Loco Inspector in charge of the section on which the accident occurred shall on receipt of advice of the accident proceed by the quickest means in order to render all possible assistance.

8.19 Advice of resumption of traffic after interruption:

The official of the Engineering Department, who authorises the resumption of traffic over portion of the line over which traffic has been interrupted by slips, breaches, failures of works, derailments or other causes, shall immediately on restoration of through communication, advise the Chief Commissioner of Railway Safety and the Commissioner of Railway Safety, General Manager, Chief Operations Manager, Chief Safety Officer, Chief Engineer, Chief Commercial Manager, and Divisional Railway Manager.

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CHAPTER IX

NOTICES AND REPORTING OF ACCIDENTS

9.01 GENERAL:

Sections 113 and 122 of the Railways Act, 1989 and other Acts enacted by legislatures make the Railway Administration responsible for reporting accidents to various agencies. According to section 122 of the Railways Act, 1989, it is also obligatory for the Railways to detail the manner of sending the notices of accidents including the class of accidents. Based on the requirements of Section 113 and 122 of the Railways Act 1989.

9.02 Reportable Train Accidents:

(i) All accidents falling under the purview of Section 113 of the Railways Act, 1989 are termed as reportable train accidents and include the following:-

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

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

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

(d) Accidents which are attended with loss of human life in passenger trains involving train wrecking, or attempted train wrecking, cases of running over obstructions placed on the line, of passengers falling out of 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 Rupees 2 Crores which have not actually occurred but which by the nature of the accident might reasonably have been expected to occur and also cases of land slides or of breach by rain or flood which cause interruption of any important through line of communication for at least 24 hours.

(ii) **Responsibility for sending notices, to whom to be sent and mode thereof**:

Whenever any accident 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 in charge of a section of a railway to whom the report of the accident is made, shall give notice of the accident through telephone 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 telephone or through special messenger or such other quick means as may be available, to the Superintendent of Railway Police, and to the Officer-in-charge of the Police station within the local limits of which the accident has occurred.

(iii) 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.

9.03 Particulars to be given in the notices:

The notices mentioned shall contain the following particulars, namely: -

i) Kilometreage 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 known.
vii) Probable detention to traffic.

9.04 Railway servant to report accidents

(a) 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 of which accident has occurred.

(b) The Station Master or the incharge of the section shall report all accidents in accordance with rules laid down by the railway administration concerned for the reporting of accidents.

(c) The responsibility of ensuring correct reporting of accidents shall be of the Divisional Railway Manager (DRM) at Divisional level and the General Manager (GM) at Zonal level.

9.05 Railway administration to report serious accidents:

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

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

(i) Accident to a train carrying passengers which is attended with loss of life or with grievous hurt to a passenger or passengers in the train, or with serious damage to railway property of the value exceeding Rs. 2 Crores and any other accident which in the opinion of the Chief Commissioner of Railway Safety requires the holding of an inquiry by the Commissioner of Railway Safety shall be deemed to be a serious accident. A workmen's train or a ballast train or a material or Accident Relief train or a Tower Wagon or such other train carrying workmen or cattle special, military special carrying authorised escorts or similar such train shall be treated as a passenger train.

(ii) An accident involving a train carrying passengers leads to loss of life or grievous injury to any Railway Servant irrespective of whether he was travelling in that passenger train or not, it shall come under the purview of inquiry by the 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 a 'serious railway accident' even if those travelling in the road vehicle are killed or grievously hurt shall not be treated as serious railway accident, unless the Chief Commissioner of Railway Safety or Commissioner of Railway Safety is of the opinion that the accident requires the holding of an inquiry by the Commissioner of Railway Safety.

9.06 Officers responsible for reporting and receiving telephonic messages in connection with accidents at divisional level / Zonal Level:

(i) To Zonal Railway: Atelephonic advice should be relayed to nominated officer in Zonal Head Quarters immediately after the accident in case of the following category of accidents.

(a) All train accidents

(b) Any yard accident having serious repercussion on movement of traffic on through line resulting in dislocation of traffic morethan the threshold value as indicated above.

(c) Landslides, 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 categories shall be submitted to Zonal Headquarters in prescribed proforma.

(d) In addition to this periodic (monthly) statement of accidents in all categories shall be submitted to Zonal Headquarters in prescribed proforma.

(ii) The following Officers are responsible depending on availability at the time of accident :

1. Assistant Operations Manager (Safety)
2. Divisional Safety Officer/Senior Divisional Safety Officer
3. Assistant Operations Manager (Coaching)/
   Divisional Operations Manager (Coaching)

4. Assistant Operations Manager (Goods)/
   Divisional Operations Manager (Goods)
5. Senior Divisional Operations Manager
6. Additional Divisional Railway Manger

The Officer mentioned, as item (1) will be responsible if available. If Officer listed, as (1) is not available the responsibility will devolve on the next Officer indicated (2) and so on.

iii) (a) Similarly the Officers of Railway Headquarters shall report cases of accidents to the nominated Officers in Boards Office and Commissioner of Railway Safety:

1. Deputy Chief Operations Manager (Safety)/
   Senior Transportation Mangers (Safety)/
   Assistant Transportation Manager (Rules)
2. Deputy Chief Operations Manager (Coaching)/
   Senior Transportation Manager (Coaching)
3. Senior Transportation Manger (Special Duty)
4. Chief Safety Officer
5. Chief Passenger Transportation Manager
6. Chief Freight Transportation Manager
7. Chief Operations Manager

Note: In case of passenger carrying train derailments and collisions involving casualty the General Manger shall advise Executive Director/Safety.

(b) Officers concerned shall keep the Central Control in Headquarters and officer nominated to receive information are the next Officer in the order of priority, immediately on receipt of information regarding an accident.

(c) These Officers will be responsible for telephonically communicating not only the initial information about the accident but also for keeping the nominated Officers in the Board/HQ advised from time to time about the important developments such as, prima-facie cause, casualties, hospitalisation, progress of the injured, identification of the dead and restoration of through communications, etc. Therefore full details as and when available should be communicated by the Divisions to the Central Control.

9.07 Special instructions for reporting of accidents to the railway board:

(A) Accidents reportable to the Railway Board. -

A telephonic advice has to be relayed to the nominated Officer in the Board's Office from the Headquarters Office immediately after an accident in case of the following categories of accidents: -

1. All consequential train accidents

2. 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.

3. Landslides, breaches, OHE breakdown, etc. which result in dislocation of traffic more than the threshold value as indicated above.

4. (a) Averted collision

   (b) Train passing signal at danger.

In addition to this periodic (monthly) statement of accidents in all categories shall be submitted to Railway Board in prescribed proforma.

(B) 'All concerned' messages regarding accidents. -

(i) The Railway Board shall be included in the 'all concerned' messages in the case of the following accident classes:-

A-1 to A-5, B-1 to B-6, C-1 to C-4, D-1 to D-5, E-1, E-2, F, G, H, K-6, N-1, P-1 & R-3.

(ii) In the 'all concerned' messages, the Railway Board shall be addressed as 'RAILWAYS NDLS'. The names of the stations and the designation of the officials concerned shall be communicated in full.

(iii) List of nominated Officers in the Railway Board in the order of priority to whom the telephonic messages in connection with accidents should be conveyed is as follows:-

1. Director (Safety) II
2. Director (Safety) I
3. Deputy Director (Safety)

4. Joint Director,TT(c)
5. Deputy Director,TT(c)
6. Joint Director,T(Pol)
7. Joint Director,TT-III
8. Joint Director,TT-I
9. Joint Director,TT-IV
10. Advisor (Safety)
11. Executive Director, Traffic (T)
12. Secretary Railway Board

For office and residential telephone numbers, the telephone directories issued from time to time should be referred to.

(C) Additional reports to be sent to the Railway Board in the case of Accidents.

(i) Initial report to the Railway Board. -

In the case of accidents mentioned in the paragraph (B) above, apart from the 'all concerned' messages, the Divisional Railway Manager shall send a initial report (Fax message), not later than the day following the date of the accident, to the Railway Board, with copy to the Chief Safety Officer, so that any avoidable delay in the issue of the accident report is eliminated. The initial report shall contain only important details of the accident. A confirmation copy of the initial report shall be despatched to the Director Safety, Railway Board, New Delhi, immediately. To enable this to be done, the first Officer arriving at the scene of the accident shall collect all the necessary details and report to the Divisional Railway Manager concerned by telephone/fax, immediately after the accident.

(ii) Detailed report to the Railway Board. -

The initial report, see clause (a) above, shall be followed by a detailed report on the accident, in the Form prescribed by the Railway Board. The Divisional Railway Manager shall arrange to collect all the necessary particulars and submit the detailed report (in duplicate), duly signed, in the prescribed Form, with a covering letter to the Chief Safety Officer, so as to reach him not later than the 7^{th} day after the accident.

(D) (i) Copies of messages sent to the Railway Board shall also be sent to the Director of Wagon Interchange, New Delhi, if the accident involves serious interruption to traffic and if the messages contains particulars of

interruption to traffic. When advice is sent to the Railway Board by a code telegram, the words 'please advice D.W.I' shall be added to.

(ii) All messages to the Railway Board in connection with accidents shall be confirmed by post, under advice to the Chief Safety Officer.

(iii) For important through lines of communication of this railway see rule No9.10.

(iv) Immediately after the occurrence of a serious accident, the Chief Safety Officer has to send a brief report to the Railway Board with a copy to the Chief Commissioner of Railway Safety giving particulars of the accident, relief measures undertaken, etc. To enable this to be done, the Divisional Railway Manger shall immediately after the accident, shall collect all available information and submit a brief report to the Chief Safety Officer.

9.08 Special instruction for reporting of accidents to the Commissioner of Railway Safety:

(A) Telephonic advice to the Commissioner of Railway Safety. -

The Commissioner of Railway Safety shall be given telephonic advice in case of the following accidents.

i) Any accident to a passenger train, workmen's special or material train resulting in loss of life and/or grievous injury (as defined in the Indian Penal Code) to any one travelling in the train and/or damage to Railway property to the value of more than Rs. One Lakh and all accidents such as land slides, breaches by rain or flood and derailments which cause interruption of any important through line of communication for at least 24 hours.

ii) Accident at manned and unmanned level crossing involving collisions between trains and road vehicle in which there is loss of life or grievous injury to passengers of the train and/or road vehicles. Passengers in the road vehicles include both crew and other occupants of road vehicles.

iii) Collision and derailment of goods train in which there is loss of life or grievous injury to any person.

The telephonic advice should normally be given by any of the following Officers of the division.

1. Senior Divisional Safety Officer/Divisional Safety Officer.
2. Divisional Operations Manager/Assistant Operations Manager
3. Senior Divisional Operations Manager
4. Additional Divisional Railway Manager
5. Divisional Railway Manager.

The information to the **Commissioner of Railway Safety** shall be ensured by the Additional Divisional Railway Manager/Divisional Railway Manager.

(B) 'All concerned' messages to the Commissioner of Railway Safety.-

The Commissioner of Railway Safety shall be included in the all concerned messages in the case of the following accident classes: -

A-1 to A-4, B-1 and B-2, C-1 to C-4, D-1 to D-3, E-1, K-6, N-1, P-1

Note: 1. In case of C-3 Commissioner of Railway Safety need to be advised only if passenger casualty is involved.

2. In case of C-4 accidents at manned level crossings also Commissioner of Railway Safety is to be informed, if the accident involves casualty to road users/passengers or crew of road vehicles.

(C) Accidents to be reported to the Commissioner of Railway Safety by post.

The Divisional Railway Manger shall send, as soon as possible, a typed copy of the accident telegram by post to the Commissioner of Railway /Safety in the case of the following classes of accidents: -

F-1 to F-3, G-1, H-1 , J-3, P-1.

(D) Reporting of accidents to the Commissioner of Railway Safety. -

Apart from the accidents mentioned in paragraphs (B) and (C) above, which are reportable to the Commissioner of Railway Safety by messages or by post, occurrences of the following nature falling under the respective classifications should also be reported by fax to the Commissioner of Railway Safety: -

i) Accidents to light engines, lorries/trollies or fire in diesel/electric locomotives resulting in deaths, grievous hurt or loss of railway property exceeding Rs. 2 Crores

ii) An explosion taking place due to bursting of a bomb, etc., inside or outside the carriage causing casualties among the passengers, when-

   (a) the train is in motion, and

   (b) the train is standing at a station.

iii) A passenger rake with passengers in a siding bumping against a buffer stock or other vehicles causing injuries to passengers.

iv) A shunting engine colliding with a coaching rake in siding or along a platform line causing death or injuries to passengers in the rake.

v) Passenger standing at the carriage door (reasonably inside the moving train) being struck and grievously injured by an open door due to the rebounding effect of an infringing structure outside.

vi) Passengers being injured by jumping from a train out of fear from outbreak of fire.

vii) A passenger sitting in a train compartment with his elbow resting on the window sill getting injured due to the road vehicle crashing at a level crossing, etc.

In the accident message to the Railway Board and to the Commissioner of Railway Safety under the rules, none of the particulars required to be furnished in accordance with this rule shall be omitted; also, as soon as possible, additional information shall be given regarding the approximate cost of the damage to railway property, number of persons travelling in the train carrying passengers who have been killed or have sustained grievous or minor injury, under 'passengers' and 'railway staff' separately. The number of persons in other trains, if any, e.g., a goods train, or in other vehicles, e.g., trollies or road vehicles, or persons not travelling in either of these (e.g., travelling on the foot-boards or on the track) who are killed or have sustained grievous or minor injury, under 'passengers', railway staff' and 'outsiders', separately, shall also be furnished. In reporting accidents to material trains, details as to whether the train concerned was carrying workmen shall be given.

Note: For the purpose of this rule, a passenger travelling on the foot-board of a train shall not be deemed as a passenger in the train.

9.09 (a) Advice to press:

i) Press shall be advised without delay after consultation with the Chief Public Relations Officer or in his absence with other Officers of Public Relation Branch when no Officer from the Public Relations Branch is available the Senior Deputy General Manager shall be consulted.

ii) As soon as possible, full particulars shall be obtained about the number and names of passengers and Railway Servants killed, seriously injured and slightly injured, and communicated to the Chief Public Relations Officer.

iii) As far as possible it should be ensured that the information regarding an accident is given by the Railways to the press before the press gets it from the local source.

(b) Daily bulletin to stations if communication is interrupted:

In the case of an accident resulting in the interruption of communication, the Divisional Railway Manager in charge of the interrupted section shall issue a daily bulletin to all important stations, specifying the possibility of restoration of through communication and, if there be none, shall specify by what route traffic may be diverted and the probable date of restoration of through communication. It shall also be stated whether this through communication will mean the transhipment of passenger, etc., or the restoration of through running. This advice is necessary to enable Station Masters to reply to questions from passengers who may wish to travel beyond the interrupted section.

9.10 Important through lines of communication:

<u>Broad Gauge</u>

i) Jolarpettai Junction – Mysuru Junction (via Bengaluru City Jn.)
ii) Chennasandra – Dharmavaram Junction
iii) Bengaluru City – Hubballi Junction
iv) Hubballi Jn. – Ballari Jn.
v) Hubballi Jn. – Miraj Jn.
vi) Gadag - Hotgi

9.11 Notices to the stategovernment:

The notices of accidents required under section 113 of the Act, to be sent without delay by the Railway administration, to the State Government-

(a) By fax/other messages in the case of –

(i) Accidents deemed 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.

9.12 Notice to other officials namely military authorities, postal authorities, other railways and chamber of commerce:

(A) Notice to the military authorities. -

i) In all cases of accidents where the interruption of any line is likely to last for 24 hours or more, the Divisional Railway Manager shall advise by telephone and confirm by messages:-

Army Headquarters (India),

Quarter-Master General's Branch,

Q.Mov.S (I), New Delhi.

Milrail, New Delhi.

The message shall state-

The locality of the breach or accident.

The extent of the damage.

The effect of the damage to movement.

Details of Military Traffic held up or delayed.

Time by which railway expects to restore communications, whether alternative routes are available or if any arrangements have been made for transhipment.

Any of the above details, which cannot be advised immediately, shall be advised as soon as possible.

ii) If military personnel are injured or killed while on railway premises, the Divisional Railway Manager shall advise by telephone and confirm by fax/messages, Advice by fax/messages also be sent by the Divisional Railway Manager to-

Army Headquarters (India),

Quarter-Master General's Branch,

Q.Mov.S (I), New Delhi.

Milrail, New Delhi.

Note: The advice referred to above is in addition to the usual accident message.

(B) Notice to the postal authorities. –

When an accident causes or likely to cause-

i) Delay of more than 6 hours to any trains carrying mails or mail bags, or

ii) Any detention to any train carrying foreign mails or mail bags, or

iii) Diversion or transhipment or loss of or damage to mails or mail bags, or

iv) Loss of life or injury to mail service staff,

a copy of the accident messages shall be sent to the Superintendent, Railway Mail Service of the division concerned.

When a train carrying mail is involved in an accident irrespective of whether the Mail Van is involved or not, information should be furnished immediately to the concerned Postmaster-General, the Regional Director, Railway Mail Service and the concerned Senior Superintendent, Railway Mail Service in advance of any accident advice necessary under this rule. The Central Control of the Headquarters Office shall inform the Regional Director, Railway Mail Service telephonically. The Postmaster General and Senior Superintendent, Railway Mail Service concerned shall be informed by the Divisional Railway Manager telephonically.

(C) Notice to other Railways.–

i) A message shall be sent by the Chief Operations Manager to all Railways where traffic is likely to be blocked for more than a week.

ii) If stock belonging to another railway is likely to be detained as a result of an accident, telephonic advice shall be sent by the Divisional Railway Manager to the Chief Operations Manager who shall advise the other Railways concerned.

(D) Notice to the Chambers of Commerce. -

On receipt of information regarding an accident involving serious interruption to traffic the Divisional Railway Manager, shall immediately advise by messages to the Chamber of Commerce in their respective jurisdictions.

(E) Notice to the Chief Inspector of Explosives, New Delhi, under section 8 of the Indian explosives Act of 1884 and section 27 of the petroleum Act 1934

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 train or vehicles or elsewhere within the railway limits shall be promptly reported to the Chief Inspector of Explosives, New Delhi. The report shall be in the form of a special report and submitted in duplicate by DRM with a copy to General Manager.

(F) 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 at station yards of the Railway. The private party or parties connected with the siding shall also be advised.

(G) Report in the case of Accidents in workshops coming under factories Act.

Accidents resulting in loss of human life (death due to natural causes excluded) or grievous hurt and /or serious damage to property shall be reported in the usual way apart from the necessary report submitted under the Indian factories act.

(H) 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 Engineer in chief (construction), or Divisional Engineer in charge shall first report the matter to the nearest station and all the Officers concerned.

(I) Notice 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 Chief Electrical Engineer and Electrical Inspector, South Western Railway. 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 Chief Electrical Engineer and Electrical Inspector, South Western Railway, 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 Chief Electrical Engineer and Electrical Inspector, South Western Railway.

ii) In the case of traction, accidents occurring in the A.C. traction area of this railway, copies of all telegrams regarding accidents caused by electrical appliances shall be sent to the Chief Electrical Engineer and Electrical Inspector, South WesternRailway.

(J) Notice to the Commissioner for Workmen's Compensation under Section 10-A of theWorkmen'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 of serious bodily injuries send a report to the Commissioner for Workmen's Compensation, in Form Acc.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 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 extent to Rs.100.

9.13 Reporting of unusual occurrences other than those as "accidents " to division, Zonal and railway board officials

vii) Whenever there is any important unusual occurrence not falling in the category of an accident, similar procedure for dissemination of information to all concerned should be followed as done in accident cases, i.e. copies of the notes should be sent to all concerned and in important cases, the Officer dealing with the matter should inform others in telephone. This would apply to all unusual occurrences irrespective of which department they are dealt with viz. operating, Commercial, Engineering etc.

viii) Whenever any important unusual occurrence takes place in Division, the Divisional Officer concerned, apart from taking action, he may have to see that the information is also is given to the Divisional control office, who shall circulate like an accident message to all concerned and also to the central control of the zonal Railway Head Quarters.

ix) The Official in charge of the Central control shall in consultation with the Senior Officer if necessary, decide whether the information is to be conveyed to the Railway Board emergency cell (in the absence of the regular emergency office, the punctuality cell of the Railway Board which works round the clock shall function as emergency office).

9.14 Officials to whom accidents are to be reported. –

Sl. No.	Accident Classification	To be reported to.
	Class A – COLLISIONS	
1.	**A-1 & A - 2**	CSO, CRS, NDRB, DRM, CCM, CMD, DMO, DEN, AEN, SE/P.Way, DEE, DEE/RS, DEE/TRD, LF, LI, SE/C&W, JE/ C&W, SE/S&T, CSC, DSC, ASC, SI/RPF, DME, DSTE, DOM, DSO, DCM, AO, TI, CCI, Chief Secretary to State Government, SP/GRP, SP, DistricMagistrate,District Collector.
2.	**A-3 & A-4**	CSO, CRS, NDRB, DRM, DEN, AEN, SE/P.Way, DEE, DEE/RS, DEE/ TRD, SSE/PSI, SSE/OHE, LF, LI, SE/C&W, JE/C&W, SE/S&T, CSC, DSC, ASC, SI/RPF, DME, DSTE, DOM, DSO, DCM, AO, TI, CCI, Chief Secretary to State Government, SP/GRP, SP, District Magistrate, District Collector.
3.	**A-5**	CSO, DRM, DEN, AEN, SE/P.Way, DEE/RS, DEE/TRD, SSE/PSI, SSE/ OHE, LF, LI, SE/C&W, SE/S&T, DME, DSTE, DOM, DSO, AO, TI.
	Class B – FIRE IN TRAINS etc	
4.	**B-1**	CSO, NDRB, CRS, DRM, DOM, DSO, AO, TI, DCM, CCI, DME, SE/ C&W, DEE/RS, CSC, ASC, SI/RPF SP/GRP, SP, Chief Secretary to State Government .
5.	**B-2, B-3,B-4**	CSO, NDRB, CRS, DRM, DOM, DSO, AO, TI, DME, LI, LF, SE/ C&W, DEE/RS, CSC, ASC, SI/RPF SP/GRP.
6.	**B-5 to B-7**	CSO, DRM, DOM, DSO, AO, TI, DME, LI, LF, SE/C&W, DEE/RS, CSC, ASC, SI/RPF, SP/GRP.
	Class C–	**TRAIN RUNNING INTO ROAD TRAFFIC AT LEVEL CROSSINGS**
7	**C-1**	CSO, NDRB, CRS, DRM, DOM, DSO, AO, TI. DEN, AEN, SE/P.Way, DCM, CCI, DEE/RS, DME, LI, LF, SE/C&W, DSTE, SE/S&T, SP/GRP, SP, Chief Secretary to State Government, District Magistrate,

8.	C-2	CSO, NDRB, CRS, DRM, DOM, DSO, AO, TI. DEN, AEN, SE/P.Way, DCM, CCI, DEE/RS, DME, LI, LF, SE/C&W, DSTE, SE/ S&T, SP/GRP, SP, District Magistrate,
9.	C-3	CSO, NDRB, CRS, DRM, DOM, DSO, AO, TI. DEN, AEN, SE/P.Way, DCM, CCI, DEE/RS, DEE/TRD, SSE/OHE, SSE/ PSI, DME, LI, LF, SE/C&W, DSTE, SE/S&T, SP/GRP, SP, District Magistrate.
10.	C-4	CSO, NDRB, CRS, DRM, DOM, DSO, AO, TI. DEN, AEN, SE/P.Way, DEE/RS, DEE/TRD, SSE/OHE, SSE/PSI, DME, LI, LF, SE/C&W.
11	C-5	CSO, CRS, DRM, DOM, DSO, AO, TI. DEN, AEN, SE/ P.Way, DEE/RS, DME, LI, LF, SE/C&W,DCM, CCI, DSTE, SE/S&T, SP/GRP, SP, Chief Secretary to State Government, District Magistrate,
12	C-6 to C –9	CSO, DRM, DOM, DSO, AO, TI. DEN, AEN, SE/P.Way, DEE/RS, DME, LI, LF, SE/C&W, DCM, CCI, DSTE, SE/ S&T, SP/GRP, SP,

Class D – DERAILMENTS

13.	D-1 & D-2	CSO, CRS, NDRB, DRM, CEE, CME, DEN, AEN, SE/ P.Way, DEE, DEE/RS, DEE/TRD, LF, LI, SE/C&W, JE/ C&W, SE/S&T, CSC, DSC, ASC, SI/RPF, DME, DSTE, DOM, DSO, DCM, AO, TI, CCI, Chief Secretary to State Government, SP/GRP, SP, District Magistrate, District Collector.
14	D-3	CSO, CRS, NDRB, DRM, CEE, CME, CE, DEN, AEN, SE/ P.Way, DEE, DEE/RS, DEE/TRD, LF, LI, SE/C&W, JE/ C&W, SE/S&T, CSC, DSC, ASC, SI/RPF, DME, DSTE, DOM, DSO, DCM, AO, TI, CCI, Chief Secretary to State Government, SP/GRP, SP, District Magistrate.
15	D-4	CSO, NDRB, DRM, CEE, CME, CE, DEN, AEN, LF, LI, SE/C&W, JE/C&W, SE/S&T, DME, DSTE, DOM, DSO, DCM, AO, TI, CCI, SP/GRP, District Magistrate.
16	D-5 & D-6	CSO, DRM, DEN, AEN, SE/P.Way, DEE/RS, DME, LF, LI, SE/C&W, DSTE, SE/S&T, DOM, DSO, AO, TI.

Class E – OTHER TRAIN ACCIDENTS

17.	E-1	CSO, CRS, NDRB, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.Way, DEE/RS, LF, LI, SE/C&W, SE/S&T, SP/GRP, SP, District Magistrate.
18.	E-2	CSO, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.Way, DEE/RS, LF, LI, SE/C&W, SE/S&T, SP/GRP, SP, District Magistrate.

Class F – AVERTED COLLISIONS

19.	F-1 & F-2	CSO, CRS, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.Way, DCM, DEE/RS, DME, LF, SE/C&W, DSTE, SE/S&T.
20.	F-3 & F-4	CSO, CRS, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.Way, DCM, DEE/RS, DEE/TRD, SSE/OHE, SSE/PSI, DME, LF, SE/C&W, DSTE, SE/S&T.

Class G – BREACH OF BLOCK RULES

21.	G-1 & G-2	CSO, CRS, DRM, DSO, DOM, AO, TI, DME, LI, LF, SE/C&W, DSTE, SE/S&T,
22.	G-3 & G-4	CSO, DRM, DSO, DOM, AO, TI, DME, LI, LF, SE/C&W, DSTE, SE/S&T, DEE/RS.

Class H – TRAIN PASSING SIGNAL AT DANGER

23.	H-1 & H-2	CSO, CRS, DRM, DEN, AEN, SE/P.WAY, DEE/RS, DME, LF, SE/C&W, DSTE, SE/S&T, DOM,DSO, DCM, AO, TI

Note: DEN, AEN, SE/P.WAY, are informed only when Engineering Officials are involved.

Class J –EQUIPMENT FAILURE

24.	J-1 & J-2	CSO, DRM, CEE, CME, DEE/OP, DEE/RS, LF, LI, SE/C&W, DME, DOM, DSO, AO, TI.
25.	J-3	CSO, CRS, DRM, DEE/RS, LF, LI, SE/C&W, DME, DOM, DSO, AO, TI
26.	J-4, J-5 & J-6	CSO, DRM, CME, DEE/RS, LF, LI, SE/C&W, DME, DOM, DSO, AO, TI

27	J-7, J-8 & J-9	CSO, DRM,CEE, CME, DEE/RS, LF, LI, SE/C&W, DME, DOM, DSO, AO, TI
28	J-10	DEE/RS, LF, LI, SE/C&W, DME, DOM, DSO, AO, TI

Class K – FAILURE OF PERMANENT WAY

29.	K-1, K-2, K-3 & K-7	CSO, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/ P.Way,
30	K-4	CSO, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.Way,
31	K-5	CSO, CE, CCM, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/P.Way.
32	K-6	CSO, CRS, NDRB, CCM, CE, DRM, DEN, AEN, SE/P.Way, DEE/RS, LF, LI, SE/C&W, CSC, DSC, SI/RPF, DOM, DSO, AO, TI, Chief Secretary to State Government, SP/ GRP, District Magistrate.
33	K-7	CSO, CE, DRM, DSO, DOM, AO, TI, DEN, AEN, SE/ P.Way,

Class L – FAILURE OF ELECTRICAL EQUIPMENT

34	L-1, L-2, L-3 & L-4	CSO, CEE, DRM, DSO, DOM, AO, TI, DEE/TRD, AEE/ TRD, SSE, OHE, SSE/PSI, LF, LI, TI.

Class M – FAILURE OF SIGNAL AND TELECOMMUNICATION

35	M-1 to M-7.	CSO, DRM, CSTE, Sr.DSTE, DSO, DOM, ASTE, TI, SE/S&T

UNUSUAL INCIDENTS

Class N – TRAIN WRECKING

36.	N-1,	CSO, CRS, NDRB, CE, CCO, DRM, DEN, AEN, SE/ P.Way, DEE/RS, LF, LI, SE/C&W, CSC, DSC, SI/RPF, DOM, DSO, AO, TI, SP/GRP, District Magistrate.

37.	N-2 & N-3	CSO, CE, CCO, DRM, DEN, AEN, SE/P.Way, DEE/RS, LF, LI, SE/C&W, CSC, DSC, SI/RPF, DOM, DSO, AO, TI, SP/GRP, District Magistrate.

Class P – CASUALITIES

38	P-1	CSO, CRS, CCM, CCO, DRM, DEN, AEN, SE/P.Way, DEE/RS, LF, LI, SE/C&W, CSC, DSC, SI/RPF, DOM, DSO, AO, TI, SP, SP/GRP, SI/RPF, District Magistrate.
39.	P-2	CSO, CCM, CCO, DRM, DEN, AEN, SE/P.Way, DEE/RS, LF, LI, SE/C&W, CSC, DSC, SP, SP/GRP, SI/RPF, DOM, DSO, AO, TI, District Magistrate.
40	P-3	CSO, CCO, DRM, DEN, AEN, SE/P.Way, DEE/RS, LF, LI, SP. DOM, DSO, AO, TI, SP/GRP, District Magistrate.

CLASS 'Q' - OTHER ACCIDENTS

41	Q-1	CSO, CCM, CCO, DRM, DEN, AEN, SE/P.Way, DEE/RS, LF, LI, SE/C&W, CSC, DSC, SP, SP/GRP, SI/RPF, DOM, DSO, AO, TI,
42	Q-2	CSO, CCO, DRM, LF, LI, CSC, DSC, SP, SP/GRP, SI/RPF, DOM, DSO, AO, TI.
43	Q-3	CSO, DRM, LF, LI, CSC, DSC, SP, SP/GRP, SI/RPF, DOM, DSO, AO, TI
44	Q-4	CSO, DRM, DEN, AEN, SE/P.Way, DME, LF, LI, CSC, ASC, , SP/GRP, SI/RPF, DOM, DSO, AO, TI
45	Q-5 & Q -6	CSO, DRM, DEN, AEN, SE/P.Way, SE/BRI, DEE/RS, DME, LF, LI, SE/C&W, CSC, ASC, SP/GRP, SI/RPF, DOM, DSO, AO, TI

Class 'R' – Miscellaneous.

46	R-1	CSO, DRM, DEE/RS, DME, LF, LI, SE/C&W, DOM, DSO, AO, TI
47	R-2	CSO, DRM, DEN, SE/P.Way, DOM, DSO, AO, TI
48	R-3	CSO, CRS, NDRB, CE, CCM, DRM, DEN, AEN, SE/P.Way, DEE/RS, LF, LI, SE/C&W, CSC, DSC, SI/RPF, DOM, DSO, AO, TI, SP/GRP, Chief secretary to State Government, District Magistrate.
49	R-4	CSO, DRM, CE, DEN, AEN, SE/P.Way, DOM, DSO, AO, TI
50	R-5	CSO, DRM, DOM, DSO, and all concerned Supervisors.

Explanation of abbreviations used in Rule 9.14.

1. AEN –AssistantEngineer
2. AO – Area Officer
3. ASC – Assistant Security Commissioner
4. CCM – Chief Commercial Manager
5. CE – Chief Engineer
6. CEE – Chief Electrical Engineer
7. SSE/OHE – Sr. Section Engineer/Over Head Equipment
8. CMD – Chief Medical Director
9. CME – Chief Mechanical Engineer
10. CCI – Commercial Inspector
11. CRS – Commissioner of Railway Safety
12. CSC – Chief Security Commissioner
13. CSO – Chief Safety Officer
14. SSE/PSI – Sr. Section Engineer/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 – Transportation (Traffic) Inspector

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CHAPTER X

ACCIDENT INQUIRIES

10.01 Object of accident inquiries. -

i) The main purpose of an accident inquiry is to prevent future accidents. This can be achieved only if the real cause(s) of the accident and the underlying circumstances, which has caused the accident is/are established.

ii) The inquiry committee shall not be satisfied merely with the determination of the immediate cause or causes of the accident, but shall look for, elicit necessary evidence and ascertain the contributing factors, if any which have led the staff to commit the breach of rules and shall also go fully into the matter of the extenuating circumstances, if any.

iii) To examine whether there has been any laxity/delay in rendering relief and restoring through communications.

iv) To formulate proposals for preventing recurrence.

10.02 Classification of accident

Inquiries -Inquiries are classified under.-

i) Inquiry held by the Commissioner of Railway Safety.

ii) Joint Inquiry ordered by the General Manager/Chief Safety Officer of which the Commissioner of Railway Safety, the Magistrate and the Police are to be advised.

iii) Inter-Departmental Inquiry of Officers ordered by the General Manager/Chief Safety Officer or Inter-Departmental Inquiry of Officers or Senior Subordinatesordered by the Divisional Railway Manager.

iv) Where Joint Inquiry is not considered necessary, Departmental Inquiry by the departments concerned ordered by the Divisional Railway Manager.

Preliminary inquiry.-

10.03 An Officer or senior subordinate conducting a Preliminary Inquiry is authorised to examine and take the deposition of employees of all departments. These depositions shall be producedat anysubsequentinquiry and shallbeincludedinthegeneralevidence.

10.04 Accident Inquiry by the Railways:-

(i) All serious accident shall be inquired into by the Commissioner of Railway Safety.

(ii) In case CRS or CCRS is not in a position to inquire into serious accident cases involving 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 CSO of the Railway shall be the Convener/Chairman of such Committee. The Accident Inquiry Report of the Committee shall be accepted by the General Manager of the Zonal Railway. **(CM No.5 dated 16.01.2018)**

. (iii) All cases of collisions falling under A-1 to A-4 categories shall be inquired into by a Committee of SAG Officers unless the same is being inquired by CRS with GM as the Accepting Authority.

(iii) (a) In all SAG level accident inquires, PCSO/CSO should be made Convenor of the Inquiry Committee. (**CM No.8 dated 04.01.2023)**

(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 Senior 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 Sr. DSO/ DSO as accepting authority.

(vii) All cases of Indicative Accidents shall be inquired into by a committee of Senior or Junior 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. **(CM No.5 dated 16.01.2018)**

(vii)(a) In all JAG level inquiries, Dy CSO/Sr.DSO should be the convenor of the Inquiry Committee.(**CM No.8 dated 04.01.2023).**

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 ofaccident.

(viii) 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 CSO 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 Manager' level, then the case should be referred to Railway Board. In case foreign Railway staff held "blameworthy" only, the accident inquiry case may be accepted by DRM. **(CM No.5 dated 16.01.2018)**

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

(x) All inquiries will be ordered by the concerned DRM except for inquiries falling under item (ii), (iii) and (iv) of the above wherein the General Manager will order the inquiries. **(CM No. 04 dated 21.11.2017)**

10.05 Acceptance of responsibility by departments concerned. -

i) (a) Except as provided for in clauses (ii) and (iii) below and irrespective of whether or not a Joint or Interdepartmental Enquiry has been ordered by the Chief Safety Officer, the Divisional Safety Officer shall be advised, within two days immediately after the date of occurrence of an accident by the other Divisional Officers concerned whether or not their respective departments accept responsibility.

(b) If no advice is received from a Divisional Officer concerned within this time limit, the Divisional Safety Officer shall assume that no department accepts responsibility.

(c) When any department accepts responsibility, the Divisional Safety Officer shall immediately put up the case to the Divisional Railway Manager who may order a DepartmentalEnquiry.

(d) If no department accepts responsibility, the Divisional Safety Officer shall at once put up the case to the Divisional Railway Manager who will decide and order an Interdepartmental Enquiry.

ii) No advice regarding acceptance of responsibility need be sent in the case of accidents at level crossings, accidents resulting in injury to persons and accidents resulting in damage to public property.

iii) No advice regarding acceptance of responsibility need be sent in cases where the railway is not responsible for the accident, e.g., accident due to heavy rain or wind or other 'Act of God', trespassers run over and killed or injured.

Note: Accidents connected with the fixed signal or the Trap (derail or derailing switch or trap points) or the junction points between the traffic yard and locomotive yard or between the traffic yard and an engineering siding shall be considered as having taken place in the traffic yard.

10.06 Special report. -

i) (a) A Special Report on an accident is a brief narrative report and it shall be submitted in the cases indicated in Rule 10.28

(b) It shall contain only the facts of the case, relevant particulars from the statement of staff, the conclusions regarding the cause of the accident and the culpability of staff, together with the Rules infringed.

(c) When a Special Report contains any detail, which is in supersession of what has been furnished already in the accident message, this supersession shall be specifically indicated at the relevant place in the Special Report.

(d) The 'matters brought to light' in the course of the investigation of the accident and suggestions, if any, regarding the steps to be taken to avoid a recurrence of the accident shall be incorporated in separate paragraphs.

(e) Neither in the Special Report nor in the covering letter forwarding the report nor in the remarks on Special Report shall any reference be made to the disciplinary action to be taken against the staff held culpable. Only on receipt of the orders of the Chief Safety Officer regarding the finding in the Special Report, shall disciplinary action be taken by the appropriate authorities in accordance with the Discipline and Appeal Rules. The actual punishment imposed on the staff shall be communicated, in due course to the Chief Safety Officer.

ii) (a) The Divisional Officers concerned shall frame the Special Reports.

(b) In the case of accidents where only the staff of the Railway Protection Force and the Fire Service are involved, the Chief Security Commissioner, Railway Protection Force shall submit a Special Report (in duplicate) to the Chief Safety Officer.

(c) In the case of accidents where the Transportation (Traffic) Department accepts sole responsibility but the crew of the locomotive or electric unit are involved, the Divisional Safety Officer and the Divisional Mechanical Engineer or the Divisional Electrical Engineer (Traction) shall submit the Special Report jointly.

(d) Where a Special Report is submitted jointly by more than one Divisional Officer a joint Special Report shall be framed and signed by all the Divisional Officers concerned.

iii) In the case of Special Reports by departments other than the Transportation (Traffic) Department where Transportation (Traffic) staff are involved, the Divisional Officer of the department concerned shall consult the Divisional Safety Officer to enable the responsibility on the Transportation (Traffic) staff involved to be adjudged properly.

10.07 (A) Joint and inter - departmental inquiries. –

i) Joint inquiries will be ordered by the General Manager/Chief Safety Officer specifying the Officers who shall constitute the inquiry committee.

Inter - departmental inquiries will normally be ordered by the Divisional Railway Managers. In such cases, the inquiry Committee shall generally consist of Officers or Senior Subordinates of at least three departments including the departments prima facie and likely to be responsible for the accident. In specific cases, where considered necessary, Inter-departmental inquiries will be ordered by the Chief Safety Officer. In such cases, the Chief Safety Officer will specify the Officers or Senior Subordinates who shall constitute the inquiry Committee.

ii) The Senior most Officer in all cases shall preside. Seniority shall be decided by rank and Officers officiating or temporary in a rank shall be on par with Officers confirmed in that rank. The relative seniority in any one rank shall be based on the date of increment on junior time scale. In the event of the date for increment on junior time scale being the same in the case of two Officers of the same rank, the basic pay shall decide seniority; if the basic pay is also the same, the length of service in the rank shall

decide seniority; if the length of service in that rank is also the same age shall decide seniority. Group A Officers shall rank higher than Group B Officers. When the inquiry Committee consists of Senior Supervisors only, the seniormost official, belonging to any department, shall preside.

(B) Joint inquiry when dispensed with. –

i) Whenever a Reportable train accident, such as described in section 113 of the Act, has occurred in the course of working a Railway, the Head of Railway Administration concerned shall cause an inquiry to be promptly made by a committee of Railway Officers (to be called a 'Joint Inquiry') for the 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 Rule, 1998 or a Commission of Inquiry 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 Act have been made applicable under Rule 2 of the Statutory Investigation into Railway Accident Rules, 1998; 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.

ii) Where such inquiry is dispensed with under any of the clause (b) or (c) of the Provision to sub rule (i) 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 of working is at fault, to adopt or suggest such measures as he may consider necessary for preventing a recurrence of similar accidents.

(C) Notice of joint inquiry. –

i) Whenever a joint inquiry is to be made, the Head of the Railway Administration concerned shall cause notice of the date and time at which the inquiry will commence to be given to the following Officer, namely:

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

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

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

ii) The date and time at which the inquiry will commence shall be fixed so as to give the Officers mentioned in sub rule (i) sufficient time to reach the place where the inquiry is to be held.

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

(D) Arranging of joint and inter-departmental inquiries. –

i) When a Joint or Inter-departmental inquiry is ordered and the date of the enquiry is not fixed, the Divisional Railway Manager shall settle the date and place, in concert with and, as far as can be arranged, to suit the convenience of all departments; but, in all cases, the inquiry shall be held at the station nearest to the site of the accident and with in three days after the accident.

ii) The date once fixed shall not be changed except in case of absolute necessity.

iii) The representative of each department shall be responsible for summoning and arranging for the attendance at the inquiry of the staff of his own department who may be able to give evidence in the case.

iv) 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 wishes to have examined.

(E) Method of conducting joint and inter - departmental inquiries. –

i) Before starting the inquiry, issues shall be framed and the evidence confined to settling these issues as far as possible. Witnesses shall not be permitted to make long irrelevant statements, but from the outset shall be asked questions relevant to the point at issue, after which their evidence, as recorded shall be read over to them, and they shall be asked if they have anything to add. Witnesses shall be cross-examined and re-examined if necessary to elicit important details. Irrelevant matter shall be excluded as much as possible.

ii) If a witness has given a statement prior to the inquiry, that statement shall first be read over to him and recorded as his deposition. The witness shall also be specifically asked to state whether he has anything to depose in addition to, or in modification of, that statement and his reply recorded and his signature obtained. Any further evidence on the part of the witness shall be the outcome of cross-examination and no fresh independent statements shall be recorded. The questions put to the witness in the cross-examinations and the answers shall be recorded then and there.

iii) If a witness in his statement gives evidence of facts which have occurred and which are contrary to the rules and regulations and which render him culpable of neglect of violation of the rules and regulations, it shall be elicited from the witness, during his examination, whether he is aware that the facts stated by him are contrary to the rules and regulations in force.

iv) The evidence of any Officer (including a member of the committee) who might have been present when the accident occurred shall be recorded.

v) The Inquiry Officer or Committee shall not be satisfied merely with the determination of the immediate cause or causes of the accident, but shall look for, elicit necessary evidence, and ascertain the contributory factors, if any, which have led the staff to commit the breach of rules and shall also go fully into the matter of the extenuating circumstances, if any, which have a bearing on the accident. Contributory factors are such factors as an irregular and unauthorised method of working followed at the station as a matter of custom, general laxity in the working having taken root at the station for want of proper supervision, etc., which have conduced to the breach of rules in the particular accident enquired into. Extenuating circumstances are such circumstances as inadequacy of signalling and interlocking equipment or other safety devices (such as interlocking key

box, point indicator, etc.,), inadequacyor absence of communication equipment (such as telephones, key transmitters, etc.,) resulting in frequent trips on the part of the station staff over long distances, impossibility, especially at peak periods of carrying out all the operations and duties and operations laid down for the staff, absence of minimum staff required to perform all the duties and operations laid down, impracticability of complying with the Station Working Rules, staff working over time owing to want of timelyrelief, etc. Considerable care shall be exercised in assessing the extenuating circumstances. The standards considered desirable shall be correlated to the workload at the station and shall be comparable to the standards obtaining at other similar stations.

vi) The Inquiring Officer or Committee shall also duly note matters brought to light in the course of the inquiry, which, though not having a direct bearing on the accident, are such as might lead to accidents of any other descriptions as it is essential that such potential dangers shall be taken note of and shall be eradicated withoutdelay.

vii) In the case of Joint Inquiries, it is not necessary for the members of the Magistracy and Police to attend the deliberations in regard to the findings or to sign the Joint Inquiry Proceedings, but they may ask any questions while theexaminationofwitnessesis goingon and theanswersgiven to suchquestions shall be recorded as part of the proceedings.

Note: Before commencement of inquiry, the witnesses while tendering evidence before the inquiry committee should be advised to speak only the truth and nothing but the truth. They should be warned that they will be taken up under DAR / Railway Service Conduct Rules if found lying.

(F) Proceedings of joint or interdepartmental inquiries. –

A report of the proceedings shall be written by the president or by some one deputed by him for this duty. The report may be typed, in Acc.18 (A) to 18(J) and any correction in it shall be initialed by the president. The signature of the witness shall be obtained then and there, all corrections being attested by the witness. It shall contain the following sequence: -

Proforma of Accident Inquiry Report:

i) Form Acc. 18 (A) – Summary;

ii) Form Acc.18 (B) – List of members of the committed and other officials attending;

iii) Form Acc.18(C) – Descriptive account of the accident, which shall be brief record of the actual facts and shall inter alia, contain the information as given in Specimen Form Acc.18.C in Appendix F:-

The descriptive account shall be confined to a brief but clear description of the accident and shall contain no reference to the evidence. The evidence shall be left to speak for itself.

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

iv) Form Acc.18(D) – List of witnesses examined with their names, designation and staff numbers;

Each witness shall be assigned a number which, in addition to being entered after the name of the witness at the signature at the end, as 'Witness No ' and in the proceedings, wherever he is referred to.

All particulars required by Form Acc.18(E) of the inquiry proceedings shall be given in the case of each witness. In the case of witnesses belonging to train or station staff, the hours of duty and rest shall also be recorded.

v) Form Acc.18(E) – Deposition of witnesses;

vi) Form Acc.18(F) – Reasons for findings;

The reasons for findings should, after arriving at the cause of the accident, also indicate the sequence of events and the dynamics of the accident. Only as a result of discussion of evidence whereby conflicting evidence is discussed and evaluated and valid evidence brought out can conclusions be reached. This shall embody the following three items in the three separate paragraphs: -

(a) Discussions of all conflicting evidence and the committee's deductions there from;

(b) The contributory factors, if any; and

(c) The extenuating circumstances, if any.

In the absence of either conflicting evidence, contributory factors or extenuating circumstances in a particular accident, this shall be specifically mentioned.

vii) Form Acc.18(G) – Joint Finding;

(a) The finding shall be concise and clear.

(b) It shall state the cause or causes of the accident, the staff responsible therefor (the staff primarily held responsible being separated from others) and the Rule or Rules or Instructions violated by each of the staff held responsible.

(c) When the committee is of the opinion that the evidence given by a witness is willfully false, they shall record this under the heading 'matters brought to light'.

viii) Form Acc.18(H) – Matters brought to light during the inquiry;

Matters brought to light during the inquiry which, though not having a direct bearing on the accident, indicate irregularities in working which might lead to accidents of any other description, shall be mentioned. In the absence of any such matter, a 'Nil' entry shall be made in Form Acc.18 (H) and submitted.

ix) Form Acc.18(I) – Suggestions;

Suggestions for the prevention of similar accidents, based not only on the cause or causes of the accident but also the contributory factors (if any) and the extenuating circumstances (if any), shall be made. If there is no suggestions to be made a 'Nil' entry shall be made in Form Acc.18 (J) and submitted.

x) Form Acc.18(J) – Relief measures, etc.

An important aspect of all accidents is the relief arrangements made. It is, therefore, absolutely essential that the inquiry committee shall go into the adequacy and promptness of relief arrangements. A detailed note on this aspect along with failures should be highlighted in every accident inquiry, fixing staff responsibility wherever possible.

xi) An 'Appendix' stating the damage (if any) sustained by the permanent way and/or rolling stock and embodying a list of passengers and/or Railway employees injured or killed.

xii) When necessary a detailed dimensioned sketch illustrative of the accident, which must be jointly signed.

xiii) The following basic records and documents must necessarily accompany the accident inquiry report;

(a) Combined Train Report of crew.
(b) Brake Power Certificate of train.
(c) Speedometer chart.
(d) Train Signal Register entries of adjacent stations.
(e) The Control Chart.
(f) The statement of senior supervisors and Officers at site.
(g) Doctor's report, incase staff have been examined by a Doctor.
(h) Map showing jurisdiction of concerned inspectors
(i) Track diagram showing GMT carried.
(j) Joint observation of coaches/wagons involved.
(k) PRO/POH details of coaches/wagons involved.
(l) Copy of Rough Journal.
(m) Keyman and Gangman diary.
(n) Photos and video taken at the site.
(o) Extract of coach repair register.
(p) Extract of logbook of loco.
(q) Details of Rail crack/weld crack in the section for the past six months.
(r) GMT report if any.

(G) Signing of joint or interdepartmental Inquiry proceedings. –

The proceedings shall be drawn up and signed before the committee disperses. If the members of the committee are not unanimous regarding the 'finding' or 'reasons for the finding' or 'suggestion', the dissenting member shall record his opinion separately and sign there under.

The president of the committee shall arrange for typed copies of the proceedings when the Joint or Interdepartmental enquiry proceeding is completed. The copies after verification shall be signed by each member of the committee and the president shall send sufficient number of copies to the Divisional Railway Manager.

10.08 Departmental inquiry. –

A departmental inquiry will be ordered by the Divisional Railway Manager. The proceedings of the departmental inquiry shall be drawn up in the same forms as those prescribed for interdepartmental inquiries and the rules in regard to the conduct of interdepartmental inquiries shall apply to the conduct of departmental inquiries also.

10.09 Requirements in a departmental, interdepartmental and joint inquiry.–

i) The report should be prepared in the prescribed format and the summary should invariably be given as the top sheet in accordance with pro-forma in Acc.18(A) followed by other details subsequently;

ii) The sketch and all the details of the inquiry proceedings should be legible and in such a fashion so that some facts can be comprehended from these details;

iii) It is the primary responsibility of the inquiry committee to work out the mechanics of the accident and not only mention certain defects and deficiencies in rolling stock or in the track or signalling or driving technique or operational deficiencies.

iv) A copy of a few photographs having bearing on inquiry findings or mentioned in the proceedings should be invariably annexed; and

v) In case of sabotage or accidents at level crossings not attributable to dereliction on the part of Railway or its employees, brief details of Police Report should be indicated with their current status.

10.10 Particulars to be furnished in the special report or inquiry proceedings. –

i) <u>In the case of accidents at level crossings :</u> -

(a) When road vehicles are run into, particulars regarding number, position and damage tovehicles.

(b) Whether the level crossings are manned or not.

(c) (1) Whether the gates are single or double leaf or lifting barrier

(2) Whether the gates close across the rail and road or across the road only.

(3) Whether the gates are protected by signals and if, so of what description.

(4) If the gates are not protected with signals, what is the normal position of the gates, whether usually kept open for road traffic or otherwise.

(5) Whether the gates are lighted at night and if so how.

(6) Description of the scene of occurrence: -

(a) Whether on straight or curve.

(b) Length of clear view for the road user obtainable in both directions.

(c) Whether the line is fenced or not.

(7) Whether the engine was fitted with electric headlight.

(8) Particulars of road vehicle involved, whether damaged or not. Position of vehicles, in comprised in a string passing over a level crossing.

(9) The distance at which the gate is visible to the Loco Pilot of the approachingtrain.

(10) Whether the level crossing is connected by bell or telephone with the adjacent blockstation.

(11) Whether red discs are painted on the gates of the level crossings.

(12) Whether the gates are opened and closed electrically or mechanically or by hand.

(13) Are the gates situated at or between stations.

(14) Whether the level crossing in situated on level surface or on a gradient. If on a gradient, indicate the gradient with reference to the direction of movement of the train.

(15) Whether the level crossing is provided with road signs on road approaches.

(16) Whether the level crossing is on a curve; whether there is clear visibility for the road users at 5 metres from the center of the track on both up and down directions for the Loco Pilot of all trains.

(17) Whether W/L boards are provided for train Loco Pilot.

ii) In the case of accidents in which the signalling is particularly involved:

(a) Under what standard the station is interlocked.

(b) Are the signals visible from the place where they are operated? If not how and where they are repeated?

(c) Is the Home signal visible from the Outer? If not from what distance the Home is visible?

(d) What method of locking the points is in use?

(e) Are the points provided with point indicators or protected by signals?

(f) Are the points and signals worked from ground frame or from end cabins or from central cabin or from Station Master's control/panel?

(g) Are the points operated by rodding or by double wire or bypower?

(h) (1) Are the signals semaphore type or colour light type?

(2) If the signals are of semaphore type indicate whether Lower Quadrant or Upper Quadrant and means of operation whether single wire or double wire or by motor.

iii) In the case of over running of trains where the adequacy or the efficiency of the brake power is in question: -

(a) The composition, number of axles and load of the train.

(b) The normal composition and load.

(c) The class of engine, which work the train at the time of the occurrence and the normal load of this class on the section in question.

(d) The number and braking capacity of the brake vans on the train, the number of wheels braked, the nature of the engine brakes and the number of wheels braked by them.

(e) Whether Air brakes or vacuum brakes were in working order or not.

(f) Gradients.

iv) In the case of parting of trains resulting from the breakage of coupling gear:

(a) Maximum gradient of the section at which the train parted.
(b) Number of vehicles on train in terms of units.
(c) Total tonnage of vehicles.
(d) Tonnage behindbreakage.
(e) Type ofcoupling.
(f) Manufacturers name.
(g) Period inuse.
(h) Train worked with vacuum/air or not.
(i) Distance by which, the rear parted portion rolled back.
(j) Distance between the parted portions.

v) In the case of rail fracture on main or running line: -

(a) Length of rail.
(b) Weight per metre.
(c) Brand and stamp marks.
(d) Distance; centre to centre, of the sleepers on either side of the breakage and from each of these to the next sleeper.
(e) The probable date the broken rail was laid.
(f) The heaviest class of engine using the rail.
(g) Information regarding the position of rail, description of ballast, curvature of track, etc.
(h) A sketch (blue print) to foolscap size, to show the position of the fracture, in which a section to the full size of the worn rail and the profile of a new rail of the same section to indicate the wear, shall be embodied.

vi) In the case of fractures of axles of engines or vehicles: -

(a) Drawing or sketch showing the position of fracture.
(b) Position and nature of fracture.
(c) Stamps on the axle showing makers name, contract number, cast number, name of steel, date, etc/
(d) If a vehicle axle, diameter of broken journal; if an engine axle, kilometrage run.
(e) Date of issue.

vii) In the case of accidents attributable to breakage of journals of vehicles, etc: -

(a) The last P.O.H. date of the vehicle.

(b) The tare weight.

(c) Thecarrying capacity.

viii) In the case of public knocked over or run over by trains or vehicles:-

(a) Whether the scene of the accident is level crossing or not?

(b) If the scene of the accident is not a level crossing, the nearest level crossing.

(c) Whether the level crossing is manned or not?

(d) Whether the train was worked with vacuum/air brake or not?

(e) Whether the accident was noticed by the Loco Pilot or not?

(f) Whethertheenginewasfittedwithheadlightandifsowhetheritwasinworking order?

(g) Particulars of fencing at the site of the accident.

(h) Whether the Loco Pilot was whistling continuously?

ix) In accident, involving persons falling out of trains, the description, type, and number of the carriage from which the person fell out, the condition of the door and its fastenings and the fact whether warning notices were exhibited shall be mentioned.

Note: In the case of persons falling out of trains, etc, the party's statement shall be obtained. When the party's statement could not be obtained and recorded immediately after the accident, due to the injuries sustained by the party or for any other reason, the statements of witnesses on the train shall be obtained. If the statements of the witnesses also could not be obtained, the party's statement shall be obtained subsequently, as early as possible either through the hospital authorities or the Railway Police.

x) In the accidents involving falling of shutters, the condition of the shutter and the fact whether warning notice was exhibited shall be specially furnished.

xi) (a) In the case of fires attributed to sparks from the engine it shall be stated whether the engine was fitted with a spark arrestor and if so, of what pattern, as also the description of the fuel used.

(b) In the case of fire to a passenger coach, the battery boxes under the coach shall be specially examined to see whether or not the fire had originated there.

xii) In all cases of actual collisions between running trains or between a running train and another train or vehicles, the actual lengths of the concerned trains and vehicles shall be mentioned.

xiii) In all cases of deaths caused by accidents, in which an Inquest is held by the Police, the Inquest Proceedings shall be obtained by the Divisional Officer concerned and the verdict at the Inquest indicated in his report.

xiv) In all cases of accidents, in which application for assistance was made, the special report or enquiryproceedings shall indicate the following:

(a) Time application was made out and by whom?
(b) Station to which and means by which application was sent.
(c) Particulars of assistance asked for.
(d) Time at which the station received the application.
(e) Action taken by the station.
(f) Time of arrival of assistance.
(g) Particulars of assistance received.
(h) Reason for undue delay, if any, in the receipt of assistance.

xiv) In the case of averted collisions, the exact distance by which collision was averted shall be indicated in the special report or enquiry proceedings.

10.11 Report of the joint or departmental inquiry to be sent to the head of the railwayadministration and action to be taken thereon. –

i) As soon as any Joint 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 which shall contain-

(a) A brief description of the accident;
(b) A description of the locality of the accident;
(c) A detailed statement of the evidence taken;
(d) The conclusions arrived at together with a note of dissent, if any;
(e) Reasons for conclusions arrived at together with a note of dissent, if any;

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

(g) When necessary a sketch illustrative of 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 theaccident.

ii) The Head of the Railway Administration concerned shall forward with his remarks as to the action that it 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 (i)-

(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 10.12(i) or if a joint or departmental inquiry has been held first, to the District Magistrate or the Officer appointed under 10.07(C)(i)(a); and if any judicial inquiry is being made, the Magistrate making such inquiry.

(c) If any judicial inquiry is being made to the Magistrate making such inquiry.

iii) The copy of the report aforesaid shall be accompanied-

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

10.12 Inquiry by the Commissioner of Railway Safety: -

i) Section 114 of the Railways Act, 1989. –

l. 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 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) Inquiry into serious accidents 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) of the occurrence of an accident which he considers of 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 will 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 the District Magistrate and the Superintendent of Police of the District concerned.

For the purpose of this rule, every accident to a train carrying passengers which is attended with loss of human life, or grievous hurt as defined in the Indian Penal Code to a passenger or passengers in the train or with serious damage to railway property of the value exceeding Rs.2 Crores and any other accident which in the opinion of the Chief Commissioner of Railway Safety, 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**'.

2. However, for any accident the Chief Commissioner of Railway Safety 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 the foot-board or roof or buffers but excluding the inside of vestibules between coaches) is killed or grievously hurt, or is run over at the level crossing or elsewhere 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 train or material trains or accident relief trains or tower wagons or such other trains carrying workmen or cattle specials/military specials carrying

3. When an accident requiring the holding of an inquiry occurs at a station where the jurisdiction of two or more Commissioners of Railway Safety meet, the duty of complying with this rule shall devolve with 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.

4. (a)If, for any reason, the 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 by held by him. The Chief Commissioner may choose to conduct the inquiry by himself or direct any other Commissioner to take up the inquiry or decide to let the inquiry be conducted by the Railway administration. The concerned Commissioner shall thereafter notify the Railway administration and the Railway Board accordingly.

(b) On receipt of the proceedings of the joint inquiry (inquiry made by a committee of Railway Officers) from the Head of the Railway Administration in accordance with Rule 15 of Railway (Notices of an Inquiries into Accidents) Rules, 1998, the Commissioner of Railway Safety shall scrutinize the same and in case if he agrees with the findings of the joint inquiry, shall forward a copy of the report to the Chief Commissioner of Railway Safety along with his view on the findings and recommendations made. In case the Commissioner feels, he may direct the Railway Administration either to conduct inquiry de-novo or re-examine specific issues and submit revised findings. On the other hand the Commissioner of Railway Safety, after examination of the joint inquiry proceedings, considers that an inquiry should be held by himself, he shall as soon as possible, notify the Chief Commissioner 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.

5. (a) Where having regard to the nature of the accident, the Central Government has appointed a Commission of Inquiry to inquire into the accident under the Commission of Inquiry Act, 1952 (60 of 1952) or has appointed any other authority to inquire into it and for that purpose has made all or any of the provisions of the said Act applicable to that authority, the Commissioner of Railway Safety to whom notice of the accident has been given shall not hold his inquiry and where has already commenced his inquiry, he shall not proceed further with it and shall hand over the evidence, records or other documents, in his possession relating to the inquiry to such authority as may be specified by the Central Government in this behalf.

(b) If, as a result of the Police investigation, a regular case is lodged in a criminal court by the Police or arising out of the accident, a case is lodged in a civil court by interested person(s), the Commissioner of Railway Safety shall finalise his report and circulate the same as per rule 10.12(ii) as strictly confidential document.

(B) Commissioner of Railway Safety to submit a brief preliminary narrative report. –

Where the Commissioner of Railway Safety has held an inquiry in respect of accident described in sub rule (2) of 10.12(ii)(A), he shall submit a brief

preliminary narrative report to the Chief Commissioner of Railway Safety and to the Railway Board simultaneously. In case Chief Commissioner of Railway Safety has held an inquiry in terms of rules 10.12(ii)(A) 3 & 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.

(C) Commissioner of Railway Safety to submit a report. –

1. Whenever the Commissioner of Railway Safety has made an inquiry, he shall submit a confidential report in writing to the Chief Commissioner of Railway Safety and shall forward a copy of the report each to–
   (a) The RailwayBoard;
   (b) The Railway Administration of all the Zonal Railways;
   (c) In the case of a railway under the control of State Government or Local Administration to such Government or Administration if the accident has occurred in that Railway;
   (d) Other Commissioner of Railway Safety; and
   (e) The Director, Intelligence Bureau, Ministry of Home affairs, Government of India, if the Commissioner of Railway Safety finds 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 (a) to (e) of sub rule 1 above.

(D) Publication of reports. –

Recommendation in regard to the publication of reports shall be made by the Chief Commissioner of Railway Safety and Railway Board (Ministry of Railways) informed accordingly. In case the Railway Board has reservations on the recommendations of the Chief Commissioner, the matter shall be finally decided by the Central Government (Ministry of CivilAviation).

(E) District Magistrate or his representative to attend the inquiry conducted by the Commissioner or Railway Safety. –

Where no Magisterial Inquiry is being made under clause (a) or (b) of Rule 10.21(i) 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.

(F) 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.

(G) Powers of the Commissioner of Railway Safety. –

Nothing in these rules shall, except to the extent provided in sub rule 6 of rule 10.12(ii)(A) 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 the Railways Act, 1989.

10.13 Facility for reaching the site of 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 the rule 10.21(i) or to the Commission of Inquiry appointed under the Commissions of Inquiry Act, 1952 (60 of 1952), or any other authority to which all or any of the provisions of the said Act have been made applicable and to the Commissioner or Railway Safety, Medical Officer, the Police and others 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.

10.14 Arranging attendance of railway servants at the place of judicial inquiry orinquiries conducted by commissioner of railway safety or magistrate. –

When an inquiry under rule 2 of the Statutory Investigation into Railway Accidents Rules 1998 or under rule 17 of the Railway (Notices of and Inquiries into accidents) Rules, 1998 or a Judicial Inquiry is being made, the Head of the Railway Administration concerned shall arrange for the attendance, as long as may be necessary, at the place of inquiry of all Railway Servants whose evidence is likely to be required at such inquiry and if the inquiry is to be held by the Commissioner of Railway safety under rule 2 of the Statutory Investigation into RailwayAccidents

Rule 1998, the Head of the Railway Administration concerned shall cause notice of the date, hour and place at which the inquiry will begin to be given to the Officer mentioned in clauses (a) and (c) of rule 10.07(c). He shall also arrange for the attendance of the Divisional Officers, Railway Servants required as witness at the inquiry.

10.15 Officers to assist Commissioner of Railway Safety. –

When an enquiry under rule 10.12 is being held, the General Manager will nominate an Officer of at least Junior Administrative rank who shall attend the enquiry by the Commissioner of Railway Safety along with other Officers of lower rank who are nominally required to assist the Commissioner of Railway Safety.

10.16 Technical assistance to be given to Commissioner of Railway Safety. –

Whenever the Commissioner of Railway Safety desires assistance in connection with an accident on the electrified section of this railway or an accident in electrical works in this railway in connection with the generation, transmission supply or use of electric energy, the technical experience and knowledge of the Chief Electrical Engineer and/or the Divisional Electrical Engineer (Traction) shall be placed at the disposal of the Commissioner of Railway Safety.

Note: When such assistance is required by the Commissioner of Railway Safety in connection with some technical issues arising on the electrical sections of other Railways, he shall be requested to approach the Railway Board through the Chief Commissioner of Railway Safety.

10.17 General information to be furnished by railways at the time of an inquiryby Commissioner of Railway Safety. –

i) Railways are required to furnish information at the time of an inquiry by a Commissioner of Railway Safety. The questionnaire has been evolved based on past experience to cover all types of accidents.

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

iii) A reply should be given under each question i.e., by repeating the question first and not by quoting the question number. The draft replies should be got approved by the Commissioner of Railway Safety to ensure that all the points are covered before the same are finalised. Only two final copies of the replies need be submitted duly signed by the Officers concerned.

iv) Answers to the questionnaire will not absolve the Railway Administration of their responsibilityin: -

1. Preserving clues,
2. Recording all relevant data in respect of track, rolling stock, etc., before restoration is ordered; and
3. Recording evidence of witnesses immediately after an accident so that truth may not get distorted in course of time.

v) (a) The Divisional Safety Officer of the division is responsible to co-ordinate, get the replies from various branches and submit all the replies at the end or during the course of an inquiry with a covering letter signed by the Divisional Railway Manager in token of his approval.

(b) All departmental Officers should start gathering information soon after an accident has occurred so that as much information as possible is available before the commencement of the inquiry.

(c) This procedure will enable the Commissioner of Railway Safety to conduct the inquiry with least inconvenience to the Railway Officers concerned.

vi) Questionnaire. –

The questionnaire is given as Annexure to Chapter X.

10.18 Action to be taken by the head of the Railway administration on receiptof the report of the Commissioner of Railway Safety. –

i) Whenever the Head of the Railway Administration concerned receives a copyof the report of the Commissioner of Railway Safety under rule 4 of the Statutory Investigation into Railway Accidents Rules 1998, he shall at onceacknowledge its receipt, and-

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

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

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

ii) If the head of the railway administration differs from the views expressed in the report he shall at the same time submit his remarks thereon or if he is not able to do so immediately, he shall in his acknowledgement of the report, inform the Commissioner of Railway Safety of his intention to submit his remarks later. If the Head of the Railway considers the prosecution of any person or persons desirable he shall immediately forward a copy of the report together with the statement of such person concerned to Police authorities. On receipt of the finding of the Commissioner of Railway Safety the Police authorities shall as soon as possible intimate the Head of the Railway Administration concerned about their decision regarding launching of any prosecution.

iii) Report to Commissioner of Railway Safety. –

Whenever the Chief Safety Officer is required to submit his report to the Commissioner of Railway Safety in accordance with this rule, he shall submit it within a fortnight of the receipt of the draft report from the Commissioner of Railway Safety. Heads of departments who are referred to hereon shall submit their remarks within five days of receipt of the reference from the

Chief Safety Officer.

iv) Advice to the Chief Commissioner of Railway Safety and the Railway Board.

In every case in which, in accordance with this rule, the Chief Safety Officer submits his remarks to the Commissioner of Railway Safety or advises him of his intention to submit his remarks later, a copy of the remarks or of the advice of his intention to submit his remarks later, as the case may be as also a copy of every communication issued by the Chief Safety Officer in regard to the Commissioner of Railway Safety's report, shall be sent by the Chief Safety Officer direct to the Chief Commissioner of Railway Safety with a copy to the Railway Board.

v) Commissioner of Railway Safety to be informed of punishment awarded.

In cases where departmental action is taken against Railway Servants held responsible for an accident as a result of an enquiry by the Commissioner of Railway Safety he shall on request be informed of the punishment finally awarded to the Railway Servant concerned. This information is intended only for the Commissioner of Railway Safety's record and the action taken by the Railway Administration is not open to criticism by the Commissioner of Railway Safety.

10.19 Head of the railway administration to offer remarks on the suggestionmade in the report of the 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 and which it proposes to take to prevent a recurrence of similar accidents to the Chief Commissioner of Railway Safety with a copy to the Commissioner of Railway Safety.

10.20 Commission of inquiry. –

The Commission of Inquiry may be appointed by Central Government under the Commissions of Inquiry Act, 1952 (60 of 1952). Where a Commission of Inquiry is appointed under the Commission of Inquiry Act, 1952 (60 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 to

such inquiry shall be forwarded to such authority as may be specified by the Central Governmentin this behalf.

Commissioner of Railway Safety to assist the Magistrate or the Commission of Inquiry in clarifying technicalmatters.–

The Commissioner of Railway safety shall, as far as possible, assist any Magistrate making a judicial inquiry or an inquiry under Rule 8.21 or a Commission of Inquiry 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 Act have been made applicable whenever he may be called upon to do so for the purpose of clarification of any technical matters.

10.21 Magisterial inquiry.–

i) Whenever an accident 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 into it and for that purpose has made all or any of the provisions of the said Act applicable to that authority a Magistrate or a Police Officer shall not make his inquiry or investigation under this rule and where he has already commenced 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.

ii) Notice of Magisterial Inquiry. -

Whenever it is decided to make an inquiry under clause (a) or clause (b) of Rule 10.21(i) the District Magistrate or other Magistrate appointed as aforesaid or the Magistrate depute under clause (b) of rule 10.17(i) as the case may be shall at once inform the Head of the Railway Administration concerned and the Divisional Railway Manager by message of the date and time at which the inquiry will commence so as to enable the Railway Administration to summon the requisite expert evidence. After sending such information he shall proceed to the scene of the accident and conduct the inquiry there.

iii) 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 10.21(i) 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.

10.22 Judicial inquiry. –

i) A Magistrate, making an inquiry under rule 10.21(i), may summon any Railway Servant, and any other person whose presence he may thing necessary and after taking the evidence and completing the inquiry shall if he considers that there are sufficient grounds for holding a judicial inquiry, take the requisite steps for bringing to trial any person whom he may consider to be criminally liable for the accident. Whenever technical points are involved, the Magistrate shall call for the opinion of the Commissioner of Railway Safety or the other professional persons.

ii) Procedure for summoning the Commissioner of Railway Safety and Railway Servants to assist the Magistrate holding Judicial Inquiry. –

(a) If, in the course of any judicial inquiry into an accident occurring in the course of working a railway, the Magistrate holding such inquiry desires the assistance of the Commissioner of Railway Safety or the Head of the Railway Administration concerned, he issue a requisition to the Chief Commissioner of Railway Safety or the Railway Board 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.

(b) The requisition referred to in sub section (a) 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 a large number of the employees, especially of one class, as to cause in convenience to the working of the railway. In the case of serious accidents, the Magistrate may obtain reports from the Commissioner of Railway Safety and the Head of the Railway Administration concerned in regard to the accident, before finally concluding the Judicial Inquiry.

iii) Communication of the decision of judicial inquiry to the Railway Administration, Commissioner of Railway Safety and the State Government.

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

10.23 Police inquiry. –

i) 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 of exceeding Rs.2 Crores or has prima facie been due to any criminal act or omission; or

(b) The District Magistrate or the Magistrate appointed under rule 10.21 (i) has given a direction under clause (c) of that rule:

Provided that where, having regard to the nature of the accident, the Central Government has appointed a Commission of Inquiry to inquire into it under the Commissions 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, or where a Magisterial inquiry is being held under clause (a) or (b) of rule 10.21(i), the Railway Police shall not make an investigation under this rule, and where they have already 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.

ii) Status of Police Officer investigating into the accident.–

(c) Whenever an investigation is to be made by the Railway Police –

1. In a case in which an accident is attended with loss of human life or with grievous hurt or with a serious damage to railway property of the value exceeding Rs.2 Crores or

2. in pursuance of a direction given under clause (c) of rule 10.21(i), 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 by himself, by an officer to be deputed by him.

(b) The Officer deputed under sub-rule (a) 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-

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

(2) In a case referred to in clause (2) of sub rule (a), if the District Magistrate so desires.

iii) Notice of Police investigation. –

The Officer who is to conduct an investigation in pursuance of rule 10.23(ii) shall at once advise the Head of the Railway Administration concerned and the Divisional Railway Manager by message of the date and time 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. After sending such advice he shall proceed without delay to the scene of the accident and conduct the investigation there. The absence of a railway official shall not, however, be allowed to delay the investigation, which shall be conducted as soon as possible after the accident has taken place.

iv) Assistance by the District Police. –

(a) In every case to which rule 10.23(ii) 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.

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

v) Communication of the result of the 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.

vi) District Police to discharge duties of Railway Police. –

Where there are no Railway Police in the area, the duties imposed by rule 10.23(i), (ii), (iii)(iv)(b) and (v) on the Railway Police of the area or on such Head of such Railway Police, shall be discharged by the District Police or by the District superintendent of Police as the case may be.

10.24 Reports of inquiries into accidents not covered by section 113 of the Railways act, 1989 to be forwarded to Commissioner of Railway Safety. –

(i) Whenever any accident not of the nature specified in section 113 of the Railways Act, 1989 such as averted collisions, breach of block rules or other technical accidents, occurs in the course of working a railway the Railway Administration concerned may cause an inquiry either Joint or Departmental to be held into the accident.

(ii) Where an inquiry is held as provided under sub-rule (i) 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.

10.25 Accidents at junction stations, etc. –

i) Accidents occurring at junction stations shall be treated as accidents of the working railway and the responsibility of initiating, conducting and finalising the enquiry proceedings should devolve on the railway working the junctions.

ii) In case a train belonging to the using railway or worked by staff belonging to the using railway is involved in an accident, the railway working the junction shall inform the other railway concerned and an Officer of the appropriated level of that railway should be appointed as a member of the inquiry committee.

iii) This would be desirable as the staff working the particular train would have to be examined by the enquiry committee and the presence of an Officer of that railway to which the staff belongs would facilitate the smooth conduct of the inquiry.

iv) In the case of an accident to a train (running power), the responsibility of initiating, conducting and finalising 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.

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

Note: 'Running power section' is a portion of the railway on which foreign railway has running powers.

10.26 Schedule of procedure for completion of Accident Inquiry. –

(i) In order to ensure timely completion of accident inquiry report/DAR following model time schedule should be adapted.

Sl. No.	Model Time	Remarks	Maximum Time
1.	D	Date of Accident	D
2.	D + 1	DRM/GM* shall order the inquiry, if no particular departent accepts the responsibility	D + 1 day
3.	D + 3	Committee shall convene the inquiry nito the accident	D + 3 days
4.	D + 7	Committee shall submit the inquiry report to DRM/GM*	D + 7 days
5.	D + 10	Acceptance of inquiry report by the DRM/GM*	D +10 days
6.	D + 15	Inquiry reports will be finalised by CSO/ AGM	D + 15days
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	D + 20 days
8.	D + 90	DAR action against responsible officials to be completed	D + 90 days

* for SAG level Inquiries

Note: a) DRM/GM may decide to have inquiry conducted even if a particular deportament accepts the responsibility for enabling through reviewof associated systems involved in the accident

b) The time limits prescribed above are the maximum period of time. Efforts should be taken to finalise the inquiry report and DAR action as early as possible but within the prescribed time limit.

ii) Responsibilities of the President of the Inquiry Committee. –

The President of the inquiry committee shall ensure that the accident inquiry is completed within D + 10 days. Whenever the inquiry is not completed within D + 10 days the President of the inquiry committee shall personally circumstances.

10.27 D.A.R. INQUIRY. –

i) Promptness and adequacy of DAR action is very essential to serve the intended purpose of accident inquiries.

ii) Progress of each DAR case should be monitored by the DisciplinaryAuthority and Branch Officerconcerned.

iii) The Divisional Railway Manager shall be advised of the progress in the safety meetings in order to ensure adequacy of punishment.

iv) Whenever staff concerned have been placed under suspension, the revocation of suspensionshouldbedoneonlywiththepersonalapprovalof theDivisionalRailwayManager.

v) All accident related DAR cases which burst the target of D + 90 days must be reviewed by the Divisional Railway Manager and the reasons furnished for the delay in finalising the cases to the General Manager.

vi) Systematic and timely review of punishment and also of those cases where either disciplinary action has not been initiated or the charges have been dropped must be undertaken at appropriate time by the Divisional Officers.

viii) In the Headquarters Office, the Safety Branch should examine the inquiry reports and put up the cases to the Chief Safety Officer. The cases shall also be put up to other Heads of Departments concerned for scrutiny and follow up action, if necessary.

10.28 Acceptance and disposal of findings etc. –

Sl. No.	Classi-fication	Acceptance and Disposal
		Class A - COLLISION
1	A - 1	i) The SAG level Committee will submit the proceedings to GM for acceptance who shall send a copy of the same to CRS with his remarks. ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
2	A - 2	i) The SAG level committee will submit the proceedings to GM for acceptance who shall send a copy of the same to CRS with his remarks. ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.

3	A - 3	i) The SAG level Committee will submit the proceedings to GM for acceptance who shall send a copy of the same to CRS with his remarks. ii) Findings of the inquiry Committee and action taken against staff found responsible shall be communicated to the Railway Board.
4	A - 4	i) The SAG level Committee will submit the proceedings to GM for acceptance who shall send a copy of the same to CRS with his remarks. ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
5	A - 5	Sr.DSO/DSO after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO.

Class B – FIRE IN TRAIN ETC.,

1	B - 1	DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO for review and to CRS for information
2	B - 2	DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO for review and to CRS for information
3	B - 3	DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO for review and to CRS for information
4	B - 4	DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO for review and to CRS for information
5	B - 5	DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO
6	B – 6	DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO
7	B - 7	Sr.DSO/DSO after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO.

Class C – TRAIN RUNNING IN TO THE ROAD TRAFFIC AT LEVEL CROSSING

1	C - 1	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO for review and to CRS for information. ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
2	C – 2	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO for review and to CRS for information. ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
3	C -3	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO for review and to CRS for information. ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
4	C -4	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO for review and to CRS for information. ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
5	C -5	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
6	C – 6	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO. ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.

7	C -7	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
8	C - 8	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
9	C - 9	i) Sr.DSO/DSO after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO ii) Findings of the inquiry committee and action taken against staff found responsible shall communicated to the Railway Board.

Class D – DERAILMENTS

1	D – 1	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO for review and to CRS for information. ii) Findings of inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
2	D – 2	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO for review and to CRS for information. ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
3	D – 3	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO fir review and to CRS for information. ii) Findings of the inquiry committee and action taken against staff found responsible shall be communicated to the Railway Board.
4	D – 4	DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO who shall review the case.
5	D – 5	DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO.

6	D - 6	Sr.DSO/DSO after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO. The DRM should submit a monthly statement in ACC-16 to the CSO so as to reach him not later than 15th of the month following that which it relates.

Class E – OTHER TRAIN ACCIDENTS

1	E - 1	DRM after acceptance of the report shall forward a copy of the proceeding with his remarks to CSO for review and to CRS for information
2	E – 2	DRM after acceptance of the report shall forward a copy of the proceeding with his remarks to CSO.

Class F – AVERTED COLLISION

1	F – 1	DRM after acceptance of the report shall forward a copy of the proceeding with his remarks to CSO and send a copy of the same to CRS with his remarks.
2	F – 2	DRM after acceptance of the report shall forward a copy of the proceeding with his remarks to CSO and send a copy of the same to CRS with his remarks.
3	F – 3	DRM after acceptance of the report shall forward a copy of the proceeding with his remarks to CSO and send a copy of the same to CRS with his remarks.
4	F - 4	DRM after acceptance of the report shall forward a copy of the proceeding with his remarks to CSO.

Class G – BREACH OF BLOCK RULES

1	G – 1	DRM after acceptance of the report shall forward a copy of the proceeding with his remarks to CSO and send a copy of the same to CRS with his remarks.
2	G – 2	DRM after acceptance of the report shall forward a copy of the proceeding with his remarks to CSO.
3	G – 3	i) DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO. ii) In case of train not carrying passengers, DRM after acceptance of the report shall send a copy of the same with his remarks to CSO.

4	G - 4	i) DRM after acceptance of the report shall forward a copy of the proceeding with his remarks to CSO. ii) In case of train not carrying passengers, DRM after acceptance of the report shall send a copy of the same with his remarks to CSO.

Class H – TRAIN PASSING SIGNAL AT DANGER

1	H – 1	DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO and send a copy of the same to CRS with his remarks.
2	H - 2	DRM after acceptance of the report shall forward a copy of the proceedings with his remarks to CSO.

Class J – FAILURE OF ROLLING STOCK AND ENGINE

1	J - 1	DRM shall send individual report and a comnnsolidated monthly statement to CME of CEE(in case of electric engine and single or multiple unit train)
2	J – 2	DRM shall send individual report and consolidated monthly statements to CME or CEE(in case of electric engine and single or multiple unit trains)
3	J - 3	DRM shall send a special report in duplicate to CSO with his remarks and send a copy of the same to CRS with his remarks
4	J - 4	DRM shall send a special reprt in duplicate to CSO with his remarks
5	J – 5	DRM shall send a special report in duplicate to CSO with his remarks.
6	J – 6	DRM shall send a special report in duplicate to CSO with his remarks
7	J – 7	i) DRM shall send individual report and a consolidated monthly statement to CME or CEE (in case of electric engine and single or multiple unit trains). ii) DRM shall send a special report in duplicate to CSO with his remarks in case of failure of axle and damage to pantograph of electric engine or unit.
8	J - 8	i) DRM shall send individuall report and a consolidated monthly statement to CME or CEE(in case of electric engine and single or multiple unit trains.) ii) DRM shall send a special report in duplicate to CSO with his remarks in case of failure of axle and damage to pantograph of electric or unit.

9	J – 9	DRM shall send individual report and a consolidated monthly statement to CME or CEE(in case of electric engine and single or multiple unit trains) DRM shall send a special report in duplicate to CSO with his remarks in case of failure of axle and damage to pantograph of electric engine or unit.
10	J - 10	DRM shall send individual report and a consolidated monthly statement to CME or CEE (in case of electric engine and single or multiple unit trains). DRM shall send a special report in duplicate to CSO with his remarks in case of failure of axle and damage to pantograph of electric engine or unit.

Class K – FAILURE OF PERMANENT WAY

1	K – 1	DRM Shall send a special report in duplicate to CSO with his remarks
2	K – 2	DRM Shall send a special report in duplicate to CSO with his remarks
3	K – 3	DRM Shall send a special report in duplicate to CSO with his remarks
4	K – 4	DRM Shall send a special report in duplicate to CSO with his remarks
5	K – 5	DRM Shall send a special report in duplicate to CSO with his remarks
6	K – 6	DRM Shall send a special report in duplicate to CSO with his remarks
7	K - 7	DRM Shall send a special report in duplicate to CSO with his remarks

Class L – FAILURE OF ELECTRICAL EQUIPMENT

1	L – 1 to L - 4	DRM shall send a special report in duplicate to CSO with his remarks

Class M – FAILURE OF SIGNALLING & TELECOMMUNICATION.

1	M – 1 to M - 7	DRM shall send a special report in duplicate to CSO with his remarks

Class N – TRAIN WRECKING

1	N – 1 to N - 3	DRM shall send a special report in duplicate to CSO & CCO with his remarks

Class P – CASUALTIES

1	P – 1	DRM shall dispose the case and send a statement to CRS and submit a monthly statement in duplicate in Form Acc.17 to CSO and CCO to reach him not later than 12th of the following month
2	P – 2	DRM shall dispose the case and submit a monthly statement in duplicate in Form. Acc.13 to CSO and CCO to reach him not later than 12th of the following month.
3	P – 3	DRM shall dispose the case and submit a monthly statement in duplicate in Form Acc. 17 to CSO and CCO to reach him not later than 12th of the following month in case of persons falling out of trains only.
4	P - 4	DRM shall dispose the case and submit a monthly statement showing the total number of cattle accidents to CSO to reach him not later than 7th of the following month.

Class Q – UNUSUAL INCIDENCE

1	Q – 1	If the Railway servant is involved i) DRM shall dispose the case ii) In case of staff or other persons engaged in work for the Railway pertaining to departments not coming under the control of DRM, HOD concerned shall dispose the case. iii)A copy of this report shall be sent to CCO concerned
2	Q – 2	DRM shall dispose the case.A copy of this report shall sent to CCO concerned.
3	Q – 3 to Q - 6	DRM shall send a special report in duplicate to CSO with his remarks. A copy of this report shall be sent to CCM concerned.

Class R – MISCELLANEOUS

1	R – 1, R - 2	DRM shall dispose the case
2	R – 3 to R - 5	DRM shall send a special report in duplicate to CSO with his remarks

Note:

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 proceedings, one for his Divisional Office and the other for his Headquarters Office.

ii) If, in such cases, the inquiry committee holds 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 works to the Headquarters of the other Railway who in turn will advise their own division or offices, the same, so that their records could be completed.

iii) In case the Divisional Officers do not accept the finding 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 Railways at Headquarters levelonly.

10.29 REPEAL. –

i) The Railway (Notices of and inquiries into Accidents) Rules, 1973, are hereby repealed.

ii) The 'Statutory Investigation into Railway Accident Rules 1973', published with notification of Government of India in the Ministry of Tourism and Civil Aviation No.22 dated 02.06.73, part II, section 3 is hereby repealed.

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

ANNEXURE TO CHAPTER X

QUESTIONNAIRE:

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

1. a) Brief description of damage to P.Way
   b) Cost of damage to P.Way.
2. Description of site:-
   a) Kilometre of site, in between stations- section, single/double line.
   b) Civil District
   c) Nature of country around the site (Open, cultivated, plain/undulating, etc.)
   d) Direction of the track at site (North to south, etc.)
   e) Straight, curve, gradients with distances etc., in the vicinity (Index plan and section to be attached)
   f) Heightofbank/cutting
   g) Kind ofsoil
   h) Details of bridges and level crossings within one Km on either side of the site (to the extent they are relevant to the inquiry)
3. Permanent Way:-
   a) Rails-weight, length, age, wear, if welded, LWR, CWR, SWR, etc.
   b) (i) Sleepers – type, age, density
      (ii) Percentage of U/S sleepers in track in the vicinity of the accident site.
   c) Fish-plates – weight, length, number of holes with dia
   d) Fish-bolts – weight, length, dia, weather any spring / other washers used and number used per joint
   e) Spikes – of wooden sleepers – number of spikes on each sleeper, how many inside and how many outside
   f) Bearing plates – if used, type, number of holes, weight, etc.
   g) Ballast – its kind, section, depth below sleeper, cubic metres per metre
   h) Policy followed in driving the keys
   i) Anti-sabotage measures adopted in the vicinity

4. Kilometre and T.P. of important stations and points on the section and number of T.P.s per Km and how numbered? (Important stations points may be taken from the CRS)

5. a) Headquarters and jurisdiction of DEN/AEN/SE/JE(P.Way)
   b) Gang – Headquarters, jurisdiction, strength, location of tool box and gang hut
   c) Details of casual labour employed and discharged in the last three months

6. a) Maximum permissive speed on this section
   b) Permanent speed restrictions in the vicinity
   c) Temporary speed restrictions in force on the day of the accident in the vicinity
   d) Where there any reports of over speeding in the recent past

7. a) Whether monsoon patrolling has been in force and if so give details
   b) Whether Security/Police patrolling has been in force and give details
   c) Furnish copies of patrol diagrams

8. a) (i) Creep
      (ii) Extent of expansion gaps in joints 1/2 Km before and after the point of accident
      (iii) Time when observations have been made
   b) Date when track last attended to around the accident spot and the details of work done
   c) (i) Date when JE/SE(P.Way)/PWI/AEN and DEN inspected the track last prior to the accident
      (ii) If any defects had been noted by them
      (iii) If so, give details and action taken, if any
   d) If the track at site required frequent attention in the past – old records to be looked up and dates furnished with details of work done
   e) Results of last run of Amsler/Hallade/RTRC etc.
   f) Reports of rough running by the Loco Pilot

9. Rainfall:-
    a) Record of last three months with the name of the recording station and its distance from the site
    b) Daily record of seven days prior to the accident
    c) Comments on the rainfall (compared mean rainfall)

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

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

    Note: Site Plan to include location plan, north point, direction of travel of trains, kms/T.P.s, etc.

12. Produce the following registers relevant to the inquiry;
    a) Gang chart/diary
    b) Curve register
    c) Points and crossing register
    d) JE/(P.Way)/AEN's note book of inspection
    e) Creep register
    f) Bridge inspection register
    g) Section register

13. Quote Code, Rules, Instruction in Way and Works Manual and circulars relevant to this accident
14. Enclose particulars of track jointly taken after the accident
15. Where there any similar accidents in the vicinity in the last ten years?
16. What is the probable cause of the accident according to you?
17. Bio-data of the staff involved (date of appointment, promotion, punishments and awards – in brief)
18. Do you suggest any improved methods of working or improvements to equipment as a result of this accident?

19. In the case of level crossing accidents, the following information may be furnished.
    a) Number of trains and vehicles passing through the level crossing on an average per day as per the census taken last (date of taking census maybe given)
    b) A longitudinal section along the road.

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

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

1. Loco:
    a) Type
    b) Number
    c) Year and place of manufacture
    d) Dateofcommissioning
    e) Whether provided with headlight, speedometer & speed recorder, vigilance control device and whether they were in working order
    f) Whetherrunningengineforemost/tenderforemost/shorthoodleading/ long hood leading/ cab 1 or cab 2 leading
    g) Length and weight of the loco
    h) Braking force on the loco and the type of brakes provided on the loco
    i) Date of last POH/IOH
    j) Kilometers earned after last POH/IOH
    k) Date and place of last trip inspection
    l) Whether any schedules are overdue?
    m) Comments on the brakes available on the locomotive
2. Give brief particulars of the safety items not provided and provided but missing /not working
3. a) Damage to the loco (brief description)
    b) Cost of damage to the loco (in Rs.)
4. Engine diagram in cases where loco is derailed

5. a) Position of control handles, regulators, etc., after the accident
   b) Conditionofsynchronizingvalve
   c) Position of brake blocks after the accident whether applied or not

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

7. Extracts from engine logbook
8. Last eye test of the engine crew and next when due

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

10 Quote instruction from manuals and circulars relevant to the accident

11 Submit the following:-
   a) Speed recorder chart
   b) Brake power certificate issued to the Loco Pilot

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

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

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

(C) INFORMATION TO BE FURNISHED BY THE CARRIAGE AND WAGON DEPARTMENT

1. Damage and disposition may be given in the followingproforma:

Sl. No. from the Engine	Coach No.	Disposition	Damage (brief description)

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

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

3. a) Total length of coaches/train excluding the engine
   b) Total weight of train excluding engine
   c) Total brake force of train excluding the loco
   d) Whether fully vacuum braked or not
   e) Number of cylinders per coach and total number of active/inactive cylinders on the train and % of brake power
4. Cost of damage to rolling stock
5. a) Position of brake blocks/handles after the accident
   b) Maximum and minimum piston strokes
6. Enclose the particulars of C&W jointly recorded after the accident
7. a) Maintenance – last train examining / safe to pass exam / repacking of boxes
   b) Extracts from the register maintained by the JE(C&W), etc.
8. Quote instructions from Manuals, Conference Rules, and circulars relevant to the accident
9. Bio-data of the staff involved (dates of first appointments, promotions, punishments and awards – in brief)
10. Where there any similar accidents involving the same type of rolling stock in the last ten years
11. What is the probable cause of the accident according to you?
12. Do you suggest any improved methods of working or improvements to equipment as a result of this accident?

(D) INFORMATION TO BE FURNISHED BY TRANSPORTATION DEPARTMENT

1. Accident
   a) Date and time of accident
   b) Train numbers involved
   c) Kilometre of accident, between stations and section
2. a) Speed of train at the time of the accident
   b) Time of departure and arrival of the ill-fated train at the last 3 stations and at last stopping station
   a) Time when previous 3 trains passed over the accident site
   b) Was the ill fated train running late, if so how much?
3. Weather and visibility at the time of the accident.
4. Capacity of the train and number of passengers in occupation at the time of accident (as estimated)
5. a) First information about the accident, who conveyed and how and at what time?
   b) How were the injured passengers dealt with?
   c) Disposal of dead and injured with time of removal from the site and admission in hospitals
6. ARME Vans and Accident Relief Trains. (Details to be furnished separately for each station)
   a) Time of ordering
   b) Time of blowing the siren
   c) Time of arrival at bar line
   d) Time of despatch from the station
   e) Time of arrival at the station immediately in the rear of the accident site and at accident site
7. Time of arrival of various officials including Police
8. Interruption to traffic
   a) Details of delay to trains, termination and cancellation of trains and running of duplicate trains etc.
   b) Time of clearance and through running

9. Passenger complaint, if any (loss of property, etc.) and how they have been dealt.
10. Guard – date of last vision test, refresher course passing and first aid and date when nextdue
11. In the case of accident at a station copy of SWR with rule diagram
12. Details of any special dispensations obtained from CRS by the railway administration and approved special instructions issued, if any
13. Name and designation of Administrative Officers, Police Officers, etc., attending the CRS inquiry on each day.
14. Log of various activities undertaken by the railway administration arising out of the accident (Give as an annexure)
15. Brief details of ex-gratia payments arranged
16. Bio-data of the traffic staff involved (date of appointments, promotions, punishments and awards)
17. a) Enclose press cutting of news published in connection with the accident
    b) Press notification and advertisements issued in connection with the inquiry
    c) Messages issued to the Police and the Civil authorities regarding the accident inquiry
18. Were there any similar accidents in the vicinity in the last 10 years
19. Do you suggest any improved methods of working as a result of this accident

(E) INFORMATION TO BE FURNISHED BY THE MEDICAL DEPARTMENT

1. Causalities:
   a) Number killed
   b) Number grievouslyhurt
   c) Number withsimpleinjuries
   d) Numberwithtrivialinjuries

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

3. Timings of:

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

   b) Despatch of the medical van from that station

   c) Arrival of the medical van with the injured from the site

   d) Departure of the medical van with the injured from the site

   e) Arrival of the medical van with the injured at the hospital station;

   f) Admission of the patients into the hospital

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

   b) Give reasons for delay in rendering medical aid

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

6. Disposal of the injured and the dead with timings

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

8. a) Did you receive full co-operation from the doctors of the civil hospitals?

   b) If not, where was the failure?

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

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

(F) INFORMATION TO BE FURNISHED BY THE ELECTRICAL DEPARTMENT :-

1. OHE:
   i) Timings of power supply interruption and shut down
   ii) Action taken to safeguard passengers
   iii) Record of last inspection of OHE at site

2. COACHES:
   i) Condition of electric equipment
   ii) Particulars of electric protection
   iii) Record of last inspections
   iv) Whether supply for fans and lights was switched on

3. DAMAGES:
   a) Brief description
   b) Cost

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

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

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

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

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

(G) INFORMATION TO BE FURNISHED BY THE SIGNAL ENGINEERING DEPARTMENT

1. Damage to S & T assets :-
   (a) Briefdescriptions
   (b) Cost ofdamage

2. A detailed note on signaling and interlocking arrangements in thearea and at the Station in the case of yard accident.

3. Head quarters, jurisdiction of signal maintenance staff including officers.

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

5. Date of last overhaul of block instruments, lever frame etc.,

6. (a) Date of last testing by Inspectors / ASTE / DSTE, prior to the accident.
   (b) Results of their tests and action taken.

7. (a) Details of signal failures at the Station in the last three months.
   (b) Details of unsafe failures.
   (c) Produce the relevant registers for scrutiny.

8. Instructions from the Signal Engineering Manual etc.,

9. Bio data of staff involved (Date if appointments, promotions, punishments and awards).

10. (a) What are the possibilities of failure of S & T equipment in this case.
    (b) How do you eliminate these possibilities?

11. Where there any similar accidents involving signaling in the last 10 years? Give details.

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

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CHAPTER XI

ACCIDENT RETURNS AND STATISTICS

11.01 ACCIDENT RETURNS:- SECTION 121 OF the Railways Act, 1989

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.

11.02 RULES FOR THE PREPARATION OF ACCIDNET RETURNS:

1. Accident 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 indented solely or partly for the carriage of passengers shall be treated as a passenger train. All other trains will come under the category of other trains.
3. Statistical returns in the prescribed proforma showing cumulative data till the end of the month should be submitted so as to reach Board's Office not latter than the seventh day of the next month.
4. Only those accidents which occur during the period to which the returns relate shall be included in the relevant returns. With regard to accidents where full details are not available at the time of forwarding the returns shall be included in statement with a clear indication that further details would follow.
5. Each accident must be shown only once 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 operation etc., on an incoming, outgoing or any other load, including a sectional carriage, etc., shall be deemed to be a "train accidents". Only when the train engine or a vehicles still forming part of the train derails or as a result of bumping causality (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 train on line clear from adjacent station for movement over the affected line in that section.

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 Rs. 5000/- (Rs. Five thousand only) and above.
9. The equipment failures 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 incidents categories "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 head quarters level will ensure the correct reporting of the accident to the zonal head quarters and the Railway Board respectively.

11.03 AUTHORITIES RESPONISIBLE FOR COMPILATION AND SUBMISSION OF ACCIDENTS RETURNS AND STATISTICS:

Authorities responsible for complaints and submission of accidents returns and statistics are-

(i) For all accidents occurring in the division, the Division Railway Manager must ensure that all returns and statements are submitted in time to the Chief Safety Officer.

(ii) For all accidents occurring on the railway, the Chief Safety Officer must ensure that all returns and statements are received, consolidated and submitted to the Railway Board, and the Commissioner of Railway Safety within the dates prescribed for each.

11.04 ACCIDENTS STATISTICS TO BE MAINTAINED AT STATIONS:

a) **Accidents Register**:

At every station a record of all accidents occurring at the station is maintained in the Accidents Register. This register shall contain the following particulars:

(i) Date
(ii) Time
(iii) Brief details of the accidents
(iv) Point number or exact site of the accident
(v) Lighting conditions, if at night
(vi) Weather conditions

(vii) Names and designation of the station staff involved

(viii) Guard's name

(ix) Loco Pilot's name

(x) Nature of enquiry held

(xi) Staff held responsible

(xii) Cost of damage

(xiii) Time taken to finalise the case.

This register should be analysed and scrutinized to see if accidents are occurring during the duties of particular staff or at a particular time. This will help in deciding preventive measures, which have to be adopted and also serves as a check in regard to the time taken to finalise the case.

11.05 MONTHLY STATEMENTS OF ACCIDENT TO BE SUBMITTED BY THE DIVISIONAL RAILWAY MANAGER TO ZONAL HEADQUARTERS

Class	Description	To whom	Time Schedule	Form
A- 5	Other collisions, i.e., collision occurring in shunting, marshalling yards, loco yards and sidings, ets., but not involving a train.	CSO	Not later than 15th of the following month	ACC. 14
D - 6	Other derailments, i..e., derailments occurring in shunting marshalling yards, loco yards and sidings, ets. But not involving a train. Note: Derailments involving light engines are to be classified under B – 5 only.	CSO	Not later than 15th of the following month	ACC. 16
J - 1	Failure of engine hauling a train carrying passengers	CME or CEE	…..	Consolidated monthly statement
J - 2	Failure of engine hauling a train not carrying passengers or light engine	CME or CEE	…..	Consolidated monthly statement

J – 5 to J - 8	Failure of rolling stock on running trains, such as failure of tyres, wheels axles or braking apparatus etc.,	CME or CEE	…..	Consolidated monthly statement
P - 1	Person or persons falling out of running train resulting in grievous hurt to or loss of human life.	CSO	Not latter than 12th of the following month	ACC . 17
P - 2	Person or persons run over or knocked down by a train resultingin grievous hurt to or loss of human life.	CSO	Not latter than 12th of the following month	ACC . 13
P - 3	Person or persons falling out of a running train or knocked down by a train or digine or railway vehicle,not resulting in grievous hurt to, or loss of human life.	CSO	Not latter than 12th of the following month	ACC . 17
R - 2	Train running over cattle Note: The term cattle do not include sheep, goat, pigs, dogs, asses, rams, ewes, lambs and kids.	CSO	Not latter than 7th of the following month	Monthly Statement
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)	CSO	Notlatter t han 12th of the following month	ACC . 12 in case of trespassers, ACC – 15 in case of staff

11.06 FORTNIGHTLY REPORT TO RAILWAY BOARD:

i) A fortnightly report shall be submitted regularly on Railway accidents indicating clearly the trains involved, engines/coaches/wagons affected/ damaged, time of accident, dislocation caused, number of train curtailed/ diverted and the time taken to restore partial/full traffic.

ii) The nature of the accident, the causes and the remedial measures taken to prevent occurrence of such accidents in future may also be indicated in the report.

iii) This report shall be sent as per the following schedule:

(a) For the period from 1st to 15 th of the month – by 18 th of the month

(b) For the period from 16th to the last day of the month – by 3 rd of the following month.

iv) Information regarding number of trains cancelled/divided, time taken for partial/full restoration of traffic, cause (Prima facie cause, if final cause if not available) and immediate action taken may also be communicated while indicating the accident.

11.07 COLLECTION, COMPILATION AND MONTHLY STATEMENT OF ACCIDENT STATISTICS:

a) Information about train accidents, yard accidents and indicative accidents falling under classification A,B,C,D,E,F,G and H will be compiled by the Safety Branch at Divisional and zonal Railways.

b) Equipment failures falling under classification J.K.L and M will be compiled by the Divisional Control on daily basis and shall be handed over to Safety Branch. Every equipment failure shall be classified under the category of avoidable and unavoidable by the Branch Officers concerned and summary shall be handed over to Safety Department of the division. It is further clarified that all equipment failures should be taken into account irrespective of the date of last schedule or examination and shall be subsequently be. The Safety Branch shall forward the monthly summary to Chief Safety Officer of respective zonal Railways. Chief Safety Officers after compilation of Statement shall forward monthly statement to the Safety directorate of Railway Board.

c) Unusual incidents falling under classification N, P and Q shall be collected and compiled by the Security (RPF) Branch at Divisional level and they shall take subsequent follow up action. Daily position will be given to the Safety Branch of the Division who after compilation of statistics shall forward monthly statement to Chief Safety Officer of Zonal Railways concerned. Chief Safety Officers after compilation of Statement shall forward monthly statement to the Safety Directorate of Railway Board.

11.08 FOLLOWING SYSTEM WILL BE FOLLOWED FOR REPORTING OF ACCIDENT TO RAILWAY BOARD:

(a) Information regarding consequential train accident and any yard accident leading to serious repercussion shall be reported by Divisional Control to Headquarters Central Control of Zonal Railway Headquarters. Central Control shall in turn inform all concerned at Headquarters office including GM, PHODs etc.,

(b) In case of accidents as in para (a) above, Chief Safety Officer / DY.COM(Safety) should thereafter inform nominated officer of Safety Directorate of Railway Board. At Board level safety directorate shall issue the message and take follow up action.

(c) In case of land slide, breaches, OHE break down etc., which result in dislocation of more than threshold value and also cases due to public agitation shall be reported by head quarters control office to punctuality cell of Railway Board and dealt with by the coaching directorate.

(d) Cases falling under N, P, and Q except Q-6 i.e., blockade of train services due to public agitation: shall be dealt with by security directorate.

11.09 MONTHLY STATEMENT OF TRAIN ACCIDENTS TO BE SENT TO RAILWAY BOARD:

(a) The divisional Railway manager shall prepare in the prescribed form a monthly statement of train accidents and send it to the Chief Safety Officer so as to reach him not later than 7th of the following month.

(b) The Chief Safety Officer shall send a consolidated statement in the prescribed form, so as to reach the Railway Board not later than 10th of the month following to which the statement relates.

(c) Every officer dealing with accidents shall endeavour his utmost to collect and furnish all the information required for the preparation of the statement. But if any information is not available at the time of submission of the statement the remark "will follow" shall be made against the relevant items. Information with regard to such items shall be collected and a complete list, giving details about all items not originally furnished in each monthly statement, shall be submitted to the Chief Safety Officer without delay.

(d) The monthly statement of train accident shall include all cases of accidents to trains coming under the following cases:

A-1 to A-4 - Collisions D-

1 to D-4 - Derailments

F-1 to F-4 - Averted collisions

H-1 & H-2 - Trains passing Engineering Stop indicator or fixed Stop signal at danger or running into Banner Flag.

G-1 & G-2 - Entry of a train into block section without any Authority or without a proper authority to proceed.

G-3 & G-4 - Reception of a train on a wrong line, whether clear or obstructed, and train entering into a catch or slip siding or sand hump.

C-1 & C – 2 -Trains running in to road traffic at level crossing to be described as such and not as collisions.

N –1 to N-3 - Cases of tampering with track or equipment discovered in time to avert an accident in a separate statement.

11.10 MONTHLY STATEMENT OF ACCIDENTS TO THE COMMISSIONER OF RAILWAY SAFETY.

The Chief Safety Officer shall submit to the Commissioner of Railway Safety a consolidated monthly statement of accidents coming under the following classes-

P-1 Person or persons falling out of a running train resulting in grievous hurt to or loss of human life.

P-2 Person or persons run over or knocked down by a train resulting in grievous hurt to or loss of human life.

P-3 Person or persons falling out of a train or knocked down by a train not resulting in grievous hurt to or loss of human life.

Q-1 In the case of railway servants killed or seriously injured.

R-5 Person or persons injured due to bumping of an engine-either train engine, banking engine or shunting engine, with or without a shunting load or a vehicle/vehicles-against a rake/train.

This should also cover the following items:

(i) A passenger rake with passengers in a siding bumping against a buffer stock or other vehicles causing injuries to passengers.

(ii) A shunting engine colliding with a coaching stock in a siding or along a platform line causing death or injuries to the passengers in the rake.

11.11 SUBMISSIOIN OF ACCIDENT STATEMENTS BY THE CHIEF SAFETY OFFICER

Sl. No.	Statements	Submitted to	Periodicity
1	Advance intimation	Railway Board	1st working day of the next month
2	Fortnightly statement	Railway Board	18th of the month and 3 rd of the following month
3	P.C.D.O	Railway Board	10th of the next month
4	D.A.R. and punishments	Railway Board	7th of the next month
5	Nominated yards	Railway Board	10th of the next month
6	'A' Statement	Railway Board	10th of the next month
7	'B' Statement	Railway Board	45th day after the completion of the month

8	'C' Statement	Railway Board	Quarterly
9	Cumulative Statistics	Railway Board	Quarterly
10	Details of train accidents falling under section 113 of the Railways Act, 1989 for the previous month	CRS	10th of the next month
11	Monthly statement	CRS	10th of the next month
12	Annual report to CRS	CRS	Annual
13	General Manager'sAnnual narrative report.	G Branch	Annual
14	Annexure IV to CRB	G Branch	Every month

CASES TO BE SHOWN IN THE ANNUAL RETURNS:

(i) Cases in which a Railway servant sustains personal injuries by an accident which incapacitates him from resuming his normal duties for over two days have to be taken into account for the purpose of annual returns submitted by the Chief Safety Officer to the Railwayboard.

(ii) The following instructions shall be adhered to in the matter of sending advice of sick leave granted to railway servants to Chief Safety Officer and Chief Personnel Officer.

(a) In the covering letter forwarding the Special Report or enquiry proceedings, it shall be specifically stated how much leave has been granted to the railway servant at the outset.

(b) Advice of further extension of sick leave up to a limit of less than 20 days shall not be sent, except where the Railway servant resumes duty within that period, having sustained permanent (partial or total) disablement, and consequent loss in his earning capacity.

(c) In every cases, when the period of sick leave granted to a Railway servant extends to 20 days or more, an advice shall always be sent. Subsequently extensions of the leave, if any, granted to him shall not be advised and only a final advice, giving the following particulars shall be sent.

(d) Total period of sick leave granted, whether the Railway servant has resumed duty or been declared unfit for further service, and whether or not the railway servant has sustained permanent (partial or total) disablement and consequent loss in his earning capacity.

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CHAPTER XII

LIABILITY OF RAILWAY IN THE EVENT OF DEATH AND INJURY TO PASSENGERS

12.1 RELIEF TO PASSENGERS INVOLVED IN TRAIN ACCIDENT.

The amount of ex-gratia relief payable to the bonafide passengers/dependents involved in train accidents should be as under:-

* In case of death	: Rs. 50,000/-
* In case of grievous injury	: Rs. 25,000/-
* In case of simple injury	: Rs. 5,000/-

(i) The revised rate and conditions for payment of ex- gratia relief in case of grievously injured passengers who are hospitalized in case of Train Accident as defined under section 124 of the Railways Act, 1989 is as follows:-

Period of hospitalization	**Rate of ex- gratia** For
hospitalization upto 30 days to take care of initial expenses	Rs.25,000/- lump sum.
Thereafter at the end of every 10 days period or discharge, whichever is earlier?	Rs.300/- per day

The maximum period for which ex-gratia is payable to the grievously injured passenger will be 12 months.

12.2 EX- GRATIA PAYMENTS TO VICTIMS (ROAD USERS) INVOLVED IN TRAIN ACCIDENTS AT MANNED LEVEL CROSSINGS:

The ex-gratia amount payable to the dependants of dead or injured, road users involved in train accidents due to Railway prima – facie failure at manned level crossing should be as under:-

* In case of death	: Rs. 50,000/-
* In case of grievous injury	: Rs. 25,000/-
* In case of simple injury	: Rs. 5,000/-

12.3 EX-GRATIA RELIEF PAYABLE TO THE DEPENDANTS OF DEAD OF INJURED PASSENGERS INVOLVED IN UNTOWARD INCIDENTS.

(1) The ex-gratia amount payable to the dependants of dead of injured passengers involved in untoward incidents under section 124-A of the Railways Act, 1989 (24 of 1989) shall be Rs.15000/-(Rupees fifteen thousand only) in case of death, Rs.5000/- (Rupees five thousand only) in case of grievous injury and Rs.500/- (Rupees five hundred only) in case of simple injury.

The rate and conditions for payment of ex-gratia relief in case of grievously injured passengers who are hospitalized in case of untoward incidents are defined under section 123, read with section 124-A, of the Railways Act, 1989 is as follows:

Period of hospitalization	Rate of ex- gratia
- Upto 30 days of hospitalization	Rs. 5,000/- (Rupees five thousand only)
- Upto further six months of hospitalization	Rs.1,000/- (Rupees one thousand only) per week of part thereof for the period of indoor treatment.
- Upto further five months of hospitalization	Rs.500/- (Rupees five hundred only) per week of part thereof for the period of indoor treatment.

The maximum period for which ex-gratia is payable to the grievously injured passenger will be 12 months.

Note: (i) No ex- gratia relief is admissible in case of Accident at Unmanned Level Crossing.

(ii) No ex-gratia payment would be admissible to the trespassers, persons electrocuted by OHE and road users at Unmanned Level Crossings.

(iii) 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.

(iv) E x-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.

(v) 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 reasonably made on the spot after the immediate needs by way of medical attendance etc, to injured persons are attended to.

(vi) These ex-gratia payments, except in case of road users at manned level crossing, are not to be taken into account at the time of formal claims for compensation.

(vii) <u>Other terms and conditions applicable who are grievously injured in train accidents or untoward incidents</u>

(a) This ex-gratia relief will be exclusively for passengers who are grievously injured in train accidents or untoward incidents as defined under Section 123, read with section 124/124-A of the Railways Act, 1989.

(b) 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 11 months. In case where the injured is taking treatment in other than Railway Hospital, the treatment has to be certified by Railway Doctor.

(c) Sr.DMO shall also keep track of such injured person taking treatment in other than Railway Hospitals. Sr.DCM/DCM shall

keep co-ordination with Sr.DMO for the purpose and arrange payment of ex-gratia every week 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.

(viii) In case of enhanced ex-gratia announced by the Minister of Railways as a special case under his/her discretionary powers, the amount equivalent to the normal rate of ex-gratia for death/injury of passenger in train accidents/ untoward incidents and to the road users who meet with an accident due to Railway's prima facie liability at Manned Level Crossing GateAccident be paid in cash and the remaining portion of the enhanced ex-gratia be paid by account payee cheque. The position is tabulated as under:-

Sl. No.	**In case of**	**Normal rate of ex-gratia (as per extant instructions)**	**Amount of Ex-Gratia to be paid by cash/ cheque in cheque in case of enhanced ex-gratia announced by the Hon'ble Minister of Railways**	
			By Cash	**By Cheque**
1.	**In case of Train Accident (Section 124 of the Act).**			
i)	In case of death	Rs.50000/-	Rs.50000/-	Announced amount of ex-gratia minus Rs.50000/-
ii)	In case of grievous	Rs.25000/-	Rs.25000/-	Announced amount of ex-gratia minus injury Rs.25000/-
iii)	In case of simple injury	Rs.5000/-	Rs.5000/-	Announced amount of ex-gratia minus Rs.5000/-
2.	**In case of Untoward incident (Sec-124-A of the Act)**			
i)	In case of death	Rs.15000/-	Rs.15000/-	Announced amount of ex-gratia minus Rs.15000/-
ii)	In case of grievous injury	Rs.5000/-	Rs.5000/-	Announced amount of ex-gratia minus Rs.5000/-
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 Prima facie liability)**			
i)	In case of death	Rs.50000/-	Rs.50000/-	Announced amount of ex-gratia minus Rs.50000/-
ii)	In case of grievous injury	Rs.25000/-	Rs.25000/-	Announced amount of ex-gratia minus Rs.25000/-
iii)	In case of simple injury	Rs.5000/-	Rs.5000/-	Announced amount of ex-gratia minus Rs.5000/-

12.3 ISSUE OF COMPLEMENTARY PASSES TO THE NEXT OF KIN OF THE VICTIMS AS WELL AS TO THE SURVIVING VICTIMS OF THE RAILWAY ACCIDENTS.

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 traveling or higher if recommended by the doctor. 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;

1. The issue of such complementary passes may centralise in the General Manager's office and should have the approval of General Manager.

2. Such complementary may be issued to not more than two relatives of the injured or deceased passengers.

3. Sufficient safe guard may be adopted so that this passes are not misused.

4. Break of journey on such passes should not be allowed.

12.4 COMPENSATION TO VICTIMS – SPEEDY DISPOSAL:

The Railways must be more responsive while dealing with public, particularly in such cases of robberies and other unfortunate incidents resulting in injuries and other sufferings to the passengers. Proper medical records of such cases should be kept. Railway protection force should interact more closely with Government Railway Police and State Police for settling all cases of compensation expeditiously. Compensation should be paid to all after proper investigation. Vigorous efforts should be taken to locate the injured by deputing team of staff and provide them application forms with guidance to enable them to file claims for compensation before Railway Claims Tribunal and action taken particulars may be advised within 10 days. Expeditious action should be taken and ensure that delay does not take place. Wherever any passenger train accident or untoward incident takes place, addresses of all the dead/injured should be taken,. Ex-gratia payment should be made in accordance with present instructions and application forms should be supplied to them for filling the claims compensation cases.

12.5 APPLICABILITY OF COMPENSATION TO PERSONS:

If a train accident results in the death of a passenger travelling by a train, compensation should be paid irrespective of whether a bonafide authority to travel has been produced or not.

12.6 AMOUNT OF COMPENSATION PAYABLE – VARIOUS PROVISIONS OF RAILWAYACCIDENT (COMPENSATION) RULES, 1990

Compensation payable to persons injured in railway accidents is prescribed by a Schedule of Compensation attached to the Railway Accidents and Untoward incidents (Compensation) Amendment Rules 1997.

The amount of compensation payable for an injury not specified in the schedule but which in the opinion of Claims Tribunal is such as to deprive a person of all capacity to do any work shall be Rs. 4,00,000/-

The amount of compensation payable in respect of any injury other than an injury specified in the schedule resulting in pain or suffering shall be such as the Claims Tribunal may after taking in to consideration evidence besides other circumstances of these determine to be reasonable.

Provided if more than one injury is caused by the same accident, the compensation shall be payable in respect of each injury.

Provided further that the total compensation of such injuries shall not exceed Rs. 4,00,000/-.

Where compensation has been paid for any injury which is less than the amount which would have been payable as compensation if the injured person had died and the person subsequently died as the result of injury, a further compensation equal to the difference between the amount payable for death and already paid shall become payable.

Notwithstanding anything contained in the above rule, the total compensation payable under that rule shall in no case exceed Rs. 4,00,000 in respect of any person.

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