

Accident inquiry by the Railways:

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

i. In case of 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 convener of such Committee. The Accident Inquiry Report of the Committee shall be accepted by the General Manager of the Zonal Railway. All cases of collisions falling under A1 to A4 categories shall be inquired into by a committee of SAG officers with General Manager as the accepting authority unless the same is being inquired into by CRS.

b) 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. inquiry officer can co-opt any other officer as considered necessary. investigation team would be assisted by the Divisional Officers.

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

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

e) All cases of Indicative Accidents shall be inquired into by a Committee of Senior or Junior Scale Officers with DRM as the accepting authority.

f) General Manager or DRM can have the inquiry conducted by a committee of higher level of Officers than the above mentioned levels depending upon the seriousness of the accident.

g) In accident cases wherein the inquiry Committee determines responsibility of 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 though CSO after which such inquiry report shall be accepted (instead of DRM). Finalization of Inter-railway DAR cases arising out of reports be followed up by the Principal Head of the Department of the department of the Railway on which the accident took place. If suitable response is not received from the respondent railway at General Manager's level, the case should be referred to Railway Board.

h) All cases of equipment failures shall be inquired into by Senior Supervisors/Supervisors of respective departments.

i) All inquiries will be ordered by the concerned DRM except for inquiries falling under items (a) & (b) of the above wherein the General Manager will order the inquiries.

907 Schedule for completion of Accident Inquiry: In all accidents where inquiries are necessary, they must be held as soon as possible after the accident and the proceedings submitted without delay. The time-table counting 'D' as the day of accident will be as under:

S.No.	Target	Schedule / Remarks
1	D	Date of Accident.
2	D+1	DRM /GM shall order the inquiry, if no particular department accepts the responsibility.
3	D+3	Committee shall commence the inquiry into the accident.
4	D+7	Committee shall submit the inquiry report to DRM /GM.
5	D+10	Acceptance of inquiry report by the DRM/GM.
6	D+15	Inquiry reports will be finalized by CSO/AGM. Note: CSO for review cases only. AGM for accident cases in which foreign railway staff are held responsible.
7	D+20	Submission of inquiry report to CRS with remarks. A copy of findings of the Inquiry Report to be sent to Railway Board.
8	D+90	DAR action against officials held responsible to be completed

Note:

- a) DRM/GM may decide to have the inquiry conducted even in cases where a particular department accepts the responsibility for enabling thorough review of associated systems involved in the accident.
- b) Time limits prescribed are the upper limits. Railway should make efforts to finalize the Inquiry Report and DAR action as early as possible but not beyond the prescribed time limits.

908 Acceptance of responsibility by Departments concerned:

- a) Except as provided for in clause (b) below, and irrespective of whether a joint or Inter departmental Inquiry is ordered by the General Manager, the Sr.DSO of the division shall be advised within two days by the other divisional officers whether their department is accepting responsibility or not. If no department accepts responsibility, the Divisional Safety Officer shall at once put up the case to the Divisional Railway Manager who will, if necessary, order an Inter Departmental inquiry.
- b) No advice regarding acceptance of responsibility need be sent in case of accidents at level crossings resulting in no injury to persons and/or no damage to public property.

909 Special Report: A special report on an accident is a brief narrative report and it shall be submitted in cases indicated in Chapter-II. It shall contain only the facts of the case, relevant particulars from the statements of staff, the conclusions regarding the cause of accident and the responsibility of staff, together with the rules violated. When a special report contains any detail which is in supersession of what has already been furnished in the accident message, this shall be specifically indicated in the special report. 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 recurrence of the accident, shall be incorporated in the separate paragraphs. The special report shall not contain any reference to the disciplinary action proposed to be taken against the staff held responsible. Disciplinary action against the staff held responsible shall be initiated only on acceptance of the findings by the appropriate authority. The actual punishments imposed on staff shall be communicated, within the stipulated time limit to the Chief Safety Officer.

910 Commencing of Joint and Inter-departmental Inquiries: When a Joint or Interdepartmental inquiry is ordered by the General Manager, the Senior Most Officer of the inquiry committee shall fix the date as per the schedule and place, in consultation with other members of the committee but, in all cases, the inquiry shall be held at the station nearest to the site of accident and within three days after the occurrence of accident. The site of accident shall be inspected immediately and such inspection shall not be dispensed with under any circumstances. The date once fixed may not be changed, except in case of absolute necessity. The representative of each department shall be responsible for summoning and arranging for the attendance at the inquiry of the staff of his department who may be able to give evidence in the case. The Presiding Officer shall arrange for the attendance of any other witnesses whose presence he considers necessary to examine.

911 Method of conducting Joint / Inter Departmental Inquiries:

- a) Before starting the Inquiry, issues shall be framed and the evidence confined to 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 of issue, after which their evidence, as recorded shall be read over to them and they shall be asked if they have anything to add. Witness shall be cross-examined and re-examined if necessary, to elicit important details.
- b) 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