

- a. Section Control/Dy. Control/Traction Power Control telephone etc.
- b. Auto / DOT telephones,
- c. Magneto telephone with the cabins / gates,
- d. IBS telephone with IBS at Km. - - - - -
- e. Telephone with axle counter reset boxes,
- f. Telephone for yard communication,
- g. VHF sets, and
- h. Mobile Train Radio Communication (MTRC)

The action to be taken in case of failure of communication(s) given above has to be clearly spelt out.

(Details of working should be given in appendix 'B')

6. **System of train working:**

6.1. **Duties of train working staff.**

The duties of the train working operating staff such as Station Master, Switchman, Cabinman, Leverman, Pointsman, Platform Porter, Gateman for train operation should be mentioned in detail in Appendix 'D', giving specific references to the G&SR of the Railway and the Block Working Manual.

6.1.1. **Train working staff in each shift.**

The availability of above operating staff provided at the station in each shift with their duties for working of trains should be mentioned in Appendix 'D'.

6.1.2. **Responsibility for ascertaining clearance of the lines and Zones of responsibility.**

Responsibility for ascertaining clearance of lines and zones of responsibility of each of the staff on duty should be clearly mentioned here. Mention should be made that private number book should be under the custody of train passing staff who is authorised to use it.

6.1.3. **Assurance of staff in the assurance register.**

Every train passing staff posted newly at the station or leave reserve staff at the station or regular staff who has resumed his duties after more than 15 days absence must go through Station Working Rules in force and give assurance in the prescribed Assurance Register.

6.2. **Conditions for granting Line Clear.**

Under this head, principles of the system of working in force at the station should be described briefly and clearly as applicable to the station. Specific points on the track upto which the line is required to be kept clear must be indicated. Mention of outlying sidings, if involved, may also be made.

6.2.1. **Any special conditions to be observed while receiving or despatching a train.**

1. Setting of points against blocked line.
2. Reception of train on blocked line.
3. Reception of train on non-signalled line.
4. Despatch of train from non-signalled line.

5. Despatch of train from line provided with common Starter signal.
6. Any other special conditions should be mentioned giving reference to the G&SR.

6.3 **Conditions for taking 'off' approach signals.**

This needs to be mentioned here giving reference to the relevant provision of the G&SR.

6.3.1. **Commissioner of Railway Safety approval.**

The particulars of condonations sanctioned by CRS and/or exemptions obtained under approved special instructions as per General Rules shall be detailed.

6.3.2. **Responsibility of Station Master for restoration of signals to 'on'.**

Station Master should ensure that signal is put back to 'on' after passage of the train as per Rule 3.36.2 (b).

6.4. **Simultaneous reception/despatch, crossing and precedence of trains.**

This should mention the specific setting of points and traps for the purpose of achieving the desired signal overlaps/isolations to sand humps / sidings etc., while receiving trains simultaneously, crossing and giving precedence to trains at the station.

6.5 **Complete arrival of trains.**

Responsibility for verification of complete arrival of trains before closing the block section should be made clear. In case Block Proving Axle Counter (BPAC) is installed on the section, the procedure of block working should be mentioned, giving reference to the relevant provisions of G&SR and Block Working Manual.

6.6 **Despatch of trains.**

Particulars regarding starting of trains from running lines, non-signalled lines, issue of Caution Orders etc., should be mentioned giving reference to the provision of G&SR and Block Working Manual. In case IBS is provided, the procedure for despatch of trains up to the IBS and thereafter to the next station should be clearly defined.

6.7 **Trains running through.**

The provisions given in G&SR should be mentioned.

6.8 **Working in case of failure.**

Working in case of failure of track circuits, points, signals, block instruments, axle counters, Block Proving Axle Counters, procedure for working over damaged points, reception of trains on obstructed lines, non-signalled line including failure to read the occupation of line by trolley or light engine etc., should be mentioned in detail here.

6.9 **Provision for working of trollies/motor trollies /material lorries.**

Some of the precautions such as given below should be mentioned:

- (i) The section where axle counters are provided in lieu of track circuits, trollies, motor trollies, lorries etc., which are not insulated, shall not be allowed to run except on Line Clear.
- (ii) Motor trollies/tower wagons/material lorries are not likely to actuate the axle counter correctly. When they are to run over the section split by axle counters, the whole section to be treated as one and next train to be started after the last train has arrived complete.

(iii) In all other respects, the working of a light motor trolley shall conform to the rules laid down for ordinary trollies while running without block protection and to those laid down for motor trollies while running under block protection or following another light motor trolley or a motor trolley.

(iv) Any other restriction on movement of trollies / motor trollies / material lorries/tower wagons etc.

7. **Blocking of lines:**

The precautions that are to be taken by the Station Master when lines are blocked by stabled vehicles or otherwise for maintenance works shall be detailed here.

8. **Shunting:**

8.1. General precautions

8.2. Shunting in the face of an approaching train

8.3. Prohibition of shunting, special features if any.

8.4. Shunting on single line –

- within station section
- between last Stop signal and opposite first Stop signal.
- beyond opposite first Stop signal
- during failure of block instrument on single line.

8.5. Shunting on double line-

- block back;
- block forward;
- following a train travelling away;
- up to IBS;
- beyond IBS and
- during failure of block instrument on double line.

8.6. Shunting in the siding taking off from station yard/goods yard.

9. **Abnormal conditions:**

(a) **The Rules to be observed in the event of abnormal conditions.**

The procedure to be followed in the event of following abnormal conditions should be specifically mentioned:

- (i) During partial interruption/failure of electrical communication instrument;
- (ii) The authority to proceed in the occupied block section in case of obstruction of line or accident etc.;
- (iii) Trains delayed in block section;
- (iv) Failure/passing of Intermediate Block Stop signal at 'on';
- (v) Failure of Axle Counter Block/BPAC and
- (vi) Failure of MTRC