

APPENDIX- XV**Operating Forms**

S. No.	Description	Colour	Form Number
1.	Signal & Telecommunication Disconnection / Reconnection Notice	Black	S&T (T/351)
2.	Advance authority to pass defective signals	Blue	T/369(1)
3.#	Authority to pass signals at 'on' or defective position	Blue	T/369 (3b)
4.	Caution Order	Green	T/409
5.	'NIL' Caution Order	Green	T/A 409
6.	Train Examination Advice/Report	Black	T/431
7.	Authority to proceed for material train (Return to originating station)	Blue	T/462
8.	Authority to proceed for material train (Proceed to next station)	Blue	T/A 462
9.	Authority to proceed for track machine (Return to originating station)	Blue	T/465
10.	Authority to proceed for track machine (Proceed to next station)	Blue	T/A 465
11.	Authority to receive a train on an obstructed line	Blue	T/509
12.#	Authority to receive a train on to a non - signalled line	Blue	T/510
13.	Authority to start from a non-signaled line	Blue	T/511
14.	Authority to start from a line with common Starter signal	Blue	T/512
15.	Authority to proceed for relief engine/train into an occupied block section	Red	T/A 602
16.#	Authority for opening communication during total interruption of communication on single line section	Red	T/B 602
17.	Authority for working of trains during total interruption of communication on double line section	Red	T/C 602

S. No.	Description	Colour	Form Number
18.#	Authority for temporary single line working on double line section	Red	T/D 602
19.	Line Clear enquiry message asking Line Clear for despatch of trains during total failure of communication on single line section	Red	T/E 602
20.	Conditional Line Clear reply message	Red	T/F 602
21.	Conditional Line Clear ticket (Up)	Red	T/G 602
22.	Conditional Line Clear ticket (Down)	Red	T/H 602
23.	Message on restoration	Black	T/I 602
24.	Block Ticket	Red	T/J 602
25.	Written permission by Guard to Loco Pilot to proceed to next station from mid-section	Blue	T/609
26.	Shunting order	Blue	T /806
27.#	Authority for Working of Trains During Total Interruption of Communication/Obstruction On Line in Automatic Block System	Red	T/B 912
28.	Authority to proceed for relief engine / train into an Automatic Block signalling section	Red	T/C 912
29.#	Authority For Working of Trains During Prolonged Signal Failure In Automatic Block System.	Red	T/D 912
30.#	Authority For Temporary. Single Line Working on Double line Automatic Block System.	Red	T/E 912
31.	Train intact arrival register	Black	T/1410
32.	Line Clear enquiry and reply message book in the event of failure / Suspension / Non-provision of Block Instruments message (inward)	Black	T/A 1425
33.	Line Clear enquiry and reply message book in the event of failure / Suspension / Non-provision of Block Instruments message (inward)	Black	T/B 1425
34.	UP Paper Line Clear Ticket	Blue	T/C 1425
35.	Down Paper Line Clear Ticket	Blue	T/D 1425
36.	Trolley/Lorry/OHE ladder trolley notice	Black	T/1518

S. No.	Description	Colour	Form Number
37.	Authority for Trolley/Lorry/Motor Trolley to be used on token less sections in Absolute Block System and Automatic Block System territories	Blue	T/A 1525
38.	Motor trolley permit (following)	Blue	T/1525
39.	Authority to proceed for tower wagon and to return to starting station	Blue	T/1708
40.	Authority to proceed for tower wagon to proceed to station in advance	Blue	T/A 1708

#format of the forms provided in the Appendix are as below.

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दक्षिण मध्य रेलवे / South Central Railway

Form No. T/ 369(3b)
Serial No. _____

**AUTHORITY TO PASS SIGNAL/S AT 'ON' OR DEFECTIVE POSITION
(Loco Pilot / Station Master's Record)**

Station _____
Date _____

Time: _____ hours _____ min

To
The Loco Pilot / Motorman / Operator of Train / Unit / TM / TC _____ UP / DOWN.

You are authorized to pass the following signal/s at ON with a speed **not exceeding 15 kmph** while passing over points. Observe hand signals given by a railway servant in uniform at the foot of the signal/s, if it protects points.

Signal No	Description	Point Numbers Set, Clamped and Padlocked	Observe closure of Interlocked LC Gates number

*The train will be admitted on line No. (in figures), _____ and (words) _____
(in case of defective reception signal)

*Your train will start from line No. (in figures), _____ and (words) _____
(in case of defective dispatch signal)

*In Automatic Block System of working, while passing Advanced Starter / LSS at ON, you shall restrict the speed to **10 kmph** up to next Automatic Stop signal, irrespective of its aspect.

**SM to strike out whichever is not applicable*

Signature and Stamp of Station Master

I have understood the contents of this authority

Sign of LP / Motorman / Operator

Date: _____

Time: ____ hrs ____ min

दक्षिण मध्य रेलवे/South Central Railway

Form No. T/ 510
Serial No. _____

AUTHORITY TO RECEIVE A TRAIN ON A NON-SIGNALLED LINE
(Loco Pilot / Station Master's Record)

Station _____
Date _____

Time: _____ hours _____ mins

To
The Loco Pilot / Motorman of Train / Engine / Unit No. _____ UP / DOWN.

1. Your train is being admitted on line No. (in words), _____ and (figures) _____
2. *You are hereby authorized to start your train from _____ of Up/Down line of this station cautiously at a speed not exceeding 15 kmph, on being piloted by the bearer of this authority. All the points on the path are correctly set, clamped and locked.
or
*You are hereby authorized to start your train from _____ of Up/Down line of this station cautiously at speed not exceeding 15 kmph on being piloted by the bearer of this authority and be prepared to stop short of the Shunt signal _____, and proceed further on observing 'Off' aspect of the Shunt signal.
3. *Closure of LC gate(s) No(s) _____ is/are ensured by exchange of PN with the Gateman (men).
4. *You are authorised to pass Signal No. _____ (in no and words) at ON.
5. *You are being received on obstructed line. You shall bring the train to a stand at the facing points leading to the line and move forward upon exhibition of proceed hand signals and stop at a distance of not less than 45 metres from the point of obstruction.

*SM to strike out whichever is not applicable

Signature and Stamp of Station Master

I have understood the contents of this authority

Sign of LP / Motorman
Date: _____
Time: ____ hrs ____ min

UP / DOWN

**AUTHORITY FOR OPENING COMMUNICATION
DURING TOTAL INTERRUPTION OF COMMUNICATION ON SINGLE LINE SECTION
(Loco Pilot / Train Manager / Station Master's Record)**

Station _____

Time: ____ hours ____ min

Date _____

To

The Loco Pilot / Motorman / Operator of Engine / Empty Unit / TM / TC _____ Up / Down.

Authority To Proceed WITHOUT LINE CLEAR

1. You are hereby authorized to proceed cautiously **without line clear** from _____ station to _____ station as signals and communications have failed. You are expressly warned that a similar train could have been started from other station.
2. You shall start from line number _____ of this station and shall bring your Engine / Empty Unit / TM / TC to a stand outside the Home Signal of _____ station and thereafter be guided by the instructions from the Station Master of that station.

Authority To Pass Station Departure Signals at 'ON' Position

You are authorized to pass the following station departure signals at ON. You shall ensure Proceed Hand Signals are being given by a railway servant in uniform for departure signals protecting points and for signals which are interlocked with LC gate.

Signal No	Description	Point Numbers Set, Clamped and Padlocked	Observe closure of Interlocked LC Gates number

Caution Order

1. Speed shall be restricted to **15 kmph** when the view is clear and **10 kmph** when view ahead is impaired subject to other speed restrictions. In thick, foggy or tempestuous weather or dust storm, two men on foot with red light and fog signals shall walk ahead. You shall switch ON the flasher light where provided.
2. A **sharp look out** must be kept at all times and Loco Pilot must be prepared to stop clear and short of any obstruction which may exist or crop up on the line. Whistle freely.
3. You are expressly warned to observe every caution while approaching level crossing gate/s situated in the block section at KM _____.
4. In case of Automatic Block System of working, you shall **stop** when an automatic signal is at ON and shall pass only after observing all rules under GR 9.02 and gate rules GR 9.15.
5. Both by day and by night, tunnel must not be entered until the Loco Pilot has ascertained that it is clear. Should there be any doubt on this point; the train should be piloted by a railway employee equipped with lighted hand signals and detonators.
6. During night, if engine is not fitted with Electric Head Light or if not in working order, the train must be preceded at an adequate distance by a railway servant carrying detonators and exhibiting red light ahead to stop any other approaching train. The precautions must be taken in case of self-propelled vehicle also.

Conditional Line Clear Message

To the Station Master _____

Message number _____

On arrival of this Engine / Empty Unit / TM / TC at yours, line will be clear and kept clear for Engine to return with / without attached to a Train or Another Engine or Self-propelled vehicle / Trolley etc.

Private No in words _____ in figures _____

Line Clear Enquiry Message

To the Station Master _____

Message number _____

On return of Engine with / without attached to a Train or Another Engine or Self-propelled vehicle / Trolley etc., will line be clear and kept clear for train no _____ waiting to proceed?

Note - This form should be handed over to the Station Master of the station at the end of the authorized journey for record.

Signature and Stamp of Station Master

I have understood the contents of this authority

Sign of TMR

Sign of LP / Motorman / Operator

Date: _____

Date: _____

Time: ____ hrs ____ min

Time: ____ hrs ____ min

**AUTHORITY FOR TEMPORARY SINGLE LINE WORKING
ON DOUBLE LINE IN ABSOLUTE BLOCK SYSTEM
(Loco Pilot / Train Manager / Station Master's Record)**

Station _____
Date _____
To _____

Time: _____ hours _____ min

The Loco Pilot / Motorman / Operator of Train / Unit / TM / TC _____ Up / Down.
The obstruction exists at _____ Km of _____ line.

For WRONG line train

Authority To Proceed

1. Line clear has been received from _____ station under Private No. (in words) _____ (figures) _____.
2. You are authorized to work your Train / Unit / TM / TC from line number _____ of this station, up to the Last Stop Signal pertaining to wrong line of _____ station at _____ Km and thereafter be guided by the Station Master of that station.
3. You are authorized to pass the following station departure signals at ON. You shall ensure Proceed Hand Signal being given by a railway servant in uniform for departure signals protecting points and for signals which are interlocked with LC gate.

Signal No	Description	Point Numbers Set, Clamped and Padlocked	Observe closure of Interlocked LC Gates number

4. The train shall be piloted out of the station after all the concerning points have been correctly set and locked and hand signals exchanged.

Caution order

1. *Your Train is the **First** Train. Speed shall be restricted to **25 kmph** subject to observance of other speed restriction in force. You shall switch "ON" the flasher light of the train engine and inform all Gatemen and Gangmen about the introduction of Temporary Single Line Working.

(or)

*Your Train is not the First Train. You are permitted to work at **Sectional speed**, subject to other speed restrictions in force.

(*SM to strike out whichever is not applicable)

2. Following are the additional Caution Orders in force in Block Section of wrong line.

S.No	Station		Kilometer		Speed (kmph)	Cause/Remarks
	From	To	From	To		
1.						
2.						

3. You are expressly warned to observe every caution while approaching level crossing gate/s situated in the block section at _____ (LC nos with Km) and shall pass only after ensuring the gates are closed, and only on receiving Proceed Hand Signal from a railway servant in uniform.
4. You are expressly warned to observe neutral section at _____ km on the wrong line.
5. You shall bring your train to a stop before the LSS of _____ station on wrong line.

For RIGHT line train

1. *Your Train is the **First** Train. Speed shall be restricted to **25 kmph** subject to observance of other speed restrictions in force.

(or)

*Your Train is not the First Train. You are permitted to work at **Sectional speed**, subject to other speed restriction in force.

(*SM to strike out whichever is not applicable)

2. You shall work your train starting from line number _____ of this station guided by signal aspects.
3. You shall **stop** when a gate signal is at ON and shall pass only after observing all rules under GR 3.73.
4. Where IBS is provided and is at ON, you shall follow all rules under GR 3.75.

Signature and Stamp of Station Master

I have understood the contents of this authority

Sign of TMR Sign of LP / Motorman / Operator
Date: _____ Date: _____
Time: ____ hrs ____ min Time: ____ hrs ____ min

**AUTHORITY FOR WORKING OF TRAINS DURING TOTAL INTERRUPTION OF
COMMUNICATION ON DOUBLE LINE IN AUTOMATIC BLOCK SYSTEM
(Loco Pilot / Train Manager / Station Master's Record)**

Station _____

Time: ____ hours ____ min

Date _____

To

The Loco Pilot / Motorman / Operator of Train / Unit / TM / TC _____ Up / Down.

Authority To Proceed WITHOUT LINE CLEAR

- . You are hereby authorized to proceed cautiously **without line clear** from _____ station to _____ station on _____ (Up/Down) Line as signals and communications have failed. You are expressly warned that the block section might be occupied.
- . You are authorised to work your Train / Unit / TM / TC from line number _____ of this station and shall bring to stand outside the Home Signal of _____ station and thereafter be guided by the instructions from the Station Master of that station.

Authority To Pass Station Departure Signals at 'ON' Position

You are authorized to pass the following station departure signals at ON. You shall ensure Proceed Hand Signal being given by a railway servant in uniform for departure signals protecting points and for signals which are interlocked with LC gate.

Signal No	Description	Point Numbers Set, Clamped and Padlocked	Observe closure of Interlocked LC Gates number

Caution Order

1. Speed shall be restricted to **15 kmph** when the view is clear and **10 kmph** when view ahead is impaired subject to other speed restrictions. Whistle freely.
2. A **sharp look out** must be kept at all times and Loco Pilot must be prepared to stop clear and short of any obstruction which may exist or crop up on the line.
3. You shall **stop** when an automatic signal is at ON and shall pass only after observing all rules under GR 9.02 and gate rules GR 9.15.
4. You are expressly warned to observe every caution while approaching level crossing gate/s situated in the block section at _____ (LC nos with Km) and shall pass only after ensuring the gates are closed.
5. Both by day and by night, tunnel must not be entered until the Loco Pilot has ascertained that it is clear. Should there be any doubt on this point; the train should be piloted by a railway employee equipped with lighted hand signals and detonators.

Note - This form should be handed over to the Station Master of the station at the end of the authorized journey for record.

Signature and Stamp of Station Master

I have understood the contents of this authority

Sign of TMR

Date: _____

Time: ____ hrs ____ min

Sign of LP / Motorman / Operator

Date: _____

Time: ____ hrs ____ min

**AUTHORITY FOR WORKING OF TRAINS
DURING PROLONGED SIGNAL FAILURE IN AUTOMATIC BLOCK SYSTEM
(Loco Pilot / Train Manager / Station Master's Record)**

Station _____

Time: _____ hours ____ mins

Date _____

To

The Loco Pilot / Motorman / Operator of Train / Unit / TM / TC _____ Up / Down.

Authority To Proceed

1. Line clear has been received from _____ station under Private No. (in words) _____ (figures) _____.
2. You are authorized to work your Train / Unit / TM / TC from line number _____ of this station up to the Home Signal of _____ station and thereafter be guided by its aspect or the instructions from the Station Master of that station.

Authority To Pass Signals at 'ON' Position

You are authorised to pass the following station departure signals and mid-section automatic signals at ON. You shall ensure Proceed Hand Signal being given by a railway servant in uniform for departure signals protecting points and for signals which are interlocked with LC gate.

Signal no									
Points set									
LC gate									

Caution Order

1. *Your train is the **First train** to pass over the _____ line between _____ station and _____ station during prolonged failure of Automatic signaling. Speed shall be restricted to **25 kmph** when the view is clear and **10 kmph** when view ahead is impaired subject to other speed restrictions.
(or)
*Your train is NOT the First train and is authorized to pass over the _____ line between _____ station and _____ station with the **Sectional speed** subject to other speed restrictions.
*(*SM to strike out whichever is not applicable)*
2. The speed over facing points is restricted to **15 kmph**.
3. You are expressly warned to observe every caution while approaching level crossing gate/s situated in the block section at _____ (LC nos with Km) and shall pass only after ensuring the gates are closed.

Signature and Stamp of Station Master

I have understood the contents of this authority

Sign of TMR

Sign of LP / Motorman / Operator

Date: _____

Date: _____

Time: ____ hrs ____ min

Time: ____ hrs ____ min

**AUTHORITY FOR TEMPORARY SINGLE LINE WORKING
ON DOUBLE LINE IN AUTOMATIC BLOCK SYSTEM
(Loco Pilot / Train Manager / Station Master's Record)**

Station _____
Date _____
To _____

Time: _____ hours _____ min

The Loco Pilot / Motorman / Operator of Train / Unit / TM / TC _____ Up / Down.
The obstruction exists at _____ Km of _____ line.**For WRONG line train****Authority To Proceed**

1. Line clear has been received from _____ station under Private No. (in words) _____ (figures) _____.
2. You are authorized to work your Train / Unit / TM / TC from line number _____ of this station, up to the Last Stop Signal pertaining to wrong line of _____ station at _____ Km and thereafter be guided by the Station Master of that station.
3. You are authorized to pass the following station departure signals at ON. You shall ensure Proceed Hand Signal being given by a railway servant in uniform for departure signals protecting points and for signals which are interlocked with LC gate.

Signal No	Description	Point Numbers Set, Clamped and Padlocked	Observe closure of Interlocked LC Gates number

4. The train shall be piloted out of the station after all the concerning points have been correctly set and locked and hand signals exchanged.

Caution order

1. *Your Train is the **First** Train. Speed shall be restricted to **25 kmph** subject to observance of other speed restriction in force. You shall switch "ON" the flasher light of the train engine and inform all Gatemen and Gangmen about the introduction of Temporary Single Line Working.

(or)

*Your Train is not the First Train. You are permitted to work at **Sectional speed**, subject to other speed restrictions in force.

(*SM to strike out whichever is not applicable)

2. Following are the additional Caution Orders in force in Block Section of wrong line.

S.No	Station		Kilometer		Speed (kmph)	Cause/Remarks
	From	To	From	To		
1.						
2.						

3. You are expressly warned to observe every caution while approaching level crossing gate/s situated in the block section at _____ (LC nos with Km) and shall pass only after ensuring the gates are closed, and only on receiving Proceed Hand Signal from a railway servant in uniform.
4. You are expressly warned to observe neutral section at _____ km on the wrong line.
5. You shall bring your train to a stop before the LSS of _____ station on wrong line.

For RIGHT line train

1. *Your Train is the **First** Train. Speed shall be restricted to **25 kmph** subject to observance of other speed restrictions in force. Line clear has been received from _____ station under Private No. (in words) _____ (figures) _____.

(or)

*Your Train is not the First Train. You are permitted to work at **Sectional speed**, subject to other speed restriction in force.

(*SM to strike out whichever is not applicable)

2. You shall work your trains starting from line number _____ of this station guided by signal aspects. You shall **stop** when an automatic signal is at ON and shall pass only after observing all rules under GR 9.02, 9.14 and gate rules GR 9.15.

Signature and Stamp of Station Master

I have understood the contents of this authority

Sign of TMR Sign of LP / Motorman / Operator
 Date: _____
 Time: _____ hrs _____ min Date: _____
 Time: _____ hrs _____ min