

311 Electrical Staff:

311.1 Power (General):

Ensure lighting arrangements, if required, are provided at the site.

In case of Fire in coaches, immediately collect / record evidence of passengers with full particulars. If some passengers are willing to give evidence later on, their names and addresses should also be recorded.

311.2 Over-Head Equipment

- a) In case of an accident, where OHE is involved, arrange for adequate number of break-down staff / tower wagon and proceed to the site of the accident by the quickest available means.
- b) Ensure the OHE is made dead and OHE is slewed as required for ground / crane operations.
- c) Arrange and supervise restoration of OHE expeditiously.

311.3 Loco Inspector:

- a) Proceed to site in case Electric/Diesel Loco or EMU is involved.
- b) Supervise restoration operations.
- c) Ensure that Speedo graphs, Speedometer chart, Loco / EMU log books are seized ,sealed and kept in safe custody.
- d) Note down his observations regarding the Electric / Diesel Loco / EMU and record measurements as per the prescribed pro-forma.
- e) Ensure that measurements of the Loco / EMU are taken on the spot. If it is not possible for all types of measurements to be taken on the spot, the same should be taken in shed.

312 Security Staff:

312.1 First Response: First information about any calamity involving trains or Railway premises will normally be received by the nearest RPF post / Outpost. The person receiving such information should muster maximum available manpower within the shortest possible time and dispatch them to the scene of accident by the quickest means. After dispatching the available force immediately, the Post / Out Post in-charge should requisition additional manpower. He should also simultaneously pass on the information to the senior supervisors, officers and the control rooms.

312.2 Reinforcement: Efforts will be made to get the reinforcement from the neighbouring posts / outposts, Reserve Line, Divisional Headquarters or Zonal Reserve. In case any RPSF battalion or Company is located in the vicinity, men can be requisitioned from there for dealing with such emergent situation till additional force is available from other sources.

312.3 Equipment: While sending reinforcement, it should be ensured that the necessary equipment required for rescue, recovery and protection of the scene of incident are provided. Such equipment should include:

- i) Torches and other lighting arrangements, if it is night time.
- ii) Nylon ropes and poles for segregating the affected area from unwanted visitors and spectators.
- iii) Loud-hailer for making announcements.
- iv) Stretchers and first aid equipments.
- v) Wireless sets for inter communication.
- vi) Cameras for photographing the scene.
- vii) Video recording of rescue and salvage operations and connected administrative arrangements.

312.4 Action at the Scene of Incident: The senior most RPF Officer available at the scene of incident shall take over control and immediately start the following action:

1. Separate the area of incident by establishing temporary barriers by use of nylon ropes or any other makeshift device available at the scene. It should be ensured that the on lookers and spectators do not enter the affected area to disturb the scene or hamper the rescue operations.
2. Baggage of passengers should be isolated and protected and consigned goods should be taken care of, till they are handed over to claimants or taken over by Railway authorities.
3. RPF personnel should respond to any call for assistance to rescue victims and transport them to the nearest hospital. A record of casualties sent to the hospitals should be maintained.
4. Hourly position will be sent by the officer at the scene of incident to the Divisional / Zonal Control room giving the latest situation.
5. A temporary RPF assistance post (shed or tent) with proper Board should be established at a conspicuous location so that people needing help approach the RPF. If the operation continues for a longer period, effort should be made to install a temporary telephone connection through the Railway Telecommunication Department, so that the information is passed on quickly. A log book should be opened and minute to minute progress of action by RPF on the lines indicated above, shall be recorded.
6. The senior most officer available at the scene of incident will also ensure proper documentation about the number of persons injured or dead, giving their identity and addresses, if available. In case the friends or relatives of the injured / deceased make any enquires they should be properly guided. After the rescue / restoration operation is completed, cassette and photographs of the scene of incident will be retained by the CSC in his office and will be properly catalogued and preserved for future reference.

313 Medical Staff:

- i) Note the time of receiving messages.
- ii) Inform CMS and other Doctors, and staff.
- iii) Alert Blood donors club, Local Hospitals, about arrival of the injured.
- vi) At least one doctor shall stay back in Railway Hospital to look after inpatients.
- v) The emergency box from Health Unit to be moved to the spot.
- vi) Reach the site by road using any available vehicle or hire taxi.
- vii) All doctors and staff shall move to MRV and inform Station Manager that Medical team is ready to move.
- viii) Inform CMD about movement of MRV.
- ix) Check all equipments in MRV.
- x) Get operation theatre ready.
- xi) Suture of wounds, application of Plaster of Paris and minor surgery can be done in MRV operation Theatre.
- xii) Make out a list of injured with the following details.
 - a) Simple
 - b) Grievous
- xiii) List out the dead
- xiv) Inform the Accident Manager and control.
- xv) Dressings, splints can be applied at the site or in the First Aid post.
- xvi) Details of the injured to be recorded.