

ANNEXURE

Replacement Page No.1 to BWMD upto AS-6

WORKING OF TRAINS THROUGH PAPER LINE CLEAR TICKETS (T/C.1425-UP PLCT & T/D.1425-DOWN PLCT)

1.1. Use of Line clear inquiry message-(T/A 1425-Outward/T/B 1425 Inward):

- a) The Train Signal Register shall always be referred to before any entries are made in Line clear inquiry message (outward) to ensure that the entries in the Train Signal Register are complete and the block section is clear.
- b) The Line Clear inquiry message for dispatch -(T/A 1425-Outward) and the Line Clear inquiry message received-(T/B. 1425-Inward) shall be written personally by the Station Masters 'X' and 'Y'. Care shall be taken to ensure that the messages are complete and correct in all respects. If a mistake is made while writing the message, the wrong entry shall be cancelled drawing a line lightly through it, so that it can be read at any time and not by erasure and the correction initialled by the Station Master.
- c) Immediately after despatching or receiving each message, the Station Masters at either end shall exchange their initials and enter the initials in the columns 'received from' and 'received by'-(T/A 1425-Outward/T/B 1425-Inward).
- d) After recording a message in the Line Clear inquiry message (outward/inward), if interruption occurs, this fact shall be recorded against the last entry in the message.
- e) No abbreviation or curtailment of words or train description shall be used in the body of any message -(T/A 1425-Outward/T/B. 1425-Inward) or PLCT (T/C1425 or T/D1425).
- f) The direction of train ie., up or down shall also be recorded. The numerical number of train in two / three / four digits shall be spelt out fully.(Ex.FL.10 / 170 / 2718 etc., instead of last digits 18). Similarly the timings 'Out report' and 'In report' shall also be spelt out in four digits. . (Ex.21.35 hrs. and 21.55 hrs. etc., instead of last digits 35 and 55).
- g) The 'Station Master stamp' should be affixed on the PLCT. The name of the station to which the Driver is authorised to proceed shall be written in full, confirming to the official spelling of the station's name as given in the Working Time Table.

- h) The Driver shall check that the PLCT is correctly and completely filled without any alterations and that the train number and description, date, direction and the name of the 'station to' are correct.
- i) When 'Line clear' is obtained through block phone or control phone or VHF set, the Station Master shall write the same in the column 'by means of' in the 'A' portion of outward message - T/A1425.

1.2. Daily serial numbers and Private Numbers:

- a) Each 'Line clear inquiry message (Outward)' shall be numbered consecutively from one, commencing from zero hour each day.
- b) In 'Reply despatched to Line clear enquiry received to station.....', reference to the message number shall be quoted.
- c) Every 'Line Clear' sent shall be allotted a Private Number. The Private Number shall be recorded both in figures and words in 'reply despatched' and 'reply received' portions of T/A1425 and T/B.1425 respectively.

1.3. Preservation of T/A1425, T/B1425 ,T/C1425 and T/D.1425.:

The T/A1425, T/B1425, T/C1425 and T/D.1425 shall be preserved at stations for one year after the half year in which they are completed and after that they shall be treated as old records and disposed off as such. T/A1425, T/B1425 , T/C1425 and T/D.1425 required to be retained pending enquiries or cases etc., shall on no account be treated as old records and disposed off before the conclusion of such enquiry or case without obtaining specific orders from the Official who had issued the original orders for retention.

1.4. Method of sending a train from 'X' to 'Y' using T/A1425, T/B1425 , T/C1425 and T/D.1425:

If 'X' and 'Y' are two consecutive block stations, the method of sending a train from station 'X' to station 'Y' using T/A1425, T/B1425 , T/C1425 and T/D.1425 is as follows:(Item no.25 of AS-6 Dt:18.06.2024)