

Duration of absence	Number of trips	Number of trips on Ghat section & Automatic territories
3 to 6 months	One trip	Three trips
6 months to 2 years	Two trips	Three Trips
Over 2 years	Three trips	Six trips

- (h) Any additional trip/s considered necessary should be provided with the approval of the controlling branch officers of the Division.
- (i) The scale of trips provided as above would apply to all systems of working.
- (j) A register should be maintained at the crew booking point. A Loco-pilot/ Assistant Loco-pilot/Guard should record in the register 15 days in advance that he is lapsing road learning in a section. The base depot should also keep a record of the date of the last trip performed by a Loco-pilot/ Assistant Loco-pilot/Guard on different sections and update it every first of the month. On the basis of these records, depot in-charge should book Loco Pilot/Assistant Loco Pilot/Guard for road learning on a section where it is required.
- (k) The record of Road learning may also be kept in Crew Management System.
- (l) The term Running Staff includes both train Guards and Engine Crew. (Item no. 5 of AS 05 dated 13.12.2022).

3.79. Duties of Loco Pilot in respect of Calling-on signal.—

The Loco Pilot of a train shall be guided always by the indication of the Stop signal below which the Calling-on signal is fixed. If this Stop signal is at 'on', he shall bring his train to a stop. If he finds that the Calling-on signal is taken 'off', he shall, after bringing his train to a stop, draw ahead with caution and be prepared to stop short of any obstruction.

3.80. Duties of Loco Pilot when an approach Stop signal is 'on' or defective.—

- (1) The Loco Pilot of a train shall not pass an Outer, a Home or a Routing signal that refers to him, when it is 'on' or defective, unless-
 - (a) he has, at a previous station, received notice in writing specifying that the signal is out of order and unless he also receives a Proceed hand signal from a railway servant in uniform at the foot of such signal; or
 - (b) after coming to a stand, he is either given a written authority by the Station Master to proceed past such signal or is authorised by a Calling-on signal in the 'off' position or is authorised by the Station Master over the signal post telephone in accordance with special instructions.
- (2) The Loco Pilot of a train while passing an Outer, a Home or a Routing signal, when it is 'on' or defective, shall ensure that the speed of his train does not exceed 15 kilometres an hour.

3.81 Duties of Loco Pilot when a departure Stop signal is 'on' or defective.—

- (1) The Loco Pilot of a train shall not pass a departure Stop signal that refers to him, when it is 'on' or defective, unless his train has been brought to a stop at the station where the defective signal is situated and he is authorised to do so —
 - (a) by a written permission from the Station Master, in addition, in the case of a Starter or Advanced Starter protecting points, he shall not pass such signals, when 'on' or defective, unless he also receives a Proceed hand signal from a duly authorised member of the station staff posted at the signal, or