

APPENDIX - XII

SHUNTING

Shunting instructions are the instructions issued by the Station Master to the Loco Pilot and Guard regarding the particulars of shunting to be done at the station. In case of train shunting, written instructions will be given in form No.T/806.

Where shunting operations are supervised by Guard/Station Master, Loco Pilot shall be given T/806 (Shunting Instructions Form) duly filled in. At major stations where separate staff viz., Outdoor Station Master/Yard Master/Shunting Jamedar/Shunting Master are provided for supervising the shunting, form No.T/806 need not be given. Such stations shall be notified by the respective Sr. DOMs.

1. Shunting operations shall be controlled by fixed signals or hand signals or by verbal directions.
2. Outer signal, Home signal and Last Stop Signal should not be taken 'off' for shunting
3. If Advanced Starter is provided, free Starter can be taken 'off' for shunting purpose.
4. When a fixed shunt signal on a post by itself or below a Stop signal or Shunting Permitted Indicator (SPI) becomes defective, T/369 (3b) shall be issued and Proceed Hand Signal should be shown from the foot of such defective signal after ensuring the locking of points.
5. In case the shunt movements are governed by Shunt signal or Starter signal, which detects the facing points, the Shunt/Starter signal shall be taken 'off' and in all other cases, the facing points shall be clamped/cotter bolted and padlocked.
6. When shunting is required to be carried out for attaching or detaching coaches/slip coaches on mail/express and passenger trains, the shunting engine with or without coaches/ slip coaches shall first come to a halt 20 metres away from the train and thereafter perform the shunting carefully. These precautions need to be taken when train engine is being attached to the train.
7. On single line sections, no shunting (even within station section) shall be done in that direction, once Line Clear is granted except where shunting in the face of an approaching train is permitted in SWR (i.e. once Line Clear is granted to a down train, no shunt movement shall take place in up direction).
- 7.1. On double line section, shunting within the station section can be carried out when line clear is granted for a train, provided the necessary signals are kept at on.

TO SHUNT PAST LSS:

8. Double Line:
 1. Block forward and then take 'off' Shunt signal (if any) provided below LSS; or
 2. Block forward and give T/806 with PN; or
 3. Block forward and then give the key extracted from LSS lever lock (where provided).

NOTE: If shunting beyond LSS is permitted in Station Working Rules behind the train travelling away from a station, the Shunt signal, if any provided below the LSS may be taken 'off' or the Loco Pilot may be given T/806 without PN. As soon as the preceding train clears the section, the line should be blocked forward, if the shunting is not completed.