

10. Trains either loaded or empty may be permitted to work with engine pushing in the following circumstances; duly following the safety precautions prescribed vide rule no. 11 below.
- At Sidings where engine reversal facilities are not provided.
 - At Sidings authorized by SrDOM, duly incorporating specific instructions for Loco Pilots and Shunting Staff in the Station Working Rules like continuous air pressure from engine to rear most vehicle and any speed restrictions in case of falling gradients etc.
 - Under exceptional circumstances authorized by SrDOM.
11. The following precautions shall be taken to permit Pilots with engine pushing in to and from Sidings:
- The Station yard is isolated from the Siding line, for Pilots from Sidings;
 - If the Station yard is not isolated from the Siding line, the take off line shall be kept free before permitting the Pilot from the Siding;
 - The line on to which trains will be pushed shall have Buffer Stop / Sand Hump / Derail switch at the trailing end and the line shall be set on to the Buffer Stop / Sand Hump till Pilot comes to a stand on the line. In case the trailing end is isolated with Derail switch, it shall be kept open till Pilot comes to a stand on the line.
 - The Pilot in-charge shall travel in the leading vehicle i.e. brake van of Pilot train. If it is without brake van, he/she shall walk by the side of the track in rear of the last vehicle of the train.
 - He/she shall keep a sharp lookout while passing through level crossings, bridges and cuttings and take action to stop the Pilot in the event of any unusual/obstruction noticed.
 - The Pilot in-charge shall continuously exhibit proceed hand signal to the Loco Pilot.
 - The absence of proceed hand signal may be due to an obstruction and the Loco Pilot shall stop the train at once.
 - The Pilot in-charge shall continuously warn the people on the way to make them aware about the pushing of train and to stand clear of the track.
 - The Loco Pilot shall continuously whistle and keep a sharp look out, and be prepared to stop the train short of any obstruction.
 - The maximum speed shall not exceed 15 KMPH.

(A) ONE PILOT ONLY SYSTEM:

(1) Procedure for working of Pilots:

- Before dispatching a Pilot into the Siding, the Station Master shall ensure clearance of the section between the Station and Siding by referring the Pilot Movement Register.
- The Station Master shall advise the Pilot in-charge and the Loco Pilot about the work to be done in the Siding, through a written memo. The Station Master shall hand over the load slip, last vehicle number and caution order stipulating the restrictions if any, to observe both ways on the Siding line.
- The Station Master thereafter shall set the route for the dispatch of the Pilot, clear shunt signal, where provided, and hand over a written authority to the Loco Pilot in the format given below and obtain acknowledgement.

AUTHORITY FOR THE PILOT TO PROCEED TO THE SIDING AND RETURN TO THE STATION (ONE PILOT ONLY SYSTEM)

To

Date:

The Loco Pilot of

Time:

Engine No.....

Last Vehicle No.....

You are hereby authorized to start the Pilot from Station and proceed to Siding. On completion of the work, you are authorized to return to the Station and stop at the earmarked place for admission.

Private Number(in figures)(in words).

Signature of the Station Master

Stamp:

- (iv) The Loco Pilot shall proceed to the Siding duly observing the caution orders en-route and stop short of the top points / stop board / earmarked place at the Siding yard.
- (v) On arrival of the Pilot inside the Siding, the Pilot in-charge must ensure that the Pilot train has arrived complete into the Siding and the line between the Station and the Siding is clear and free from any obstruction.
- (vi) All shunting operations inside the Siding shall be carried out under the supervision of the Pilot in-charge, on clear hand signals and after ensuring that all non-interlocked points are correctly set and secured with cotter bolt & pin (or clamp & padlock) in the facing direction. Where points are interlocked and signals are provided, the aspect of the signal shall be followed.
- (vii) On completion of work and while returning from the Siding, the Loco Pilot must observe the speed restrictions notified in the Caution Order. The Loco Pilot shall stop short of shunt signals / the top points / stop board / earmarked place on the Siding line and give a long whistle to attract the attention of the Station staff.
- (viii) If the Station Master is in a position to admit the Pilot, he/she shall set the route to the selected reception line and receive the Pilot into the Station yard by taking off shunt signals or by Pilot-in memo.
- (ix) On complete arrival of the Pilot train inside the fouling mark and after verifying the Last Vehicle number, the Pilot in-charge shall make an endorsement in the Pilot Movement Register that the Pilot has arrived complete, and that the line between Siding and Serving Station is clear and free from obstruction and sign in full with time and date.
- (x) Where Pilots do not enter the Serving Stations or go away immediately, the Pilot in-charge shall call the Station Master of the Serving Station, through walkie-talkie, and confirm complete arrival of the Pilot, out of the Siding line, duly mentioning the name/number of the train with time and date and exchange Private Numbers supported with initials with the Station Master of the Serving Station.

- (xi) Before signing off duty, the Station Master shall record a declaration in the "Pilot Movement Register" and "Station Diary" in RED ink regarding the clearance of the section between Siding and the Serving Station or the presence of Pilot, if any, between the Station and the Siding with all particulars including the name of the Pilot in-charge.
- (xii) This declaration shall be signed in full by the Station Master, signing off duty, with date and time, below which, the Station Master taking over shall sign in acknowledgement.

(2) Pro-forma of Pilot Movement Register:

| S. No. | Train no. / Engine no. | PN issued | Time Pilot left to Siding | Time Pilot arrived from Siding | PN received from the Pilot in-charge or Pilot in-charge signature | Remarks |
|-----------|---------------------------|--------------|---------------------------------|---|--|---------|
| 1. | 2. | 3. | 4. | 5. | 6. | 7. |
| | | | | | | |

(B) MULTIPLE PILOTS SYSTEM

(1) Procedure for dispatch of Pilots from Serving Station to Siding

- (i) Before dispatching a Pilot Train into the Siding, the Station Master on duty shall ensure clearance of the section between the Station and the Siding by referring to the Pilot Movement Register.
- (ii) The Station Master shall advise the Pilot in-charge and the Loco Pilot about the work to be done in the Siding through a written memo. The Station Master shall hand over the load slip with all wagon particulars and last vehicle number, and caution order stipulating the restrictions if any, to be observed both ways on the Siding line.
- (iii) The Station Master thereafter shall set the route for the dispatch of the Pilot and also hand over a written authority to the Loco Pilot in the format given below and obtain acknowledgement.

| | |
|---|-------|
| AUTHORITY FOR THE PILOT TO PROCEED | |
| FROM _____ STATION TO _____ SIDING | |
| (MULTIPLE PILOT SYSTEM) | |
| To | Date: |
| The Loco Pilot of | Time: |
| Engine No. | |
| Last Vehicle No. | |
| <p>You are hereby authorized to start the Pilot from Station and proceed to Siding. The last Pilot left _____ and has arrived into _____ athrs.</p> <p>Private Number (in figures) (in words).</p> <p>You shall not leave the Siding on completion of work unless authorized by the Pilot in-charge in writing.</p> | |
| <p>Signature of the Station Master</p> <p>Stamp:</p> | |