

## APPENDIX-XIV

### STATION WORKING RULES

Standard format of Station Working Rules (SWR) and its preparation

No. ....RAILWAY  
 ....DIVISION

Station Working Rules of \_\_\_\_\_ (Name of the station) (BG/MG)

Date of issue: \_\_\_\_\_

Date brought into force: \_\_\_\_\_

**NOTE:**

- (i) The Station working rules (SWR) must be read in conjunction with General & Subsidiary Rules and Block Working Manuals. These rules do not in any way supersede any rule in the above books. The language of SWR should be simple, brief and unambiguous applying provision of rules to the specific conditions at the relevant station. These rules must be in simple language, intelligible to ordinary railway men. However, relevant GR/SR numbers may be mentioned in the brackets.
- (ii) The SWR must be page numbered with the station name code written on each page and signed by the Divisional Operations Manager and Divisional Signal & Telecommunication Engineer on each page.
- (iii) The SWR should be issued afresh after every five years or after issue of five amendment slips, whichever is earlier and reviewed as and when required.
- (iv) Any new innovations introduced to facilitate train operations should be incorporated in SWR.

**1. Station Working Rule diagram:**

SWR Diagram No. \_\_\_\_\_ based on CSTE/ \_\_\_\_\_ Railway Signal and Inter locking Plan No. \_\_\_\_\_ should show the complete layout of the yard, points, signals, gradients and interlocking arrangements of the station including the non-interlocked sidings, exact and actual holding capacity of all the individual lines in metres, actual inter signal (demarcation point) distances, names of adjacent stations and IBH signals, where provided, on either side of the station with their respective distances from the centre line of the station building to the centre line of the adjacent stations and any other information necessary in the day to day operation of trains. The particulars of date up to which it is corrected should also be mentioned. SWR diagram should show actual distances and not the minimum prescribed. It should be signed by the Divisional Operations Manager, Divisional Signal & Telecommunication Engineer and Divisional Engineer. The detection table, lever collar chart and pull sheet may be provided in Appendix 'B'. Pull Sheet should be reproduced on a board brightly painted in the cabins to be placed above the lever frames.