

**(For Office Use Only)**



**DFCCIL**

**ACCIDENT MANUAL**

**April - 2018**

## **PREFACE**

This is the first issue of Accident Manual for DFCCIL. This Manual brings together in comprehensive manner all instructions related to the subject of 'Accident on DFCCIL'. The staff is required to read the Manual carefully and follow the instructions contained therein.

It is imperative that all DFCCIL officials, and especially those who are required to deal with accidents, should be fully conversant with the provisions of the Accident Manual. Since concern for the safety is paramount, all DFCCIL employees are expected to display spontaneous initiative in accident management. No efforts should be spared in providing safe travel to people and reliable transit to freight.

The staff, for which specific duties during accidents have been laid down in the manual, will be supplied with a copy of this Manual. It is expected that they will be familiar with its contents. Any error or omission in these Rules should be brought to the notice of the Dir (OP&BD).

Rules in this Manual have been numbered according to a system in which the last two digits indicate the para number and the first one digit the chapter number.

This Manual does not supersede or alter the rules contained in the General and Subsidiary Rules Book along with the Amendment slips issued by DFCCIL from time to time or other statutory publications like the Conference Rules etc.

Additions and Amendments to the rules will be notified in the form of Amendment Slips. It is the duty of all DFCCIL servants to whom this book is issued to obtain the Amendment Slips from his superiors and maintain this book up to date. All amendments/ additions shall be recorded in the Register of Amendment Slips. Amendment to Accident Manual will also be uploaded to DFCCIL website for ready reference of the staff.

This Manual is solely meant for official use and is not for sale or use by the Public.

This book is the property of the Administration and should be returned by the holder on leaving service.

**DIR(OP&BD)**

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## CHAPTER-1

### PART- I

#### DEFINITIONS

- 101 Train:** - A train is a set of vehicles, empty or loaded, worked by locomotive, or any other self-propelled unit including light engine/ engines or rail-motor vehicles or a single rail-motor vehicle, empty or conveying passengers, livestock, parcels or goods, which cannot be readily lifted 'off' the track and running under a particular number or a distinct name from fixed point of departure to a fixed destination. Part of a train shall also be treated as a train for the purpose of these definition, classification and statistics. The train engine or any other vehicle once put on the train continues to be a part of the train until the station is reached beyond which it is not required to go on the same train. At such stations, the moment, the train engine or any other vehicle is cut off the load, it ceases to be a part of the train.
- 102 Passenger Train:** - A train intended solely or partly for the carriage of passengers shall be treated as a passenger train. A workmen's train or a ballast train or a material or an Accident Relief train or a Tower Wagon or such other train carrying workmen, or Cattle special/Military special carrying authorized escorts or similar such train shall be treated as a Passenger train.
- 103 Accident:** For the purpose of DFCCIL working, accident is an occurrence in the course of working of DFCCIL, which does or may affect the safety of the DFCCIL, its Engine, Rolling Stock, Permanent Way and Works, Fixed Installations, Persons or Servants which affects the Safety of others or which does or may cause delay to train or loss to the DFCCIL. For statistical purposes, accidents have been classified in categories from 'A' to 'R' excluding 'I' and 'O'.
- 104 Serious Accidents:-** Accident to train with serious damage to DFC/Railway property of the value exceeding Rs. 2,00,00,000/- (Rs. Two Crore) or which is attended with loss of life or with grievous hurt and any other accident which in the opinion of the Chief Commissioner of Railway safety or Commissioner of Railway Safety requires the holding of an enquiry by the Commissioner of Railway safety shall also be deemed to be a serious accident. However the following shall be excluded.
- (a) Cases of Trespassers run over and injured or killed through their own carelessness.
  - (b) Cases involving persons being DFC / Railway servants who are killed or grievously injured or run over at a level-crossing or elsewhere on the Railway track by a train.
- 105 Disaster:** A Disaster is an occurrence of an untoward event of grave nature either by nature or by manual mistakes which may include a train accident whose consequences are so adverse or whose magnitude is so large that it cannot be handled by a single organisation and its resources.  
For DFCCIL, Disaster is a serious train accident either on DFCCIL premises or arising out of DFCCIL activity, due to natural or man-made causes, that may lead to loss of many lives and/or grievous injuries to a large number of people, and/or severe disruption of traffic etc. necessitating large scale help from other Government/Non-Government and Private Organization.  
Dir (OP&BD) is the Authorized Officer who will declare an occurrence as a disaster after getting the MD's approval.
- 106 Injuries:** Injuries are classified as:
- (a) Grievous
  - (b) Simple
  - (a) **Grievous' injuries** for the purpose of these statistics should be taken as injuries as defined in Section 320 of Indian Penal Code reproduced below for ready reference. (Section 320, Indian Penal Code 45 of 1860)  
The following kinds of hurt only are designated as 'Grievous':
    - (i) Emasculation.



- (ii) Permanent privation of the sight of either eye.
- (iii) Permanent privation of the hearing of either ear.
- (iv) Privation of any member or joint.
- (v) Destruction or permanent impairing of the power of any member or joint.
- (vi) Fracture or dislocation of a bone or tooth.
- (vii) Any hurt which endangers life, or which causes the sufferer to be, during the space of twenty days, or in severe bodily pain or unable to follow his ordinary pursuits.

(b) **Simple Injuries:-**

- (i) A person will be considered to have incurred simple injuries, if these injuries incapacitate the injured person to follow his customary vocation during 48 hours after the occurrence of the accident.
- (ii) A DFCCIL Staff is considered to have been injured if he/she is prevented from returning to work as a result of injuries for a period of 48 hours, after the occurrence of the accident.

**Note:** - A person is not to be considered as "injured" when the injuries received are petty abrasions or bruises or injuries which in the opinion of the reporting officer, do not incapacitate the injured person from following his customary vocation are mode of life for a peroid of more than two days.they are to be treated as **Trivial injury** and are not to be taken in to account while compiling final statistics of person injured/killed in accident.

**107 Threshold Value:-**

For the purpose of accident, Threshold Value is the minimum value beyond which the accident will be treated as having serious repercussion on the basis of loss of Railway/DFCCIL property or interruption to communication. It shall constitute two portions:

- a) Threshold Value of Railway/DFCCIL property, loss of which is fixed at One Lakh Rupees or;
- b) Threshold Value of interruption to communication either partial or total where duration of interruption is equal to or more than number of hours specified against each cell

Interruption	Duration
Total	3Hrs.
Or	Or
Total + Partial	6Hrs.

Duration of interruption is defined as duration from the time of accident till starting of first commercial train on line clear from adjacent station for movement over the affected line in that section.

Movement of first train shall be reckoned for the purpose of considering the restoration after an accident as complete. A time frame of 30 minutes has been laid down within which the first train should start on line clear from adjacent station for movement over the affected line. Cases of movement of train after 30 minutes of fitness of Track/OHE shall be categorized as 'delay' in restoration of traffic. In case, there is no train available to be run on that section after Track Fit/OHE Fit, an exception may be made at the level of Director (OP & BD) who shall certify that there was no 'train' to pass over the affected section within 30 minutes of Track Fit/OHE Fit.

**108 . Serious damage to Property:** means damage to DFCCIL Property of the value exceeding Rs. 2 crore.

**109. Breach of Block Rules:** When a train enters a block section without any authority to proceed or with an improper authority to proceed, or is received on a blocked line not constituting an averted collision, or when it enters or is received on a wrong line at a station or a Sand Hump, it constitutes Breach of Block Rules.

- 110. Averted Collisions:** An Averted Collision is a circumstance under which, but for the vigilance shown by any person or persons, a collision, would have occurred, whether in the block section or within the station limits, between two trains or between a train and an obstruction.  
Provided further that such an occurrence may not be treated as an 'Averted Collision':
- (a) If, outside the station limits, the distance between the two trains or the train and the obstruction at the time the train or trains have finally come to a stop, is 400 meters or more,
  - (b) If, within the station limits, there is an intervening fixed stop signal at danger governing the moving train, and compliance by the moving train with the indication conveyed by the stop signal, averted the collision between the trains or between the train and the obstruction.
- 111. Sabotage:** Means the wilful tampering with any part of the working machinery of DFCCIL with the object of rendering it inoperative, or an act intended to cause damage to DFCCIL property, including train wrecking or attempted train wrecking.
- 112. Train Wrecking:** Means the wilful obstruction of or tampering with Permanent Way or Structures or Rolling Stock resulting in an accident to a train, with or without loss of life and/or damage.
- 113. Attempted Train Wrecking:** Means the wilful obstruction of or tampering with the Permanent Way and Works, Bridges, Structures, Equipment or Rolling Stock which, if undetected, would have resulted in an accident.
- 114. DFCCIL Property:** Means DFCCIL rolling-stock, locomotives, permanent way, signalling and interlocking equipment, electric equipment, permanent structure like station building and bridges and other property owned by the DFCCIL.
- 115. Public Property:** means all such property as does not belong to the DFCCIL viz. goods, parcels, livestock and other materials tendered to and accepted by the DFCCIL for carriage from a fixed place of departure to a certain destination.
- 116. Department:** Department includes all branches concerned under the administrative setup.
- 117. Cattle:** This term includes all animals except small animals like donkeys, sheep, goats and dogs.
- 118. DFCCIL Premises:** The term DFCCIL premises for the purpose of these rules includes:
- (a) all land within the fences or other boundary marks indicating the limits of the land appurtenant to DFCCIL;
  - (b) all lines or rails, sidings or branches worked over for the purposes of or in connection with DFCCIL;
  - (c) all stations, offices, warehouses, wharves, workshops, manufactures, fixed plant and machinery and other works constructed for purposes of or in connection with DFCCIL

**PART-II**  
**GENERAL INSTRUCTIONS**

**119. Scope of the rules:**

- (a) These rules should be considered as special instruction. Nothing in these rules shall be read as over riding, cancelling, amending or modifying any of the General and Subsidiary Rules or the instructions contained in any of the DFCCIL's circulars on the subject of accidents.
- (b) These rules shall apply to DFCCIL network, lines under construction and sidings - DFCCIL, Private or Assisted - which are worked by DFCCIL.
- (c) The Accident Manual will be operative for operation phase of DFCCIL.

**120. Acquaintance with the rules:** Every DFCCIL Staff is bound by these rules and whether supplied or not with a copy of the Accident Manual, must make himself acquainted with the Rules relating to his duties and any revision from time to time. For efficiently performing the duties assigned to a DFCCIL staff, it is necessary that he should acquaint himself with the Rules relating to duties of others also as prescribed in this Manual.

**Note:** Duties of DFCCIL staff in this chapter and elsewhere in the Accident Manual are not exhaustive. Additional duties prescribed in various other circulars, rulebooks, manuals, codes etc. from time to time shall also be applicable to the DFCCIL Staff concerned. The change of designation or upgradation/downgradation of any post shall not generally change the duties and responsibilities as long as these are not specifically changed.

**121. Objectives in dealing with accidents:**

- (a) To save life and alleviate suffering.
- (b) To protect property.
- (c) To provide succour and help to affected persons.
- (d) Restore through communication and
- (e) To ascertain the cause of an accident.

**122. Resources of all Departments to be made available:** The resources of all departments in terms of men and material should be promptly made available, when required for rendering assistance in clearing the line or for transshipment of traffic as well as for protection of the train or block section. Every facility must be afforded to the Civil, Police and Medical Officers and the Commissioner of Railway Safety to enable them to proceed quickly to the site, in case of a serious accident.

**123. Every Official to render all possible assistance:** Each official receiving advice of an accident shall do all that is within his power to render assistance. He should take the greatest care in carrying out his duties whether specially assigned to or assumed by him automatically.

**124. General duties of Station Master in case of an accident:** If the Station Master comes to know of an accident, he shall-

- (i) **Take immediate action to protect the block section.** On a single line section, he should lock tokenless block instrument concerned in 'Train on Line' position, where this can be done. He should also take steps for stopping the trains proceeding on the line other than the one on which the accident has occurred and issue caution order as may be necessary;
- (ii) Inform control and specifically mention what assistance is required and record the time in the station diary at which the first information is given.
- (iii) arrange for immediate dispatch of the nearest medical assistance and equipment when medical aid is required;
- (iv) arrange for other assistance as may be necessary to the site of accident; and

- (v) Report the accident to all concerned as required.

**125. On DFCCIL only EOTT fitted trains will be worked.** Under normal circumstances, no train without EOTT will be accepted from Indian Railways.

**(A) On occurrence of an accident to a train the Engine Crew shall immediately:**

- (i) note the time of accident;
- (ii) take such technical precautions as may be necessary or as prescribed by special instructions to render the locomotive safe;
- (iii) Switch on the Flasher Light, if flasher light is not working, exhibit hand danger signal so as to stop any train coming from the opposite direction on double line section;
- (iv) protect the adjacent line / same line in accordance with the rules.
- (v) give information to Guard (if any) about the locomotives (derailed or not), condition of wagons immediately in rear of the loco and other information relevant to the accident;
- (vi) assessment of damage to rolling stock and/or locomotive or OHE and the nature of assistance required.

**(B) General duties of Guard of the train involved in an accident:** Due to unforeseen circumstances, if a train run without EOTT on DFCCIL then it is necessary that the Guard is present in the Brake Van. On occurrence of an accident to his train, the Guard of the train shall immediately-

- (i) Note the time of accident;
- (ii) Arrange to protect his train as per Rules in force, taking the assistance of any qualified staff, such as brakemen, assistant loco pilot, gatemen if any.
- (iii) Make a quick survey of the damages and casualties and the assistance required;
- (iv) Send the first information of accident to the control and to the nearest Station Master furnishing the following information by available means.
  - (a) Time of accident.
  - (b) Kilometre.
  - (c) ART with or without crane.
  - (d) Adjacent lines clear or not.
  - (e) Damage to rolling stock.
  - (f) Damage to track in terms of OHE mast.
  - (g) He shall also intimate if OHE masts are damaged, giving details of damages.
- (v) On the double line section, a train passing on the other line should be stopped and the Loco Pilot and the Guard given intimation about the accident.
- (vi) Render first-aid to any person injured, obtaining assistance of the DFCCIL staff.
- (vii) He will also arrange preservation of clues; and
- (viii) Remain in general charge till a senior DFCCIL official takes over charge.

**Note – As there is no provision of guard on DFCCIL due to working with EOTT, in absence of Guard, the duties of Guard should be performed by Asstt. Loco Pilot.**

**126. Duties of staff in the event of the Guard or Engine Crew being killed or seriously injured:** In the event of any train staff becoming casualties or incapacitated, their duties shall be carried out by other available competent staff.

**127. Duties of DFCCIL Officials present:** Till such time as relief and assistance arrive and he is replaced by a senior official, the senior most DFCCIL official present shall take charge of the situation. He shall ensure that the accident has been

reported properly to the Controller and the nearest Station Master and relief, if required, is asked for and arrange to-

- (i) Collect DFCCIL men and volunteers;
- (ii) Allot duties to each as best as possible under the prevailing circumstances;
- (iii) Allot duties to Police, Military and the Security Agency; and
- (iv) Organize relief with the assistance of volunteers.

\*\*\*\*\*

## CHAPTER II

### CLASSIFICATION OF ACCIDENTS

Train service on DFC network will be predominantly from Indian Railway System. For relief and restoration, DFCCIL will develop its own system of restoration, however in case of major and complex situation DFCCIL will be dependent on Indian Railways. As Indian Railway has extremely well organized institutional set up including ARTs, ARMEs, trained staff etc. Major disruption to traffic in remote areas or in difficult terrain or under adverse weather conditions can be managed efficiently by mobilizing both DFCCIL as well as Indian Railways resources. Therefore, it is pertinent to classify the accident on the basis of Indian Railways.

**201. Classification of Accident:** - Accidents are classified under following heads:

- (i) Train Accidents
- (ii) Yard Accidents
- (iii) Indicative Accidents
- (iv) Equipment failures
- (v) Unusual Incidents.

**(I) Train Accidents:** A Train accident is an accident that involves a train. Train accidents are further divided as: -

- (A) Consequential train accidents; and
- (B) Other train accidents.

**(A) Consequential train accidents:** include train accidents having serious repercussion in terms of loss of human life, human injury, and loss to DFCCIL property or interruption to DFCCIL/Rail traffic. Train accidents under following classification will be termed as consequential train accidents: -

Collision:	All cases under categories A-1, A-2, A-3 A-4 & A-5
Fire:	All cases under categories B-2& B-4
Level Crossing:	All cases under categories C-2
Derailment:	All cases under categories D-2& D-4
Miscellaneous:	All cases under categories E-1

**(B) Other train accidents:** All other accidents which are not covered under the definition of consequential train accidents are to be treated as 'Other train accidents'. These include accidents under categories, B-6, C-6, D-5 and E-2.

- (II) **Yard Accidents:** All accidents that take place in a yard and do not involve a train are termed as Yard Accidents. These include accidents falling under categories A-5, B-7, C-9 and D-6.
- (III) **Indicative Accidents:** In real term, they are not accidents but are serious potential hazards and include all cases of train passing signal at danger, averted collision, breach of block rule coming under classification F, G and H.
- (IV) **Equipment Failures:** These include all failures of DFCCIL equipment i.e. failure of locomotives, rolling stock, permanent way, overhead wire, signalling and telecommunication equipment and include cases falling under classification J, K, L and M.
- (V) **Unusual Incidents:** These include cases related to law and order but not resulting in train accidents and other incidents under classification N, P, Q and R.

## 202. Detailed classification of Accidents:

### Class “A” – Collision

- A-1** Collision involving a train carrying passengers resulting in
- 1) Loss of human life and/or grievous hurt and/ or
  - 2) Damage to DFCCIL/Railway property of the value exceeding Rs. 2,00,00,000/- (Rs. Two Crore) and/or.
  - 3) Interruption of any important through line of communication for at least 24 hours.
- A-2** Collisions involving a train not carrying passengers, resulting in
- 1) Loss of human life and/ or grievous hurt and/ or
  - 2) Damage to DFCCIL/Railway property of the value exceeding Rs. 2,00,00,000/- (Rs. Two Crore) and/or.
  - 3) Interruption of any important through line of communication for at least 24 hours.
- A-3** Collision involving a train carrying passengers not falling under A-1 above
- A-4** Collisions involving a train not carrying passengers and not falling under A-2 above
- A-5** Other Collisions i.e. Collisions occurring in shunting, marshalling yard, Loco yard and siding etc. but not involving a train.
- Note: (1)** All cases of collisions falling under **A-1 to A-4 categories** shall be enquired into by a committee of SAG officer with General Manager as the Accepting Authority unless the same is being enquired into by CRS.
- (2)** For DFCCIL SAG officer means E-8 grade officer (General Manager).

### Class “B” – Fire in Trains

- B-2** Fire in the train not carrying passengers resulting in
- 1) Loss of human life and/ or grievous hurt and/ or
  - 2) Damage to DFCCIL/Railway property of value exceeding Rs. 2,00,00,000/- (Two Crore) and/or
  - 3) Interruption of any important through line of communication for at least 24 hours.
- B-4** Fire in a train not carrying passengers not falling under B-2 above but
- 1) Loss of DFCCIL/Railway property and/or.
  - 2) Interruption to traffic more than the Threshold Value and/or
  - 3) Resulting into detachment of rolling stock/stocks from the train and/or.
  - 4) Requiring relief engines.
- B-6** Fire in a train not carrying passengers and not falling under B-2 or B-4 above.
- B-7** Fire occurring in shunting/marshalling yards, Loco yards and sifting etc. involving rolling stock but not involving a train.
- Note:- (1)** In case of an enquiry by a committee into a fire accident in DFC premises or in a train leading to damage to Railway property and/or booked consignments, an expert or a representative of the Fire Department of the State Govt should also be included as a member of committee.
- (2)** **B-1, B-3 and B-5** pertains to **passenger trains**, hence not applicable to DFC.

## **Class “C” – Trains running into road traffic, and/or road traffic running into trains, at level crossings**

- C-2** Train not carrying passengers running into road traffic and/or road traffic running into such trains at manned level crossings resulting in
- 1) Loss of human life and/ or grievous hurt and/ or
  - 2) Damage to DFCCIL/Railway property and/or.
  - 3) Interruption to traffic is more than the Threshold Value.
- C-6** Train not carrying passengers running into road traffic and/or road traffic running into such trains at manned level crossings but not falling under C-2
- C-9** Shunting engine with or without vehicles and loose vehicles running into road traffic and/or traffic running into shunting engine with or without vehicle or loose vehicles, at level crossing.
- Note:** - (1) If the road vehicle is not capable of being physically cleared off the track promptly by single person operating it, it should be termed as road traffic for the purpose classifying such an accident as a train accident, irrespective of its mode of traction.
- (2) **C-1, C-3, C-5, and C-7 pertains to passenger trains**, hence not applicable to DFC. **C-4 & C-8** pertains to unmanned level crossing.

## **Class “D” – Derailments**

- D-2** Derailment of a train not carrying passengers resulting in
- 1) Loss of human life and/ or grievous hurt and/ or
  - 2) Damage to DFCCIL/Railway property of the value exceeds Rs. 2,00,00,000/- (Rs. Two Crore) and/or
  - 3) Interruption to any important through line of communication for at least 24 hrs.
- Note:** - Enquiry should be conducted by E-5 level officer (DGM) joint enquiry
- D-4** Derailment of a train not carrying passengers and not falling under D-2 above but loss to DFCCIL/Railway property and/ or, interruption to traffic is more than the Threshold Value.
- D-5** Derailment of a train not carrying passengers and not falling either under D-2 or D-4 above
- D-6** Other derailment, i.e. derailments occurring in shunting marshalling yards, Loco yards and siding etc but not involving a train.
- Note:- D-1, D-3 pertains to passenger trains**, hence not applicable to DFC.

## **Class “E” – Other Train Accidents**

- E-1** Train running over or against any obstruction including fixed structure or other than included under Class 'C' resulting in
- 1) Loss of human life and/ or grievous hurt and/ or
  - 2) Damage to DFCCIL/Railway property and/or.
  - 3) Interruption to traffic is more than the Threshold Value
- E-2** Train running into any obstruction including fixed structure but not covered up under class 'C' or 'E-I'

## **INDICATIVE ACCIDENTS**

### **Class “F” – Averted Collisions**

- F-3** Averted collisions between trains not carrying Passengers.
- F-4** Averted collision between a train (not carrying passengers) and an obstruction.
- Note:- F-1, F-2 pertains to passenger trains**, hence not applicable to DFC..



### **Class “G” – Breach of Block rules**

**G-2** Trains not carrying Passengers, entering a block section without any authority or without a proper "Authority to proceed".

**Note:** Enquiry should be conducted by E-5 level officer (DGM) joint enquiry

**G-3** Trains received on blocked line, not constituting an averted collision

**G-4** Trains received on or entering a wrong line at a station or catch siding or slip siding or sand hump etc.

**Note:** - Enquiry should be conducted by E-5 level officer (DGM) joint enquiry

### **Class “H” – Train passing signal at danger**

**H-2** Train not carrying passengers running passes a "Stop signal" at danger without proper authority.

**Note:** H-1 pertains to passenger trains, hence not applicable to DFC.

### **Class “J” – Equipment Failures - Failure of Engine and Rolling stock**

**J-2** Failure of engine hauling a train not carrying passengers or light engine

**J-4** Parting of train not carrying passengers

**J-6** Failure of rolling stock such as failure of tyres wheels, axles or braking apparatus etc on train not carrying passenger leading to detachment of rolling stock/stocks from the train

**J-8** Failure of rolling stock such as failure of tyres wheels, axle, or braking apparatus etc on train not carrying passenger not leading to detachment of rolling stock/stocks from the train

**J-9** A train, a portion of train running away or out of control.

**J-10** Poor Brakepower in a train but not covered in class J-9

**Note:** J-1, J-3, J-5 and J-7 pertains to passenger trains, hence not applicable to DFC.

### **Class “K” – Failures of Permanent Way**

**K-1** Buckling of track

**K-2** Weld failure

**K-3** Rail fracture

**K-4** An unusually slack or rough running or heavy lurch experienced by drivers of running trains passing over any length of permanent way leading to blockage of communication/interruption of traffic.

**K-5** Failure of Railway tunnel, bridge, viaduct/formation/cutting and culvert etc

**K-6** Damage to track of such nature other than those covered under class K-1 to K-5 so as to render it temporarily unsafe for passage of trains or likely to cause delay to traffic for period above Threshold Value

**K-7** Damage to track of such nature as to render it temporarily unsafe for the passage trains or likely to cause delay to traffic not covered up under class K-1 to K-6.

**Note:** - In the above classification those cases detected during regular maintenance and not affecting train movement will not be counted

### **Class “L” – Failure of Electric Equipment**

**L-1** Snapping off or any damage to OHE wire requiring switching off of OHE for more than three minutes

**L-2** No tension in OHE for more than three minutes

- L-3 Pantograph entanglement not covered up under J-2
- L-4 Defect in AC or other electrical equipment leading to detachment of rolling stock/stocks from a train.

### **Class “M” – Failure of Signalling and Telecommunication**

- M-1 The failure of part or complete Panel Interlocking, Route Relay Interlocking, Electronic Interlocking (PI/RR/EI).
  - M-2 Failure of Track Circuit or Axle Counters
  - M-3 Failure of Block Instrument/BPAC
  - M-4 Failure of point machine and equipment
  - M-5 Failure of Signal
  - M-6 Failure of control/station communication for more than fifteen minutes
  - M-7 Failure of control/station or station to level crossing gate communication for more than fifteen minutes
- Note:** - Signal and Telecommunication failures which are not informed to S&T department will not be taken into account for failures.

## **UNUSUAL INCIDENT**

### **Class “N” – Train wrecking or Sabotage to a train**

- N-2 Attempted wrecking of or bomb blast or explosion or hijacking or sabotage to a train not carrying passengers with or without loss of human life and or grievous hurt and/or to DFCCIL property
  - N-3 Attempted wrecking of or bomb blast or explosion or sabotage to signalling and track or forceful confinement of train running staff on duty
- Note:** - N-1 pertains to passenger trains, hence not applicable to DFC.

### **Class “P” – Casualties**

- P-1 Person or persons falling out of a running' train resulting in loss of human life or grievous hurt
- P-2 Person or persons run over or knocked down by a train resulting in loss of human life or grievous hurt
- P-3 Person or persons falling out of a running train or knocked down by a train or engine or Railway vehicle, not resulting in loss of human life or grievous hurt.

### **Class “Q” – Other Incidents**

- Q.1 Accident or natural death or grievous hurt to any person whether DFCCIL/Railway employee or trespasser (or any other person), within DFCCIL premises (excluding Railway quarters).
- Q.2 Murder or suicide in DFCCIL premises
- Q.3 Robbery, attempted robbery, theft or attempted theft in DFCCIL premises including trains
- Q.4 Fire or explosion within DFCCIL premises but not involving trains
- Q.5 Fire or explosion resulting in damage to DFCCIL Bridge and Via-duct etc.
- Q.6 Blockade to train services due to agitation

### **Class “R” – Miscellaneous**

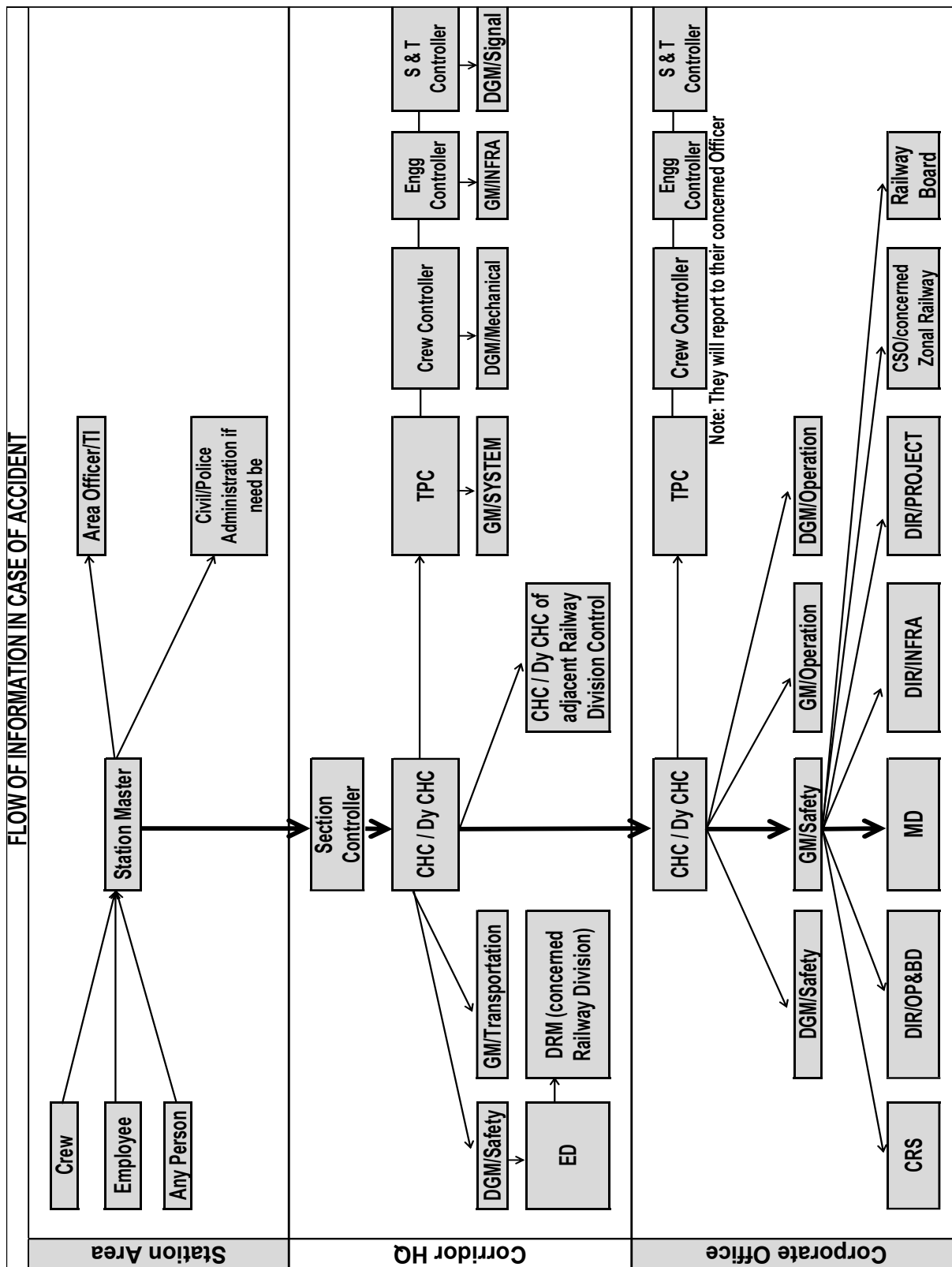
- R-1 Vehicle or Vehicles running away
- R-2 Train running over cattle

- R-3** Floods, Breaches and landslides etc., resulting in interruption of an important through line of communication more than the Threshold Value
- R-4** Other cases of floods, Breaches, landslides etc, resulting in interruption of traffic.
- R-5** Any accident not included in the foregoing classification
- Note:- (1)** The term 'cattle' does not include sheep, goats, pigs, dogs, donkeys, rems, ewe and lambs.
- (2)** A train includes a trolley, lorry and motor trolley, when worked under the rules for working trains.

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## CHAPTER III REPORTING OF ACCIDENTS

301. Flow of information in case of accident



- 302. Action by the DFCCIL Employee:** Every DFCCIL staff who observes that -
- a. Any signal is defective,
  - b. Any obstruction, failure or threatened failure of any part of the way or works,
  - c. Anything wrong with train, or
  - d. Any unusual circumstances likely to interfere with the safe running of trains, or the safety of the public, shall take immediate steps, such as the circumstances of the case may demand, to prevent accident; and where necessary, advise the nearest Station Master by the quickest possible means. Provided that in the case of a train having parted, he shall not show a stop hand signal but shall endeavour to attract the attention of the Loco Pilot by shouting, gesticulating or by other means.
- 303. Action to be taken by the Station Master receiving advice of an accident:-**
- a. The Station Master on receiving a report of an accident must obtain from the person reporting the accident information relating to as many items of the Accident Reports Form as possible and necessary. This information must then be recorded and duly signed by the reporters, if feasible, and by the Station Master.
  - b. Relief to be called for without delay: If the nature of the accident is such that relief measures are called for, the Station Master must proceed to make necessary arrangements without waiting for full particulars of the accident. If medical aid is required, assistance must be called for from the local hospitals, dispensaries and doctors. In order to convey medical help to the site of the accident, available trolleys and train engines may also be utilized.
  - c. The Station Master must immediately advise the Controller about the accident, indicating the nature of medical and mechanical assistance required. Area officer/ Sr. Executive/Executive (Traffic) may also be informed.
  - d. Control to be advised regarding –
    - i. Time and nature of accident,
    - ii. Brief description of accident ,
    - iii. Medical relief van required or not,
    - iv. The need for ART with or without crane,
    - v. Adjacent line clear or not,
    - vi. Number of wagon derailed, canted, capsized, etc,
    - vii. Availability of road approach to the accident site,
- 304. Action by the Controlling Area Officer on receipt of an advice of accident:**  
Controlling Area Officer on receiving advice of the accident, must proceed to the site of the accident by the quickest means. He must take with him man power and other equipment that he considers necessary. On arrival at site, he will be responsible for regulating the traffic and will depute an officer for attending to the injured, making a note of all evidence which may prove useful in ascertaining the cause of the accident and taking general charge of the situation. He should also ensure the seizure of the relevant records and documents.
- 305. Accidents on contiguous Corridor:** When a serious accident occurs on a Corridor and if the assistance is easily accessible from the other contiguous Corridor Regional HQ, following steps are to be taken immediately on receipt of the accident advice.
- (i) The Control Office concerned on receipt of the accident advice will immediately pass on the same to the GM/ Transportation and DGM/Safety.
  - (ii) The GM/Transportation, in turn, will ask the contiguous Corridor Official, if any assistance in connection with relief operations is required from his Corridor.

**306. Action to be taken by Control Office for reporting of Accident:**

- (i) **By Section Controller:** As soon as he receives advice of accident, the Section Controller must:-
  - (a) Advise the Traction Power Controller, Crew controller, Engg. Controller and S&T controller regarding nature of accident and assistance required.
  - (b) Advise the **Controlling Area Officer** of the accident and advise him to proceed by first means to the site of the accident; and
  - (c) Apprise the Deputy Chief Controller of the available particulars of the accident and the action to be taken by him.
- (ii) **By Deputy Chief Controller:** As soon as he receives advice of an accident he must advise on duty Chief Train Controller/Dy. Chief Controller of regional control office.

**307. Duties of Chief Controller for reporting the accident:** The Chief Controller must take supervisory charge of the affected section and ensure that advice of the accident has been sent to all concerned officials.

**308. (1) Telephonic Report to Corporate Office.**

In case of following categories of accident a telephonic advice should be relayed to nominated officer in Corporate Office by Corridor HQ immediately after the accident:-

- (i) All train accidents.
- (ii) Any yard accident having serious repercussion on movement of traffic on through line resulting in dislocation of traffic more than the Threshold Value as indicated in Para 107.
- (iii) Landslides, breaches, OHE breakdown, etc. which result in dislocation of traffic more than the Threshold Value as indicated in Para 107.

**(2) The details of the accident should be given in the following Proforma.**

**Type of Accident:-**

- 1. Date
- 2. Time
- 3. Location/K.M./Block section/Station/Corridor
- 4. SectionDouble/ Single line
- 5. System of working
- 6. Condition of weather & visibility
- 7. **Description of train No/Name of the train.**
  - (a) Load of train
  - (b) Last examination of train.
  - (c) Engine No.
  - (d) Marshalling
  - (e) Brake Power.

**Bio data of staff:** - Loco Pilot, Asstt. Loco Pilot, Guard, Gateman, ASM.

- (a) Name
- (b) Date of Birth
- (c) Date of Appointment
- (d) Vision Test passed on.
- (e) Loco Pilot's performance Index.
- (f) Time and place where Breathalyzer test given.
- (g) Date of passing competency

**Communication affected:**

- (a) Lines blocked:
  - (i) Up main/loop
  - (ii) Down Main/loop
- (b) Movement possible
- (c) Temporary Single Line working introduced at

(d) Diversion of traffic

**Casualties: - Killed/Grievous/Simple**

(a) DFCCIL staff

(b) Others

(c) Total

(d) Admitted in Hospital.

**Details of Wagons/Coaches involved (with POH Particulars)**

**Approximate Cost of damages to DFCCIL Property.**

(a) P.Way

(b) Rolling stock

(c) Locomotive

(d) S. & T.

(e) Others

(f) Total.

**Relief arrangements.**

(a) Medical.

(i) Medical van ordered at..... from.....

(ii) No. of doctors at site.                      Railways                      Civil                      Total

No. of doctors left.

Clearance of injured.

Clearance of Passengers.

(b) ART ordered at \_\_\_\_\_hrs-, turn out at \_\_\_\_\_hrs, departure to site at \_\_\_\_\_hrs-, arrival at site at .....hrs., work started at \_\_\_\_\_hrs-, work completed at \_\_\_\_\_hrs.

(c) (i) Forecast for restoration of traffic.

(ii) Normal working resumed at.....hrs.

(iii) Reasons for delay in restoration.

(d) Prima facie cause

(e) FIR lodged, if any.

**Repercussion.**

**Level Crossing No.....Situated at/or between Stations.....at**

**K.M.....Engg./Traffic**

(a) Normal position.....

(b) Type of Level Crossing .....

(c) No. of gatemen

(d) Telephone provided with

(e) Road signs (available/not available)

(f) W/L board( available/not available)

(g) Visibility

(i) From road

(ii) From rail

(h) Nature of road

(i) (Highway/ feeder), (metalled/ Kaccha)

(ii) Gradient, curve on track or Road

(i) Last Census.

(j) Proposal for upgradation.

(k) Speed breakers provided.

(l) Particulars of road vehicle involved.

(m) FIR lodged.

(n) Detail of accident-

Train no.....

Head Light burning or not.....

Name of Loco Pilot /Guard/ASM.....

(o) No. of casualties- Killed –Grievous - Simple -Admitted in Hospital

(i) Staff of DFCCIL

(ii) Road users

(p) Complete Biodata of Gateman/ Loco Pilot

**Prima facie Cause and other remarks**

- Note:** (a) in respect of any accident of the nature specified above which may involve any train, the telephonic advice is to be given irrespective of whether or not the accident has resulted in any casualty or serious damage to DFCCIL property.
- (b) When parliament is in session, complete information in respect of any accident or unusual incident which is likely to attract the attention of the Parliament is also to be reported to Corporate Office telephonically.
- (c) Any incident which causes serious dislocation to traffic and which does not otherwise fall under the accidents reportable to the Corporate Office telephonically. For this purpose interruption to through traffic for more than Threshold Value shall be taken to constitute serious dislocation to traffic.
- (d) Emphasis on relaying the prima-facie cause within 24 hrs should be relevant in all types of accidents.

**309. Officers to be reported of Accidents:**

DGM/Safety or in his absence DGM/Manager Operation will pass on the information to ED of the Corridor. Chief train controller/Dy. Chief Controller shall give detailed information about the accident on telephone to Chief Train controller/Dy. Chief controller of Corporate Office.

- a. Chief Train controller/Dy. Chief Controller of Corporate Office shall give detailed information about the accident to,
- i. The Traction Power Controller, Crew Controller, Engg. Controller and S&T controller regarding nature of accident and assistance required, who in turn inform their concerned heads of departments.
  - ii. GM/Safety ,DGM/Safety ,GM/Operations, and DGM/Operations.
  - iii. Adjacent Divisional Control of the Railway
- b. GM/Safety receiving advice of the accident will pass on the information telephonically to:-
- (i) MD
  - (ii) Dir (OP&BD),
  - (iii) Dir (Infra),
  - (iv) Dir (Project).
  - (v) Railway Board
  - (vi) CRS
  - (vii) CSO (concerned Zonal Railway)
- c. GM (Safety) shall give advice to the Commissioner of Railway Safety on telephone the particulars of the accident and ascertain from him whether or not he intends holding an inquiry in that accident.
- d. GM/Safety shall also inform to Chief Safety Officer of the adjacent Zonal Railway about nature of accident and other related information.
- e. ED of Regional HQ will inform the accident related matters to the DRM of the adjacent Division of the Railway.

**Note:** In case of non- availability of any of the officers, next officer in line of command shall assume the duties of the officers.

- 310. Written report to the Corporate Office:** The telephonic advices given vide para above must be confirmed by written report / FAX/official e-mail indicating the latest position.



**311. Telephonic Report to the Railway Board:**

- (A) In case of following categories of accidents a telephonic advice should be relayed to nominated officer in Railway Board office immediately after the accident -
- (i) All Consequential train accidents.
  - (ii) Any yard accident having serious repercussion on movement of traffic on through/main line resulting in dislocation of traffic more than the Threshold Value as indicated in Para 107.
  - (iii) Landslides, breaches, OHE, breakdown, etc. which resulted in dislocation of traffic more than the Threshold Value as indicated in Para 107.
- In addition to this, periodic (monthly) statement of accidents in all categories shall be submitted to Railway Board in prescribed Proforma.
- (B) The advice to the Board will be given by the GM(Safety) of Corporate Office or in his absence DGM/Safety. The information will be given to Director/Safety and Safety Cell of Railway Board.

**312. Report to Civil Authority: Report to Local Authorities-**

- (a) In the case of the following types of accidents, a report must be sent by the ED of the concerned Corridor to the State Government concerned.
- (i) Train wrecking or attempted train wrecking involving goods train.
  - (ii) Fire in goods train.
  - (iii) All cases of trains running into road traffic at level crossing gates.
  - (iv) Landslides or breaches by rain or flood which cause interruption of any important through line of communication for at least 24 hours.
  - (v) Any other category of train accidents not covered above but which are attended with loss of human life or with grievous hurt as defined in section 320 of I.P.C. or with serious damage to DFCCIL property.
- (b) Report to State Government:
- (i) The Concerned ED of Corridor HQ will report to the local Government concerned all cases of serious accidents to train which occur in the course of working of the DFCCIL and are accompanied by or are of a nature usually accompanied by loss of human life or grievous hurt or serious damage to property or serious interruption to traffic.
  - (ii) Report to District Magistrates: The concerned ED Corridor HQ will report all cases of serious accidents to trains which occur in the course of working of the DFCCIL and are accompanied by or are of a nature usually accompanied by loss of human life or grievous hurt or serious damage to property or serious interruption to traffic in which enquiries have been held. The report will reproduce the précis, findings and recommendations, if any, contained in the proceedings of the Inquiry Committee. In case, however, a judicial inquiry is being held, a copy of the evidence also shall be supplied. The action proposed to be taken and the names of persons, if any, proposed to be prosecuted must also be given.

**313. Report to Military Authorities:** When serious interruption to traffic as defined in Chapter-I is expected as a result of any accident, the ED of the concerned Corridor must send a report to:

- (i) Mil-rail, New Delhi.
- (ii) The Movement Control Detachment concerned.
- (iii) The Headquarters Movement Control Group.
- (iv) Army Headquarters,

This report must state when communication is likely to be restored.

Cases of accidents falling under K-5, R-3 and R-4 classes shall also be reported.

**314. Report to the Chief Inspector of Explosives:** In the case of serious explosions or conflagrations suspected to have been caused by explosives, dangerous or inflammable goods, the ED must send a message to the Chief Inspector of Explosives and the Inspector of Explosives concerned.

**315. Report to the Press by DGM Corporate Communication/Public Relations Officer:-**

- (a) In the case of accidents falling in class A-2, C-2, D-2, E-1, E-2(When involving human life, grievous hurt) R-3, the Public Relation Officer will issue a press release to the press as promptly as possible.
- (b) The report must confine itself to the following information:
  - (i) Time, date and locality of the accident.
  - (ii) General nature of the accident (no cause being given)
  - (iii) Number and description of train involved.
  - (iv) Duration of interruption of traffic and nature of temporary measures taken to carry on train service stating whether transshipment is necessary.
  - (v) Number of persons killed and injured, as far as known with their names and addresses.

As litigation may arise from an accident and use may be made of press reports in suits brought against the DFCCIL. Great care must be taken in framing these reports; nothing must be mentioned the correctness of which is questioned subsequently.

**316. Report to Commissioner of Railway Safety:** The Commissioner of Railway Safety should be given telephonic advice by GM(Safety) in case of the following accident:-

- i) Any accident to a train resulting in loss of life and / or grievous injury to anyone working in the train and / or damage to DFCCIL/Railway property to the value exceeding Rs. 2 Crore and every accident such as breach or rain or flood or derailment which causes the interruption of line, through line of communication exceeding threshold value.
- ii) Accidents at level crossing involving Collisions between trains and road vehicles in which there is loss of life or grievous injury to road users/ train crew.
- iii) Collision and derailment of goods trains in which there is loss of life or grievous injury to any person.

**317. Number of casualties:** For the purpose of reporting the number of casualties, the following proforma should be adopted:-

**I. Dead:**

- (a) Number of persons who died in the accident instantaneously .....( l )
- (b) Number of injured who died at the site before being removed to the hospital... (m)
- (c) Number of injured who died on way to hospital .....(n)
- (d) Number of persons who died after admission in hospital .....(o)
- (e) Total number of persons died .....= (l) + (m) + (n) + (o) = X

**II. Injured:**

- (a) (i) Number of persons who sustained grievous injuries and were admitted in the hospital.....( l )
- (ii) Number of persons who sustained grievous injuries but not admitted to the hospital.....(m)
- (b) Number of persons who sustained simple injuries .....
  - (i) those who were admitted in the hospital.....(n )
  - (ii) those who were not admitted in the hospital.....( o )
- (c) total number of persons injured.....( l ) + (m) + (n) + (o) = (Z)
- (d) Number of persons who sustained trivial injuries

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## CHAPTER IV

### ACTION TO BE TAKEN IN CASE OF SERIOUS ACCIDENTS

#### A - ATTENTION TO THE INJURED

- 401. Medical aid to the persons hurt in accident:** In case of serious accident involving DFCCIL staff or others, the DFCCIL Staff qualified in first aid present at the site of accident, shall render first-aid to the injured. He shall seek assistance from the other DFCCIL employees present, if any, and/or others. Efforts should be made to ascertain if any Doctor is available on that locality for seeking his medical assistance. He shall also arrange for the advice of the accident being sent to the nearest Station Master indicating the extent of injuries and medical assistance required.
- The Station Master of the station receiving information shall arrange to summon medical aid from the nearest available source, whether Railway, Civil, Military or Private. If necessary, he shall arrange to send the patients at the earliest opportunity to the nearest hospital, whether Railway, Civil, Military or Private. Station Master shall also advise the control immediately about the extent of injuries and medical assistance required to the control office. The station master shall also send urgent Message for medical assistance to the control office.
- 402. Calling for medical assistance from hospitals:** While calling for medical assistance from the Railway, Local, Civil, Military or Private Hospitals or dispensaries and local doctors, the Station Master shall send the requisition by the quickest possible means. If the requisition cannot be sent by telephone, the Station Master shall send a messenger with a message. The message shall be written legibly and sent through suitable staff who have been trained for the purpose and who are well acquainted with the location of the hospitals, dispensaries and the residence of the doctors. It shall be the responsibility of the Station Master to ensure that suitable staff at the station are trained for this purpose.
- 403. List of medical practitioners:** A list of private medical practitioners, Railway and non-Railway hospitals and dispensaries including Government, Municipal, Mission, Military or Private Medical institutions available at or in the vicinity of the station and qualified First Aiders available at the station should be painted on a board and exhibited in a conspicuous place in the Station Master's office at each station for guidance of all concerned in case of emergency. The Station Master should make certain that the particulars furnished therein are kept up-to-date. The Official in charge of the section should periodically inspect the lists to ensure that they are current.
- 404. Action to be taken by Control office:**
- (i) The Control Office shall immediately advise by telephone, the Station Master of the station equipped with Accident Relief Train/RCRV. The Station Master concerned shall make arrangements to move the equipment immediately to the site of accident by the quickest possible means.
  - (ii) The control office as well as the Station Master receiving the advice of accident shall immediately advise the Senior Official of the Mechanical Department, if headquartered at the station. The senior official of the Mechanical Department shall immediately assemble his staff at the station and, as soon as he and his staff are ready to proceed to the site of accident, advise the Station Master. The Station Master shall arrange to get the ART/RCRV ready with the first available engine.
  - (iii) The ART/RCRV shall be given absolute priority over other trains for its journey to the site of accident

**405. Information available for ready-reference in Control Office -**

1. Road map, telephone numbers of S.P., D.M., Home Secretary and Chief Secretary of State Govt. and Fire Brigades.
2. Vehicles on duty in control office, with driver.
3. Copies of SWR of stations with yard diagrams.
4. Copies of the check list of Section Controller, Dy. Chief Controller, Power Controller, etc.
5. Telephone numbers of DFCCIL Officers.
6. Telephone numbers of State & Private Transport Depot, Mil Rail, Defence Establishment (Army, Navy, Air Force, Para Military Force, BSF, CRPF and CISF), Social Volunteers, NGO, Organizations having Road Cranes/Bulldozers/Flood Light Equipment's, Government/Private/NGO Ambulances and Sources of Helicopters for hiring.

**406. Station Masters and ART in charge to maintain lists of first-aid workers:** A list of staff qualified in first aid must be maintained in his office by every Station Master and ART In charge. It will be the duty of Station Masters and ART In charge to dispatch first-aid workers to the site of the accident, if called upon to do so.

**407. Every facility to be given to Doctors to reach the site of accident:** It will be the duty of all DFCCIL Staffs to accord every facility to Doctors to enable them to reach the site of the accident with the least possible delay. A light engine, an engine with a vehicle attached, a motor trolley may be placed at the disposal of the Doctors for this purpose.

**408. Precautions to be observed in handling injured persons:**

- (i) Every effort must be made to extricate injured persons, under the supervision of the Doctor, from the debris and this work must receive preference over the consideration of preserving the clues to the cause of the accident. The injured must then be carried to the nearest clear place for administration of first-aid.
- (ii) Injured persons must not be shifted over long distances until first-aid has been rendered and the injured parts immobilized.

**409. Station Masters to maintain list of drivers of DFCCIL road vehicles:—** It will be the duty of station masters of large stations, where the DFCCIL maintains road vehicles to call up as many vehicles and drivers as necessary and keep them ready for clearing casualties to hospitals. For this purpose, the Station Masters concerned must maintain a list of addresses and contact numbers of all drivers of DFCCIL road vehicles.

**B. PROTECTION OF PROPERTY.**

**410. Duties of DFCCIL Security Agency:** The Security Agency will be responsible for deputing adequate number of Security Staff at the site of the accident and at any other place where assistance from his department may be required. He will himself proceed to the site of the accident by the quickest available means and supervise the arrangements. He will also-

- a) Liaison with the local police at site.
- b) Ensure security of damaged wagons/goods.

**C. RELIEF TRAIN ARRANGEMENTS**

**411. Sounding of Accident Alarm Signals/Hooters/Sirens:** The Accident Alarm Sirens/Hooters must be sounded immediately when ART is ordered. Following codes are prescribed for sounding the accident alarm/ Sirens/Hooters:

Sr. No.	CODE	CIRCUMSTANCES
(i)	Two long blasts each of 45 seconds duration with 5 seconds interval in between.	Accidents in loco sheds/Traffic yards at Home Station requiring ART.
(ii)	Three long blasts each of 45 seconds duration with 5 seconds interval in between.	Accidents outside the Home Station requiring ART.
(iii)	One long blast of 90 seconds duration.	Cancellation of ART.

**Note:**

- (i) The alarm signals/sirens/hooter requiring ART shall be sounded as prescribed above and shall be repeated once more after interval of five minutes.
- (ii) The Executive or Sr. Executive (Loco), AM/Manager (Mechanical) and all other Executive/Sr.Executive staff concerned must ensure that the relief train gangs, break down gangs and other staff who are required to go to the accident site in the ART, thoroughly understand alarm signal/siren/hooter and that their names and addresses are displayed at conspicuous places.

On listening to these signal/siren/hooters, the Executive or Sr. Executive of concerned department will immediately report himself to ASM on duty with his staff, ready to proceed to the site of accident with the ART/RCRV. The target time for reporting to the ASM after hearing the signal/siren/hooters is 15 minutes during the day and 25 minutes during the night.

**412. ART/RCRV:** The ART/RCRV is stabled in station yard. The list of stations where ART/RCRV is stabled is given in Appendix 'B'. **In case of accident involving or likely to involve injuries or deaths, these shall be rushed to the site immediately.**

**413. Target time for turning out of Accident Relief Train/RCRV:** The Target time for turning out of Accident Relief Train (ART) with complete equipments and staff from the loco shed (or the place where it is stabled) and dispatch from the station, are as under:

- (i) During Day-
 

Time for Turing out	30"
Time for Dispatch	15"
Target Time from ordering to Dispatch	45"
- (ii) During night -
 

Time for Turing out	45"
Time for Dispatch	15"
Target Time from ordering to Dispatch	60"

**Note:**

- (i) Both the target times of 30" and 45" for turning out Accident Relief Train are to be reckoned from the Time the Accident Relief Train is ordered to the time the train reaches the ART shed exit point. 15" time is the time permitted for departure from the station. Any delay in ordering or departure of ART must be immediately examined and viewed seriously.
- (ii) At stations where the lay out of the loco and traffic yard are such as to permit a reduction in the time limits stipulated above, the ED should lay down shorter time limits.
- (iii) Accident Relief Train (ART) or Break down Train is equipped to deal with relief, rescue and restoration measures. Details about Accident Relief Trains/RCRV are also given in Appendix 'A'.

**414. Promptness in movement of ART/RCRV:**

- (i) If an engine is not readily available, the nearest engine of any train should be released and utilized for expeditious dispatch of these.
- (ii) ART/RCRV must be given precedence over all other trains while proceeding

- to the site of accident.
- (iii) ART/RCRV should not be detained for want of nominated staff and can leave with any responsible Mechanical/Traffic Official.
- (iv) The Accident Relief Trains after completing relief operations must be worked back to their base stations without any delay.

**415. Maintenance of Relief Trains:**

- (a) ART in charge or others in charge of relief-van and relief trains are responsible for seeing that they are always fully equipped and in running order, and that the relief-van contains the medical chest.
- (b) DGM (Signal & Telecom) is responsible for seeing that all the Signal and Telecom items available in ART are complete and in good working order. He must personally inspect and test this equipment quarterly.
- (c) DGM (P. Way) must ensure that the permanent way tools and stores of suitable pattern are complete and in good condition. He must personally inspect these equipments quarterly.
- (d) DGM (OHE) must ensure that the equipment in the electric traction bogies of the relief trains provided for use in the electrified sections is of suitable pattern, complete and in good condition for use on traction distribution system. He must personally inspect the equipments quarterly.
- (e) DGM ( Mechanical) is responsible for the complete relief train as a unit. He must satisfy himself that deficiencies are made good after the use of every time by all the departments concerned. He must ensure that the relief train staff is conversant with the use of all the equipments provided in the train. He must personally inspect the train and its equipments quarterly.

**416. Mock Drill:** In order to test the readiness and quick turn out of Relief train, periodical drills should be organized. This drills shall be conducted as under -

1. Nomination should be made of staff who are to attend ART/RCRV.
2. Separate Inspection of ART by officers of Mechanical/C&W/Electrical/S&T/ Safety Officer for checking the functioning and removing the deficiencies of any equipment under their respective charge should be recorded in the Inspection Register.
3. List of equipments as laid down by the accident manual should be exhibited by each Branch quoting relevant para. The actual number available should be indicated against each time.
4. The mock drill means turning out both ART/RCRV, participation of all nominated staff Executive/Sr.Executive & Officers of the concerned Departments. The ART/ RCRV should also run to one or two stations and all staff should accompany. Staff should function like well-knit team.
5. Frequency - Once in two months if no accident has taken place and ART/ RCRV was turned out earlier due to accident or not.
6. The officer conducting the drill should submit a report to the ED and GM (Transportation) in the following Proforma. A copy of the report to be placed in Inspection Register and ART/ RCRV also.
  - (a) Details of accident.
  - (b) Time advised to Control/Shed.
  - (c) Arrival at station.
  - (d) Departure at
  - (e) Arrival at
  - (f) Time taken against the target with reasons.
  - (g) Remedial action suggested.
7. Attendance of each Branch – Findings, Nominated, Actually attended. Non-attendance to be reported by name to the ED/Branch Officer.
8. Remedial action suggested.
9. Whether double entry is provided or was kept free. A copy of the report of this mock drill should be incorporated by each GM (Transportation) in the monthly P.C.D.O. which is sent every month to the GM/Safety.

- 417. Means of communications:** All relief trains should be provided with suitable means of communications.
- 418. Civil and Police Officials to be given opportunity to proceed to site of accident by relief trains:** Officials such as the District Magistrate, the Superintendent of Police should be given every facility to proceed to the site of the accident by the relief train but delay to the departure of the relief train must not be allowed to occur on this account.
- 419. Mechanical Branch to be given every assistance in clearing the line:**
- (i) The Mechanical Branch will be responsible for clearing the line of Rolling stock. Resources of all departments, both in men and material, must be promptly placed at the disposal of the Mechanical Branch and it will be the duty of senior most officer present at the site of accident to ensure that this is done.
  - (ii) Relief crane working : Before commencing crane working in the electrified section, it must be ensured that the electric overhead wires over the track where the accident has taken place and also over the adjacent tracks are made dead and cleared by the Electric Traction Department and an authorized traction staff is present at the site of the accident.
  - (iii) Responsibility for relief operations at site: The senior most official present at the site of the accident shall be the overall in charge of relief operations and all the staff, both on the relief train and others, shall comply with his instructions.

#### **D. EXAMINATION OF EVIDENCE AND PRESERVATION OF CLUES**

- 420. Duties of Officer or Executive/Sr.Executive first reaching the site:-**
- (a) The Officer or Executive/Sr.Executive first reaching the site of the accident will check up:-
    - (i) Whether protection has been done.
    - (ii) The lines which are clear.
    - (iii) Whether the necessary messages supposed to have been relayed regarding the details of the accident, casualties, etc. He will also examine and make a note of all evidence which may prove useful in ascertaining the cause of the accident. The following points require special attention-
      1. The condition of the track, with special reference to alignment, gauge, cross level, curvature, super-elevation and rail head wear;
      2. The condition of rolling stock with special reference to brake power;
      3. The position of block instruments, signals, points, indicators, keys, etc;
      4. Mark on sleepers and rails;
      5. Position of derailed vehicles.
      6. At Panel interlocked stations, the position of switches and indications of the signal, points and track circuits should be jointly recorded preferably by two officers (or two Executive/Sr.Executive) of different branches and the relay room should be sealed immediately by them and the key kept in the safe custody of the SM or any other responsible official present at the site of the accident.
      7. The position of important relays.
      8. Check and record the indication of track circuits, point detection. If the signal aspect is repeated on the panel, record the same.
      9. Check the reading on all counters provided for route, block, etc., and also the devices for crank handle, emergency route release , etc., if any, where possible, seal with a view to prevent manipulation.
      10. The relevant block instruments should be inspected, the position of handle, etc. noted and the instruments sealed. Where push button

type block instruments are provided, the indications available and the reading on the counter should be noted. Extract the SM's key of the instrument to prevent further operation/manipulation. If the section is electrified, the block filter unit attached to the block instrument should be checked to see if the sealing is intact and it should be sealed.

11. He should cross check that the list of casualties has been prepared by the Doctor, countersigned by the Civil Police (if some bodies are yet to be recovered, it should specifically be mentioned that the list is not final and will be conveyed after salvaging bodies from the debris).  
Where possible, a rough sketch showing the position of derailed vehicles, marks on sleepers, etc. should be made.
- (b) If the accident has occurred within station yard, the train passing record must be seized and, if necessary, statements of the station staff concerned recorded.
- (c) All relevant materials, clues, damages and deficiencies on the locomotive and the rolling stock as well as position of broken and detached parts of permanent way and rolling stock must be carefully noted and all such clues, etc. carefully preserved so that, if considered necessary, the same could be reconstructed before the police, the CRS or any other Senior Officer or Court of Law. If, however, sabotage is suspected, in addition to noting and preservation of all such clues, no object must be disturbed unless the police have had an opportunity of making a thorough inspection of the site. However, if there is delay in the arrival of civil and police officials at the site of accident, the senior most DFCCIL Official at site may, at his discretion, jack up any portion of a wagon/coach or shift any property to the minimum extent necessary, after noting its original position by sketch, to extricate human beings trapped under it in the shortest possible time to avoid unnecessary pain and suffering. Normal traffic should, however, not be permitted without consulting the police. Further specific Inquiry should also be made from the CRS in cases of suspected sabotage to ascertain if he would like to inspect the site, etc. before the clearance and the restoration operations commence. Restoration/clearance should not commence (except to the minimum extent necessary to save human lives) unless such permission has been received from police authorities as well as from the CRS. In the case of other serious accidents, however, purpose would be served if the CRS is advised and action taken as per paras above.
- (d) In the case of serious explosions or conflagrations caused by explosives or dangerous goods, all wreckage and debris must be left untouched, except in so far as its removal may be necessary for the rescue of trapped/injured persons and the recovery of dead bodies, until the Chief Inspector of Explosives or his representative has completed his inquiry or intimated that he does not intend to make any investigation.
- (e) He should have a complete list of names with addresses of the injured and dead, along with the addresses of the relatives and ensure that messages are sent to the relatives of the injured and dead.
- (f) He should also ensure that S.P. and D.M. have been advised.
- (g) He should ensure that the duties, as already enumerated, are being discharged by the respective officers.
- (h) He should give the prima-facie cause of the accident with the expected time of restoration.
- (i) He should ensure that progress report is relayed to control every one hour.
- (j) He should ensure that Press hand-out is made properly and advise GM (Transportation) and DGM (Commerical) in Control office accordingly.
- (k) He should ensure that injured who are hospitalized should be well looked after.

#### **421. Duties of P-Way Branch:**

- (a) The Engineering Officer or Executive/Sr.Executive first reaching the site of



the accident must make a complete and accurately dimensioned sketch showing the position of vehicles and of derailed wheels, displaced rails or sleepers and any other detached or broken parts of the permanent way or rolling stock. He must also check the gauge of the Track and take the cross and longitudinal levels for a distance of 45 meters on either side of the point of mount if the cause is indisputably known, otherwise for a distance of 90 meters in rear and 45 meters ahead of the point of mount. This must be done in the presence of a Transportation Officer or Executive/Sr.Executive.

- (b) In the case of derailments, the marks on the rails or sleepers at the point where the first pair of wheels went off the track must be especially observed and a detailed note of the observations recorded. The marks, if any, on the first pair of wheels which derailed must be similarly examined.

**422. Duties of Mechanical Branch:** The Mechanical Officer or his Executive/Sr. Executive first reaching the site of the accident must examine the engine and rolling-stock and make a note of any damage or deficiencies. Any detached or broken parts must be secured for scrutiny by the Inquiry Committee or the Commissioner of Railway Safety as the case may be. If, however, sabotage is suspected, such parts must not be disturbed until the Police have completed their investigation.

**423. Action in cases of suspected train wrecking or sabotage** - Action should be taken as indicated in chapter VI of this manual.

#### **E. DUTIES OF OFFICIALS DEALING WITH SERIOUS ACCIDENTS.**

**424. Duties of Section Trains Controller:-**

- a) He should record the time of accident, kilometers, casualties, damage to stock, assistance required, medical van, ART with or without crane.
- b) Advise Dy. Chief Controller, controlling station, and concerned staff of the section.
- c) Stop movements of trains in the affected section.
- d) Ascertain the lines which are clear.
- e) Keep room at adjacent stations for movement of medical van, ART and for marshalling of crane, etc.

**425. A. Duties of Traction Crew Controller:**

- (i) Arrange engine and crew for ART.
- (ii) Ensure that ART/RCRV is turned out within the scheduled time.
- (iii) Advise the concerned Officers about the accident.
- (iv) Advise adjacent Corridor for ARTs and also request the **GGM/Mech** that crane is required from other Corridor.
- (v) He should plan for additional powers and crews for diverted trains in consultation with Chief Controller.
- (vi) On receipt of an accident advice involving electric loco, the Traction Crew Controller/TLC shall co-ordinate with the Dy. Chief Controller, so that the necessary locomotive, Loco Pilot, Fitters and other technicians, as far as Electric Traction Department is concerned, reach the site of accident promptly as required.

**B. Duties of Traction Power Controller:**

On receipt of an accident advice requiring crane working in the electrified section and/or involving electric overhead equipment, the Traction Power Controller shall ensure that :-

- (i) The Electric Power supply is cut off from the section of the overhead equipment involved and/or where crane working has become necessary according to the circumstances and the section made safe to work.

- (ii) All the necessary arrangements have been made for dispatch of electrical staff and equipments required at the site of accident and the overhead equipment is promptly cleared from the tracks, in case crane has to work at the site of the accident.
- (iii) The Electric traction bogies of the relief train should also reach the site of accident with the relief train or in advance of relief train where necessary.
- (iv) He will co-ordinate with DGM (OHE), Dy.Chief Controller and Traction Executive/Sr.Executive concerned to regulate relief measures.
- (v) He will keep the Electrical Officers continuously informed about the sequences of the operation and arrangements made.

**426. Duties of Controlling Executive/Sr.Executive :** The Controlling Executive/Sr.Executive Traffic must proceed to the site of the accident by the quickest means unless he knows that a Station Master/Asstt. Station Master is already there. He must take with him any other equipment that he considers necessary. He will be responsible for regulating the traffic, attending to the injured, making a note of all evidence which may prove useful in ascertaining the cause of the accident and taking general charge of the situation.

**427. Duties of Dy. Chief Controller:**

1. Advise TLC/TPC, S&T and Engg Controller for advising their Branch Officers and for turning ART/RCRV, Crane, Tower wagon etc.
2. Arrange for power and crew for ART in consultation with TLC/Traction Crew Controller.
3. Advise arrangement of ART or ARME from Indian Railway ,if require,
4. He will ensure that ART/RCRV are turned out without any delay and see that these are not held up en route. Top most priority should be given for moving the Medical Van if asked from Indian Railway.
5. Advise GM (Transportation), Chief Controller, Security Agency.
6. Arrange for power and crew for other trains in consultation with Crew Controller, TLC/ Traction Crew Controller..
7. Arrange for material and labour specials.
8. Regulation of goods trains.
9. Arrange for power in consultation with TLC and Traction Crew Controller for trains diverted.
10. Open a log book as per prescribed proforma with the assistance of Assitant Controller (Trains Clerk) with complete details of movement of medical van, ART, movement of officers, progress of work at site as relayed from the site, etc.
11. Advise Central Control (Corporate Office) about the full details of the accident as per proforma already available along with the list of dead and injured.

**428. Duties of Chief Controller:**

- a. Ensure that ART have been dispatched to the site of accident and are not held up en-route.
- b. He should make arrangements of trains stranded at other stations.
- c. Ensure that all concerned officers have been advised.
- d. Plan for regulation of goods train by cancellation, diversion, termination short of destination in consultation with GM (Transportation).
- e. Alternative route should be explored for movement through yard and plan made out for additional staff for piloting, etc.
- f. Particulars of injured and dead should also be conveyed to GM/Safety.

**429. (A). Duties of DGM(Operation) in Regional Control Office:**

- (i) Ensure that ART/RCRV reach the accident site without any detention en route.

- (ii) Plan for regulation of goods trains, cancellation, diversion, termination short of destination in consultation with Corporate Office.
- (iii) Details of the dead, injured, sustaining grievous or simple injury, hospitals to which they have been sent for treatment and also particulars of their kith and kin to be obtained from the site and relayed to Emergency Control.

**(B) Duties of DGM(Safety) in Regional Control Office:**

1. To proceed to the site of accident by first available means if necessary.
2. He should preserve the clues.
3. Ensure that front and rear portions of the affected train are cleared from the site.
4. Marshalling of the crane before the ART reaches site.
5. Ensure measurement of track, rolling stock, and power, in prescribed proforma and as per prescribed procedure.
6. Ensure that evidence of train staff, station staff and public are taken on the spot.
7. Address of person, who are willing to give statements later, should also be obtained.
8. The damaged vehicles should be kept for Inquiry and not sent away.
9. Plan for efficient movement of ART, engine, tower wagon, etc. between site and station for quicker restoration.
10. Ensure that the log diary at the accident site is maintained properly with full details.
11. He should produce public witnesses and advise S.P. and D.M. in time, in case of CRS inquiry and should accordingly issue press notification in local press.

**(C) The Second nominated officer, DGM/Commerical should be available in Regional Control Office.**

His duties are:-

- i. Press handout should be issued after obtaining prior approval of the ED incorporating the following items:-
  1. Factual details about the accident
  2. Number of persons dead if any.
  3. Injuries: (a) Grievous (b) Simple. It should be added if circumstances warrant that final figures will be made available after the salvage operation is over as some bodies are still suspected to be lying in debris. The cause of the accident should not be mentioned. It should be merely stated that the cause is under investigation.
- ii. Arrange for labour for loading and unloading of goods.

**430. Duties of OHE , Mechanical & Civil Engg Officers in Regional Control Office:**

**A) Duties of DGM (OHE) in Regional Control Office:**

1. He should proceed to site.
2. He should supervise working of Tower Wagons & clearance operation.
3. He should ensure that OHE is made dead and is slewed as required for ground crane operations.
4. He should arrange and supervise restoration of OHE, expeditiously.
5. Recording all information concerning the accident, so far as the Electric traction and its equipment is concerned.
6. In case of an accident, where OHE or switching station is involved, he should arrange for adequate number of breakdown staff, tower wagon and then should proceed to the site of accident by the quickest means available.

**B) Duties of DGM (Mech.) in Regional Control Office:**

1. He should proceed to site.
2. He should supervise working of ART/RCRV, Crane & clearance operation.
3. He should record the details regarding brake power and other aspects of the rolling stock as per prescribed Proforma.
4. He should have the measurements of the rolling stock taken as per the prescribed Proforma/procedure.
5. He should check the fitness of the stocks which are supposed to move from the accident site.
6. He should ensure that goods stock rerailed are in fit condition to be taken from the accident site.
7. Care must be taken before permitting the movement of the unaffected portion from the accident site.

**C) Duties of DGM (Engg.) in Regional Control Office:**

1. He should proceed to the site.
2. Ensure that measurements are taken as per prescribed proforma and procedure. Sketches of the accident site showing the position of the broken Parts, etc. are accurately drawn out.
3. Ensure collection of adequate labour and material and their proper Deployment at site for speedy restoration.
4. An officer of engineering department should be available in control office for planning, reinforcement of labour, material and staff from different sections.
5. He should ensure that inspection notes and relevant documents and maintenance records, etc. are seized and secured.

**431. Duties of DGM/Signal & Telecom in Regional Control Office:**

1. Providing proper communication with Inquiry offices opened at other sections.
2. Sending S & T materials and additional staff to the site, if required.
3. Establishing wireless communication between the site of the accident and the Regional Headquarters and also the Corporate Office.
4. Ensuring that a detailed record is made of all evidence having a bearing on the accident, so far as signalling and interlocking are concerned. Any broken or detached parts must be secured unless sabotage has been suspected, such parts must not be disturbed in that case until the Police have completed their investigation.

**432. Duties of Electrical Officers at Regional Control Office:**

1. The senior most officer to proceed to site.
2. Ensure that lighting arrangements, if required, are provided at the site.
3. Other concerned officers should be available in Control Office.
4. He should note down his observations regarding the electric loco and record measurements as per prescribed Proforma.
5. He should ensure prompt and sufficient arrangement for clearing the line fromf Elect. Rolling stock and supervising clearance operations whenever an electric locomotive is involved.
6. Due care must be taken before permitting movement of the unaffected portion from the accident site.
7. He should also ensure that Speedo graphs, engine repair books are seized and sealed.
8. He should ensure that measurements of the loco are taken on the spot. If it is not possible for all types of measurements to be taken on the spot, these should be taken in the shed.

9. He should also advice to concerned Railway that records for maintenance of engine repairs are sealed in the shed.
10. He should ensure that thorough examination of the loco is done before it is allowed to move from the accident site.

**433. Duties of ED in Regional Headquarter:-** The ED will be responsible for :-

1. Ensuring that assistance is rendered by each department promptly and efficiently.
2. Ensuring that in addition to one vehicle available in Control Office, round the clock, motor vehicles are available with the Controlling Officer, with the particulars of the Drivers. The list of stations where such vehicles are available should also be exhibited in control office. The officer should be instructed to spare the vehicles and arrange for the driver as soon as the advice is received from the Control Office.
3. On receipt of advice of various accident, he should immediately decide which officer should go by road or by ART/RCRV.
4. He should also nominate the officer who should be in Control Office keeping in view the guidelines already mentioned above.
5. In case of a serious accident when main line is blocked, ED must proceed to the site to coordinate and supervise relief operations. He should put nominated officer in charge in control office when he proceeds to site. He should return to the Headquarters only after the traffic is restored or at least one line on a double/multiple line section is restored for traffic, that too after deputing the nominated officer at site.
6. He should also advise the Home Secretary/Chief Secretary of the State in case of sabotage for prompt attendance by the S.P. so that restoration work is started with minimum delay.
7. He should take charge at site and function as the senior most officer and the duties of the senior most officer. If he is not available at site the duties will devolve on the next senior most officer irrespective of the department.
8. Arranging a preliminary Inquiry by Regional Officers, in cases where an Inquiry by the CRS or a committee of Administrative Officers is to be held but immediate investigation of certain matters is considered necessary.

**434. Duties of DGM(Safety) in Corporate Office: -**

In absence of GM/Safety, the DGM (Safety) receiving telephonic advice of the accident will apprise the Managing Director and other Directors about the particulars of accident.

**435. Duties of Public Relations Officer –**

The Public Relations Officer will be responsible for:-

- (i) Issuing message of the accident to the press in accordance.
- (ii) Keeping the press informed of developments in regard to relief operations; and
- (iii) Sending a photographer to the site of the accident by the quickest means available when called upon to do so.

**436. Duties of GM (Safety) in Corporate Office -** The GM (Safety) will make sure that the press, MD, the Railway Board, the Chief Commissioner of Railway Safety and the Commissioner of Railway Safety have been advised of the accident in cases where advice is due to them. He will also advise the ED concerned as to whether an Inquiry is to be held by the Commissioner of Railway Safety or a Committee of Administrative Officers and will intimate the date, time and place of Inquiry and ensure that press notification is issued in time.

**437. Duties of Law Officer:**

The Law Officer on behalf of the MD, will coordinate with concerned Railway regarding Claims cases arising due to accident.

**438. Duties of DGM/HR.**

1. AM/HR should be deputed by him round the clock in shift duty to look after the welfare of the injured persons in the hospital
2. He should depute AM/HR to assist the Doctor in taking down the name and addresses of the dead and injured and in shifting them to the hospital. AM/HR should also be deputed at the hospitals where the dead bodies or those injured have been transferred.

**439. Joint Note:** It is first-hand information gathered and jotted down by the Executive/Sr.Executive attending the site of accident. Those attending the site of accident should pay particular attention to the following with a keen eye as this can be helpful in drafting the joint note and pin-pointing the responsibility:

- (i) Point of derailment with respect to Kilometerage (point of mount and drop).
- (ii) Marks on sleepers, rail head, etc.
- (iii) Physical condition of sleepers, rail, track fittings ballast, embankment, etc.
- (iv) Physical condition of the locomotive and rolling stock involved in the accident.
- (v) Other tell-tale marks or evidence such as speed of the train, drag, etc. which may come to light or detached parts/fittings or rolling stock, loco, track, etc. having a direct or indirect bearing on the cause of accident or which may prove to be helpful in establishing the cause of the accident.
- (vi) Reading of track as regards gauge, super elevation, cross levels, rail head wear, etc.
- (vii) Reading of the rolling stock.
- (viii) Examination of Brake power of the train involved in the accident.
- (ix) Statement of the crew, guard and other concerned staff.
- (x) Seizure of relevant record, position of signals, track circuits, Crank points at site, indication at the panel.
- (xi) Reading of various counters provided on the panel and as recorded in the station journal and counter reading register.
- (xii) Names of the Loco Pilot/Assistant and Guard of the train.
- (xiii) Marshalling order of the train, engine No., its load, brake power, etc.
- (xiv) Whether the train was booked to stop or run through.
- (xv) Approximate cost of damage to the various assets of the DFCCIL.
- (xvi) Whether any casualties/injuries are suspected or have come to light.

Based on the above observation and statement of the staff concerned, Executive/Sr.Executive of Traffic, C&W, Eng. and S&T shall prepare a joint note giving description about the direction of the movement of train pin pointing the responsibility of the staff/department as also the cause of the accident. The joint note should be prepared setting aside the department bias so that the exact cause of the accident is established and corrective remedial measures could be taken to eliminate those causes and to rectify if any inherent defect is found in the working of DFCCIL machinery. Findings in the joint note should be unanimous and there should be no cause for a dissent note.

The joint note should be jointly signed by the concerned Executive/Sr.Executive along with sketch of site of accident with all details.

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## CHAPTER-V

### ACCIDENT INQUIRIES

- 501. Object of Inquiry:** The object of an inquiry is to find out the cause or causes of an accident so that:-
- (a) Those responsible for negligence or breach of rules may be punished; and
  - (b) If there is any inherent defect in the system of working, steps may be taken to effect necessary improvements.
- 502. Instruction of Railway Board for accident enquiry over DFCCIL alignment:**
- (a) Accident to be enquired into by CRS: procedure for enquiry into Rail Accident shall be followed as per Section 113 and 114 of the Indian Railway Act, 1989.
  - (b) In case of Rail Accident to be enquired into by DFCCIL under Section 115 and 120 of the Railway Act, 1989, the instruction by the Railway Board for the following provision, vide Letter No- 2016/Safety(A&R)/CRS/Misc/DFCCIL , dated 12.05.2016 were made: -
    - (i) Case involving asset of DFCCIL only and having no affect on Indian Railways whatsoever: Such cases shall be enquired by DFCCIL as per rule and procedures to be framed independently by DFCCIL.
    - (ii) Accident cases on DFCCIL, which affect assets of Indian Railways: Such cases shall be enquired into by DFCCIL and they may draw officials from department concerned of Indian Railways as nominated by General Manager/Competent authority of the Zonal Railway concerned for conducting such enquiry.
- 503. Notice of Accident on DFCCIL .**
- (1) Where, in the course of working of trains on DFCCIL
    - (a) Any accident attended with loss of any human life, or with grievous hurt, as defined in the Indian Penal Code (45 of 1860), or with such serious damage to property as may be prescribed; or
    - (b) Any accident of a description usually attended with loss of human life or with such grievous hurt as aforesaid or with serious damage to property; or
    - (c) Any accident of any other description which the Central Government may notify in this behalf in the Official Gazette,occurs, the Station Master of the station nearest to the place at which the accident occurs or where there is no Station Master, the DFCCIL servant incharge of the section of the DFCCIL on which the accident occurs, shall, without delay, give notice of the accident to the District Magistrate and Superintendent of Police, within whose jurisdiction the accident occurs, the Officer-in-Charge of the Police Station within the local limits of which the accident occurs and to such other Magistrate or Police Officer as may be appointed in this behalf by the Central Government.
  - (2) The DFCCIL Administration within whose jurisdiction the accident occurs, and the DFCCIL Administration to whom the train belongs to in the accident involved, shall without delay, give notice of the accident to the State Government and the Commissioner having jurisdiction over the place of the accident.
- 504. Inquiry by Commissioner of Railway Safety**
- (1) On the receipt of a notice of the occurrence of an accident to a train resulting in loss of human life or grievous hurt causing total or partial disablement of permanent nature to a person or serious damage to DFCCIL property, the

Commissioner shall, as soon as may be, notify the DFCCIL Administration in whose jurisdiction the accident occurred of his intention to hold an inquiry into the causes that led to the accident and shall at the same time fix and communicate the date, time and place of inquiry.

Provided that it shall be open to the Commissioner to hold an inquiry into any other accident, which in his opinion, requires the holding of such an inquiry.

- (2) If for any reason, the Commissioner is not able to hold an inquiry, he shall notify the Railway Administration accordingly.

**505. Inquiry by DFCCIL Administration.**

Where no inquiry is held by the Commissioner under sub-section (1) of 503, where the Commissioner has informed the DFCCIL Administration under sub-section(2) of that section that he is not able to hold an inquiry, the DFCCIL Administration within whose jurisdiction the accident occurs, shall cause an inquiry to be made in accordance with the prescribed procedure.

**506. Inquiry when necessary:**

- (a) Every accident to a train, which is attended with loss of human life or with grievous hurt to DFCCIL staff/ Railway staff in the train or which causes serious damage to DFCCIL property of the value exceeding Rs. Two Crores and any other accident which in the opinion of the Chief Commissioner of Railway Safety or the Commissioner of Railway Safety requires holding of an inquiry, shall be deemed to be an accident of such a serious nature as to require holding of an inquiry.

Where the Chief Commissioner of Railway Safety considers the holding of an inquiry into an accident necessary, he may either conduct the inquiry himself or direct the Commissioner of Railway Safety to do so.

- (b) Inquiry shall also be conducted in the following cases:-
- (i) If the system of working is suspected to be defective;
  - (ii) If the Commissioner of Railway Safety decides to hold it or requires it to be held;
  - (iii) If ordered by the GM/Safety, and
  - (iv) If for any special reason, the ED of concerned Corridor considers that an inquiry is necessary or desirable.
- (c) An inquiry may be dispensed with provided:-
- (i) There is no reasonable doubt as to the cause of the accident.
  - (ii) If any department of the DFCCIL Administration accepts the responsibility.
- (d) It is not necessary to hold formal inquiries into all fatal or other accidents to passengers and trespassers or DFCCIL Staffs unless there is special reason to do so. Such accidents must, however, be carefully investigated by a responsible DFCCIL Official and Police and medical reports obtained

**507. (A) Classification:** Inquiries are divided into four classes, namely:-

- (i) Commissioner of Railway Safety's inquiry.
- (ii) Officer's Joint Inquiry.
- (iii) Executive/Sr.Executive's Joint inquiry.
- (iv) Departmental inquiry.

**(B) Level of Inquiry:**

- i) All serious accident shall be inquired into by the Commissioner of Railway Safety.
- ii) In case Chief Commissioner of Railway safety or Commissioner of Railway safety is not in a position to enquire into serious accident



- cases, the enquiry should be done at least by a committee of E-5 level officer (DGM), formed in consultation with CRS/CCRS.
- iii) All cases of collisions falling under A2 & A4 categories shall be inquired into by a committee of E-8 level officers (GM) with Managing Director as the accepting authority unless the same is being inquired into by CRS.
  - iv) All consequential train accidents shall be inquired into by a committee of E-5 (DGM) level officer and in his absence, by an officer (as decided by ED). ED shall be the accepting authority for these inquiries subject to review by GM/Safety of Corporate Office.
  - v) All yard accident shall be inquired into by a committee of Executive/Sr. Executive with AGM/OP or DGM/Safety as accepting authority.
  - vi) All cases of Indicative Accidents shall be inquired into by a committee of E-3 or E-4 Scale officers with ED as the accepting authority except all cases of Signal passing at danger shall be enquired into by E-5 (DGM) committee of officers of Corridor Headquarter with DGM/Safety as one of the members.
  - vii) Managing Director or ED can have the enquiry conducted by a committee of higher level of officers than the above mentioned levels depending upon the seriousness of accident.
  - viii) In accident cases wherein the Enquiry committee expects possible reason for accident on the staff of Railway, the concern Railway will be requested to nominate an officer as member of enquiry committee. The Enquiry Report should be put up through GM/ In charge of Operation and after enquiry report has been accepted by the Director/OP&BD, the case will be referred to concerned Railway for suitable action. If suitable response is not received from the Railway concerned, the case to be referred to Railway Board.
  - ix) All cases of equipment failure shall be inquired into by Executive/Sr. Executive of respective department.
  - x) All inquiries will be ordered by the concerned ED except for inquiries into collisions as per item (III) as above wherein Managing Director will order the inquiries.
  - xi) Safety Officers shall be one of the members of all departmental enquiry committee. In cases safety officer in same grade as of the enquiry committee is not available safety officer of one grade below will be nominated for the enquiry committee.

#### **508. Time schedules for inquiries**

D	Date of accident
D + 1	ED/MD* Shall order the inquiry
D + 3	Commencement of inquiry
D + 7	Submission of report to ED/MD*
D + 10	Acceptance of inquiry report by the ED/MD*
D + 15	Inquiry reports will be finalised by GM/Safety of Corporate Office
D + 20	Submission of inquiry report to CRS with remarks. A copy of finding of the inquiry report to be sent to Railway Board.
D + 90	DAR action against officials held responsible to be completed.

\* for GM/GGM of Corporate Office.

#### **509. Commissioner of Railway Safety's Inquiry:-**

- (a) The Commissioner of Railway Safety may personally conduct an inquiry into any accident. He shall, in that case, inform the MD of his intention and intimate the date, time and place of the inquiry.
- (b) An inquiry by the Commissioner of Railway Safety will ordinarily be held in every accident to a goods train with loss of human life or grievous hurt to a

person or persons in the train or with serious damage to DFCCIL/Railway property. In case, the Commissioner of Railway Safety decides otherwise, the enquiry will be ordered by the MD as laid down in para 507. The President of the inquiry committee, before commencing inquiry into such accidents, shall issue a press note inviting public to tender evidence at the inquiry or send information relating to the accident to his office address and will also communicate through the press the date, time and place fixed for the inquiry.

- (c) Officers to assist Commissioner of Railway Safety: When an inquiry is to be conducted by CRS, the MD will nominate an officer of DGM or above to attend the inquiry by Commissioner of Railway Safety. He will also instruct the ED to arrange regional headquarter officers concerned to attend the inquiry and be ready to render all necessary assistance including production of witnesses. The ED should also attend the inquiry held by the Commissioner of Railway Safety into train accidents personally, unless it is beyond his control due to very compelling reasons, to facilitate the inquiry officer in obtaining the evidence, maintaining liaison with the local Magistracy and the Police for completing inquiry expeditiously.

**510. Arranging attendance of DFCCIL Employees at the place of Judicial Inquiry or Inquiries conducted by Commissioner of Railway Safety or a Magistrate. :**

When an inquiry under rules of "Statutory Investigation into Railway Accident Rules,1998" or a judicial inquiry is being held, the MD shall arrange for the attendance, as long as may be necessary, at the place of inquiry, of all DFCCIL staff whose evidence is likely to be required at such an inquiry. If the inquiry is to be held by the Commissioner of Railway Safety, the MD shall issue notice of date, hour and place at which the inquiry will be held being given to the officers mentioned in clauses (a) and (c) of sub rule (I) of rule 14 of statutory investigation into Railway Accident Rule,1998. He shall also arrange for the attendance of the Regional officers concerned at the inquiry.

**511. Officer's Joint Inquiry:-**

- (a) The MD may in the cases of serious accidents order an inquiry by Committee of Heads/Additional Heads or Deputy Heads of Operating, Mechanical and Engineering Departments. Other department shall also be represented if necessary.
- (b) The ED shall order a Regional Officers' inquiry in the case of accidents falling under classes D-2, E-1, E-2, N-2 and N-3 as well as in the case of any other accident where inquiry by Regional officers is considered necessary by him. The inquiry Committee will normally consist of DGM/ Manager level of the Operating, Mechanical and Engineering departments. If any other Department is also involved, it will be represented by an officer of equivalent rank.
- (c) In the case of accidents falling under the following classes: B-2, B-4, B-6, B-7, C-1, C-2, D-4, D-5, E-1, E-2, F-3, F-4, G-2 and H-2 or any other accident, where such an inquiry is considered necessary by the ED, the ED shall normally order a Joint inquiry by officers. The Committee will normally consist of Operating, Mechanical and Civil Engineering departments. If any other department is also involved, it will be represented by an officer.

**Note:** In case of an officer of the equivalent rank of particular departments not available on Regional office, it shall be represented by the higher grade officer generally, when unavoidable next lower grade officer may be nominated for this purpose.

- (d) (i) **Inquiries into cases of fire in train/ DFCCIL premises:-** In case a DGM level officer's inquiry is ordered into a fire accident, Security Officer H.Q. Office should invariably be associated as a member of the inquiry committee. In all other inquiries into cases of fire, the Fire Inspector of the

Division (State Govt). should invariably be associated as a member of the inquiry Committee. If the fire is of a serious magnitude, or of an unusual or complex nature, Security Officer of DFCCIL should be requested to obtain the association, with the inquiry committee, of the Fire Adviser, Ministry of Home Affairs, and Govt. of India. In case of fire occurring in electrified buildings or electrified stock, the GM (Systems) or his representative should invariably be included in the inquiry committee.

- (ii) Two copies of all inquiry reports into accidents involving fire should invariably be sent to the concerned official of DFCCIL for information and necessary action at his end.

- 512. Executive/Sr.Executive' Joint Inquiry:** The ED will order a Executive/Sr. Executive joint inquiry in the case of all other accidents where a joint inquiry is considered necessary. The committee will normally consist of representative of Operating, Engg and Mechanical (C&W or Loco or both). If any other department is involved, it will also be represented by its representatives.
- 513. Departmental Inquiry:** When one particular department is clearly responsible for an accident, the ED will arrange for an officer or Executive/Sr. Executive of that department to hold an inquiry. The purpose of such inquiry will be to pinpoint the fault or irregularities involved and to fix responsibility for the same.
- 514. Inquiries into accidents at stations worked by DFCCIL:** Accidents to trains of Indian Railways occurring at stations worked by DFCCIL or on those portions of the line over which DFCCIL exercises running powers, will be inquired into by the DFCCIL. A representative of the Indian Railway concerned must, however, be invited to be on the inquiry committee, if he happens to be senior most member of the Committee, he will function as its President.
- 515. Fixing time and place of inquiry:-**
  - (a) Inquiries must commence as promptly as possible within three days of the occurrence of the accident.
  - (b) Inquiries must be held either at the place where the accident took place or at the nearest station thereto, unless the committee unanimously agree that the holding of the inquiry elsewhere will best suit the circumstances of the case and the convenience to the witnesses.
- 516. President of Inquiry Committee:** The senior most Officers/Official shall be the President of the inquiry Committee in all cases.
- 517. Intimation to Government Officials:-**
  - (a) Whenever an Officers' Joint Inquiry is to be held, the ED shall cause notice of the place, date and hour at which the inquiry will commence to the following officials:-
    - (i) The Commissioner of Railway Safety.
    - (ii) The District Magistrate of the district in which the accident occurred or such other officer as the local Government may appoint in this behalf.
    - (iii) The District Superintendent of Police.
    - (iv) The Officer in charge of the Police station in the jurisdiction of the station/section at which the accident occurred.
  - (b) Whenever the Commissioner of Railway Safety decides to hold an inquiry, the ED shall notify the Officials mentioned against items (ii) to (iv) of this sub-rule.
- 518. Attendance of witnesses:**
  - (a) It will be the duty of the Regional Officer of each of the departments concerned to arrange for the attendance of such of his staff as are required to give evidence at the inquiry.
  - (b) An accident inquiry must continue without break till finish. The inquiry will not ordinarily be postponed owing to the absence of a witness but, if, after

recording all other evidences, a decision cannot be reached at the inquiry, may be adjourned till the witness is available.

- (c) If a witness is sick, the President of the Inquiry Committee must, with the concurrence of the Medical Officer concerned, arrange for his presence at the inquiry, and if this is not possible, for his evidence to be taken at his bedside.

**519. Proceedings of Inquiry:**

- (a) The Proceedings will comprise of the following-
- 1) Index and list of documents accompanying, including list of witnesses.
  - 2) Preliminary- including names and designations of members of Joint Inquiry and others present.
  - 3) History of accident.
  - 4) Description of site of accident.
  - 5) Sketch of the scene of accident.
  - 6) Findings.
    - (i) Dissent Note, if any.
    - (ii) Comments of Majority on dissent note/rejoinder.
    - (iii) Staff responsibility primary/secondary/other
  - 7) Remarks and reasons for findings
  - 8) Note for information of administration and its legal advisors in case of litigation arising.
  - 9) Other observations and matters brought to light.
  - 10) Recommendations, if any.
  - 11) Comments on adequacy and promptness of relief measures including delays in movement of Medical Van/Breakdown trains and transshipment and catering arrangements, for the injured.
  - 12) Statement of witnesses: Each witness should be serially numbered. Name, Father's name, Designation, Headquarter Station, Division, Age (Date of Birth), Length of service (Date of Appointment), Grade, Basic pay and Service conduct should be recorded before recording the statement.
  - 13) List giving full particulars of persons injured or killed.
  - 14) Extract of train registers, if necessary;
  - 15) A list of DFCCIL/ Railway Staffs killed or injured;
  - 16) Police report, where necessary.
- (b) The description of the accident must be purely factual and the following information must be given as far as applicable:
- (i) whether train was booked to run through or stop;
  - (ii) whether train was booked to cross or was crossing out of course;
  - (iii) Marshalling of train;
  - (iv) Total weight of train;
  - (v) Condition of rolling stock concerned;
  - (vi) Number of braked wheels and condition of brakes;
  - (vii) Recent history of engine;
  - (viii) Weight of engine and weight on each wheel;
  - (ix) Condition of engine tyres; and
  - (x) Condition of each wheel and spring concerned in a derailment including gauge of wheels, contour of tread and flange and condition of axle-box. In the case of fracture of wheels or axles, full particulars of the fractured part such as diameter of axle journal, position and nature of fracture, maker's name, cast number, etc. must be recorded.
- (c) In describing the site of the accident, the following information must be given as far as applicable;—
- (i) Formation;
  - (ii) Grades;
  - (iii) Curves;

- (iv) Bridges and culverts;
  - (v) Level-crossings;
  - (vi) Description of signals, particularly those concerned and the distance of each from some fixed point;
  - (vii) Sighting of signals concerned, both from an approaching train and from the relevant panels;
  - (viii) System of interlocking.
  - (ix) System of locking points and signals;
  - (x) System of working points and signals;
  - (xi) Type and condition of permanent way (section and length of rails, type of sleepers and number per rail alignment and wear of rail), gauge, cross-levels and super elevation at intervals of 3 meters;
  - (xii) Inclinations of crossings concerned, details of points and crossings, length of switch rails, clearances, etc.
  - (xiii) Brief description of system of working and whether in use or interrupted;
  - (xiv) Fencing and means of access to the line; and
  - (xv) In case of bursting of points, whether or not they were protected by a signal.
- (d) The plan of the site of the accident must show as much as possible the information included in the description of the accident and the site. It must be fully dimensioned and the North point and the approximate scale must be shown on it. In cases, where accidents occur in station yards, a tracing in fullscale size suitable for reproduction must be submitted along with two blueprint copies.
- (e) The preamble must contain a full statement of the reasons which have led the inquiry committee to arrive at their findings and should be signed by all the members of the committee.
- (f) The findings must indicate clearly the cause of the accident. In case, the accident is held to have been caused by human failure, the findings should identify the staff responsible and the specific rule violated and go on to state this as under:  
 “Prima facie grounds exist for initiating disciplinary proceedings against the following staff” (irregularity alleged to have been committed and the breach of rules involved in each case being indicated). The findings must be signed by all the members of the committee. If, however, any member disagrees with other members, he should place on record a separate explanatory note in his findings. The majority report should contain comments on the dissenting officer’s views and the reasons why the majority does not agree with him.
- (g) The committee may detail in the Rider such irregularities as come to light during the course of inquiry but do not have a direct bearing on the cause of the accident. Such irregularities should include cause of delay in asking for and/or in rendering assistance, delay in transmission of message etc. When referring to failures of DFCCIL staff the Rider should state that: — “Prima facie grounds exist for initiating disciplinary action against the following staff on account of the irregularities indicated against each.”
- (h) The Committee may suggest in the form of recommendations any improvements in the rules or practice of working which, in their opinion, would prevent similar accidents in future or improve the working in any way.
- (i) Strong disciplinary action will be taken against staff found indulging in giving false evidence during accident inquiries and in falsification of records.
- (j) Before recording the evidence of a witness, the President of the Inquiry Committee must warn the witness that he will render himself liable to disciplinary action in case he gives untruthful or false evidence. A certificate in the following form signed by the President must accompany the proceedings:—

- “All the witnesses were warned at the outset that if they gave untruthful or false evidence, they would render themselves liable to disciplinary action.”
- (k) The record of evidence must be signed on each page by the person giving it and by the President of the Inquiry Committee. The evidence of witnesses unable to read or write English must be read out to them in their language and the President of the Inquiry Committee must certify that this has been done. If a witness is unable to sign his name, his left thumb impression must be taken on each page.
  - (l) The proceedings must, as far as possible, be drawn up and signed before the Inquiry committee disperses.

**520. Instructions for conduct of inquiries-** The following points must be borne in mind in the course of inquiries and brought out in evidence:-

- (a) Sequence of events In time
- (b) Operating System
  - (i) Entries in station registers referring to trains concerned.
  - (ii) Condition of registers.
  - (iii) Condition of line clear ticket and counter foil thereof.
  - (iv) Custom as to obtaining line clear.
  - (v) Custom as to preparation of line clear tickets.
  - (vi) Custom as to delivery of line clear ticket to Loco Pilot
  - (vii) Condition and recent history of block instruments.
  - (viii) Whether trains concerned were running as usual or not.
  - (ix) Custom as to working of points and signals and nature of Station Master’s control.
- (c) Staff
  - (i) Whether acquainted with rules concerned.
  - (ii) Whether in possession of the prescribed rule books.
  - (iii) Whether in receipt of notices concerned.
  - (iv) Whether Loco Pilots had certified that they were acquainted with the road and if so, when.
  - (v) Whether Loco Pilot had been over the line recently.
  - (vi) Whether the staff had worked the same train before.
  - (vii) Exact scope of each man’s duties, where these are not well known. (This is particularly to be borne in mind in the case of staff at large stations).
  - (viii) Health and eyesight of staff.
  - (ix) Hours of work and previous rest of staff concerned.
- (d) Condition of Rolling Stock
  - (i) Type and condition of couplings.
  - (ii) Weight on each wheel of vehicle concerned in a derailment.
  - (iii) Whether the breakage of material was instrumental in causing accident.
- (e) Condition of Permanent Way
  - (i) Recent history of line at place of derailment.
  - (ii) Condition of track, track parameters, any wheel marks on sleepers showing where vehicles left the track and distance dragged.
  - (iii) When line was last worked on.
  - (iv) System of work of permanent way staff on the section concerned.
- (f) Condition of Signalling & Interlocking
  - (i) Standard of interlocking with special features, if any.
  - (ii) Nature of Station Master’s control
  - (iii) Present condition of signals
  - (iv) Recent history of signals

**521. (A) Method of conducting Joint and Inter Departmental Inquiries:—**

- (i) Before starting the inquiry, issues shall be framed and the evidence confined to settling these issues as far as possible, witnesses shall not be permitted to make long irrelevant statements, but from the outset shall be asked questions relevant to the point at issue, after which their evidence, as recorded, shall be read over to them and they shall be asked if they have anything to add. Witnesses shall be cross-examined and re-examined if necessary, to elicit important details.
- (ii) If a witness has given a statement prior to the Inquiry, that statement shall first be read over to him and recorded as his deposition. The witness shall also be specifically asked to state whether he has anything to depose in addition to, or in modification of that statement and his reply recorded and his signature obtained. Any further evidence on the part of the witness shall be the outcome of cross-examination and no fresh independent statement shall be recorded. The questions put to the witness in the cross-examinations and the answers therefore, shall be recorded then and there.
- (iii) If a witness in his statement gives evidence of facts which have occurred and which are contrary to the rules and regulations and which render him capable of neglect or violation of the rules and regulations, it shall be elicited from the witness, during his examination whether he is aware that the facts stated by him are contrary to the rules and regulations.
- (iv) The Committee shall not be satisfied merely, with the determination of immediate cause or causes of the accident, but shall look for, necessary evidence, and ascertain the contributory factors, if any, which have led the staff to commit the breach of rules and shall also go fully into the matter of the extenuating circumstances, if any, which have a bearing on the accident.

Contributory factors are such factors as an irregular and unauthorized method of working followed at the station as a matter of custom, general laxity in working having taken root at the station for want of proper supervision etc. which have led to the breach of rules in the particular accident inquired into.

Extenuating circumstances are such circumstances as inadequacy of signalling and interlocking equipment or other safety devices inadequacy or absence of communication equipment (such as telephones, key transmitters, etc.,) resulting in frequent trips on the part of the station staff over long distances, impossibility, especially at peak periods of carrying out all the operations and duties laid down for the staff, absence of the minimum staff required to perform all the duties and operations laid down, impracticability of complying with the Station Working Rules, staff working overtime owing to want of timely relief, etc. Considerable care shall be exercised in assessing the extenuating circumstances. The standard considered desirable shall be co-related to the work load at the station and shall be comparable to the standards obtaining at other similar stations.
- (v) The inquiry Officer or the Committee shall also note matters brought to light in the course of the Inquiry, which though, not having a direct bearing on the accident or such as might lead to accidents of any other descriptions as it is essential that such potential dangers shall be taken note of and eradicated without delay.
- (vi) In the case of an officers' or Executive/Sr. Executive' joint inquiry, it is not necessary for the members of the Magistracy and the Police to attend the deliberation in regard to the finding or to sign the joint inquiry proceedings, but they may ask any question, while the examination of witness is going on and the answers given to such

questions may be recorded as part of the proceedings.

- (B) Descriptive Account:**—The descriptive account shall be confined to a brief but clear description of the accident and shall contain no reference to the evidence.

Recording of evidence:—

- (i) Each witness shall be assigned a number, which, in addition to being entered for the name of the witness at the commencement of the statement, shall be repeated after the signature/thumb impression at the end as “Witness No ... ..” and in the proceedings wherever he is referred to. All particulars required shall be filled up in the case of each witness. In case of a witness belonging to train or station staff, the hours of duty and rest enjoyed shall also be recorded.
- (ii) Evidence should be recorded as narrated, subsequent demands brought out in cross question and answers. Care should be taken not to intimidate witnesses. Witnesses who understand English shall read and sign the recorded statement on each page.
- (iii) While recording the evidence of illiterate witnesses or when witnesses are not conversant with English, their evidence should be read over and explained before their signatures are obtained and the President should certify that this has been done. If the witness is unable to sign his name, his thumb impression should be taken on each page and attested by the President.
- (iv) For recording the evidence, the President of Officers’ Inquiry Committee may utilize the services of a stenographer to take down the evidence in shorthand and then transcribe on the computer. If a stenographer is not available, he will nominate a representative of the Operating Department in the Committee to record the evidence in his own hand writing or by a computer.

- (C) Findings:** The findings should be concise and clear and consist of a simple statement of the opinion of the committee as to what caused the accident, mentioning the name of the persons responsible and the rule/rules or instructions violated by each of the staff held responsible or the offences committed by them. The Primary/Secondary/Other responsibility of the staff/department shall be specifically indicated. In respect of cases where more than one staff/department is held responsible, the primary responsibility of the staff/department shall be specifically indicated. When the committee is of the opinion that the evidence given by a witness is wilfully false, they shall record this under the heading “Matters brought to light”. It should also be mentioned under which of the following categories the accident falls —

1. Failure of DFCCIL staff.
2. Failure of other than DFCCIL staff:—
  - (a) Tampering with the track.
  - (b) Other miscellaneous causes.
3. Failure of equipment:-
  - (a) Mechanical.
  - (b) Track.
  - (c) Electrical.
  - (d) Signal
  - (e) Others
4. Sabotage.
5. Accidental or Act of God : —
  - (a) Combination of factors.
  - (b) Other miscellaneous causes.
6. Could not be established.



It should be noted carefully that in respect of those cases where more than one staff is held responsible, the case should be booked against the category of staff of that department which is primarily held responsible for the accident.

- (D) **Remarks and reasons for findings:**—This should embody the following three items in three separate paragraphs:
- 1) Discussion of all conflicting evidences and the Committee's deductions there from;
  - 2) The contributory factors, if any; and
  - 3) The extenuating circumstances, if any:  
Absence of either conflicting evidence, contributory factors or extenuating circumstances, in a particular accident should be specifically mentioned. The committee should state fully the reasons which have led them to arrive at their findings bearing in mind that the proceedings have to be considered by those who have not had the advantage of hearing the evidence and reviewing the circumstances on the spot. The value of evidence of each witness should be noted upon and it should be stated in the case of doubtful witnesses, whether the witness is impartial or whether he is the one to whom the decision is a matter of indifference, or whether he is likely to be interested in securing a particular decision.
- (E) **Suggestion:**—The committee may suggest any improvement in the rules or practices of working, which in their opinion, would prevent similar accidents in future or improve the working in any way, based not only on the cause or causes of the accident but also the contributory factors, if any, and the extenuating circumstances, if any. If there is no suggestion to be made, a 'Nil' entry should be made.
- (F) **Matters brought to light during the Inquiry:** In the matters brought to light during the inquiry, the irregularities in working, which might lead to accident of any description although not having a direct bearing on the Accident, should be indicated. In the absence of any such matter, a 'Nil' entry should be made.
- (G) **Signing of Joint or Inter-Departmental Inquiry proceedings**—The proceedings shall be drawn up and signed before the committee disperses. If a member is unable to agree with the findings or remarks and reasons for findings wholly or any part, he shall record a note of dissent detailing the reasons thereof. The note of dissent shall, however, be drawn up on the spot and signed. This document alongwith the remarks of the President of the Inquiry Committee on it, shall accompany the inquiry proceedings.

#### **DISPOSAL OF INQUIRY PROCEEDINGS**

522. **Action to be taken by the MD on receipt of the report of Commissioner of Railway Safety:** Receipt of a copy of the report of the Commissioner of Railway Safety under "Statutory investigation into Railway Accidents Rules, 1998" shall be acknowledged at once by the MD. If he differs from the views of the CRS expressed in the report, he shall send his remarks there on immediately to the CRS. If, however, he is not able to do so immediately, he shall, while acknowledging the report, inform the Commissioner of Railway Safety of his intention to submit his remarks later. If the MD considers the prosecution of any person or persons desirable, he shall immediately forward a copy of the report to the District Magistrate of the District in which the accident has occurred, or to such other officer as the State Govt. may appoint in this behalf and to the concerned Police authorities. The Police authorities shall intimate the MD about their decision regarding launching of any prosecution. MD's views when differs from the views of the CRS, shall be sent to CRS within a fortnight of the receipt of the report from

CRS.

**Remarks of the DFCCIL Administration on the report of the CRS to the Chief Commissioner of Railway Safety and the Railway Board**

MD shall get the remarks, findings and conclusions of CRS' report examined in detail by the concerned Directors and shall send his para wise comments on them to the CCRS and the Railway Board within a fortnight of the receipt of the report from the CRS. GM/Safety will coordinate the comments received from other Directors and get them approved by the MD.

**Commissioner of Railway Safety to be informed of the punishment awarded:**

Departmental action and punishment awarded to the DFCCIL staff held responsible for an accident by the Commissioner of Railway Safety shall be advised to the CRS.

**523. Acceptance of the Inquiry Report:**

- (i) **(a)** Proceeding in connection with accidents falling in classes D (except D-6) F, H, G, B-2, C, N, J-9 and J-10 should be sent in triplicate to the Managing Director after it has been accepted personally by the ED. EDs are the final authorities in accepting the findings and recommendations of the officer's inquiry report in all cases. Points requiring interdepartmental co-ordination and measures to be taken on the entire DFCCIL should be specifically mentioned by the ED in his report while sending the inquiry proceedings to the MD.  
**(b)** The copy of the inquiry proceedings should not be sent directly to CRS, but one extra copy should be sent to Corporate Office for onward submission to CRS along with remarks of Headquarters, if any.
- (ii) Where the Committee cannot definitely determine the cause of the accident, the proceedings must be sent in duplicate to the MD.
- (iii) In other cases, the proceedings must be finally disposed off in the office of the ED. If the ED does not accept the findings, he will either refer the matter back to the committee or nominate a fresh committee to inquire into the accident.
- (iv) In the event of a staff of the Railways being held responsible one copy of the proceedings will be made over to the representative of the Railways for processing disciplinary action against such staff.

**524. Action on findings and recommendations:**

- a. As soon as the findings of an inquiry committee are accepted, action should be taken to penalize the staff held responsible.
- b. Prompt action must be taken to implement recommendations made by Inquiry Committee after their acceptance by the competent authority.
- c. Every DFCCIL Regional Headquarters should maintain an Accident Inquiry Register in the following Proforma in order to keep a watch on the action taken in regard to the findings and recommendations of inquiry committee-

Accident Inquiry Register								
1	2	3	4	5	6	7	8	9
No.	Date	Site	Class	Brief description	Corresponding S.No.in accident Register	Type of inquiry held	File No.	Date of inquiry commenced
10	11	12	13	14	15	16	17	18
Date of inquiry proceedings submitted to Corridor HQ	Date accepted by ED	Date accepted by C.O	Staff held responsible	Date	Nature of Penalty	Accepted recommendation	Progress made in the implementation of the Recommendation	Reasons for abnormal delay

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- 525. Action when inquiry not held:** When an inquiry is dispensed with in accordance with clause (i) & (ii) of sub-paras (c) and (d) of Para 506, the ED will obtain the medical and police reports and, if necessary, the remarks of the Regional Officers concerned and submit a special report to the Managing Director within 10 days of the occurrence of the accident.
- 526. Prosecution of staff:** Cases in which a criminal court has taken cognizance: - Under Section 190 of the criminal procedure code, a criminal court takes cognizance of an offence upon receiving a complaint of facts which constitute the offence or upon a police report or upon information received from any person other than a police officer or upon his own knowledge or suspicion that such offence has been committed. Even a court has taken cognizance of an offence either upon a complaint or upon a police report, departmental proceedings may be initiated under D&AR against staff responsible for rail accident and if found guilty, appropriate punishment may be imposed notwithstanding the fact that the matter is pending in any court unless stayed by it.
- 527. Assistance of Police:** During the time when police investigation is in progress, close contact should be maintained with Police authorities concerned so that the process may be speeded up and delays eliminated. After the police have completed the inquiries and intimated the prosecution, the ED must see that all necessary assistance is given to the Police.
- 528. Acceptance of responsibility by departments concerned:**
- (a) Except as provided for in clause (b) below and irrespective of whether or not a joint or interdepartmental inquiry is ordered by the MD, the DGM (Safety) of regional headquarter shall be advised within two days immediately after the date of the occurrence of an accident by the other Regional Officers concerned whether or not their respective department accepts responsibility. If no advice is received from the Regional Officer concerned within this time limit, the GM (Safety) shall assume that the department concerned does not accept responsibility. GM (Safety) will then advise the ED to order a joint officers' inquiry. If a department accepts responsibility, the ED on advice from the GM (Safety), may order a departmental inquiry.
  - (b) No advice regarding acceptance of responsibility need be sent in the case of accidents at level crossings resulting in injury to persons and accidents resulting in damage to public property.
- 529. Proceedings of the Departmental Inquiry:** The Departmental Inquiries shall be ordered by the ED. The proceedings of the Departmental Inquiry shall be drawn up in the same form as those prescribed for Joint Inquiries and the rules in regard to the conduct of Joint Inquiries shall apply to the conduct of Departmental Inquiries, in so far as they are applicable.
- 530. Dissent Note:** As far as possible the Joint Inquiry Committee should come to a unanimous decision. However, if any member of Joint Enquiry committee gives a dissent note, the majority of members should give detailed item wise reasoned remarks on the dissent note. The ED may agree either with the majority findings or with the conclusions of the dissenting officer with brief reasons to be recoded in writing.

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## CHAPTER VI

### PROCEDURE FOR DEALING WITH CASES OF SABOTAGE OR TRAIN WRECKING

- 601. Cases of Sabotage or Train Wrecking:** The Rules contained in this chapter are additional Rules meant for cases where derailment and/or other serious consequences arise due to sabotage or train wrecking. When an accident occurs due to certain action on the part of someone who intended to cause the accident or knew that his action would result in train wrecking, it should be classified as sabotage. The acts which constitute 'Sabotage' have been detailed in section 150 of the Railways Act and the words 'intent' and 'knowledge' mentioned therein should be taken as the key for the purpose of deciding whether an accident is due to an act of sabotage or not.
- 602. Duties of Engine crew and other DFCCIL staff when a derailment or any other serious consequences take place to the train due to suspected sabotage:**  
The Engine crew and other DFCCIL staff travelling by the train involved, after protecting the train, reporting the accident and rendering First Aid to the injured shall-
- (i) Carefully examine the track jointly with responsible persons and record the results of the examination and have the record signed by them.
  - (ii) See that the portions of the track, rails, fish plates, bolts and other fittings, appearing to have been tampered with, are not touched or moved by any person and that these are closely watched till the arrival of the Civil and Police Authorities.
- Note:**
- 1) In the case of an officer or an Executive/Sr.Executive being on the train the above duty will devolve on him.
  - 2) Whenever assistance is obtained from any person/persons, their names and addresses should invariably be kept on record for future reference, if necessary.
- 603. Information to the local Civil Police/Security Agency of DFCCIL:** The Station Master, adjacent to the site of the accident, shall inform the local Civil Police/Security Agency of DFCCIL by the quickest means available and give them all possible assistance to reach the site.
- 604. Precautions by Engineering Executive/Sr.Executive:** In going to the site of the accident, Executive/Sr.Executive (P. Way) should take the following precautions-
- (i) Instruct the Civil Engineering Maintenance Staff proceeding to the site of the accident, in the first instance, not to carry any tools with them.
  - (ii) Ensure that tool boxes of Civil Engineering Maintenance Staff sent to the site of accident are not opened until they have been checked by the Police.
  - (iii) Instruct them not to touch or remove any portion of the track, rails, fish plates, bolts and other fittings within the area of the accident till they have been inspected and photographed by the DFCCIL, Civil and Police Authorities.
- 605. Duties of officers and other Executive/Sr.Executive officials:** Officers and Executive/Sr. Executive in addition to their other normal duties shall-
- (i) Take notes of casualties and sketches of the accident.
  - (ii) Do all they can to collect evidence likely to throw light on the cause of accident.
  - (iii) See that likely clues to the cause of accident are not inadvertently removed through ignorance or curiosity, and
  - (iv) Make arrangements for photographing and videographing the portions of

the permanent way, track, rails, fish plates, bolts and other fittings and the Engine and rolling stock of the affected train as early as possible.

**606. Duties of the Security Agency of DFCCIL:** - The duties of the Security Agency will be as under: -

- (i) After receiving the information of the accident, the senior most Security staff, in whose jurisdiction the accident has occurred, should immediately proceed to the spot with all available men.
- (ii) Additional assistance, that is necessary, may be requisitioned from the neighbouring Security Agency.
- (iii) Apart from making an entry in the Station Diary as usual, the Station Master should also be informed of this movement.
- (iv) On receipt of information, the In-charge of Security Agency along with staff should proceed to the spot. Movement of the Security Agency in the above cases should be made by the quickest means available and, when necessary, road transport may be hired.
- (v) Before proceeding to the spot, the Security Agency, mentioned above, should make arrangements to contact the local District Police Officials to ensure that the accident has been reported to them also.

On arrival at the spot, they will discharge the following duties-

- a. Assist in extricating persons from the wreckage or debris, rendering First Aid to injured, evacuating injured and uninjured persons from the scene.
- b. Guard the belongings of the victims and the DFCCIL property till the Police arrive on the scene and take over the responsibility.
- c. Guard the Permanent way, rails, fish plates, bolts and other materials from being interfered with by anyone till the police officials arrive at the scene and take charge.
- d. Look out for suspects in the vicinity, and keep a note of any clues that may be useful in detecting the offence.
- e. Fight any fire that may break out at the site of accident.
- f. Ensure liaison with the District Police in the investigation of the case.

**607. Wreckage etc. not to be disturbed until permission is given by the Police:**

Unless otherwise necessary to save life or to extricate injured, no carriage, vehicle, component part or likely clue shall be disturbed until investigations have been completed and written permission is given by the police to start work on clearing the wreckage and restoring communication.

**608. Joint Examination by Civil, Police and DFCCIL Officials:**

- (i) After the medical relief work has been completed, the senior most DFCCIL Officer at the site shall make a detailed investigation of the cause of the accident including a thorough survey of the site for at least 800 meters in the rear, with the assistance of representatives of Departments concerned and in conjunction with senior Civil and Police officials.
- (ii) While carrying out the examination, the position of vehicles, track fittings, etc. should not be disturbed as far as possible. Arrangements shall be made, with the assistance of the Security Agency and the Police to keep staff and outsiders, who are not concerned with the examination, away from the site. Precisely worded notes should be prepared specifying the various features coming to notice.
- (iii) The senior most officers at the site in consultation with the Police should decide what materials are to be preserved for further examination. These materials should be carried to a suitable place where these will be stored under the joint custody of the Police and the DFCCIL. As far as possible, all small fittings should be put into a box or a gunny bag and sealed jointly by the Police and the DFCCIL. A receipt should be obtained for whatever material the Police has taken charge of. Before dismantling the damaged track, the different components should be carefully numbered or match

marked so that the whole scene can be reconstructed, if required later at an inquiry.

- (iv) The recorded note of the examination should be checked and countersigned by the senior most Police Official after it is finalized.

**609. Removal and examination of Rolling stock:**

- a. **Removal of undamaged rolling stock:** Rolling stock which remains on track undamaged may be taken away after obtaining written permission of the Senior Police Official at the site. These should be taken and stabled at the nearest convenient station where further examination of vacuum/air brake fittings can be made under the supervision of the Mechanical Department.
- b. **Removal and Examination of Rolling stock damaged due to an accident:** — A detailed examination of the engine and the vehicles damaged due to the accident should be made by the DGM/Mech along with the Senior Police Official. All damages and deficiencies should be carefully noted down and particular comments made with regard to damages and deficiencies likely to cause derailments and whether these appear to be old or fresh and the signature of the Police official obtained on the note. These notes should be utilized for purpose of making the final note in the joint examination detailed under Para 608. Breakdown operations to remove these vehicles should be started only in accordance with para 611.

**610. Special points to be borne in mind by the officers in examining the site and for preparation of notes and drawings:** The following points should be noted by the Officers and Executive/Sr.Executive staff when examining the site-

- (i) The exact position in which engines and vehicles came to rest and also where loose components/parts were found.
- (ii) The exact position in which rails and component parts, such as sleepers, fish plates, bolts, nuts, dog spikes, etc. were found.
- (iii) Wheel marks and other damage to sleepers, rails and other fittings in the accident.
- (iv) The examination of rail ends at the displaced point or points for any dents or burs and whether burs are vertical or horizontal.
- (v) The position of wheels in relation to any displaced rail, its normal alignment and the landing rail.
- (vi) Condition of the track in rear for at least 800 meters.
- (vii) If the nature of the accident requires:
  - (a) The position and condition of Signals, Points and block instruments/BPAC should be inspected.
  - (b) Functioning of interlocking provided at the station should be tested.
  - (c) Train passing records including Train signal register, private number sheets etc. should be seized and carefully preserved.
- (viii) Statements of staff should be recorded.

**611. Restoration of communications:** Restoration of communications should only be taken in hand after complete investigation and examination has been made, a joint note and sketch have been prepared, and the Police and Civil Authorities have given in writing that their investigations have been completed and that no further check is necessary.

**612. Preparation of Plan for CRS or other Inquiry:** A dimensional plan should be prepared for the Commissioner of Railway Safety or judicial inquiry, which should be a reproduction of the original sketch. Copies of recorded note signed by the DFCCIL and the Police representatives should form an appendix to the statement made by the senior most official in his evidence at the inquiry.

**613. Notes and sketches to be carefully preserved:** All notes and sketches

recording, observations of the various officials who attend the site of accident should be carefully preserved for future use in case evidence of such officers and officials is required later at enquiries, subsequent investigations or in court trials.

**614. Association of Security Agency:**

- (a) In all cases where enquiries are conducted by the DFCCIL where there is a prima-facie suspicion of sabotage having been committed, the Security Officer of the Corporate Office should invariably be associated with such enquiries and the joint findings drawn by the committee should be signed by him. The findings in such cases should be routed through the GM (Safety) in the Corporate Office before they are accepted. Statistics of sabotage cases should be based only on the basis of accepted findings in this regard and be vetted jointly by Security Agency/GM (Safety) before being communicated to either the safety or the security directorate of the Board's office.
- (b) Further, in all such cases, the Inquiry Committee should give a clear verdict of 'SABOTAGE', in the findings. If it is not a case of 'Sabotage' the Inquiry committee should give clearly in the joint findings as failure of other than DFCCIL staff due to:
  - (i) Tampering with track or
  - (ii) Other miscellaneous causes.

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## CHAPTER VII

### UNUSUAL OCCURRENCES

**701. Dangerous conditions on trains:** Every DFCCIL Staff, whether on duty or not, who notices anything un-usual or dangerous on a train such as a hot axle, flat tyre, break binding, load falling off, fire, any part of the vehicle detached or hanging loose in a dangerous condition, and also on track notices any dangerous condition must at once take steps to stop the train and warn the Crew to stop the train. If he does not succeed in stopping the train, he must immediately inform the nearest Station Master or any DFCCIL officials through any communication available. In electrified section train should be stopped by switching off the OHE. On noticing any unsafe condition on train or after receiving such advice, the DFCCIL officials shall immediately exhibit danger hand signal to crew and make all efforts to stop the train at once and if possible, by putting back the signals to ON position, advising the TPC to switch off the OHE supply. Simultaneously, the Station Master of the nearest station shall be informed who in turn shall also inform the section controller and the station master of the station ahead. All out efforts shall be made to stop the train running with unsafe condition and also on unsafe track.

**702. Defects in Track:**

- a) In the event of the train crew experience any abnormal condition in the track over which his train passed and he considers that the portion of the track over which his train has passed is detrimental for safe running of subsequent train, will take action as under:-
  - i. Stop his train at next block station without clearing the block section and inform the Station Master through available means of communication not to permit any train from either end of the affected block section in case of single line and from the rear in case of double line. Proceed further, only after satisfying himself that Station Master has clearly understood so as not to permit movement over the line until a written memo indicating the details of the occurrence is received by Station Master from the Loco pilot. He will then again stop at the station at a convenient place so as to deliver the written memo to the Station Master
  - ii. In case of IBS and automatic block territories, the Loco pilot must inform the station master and Loco pilot of trains already left station in rear through available means of communications to stop movement of trains. After getting information the loco pilot of trains already left station in rear shall stop his train and may proceed with the permission of station master with a restricted speed of 10 kmph after examining the track if found safe and shall report about the condition of track. The station master shall give such permission only when it is not possible to ascertain the condition of track as per para(vi). If he finds the line unsafe to pass, the loco pilot will inform station master and shall follow the instruction of station master.
  - iii. The Station Master on receiving this information must repeat it immediately to the Station Master at the other end of the affected block section as well as to the Section Controller, the Executive / Sr.Executive (P-Way), the Manager/DGM, the GM (Transportation) and the ED of the Corridor. The Station Master receiving the report must immediately arrange the issue of caution order under G.R. 8.06 (1) and Appendix A of the General Rules of DFCR.
  - iv. Arrange to dispatch by rail maintenance machine / tower wagon / light engine or in their absence a train accompanied by an engineering official with a caution order to the effect to stop dead sufficiently short of the affected portion of the track. The engineering official accompanying will inspect the track and shall allow the train to pass only after satisfying that the track is safe for the passage of train. He will advise the condition of the track and



- any restriction of speed to be imposed to the Station Master personally or through written memo which may be sent through the Loco pilot.
- v. In the absence of engineering officials the train with a caution order instructing the Loco pilot to stop dead before the affected kilometres after satisfying himself about the track pass over the track in question at 10 kmph or if he finds the line unsafe to pass, return to station in rear. If the Loco pilot is not able to detect any thing doubtful, subsequent train shall be dispatched with a speed restriction of 10 kilometers per hour till the track is certified to be safe by engineering officials.
  - vi. If the condition as reported earlier is confirmed by the Loco pilot, no train movement shall be allowed till certified to be safe by engineering officials;
  - vii. The Executive/Sr.Executive/Manager (P.Way) will, at once, inspect the track and take action considered appropriate and then issue instructions to the Station Master to continue, modify or remove the caution as circumstances demand. Meanwhile, caution orders must continue to be issued. A report in triplicate on Form 'A' below should be submitted to the DGM/Civil by Executive/Sr.Executive (P-Way).
- b) In the event of the train crew experiencing any obstruction or any other unsafe condition, on or near the track adjacent to the line over which his train has passed and which in his opinion is detrimental to the safe train running, will take the following remedial action:-
- i. Immediately switch on the flasher light of his loco;
  - ii. Inform the Station Master(s) concerned/ control through the available means of communication, and concurrently;
  - iii. Stop his train and proceed with danger hand signals to protect the line in question in terms of GR 3.40;
  - iv. Thereafter, he will continue journey to the next station cautiously keeping flasher light on; and
  - v. Be prepared to stop any incoming train approaching on the affected portion by communicating on walkie talkie or other available means of communication and exhibiting danger hand signals;
  - vi. On arrival at the next station he shall inform the Station Master through a written memo about the occurrence;

### **FORM 'A'**

#### **BAD RIDING OF ENGINES** (Report on Track)

1. S.M.'s message No. & station and date.....rough riding was Experienced.
2. Kilometrage and section of DFCCIL.....Up or down track.
3. Train No., Engine No. and type.....
4. Speed of the train.....
5. Date and time of inspection by Executive/Sr.Executive (P-Way).....
6. Rails;
  - (a) Type and weight.....
  - (b) Length.....
  - (c) Age.....
  - (d) Condition.....
7. Sleepers—
  - (a) Type.....
  - (b) Age.....
  - (c) No. per rail.....
  - (d) Spacing.....
  - (e) Condition.....
8. Ballast:
  - (a) Width at top.....
  - (b) Deficiency of full boxing section.....
  - (c) Depth below bottom of sleeper.....

- (d) Type.....
- (e) Condition of ballast as regards cleanliness and drainage.
- 9. Formation:
  - (a) Level or grade.....
  - (b) Height of Bank.....
  - (c) Depth of cutting.....
  - (d) Class of soil.....
  - (e) Condition of drainage.....
- 10. Alignment:
  - Straight or degree of curvature.....
- 11. Type of Bridge.....
- 12. Last date of.....
  - (a) Through packing.....
  - (b) Slack packing.....
- 13. Details of any defects in the track, ballast or formation.
- 14. Action taken to rectify defects in the track, ballast or formation.
- 15. Any special features such as heavy rainfall.

Signature of Executive/Sr.Executive (P-Way)

- c) **Duty of Guard:** Should a Guard, if available, feel a heavy lurch or jerk which he considers dangerous for the passage of trains, he will bring his train to a stand at the next station by destroying air pressure and will report the matter in writing to the Station Master. If the jerk is not as severe as to seem dangerous he should make his report in writing to the Station Master of the next station.

**703. Defects in 25 K.V. OHE:**

- (i) Engine crews of all trains shall keep a good look out, while the train is in motion and watch the overhead equipments, and report any defects noticed to the Traction Power Controller at the next station.
- (ii) When a defect on the overhead equipment, which is likely to interfere with the smooth movement of the pantograph or cause damage to it, is noticed ahead, the Loco Pilot shall trip the circuit breaker, and immediately lower the pantograph by placing the pantograph handle in the lower position. An emergency stop should be made if necessary.
- (iii) If the damage to overhead equipment is slight (such as a slight break away of the contact wire from the droppers or catenary), it may be practicable to coast under the defective section, but the defect shall be reported by the Loco Pilot to the Traction Power Controller through the nearest emergency telephone circuit or in case this circuit is not available, through any other telephone.
- (iv) In case of a major breakdown to overhead equipment requiring trains to be stopped, the Loco Pilot noticing such a breakdown shall advise the Traction Power Controller through the nearest emergency telephone circuit giving details of the breakdown and in case this circuit is not available, convey the information through the nearest Station Master or any other telephone circuit. The Traction Power Controller, on receipt of such a message, shall pass on suitable instructions to the section controller and, if necessary, advise him to stop running of trains in the affected section.
- (v) All breakdowns or defects noticed in the overhead equipment or any other traction equipment, including continuity bonds, joint bonds, cross bonds, structural bonds and impedance bonds by any DFCCIL employee shall be reported immediately to the Traction Power Controller. In case the Traction Power Controller cannot be communicated with, the nearest Station Master, OHE Maintenance Staff, the Manager Electrical (Traction Distribution) shall be advised. In case of the impedance bonds, the Manager/Signal & Tele-communication shall be advised. The Station Master/Assistant Station

Master to whom such break downs or defects are reported, shall convey the information immediately to the Traction Power Controller through the section controller. In case of failure of communication, he shall use his discretion regarding movement of traffic and advise the nearest Traction Official.

- (vi) In case of breakage of an overhead line, the DFCCIL employee detecting it shall ensure that no person comes into contact with the line until an authorized person arrives on the spot. The authorized person will take immediate action to make the affected line dead and earthed.
- (vii) All breakdowns and all defects noticed in the over-head equipment by any DFCCIL Staff must be reported immediately to the nearest Station Master or Traction Power Controller.

**704. Defective Engine:** In the event of Loco Pilot noticing that the running of his locomotive is abnormal, he must suitably reduce the speed of the train and advise the Traction Crew Controller/TLC that he is doing so and may request for a relief engine, if considered necessary. The Traction Crew Controller/TLC will communicate on telephone and give full particulars of the engine to the concerned official for detail examination of engine and rectification.

**705. Detached parts of engine or vehicle on track:** If any part of an engine or a vehicle gets detached and there is reason to believe that the detached part may have fallen on the track, a careful search must be made for the missing part by the train staff.

If the missing part cannot be traced, the train must be stopped at the first block station ahead and the Station Master advised of the occurrence by the train crew. The Station Master must repeat the information to all concerned including the Station Master at the other end of the block section. It will be the duty of the Station Masters concerned to issue a caution order to the Loco Pilot of the first train proceeding into the section to be on the look-out for the missing part.

**706. Protecting places under repairs:** Whenever buildings, roads, etc. are under repairs and there is a possibility of anyone falling into openings or over obstructions, the staff employed on the work must protect it with barriers or warning boards and with lamps in the night.

**707. Material fouling the track:** Station Masters and Way and Works Official must see that there are no heaps of materials or other obstructions on or fouling the line which may cause a derailment or endanger DFCCIL employees engaged in shunting operations.

**708. Explosion on track or in train:**

- (a) On hearing an explosion, the Loco Pilot shall stop his train as soon as possible and examine the track at the site of explosion to ascertain the extent of the damage.
- (b) The Loco Pilot shall also examine the train and if little or no damage has been caused to the train, and if it is safe for the train to proceed to the next block station, the train will be taken ahead to the next block station, where the Loco Pilot will report the occurrence to the Station Master on duty.
- (c) If the damage to the track is so serious as to render the track unsafe, a competent DFCCIL staff will be left at the site to protect the spot in accordance with General Rules.
- (d) On receipt of a report from the Loco Pilot, the Station Master shall immediately advise the section controller, who will
  - (i) Advise the Executive/Sr.Executive (P. Way) to proceed to the spot immediately, inspect the track and take such precautions as are necessary to put the track right and impose speed restrictions, if necessary;
  - (ii) The Station Master shall immediately issue a message to the Station Master at the other end and obtain his acknowledgement;

(iii) The Station Masters, at both ends of the reported section, must stop all trains and issue caution orders to Loco Pilots, specifying the kilometreage and the speed restriction.

(e) No train shall pass over the affected spot at a speed exceeding 15 kmph or such less speed as the reporting Loco Pilot may have specified, until the Executive/Sr.Executive (P.Way) or Manager (Engg.) has certified the track safe for such higher speed as they may consider fit.

**709. Precaution against derailment:**

(a) If any part of the engine or vehicle is detached and there is reason to believe that the detached part may be fouling the track, a careful, search should be made for the missing part by the train staff. If the missing part cannot be traced, the train should be stopped at the station and the Station Master should be advised, who will issue caution order to the Loco Pilot of the first train proceeding into the section to be on the lookout for the missing part and also inform the Executive/Sr.Executive (P.Way) or the engineering maintenance staff to institute a search.

(b) The Loco Pilot of a train, which has come to a stop on any points in the derailing direction, shall not restart the train unless the loco pilot has personally arranged for the points to be set and clamped for the further movement of the train. In the case of light engine, this responsibility will devolve upon the Loco Pilot of the light engine.

**710. Unusual occurrences:** Information regarding unsafe bunds of tanks or rivers: - Station Masters and others who receive intimation from Government officials or village authorities, or any person likely to give reliable information, of the unsafe condition of the bunds of tanks or rivers, should at once notify the same, by telephone, to the ED, Manager, Executive/Sr.Executive (P. Way) and the Station Masters at both ends of the block section likely to be affected and also the section controller on duty. The Station Masters, at both ends of the block section likely to be affected, should stop all trains and issue caution order. Particulars of the river or bunds of tank reported to be unsafe should be given in the caution order, the following being added at the end —

“Observe special caution and reduce speed as necessary.

**711. Action to be taken at the spot by DFCCIL staff in run over cases:**

(a) When the person is alive—

(i) A DFCCIL employee finds an injured person on or near the track, he should do his best for rendering first-aid or summon medical help as early as possible. He should also arrange to inform the Police through the nearest Station Master

(ii) summon medical help as early as possible. He should also arrange to inform the Police through the nearest Station Master or any other person in the vicinity.

(iii) When a person run over or knocked down is found by the staff of the same train or of a subsequent train, first-aid will be rendered promptly by the Loco pilot or by a qualified Doctor, if available in the near vicinity. After this, the person shall be transported to the nearest DFCCIL Station promptly where medical aid shall be arranged by the Station Master.

(iv) If the condition of the person is found to be critical, the dying declaration should be recorded by the Loco Pilot or by the DFCCIL staff who happens to find the injured person. The particulars to be recorded are; name, father's name, caste, residence, how he happened to be on the line and how the wounds were inflicted. The statement should be signed by the Loco Pilot and some other responsible witness and made over to the Station Master of the

nearest station in the direction of the run of the train for onward transmission to the Police authorities. Along with the statement, a memo showing the time and place where the injured persons were found and further disposal thereof, should be attached. In case the DFCCIL Staff, who finds the injured person, is illiterate, he should seek the assistance of some responsible person for obtaining the dying declaration.

- (b) When the person is not alive-
- (i) When a dead body is found on or near the track by any DFCCIL staff or by the staff of the train involved in the accident or by the staff of a subsequent train, the main requirement is to keep the evidence intact, especially the finger prints. Handling of the dead body by many people should be avoided as the finger prints which may be available near the scene of occurrence may get disturbed.  
Similarly, the dead body should not be removed until the arrival of the police as the chances of interference with some clues which may lead to detection of case may be possible. However, to clear the line for the movement of subsequent train, the body may be removed from the line; but in doing so, the movement should be the minimum required.
  - (ii) The body may thereafter be left in charge of village chowkidar or any responsible person in the vicinity by the maintenance staff. If no responsible person is readily available at the site where the body is found, it shall be removed to the nearest gate-lodge in the direction of the movement of the train. Where there is no gate-lodge, it will be carried and made over to the Station Master of the next Station. In all cases, a written memo, giving the following particulars shall be made out by Loco Pilot of the train, or by the person who happens to find the body. This memo should be made over to the person under whose charge the body is kept, for onward transmission to the police authorities.
    - 1. Time and place the body was detected;
    - 2. Position of the body in relation to the track/tracks;
    - 3. Blood stains on ballast or engine, extent of injuries and whether, prima facie, inflicted by a train or otherwise
    - 4. Position of any clothing etc., found on or near the rails; and
    - 5. Name of the informant, his parentage and full postal address.
  - (iii) In case the body is found by a DFCCIL staff not working a train, he shall, unless he himself is in a position to advise to the police authorities, take immediate steps to advise any responsible person in the vicinity of the scene of the accident to enable the latter to take further action.

**712. Persons run-over:** In the case of persons run-over, the statements of the engine crew must always be obtained by the Station Master and sent without delay to all concerned.

**713. Persons found dead in Trains or at Stations:** In the case of persons found dead in trains or at stations, the Station Master shall hand over the dead body to the Police for disposal and, until such time this is done, depute a DFCCIL staff to be in charge of the dead body.

**714. Care of dead bodies in case of a serious accident:** The senior most DFCCIL Officer on the spot should discuss the question of disposal of dead bodies with senior most Police Officer at the scene of the accident and they should jointly determine the place for keeping the dead bodies under the control of a responsible Officer. The Police have to take charge of the dead bodies and they should be given the requisite facilities for their transport to well protected places where they could be kept pending completion of formalities or until claimed by the

next of kin. It may be stressed that respect for the dead should be the primary consideration and, in any case, no dead body should be kept exposed to the weather.

**715. Dangerous practices:** The following dangerous practices are prohibited.

- (i) Attempting to jump upon or alight from an engine or vehicle moving at high speed.
- (ii) Going between vehicles, when a train is moving quickly for purposes of coupling or uncoupling.
- (iii) Hanging onto the side of a vehicle, with foot resting upon an axle box or the rod or brake handle, when shunting is being performed.
- (iv) Riding upon the buffers of vehicles in motion.
- (v) Moving vehicles, without first ascertaining that no person is standing between or sitting under the vehicles.
- (vi) Passing too close in front of or behind the rear of trains at stations.
- (vii) Going too close to the vehicles or between vehicles without first making sure that the vehicles are not moving.
- (viii) Passing from vehicle to vehicle, while a train is in motion.
- (ix) Crossing the line, without first looking in both directions for any approaching train or vehicle.
- (x) Crossing the line or going between vehicles, without first looking in both directions for train or vehicle movements, on the same or adjacent lines.
- (xi) Standing on or walking on or between rails, instead of well outside them.
- (xii) Sitting or lying under vehicles, standing at stations.
- (xiii) Working on vehicles under repairs, without the protection by special signals i.e. red flags or lights, banner flags etc.

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## CHAPTER VIII

### ACCIDENT RECORD AND RETURNS

**801. Station Records:** Every Station Master must maintain a register showing the following particulars in regard to all accidents taking place at his station or reported at his station as per Proforma given below.

This register will be in two main parts each divided into two sub-parts as follows—

**Part I -** Showing all accidents mentioned in Chapter II except classes P (casualties) and Q (other incidents) —

- (a) Taking place at his station, and
- (b) Not taking place at his station but reported to him vide Para 304.

**Part II -** Accidents falling under classes P(Casualties) and Q(other incidents).

- (a) Taking place at his station, and;
- (b) Not taking place at his station but reported to him vide Para 304.

1	2	3	4	5	6
Date	Time	Class	Brief description of accident	Date & time of issue of accident message	Date on which accident report submitted

7	8	9	10	11	12
Nature of enquiry held	Date on which enquiry held	Date on which enquiry completed	Cause of the accident	Staff held responsible	Nature of punishment awarded

**802. Regional record:** — Both the regional headquarters must maintain an accident register separate for train accidents and yard/other accidents containing the following columns:—

<b>Accident Register</b>							
<b>Particulars of accident</b>							
1	2	3	4	5	6	7	8
S.No.	Date	Time	Site	Brief description	Class	Cause of accident	No. of casualties

9	10	11	12	13	14	15
Loss of DFCCIL property	File No	Enquiry by	Date on which enquiry held	Date on which enquiry finalized	Date on which accepted by ED	Responsibility

**803. Register of Progress of D&AR Cases:** Every Regional Headquarter must maintain a register of progress of D&AR cases containing the following columns:

1	2	3	4	5	6	7
S.No.	Particulars of Accident	File No.	Name and particulars of staff held responsible	Date on which enquiry finalized	Date on which charge-sheet issued	Date on which acknowledgement taken
	Date      Time      Class					

8	9	10	11	12
Officer ordering D&AR enquiry	Officer nominated for D&AR enquiry	Date on which D&AR enquiry held	Date of D&AR enquiry completed	Date of D&AR enquiry accepted
13	14	15	16	
Date punishment imposed	Date acknowledgement of punishment	Date headquarters advised	Result of appeal and review, if any	

**804. Record showing Cause wise Analysis:** Every Regional Headquarter should maintain a record giving cause wise analysis of train accidents for each calendar month.

**805. Record showing progress of D&AR Cases against Responsible Staff:**

- (a) A record showing progress of D&AR cases, against staff held responsible. The responsible staff of Railways should also be maintained on the same Proforma as given para-803.
- (b) Follow-up action on D&AR cases should cover all accidents.
- (c) Monitoring of adequacy of punishments should be for all types of accidents.

**806. Accident returns:** - The table on the next page details the returns required to be submitted to the Railway Board, the Commissioner of Railway Safety, State Governments, Regional Offices and the MD must be adhered to.

**807. Rules for the preparation of accident returns:**

- (i) Accidents to trains shall be accounted for by the DFCCIL, which exercises jurisdiction over the site of accident.
- (ii) Statistical returns in the prescribed Proforma showing cumulative data till the end of the month should be submitted so as to reach Corporate Office not later than 7th Day of the next month.
- (iii) Only those accidents which have occurred during the period to which the returns relate shall be included in the relevant returns. The accidents, the details of which are not available at the time of forwarding the returns, for any reason, are to be included in the statement with a clear indication that further details would follow.
- (iv) Each accident must be shown only once and in the event of an accident falling in more than one category, it should be treated as an accident in the higher category.
- (v) Derailment or bumping during reversing or shunting operations, etc. on an incoming, outgoing or any other load, including a sectional carriage, etc. shall be deemed to be a 'train accident' only when the train engine or a vehicle still forming part of the train derails or, as a result of bumping,



casualty (including Injuries or loss to DFCCIL property) takes place, irrespective of whether the shunting was being done by the train engine or by a shunting engine.

- (vi) Interruption is defined as duration from the time of accident till starting of first commercial train on line clear from adjacent station for movement over the affected line in that section.
- (vii) Statistics of fire should include all cases of physical fire or smoke emission resulting in death or injury or damage to property.
- (viii) Equipment failures shall include all failures irrespective of the date of last schedule or examination and shall be subsequently classified under avoidable or unavoidable category.
- (ix) Details and Statistics for accident cases falling under unusual incidents, categories 'N', 'P' and 'Q' shall be maintained and provided by Security branch.
- (x) ED at the Regional level and MD at the Corporate Office level will ensure correct reporting of accidents to Corporate Office and Railway Board respectively.

**808. Collection, compilation and monthly statement of Accident statistics:**

- (a) Information about train accidents, yard accidents and indicative accidents falling under classification A, B, C, D, F, and G & H will be compiled by the Safety Branch at Regional office and Corporate Office.
- (b) Equipment failures falling under classification, K, L and M will be compiled by the Regional control on daily basis and shall be handed over to Safety Branch. Every equipment failure shall be classified under the category of avoidable and unavoidable by the Officers concerned and summary shall be handed over to Safety Department of the concerned Corridor HQ. It is further clarified that all equipment failures should be taken into account irrespective of the date of last schedule or examination and shall be subsequently classified under avoidable or unavoidable category as the case may be. The Regional Safety Branch shall forward the monthly summary to GM (Safety) at Corporate Office. After completion of statement GM (Safety) shall forward monthly statement to the Safety Directorate of Railway Board.
- (c) Unusual incidents falling under classification N,P and Q shall be collected and compiled by the Security Branch at Regional level and they shall take subsequent follow up action. Daily position will be given to the Safety Branch of the regional office who, after compilation of statistics shall forward monthly statement to GM(Safety) of Corporate Office.

<b>ACCIDENT RETURNS</b>				
<b>SN</b>	<b>Sr. Particular of return No.</b>	<b>To be submitted to</b>	<b>Date by which to be submitted to GM(Safety) by the DGM /Safety of Corridor HQ</b>	<b>Date by which to be submitted by GM(Safety)</b>
1	Monthly advance intimation by phone of the category wise number of accidents	Rly. Board	-	1 <sup>st</sup> of the following month.
1-A	Fortnightly	Rly. Board	-	16 <sup>th</sup> of every month
1-B	Periodical Statements	Local	1 <sup>st</sup> , 13 <sup>th</sup> and 23 <sup>rd</sup>	-
2	Statements A.2 showing monthly cumulative position of pending cases of enquiries, finalization of punishments and punishment imposed	Rly. Board	-	By 3 <sup>rd</sup> of every month by Fax.

3	Monthly as well as cumulative statement 'A'	Rly. Board	10 <sup>th</sup> of the following month	20 <sup>th</sup> of the following month.
4	Statement 'B'	Rly. Board	Close of 3 <sup>rd</sup> month to which it relates	A week after 3 <sup>rd</sup> month
5	Statement 'C' showing analysis of disciplinary action taken against staff held responsible for train accidents	Rly. Board	By the last week of 3 <sup>rd</sup> month	Within one week after 3 months of the close of the quarter to which the statement relates
6	Quarterly cumulative statistics of accidents on tables 1 to 7	Rly. Board	25 <sup>th</sup> of the following month	25 <sup>th</sup> of the second month of the following quarter.
7	Monthly statement showing cases of tampering with track/sabotage.	Rly. Board	5 <sup>th</sup> of the following month	10 <sup>th</sup> of the following month
8	Monthly statement showing awards to staff for timely Action in averting accident.	Rly. Board	5 <sup>th</sup> of the following month	10 <sup>th</sup> of the following month
9	Quarterly statement showing number of trespassers	CRS	10 <sup>th</sup> of the following month	20 <sup>th</sup> of the following month
10	Quarterly statement showing details of accidents falling under section - 113	CRS	-	-
11	Monthly brief particulars	Rly. Board	3 <sup>rd</sup> of every month	5 <sup>th</sup> of every month
12	Monthly statement of engine failures	Rly. Board	10 <sup>th</sup> of the following month	15 <sup>th</sup> of the following month

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**Appendix- A**  
**Standard Tool and Equipment list for ART**

SN	Description of Item	A Class ART	B Class ART
<b>I. Generator &amp; Electrical Equipment</b>			
1	Diesel Generating sets of 15 KVA capacity 230 V	1 Set	1 Set
2	Generator set Kerosene driven 1.5 KVA 230 V	20 Sets	20 Sets
3	Complete luminaire fitting with 1000 W Halogen lamp and control gear or equivalent LED lighting.	10 Sets	10 Sets
4	Complete luminaire fitting with 150 W Metal Handle lamp and control gear	40 Sets	40 Sets
5	Telescopic stand 2 meter high for Mounting luminaire for Halogen / Metal Handle fittings.	20 Sets	20 Sets
6	PVC Insulated and PVC sheathed 3 core flexible cable 23/0.193 mm 15 m long with 15 weather proof I.C. pin for weather proof I.C. socket	50 Nos.	50 Nos
7	PVC insulated and sheathed 3 core flexible cable 23/0.193 mm	1500 Mtrs.	1500 Mtrs.
8	Kerosene/ Petrol oil in 200 liter drums	3 Nos.	3 Nos
9	Diesel oil in 200 liter drums	1 No.	1 No.
10	Polythene containers 20 liters. Capacity for handling kerosene and pouring in to auxiliary tanks of engine	18 Nos.	18 Nos.
11	Lubricating oil	40 liters	40 liters
12	Oil measuring can 1 liter capacity	6 Nos.	6 Nos.
13	Insulation tape PVC in rolls of 10 mtrs.	24 Nos.	24 Nos.
14	Tool set comprising of 254 mm cutting pliers-1 no., screw driver round-300 mm, 150 mm, 100 mm-3 nos., knife-1 no., Hammer DP- 1 no.	1 Set	1 Set
15	Spanner DE 3 mm to 19 mm in steps of 1.5 mm	1 Set	1 Set
16	Socket spanner with lever 3mm to 19mm	1 Set	1 Set
17	Aluminum telescopic ladder	2 Nos.	2 Nos
18	Earthing rod for Earthing OHE	2 Nos.	2 Nos
19	Portable switch board with water proof sockets each capable of taking 500 watt load ( 2 sockets of 5 amps and 2 combination sockets of 5/15 amps)	4 Sets	4 Sets
20	Drum of fixed stand for main cable	2 Nos.	2 Nos.
21	Battery charger 230 V AC /110 V DC, 60 Amp.	2 Nos	2 Nos
22	100W gas filled bulbs bayonet type along with holder in wire cage and with handle and hook or equivalent LED lighting.	6 Nos.	6 Nos.
23	Telescopic masts 6 meters high	4 Nos.	4Nos.
<b>II. Illumination other than Electrical</b>			
1	Emergency Inflatable Lighting Tower	4	4
2	Flame proof torches	2	1
3	Spare torch bulbs (4.5 V)	10	5
4	Digital Rescue Lights	4	2

5	Torches (3 dry cell)	15	10
6	Dry cell	100	50
<b>III. Oxy Cutting Equipment</b>			
1	Cutting torch similar to outgun cutter type S.No. 57/11838 with complete set of nozzles 1/16", 5/64", 3/32", 7/64", 1/8" hoses clips and accessories.	2 Sets	2 Sets
2	Parallel/straight cutting torch with spare nozzle similar to outgun cutter type 5 No. 57/11838.	1 Set	1 Set
3	Pressure gauges Oxygen (Double type)	3	2
4	Pressure gauges Acetylene (Double type)	3	2
5	Acetylene cylinder 150 Cu. Ft.	3	2
6	Oxygen cylinder 150 Cu. Ft.	6	4
7	Goggles	4 Pairs	4 Pairs
8	Gloves and leg guard- leather	4 Pairs	4 Pairs
9	Tool sets for maintenance	1 Set	1 Set
10	Spare Gas Hoses, Red and Black	15Mtrs each	-
<b>IV. Hydraulic Re-railing equipment and Hydraulic Rescue Device</b>			
1	Hydraulic Re-railing equipment	1 Set	1 Set
2	Spare Power pack for HRE	1	1
3	Spare Control table for HRE	1	1
4	Hydraulic Rescue device	1 set	-
<b>V. Ropes &amp; Winches</b>			
1	Wire rope 1" dia, length 6 mtr with loop at one end and hook at other end	2	-
2	Wire rope 1" dia, length 30 mtrs with end loops	2	-
3	Wire rope 2" dia, length 5 mtrs with loops at both ends	2	-
4	Shackle U/Harp type 30 tons capacity	4	-
5	Gloves leather (Steel Reinforced)	30 Pairs	10 Pars
<b>Note</b> - Existing Wire ropes should be kept in use till time they require replacement. They should be replaced only with standard wire ropes.			
<b>VI. Wire Ropes and Slings, Crane Accessories</b>			
1	Wire rope sling-double leg 06 mtrs long, 70 tons SWL with ring & two hook	2 sets	-
<b>Note</b> - Existing Wire rope slings should be kept in use till time they require replacement. They should be replaced only with standard wire ropes.			
<b>VII. Other Mechanical Equipment</b>			
1	Ramps	4	4
2	Turphor	1	1
3	Rescue platform for 140 Ton Crane	1	-
4	Portable Light Weight Rail trolley	1	1
<b>VIII. Fitters Tools</b>			
1	Bars Tommy	6	6
2	Hammers sledge 14lbs.	2	2
3	Hammers ball pene 1 1/2" lbs	6	6

4	Punch steel of sizes ( 1/8" to 1/4", 3/8")	6	6
5	Hack Saw (12" to 16") adjustable	2	2
6	Test Plate with pressure gauge (Air brake)	1	1
7	Handle pipes of sorts for sorts levering spanners	2	2
8	Pliers	2	2
9	Spanner Box 10mm to 50 mm	1 Set	1 Set
10	Spanners double ended 6mm to 50mm	2 Set	2 Set
<b>IX. Measuring Instruments</b>			
1	Gauge Rail (spring loaded)	1	1
2	Gauge buffer height (C&W)	1	1
3	Gauge Wheel Dia (C&W) (spring loaded)	1	1
4	Gauge tyre (C&W)	1	1
5	Measuring tape 100 ft. steel (30 meter)	1	1
6	Rule steel 2 ft.	1	1
7	Filler gauge	1	1
8	Callipers outside 6" ( spring loaded)	1	1
9	Callipers inside 6" (Spring loaded)	1	1
10	Measuring gauge for wheel distance	1	1
11	Breathalyzer	1	1
12	PWI tool Kit	1 set	1 Set
13	Vernier Calliper and screw gauge	1 set	-
<b>X. Wooden Packing</b>			
1	Wooden Packing 2'0" x 1'0" x 1"	20	20
2	Wooden Packing 2'0" x 1'0" x 2"	20	20
3	Wooden Packing 2'0" x 1'0" x 4"	20	20
4	Wooden Packing 2'0" x 1'0" x 12"	6	6
5	Wooden Packing 6'0" x 1'0" x 12"	12	4
6	Wooden wedges 1" dia	50	50
<b>XI. Oil &amp; Greases</b>			
1	Kerosene oil	50Ltrs.	50 Ltrs.
2	Lubricant for wire ropes	5 Kgs.	5 Kgs
3	Petrol for diesel driven HRE	25 ltrs	25 ltrs.
4	Petrol for petrol driven HRE	50 ltrs	-
5	Diesel oil	50 liters	50 liters
<b>XII. C&amp;W Spare Parts</b>			
1	Transition coupling with claws and pins	2	2
2	Flexible air hose pipe for bogie mounted coaches	6	6
3	Dummy Plug ½	6	6
4	Suspension Link	4	4
5	Suspension Pin	2	2
6	Stone	10	10
7	Axle Retaining Lug	12	12
8	Angle Cock	2	2
9	Air hose FP	10	10
10	Air hose BP	10	10
11	Isolating cock)	4	4
12	Gauge FP	2	2

13	Gauge BP	2	2
14	By pass coupling to make the load single pipe	2	2
15	Knuckle	2	2
16	Knuckle pin	4	4
17	M.U. washer (For BG -ART)	20	20
18	Resetting key (For BG ART)	1	1
19	Teflon tap (For BG ART)	1 set	1 set
<b>XIII. General Stores</b>			
1.	Cotton waste	5Kg	5Kg
2.	Small Duster	100	50
3.	Steel folding chairs	6	6
4.	Water proof prefabricated synthetic Tent	1	1
5.	Inflatable Tent (For SP ART)	-	-
6.	Light weight foldable 20feet ladder Aluminium	2	2
7.	Rope manila 1" Dia.	50 Mtrs.	-
8	Wedge iron assorted (for ramps)	4	4
9	Umbrellas hand	6	6
10	Rain coat with hood	50	20
11	Funnels for oils	1	1
12.	Funnels for diesel oils	1	1
13.	Oil feeders	2	2
14.	Lashing chains ½" dia x 15' length with 2 rings	2	2
15.	Lashing chain 5/8" x 10' length W/O H & R	2	2
16	Lashing Chain 5/8" x 20' length with H&R	2	2
17	LED Type Lamps hand signal (Tri color)	4	4
18	Flat hand signal Green	4	4
19	Flag hand signal Red	4	4
20	Fog signals (Detonators)	24	24
21	Last vehicle board	2	2
22	Safety matches Box	12	12
23	Stackable plastic chairs	20	20
24	Safety Helmet	BG 50	36
25	Pea Caps	BG 50	36
26	Arm Bands	BG 50	36
27	Gum boot	25	6
28	Rescue Staff uniform (orange color)	BG 50	36
29	Luminous jackets	BG 50	36
30	Wind Cheater	BG 50	36
31	Luminescent barricading tapes	1000 Mtrs	1000 Mtrs
<b>XIV. List of Utensil &amp; Stores (except rations) in Staff Car</b>			
1	Tumblers (stainless steel)	36	36
2	Tea spoons (stainless steel)	18	18
3	Steel Bhagona with cover 16" dia	2	2
4	Pressure cooker 10 ltrs	2 Nos	2 Nos
5	Kitchen spoon (stainless steel)	5	5
6	Knives (cook )8" blade	2	2
7	Thallis (brass/steel ) 24" dia	2	2
8	Stainless steel thalies 14" dia	36	36
9	Katories (stainless steel) 3" dia	72	72

10	Tea cups & saucers (Bon china)	12	12
11	Steel Bhagona with cover 12" dia	2	2
12	Mixer & Grinder	1	1
13	Non Stick tawa 10" dia	2	1
14	Steel Kettle 2 litrs.	1	1
15	Steel Kettle 1 litre	1	1
16	Jug (stainless steel)	4	3
17	Duster (office)	12	12
18	Pillows	16	16
19	Pillows covers	32	32
20	Woolen Blanket (superior quality)	60	40
21	Bed Sheet white 60"x 90"	100	50
22	Bath Towels	10	6
23	Nonstick Frying Pan	2	2
24	Toilets Soap	10	10
25	Complete tea set (Bone china)	2	1
26	Tea Mugs 100 ml	48	36
27	Thermal flask 2 ltrs	1	1
28	Tea Urns 20 ltrs	1	-
29	LPG stove with double burner	1	1
30	LPG cylinders	2	2
31	Gas lighter	1	1
32	Tank for drinking water	2	2
33	Water camper (10 liters cap)	2	2
34	Complete Dinner set for 10 Person	2 set	
35	Aqua Guard	2	1
36	Glass tumbler	24	10
37	Steel Buckets 18Ltrs.	4	4
<b>XV. Fire Fighting Equipments</b>			
1	DCP type fire extinguisher 5 Kg cap	12	6
2	Water Mist firefighting system	1	1
<b>XVI. Medical Equipments</b>			
1	First aid box	2	2
<b>Rail cum Road Vehicle (RCRV): -</b> Rail Cum Road Vehicle with Crane cum- Hydraulic re-railing equipment, Hydraulic Rescue Device & Firefighting Equipment shall be available at nominated locations on DFCCIL.			
<b>XVII. Signaling and Tele-Communication Equipment</b>			
1	Inspection Book	1	1
2 (a)	Magneto Telephone	4	4
2 (b)	Dry cell large 6-I, 1.5 volts each for Magneto phones	12	12
3	PVC insulated, PVC Sheathed twin core cable	500 mtrs.	500 mtrs.
4	Microphone for cordless PA system	2	2
5	Loud Speaker Horn type 5/10 Watts.	2	2
6 (a)	Amplifier of minimum 20 watts power output (having interface for cordless microphone ) and	2	2

	operating voltage of 12 V DC		
6 (b)	12 Volt Storage Battery for 6 (a) along with appropriate Battery Charger	2 Sets	2 Sets
7	Megaphones Transistorized (minimum 10 watts each)	3	3
8	Portable stand for loudspeaker with adjustable height from 1.5 M to 3 M	2	-
9	Field Service Telephone cable PVC insulated (D-8)	4 drums of 500 meters each	4 drums of 500 meters each
10	Push Button Auto Telephone with Tone / Pulse switching facility	4	4
11(a)	Walkie -Talkie sets (2/5 watts VHF) with 100% spare batteries	30	30
11(b)	Battery chargers for 11 (a) (two position charger with rapid charging)	100%	100%
12	Multimeter	1	1
13	Extension Boards for power supply (Mains)	4	4
14	Hand held Torch of 3 cells complete with dry cells	4	4
15	Jointing kit & material for cables and overhead wires. This is required to be decided by the DFCCILs themselves according to their local needs for different ARTs		
16	Tool Box containing		
(a)	Soldering Iron — 10 W/12 Volts, 10 W/220 V & 65W/220V	1 No. each	1 No. each
(b)	Long Nose Plier 200mm	1	1
(c)	Cutter Diagonal 200 mm	1	1
(d)	Box Spanner 6, 5. 5 & 5 mm	1 No. each	1 No. each
(e)	Hammer Steel 750 grams	1	1
(f)	Hammer Wooden	1	1
(g)	Adjustable Spanner 300 mm	1	1
(h)	Screw Driver- 200mm	1	1
(i)	ScrewDriver-250mm	1	1
(j)	Mains tester (230 Volts)	1	1
(k)	Mains tester (230 Volts) 12 mm x 15 meters	1	1
(l)	Resin Core	500 gm	500 gm
17	Control way station equipment DTMF type 2 wire & 4 wire with Amplispeaker telephone and suitable Ni-Cd cells	2	2
18	Cellular Phone	4	4
19	Satellite phone (SAT phone miniature type) which supports video, audio & Text features	2	2
20	Multi-Functional Device (MFD) for Fax, scan and photocopy.	1	-
21	Auto Dialling System from Emergency Socket (Only Way Station Emergency Control Telephone)	1	1
22	Map showing section of track where communication through cellular phone is possible	1 set	1 set
23	Portable Generator set – Petrol started and Kerosene run (HONDA – 750 watt or equivalent)	2 Nos	2 Nos



	along with sufficient Petrol and Kerosene etc.		
24	VHF sets (Duplex) with interface for telephones, accessories including telescopic pole/mast, Antennae-both YAGI as well GP and battery.	2 Nos	2 Nos
25	Folding Table	1 Nos	1 Nos
26	Folding Chairs	4 Nos	4 Nos
27	Beach Umbrella	1 Nos	1 Nos
28	Tent Kabuli (Medium)	1 Nos	1 Nos
29	Digital Video Camera & Recorder	1 Nos	1 Nos
30	OFC	100 meter	100 meter
31	6 Quad Cable	300 meter	300 meter
32	Splicing machine for OFC	1 Nos	1 Nos
33	4 Wire Emergency portable control Telephone with dry cells	2 sets	2 sets
34	Tapping transformers (1120:1120)	2 Nos each	2 Nos each
35	Terminating transformers (1120:470)	2 Nos	2 Nos
<b>XVIII. (A) Engineering Material tools</b>			
1	Rails (60) Kg (13 meter long) with holes at ends for fish bolts Rail as per Appendix-II of IRS T12-2009 section UIC 60 kg/m 880 grade & 1080 grade	20 Nos	-
2	PSC sleepers for 60 kg rail	200 Nos	-
3	(60) Kg fish plate – RDSO drawing No. T-7008	20 pairs	3
4	(60) kg fish bolts	80 Nos	4
5	(60) kg joggle fish plates	4 sets	-
6	ERC MK-V-RDSO/T-5919	500 Nos	-
7	GR Soleplate RDSO/T-7010	250 Nos	-
8	GFN liner RDSO/T-8222	200 Nos	-
9	GFN liner RDSO/T-8223	200 Nos	-
10	Hook bolts	50 Nos	-
11	Plate screw T-3911	25 Nos	-
12	Plate screw T-3912	50 Nos	-
13	Plate screw T-3915	25 Nos	-
14	Wooden blocks 500 mm long	10 Nos	-
15	1 in 12 switch for thick web turnouts with fittings (LH=1 set and RH = 1 set)	2 sets	-
16	Wooden glass fiber reinf. polymer sleepers	50 Nos	-
<b>(B) Engineering Tools and Equipment</b>			
1	Rail dolly	4 Nos	-
2	Rail cutting machine		
	(i) Hand operated	2	-
	(ii) Abrasive Rail Cutter	1	-
3	Rail drilling machine		
	(i) Hand operated	2 Nos	-
	(ii) Mechanical	1 no	-
4	Generator	2 Nos	-
5	Hacksaw blades	12 Nos	-
6	Drill bits	3 Nos	-
7	Non infringing lifting jacks, mechanical /hydraulic	4 Nos	-
8	Gas cutting equipment	1 set	-

9	Box spanner suitable for rail/plates screws	2 Nos	-
10	Fish bolts spanner	2 Nos	-
11	Rail tongs	10 Nos	-
12	Crow bar	20 Nos	-
13	Rake iron ballast	10 Nos	-
14	Shovel	10 Nos.	-
15	Iron pan	10 Nos	-
16	Pick axe	10 Nos	-
17	Safety helmet	40 Nos	-
18	Safety jacket	40 Nos	-
19	Rain Coat	20 Nos	-
20	Gloves	40 Nos	-
21	Track measuring equipment set	2 sets	-
22	H.S.Lamp	2 Nos	-
23	H.S.Flag (Green and Red)	2 Nos each	-
24	Banner Flag	2 Nos	-
25	Detonator	12 Nos	-
26	Steel bucket & mug	2 sets	-
27	Umbrella	10 Nos	-
28	Torch rechargeable	5 Nos	-
29	Walkie-Talkie sets	5 sets	-
30	Folding/plastic chairs	4 Nos.	-
31	Central table (Plastic)	1 No	-
32	Consummables	As per need	-
33	Chalk	1Box	-
34	Hammers 7 lb	6 Nos	-
35	Beater with handle	40 Nos	-
36	Jim crow with rod	1 No	-
37	Powrah with handle	5 Nos	-
38	Dip Lorry	1 set	-
39	Tent including kanats, bamboos, ropes, pegs, etc. for covering 150 sqft area approx	1 set	-
<b>XIX. Books &amp; Manuals</b>			
1	Operating manual	1	1
2	Telephone Directory (District)	1	1
3	Telephone Directory (DFCCILs)	1	1
4	Accident Manual	1	1
5	G&SR rule book	1	1
6	First aid manual	1	1
7	Conference rules part III & IV for SSE(C&W).	2	2
8	Rules of working of cranes / Manual	1	1
9	Working time table	2	2
10	Disaster Management Plan	1	1
<b>XX. Records</b>			
1	Accident relief train log book	1	1
2	Attendance register	1	1
3	Standard Tool & Equipment register	1	1
4	Wire rope & chain testing register	1	1
5	Test register for equipment	1	1

6	Inspection register	1	1
<b>XXI. Miscellaneous</b>			
1	Digital Still Camera	1	1(SP ART )
2	Digital Video Camera with flash, other Accessories & 5-6 floppy discs	1	1(SP ART )
3	Personnel computer (For 140T Crane)	1	-
4	Self-Contained Breathing apparatus	4 set	-
<b>FIRST AID BOX</b>			
Item should be kept in small first aid box. The ones fixed in the station may continue to be of aluminium. The portable ones in trains should be of aluminium or metal. No change in the pattern.			
<b>CONTENTS</b>			
1	Sterile adhesive strip dressing (standard size)	20 Nos	
2	Rubber tourniquet	2 Nos	
3	Roller bandages (7.5 cm x 4 Mtr) gauze	10 Nos	
4	Triangular bandages(130 cm x 90 cm x 90 cm )	4 Nos	
5	Tab Paracetamol	20 in strips	
6	Antiseptic cream 25 Gms	1 tube	
7	Injury card	1 No	
8	Safety pin set of 10	1 set	
9	Tab diazepam	10 tab in strip	
10	Cotton wool	100 gms 1 packet	
The aluminium boxes should not be bigger than 22 cms x 18 cm x 10 cm and its weight along with the contents should be about 1.5 Kg and in no case should exceed 2 Kgs			
<b>FIRST AID BOX FOR LINE MAINTENANCE STAFF</b>			
It shall be an aluminium or metallic box, which is not likely to be rusted. It should be sturdy.			
<b>CONTENTS</b>			
1	Gauze roller bandages(7.5 cm x 4 Mtr)	10 Nos	
2	Triangular bandages(130 cm x 90 cm x 90 cm )	4 Nos	
3	Tab Paracetamol	20 in strips	
4	Chloramphenicol eye applicaps	10 in plastic container	
5	Antiseptic cream 25 Gm tube	1 No	
6	Sterile adhesive strip dressing standard size	10 Nos	
7	Sterilised first field dressing in sealed polythene 12 cm x 8 cm	2 Nos	
8	Safety pin set of 10	1 Set	

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## APPENDIX - 'B'

### Location of ART/RCRV

<b>S. N.</b>	<b>Accident and Relief Equipment</b>	<b>WDFC</b>	<b>EDFC</b>
1	ART with 175 T crane	New Sardhana	New Karchana
		New Makarpura	New Khurja
2	RCRV with Relief and Rescue Gadgets	New Kharbao	New Sonnagar
		New Sanand	New Kanpur
		New Marwar	New Tapri
		New Rewari	New Chawapali

## **APPENDIX - 'C'**

List of Controlling Area Officers and their jurisdiction

## APPENDIX - 'D'

### Jurisdiction of District Magistrate and Supdt. Of Police

From KM	Nearest Station	To Km	Nearest Station	Head Quarter

## APPENDIX- 'E'

### PARTICULARS OF ACCIDENT MESSAGE

1. Message No. ... ..
2. Date and time of Accident ...
3. Site of Accident, i.e., station at which or stations between which accident occurred.
4. Kilometrage of Accident ...
5. Train involved ... ..
6. Number of persons killed or injured and their disposal...
7. Probable cause ...
8. Probable duration of block on line...
9. Assistance required. ...

\*\*\*\*\*

## APPENDIX - 'F'

### DFCCIL ACCIDENT REPORT FORM

Safety Department

Station.....

Class.....

1. Kilometrage at which the accident occurred and name of the nearest station to the spot. Kilometrage .....  
Station.....
2. Date and time of accident Date.....  
Time.....
3. (a) No. and description of train.  
(b) Name of Loco Pilot  
(c) Engine No. and class  
(d) Speed of train  
(e) Indicate, if accident occurred on straight road or curve; on level or on a grade. If on a grade whether it was with or against train  
(f) Weather conditions and visibility
4. Nature and cause of accident (Description of Accident, with sketch)
5. If a DFCCIL servant is injured on duty how long on duty at the time of accident, the probable time to resume duty may be stated.
6. (a) Number of persons killed.....  
(b) Particulars of persons killed.....
  - (i) Name
  - (ii) Sex
  - (iii) Age
  - (iv) Profession
  - (v) Address
  - (vi) How dead body was disposed off
  - (vii) List of property and how disposed off
7. (A) Probable cause of accident  
(B) In case of damage to DFCCIL property, the estimated cost of damage in (Rs) -
  - (a) Permanent Way Rs.....
  - (b) Locomotive Rs.....
  - (c) Rolling-stock Rs.....
  - (d) Signaling and Interlocking Rs.....
  - (e) Electric Equipment Rs.....
  - (f) Property in train or within station limits Rs.....
  - (g) Other DFCCIL property Rs.....
8. In case of dead bodies or injured persons discovered on line or within station limits
  - (a) State in what position body was lying and give details of any apparent injury to the body or other circumstances which may have caused death or injury
  - (b) Whether DFCCIL servant, trespasser or suicide?
  - (c) Cause of death
  - (d) List of property belonging to deceased and how disposed of.
  - (e) Indicate what has been done with body, whether made over to the relative, or Police or sent to Civil Hospital or Rly. Hospital.
  - (f) Whether deposition has been taken by Police Station staff.
9. If persons run over -
  - (a) Did the engine crew see the persons?
  - (b) Was the Loco Pilot's or Assistant Loco Pilot's view at the site of the accident obstructed?
  - (c) Was it daylight or dark at the time?
  - (d) If it was not definitely known by what train the person had been run over, was the running Sr. Executive/Executive (Loco) at both ends of the engine run asked to examine engines for



- traces of blood marks or other evidence?
10. In case of damages to vehicles-
    - (a) Individual No. of vehicles damaged, extent of damage.
    - (b) Position of vehicle or vehicles in relation to engine.
    - (c) How disabled vehicles were disposed of?
  11. In case of obstruction, on line, (Cattle run over, etc.)-
    - (a) What was the cause of obstruction?
    - (b) Did it appear willful or accidental?
    - (c) Is anyone suspected?
    - (d) Was the line fenced?
    - (e) If so, the state of the fencing?
    - (f) Was the engine fitted with a cow-catcher or cattle guard?
    - (g) Has the obstruction been removed?
  12. In case of trains parting, broken tyres, wheels, axles, rails, hot axles, fire in trains :
    - (a) Composition of the train, details of load.
    - (b) How far was vehicle from engine, motor coach, number and owning DFCCIL?
    - (c) How many vehicles were on the train?
    - (d) Was engine fitted with a spark arrester, if so, pattern?
    - (e) Description of the content of the vehicles
    - (f) What was the cause of the breakage of tyres, wheels axles and rails?
    - (g) Condition of broken metal, how disposed of?
  13. In case of derailments, trains put on a wrong line, collisions or burst points etc.-
    - (a) Number, Railway/DFCCIL, and type of vehicle derailed or damaged and position of vehicle on train.
    - (b) State whether points and signals were properly fastened or set in the right direction, and signals respected, also whether lights were visible, flags properly exhibited, etc.
    - (c) State if points or signals were interlocked.
  14. In case of averted collisions, State –
    - (a) Load of train.
    - (b) Number of vacuum/air-braked vehicles.
    - (c) Speed of train when obstruction or danger was observed.
    - (d) Distance from engine to obstruction when latter was first observed.
    - (e) Time and visibility.
  15. In case of engine passing signals at danger.
    - (a) If signals are interlocked?
    - (b) By what length did the loco Pilot pass the signal at danger?
    - (c) If danger signal exhibited and by whom?
    - (d) Was the block section occupied and when did the last train leave?
  16. In case of vehicles blown away from station, state how the vehicles were fastened and how they broke adrift.
  - 15 Detention to trains affected and further probable detention if no more running is yet resumed.
  - 16 (a) How long was road blocked and to what extent?
    - (b) If transshipment was necessary, what arrangements were made?
  - 17 What system of block working is in force and was everything regular? If not, give details.
  - 18 Measures taken to re-establish traffic.
  - 19 Time assistance sent for and time arrived.
  - 20 (a) Station from which assistance arrived.
    - (b) Cause of delay, if any, in getting assistance.
  23. Report by Loco Pilot.
  24. In case of serious accident:-
 

Whether legal Government authorities duly advised? (If accident comes within the purview of section 113 of the Railway Act)
  - 25 Action taken in regard to staff responsible, name and designation and the department the staff belongs to should be stated.

No.....

Dated.....

Forwarded to the.....for information.

Signature

Station.....

Designation.....

Date.....

### NOTE

#### (Section 113 of the Railway Act, 1989 (24 of 1989))

113. (1) where, in the course of working a railway,
- a) Any accident attended with loss of any human life, or with grievous hurt, as defined in the Indian, Penal Code (45 of 1860), or with such serious damage to property as may be prescribed; or
  - b) Any collision between trains of which one is a train carrying passengers; or
  - c) The derailment of any train carrying passengers, or of any part of such train; or
  - d) Any accident of a description usually attended with loss of human life or with such grievous hurt as aforesaid or with serious damage to property; or
  - e) Any accident of any other description which the Central Government may notify in this behalf in the Official Gazette,

occurs, the station master of the station nearest to the place at which the accident occurs or where there is no station master, the railway servant in charge of the section of the railway' on which the accident occurs, shall, without delay, give notice of the accident to the District Magistrate and Superintendent of Police, within whose jurisdiction the accident occurs, the officer in charge of the police station within the local limits of which the accident occurs and to such other Magistrate or police officer as may be appointed in this behalf by the Central Government.

- (2) The railway administration within whose jurisdiction the accident occurs, as also the railway administration to whom the train involved in the accident belongs, shall without delay, give notice of the accident to the State Government and the Commissioner having jurisdiction over the place of the accident.)

\*\*\*\*\*

**APPENDIX –‘G’**

**SAFETY DEPARTMENT**

**ACCIDENT ENQUIRY REPORT**

**Documents Accompanying**

<b>Sr. No.</b>	<b>Description</b>	<b>Form No.</b>	<b>No. of Pages</b>
1.	Title Page and particulars		
2.	History and description of site of accident		
3.	Sketch of the scene of the accident		
4.	Findings		
5.	Remarks and reasons for findings		
6.	Note for the information of the administration and its legal advisers in case of litigation arising.		
7.	Evidence of witness		
8.	List of damages		
9.	Certificate of warning (10 to 16 blanks)		
10.	List of persons injured or killed		
11.	Recommendations, if any.		

<b>S.No.</b>	<b>Evidence Name</b>	<b>Rank / Designation</b>	<b>Station</b>
--------------	----------------------	---------------------------	----------------

.....  
Signature of President

(2)

**SAFETY DEPARTMENT**

**ACCIDENT ENQUIRY**

Proceedings of the Major Joint/Minor Joint/Departmental Enquiry held at  
.....on the .....to enquire into the particulars of an accident which

occurred at.....hrs. on the .....day of..... 20 .....at  
km .....at station..... or between..... and  
..... stations on the..... section on..... Corridor.

Note: These proceedings are to be type-written clearly and distinctly.

1. No. and description of trains.
2. Nature of accident.
3. No. of persons killed or injured as far as known.
4. Cause of accident as far as known.
5. Detention to trains.

**COMMITTEE**

<b>Sr. No.</b>	<b>Name of Members</b>	<b>Designation/Official Rank Headquarters</b>
1.	.....President	
2.	.....Member	
3.	.....Member	
4.	.....Member	
5.	.....Member	

**ALSO PRESENT**

.....  
Signature of President

(3)

**SAFETY DEPARTMENT**

**HISTORY AND DESCRIPTION OF ACCIDENT**

**History**

**Description of Site of Accident**

.....  
Signature of President

\*\*\*\*\*

(4)

**SAFETY DEPARTMENT**

**SKETCH OF SCENE OF THE ACCIDENT**

.....  
Signature of President

(5)

**SAFETY DEPARTMENT**

**FINDING**

We, the undersigned, having carefully considered all the evidence, do find:-

President.....  
(Designation).....

Member.....  
(Designation).....

Date.....

Member.....  
(Designation).....

Member.....  
(Designation).....

Member.....  
(Designation).....

\*\*\*\*\*

(6)

**SAFETY DEPARTMENT**

**REMARKS AND REASONS FOR FINDING**

.....

Signature of President

Date.....

Signature of Members

.....

.....

.....

.....

(7)

**SAFETY DEPARTMENT**

Note for the Information of the Administration and its Legal Advisers in case of Litigation arising

.....  
Signature of President

\*\*\*\*\*

(8)

**SAFETY DEPARTMENT**

**EVIDENCE OF WITNESSES**

Statement No.....	Name.....	Designation	_____
Headquarter Station.....		Place of working.....	Date
of Birth.....	Date of Appointment.....		Length of
Service.....	Service conduct.....		

.....  
Signature of President

(9)

**SAFETY DEPARTMENT**

**LIST OF DAMAGES**

<b>Department</b>	<b>Short Description of damage</b>	<b>Approximate value of damage in Rs.</b>
Permanent way		
Locomotive		
Wagon and carriages		
Signal and Telecom		
Electric		
Other DFCCIL Property		
Grand Total		

.....  
Signature of President

\*\*\*\*\*

(10)

**SAFETY DEPARTMENT**

Division.....

Station.....

**CERTIFICATE OF WARNING**

Certified that all staff who were witness in this enquiry were warned that the giving of Untruthful or false evidence would render them liable to disciplinary action, involving removal from service as laid down in.....  
.....

.....  
Signature of President



(11)

**SAFETY DEPARTMENT**

**LIST OF PERSONS INJURED OR KILLED**

.....  
Signature of President

\*\*\*\*\*

(12)

**SAFETY DEPARTMENT**

**Recommendations, if any**

.....  
Signature of Presiden

## APPENDIX – ‘H’

### ACCIDENT LOG

Accident to.....at.....on.....

#### Sr. No. Preliminary

- 1 Time, date and kilometrage of accident.
- 2 Nature of accident.
- 3 Weather condition at the time of accident.
- 4 Steps taken for protection of train.
- 5 Names of Loco Pilot, Asst. Loco pilot, and engine details
- 6 Whether Loco Pilot was in possession of First Aid Box, Tool Box, Field Telephone and Fire Extinguisher.
- 7 Whether engine headlights were in working order.
- 8 Whether EOTT was in working order.
- 9 Time train left last station and time due at next station.
- 10 Action taken by “Control” and Station Master on either side of block section when excessive delay in arrival of the train was noticed.
- 11 Time when “Control” was informed of accident and by whom.
- 12 Station which first received information of accident, source of information and time of receipt.
- 13 Time accident message were issued by Station Master.
- 14 In case of sabotage or suspected sabotage, details of broken materials found and other relevant evidence.
- 15 Probable cause of accident.

#### Relief Arrangements

- 17 Nature of assistance asked for in accident telegram/message.
- 18 Action taken by Station Master to arrange medical relief.
- 19 Action taken by Control to arrange medical relief.
- 20 Time at which first qualified medical aid received.
- 21 Particulars of non-DFCCIL practitioners who rendered medical aid.
- 22 Station from where First Aid Box obtained.
- 23 Time at which accident message received at Headquarters stations of relief train.
- 24 Time relief train left its Headquarters station.
- 25 Time relief train arrived at site of accident.
- 27 Reasons for any delay in arrival of relief train. .

#### Casualties

- 32 Particulars of DFCCIL servants killed and injured. (Separate statements for the killed and injured should be made).
- 33 Estimated cost of damage to -
  - (i) Permanent way,
  - (ii) Locomotive,
  - (iii) Rolling stock
  - (iv) Signal & Telecom,
  - (v) Electric,
  - (vi) Other DFCCIL property

#### Miscellaneous

- 34 Time clearing operation completed.
- 35 Time track made over to traffic and duration of block.
- 36 Particulars of transshipment arrangements made.
- 37 Names of civil and police officials who examined the site and time of their arrival.
- 38 Names of DFCCIL officials who visited the site of accident and the times of their arrival and departure.
- 39 Other relevant information.

\*\*\*\*\*

## APPENDIX - 'I'

### Format for reporting of accidents to Railway Board

(Director/Safety Railway Board's letter No.2000/Safety (A&R)/3/5 dated 14.03.2006)

Category of Accident-	Class of Accident-		
1	Date and time of Accident		
2	Division		
3	Section		
4	Block Section		
5	At Station/Mid-Section		
6	Gauge		
7	Traction		
8	Type of Route		
9	System of Working		
10	Class of Station, Type of Signaling, Standard of Interlocking		
11	Train particulars	Train No. -	Engine No. - Load-
12	Brief Particulars		
13	Train Working Condition (Normal/Abnormal) (In brief)		
14	Procedural failure, if any (in brief)		
15	Casualty	Killed Grievously Injured Simple Injured	
16	Relief Arrangements	ARME ordered at.....hrs. Left at.....hrs. at site....hrs. ART ordered at.....hrs. Left at....hrs. at site....hrs. Crane ordered at.....hrs. Left at....hrs. at site....hrs.	
17	Officers visiting site		
18	Restoration	Rerailment completed at....hrs./date, track fit at.... hrs. /date OHE fit at.....hrs./date, S&T fit at....hrs./date	
19	Time of first train passed on the affected line/lines		
20	Prima Facie Cause		
21	Gate Particulars	(Annexure-A)	
22	Loco Pilot Particulars	(Annexure-A)	
23	State/District		
24	Other information, if any		
25	Details of FIR lodged		

(Officer reporting the accident)

<b>Gate Particulars</b>			<b>Annexure-A</b>
Gate Particulars (Manned/Unmanned)			
Traffic/Engineering Gate- Lifting Barrier/ Flap/ Chain =	Class-	Gate No.-	Kms.-
TVU=	Year =		
Interlocked or Non-interlocked			
Telephone provided/ not provided			
Normal position of gate	Open to road traffic	Closed to road traffic	
Road signs =	Speed Breakers =	Whistle Boards =	
Type of Road =	Pucca =	Kuccha =	
Visibility (in metres) =			
Gradient, if any =			
No. of accident during last two years =			
<b>Loco Pilot's Particulars</b>			
Name			
Date of Birth			
Family members			
Qualification			
Head Quarter			
Grade		Pay =	
<b>Breathalyzer Test</b>	At the time of signing on =		
	After accident =		
(Positive = Intoxication)			
(Negative = without intoxication )			
Date of Appointment		As -	
Promoted as Assistant Loco Pilot			
Promoted as Goods Loco Pilot			
Promoted as Passenger Loco Pilot			
Promoted as Mail/Exp. Loco Pilot			
Date of Medical Examination		Passed	Next Due
With or without Glasses			
Date of Refresher		Passed	Next Due
Safety Camp		Passed	Next Due
Competency		Automatic Section	
		Ghat Section	
Safety Category Grading			
Psycho Test			
Awards/ Punishment			
Nominated Loco Inspector			
Signing On/Off			
Rest availed before duty			
Last trip on the section			
Previous History of accident if any			

\*\*\*\*\*

## APPENDIX -'J'

### **Medical record of injuries sustained by persons involved in accidents**

#### **Accident Registers.-**

(a) Particulars of injuries sustained by persons and DFCCIL servants involved in accidents must be entered up as soon as possible in an Accident Register to be maintained on the prescribed form in every DFCCIL hospital and dispensary. Separate sections of the register must be earmarked for DFCCIL employees, families of DFCCIL employees and members of the general public.

(b) Entries in the Accident Register must be made as soon as possible after the patient is seen for the first time; any additional information available later must similarly be recorded at the first opportunity.

(c) If a person claims that he is injured but clinical examination shows no sign of injury, an entry to this effect must be made in the Accident Register. The case must, at the same time, be referred, to any suitable hospital for further action.

#### **Special injury case sheets.-**

(a) A day-to-day record of the progress of every injured person attended to in a hospital or dispensary must be maintained in the form of special injury case sheets, which must be numbered in accordance with the serial no. allotted to the patient in the Daily Attendance Register.

(b) Injury case sheets must be preserved for ten years and must not be handed over to the patient.

\*\*\*\*\*

**APPENDIX-‘K’**

**READING AND OBSERVATION TO BE TAKEN IN CASE OF DERAILMENT ON THE FOLLOWING PROFORMA**

**(i)  
PART-A**

**PERFORMA SHOWING THE DETAILED PARTICULARS TO BE COLLECTED IN THE CASE OF**

**PERMANENT WAY DURING AN ACCIDENT**

SOIL			Type of Formation	Rain Fall	BALLAST		
S.No.	Type e.g. Sandy, Loamy, Clay, Moorum, Black Cotton etc.	Condition Firm Wet Slushy etc.			Type/ Stone, Moorum, Sand, Ash etc.	Depth below sleeper bottom in cms. Clean or Cakes	Drainage
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>

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WIDTH OF SHOULDERS IN CMS FROM OUTSIDE OF				SLEEPERS				
RAIL		END OF SLEEPERS		Type Wooden PSC etc.	Condition new, second hand damaged unserviceable etc.	Density	Square or not	Packing loose or sound
LEFT	RIGHT	LEFT	LEFT					
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>

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RAILS		RAIL FASTENINGS		RAIL JOINTS		
Weight 60 kg/ 52kg/ 90 R/ 75R etc.	Condition of wear (attach rail profile if wear is heavy)	Loose jaw, pandrol, clips, MS/GFN liners etc.		Condition Hogged bettered low etc.	Staggered or square	Creep condition and extent of Creep
		Number per sleeper seat	Condition Tight or Loose or Missing (in each sleeper)			
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>

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General remarks about cracks or fracture of fish- plates, fish bolts and other components	Description of anti- sabotage measures like reverse jaws welded rails etc.	Location of points of mount		Location of points of derailment	
		Whether on straight curve or transition	Whether on a falling grade level or rising grade on sag	Whether on straight, curve or transition	Whether on a falling grade, level or rising grade or on sag
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>

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- Note:**
1. Left and right are with respect to direction of Train Movement.
  2. The data in Col. 2 to 25 need not be collected when the defect is obviously and indisputably on account of sabotage and/or obstruction on track.
  3. Only broken track material which is not indisputably to be broken after the accident should be included in Col. 25 and should be preserved.
  4. Col. 26 need be filled in only when there is a suspicion about sabotage being the cause of derailment.
  5. Sag extends 90 metres on either side of theoretical junction of the grade lines Col. 28 and 30.

**PART-B**  
**TRACK MEASUREMENTS**

Station No.	Distance apart in metres	Gauge slack or tight from the exact (mm)	Cross level (mm)		Marks on sleepers or rail top	Grinding or rubbing marks on rails
			Under no load condition	Under load condition to be measured with a locomotive/ fully loaded Wagon/ coaching stock bogie		
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>

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Examination of Alignments or perceptible kinks of track distortion in the vicinity of the point of derailment	Subsidence of track	Varsine in mm		
		On 20M or 10M chord depending on practice prevalent on the Railway for the flat curves more than 600M radius	On 10M or such chords as considered necessary for sharp curves (less than 600M radius on BG & MG)	Remarks regarding length of transition, degree of curve of specified super-elevation general alignment etc.
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>

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**Note: -**

1. The point of mount should be marked station No. '0' and the stations numbered serially as (+) for measurements ahead of site of derailment and (-) for measurements in rear.
2. The cross level will be measured on the left rail only as determined from the direction of movement.
3. Normally measurement will be taken at station 3 M apart for a distance of 45 metres on either side of '0' station if the cause of derailment is indisputably known, otherwise, they will be taken for a distance of 90 metres in rear and 45 metres ahead of zero station.
4. Where necessary measurements for Col. 3, 4 and 5 may in addition be taken at individual sleepers.
5. This proforma need not be filled when the cause of derailment is obviously established as due to sabotage, obstruction on track, broken axle, and/or spring having fallen off prior to point of derailment.
6. Longitudinal levels should be recorded for 300 meters in rear and 100 metres in front, in case or straights at the middle of each rail and at versine recording points in curves @ 20/10M intervals.



(ii)

**MEASUREMENT TABLE FOR WAGON INVOLVED IN ACCIDENT.**

**NOTES:** Details regarding all derailed vehicles should be given except:

- (i) Where vehicles have derailed due to locomotive derailment.
- (ii) When the first derailed vehicles is obvious from examination of marks on wheel, then the details for first derailed vehicle need only be given.
- (iii) When the obvious and indisputable cause is sabotage or an obstruction on track.

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Sr. No.	Date of incident	Train No.	Details of BPC along with the name of station where it is issued and Executive/Sr. Executive (C&W) who issued it	Wagon No.	Type	Mech Code	Tare in Tonnes	Carrying Capacity	Built Date	Return Date
1	2	3	4	5	6	7	8	9	10	11

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(C&W)

Executive/Sr. Executive  
(Traffic)

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(P.Way)

POH position particulars		ROH Particulars		Pay Load in Tonnes		Commodity Station			
Date	Shop	Date	Depot	From Lables	From Actual Weighment	Loaded	From	To	From Engine
12	13	14	15	16	17	18	19	20	21

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Executive/Sr. Executive  
(Traffic)

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(P.Way)

BUFFER HEIGHT	WHEEL AND AXLE FACE PARTICULARS (In case of breakage of wheel/axle)		
(To be taken after uncoupling and re-railing on a level track)	Axle face Particulars	Ultrasonic Particulars on the hub of the disc	Stamping particulars on wheel disc regarding Manufacturer/RA/RD
22	23	24	25
	1L	1L	1L
	1R	1R	1R
	2L	2L	2L
	2R	2R	2R
	3L	3L	3L
	3R	3R	3R
	4L	4L	4L
	4R	4R	4R

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(P.Way)

**WHEEL AND AXLE**

A	Wheel gauge in mm.* (Taken at four places) with	Observation after remaining the profile tyre defect gauge (Good/Rejectable)**
	26	27
1		
2		
3		
4		
* The wheel gauge is to be measured in empty condition and at the horizontal plane passing through the center of the axle.		
** The wheel profile is to be checked with tyre defect gauge only (Ref. IRCA Pt. III Rule No. 3.22(d) and 4.18.1, Plate No. 57 to 66).		
B	Diameter of Wheel at tread	
C	Wheel Flange thickness	
D	Wheel RO	
E	Tread Wear	

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**AXLE BOX (FOR IRS STOCK ONLY)**

**(To be recorded only when failure of plain bearing is involved as a cause.)**

Brass thickness in mm	Condition of box and brass sole plate		Condition of journal	Clearance between brass and collar of journal in mm.
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>32</b>

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(C&W)

Executive/Sr. Executive  
(Traffic)

Executive/Sr. Executive  
(P.Way)

AXLE GUARD (FOR IRS STOCK ONLY) (To be recorded only when failure of plain bearing is involved as a cause.)				ROLLER BEARING (When Roller Bearing is involved as a cause).		
lateral clearance between axle box and axle guard in mm.	Whether axle guard can work clear of axle box	Are the Axle guard bent or otherwise damaged to prevent free movement of axle box	Remarks regarding bridle bar	Condition of face	Condition of locking cover plate	Condition of Roller Bearing and its component
<b>33</b>	<b>34</b>	<b>35</b>	<b>36</b>	<b>37</b>	<b>38</b>	<b>39</b>

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(Traffic)

Executive/Sr. Executive  
(P.Way)

**SPRING AND SPRING GEAR (FOR IRS STOCK ONLY)**

Any broken/Cracked/Missing shackle and shackle pin	Camber of spring in mm, under tare after re-railing on a level uncanted track (for Laminated spring only)	Axle load
<b>40</b>	<b>41</b>	<b>42</b>

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(P.Way)

**BOGIE**

Vertical clearance at side bearers in mm. (For stock having clearance type side bearers only).	Whether a load is placed on more than one wagon	Any other defect in vehicles which may have contributed to or caused the derailment.
<b>43</b>	<b>44</b>	<b>45</b>

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(Traffic)

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(P.Way)

Details of broken parts giving locations w.r.t. point of mount and derailment	List of damage to the wagon due to accident	Other observations
<b>46</b>	<b>47</b>	<b>48</b>

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(Traffic)

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(P. Way)

(iii)

**PART — 'A'**

**Locomotive (Diesel & Electric) : Proforma to be filled in case of Accident when  
Derailment of Loco is involved in Accident.**

**INFORMATION TO BE FURNISHED BY THE LOCO DEPTT**

1. Basic Information:
  - (a) Date of Accident
  - (b) Train No.
  - (c) Loco Class:
  - (d) Loco Number:
  - (e) Loco manufacture Year and Place:
  - (f) Base Shed of Loco.
  - (g) Date & Place last POH
  - (h) Kilometers earned after last POH.
  - (i) Date & Place of last major inspection.
  - (j) Date of Place of last schedule inspection.
  - (k) Whether any schedules are overdue.
2. Give Brief particulars of the Safety items not provided or provided but missing/not working.

Whether Loco is provided with:

Safety fittings	provided/ not provided	Working/ Not Working
Headlight		
Speedometer		
Speed Recorder		
Flasher light		
Horn		
Brake System		
Particulars of electrical protection (for electric loco) in case of fire only		
Relay		Working/Not Working/Isolated
Earth Fault in Auxiliary Circuit (QOA)		
Over Current in power circuit (QLM)		
Over Current in Rectifier Block (QRS)		
Earth Fault in Power Circuit (QOP)		
Time Leg Relay (QM)		

3.
  - (a) Damage to the loco (Brief description).
  - (b) Cost of damage to the loco (in Rs.)
4. Check & Record the observations as follows
  - (a) Position of control handles, cutout cocks etc. after accident.
  - (b) Functioning of brake synchronizing valve-Whether working or not.
  - (c) Position of brake blocks after the accident-whether applied or not.
  - (d) Condition of cattle guard.
  - (e) Any sign of seizure of roller bearing in axle box.
  - (f) Comments if any coil spring is broken or displaced.
  - (g) Any other observation in respect to mechanical defect of the locomotive, which might have, any bearing on safe running of loco.

To be jointly signed by

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(Loco)

Executive/Sr. Executive  
(Traffic)

Executive/Sr. Executive  
(P.Way)

**PART- 'B'**  
**Measurement of Wheels for All Classes of Locomotives.**

Sr. No.	Description	Observed Value (in mm)		Remarks
		Left	Right	
1.	Diameter of Wheel At tread			Wheel size below condemning limit is relevant only in case of wheel breakage due to lesser rim thickness
		1		
		2		
		3		
		4		
		5		
2.	Wheel flange thickness			Information is normally relevant in case of two road case.
		1		
		2		
		3		
		4		
		5		
3.	Wheel Root wear			
		1		
		2		
		3		
		4		
		5		
4.	Tread Wear			Tread wear, should be measured from tread at 63.5 mm from wheel gauge face (from the back face of flange) in BG and at 57 mm from wheel gauge face (from the back face of flange) in MG.
		1		
		2		
		3		
		4		
		5		
5.	UST of axle Give the date of last UST Test done			Information is relevant in case of axle breakage
		1		
		2		
		3		
		4		
		5		
6.	Wheel gauge- for checking wheel gauge, average of three Measurements at equal Spacing on the inner Periphery of the two wheels on the same axle  is to be recorded			All measurements shall be taken on a level tangent uncanted track. These measurements are for unloaded wheels, should be taken in workshop after dismantling information is relevant in case of wheel disc sliding/bent axle only. For safety, similar limits as applicable for track gauge are relevant for wheel gauge also
		1		
		2		
		3		
		4		
		5		
6				

**NOTE:**

1. Wheel number one is the outer and axle of truck under the Short hood and wheel count increases towards the Long hood on diesel loco, Whereas for electric loco, wheel

number one is the outer end side under Cab-1 (Cab-1 is that side of the loco which has the Compressors and Cab-2 to that side of the loco which has the ARNO Converter) and wheel count increases towards the Cab-2.

2. The measurement of wheels are to be done using wheel gauges to RDSO drawing No. SK.DL.3592 for all BG locomotives except WAG and WAP5 locos. For WAP5 locos RDSO's drawing No. SKDL 4446 and SKDL 4447 may be followed.
3. All measurements are to be taken in Shed on a Level, un-canted track.
4. Service limits given in the Maintenance Manual are for good maintenance practice and these are not safety limits.

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(Loco)

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(Traffic)

Executive/Sr. Executive  
(P.Way)

**PART— 'C'**

**Proforma for measurement of Electric and Diesel Locomotives after an accident**  
(Locomotives, which are not mentioned in this proforma, may be measured in similar manner)

S.No	Description	Observed Value (in mm)	Remarks
1	Buffer Height		All measurements shall be taken on a level tangent uncanted track. This measurement is required to be taken only in case trailing stock is with buffers.
2	Lateral clearances	End Axles (1, 3,4 & 6)	Applicable for WDM – 2, WDM2-C, WDG-4, WDS-6, WAM-4, W CG-2, YDM-4, WCAM-1, WCAM-2, YDM-4A, WDG-2, W CAM-3, WAG-5, WAG-9, WAG-7, WAP-I, WCAG-I & WAP-4 Locomotives only
		Middle Axle (2 & 5)	Applicable for WDM-2, WDM-2C, WDG-4, WDS-6, WAM-4, W CG-2, YDM-4, WCAM -1, WCAM-2, YDM-4A, WDG-2, W CAM-3, WAG-5, WAG-9, WAG-7, WAP-4, WDP-2, WAP-3, W AP-6, WAP-1 & WCAG-1 Locomotives only.
3	Lateral clearances	End Axles (1, 2,3 & 4)	Applicable for WDP-1 & WAP-5 locomotives only
4	Longitudinal clearance between axle box and pedestal liner (for all axles)		Applicable for WDM – 2, WDM-2C, WDM-5, WDS-6, WAM-4, WCG-2, WAG-5, YDM-4, YDM-4A, WDG-2, WCAM-3, WAG-7, W AP-4, WDP-1, WCAG-1 & WAP-1 Locomotives only.
5	Longitudinal clearance between axle box and pedestal liner (for middle axle)		Applicable for WAP-3, WAP-6 & WDP-2 Locomotives only.
6	Height of Rail Guard from rail level		

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(P.Way)



## **READING/OBSERVATIONS OF S & T GEARS TO BE TAKEN AFTER AN ACCIDENT**

1- Particulars of the S&T gears damaged.

2- The position/condition of points including their fitting and Transmission.

### **A. ROD WORKED POINT:-**

- (i) Stroke at point
- (ii) Stroke at lock bar
- (iii) Position of lock plunger {whether in locked or unlocked condition}.
- (iv) Condition of lock bar (whether normal, reverse or mid position).
- (v) No. of lock bar clips provided at the lock bar.
- (vi) Vertical distance between the top of the rails and the lock bar in.
  - (a) normal position.
  - (b) reverse position.
  - (c) mid position

### **B. POINTS WORKED BY DOUBLE WIRE:-**

- (i) Condition of the wire transmission after the accident (whether intact or broken).
- (ii) Position of point mechanism (NORMAL/UNLOCKED/REVERSE).
- (iii) Position of the double wire detector at the point (Detecting Obstruction).

### **C. POWER OPERATED POINTS :-**

- (i) Date when the cables for the point were meggered.
- (ii) Megger readings for insulation between the relevant cable cores of the cable.
- (iii) Megger readings of the relevant cable cores with respect to earth.
- (iv) Whether the cross protection (if provided) is effective.
- (v) Is point machine cover sealed/locked ?
- (vi) Are ground connections intact ?
- (vii) Are there any signs of tampering with the adjustment of point throw and detection rods ?
- (viii) Location where crank handle has been found after the accident.
- (ix) Conditions of the point machine whether-
  - (a) Locked in normal position.
  - (b) Locked in reverse position.
  - (c) Mid position.
- (x) Condition of the detector contacts whether-
  - (a) Normal contacts making.
  - (b) Reverse contact making.
  - (c) Any position other than above.

### **D. FITTED WITH HAND PLUNGER KEY LOCKS: -**

- (i) Are locks sealed ?
- (ii) Are their covers opened/tempered ?
- (iii) The keys for HPK lock found at the point.
- (iv) The position of hand plunger (whether locked/unlocked)

### **3. OBSERVATIONS AT THE POINTS IN GENERAL**

- (i) With 5 mm obstruction placed at 150 cm from the toe of the closed switch.
  - (a) Could the facing point lock lever be operated to reverse (in case of rod worked point)?
  - (b) Could the hand plunger lock the point (in case of hand plunger key lock)?
  - (c) Could the electric point machine complete operation to provide the points setting indication on the points being operated (in case of power operated points)?
  - (d) Could the point lever be latched in the corresponding position in cabin without tripping (in case of double wire operated points)?
  - (e) Are switches properly housed with stock rail up to 3 sleepers from the

- toe of the switch?
- (f) Last date of joint check of point/crossing by SE (Signal) and SE (P/Way) for the result thereof.
- (j) Is the Electrical Detector assembly cover?
  - (a) Sealed/Locked.
  - (b) In open condition.

**4. OBSERVATION IN CABIN/PANEL ROOM :-**

**A. FOR ELECTRO-MECHANICAL INSTALLATION :-**

- (i) Particulars of levers in pulled position.
- (ii) Particulars of levers in mid position (if any).
- (iii) Levers in tripped condition (in case of double wire clutch levers).
- (iv) Indications of points, signals and track circuits for the affected zones.
- (v) Whether lever-locks (where provided) are correctly Operated.
- (vi) Date of last testing of the lever frames
- (vii) Date of last overhauling of the locking.
- (viii) Are locking tray covers sealed.
- (ix) Observations of testing of lever frames for conflicting routes/signals (pertaining to accident zones).

**B. FOR PANEL INTERLOCKED/RRI STATIONS :-**

- (i) Position of switches/buttons.
- (ii) Indications at the panel.
- (iii) Position of S.M. lock key.
- (iv) Position of emergency operation key (if any).
- (v) Readings on the counters (if any) and last readings as recorded in relevant registers.
- (vi) Date and time the relay room was last opened.
- (vii) Results of operational test for concerned zone for-
  - (a) Route selection.
  - (b) Point operation and setting.
  - (c) Route checking.
  - (d) Conflicting signals.
  - (e) Approach and back locking.

**5. OBSERVATIONS REGARDING SIGNALS :-**

- (i) The position of signals in the accident zone whether-
  - (a) In 'ON' condition.
  - (b) In 'OFF' condition.
  - (c) Without light.
  - (d) Any other aspect.
- (ii) Details of the signals, if out of correspondence with their operating levers (in case of electro-mechanical signalling).

**6. OBSERVATION IN RESPECT TO TRACK CIRCUITS IN THE ACCIDENT ZONE:-**

- (i) Does the track relay de-energize when, on a track circuited portion, the two rails of the track are shunted by a 0.5 ohms resistance (Rail-tops). They should be cleaned of rust and dust before shunting the track.
- (ii) Does the electrically operated point operate under the conditions of point controlling track circuit shunted by 0.5 ohms resistance (Rail-tops). They should be cleaned of rust and dust before shunting the track.

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## REGISTER OF AMENDMENT SLIPS

Amendment Slip		Date of receipt of Amendment		Amendment made		Initials of person in-charge of book
No.	Date	Slip	Rule	Page	Subject of order	

**DEDICATED FREIGHT CORRIDOR OF INDIA LIMITED  
CORRECTION SLIP NO 01  
(ACCIDENT MANUAL -APRIL 2018)**

The following corrections in connection with ART working on DFCCIL shall be made in Accident Manual-April 2018.

These instructions to be implemented henceforth.

ITEM NO.01

- (1) Word 'ART' in the existing Para 411,412 413 414, 415 & 416 or wherever used in the context of ART/DFC in the Accident Manual of DFCCIL , will not be read as there will be no Accident Relief Train over DFC Alignment. Four ARTs with crane of DFCCIL will be stabled, maintained and operated by Indian Railway. IR will levy hiring charges on usual terms for any ART services provided to DFCCIL in the event of accident/interruptions/natural calamities etc. over DFCCIL such assistance as may be required shall be provided by IR to DFCCIL on the same lines as followed by Zonal Railways of IR. The official, working on behalf on DFCCIL, shall call for ART from the Indian Railway.

- (2) Appendix-B is related with location of ART over DFCCIL; this will be now read as under:

Junction points with nearest IR connectivity for stabling ART				
	On WDFC		On EDFC	
	ART location on IR station	Nearest DFC Junction station	ART location on IR station	Nearest DFC Junction station
1	Phulera	New Phulera	Saharanpur	New Pilkhani
2	Vadodara	New Makarpura	Kanpur or Mughalsarai	New Kanpur
3				New Mughalsarai

- (3) Add "locations of ARTs on DFC" as item (7) under Para 405.  
(4) Items contained from para 411 to 416 will now be applicable for only RCRV.  
(5) Add the following sentence in Item (i) of 429 (A) :  
"Coordinate with IR for timely arrangement of ART and ensure no detention to ART on DFCCIL enroute."  
(6) Add the following sentence in Item (1) of 430 (B) :  
"Liaison with IR for requirement of ART in proper composition.  
(7) Items contained in Appendix "A" will be read now only in the context of RCRV.

All concerned will make correction as above and follow the instruction as contained above.

**(Director/OP & BD)  
DFCCIL**