



पश्चिम रेलवे  
Western Railway

# ACCIDENT MANUAL OF WESTERN RAILWAY

*( For official use only)*

**2009**

**(Corrected upto Amendment No.17)**

## ERRATA

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Following errata should be carried out by hand writing in the revised Accident Manual 2009 (English Edition).

1. First page :- The year 2008 should be read as 2009.
2. Page No.1:- The word 'DEFINITIONS' should be read as 'DEFINITIONS'.
3. Page No.34:- Chapter –V Para No.508- Note (ii)- substitute and read 'in case', replacing the word 'case' appearing in first line.
4. Page No.37:- Chapter –V Para No.513- (II)(G)- substitute and read 'Advisor Safety' replacing the words 'Executive Director (Safety)'.
5. Page No.48:- Chapter –VII Para No.715- (vi) Add word 'application' after the word 'formal'.
6. Page No.52:- Chapter –VII Para No.723- (J)- substitute and read 'in touch' replacing the words 'a touch'.
7. Page No.68:- Chapter –IX Para No.903- First line - The word 'loco motive' should be read as 'locomotive'.
8. Page No.75:- Chapter –IX Para No.920-(G) - substitute and read 'regulating / isolating ' replacing the words 'regulating / solating'.
9. Page No.75:- Chapter –IX Para No.920-(I) - substitute and read 'lit by K.Oil ' replacing the words 'litby K.il)'.  
'lit by K.Oil ' replacing the words 'litby K.il)'.
10. Page No.75:- Chapter –IX Para No.920-(J) - substitute and read 'or' replacing the words 'or or' .
11. Page No.90:- Chapter –X Para No.1035- Note - substitute and read 'attended the enquiry ' replacing the words 'attended he enquiry'.
12. Page No.94:- Appendix A - substitute and read  
'Surendranagar Sr.DMO - Surendranagar'  
replacing the words 'Surendranagar Sr.DMO  
Surendranagar'
13. Page No.99:- Appendix D - **Nagda – Ujjain – Bhopal** Add- 'Bhopal' in third column in front of 'Sehore'.
14. Page No.100:- Appendix D - Ajmer – Ratlam – read - **Ajmer –Ratlam** in first column as in bold type and underlined.
15. Page No.103:- Appendix E –Note- substitute and read 'can be changed ' replacing the words 'can be change'.

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16. Page No.117:- Appendix I –Para No.21 (2)-1<sup>st</sup> line substitute and read 'the nature' replacing the words 'the cature'.
  17. Page No.120:- Appendix I –Part B – 8th line from top substitute and read 'killed or ' replacing the words 'killed lor'.
  18. Page No.122:- Appendix I –Part B – Para 10 (1) - substitute and read 'repealed ' replacing the words 'repeated'.
  19. Page No.130:- Appendix K – Para 125 (d) - substitute and read 'is a minor' replacing the words 'is a manor'.
  20. Page No.132:- Appendix K – Para 150 (1)(e) last line - substitute and read 'not be' replacing the words 'not he'.
  21. Page No.152:- Appendix P – Sr.No.4 (iii) - substitute and read 'section or ' replacing the words 'sectionor'.
  22. Page No.152:- Appendix P – Sr.No.4 (iv) - substitute and read 'goods trains' and 'than main' replacing the words 'goodstrains' and 'thanmain'.
  23. Page No.152:- Appendix P – Sr.No.5 - substitute and read 'other defective' replacing the words 'otherdefective'.
  24. Page No.154:- Appendix P – Sr.No.12 (ii) - substitute and read 'repairs or' replacing the words 'repairs of'.
  25. Page No.166:- Disaster Management – Chapter 2 Para 4 (v) - substitute and read 'DMs' replacing the words 'Dams'.
  26. Page No.166:- Disaster Management – Chapter 2 Para 4 (vii) - substitute and read 'Annexure 4 – 13 of Zonal Disaster Management Plan and page nos. 179 to page no.190 of this manual' replacing the words 'Annexure 4 – 6'.
  27. Page No.169:- Disaster Management – Chapter 3 Para 1 (xv) - substitute and read 'will keep' replacing the words 'will kept'.
  28. Page No.170:- Disaster Management – Chapter 3 Para 2 (xi) - substitute and read 'outside two teams' replacing the words 'outside to teams'.
  29. Page No.172:- Disaster Management – Chapter 3 Para 4 (iii) - substitute and read '(E11) (xiii & xiv) of Zonal Disaster Management Plan' replacing the words '(E11) (xiii & xiv) below'.
  30. Page No.173:- Disaster Management – Chapter 4 Para 3 (ii) - substitute and read 'Officer authorised' replacing the words 'Officer authority'.
  31. Read 'REGISTER OF AMENDMENT SLIPS' in place of 'REGISTER OF AMMENDMENT SLIPS' in the pages of Amendment slip.

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## **PREFACE**

In exercise of the powers conferred by Section 122 of THE RAILWAY ACT (1989) to the Central Government to make rules, the rules which are contained in this Accident Manual should be considered as Subsidiary Rules to Chapter VI (G & SR 6.01) of General Rules for Indian Railways.

This manual includes all amendment slips up to 15 (and 16th proposed) of the Accident Manual of Western Railway (1992 edition) and also supersedes the same.

It is imperative that all railway officials, and especially those who are required to deal with accidents, should be fully conversant with the provisions of the Accident Manual, General and Subsidiary Rules and other Contingency Plans issued from time to time. Since concern for the safety of the travelling public is paramount, all railway employees are expected to display spontaneous initiative in accident. No efforts should be spared in providing safe travel to people and reliable transit to freight.

The staff for whom 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 Chief Operations Manager.

Amendment slips will be issued and supplied as and when necessary. Each amendment slip must be pasted neatly over the paragraph it supersedes, and the number and date of the amendment slip should be entered in the register of amendment slips at the end of the book. The number of the last amendment slip issued will be published in the Monthly/Quarterly Gazette.

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

**( P. B. MURTY )**  
*Chief Operations Manager*  
*Western Railway, Churchgate*

January, 2009.

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### INDEX PART - C

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## DEFINITIONS

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### CHAPTER - 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 definitions, 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, when 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 workman'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 or Military special carrying authorised escorts or similar such trains shall be treated as Passenger Trains.

**103. Other Trains: -**

All other trains not covered under 101 & 102 shall be termed as 'other trains'.

**104. Accident:-**

For the purpose of Railway working, accident is an occurrence in the course of working of Railway, which does or may affect the safety of the Railway, its Engine, Rolling Stock, Permanent Way and Works installations, Passengers or Servants or which affects the Safety of other or which does or may cause delay to train or loss to the Railway.

For statistical purposes accidents have been classified in categories from 'A' to 'R' excluding 'I' and 'O' which are given in Chapter IV.

Note: Except where specially mentioned, nothing in these rules applies to workshop accidents, which are covered by the Factories Act, 1948 and the rules made there under.

**105. Serious Accident and Disaster :-**

Accident to a train carrying passengers which is attended with loss of human life or with grievous hurt to a passenger or passengers in the train, or with serious damage to railway property of the value exceeding Rs.2,00,00,000 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 inquiry by the Commissioner of Railway Safety shall also be deemed to be a serious accident. The following shall be excluded: -

- (A) Cases of trespassers run over and injured or killed through their own carelessness or of passengers injured or killed through their own carelessness;
- (B) Cases involving persons being Railway servant or holding valid passes/tickets or otherwise who are killed or grievously injured while travelling outside the rolling stock of a passenger

## DEFINITIONS

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train such as on foot board or roof or buffer but excluding the inside of vestibules between coaches or run over at a Level Crossing or elsewhere on the Railway track by a train; and

(C) Level Crossing accident where no passenger or Railway Servant is killed or grievously hurt unless the Chief Commissioner of Railway Safety or Commissioner of Railway Safety is of the opinion that the accident requires the holding of an inquiry by the Commissioner of Railway Safety.

(D) **Disaster** - Railway disaster is a serious train accident or an untoward event of grave nature, either on the Railway premises or arising out of railway activity in that area, due to natural or man made causes, that may lead to loss of many lives and / or grievous injuries to a large no. of people, and / or severe disruption of traffic, necessitating large scale help from other Government/Non-government and Private Organisations.

An untoward will be declared as a Railway Disaster by GM, AGM or CSO.

The list of officials along with designation and telephone nos. of the Civil Authorities is given in the Appendix 'R'.

The Accident / untoward declared as Railway Disaster shall be dealt in accordance with rules & procedures laid down in Disaster Management Plan issued by CSO.

### 106. **Classification of Accidents:-**

Accidents are classified under following heads.

- |                         |                        |                            |
|-------------------------|------------------------|----------------------------|
| (I) Train Accident      | (II) Yard Accidents    | (III) Indicative Accidents |
| (IV) Equipment failures | (V) Unusual Incidents. |                            |

Classification of accident and other occurrences is given in Chapter-IV.

### 107. **Train Accidents:-**

Train accident is an accident that involves a train.

Note: A sectional carriage/s will not be treated as part of train until it is put on a train. Similarly a sectional coach detached from a train ceases to be the part of the train.

Train accidents are further divided as: -

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

### 108. **Consequential train accidents :-**

Include train accidents having serious repercussion in terms of loss of human life, human injury, loss to Railway property or interruption to Rail traffic. Train accident under following classification will be termed as consequential train accidents: -

Collision: All cases under categories A-1 to A-4

Fire: All cases under categories B-1 to B-4

Level Crossing: All cases under categories C-1 to C-4

Derailment: All cases under categories D-1 to D-4

Miscellaneous: All cases under categories E-1

## DEFINITIONS

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(i) **Collision** - Means the impact of train or trolley against another train or trolley or any vehicle or other obstruction. It does not include impact of wagons or loads due to rough shunting, unattended with casualties or only attended with negligible damage.

(ii) **Fire :-**

The statistics of fire shall include all cases of physical fire or smoke omission resulting death or injury or damage to property amounting Rs.5000/- and above.

(iii) **Level Crossings :-**

(a) Level crossing means an inter-section of road with lines of rail at the same level.

(b) Train running into road traffic at level crossing (Manned/Unmanned) is classified as level crossing accident.

Note - Collision between train/ light engine and road vehicles at places other than level crossing are to be classified as other miscellaneous accidents.

(iv) **Derailment :-**

Means off-loading of wheel or wheels causing detention or damage to rolling stock / permanent way. Due to track or vehicle defect or during reversal or shunting operations, etc. on an incoming, outgoing or any other load including a sectional carriage etc. shall be deemed to be a 'Train Derailment' only when the train engine or a vehicle still forming part of the train derails, irrespective of whether the shunting was being done by the train engine or by a shunting engine. Sectional carriage will form part of a train only when it is put on a train. If, however, the derailed vehicle/vehicles do not form part of a train, the derailment would be classified as 'Other derailment' whether the shunting etc. was being done by the train engine or by a shunting engine.

(v) **Miscellaneous Accidents: -**

These accidents include certain types of train accidents not covered under category (i) above (e.g. train running over cattle where derailment is not caused) as also yard shunting/siding incidents.

**109. 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-5, B-6, C-5 to C-8, D-5 and E-2.

**110. 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.

**111. 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.

## DEFINITIONS

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**112. 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 Catch/Slip siding or sand Hump, it constitutes Breach of Block Rules.

**113. 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.

**114. Train passing signal at Danger :-**

Means train running past a stop signal at danger without proper authority.

**115. Equipment Failures:-**

- (A) These include all failure of railway equipments 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.
- (B) Engine Failure: An engine is considered to have failed when it is unable to work its booked train within the prescribed load from start to destination or causes a delay in arrival at destination of specified period, namely 30 minutes or more in case of passenger trains hauled by diesel electric and electric engines and 60 minutes or more in all other cases due to defective design or material or bad workmanship in shed/workshop or mismanagement by crew or bad water/fuel.

**116. 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.

**117. Serious damage to Property:-**

Means damage to Railway Property of the value exceeding Rs.25 lakhs.

**118. Sabotage:-**

Means the willful tampering with any part of the working machinery of Railway with the object of rendering it inoperative, or an act intended to cause damage to Railway property, including train wrecking or attempted train wrecking.

## DEFINITIONS

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**119. Train Wrecking:-**

Means the willful 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.

**120. Attempted Train Wrecking:-**

Means the willful obstruction of or tampering with the Permanent Way or Works, Structures, Equipment or Rolling Stock which, if undetected would have resulted in an accident.

**121. 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)

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 Railway servant 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.

(C) **Trivial Injuries :-**

These include injuries other than grievous hurt or simple injuries as defined above.

**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, or mode of life for a period of more than two days. These are to be considered as 'Trivial Injuries'. While reporting figures of

## DEFINITIONS

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casualties in respect of train accidents, however, information in respect of injured persons should also be communicated, while giving the first information report about the accident. This is to be repeated in the detailed reports and in the enquiry proceedings.

It is to be emphasized, however, that such trivial injuries are not to be taken into account, while compiling final statistics of persons injured/killed in an accident.

### 122. **Capsizing of Railway vehicles :-**

A Railway vehicle is said to have capsized in an accident; only and if only, it has turned over to rest either on its side or roof, in such a manner that all its wheels have either lost contact with the rail or ground or got separated from the vehicle.

### 123. **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 to railway property or interruption to communication. It shall constitute two portions:

- (A) Threshold value of Railway 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	BG-A, B, C or D Spl. (in hours)	BG-D, E Spl. or MG-Q,R (in hours)	BG-E, MG-S or NG route (in hours)
Total	3	4	6
Or	Or	Or	Or
Total + Partial	6	8	12

‘Interruption’ is defined as ‘duration from the time of accident till starting of first commercial train (Goods or Passenger) on line clear from adjacent station for movement over the affected line in that section.’

Note :

- 1) A time frame of 30 minutes has been laid down within which the first commercial train should start on line clear from adjacent station for movement over the affected line.
- 2) Cases of movement of Commercial Train after 30 minutes of fitness of ‘Track/OHE shall be categorized as ‘delay’ in restoration of traffic.
- 3) In case, there is no Commercial Train available to be run on that section after Track Fit/OHE Fit, an exception may be made at the level of COM who shall certify that there was no ‘Commercial Train’ to pass over the affected section within 30 minutes of Track Fit/OHE Fit.

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## GENERAL INSTRUCTIONS

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### CHAPTER - II

#### GENERAL INSTRUCTIONS

**201. Scope of the rules :-**

- (A) These rules should be considered as subsidiary rules to GR 6.01. Nothing in these rules shall be read as cancelling, amending or modifying any of the General and Subsidiary Rules or the instructions contained in any of the Railway Board's circulars on the subject of accidents.
- (B) Except where specially mentioned, nothing in these rules applies to Workshop Accidents, which are covered by the Factories Act of 1948 and Rules made there under.
- (C) These rules apply, throughout the Western Railway to all open lines, lines under construction and sidings - Railway, Private or Assisted - which are worked by this Railway.

**202. Acquaintance with the rules :-**

Every Railway servant 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. In order that a Railway Servant may efficiently perform duties assigned to him, 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 Railway 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 railway servants concerned. The change of designation or up gradation/down gradation of any post shall not generally change the duties and responsibilities as far as these are not specially changed.

**203. Objectives In dealing with accidents:-**

- (A) To save life and alleviate suffering.
- (B) To protect property.
- (C) To provide succor and help to affected passengers.
- (D) To ascertain the cause of an accident.

**204.(A) Duty of securing safety of the Public (G.R. 2.11):-**

Every Railway servant shall

- (i) See that every exertion is made for ensuring the safety of the public,
- (ii) Promptly report to immediate superior any occurrence affecting the safe and proper working of the Railway which may come to his notice; and
- (iii) Render all assistance in case of an accident or obstruction.

**(B) Every Railway servant who observes:-**

- (i) That any signal is defective
- (ii) Any obstruction, failure or threatened failure of any part of the way or works
- (iii) Anything wrong with a train; or

## GENERAL INSTRUCTIONS

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- (iv) Any unusual circumstances likely to interfere with the safe running of trains, or the safety of the public shall take immediate steps, to prevent an accident and where necessary, advise the nearest Station Master by the quickest possible means. Provided that in the case of train having parted, he shall not show a stop signal but endeavor to attract attention of the Guard or Loco Pilot by shouting, gesticulating or by other means.

Note: In case any unclaimed object/ bomb/ suspected explosive is noticed by any one, he shall immediately inform the Station Master on duty and RPF, police who shall take further action.

**205. Every railway servant to render all possible assistance:-**

It is the duty of every Railway servant, irrespective of what department he may belong to, to render all assistance in his power in clearing the line and restoring traffic after an accident.

Note: Schedule jurisdictions should not stand in the way when it is more expedient for another official to render assistance.

**206. General duties of Station Master in case of an accident :-**

- (A) Take immediate steps to protect and safeguard property. On the double line, he should lock the commutator of the block instruments concerned at 'Train on line' position. He shall take such action as necessary to stop movement towards the affected block section.
- (B) Inform Control.
- (C) Obtain information and note down briefly about casualties, extent of damage, No. and type of vehicles involved, assistance required, prima facie cause and probable time of restoration.
- (D) Inform all concerned as per the rules.
- (E) Arrange for immediate requisitioning and despatch of nearest Medical assistance and equipment when Medical aid is required and
- (F) Provide necessary assistance to passengers.

**207. Important duties of a Guard in an accident:**

- (A) Arrange to protect adjacent line /lines and then the same line.
- (B) Send information through quickest means to control / Station Masters on either side.
- (C) Take action to save lives, render first aid.
- (D) Call for doctors on the train and seek their assistance.
- (E) Seek assistance of Railway men on the train for attending to the injured and for other relief operations.
- (F) Post a railway employee to man the field telephone to ensure regular flow of information to control.
- (G) Make a quick assessment of the assistance needed and advise control or the nearest Station Master.
- (H) Preserve and safe-guard all clues of probable cause of an accident.
- (I) Arrange protection of property of passengers and railway property through RPF, GRP and other Railway staff.

## GENERAL INSTRUCTIONS

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- (J) Guard shall not leave the site until permitted to do so by a competent authority.

Note: The above duty list should be painted in Brake Vans of Passenger Carrying trains.

**208. General duties of Loco Pilots and engine crew in case of an accident: Immediately after an accident takes place, the Loco Pilot and Crew must:-**

- (A) Arrange to protect the train in accordance with G&SR 6.03
- (B) Take such technical precautions as may be necessary or as prescribed by special instructions to render his locomotive and train safe.

**209. General 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 must be carried out by the available competent staff.

**210. General duties of Railway Officials present:-**

Every Railway servant available on the train must help the safety management, should get identified and render immediate assistance and succor to the affected passengers. The senior-most officer or staff member on the Train must take charge of the situation and remain in control till a senior divisional officer reaches the site and he must ensure that the accident has been reported properly to the controller or the nearest Station Master, relief, if required, is asked for and arrange to:

- (A) Collect Railway men and volunteers; allot duties to each as best as possible under the prevailing circumstances.
- (B) Allot duties to Police, Military and Railway Security Staff and
- (C) Organize relief, with the assistance of volunteers.

**211. Preparatory Items and Reference checklists:-**

Every Railway servant particularly the staff required to attend to an emergent situation in connection with relief and rescue operations relating to an accident should ensure all the time that

- (A) The equipment and communication systems are in efficient working order for dealing with accidents and if any deficiency/defect is noticed, appropriate measures are taken for replacement of material and rectification of defects.
- (B) No delay shall take place in attending to an emergent situation.
- (C) **Special attention is paid to:**
- (i) Proper upkeep of Accident Relief Trains/Accident Relief Medical Equipment
- (ii) Prompt replenishment of the material after every use.
- (iii) Conducting frequent trials and mock drills particularly during night to ensure preparedness.
- (iv) Staff directly connected with train passing/running duties of Operating, Commercial, Engineering, Mechanical, Signal and Electrical Departments etc. should not leave their HQs. without prior approval as they are required to attend to emergencies at very short notice.

## GENERAL INSTRUCTIONS

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### 212. List for ready reference :-

- (A) The following information along with current telephone numbers has to be kept at all stations, control offices and Headquarter Emergency Control.
  - (i) List of nearest Railway, Civil, Military, Police and Private Medical facilities and free Ambulance services with locations.
  - (ii) List of Civil, Police and other authorities to be informed in case of an accident.
  - (iii) List of fire-fighting arrangements (Railways, State Government, Public Sector, and Private Sector).
  - (iv) Addresses of nearby POL and LPG marketing company's local representatives and specialized industry like Petro-chemicals, Hazardous chemicals etc.
- (B) In addition, Divisional and Area Control offices shall also keep the following lists with current telephone Numbers: -
  - (i) District Magistrates, District Superintendents of Police,
  - (ii) Heads of Private and Public Sector organizations located in the Division from whom assistance can be sought.
  - (iii) Addresses of local officials of Atomic Energy Commission with location of offices (for movement of radioactive materials).
  - (iv) Road Map of the Division, Station Working Rules of all stations, Master charts, Rule-Books - G&SR, Accident Manual, Operating Manual, Disaster Management Plan.
  - (v) List of Officers - to be advised in case of serious accidents.
  - (vi) List of adjacent Divisional/Area Officers.
  - (vii) List of officials from whom Helicopter/Aeroplane can be chartered.
  - (viii) List of Railway's road vehicles with numbers and controlling officers.
  - (ix) List of coordinating officials in Army/Navy/Air Force and the State Government Headquarters whose assistance can be sought in case of serious accidents.
  - (x) List of State Transport Bus depots
  - (xi) Telephone numbers of T.V. Centre/ Radio Station etc.
  - (xii) List of staff trained for L.P.G. or other emergencies.
  - (xiii) Names of Technical Officers of L.P.G. Loading Stations.

### 213. Distribution of the Accident Manual:-

Copy of the Accident Manual shall be supplied to each branch of the Divisional Office, each Station, Control Office, loco shed, Lobby, each Office/ Depot of the Section Engineer (P.Way), Section Engineer (Signal), Section Engineer (C&W), Traction Foreman, Inspectors of Commercial and Transportation, Loco and Driving Instructors, Divisional Inspectors of Carriage and Wagon, Transportation, each Accident relief train, each Railway Police Headquarters, each Guard, Loco Pilot and other Railway servants as prescribed by special instructions.

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CHAPTER - III

EXAMINATION OF EVIDENCE AND PRESERVATION OF CLUES

**301. Duties of the official first reaching site:-**

- (A) The officer or the Senior Subordinate first reaching the site of accident must carefully examine and make a note of all the evidence, which may prove useful in ascertaining the cause of the accident. The following points require special attention:
  - (i) The condition of the track with special reference to alignment, gauge, cross-levels, curvature, super elevation, railhead wear, sleepers and ballast,
  - (ii) Marks on sleepers and rails,
  - (iii) Position of derailed vehicles,
  - (iv) The condition of rolling stock with special reference to brake power, broken, hanging or missing components etc.
  - (v) The position of block instruments, signals, points, point levers, indicators, keys, etc. At the station provided with panel interlocking the position of important relays, switches, indications for signals, points, track circuits, locking indications of points, routes, cancelling counter numbers of panel and entries in register should also be noted.
- (B) Rough sketch indicating the position of items mentioned above should be made and observations should be noted.
- (C) All the relevant material, clues, damage and deficiencies on the locomotives, rolling stock, S & T gears, track as well as the exact position of broken/missing or detached parts must be carefully marked and noted. Close-up photographs may be taken in case of serious accidents. The clues must be carefully preserved. The relay room should be sealed. If irregularities regarding train passing are suspected train passing records and other relevant records of the station, yard, cabin, L.C. gate must be seized. Similarly relevant record of engineering gang must be seized in case of accident at Engineering work spot.
- (D) Preliminary statement of staff concerned should be recorded.
- (E) In case sabotage is suspected special procedure outlined in Para 308-320 should be followed.
- (F) 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 police authorities give permission.
- (G) If a passenger train is involved in the accident the Officer/Senior Subordinate first reaching the site must secure the written evidence of as many witnesses as possible, preferably Non-Railway persons.

**302. Duties of Way and Works Branch:-**

The Engineering Officer or his Senior Subordinate first reaching the site of the accident must make a complete and accurately dimensioned sketch. He must also check the track and take the readings as per prescribed procedure.

**303. Duties of Mechanical Branch:-**

The Mechanical Officer or his Senior Subordinate first reaching the site of the accident must examine the engine and rolling stock and make a note of any damage or deficiencies. Any

## EXAMINATION OF EVIDENCE AND PRESERVATION OF CLUES

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detached or broken parts must be secured. Vacuum Certificate, Caution Orders, Speedometer graphs should be taken out in the presence of Inspector/Supervisor of Mechanical (or Electrical in case of Electric-Locomotive) Transportation and Engineering Branch. In case the graph is not found a Joint Certificate to this effect should be recorded by the three Senior Supervisors. Same procedure is to be adopted in case the Speedometer Graph is taken out from the loco at any place other than the accident Site.

### 304. **Joint Observations and Joint Readings:-**

#### **Responsibility of senior most Inspector/Supervisor:**

- (A) The Senior Supervisors/Inspectors of the Transportation, Mechanical and Engineering (S & T and Electrical also where S & T gear or Electrical stock/OHE is involved) shall jointly take observations and readings in the prescribed proforma and sign the same.
- (B) In addition to the concerned departmental official, Senior Supervisor/ Inspector who is the Senior most amongst the Inspectors/Supervisors of Engineering, Mechanical, Transportation (S & T or electrical when their Department is involved) shall be personally responsible to see that the joint observations and readings, are recorded without undue delay.

### 305. **Adequate Number of Proforma to be available in ART:-**

Adequate number of proforma for various types of readings and joint observations required to be filled up should be available in the Accident Relief Train. The in charge of the ART shall be responsible for this. The proforma shall be supplied by the Divisional Safety Officer from time to time to the ART in charge on demand.

### 306. **No tampering with the evidence unless joint observations are taken:-**

There should be no tampering with the evidence unless joint observations are taken. However, in order to save life or to clear the track for passing coaches carrying injured passengers or for any other reason to be recorded in writing, the Senior most Officer, not below the rank of Senior scale, can order and authorize through control phone or from site, that certain vehicle be moved or certain point disconnected or certain portion of distorted track be repaired after the sketch is made or photograph is taken.

### 307. **Investigation on the Spot/Site:-**

The points to be observed on the spot for investigation of accident have been given above and in the Chapter V regarding information to be conveyed (Checklist) as well as in the Chapter X on Accident Enquiries (points for evidence).

## SABOTAGE

### 308. **Duties of Guard, Engine Crew and other Railway staff when a derailment or other serious accident takes place to the train due to suspected SABOTAGE:**

The Guard, along with the Engine Crew and other railway staff traveling by the train involved after protecting the train, reporting the accident and rendering first aid to the injured, must: -

- (A) Carefully examine the track jointly with responsible passengers and record the results of the examination and have the record signed by them;
- (B) See that portions of the track, rails, fishplates, bolts and other fittings, which appear 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.

**Notes:-**

- (i) In case of an Officer or an Inspector being on the train, the above duty will also devolve on him.
- (ii) Whenever assistance is obtained from any passenger or other members of the public, his name and address should invariably be kept on record, for further reference, if necessary.

**309. Information to the Civil and Police Authorities :-**

The Station Master adjacent to the site of the accident must inform the local Civil Police/ R.P.F. Authorities by the quickest means available and give them all possible assistance to reach the site as early as possible.

**310. Precautions by Engineering Supervisors:-**

In going to the site of the accident, Astt. Engineers and Section Engineers (P.way) should take the following precautions:-

- (A) Instruct the gang men proceeding to the site of accident in the first instance, not to carry any tools with them.
- (B) Ensure that toolboxes of Gang men sent to the site of accident are not opened until they have been checked by the Police.
- (C) Instruct them not to touch or remove any portion of the track, rails, fishplates, bolts and other fittings within the area of the accident till they have been inspected by the Railway, Civil and Police authorities and photographed.
- (D) Crow bars and such tools, which are likely to leave their imprint, should not be used to remove and assemble the affected rails and sleepers, particularly those close to the location where the track is suspected to have been interfered with. For instance, crowbars should not be introduced in the boltholes to lever out or shift the rails; rail-tongs may be used instead, so that the original condition of bolt holes as after the accident is not vitiated by superimposed marks of crow bar application.

**311. Officers and Senior Supervisory Officials, in addition to their other normal duties must :-**

- (A) Make notes (where these will be helpful) of casualties and also make notes and sketches of the result of the accident.
- (B) Do all they can do to collect evidence likely to throw light on the cause of the accident;
- (C) See that likely clues to the cause of accident are not inadvertently removed through ignorance or curiosity;
- (D) The dislodged components such as fish-plates, fish bolts, nuts, etc., picked up from near the first point of discontinuity and elsewhere should be assigned suitable notations, preferably paint-marked on them, before they are made over to the Police and/or photographed, to enable their easy identification with reference to the locations at which found. The notation given to each component should also be mentioned in the joint inventory of fittings and the field notes/sketches to be signed by the Police as well.
- (E) Make arrangements for photographing the portions of the permanent way, track, rails, fishplates, bolts and other fittings and the engine and bogies of the affected train, as early as possible by a local photographer.

**312. Duties of Railway Protection Force Staff :-**

- (A) On receipt of information of the accident, the senior most R.P.F. Official, in whose jurisdiction the accident has taken place, should, immediately proceed to the spot with all available men;
- (B) Additional assistance that may be necessary be requisitioned from the neighboring R.P.F. Out post;
- (C) Apart from making an entry in the Station Diary as usual, the Station Master also should be informed of this movement;
- (D) On receipt of information, the Circle Inspector of the Circle and the Aast. Security Officer of the Division should also proceed to the spot;
- (E) Before proceeding to the spot, the R.P.F. officials mentioned above should make arrangements to contact the local G.R.P / District Police officials to ensure that the accident has been reported to them also.

**Note:** Movement of the R.P.F. staff in the above cases should be made by the quickest means available and when necessary motor transport may be hired. On arrival at the spot, the R.P.F. will discharge the following duties

- (F) Assist in extricating persons from wrecks, render first aid to the injured and evacuate the injured and uninjured persons from the scene;
- (G) Guard the belongings of the victims and railway property;
- (H) Guard the permanent way rails, fishplates, bolts and other materials from being interfered by any one till the police officials arrive at the scene and take charge.
- (I) Look out for suspects in the vicinity and keep a note of any clue that may be useful in detecting the offence;
- (J) Extinguish any fire that may break out at the scene of the accident;
- (K) Co-ordinate with the G.R.P./District Police in the investigation of the case.

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

Unless otherwise necessary to save life or to extricate the passengers and injured, no carriage, vehicle, component part or likely clue must be disturbed until investigations have been completed and written permission is given by the police to start work on clearing up the wreckage and restoring communication. Where necessary, the Commissioner of Railway Safety's permission should be obtained.

**314. Joint Examination by Civil, Police and Railway Officials:-**

- (A) After the medical relief work has been completed, the senior most railway officer at the site must 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 the departments concerned, in conjunction with senior civil and police officials.
- (B) While carrying out the examination, the position of vehicles, track fittings, etc., should not be disturbed as far as possible. Arrangements must be made with the assistance of 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.
- (C) The senior most officer at the site, in consultation with the police must decide what materials should be preserved for further examination. These materials should be conveyed to a suitable place where it will be stored under the joint custody of the police and the Railway. Before

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

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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 enquiry.

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

### **315.(A) Removal and examination of Rolling Stock:-**

Rolling stocks, which remain on track undamaged, may be taken away after written permission of the senior police official at the site (and CRS's permission where he is concerned). These should be taken and stabled at the nearest convenient station where further examination of vacuum and other fittings can be made under the supervision of the Divisional Mechanical Engineer or his Assistant.

### **(B) Removal and Examination of Rolling Stock damaged due to the Accident :-**

A detailed examination of the engine and the vehicles damaged due to the accident must be made by the Divisional Mechanical Engineer along with the senior police official. All damages and deficiencies must 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 the purpose of making the final note in the joint examination detailed under Para 314.

Breakdown operations to remove these vehicles should only be started in accordance with Para 318 below.

### **316. Special points to be borne in mind by the Officers in examining the site and for preparation of note and drawings:-**

The following points should be noted by the officers and supervisory Staff when examining the site:

- (A) The exact position in which engines and vehicles came to rest; and also where loose component parts were found;
- (B) The exact position in which rails and component parts, such as sleepers, fish-plates, bolts, nuts, dog-spikes, etc., were found;
- (C) Wheel marks and other damage to sleepers, rails and other fittings in the accident;
- (D) The examination of rail ends at the displaced point or points for any dents or burs; and whether burs are vertical or horizontal;
- (E) The position of wheels in relation to any displaced rail, its normal alignment and the landing rail;
- (F) State of the track in rear for at least 800 meters.
- (G) If the nature of the accident requires: -
- (i) The position and condition of signals, points, signal levers and block instruments should be inspected.
- (ii) Functioning of the interlocking provided at the station should be tested.
- (iii) Train-passing records, including Train Signal Register, private number books, should be seized and carefully preserved. Where line labels and badges are in use, it should be recorded in whose possession each line label and badge were and
- (H) Statements of staff should be recorded.

**317. Arrangements for Photographs:-**

Arrangements must be made for photographs to be taken of all essential features. The services of a reliable local photographer should be utilized till the photographer from the Public Relations Officer's office becomes available.

**318. Restoration of Communication:-**

The clearance and restoration operation that may cause disturbance to likely clues should not be commenced till the Police Officials arrive at the site and intimate their agreement to the commencement of clearance operation.

A factual note of the conditions obtaining at the site prior to restoration work should be prepared and signed jointly by the senior most police and railway officials at the site. In the event of any difference of opinion between the police and railway officials, such differences of opinion may be recorded on the joint factual note.

Whenever there is delay in the arrival of civil and police officials at the site of accident, the senior most railway official at the site may, at his discretion, jack up any portion of 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.

**319. Preparation of plan for CRS's or other Enquiry:-**

A dimensional plan should be prepared for the Commissioner of Railway Safety or Judicial Enquiry, which should be a reproduction of the original sketch. Copies of recorded note signed by the Railway and the police representatives should form an appendix to the statement made by the senior most official in his evidence at the Enquiry.

**320. Notes and sketches to be carefully preserved:-**

All notes and sketches recording observations of the various official who attend the site of accidents must be carefully preserved for future use in case evidence of such officers and officials is required later at inquiries, subsequent investigations or in court trials.

**321. Clearance of the unaffected Rolling Stock from Site of Accident : -**

Due care must be taken before permitting the movement of unaffected portion of the train from accident site.

The coaches of a accident affected train even if they are not damaged or derailed, should not be utilised for onward-journey for carrying the passengers unless these coaches are examined cannot be done on the site, then onward-movement of undamaged coaches should be allowed at a restricted speed of 40 Kmph only to the TXR examining point.

These coaches must be subjected to intensive safety check during their pit line examination before being put into service. Similar precautions should be taken in case of locomotives and freight stock also.

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CHAPTER – IV

CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES

401. **Accidents and other occurrences** :- are classified as:

(A) **Accidents-**

- (I) Consequential train accidents
- (II) Other Train Accidents
- (III) Yard accidents

(B) **Other Occurrences-**

- (IV) Indicative
- (V) Equipment failure
- (VI) Unusual incidents (Other occurrences)

402. **Consequential Train Accidents** : (Class –A, B, C, D & E ) :-

These will include:-

- (i) Collision – (Class A-1 to A-4 )
- (ii) Fire — (Class B-1 to B-4 )
- (iii) Accident at Level Crossings — (Class C-1 to C-4 )
- (iv) Derailment - (Class D-1 to D-4 )
- (v) Miscellaneous accidents ( All cases under category E-1).

403. **Other Train Accidents**:-

These are not classified as consequential accidents and shall be termed as other train accidents (Class B-5, B-6, C-5 to C-8, D-5 & E-2).

404. **Yard Accidents**:-

These include accidents falling under categories A-5, B-7, C-9 & D-6.I

405. **Indicative**: (Class F, G, & H) :-

These are potential hazards which affect or are likely to affect railway working, are classified as under:

- (i) Averted Collisions. (Class F-1 to F-4)
- (ii) Breach of Block Rules (Class G-1 to G-4)
- (iii) Train Passing Signals at Danger (Class H-1 to H-2)

406. **Equipment Failure**:- (Class J, K, L & M ) :-

These include cases like engine failure, rail fracture, signal failure, OHE failure, etc. not resulting in a mishap. (Class J-1 to J-10, K-1 to K-7, L-1 to L-4 & M-1 to M-7).

407. **Unusual Incidents (Other Occurrences)**: (Class N, P, Q & R ):-

These include incidents like murder, suicide within railway premises, thefts, attempted thefts, etc. (Class N-1 to N-3, P-1 to P-3, Q-1 to Q-6 & R-1 to R-5).

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

**The detailed Classification of Accidents**

The detailed classification of accidents and other occurrences. List of official to be advised and schedule of enquiries is given below: -

- I. (i) CONSEQUENTIAL TRAIN ACCIDENTS - (CLASS A, B, C, D, & E)  
(CLASS A-1 TO A-4, B-1 TO B-4, C-1 TO C-4, D-1 TO D-4 & E-1 )  
(ii) OTHER TRAIN ACCIDENTS (CLASS B-5, B-6, C-5 TO C-8, D-5 & E-2)  
(iii) YARD ACCIDENTS (CLASS A-5, B-7, C-9 & D-6)

**408. CLASS 'A' – COLLISIONS :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
A-1	Collision involving a train carrying passengers resulting in (i) loss of human life and/or grievous hurt and/or (ii) damage to Railway property of the value exceeding Rs.2,00,00,000/-and/or (iii) interruption of any important through line of communication for at least 24 hours.	GM, CRS, DMAG, SP, SGRP, CSO, DRM, Rly Bd.-NDLS, CMD, COM, CCM, CSTE, PCE, CME, CEE, CSC, CTM(TS), CPRO, SR.DOM / DOM, CMS, SR.DMO/ DMO, SR.DSO/DSO, SR.DCM/DCM, SR.DSC/DSC, SR.DEN/DEN, AEN, SR.DME/DME, SR.DEE / DEE (TRD), (TRO), (P), SR.DSTE/ DSTE, CTNL, TI, SS, SE (C&W), SSE(L), SE(P.Way), SSE(Sig), CMI, CTI, IPF, SIPF (Spl. intelligence), SIGRP,.	SA Grade officers joint enquiry. (If not having inquired into by CRS)
A-2	Collision involving a train NOT carrying passengers resulting in (i) loss of human life and/or grievous hurt and/or (ii) damage to Railway property of the value exceeding Rs. 2,00,00,000/- and/or (iii) interruption of any important through line of communication for at least 24 hours.	GM, CRS, CSO, DRM, Rly Bd.-NDLS, CMD, DMAG, SP, SGRP, COM, CCM, CSTE, PCE, CME, CEE, CSC, CTM(TS), CPRO, SR.DOM/DOM, CMS, SR.DMO/ DMO, SR.DSO/DSO, SR.DCM/ DCM, SR.DSC/DSC, SR.DEN/ DEN, AEN, SR.DME/DME, SR.DEE / DEE (TRD), (TRO), (P), SR.DSTE/DSTE, CTNL, TI, SS, SE (C&W), SSE(L), SE(P.Way), SSE(Sig), CMI, CTI, IPF, SIPF (Spl. intelligence), SIGRP.	Same as above
A-3	Collision involving a train, carrying passenger <u>not</u> falling under A-1 above.	Same as above	Same as above
A-4	Collision involving a train NOT carrying passengers not falling under A-2 above.	CRS, CSO, DRM, Rly. Bd.-NDLS, SGRP, COM, PCE, CME, CEE, CSC, CSTE, CTM(TS), SR.DOM/ DOM, CMS, SR.DMO/DMO, CPRO, SR.DEE / DEE (TRD), (TRO), SR.DSO/DSO, SR.DCM/ DCM, SR.DSC/DSC, SR.DEN/ DEN, AEN, SR.DME/DME (C&W), SR.DEE(P)/ DEE(P), SR.DSTE/ DSTE, CTNL, TI, SS, SE (C&W), SSE(L), LI, JDI, SE(P.Way), CMI, CTI, IPF, SIPF (Spl. intelligence), SIGRP.	Same as above

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
A-5	Other collisions, i.e. collisions occurring in shunting, marshalling yards, loco yards and siding etc. but not involving a train.	DRM/ADRM, SR.DOM/DOM, SR.DME/ DME (C&W), SR.DEN/DEN, AEN (Other department officers if required), COM & CSO if running line is blocked.	Senior Subordinates level joint enquiry (if running line is blocked Senior/ Junior Scale officers enquiry)

**409. CLASS 'B' – FIRE :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
B-1	Fire in a train carrying passengers resulting in (i) loss of human life and / or grievous hurt and /or (ii) damage to Railway property of the value exceeding Rs.2,00,00,000 and /or (iii) interruption of any important through line of communication for at least 24 hours.	GM, CRS, DMAG, SP, SGRP, CSO, CRS, CSO, DRM, DMAG, SP, SGRP, COM, CCM CSTE PCE, CME CEE CSC, CTM(TS) , CPRO, SR.DOM/DOM, CMS, SR.DMO/ DMO, SR.DSO/DSO, SR.DCM/ DCM, SR.DSC/DSC, SR.DEN/DEN, AEN, SR.DME/ DME, SR.DEE / DEE (TRD), (TRO), (P), SR.DSTE/DSTE, CTNL, TI, SS, SE (C&W), SSE(L), LI, JDI, SE(P.Way), SSE(Sig)., CMI, CTI, IPF, SIPF, SIGRP.	JA grade officers level joint enquiry. (In absence of JA grade, Branch Officers level enquiry)
B-2	Fire in train NOT carrying passengers resulting in (i) loss of human life and /or grievous hurt and /or (ii) damage to Railway property of the value exceeding Rs.2,00,00,000 and /or (iii) interruption of any important through line of communication for at least 24 hours.	Same as above	Same as above
B-3	Fire in a train carrying passengers not falling under B-1 above but (i) loss to Railway property is Rs.50,000 or above and /or (ii) interruption to traffic is more than the threshold value and / or (iii) resulting into detachment of coaching stock/ stocks from the train.	Same as above	Same as above
B-4	Fire in a train NOT carrying passengers and not falling under B-2 above but (i) loss to Railway property is Rs.50,000 or above and /or (ii) interruption to traffic is more than the threshold value and /or (iii) resulting into detachment of goods stock/ stocks from the train.	Same as above	Same as above
B-5	Fire in a train carrying passengers <u>not</u> falling under B-1 or B-3 above.	Same as above	Same as above Senior Subordinates level joint enquiry as decided DRM

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
B-6	Fire in a train NOT carrying passengers and <u>not</u> falling under B-2 or B-4 above.	DRM, COM, CSO, PCE, CME CEE, CSC, CTM(TS) , CPRO, SR.DOM/ DOM, CMS, SR.DMO/ DMO, SR.DSO/DSO, SR.DSC/DSC, SR.DME/DME, SR.DEE / DEE (TRD), (TRO), (P), SR.DSTE/DSTE, SR.DEN/ DEN, AEN, CTNL, TI, SS, SE (C&W), SSE(L), LI, SE(P.Way), IPF, SIGRP, CMI.	Same as above
B-7	Fire occurring in shunting, marshalling yards, loco yards and siding etc. involving rolling stock but not involving a train.	Same as above	Senior Sub-ordinates

NOTE: In case of an inquiry by a committee into a fire accident in Railway Premises or in a train leading to damage to Railway property and /or booked consignments, a representative of the Railway Protection Force should also be included as member of the committee.

**410. CLASS 'C' – ACCIDENTS AT LEVEL CROSSINGS :-**

'TRAIN RUNNING INTO ROAD TRAFFIC, AND / OR TRAFFIC RUNNING INTO TRAINS AT LEVEL CROSSINGS.

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
C-1	Trains carrying passengers running into road traffic and/or road traffic running into such trains at manned level crossings resulting in (i) loss of human life and /or grievous hurt and/ or (ii) damage to Railway property and/ or (iii) interruption to traffic is more than the threshold value.	CRS, DMAG, SP, SGRP, CSO, COM, DRM, CSTE, PCE, CME, CEE, CCM, CSC, CTM(TS) , CPRO, SR.DOM/ DOM, SR.DSO / DSO, SR.DME/ DME, SR.DEE / DEE (TRD), (TRO), (P), CMS, SR.DMO/ DMO, DSC, SR.DCM/DCM, SGRP, CTNL, TI, SS, SE (C&W), SSE(L), LI, JDI SE(P.Way), SSE(Sig.)	JA grade Officers level joint enquiry. (In absence of JA grade Branch Officers level enquiry).
C-2	Trains NOT carrying passengers running into road traffic and/or road traffic running into such trains at manned level crossings resulting in (i) loss of human life and/or grievous hurt and/or (ii) damage to Railway property and /or (iii) interruption to traffic is more than the threshold value.	Same as above	Same as above
C-3	Trains carrying passengers running into road traffic and/or road traffic running into such trains at unmanned level crossings resulting in (i) loss of human life and / or grievous hurt and/ or (ii) damage to Railway property and /or (iii) interruption to traffic is more than the threshold value.	Same as above	Senior/ Junior Scale Officers level joint enquiry as decided by DRM.

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
C-4	Trains NOT carrying passengers running into road traffic and/or road traffic running into such trains at unmanned level crossings resulting in (i) loss of human life and/or grievous hurt and/or (ii) damage to Railway property and /or (iii) interruption to traffic is more than the threshold value.	Same as above	Same as above
C-5	Trains carrying passengers running into road traffic and/or road traffic running into such trains at manned level crossings but not falling under C-1.	Same as above	Same as above
C-6	Trains 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.	Same as above	Same as above
C-7	Trains carrying passengers running into road traffic and/or road traffic running into such trains at unmanned level crossings but not falling under C-3.	Same as above	Same as above
C-8	Trains NOT carrying passengers running into road traffic and/or road traffic running into such trains at unmanned level crossings but not falling under C-4.	Same as above	Same as above
C-9	Shunting engine with or without vehicles or loose vehicles running into road traffic and/or road traffic running into shunting engine with or without vehicles or loose vehicles, at level crossings.	DRM, COM CSO, CTM(TS), SR.DOM/ DOM, SR.DSO/ DSO, SR.DME/DME, SR.DEE / DEE (TRD), (TRO), (P), SGRP, CTNL, TI, SS, SE (C&W), SSE(L), LI, JDI, SSE(P.Way), SSE(sig.).	Senior Sub-ordinates level joint enquiry

Note - If road vehicle is not capable of being physically cleared of the track promptly by single person operating it, it should be termed as road traffic for the purposes of classifying such an accident as a train accident irrespective of its mode of traction.

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

**411. CLASS 'D' – DERAILMENTS :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
D-1	Derailment of a train carrying passengers, resulting in (i) loss of human life and/or grievous hurt and/or (ii) damage to Railway property of the value exceeding Rs. 2,00,00,000/- and/or (iii) interruption of any important through line of communication for at least 24 hours.	GM, CRS, CSO, DRM, Rly Bd,- NDLS, CMD, DMAG, SP , SGRP, SRM, COM, CCM, CSTE, PCE, CME, CEE, CSC, CTM(TS) , CPRO, SR.DOM/ DOM, CMS, SR.DMO/ DMO, SR.DSO/DSO, SR.DCM/ DCM, SR.DSC/DSC, SR.DEN/DEN, AEN, SR.DME/ DME, SR.DEE / DEE (TRD), (TRO), (P), SR.DSTE/ DSTE, CTNL, TI, SS, SE (C&W), SSE(L), LI, JDI, SE(P.Way), SSE(Sig), CMI, CTI, IPF, SIPF (Spl. intelligence), SIGRP.	JA grade Officers level joint enquiry. (In absence of JA grade, Branch Officers level enquiry)
D-2	Derailment of a train NOT carrying passengers, resulting in (i) loss of human life and/or grievous hurt and/or (ii) damage to Railway property of the value exceeding Rs. 2,00,00,000/- and/or (iii) interruption of any important through line of communication for at least 24 hours.	Same as above	Same as above
D-3	Derailment of a train carrying passengers not falling under D-1 above.	CRS, CSO, DRM, COM, CCM, CSTE, PCE, CME, CEE, CSC, CTM(TS) , CPRO, Sr. DOM, SR.DSO/ DSO, SR.DCM/DCM, SR.DSC/DSC, SR.DEN/DEN, AEN, SR.DME/DME, SR.DEE / DEE (TRD), (TRO), (P), SR.DSTE/ DSTE, CTNL, TI, SS, SE (C&W), SSE(L), LI, JDI, SE(P.Way), CMI, CTI, IPF, SIPF (Spl. intelligence), SIGRP.	Same as above
D-4	Derailment of a train NOT carrying passengers not falling under D-2 above but loss to Railway property and/or (iii) interruption to traffic is more than the threshold value.	Same as above	Same as above
D-5	Derailment of a train NOT carrying passengers not falling either under D-2 or D-4 above.	Same as above	Senior/Junior Scale Officers level joint enquiry as decided by DRM
D-6	Other derailments, i.e. derailments occurring in shunting, marshalling yards, loco yards and siding etc. but not involving a train.	Same as above	Senior Subordinates

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

**412. CLASS 'E' :-**

- (i) MISCELLANEOUS CONSEQUENTIAL ACCIDENTS (E-1)
- (ii) OTHER TRAIN ACCIDENTS (E-2)

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
E-1	Train running over or against any obstruction including fixed structure other than included under class 'C' resulting in (i) loss of human life and/or grievous hurt and/or (ii) damage to Railway property and/or (iii) interruption to traffic is more than the threshold value.	GM, CRS, DMAG, SP, SGRP, DRM, COM, CSO, CCM, CSTE, PCE, CME, CEE, CSC, CTM(TS) CPRO, SR.DOM/ DOM, SR.DSO/ DSO, SR.DCM/ DCM, SR.DSC/ DSC, SR.DEN/ DEN, AEN, SR.DME/ DME, SR.DEE / DEE (TRD), (TRO), (P), SR.DSTE/ DSTE, CTNL, TI, SS, TXR, LF/SEF, LI, JDI, SE(P.Way), SSE(Sig.), CMI , CTI, IPF, SIPF (Spl. intelligence ) SIGRP	JA grade officers joint enquiry. (In absence of JA grade, Branch Officers level enquiry)
E-2	Train running into any obstruction including fixed structure but not covered up under class 'C' or 'E-1'.	Same as above (Except CRS, DMAG, SP & SGRP)	Senior/ Junior scale officers joint enquiry as decided by DRM.

**II. INDICATIVE ACCIDENTS - (CLASS F, G & H)**

**413. CLASS 'F' :- AVERTED COLLISIONS :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
F-1	Averted collision between trains at least one of which is carrying passengers	CRS, CSO, DRM, COM, CTM(TS), SR.DOM/DOM, SR.DSO/ DSO, SR.DME/DME, DEE, CTNL, TI, SS, SSE(L), SSE(Sig.), IPF, SIPF, SIGRP.	Senior/ Junior scale officers joint enquiry as decided by DRM.
F-2	Averted collision between a train carrying passengers and an obstruction.	Same as above	Same as above
F-3	Averted collision between trains NOT carrying passengers.	Same as above	Same as above
F-4	Averted collision between trains NOT carrying passengers. and an obstruction.	Same as above. ( Except CRS)	Senior Subordinates joint enquiry.

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

**414. CLASS - 'G' - 'BREACH OF BLOCK RULES' :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
G-1	Train carrying passengers, entering a block section without any authority or without a proper 'Authority to Proceed'.	CRS, DRM, COM, CSO, , CTM(TS), SR.DOM/DOM, SR.DSO/DSO, SR.DME/DME, SR.DEE / DEE (TRD), (TRO), SR.DSTE/DSTE, CTNL, TI, SS, SE(C&W), SSE(L), LI, JDI, SE(P.Way), SSE(Sig.)	Senior/ Junior scale officers joint enquiry as decided by DRM.
G-2	Train NOT carrying passengers, entering a block section without any authority or without a proper 'Authority to Proceed'.	Same as above	Same as above
G-3	Train received on a blocked line not constituting an averted collision.	DRM, SR.DOM/DOM, DSO, SR.DME/DME, SR.DEE / DEE (TRD), (TRO), CTNL, TI, LI, JDI, SS, SSE(L), SSE(Sig.), IPF, SIPF, SIGRP	Same as above
G-4	Train received on or entering a wrong line at a station or Catch Siding or Slip Siding or Sand Hump etc.	Same as above	Same as above

**415. CLASS - 'H' - 'TRAIN PASSING SIGNAL AT DANGER'-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
H-1	Train carrying passengers running past a 'Stop' signal at danger without proper authority.	CSO, DRM, COM, CSO, CTM(TS) SR.DOM/DOM, SR.DSO/DSO SR.DME/DME, SR.DSTE/DSTE, SR.DEE / DEE (TRD), (TRO), CTNL, TI, SS, SE(C&W), SSE(L)/SEF, SSE(Sig.) LI, JDI	JAG Officers
H-2	Train NOT carrying passengers running past a 'Stop' signal at danger without proper authority.	DRM, COM, CSO, CTM(TS), SR.DOM/DOM, SR.DSO/DSO, SR.DME/DME, SR.DEE / DEE (TRD), (TRO), SR.DSTE/DSTE, CTNL, TI, SS, SE(C&W), SSE(L), LI, JDI, SE(P.Way).	Same as above

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

**III. EQUIPMENT FAILURE - ( CLASS - 'J', 'K', 'L' & 'M')**

**416. CLASS - 'J' - 'FAILURE OF ENGINE AND ROLLING STOCK'**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
J-1	Failure of engine hauling a train carrying passengers.	CSO, DRM, COM, CME, CTM(TS), SR.DOM/DOM, SR.DSO/DSO, SR.DCM/DCM, SR.DME/DME, SR.DEE / DEE (TRD), (TRO), CTNL, TI, SS, SE(C&W), SSE(L), LI, JDI.	Sr. Subordinates joint enquiry.
J-2	Failure of engine hauling a train NOT carrying passengers or light engine.	Same as above	Same as above
J-3	Parting of train carrying passengers.	Same as above	Asstt. officers joint enquiry.
J-4	Parting of a train not carrying passengers.	Same as above	Sr. Subordinates joint enquiry.
J-5	Failure of Rolling Stock such as failure of tyres, wheels, axle, braking apparatus etc. on a passengers carrying trains leading to detachment of Rolling Stock/Stocks from the train.	DRM, COM, CSO, CTM(TS) SR.DOM/DOM, SR.DSO/DSO, SR.DME/DME, SR.DEE / DEE (TRD), (TRO), (P), CTNL, TI, SS, SE(C&W), SSE(L), LI, JDI, SE(P.Way), IPF, SIPF.	Senior scale officers level joint enquiry
J-6	Failure of rolling stock such as failure of tyres, wheels, axle, braking apparatus etc. on a train NOT carrying passenger leading to detachment of Rolling Stock/Stocks from the train..	Same as above	Sr. Subordinates joint enquiry.
J-7	Failure of Rolling stock such as failure of tyres, wheels, axle, braking apparatus etc. on a passengers carrying trains not leading to detachment of Rolling Stock/Stocks from the train.	Same as above	Asstt. officers joint enquiry.
J-8	Failure of Rolling Stock such as failure of tyres, wheels, axle, braking apparatus etc. on train not carrying passengers, not leading to detachment of Rolling Stock/Stocks from the train.	Same as above	Sr. Subordinates joint enquiry.
J-9	A train or a portion of a train running away, out of control.	Same as above	Asstt. officers joint enquiry.
J-10	Poor brake power in a train but not covered in class 'J-9'	Same as above	Sr. Subordinates joint enquiry.

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

**417. CLASS - 'K' - 'FAILURE OF PERMANENT WAY' :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
K-1	Buckling of track.	DRM, COM, CSO, PCE, CTM(TS), SR.DOM/DOM, SR.DSO/ DSO, CTNL, TI, SS, SE(P.Way)	Asstt. officers joint enquiry.
K-2	Weld failure	Same as above	Sr. Subordinates joint enquiry.
K-3	Rail fracture	Same as above	Same as above
K-4	An unusually slack or rough running or heavy lurch experienced by Loco Pilots of running trains while passing over any length of permanent way leading to blockage of communication.	Same as above	Same as above
K-5	Failure of Railway tunnel, bridge, viaduct/ formation/ cutting and culvert etc.	Same as above	Asstt. grade officer level enquiry
K-6	Damage to track of such a 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.	Same as above	Same as above
K-7	Damage to track of such a nature as to render it temporarily unsafe for the passage of trains or likely to cause delay to traffic not covered up under class K-1 to K-6.	Same as above	Same as above

Note - (i) CBE, SE(Bridges), CRS, DMAG, IPF & Rly Bd. when serious dislocation of communication is involved.

(ii) In above classification those cases detected during regular maintenance and not affecting train movement will not be counted.

**418. CLASS - 'L' - 'FAILURE OF ELECTRIC EQUIPMENT' :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
L-1	Snapping of or any damage to OHE wire requiring switching off of OHE for more than 3 minutes.	DRM, COM, CSO, CEE, CTM(TS), SR.DOM/DOM, SR.DSO/DSO, SR.DEE / DEE (TRD), (TRO), (P), CTNL, TI, SS, SSE(L).	Asstt. grade officers joint enquiry.
L-2	No tension in OHE for more than 3 minutes.	Same as above	Sr. Subordinates joint enquiry.
L-3	Pentagraph entanglement not covered up under J-1 and J-2.	Same as above	Same as above
L-4	Defect in AC or Other electrical equipment leading to detachment of a Rolling Stock /s from a train.	Same as above	Same as above (Asstt. Officers level joint enquiry in case of pass- enger coach detachment)

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

**419. CLASS-'M'-FAILURE OF SIGNALLING & TELECOMMUNICATION :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
M-1	Failure of part or complete panel/RRI.	DRM, COM, CSO, CSTE, CTM (TS), SR. DOM / DOM, SR.DSO/DSO, Sr.SR.DSTE/DSTE, SSE (Sig.), SE(Sig.) CTNL, TI, SS.	Sr. Subordinates joint enquiry.
M-2	Failure of interlocking / track circuit or axle counter.	Same as above	Same as above
M-3	Failure of block instrument.	Same as above	Same as above
M-4	Failure of point machine & equipment.	Same as above	Same as above
M-5	Failure of signal/point.	Same as above	Same as above
M-6	Failure of control /station communication for more than 15 minutes.	Same as above	Same as above
M-7	Failure of station to station or station to Level Crossing gate for communication for more than 15 minutes.	Same as above	Same as above

Note - Signal/ point and tele failure which were not informed to S&T will not be taken into account for failure.

**IV. UNUSUAL OCCURRENCES (CLASS - N, P, Q & R )-**

**420. CLASS - 'N' - 'TRAIN WRECKING' :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
N-1	Attempted wrecking of or Bomb Blast or Explosion or Hijacking or Sabotage to a train carrying passengers with or without loss of human life and /or grievous hurt and /or damage to Railway property.	CRS, CSO, DRM, Rly Bd,-NDLS, DMAG, SP, SGRP, COM, ,CCM, CSTE, CE, CME, CEE, CSC, CTM(TS), SR.DOM/DOM, CMS, SR.DMO/DMO, SR.DSO/DSO, SR.DCM/DCM, SR.DSC/DSC, SR.DEN/DEN, AEN, SR.DME/DME, SR.DEE / DEE (TRD), (TRO), (P), SR.DSTE/ DSTE, CTNL, TI, SS, SE (C&W), SSE(L), LI, JDI, SE(P.Way), SSE(Sig), CMI, CTI, IPF, SIPF, SIGRP.	Senior Scale officers joint enquiry
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 damage to Railway property.	Same as above	Same as above
N-3	Attempted wrecking of or Bomb Blast or Explosion or Sabotage to signaling and track or forceful confinement of train running staff on duty and /or passengers but not involving a train.	Same as above	Asst. grade officers joint enquiry.

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

**421. CLASS - 'P' - 'CASUALTIES' :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
P-1	Person or persons falling out of a running train resulting in a loss of human life or grievous hurt.	CRS, DRM, CMD, CSO, CCM, CSC COM, CTM(TS) , SR.DOM/DOM, SR.DMO/DMO, CMS, SR.DSO/DSO, SR.DCM/ DCM, SR.DSC/DSC, SGRP, CTNL TI, SS, SE (P.Way), SIGRP, CMI.	Sr. Subordinates joint enquiry.
P-2	Person or persons run over or knocked down by a train resulting in a loss of human life or grievous hurt.	Same as above except CRS.	Same as above
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 a loss of human life or grievous hurt.	DRM, SR.DOM/DOM, CMS, SR.DMO/DMO, SR.DSO/DSO, SR.DCM/DCM, CTNL, TI, SS, IPF, SIPF, SIGRP, CMI.	Same as above

**422. CLASS - 'Q' - 'OTHER INCIDENTS' :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
Q-1	Accidental or natural death or grievous hurt to any person whether passenger, railway employee or tress passers ( or any other person) within Railway premises (excluding Railway quarter).	DRM, SGRP, CMS, SR.DMO/ DMO, SR.DOM/ DOM, SR.DSO/DSO, SR.DSC/DSC, SR.DCM/DCM, SIPG, SSE(P.Way), CTNL, TI, SS, IPF / SIPF, SIGRP.	Sr. Subordinates joint enquiry.
Q-2	Murder or suicide in a train or within Railway premises	DRM, SP, SGRP, COM, , CSO, CSC, CTM(TS), SR.DOM/DOM, CMS, SR.DMO/DMO, SR.DSO/ DSO, SR.DCM/DCM, SR.DSC/ DSC, SR.DME/DME, SR.DEE/ DEE, CTNL, TI, SS, LI, SE (P.Way), IPF, SIPF, SIGRP, CMI..	Sr. Subordinates joint enquiry.
Q-3	Robbery , attempted robbery, theft or attempted theft in Railway premises including trains.	DRM, DMAG, SP, SGRP, COM, CSO, CCM, CSC, CTM(TS) , CPRO, SR.DOM/DOM, SR.DSO/ DSO, SR.DCM/DCM, SR.DSC/ DSC, SR.DEN/DEN, SR.DEE/ DEE, CTNL, TI, SS, SSE(L), LI, SE (P.Way), SIGRP, CMI, CTI, IPF, SIPF.	Asstt. grade officers joint enquiry.

**CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
Q-4	Fire or explosion within Railway premises but not involving trains.	DRM, DMAG, SP, SGRP, COM, CSO, CCM, CEE, PCE, CSTE, CSC, CTM(TS) , SR.DOM/DOM, CMS, SR.DMO/DMO, SR.DSO/DSO, SR.DCM/DCM, SR.DSC/DSC, SR.DEN/DEN, SR.DME/DME, SR.DEE/DEE, SR.DSTE/DSTE, CTNL, TI, SS, SSE(L), LI, SE (P.Way), SIGRP, SSE (Sig.), CMI, CTI, IPF, SIPF.	Asst. grade officers joint enquiry.
Q-5	Fire or explosion resulting in damage to Railway bridge or viaduct etc.	Same as above	Same as above
Q-6	Blockade to train services due to agitation.	Same as above	Same as above

**423. CLASS - 'R' - 'OTHER OCCURRENCES' :-**

Item	Description of Accidents/ other occurrences	Officials to be advised/ by message/ by wire	Schedule of enquiry
R-1	Vehicle or vehicles running away.	DRM, COM, CSO, CTM(TS) , SR.DEE / DEE (TRD), (TRO), (P), SR.DOM/DOM, SR.DEN/DEN, SR.DME/DME, CTNL, TI, SS, SSE (L), LI, SSE (P.way), SE (P.way).	Asstt. officers level joint enquiry.
R-2	Train running over cattle.	Same as above	Same as above
R-3	Floods, Breaches and land slides etc. resulting interruption of an important through line of communication more than the threshold value.	CRS, DMAG, SGRP, Rly Bd.-NDLS, SRM, DRM, COM, CSO, CEE, PCE, CSC, CTM(TS) , CPRO, SR.DSTE/DSTE, SR.DEE / DEE (TRD), (TRO), (P), SR.DOM/DOM, SR.DSO/DSO, SR.DEN/DEN, SR.DME/DME, SR.DSC/DSC, CTNL, TI, SS, SSE(L), LI, SSE (P.way), SE(P.way).	Sr. subordinates joint enquiry
R-4	Other cases of Flood, Breaches, land slides etc. resulting in interruption to traffic.	Same as above.	Same as above
R-5	Any accident not included in the foregoing classification	Same as above	Sr. subordinates joint enquiry

## CLASSIFICATION OF ACCIDENTS AND OTHER OCCURRENCES

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- Note – (1) CBE, SE (Bridge) when bridge is involved. SRM if carrying mail by the train.
- (2) The term cattle does not include sheeps, goats, pigs, dogs, donkeys, rams, ewe and lambs.
- (3) A train includes a trolley, lorry, motor, motor trolley, when work under the rules for working trains.

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CHAPTER - V

REPORTING OF ACCIDENTS AND OTHER OCCURRENCES

**501. Prompt Information by all Railway Servants:-**

Every Railway servant shall report with least possible delay every 'accident', or 'unusual occurrence' in the course of working a Railway which may come to his notice to the nearest Station Master.

**502. Information by quickest means:-**

Information from the site of accident must be relayed by the Guard, Loco Pilot or other Railway servant to the nearest SM by the quickest available means such as -

- (A) Portable control telephone / Walkie-talkie set/VHF set/Mobile phone/ BSNL/MTNL telephone.
- (B) Phone provided at level crossing gates
- (C) The light engine of the train, (however, in case of suspected sabotage, engine etc. should not be disturbed)
- (D) By stopping trains/ Locos/ trollies etc. passing on the adjacent line or by sending message through a Railway servant to the nearest SM or
- (E) By any other means possible.

**503. Particulars to be conveyed while conveying First Information from site of accident :-**

- (A) Time and date of accident.
- (B) Train No.
- (C) Block section/ Station, Location, Kilometrage of accident site.
- (D) Condition of adjacent track - whether fouled or clear?
- (E) Whether Medical Van is required?
- (F) Brief description of accident - nature of accident.
- (G) Whether any injury - number of persons injured/ killed? Whether injury is to Passengers, Railway Staff or others?
- (H) Whether any derailment has occurred? In case of derailment, number and type of vehicles derailed/ capsized, whether loaded or empty? Whether adjacent track is fouled or clear? Whether speed restriction is necessary for passage of any train on adjacent line? Any other information to caution Loco Pilots.
- (I) In case of level crossing accidents - the type of road vehicle (i.e. Tractor or Matador or Scooter or Bus etc.) involved and number of persons injured/ dead and the nature of injuries. Whether the engine is disabled and whether any derailment has taken place? Whether road vehicle is entangled/ obstructing the track?
- (J) Damage to track -
  - (i) Whether badly damaged or slightly damaged?
  - (ii) Track length damaged (From Km. to Km.) (Approximate).
- (K) Damage to OHE - Whether OHE Mast fallen down?
- (L) Prima-facie cause if known.
- (M) Any other relevant information.

## **REPORTING OF ACCIDENTS AND OTHER OCCURRENCES**

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### **Note:**

- (i) The information should be precise. In case of accidents involving passenger trains and accidents at Level crossing gates, the first information should be very prompt.
- (ii) In case there is no injury this should be clearly advised.

### **504. Communication by the Station Master receiving advice of an Accident:**

- (A) The SM on receiving a communication of an accident shall take such action as necessary to ensure safety and security within his means.
- (B) If outside Medical aid is required in addition to Rly. Medical aid, assistance must be called for from the local hospitals, dispensaries and doctors. In case of fire, fire-fighting equipment such as fire tenders etc. should be immediately requisitioned.
- (C) On controlled sections, the SM must immediately advise the Control about the accident indicating the nature of the medical assistance and Mechanical rescue equipment required and assistance being arranged locally. In case of non-controlled section or if the control is inoperative, the SM shall contact the Divisional Control Office or Sr.DOM /DOM/ Sr.DSO/ DSO/AOM/ Area Officer or DRM/ADRM etc. on BSNL/ MTNL telephone by booking a lightening call even from a private premises. If better means of communication are available the same shall be used.

Similarly, the SM on the other side of the affected line should also inform all concerned. In case any telephone is not available or response is not expected to be prompt the SM or official concerned may also hire a vehicle to send the message to the nearest spot from which information can be conveyed or Railway Officers can be contacted.

The SM shall also inform TCI/ SE (Sig.) or other S&T Staff of the section who shall make such arrangements as necessary and in case of a major accident involving a passenger train, shall contact the local telephone officials to alert them to provide STD facility at short notice at the nearest site from which contact can be maintained with Control Office.

- (D) Information to Civil and Police Authorities: Depending on the gravity of the situation SM shall also establish direct contact with Senior District Officials such as District Magistrate/ Collector, Dist. Superintendent of Police, Supdt. of Police GRP apart from conveying the information to the nearest Police Station.

## **REPORTING OF ACCIDENTS**

### **505. Reportable Train Accidents:-**

All accidents falling under the purview of Section 113 of the Railway Act.1989 are termed as reportable train accidents and include following:

- (A) Any accident attended with loss of any human life or with grievous hurt.
- (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) Accidents, which are attended with loss of human life in passenger trains involving train wrecking or attempted train wrecking, cases of running over obstructions placed on the line, of passengers falling out of train or of fires in trains of grievous hurt as defined in the Indian Penal Code or serious damage to railway property of the value exceeding rupees two crore, which have not actually occurred but which by the nature of the accident might reasonably have been expected to occur, the accident is required to be reported to the CRS under section 113 and 114 of the Railway Act, 1989 for holding of an inquiry or otherwise and also cases of land slides or of breaches by rain or flood which cause interruption of any important through line of communication for at least 24 hours.

## REPORTING OF ACCIDENTS AND OTHER OCCURRENCES

### 506: Reporting by the Control Office immediately on receipt of the information about an accident:

#### (A) Section Controller:

- (i) The section controller on the board shall advise to;
  - 1) DY.TNL(Punc.).
  - 2) DY.TNL (Goods).
  - 3) Traction Power Controller (if the section is electrified).
  - 4) Both sides of Station Master on-duty and note important details in his dairy and chart.
- (ii) Advise Station Master on either side of affected section to keep loop lines clear for marshalling of ARME/ART.
- (iii) Obtain the relevant information from the person giving information of the accident and remain in constant touch with site of accident.
- (iv) In case of accident involving passenger train or accident at LC gate, or case of trespassers run over in large numbers, the nearest station where Medical Van, or the Railway Doctors and ARME Scale-II/ POMKA are located, shall also be immediately advised.

#### (B) Dy.TNL (Punctuality)-

- (i) Dy.TNL shall order/call ARME/SPARME and ART/SPART/ARME Scale II in divisions and also adjacent division of Western Railway or another zone for approaching the accident site from both the ends without any consultation. The list of ARME/ SPARME Scale-I and ARME Scale II/ ART /SPART shall be in tabular form or pictorial form, displayed on his table or convenient place on the wall, in front of him, in durable form.
- (ii) Dy.TNL (Punc.) should also have the chart duly displayed on his table or on the wall in front of him, in durable form, showing the officials to be informed and sequence. The Sequence chart with Dy.TNL(Punc.), shall be as under :-
  - 1. CMS /Nominated Medical Officer ( Whenever ARME is ordered).
  - 2. Sr.DSO (Sr.DOM(G)/ DOM(G) / AOM(G), In absence of Sr.DSO).
  - 3. DRM (ADRM In absence of DRM). 4. Sr.DOM (DOM/AOM in absence of Sr.DOM).
  - 5. All Allied Controls (including Security Control) shall be informed by pressing the accident bell. On hearing the accident bell, all allied controls shall report to Dy.TNL (Punc.). Allied control staff shall be advised about the accident. All allied controls will be responsible to inform their respective BOs. Commercial Controller shall also inform to PRO.
  - 6. Emergency Control of HQ.
  - 7. MCO (if Military stock is involved in such accident).
  - 8. Police Official & District Magistrate, as required.
  - 9. Adjacent Divisions/Other zonal Railways for assistance required including regulation of traffic as required.
  - 10. RMS authorities as required.

#### (C) Dy.TNL (Goods) shall inform-

- 1. Sectional TI of the concerned section.
- 2. CTNL In-Charge.

#### (D) CTNL (In-Charge) shall inform -

- 1. Emergency Control of HQ.
- 2. Central Control of HQ.

**Note:** (1) If any Division has only one Dy.TNL, responsibility of informing to Sectional TI & CTNL In-charge, vide item (C) above, shall be of on-Duty Dy.TNL.

(2) Sr.DSO/Sr.DOM (G)/ other BOs may be of Sr. Scale also.

(3) Details and sequence shall be incorporated in Accident Register of the control office.

### 507. To Zonal Railway:-

- (A) A telephonic advice should be relayed to nominated officer in Zonal HQ immediately after the accident in case of following categories of accidents:-
  - (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 above.

## REPORTING OF ACCIDENTS AND OTHER OCCURRENCES

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- (iii) Land slides, breaches, OHE breakdown etc. which result in dislocation of traffic more than the threshold value as indicated above.  
In addition to this, periodic (monthly) statement of Accidents in all categories shall be submitted to Zonal Headquarter in prescribed proforma.

**(B) Reporting by Operating Officers:**

Sr.DOM/ DOM/ DSO/ AOM/ Area Officer shall give prompt information about the accident on telephone to COM, CSO, CPTM, CTM(TS), CPRO, CCM, and Dy.COM (C) and in their absence to Dy. CSO (Traffic), Dy COM(R)/STM (Coaching).

**(C) Reporting by HQ Emergency Control:-**

The HQ Emergency Control shall keep record of the information in the Accident Register in the prescribed proforma and inform CMD (in case of casualties), COM, CSO, CPTM, CTM (TS), CFTM, CME, PCE, CEE, CCM, CSTE, CSC, CPRO, AGM, Dy. COM (Rules), Dy COM/STM (Chg). Secy. to GM shall be advised (during Office hours only) for information to GM. Beyond office hours GM shall be informed by CSO/ Dy.CSO (Traffic) and in their absence by CPTM or Dy COM/STM (Coaching) or the officers nominated by COM. Emergency Control should also advise all Divisions/ Railways concerned for regulation of Traffic.

**Note:-**(i) In case of accidents involving injuries, the CMS shall be advised first of all. In case the PHODs are not available, the nominated HODs or DY. HOD of the departments concerned shall be advised. It will be the duty of the officer who has been informed to take further action and advise all concerned officers of the department.

- (ii) Whenever GM is on line, a message should be immediately conveyed by Chief Train Controller (Emergency) to GM through Chief Train Controller of the Division.

**508. To Railway Board:**

(A) A telephonic advice should be relayed to nominated officer in Railway Board's Office immediately after the accident in case of following categories of accidents: -

- (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 above.  
(iii) Land slides, breaches, OHE breakdown etc. which, result in dislocation of traffic more than the threshold value as indicated above.  
In addition to this, periodic (monthly) statement of Accidents in all categories shall be submitted to Railway Board in prescribed proforma.

**Note:**(i)When Parliament is in session, complete information in respect of any accident or unusual incident, which causes serious dislocation to passenger and goods traffic and which does not fall under the accidents reportable to the Board on telephone but is likely to attract the attention of the Members of Parliament, is also to be reported to Board's Office telephonically.

- (ii) The advice to the Board will be given by the CSO/ Dy. CSO (Traffic) in case all of them are not available the nominated Officers of the Board shall be advised by CPTM or Dy COM/STM (Coaching) or other nominated officer.

(B) Following system will be followed for reporting of accident to Railway Board:

- (i) Information regarding consequential train accident and any yard accident leading to serious repercussion shall be reported by Divisional Control to Headquarters Emergency Control of Zonal Railway Headquarters. Emergency Control shall in turn inform all concerned at Headquarters office including GM, PHODs etc.  
(ii) In case of accidents as in Para (A) above, Chief Safety Officer/ Dy. CSO (Traffic) should inform nominated officer of Safety Directorate of Railway Board. At Board level Safety Directorate shall issue the message and take follow up action.  
(iii) In case of landslide, breaches OHE break down etc. which result in dislocation of more than threshold value and also cases due to public agitation shall be reported by Headquarters Control Office to Punctuality Cell of Railway Board and dealt with by the Coaching Directorate.

## REPORTING OF ACCIDENTS AND OTHER OCCURRENCES

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- (iv) Cases falling under N, P and Q except Q-6 i.e.; blockade of train services due to public agitation; shall be dealt with Security Directorate.

Above instructions are in supersession of all previous instructions of the subject and have the approval of the competent authority.

### **509. Check list of Information to be conveyed to Board on phone:-**

Apart from brief description of accident, casualties, extent and cost of damage, relief measures, prima facie cause and expect of restoration, information as per following check list may be collected for onward transmission to the Board.

#### **A. COLLISIONS:-**

##### **(i) COLLISION AT STATION :-**

- (a) Classification of the station.
- (b) Type of signals and standard of interlocking and track circuiting.
- (c) System of line nomination for reception (Line labels and badges keys etc. or line nomination book etc.)

##### **(ii) IN MID-SECTION :-**

- (a) Whether flasher light of the engine was in working order?
- (b) Whether there was enough margin for protection of the train and what protection was done?

##### **(iii) Collisions where Loco Pilot may be prima-facie responsible for the accident, passing signal at danger, not observing precautions after passing an automatic signal at danger or losing control of the train.**

- (a) Loco Pilot's duty hours, time of signing on, originating station, rest availed at Headquarter/ out station. Details of Learning Road of the Section.
- (b) Result of Breathalyser test (i) at originating station, (ii) after the accident.
- (c) Bio-data of the Loco Pilot i.e. date of birth, date of appointment, educational qualification, date of promotion as a Loco Pilot, date of last Refresher course passed, whether in possession of competency certificate for working in automatic signalling territories, date of last medical examination, involvement in past accidents with punishments, his performance index and card.
- (d) Brake power of the train as certified in vacuum certificate and as found after the accident, Station where last intensive examination was done.
- (e) Number of signals passed at danger.
- (f) Loco Pilot's version as ascertained through his interrogation by DRM or any other senior officer.
- (g) Any other feature contributing to the accident.

##### **(iv) Where SMs/ Switchmen may be prima-facie responsible.**

- (a) Duty hours of the staff with last rest availed.
- (b) Bio-data on the similar lines as in case of the Loco Pilot.
- (c) Working experience (since when working at the station).
- (d) Whether any abnormal working was being done for movement of trains?
- (e) Whether the staff was in state of intoxication?

## **REPORTING OF ACCIDENTS AND OTHER OCCURRENCES**

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- (f) When was last inspection of the station done by the Safety/ Operating Officers and Transportation Inspectors?
- (v) Where signalling staff is prima-facie responsible.
  - (a) Nature of defect/ fault.
  - (b) Any evidence of short cut method for maintenance/ repair of the equipment.
  - (c) Date of last overhauling of Block (Token/ Tokenless) instruments, route relay system and cabin.

### **B. DERAILMENT :-**

- (i) If the derailment is as a result of Loco Pilot's passing signal at danger, the information regarding the Loco Pilot as required in case of collisions, shall be given.
- (ii) Curve, Gradient (Rising/ Falling), alignment whether cutting. In case of derailment at station whether point is involved (facing or trailing), in loop line or main line.
- (iii) If the prima-facie cause of the derailment is rolling stock, the following information is to be furnished:
  - (a) PRO/ ROH particulars of the wagons.
  - (b) Originating station.
  - (c) Station where last examination was done.
  - (d) Whether it was possible to detect hot axle, roller bearing seizure, by the station staff exchanging alright signals?
  - (e) Date and shop where ultrasonic testing of the axle was last done (in case of axle breakage).

### **C. LEVEL CROSSING ACCIDENTS :-**

- (i)(a) Classification of the gate and location.
  - (b) Curve, Gradient (rising/ falling), cutting if any nearby.
  - (c) Normal position of the gate. Whether gate signals, interlocking lifting barriers, telephone and other safety aids are provided? Number of gatemen in 24 hours. ( in case of manned level crossings only).
  - (d) Condition of the visibility for both rail traffic and road user. Distance to be advised in meters
  - (e) Whether the head light of the engine was burning?
  - (f) Any accident at the level crossing during the last two years.
- (ii) Additional information in case of UN-MANNED LEVEL CROSSINGS:
  - (a) Whether road signs, whistle boards are provided?
  - (b) Whether kutchha road or metalled road?
  - (c) What are last census figures alongwith the month and year of last census?
  - (d) Whether buses are plying regularly?
  - (e) Whether the Traffic census justified manning and whether it is programmed for manning?
- (iii) Any other special feature.

**Note:** Details of persons (Passengers, Railway Staff and others including road users), if any injured/ dead - name and address if known and details of medical aid shall be given in case of all type of accidents.

## REPORTING OF ACCIDENTS AND OTHER OCCURRENCES

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### **510. Report to the Commissioner of Railway Safety:-**

In case of accidents falling under section 113 of the Railway Act 1989 the CRS shall be promptly informed about the accident by CSO/ Dy. CSO(Traffic)/ Dy COM (C) or in their absence by other officers nominated for the purpose.

### **511. Information to the Press by the Public Relations Dept:-**

In the case of serious accidents resulting or likely to result in cancellation, diversion or long detention to passenger trains, the Chief Public Relations Officer should brief the Press and other media from time to time. The information should confine itself to the following:

- (A) Time, date and locality of the accident.
- (B) General nature of the accident (no cause being given)
- (C) Number and description of train involved.
- (D) Duration of interruption of Traffic and nature of temporary measures taken to regulate/ divert/ cancel train services, stating whether transshipment is necessary.
- (E) Number of persons killed and injured (as far as known) with their names and addresses.
- (F) Relief measures being taken.

**Note:** As litigation may arise from an accident and use may be made of press reports in suits brought against the Railway, greatest care must be taken in framing the press release/ report.

### **512. Information to Press by the DRM:-**

The Divisional Railway Manager or Officer nominated by him may also advise the press in consultation with the Chief Public Relations Officer (wherever possible), keeping in view, the guidelines issued from time to time.

**Note:** Only the authorised Officer should brief the press regularly to avoid gossip, rumours, etc.

### **513. Priority list and Officers of Railway Board to be informed:-**

- (I) All passenger train accidents or other occurrences involving casualties or otherwise having serious repercussions on movement of traffic should be promptly reported to CRB by the G.M, or in his absence by the AGM or COM, who will directly speak to Chairman Railway Board immediately and inform whatever information is available.

Similarly, DRM or in his absence ADRM or Sr.DOM may inform CRB directly.

- (II) The advice shall be passed on to one of the following officers of the Railway Board in order of priority as indicated below as soon as possible:

- (A) Dy. Director (Safety)-III
- (B) Dy. Director (Safety)-II
- (C) Director (Safety)-III
- (D) Director (Safety)-II
- (E) Director (Safety)-I
- (F) Joint Director (Safety)
- (G) Advisor Safety

## REPORTING OF ACCIDENTS AND OTHER OCCURRENCES

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**514. Message from the Senior Most Officer at site :-**

The Senior-most officer at the site must give regular feed back to the Divisional Control for the information of the GM, and other PHODs in the form of proper telephonic messages which shall be recorded in the log books at site, in Divisional Control Office and in the Head Quarter Emergency Control to avoid any confusion/ discrepancy. Wherever possible the senior most Officer at site should personally contact the Divisional Officers and Officers of Railway Headquarter on phone and brief them. The message should indicate:

- (A) Prima facie cause of accident
- (B) Approximate extent and cost of damage to Railway property
- (C) Number of injured/ dead
- (D) Relief arrangements made
- (E) Progress of restoration work
- (F) Probable time of restoration, and
- (G) Assistance required if any.

**515. Regular Feed back from Site to Control Office, from Control Office to Headquarters Control and Headquarters to Railway Board:-**

After obtaining and giving the preliminary information, the Senior-most Official at site shall arrange to collect and convey the detailed information about progress of relief arrangements, restoration and investigation.

**516. All concerned accident messages to be sent by the Station Masters:-**

The Station Master of the Station nearest to the site of Accident is the reporting authority for all accidents under the rules. The Station Master shall issue all concerned accident messages at the earliest opportunity, by quickest mode of electronic communication or quickest means available. The presence of a superior officer does not absolve the Station Master of his responsibility. On a station of the Railway where there is no Station Master, the Railway servant in-charge is responsible for carrying out the duties of Station Master.

**517. Detailed Report to be sent to CSO :-**

In case of serious accident as defined under the rules the Senior most Officer at site shall be send a detailed report by name to CSO within three days of the Accident by quickest possible means. Facility of 'FAX' may be utilised.

**518. Detailed Report to the Railway Board :-**

The advice referred to in the above para may be required to be followed by a detailed report which should be prepared at the earliest.

**519. Accident falling in more than one class:-**

In the event of an accident falling under more than one class, it must be reported under the higher class.

**520. Reclassification of Accidents :-**

If after the issue of the All concerned accident message, further information becomes available to show that the accident has been wrongly classified, a fresh All Concerned Message must be issued.

## REPORTING OF ACCIDENTS AND OTHER OCCURRENCES

### 521. Accidents at Joint Stations and on running power, etc :-

In the event of an accident occurring at a Joint Station or to a train of one Railway Working over a section of another Railway, the Accident must be reported to the appropriate officials, of the Railway Working the station or section and also of the Railway owning the train. The accident will be included in the returns of the Railway owning the station or section.

The following is a list of Joint Stations and Junctions and the working and using Railways:

Stations	Working Railway	Using Railway
<b>(Broad Gauge)</b>		
Bombay Port Trust	Central Railway	Western Railway
Vasai Road	Western Railway	Central Railway
Jalgaon	Central Railway	Western Railway
Bhopal	Central Railway	Western Railway
Maksi	Western Railway	West Central Railway
Nagda	Western Railway	West Central Railway
Chanderiya	Western Railway	West Central Railway
Chittaurgarh	Western Railway	North West Railway
Palanpur	Western Railway	North West Railway
<b>(Metre Gauge)</b>		
Himmat Nagar	Western Railway	North West Railway
Chanderiya	Western Railway	North West Railway
Khandwa	South Central Railway	Western Railway
Chittaurgarh	Western Railway	North West Railway

### 522. Rules for preparation of accident returns:-

- (A) Accidents to trains shall be accounted for by the Railway which exercises jurisdiction over the site of accident. Engine failures shall be accounted for by the Railway owning the engines.
- (B) A train intended solely or partly for the carriage of passengers shall be treated as a passenger train. All other trains will come under the category of other trains.
- (C) Statistical returns in the prescribed proforma showing cumulative data till the end of the month should be submitted so as to reach Board's Office not later than 7th Day of the next month.
- (D) Only those accidents which have occurred during the period to which the returns relate shall be included in the relevant returns. With regard to accidents where details are not available at the time of forwarding the returns for any reason, such accidents are to be included in the statement with a clear indication that further details would follow.
- (E) 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.
- (F) Derailments or bumping during reversing or shunting operations etc. on an incoming, outgoing or any other load, including 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 Railway property takes place irrespective of whether the shunting was being done by the train engine or by a shunting engine.
- (G) Interruption is defined as duration from the time of accident till starting of first train on line clear from adjacent station for movement over the affected line in that section.
- (H) Statistics of fire should include all cases of physical fire or smoke emission resulting in death or injury or damage to property amount to Rupees 5000 /- and above.

## REPORTING OF ACCIDENTS AND OTHER OCCURRENCES

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- (I) Equipment failures shall include all failures irrespective of date of last schedule or examination and shall be subsequently classified under avoidable or unavoidable category.
- (J) Details and Statistics for accident cases falling under Unusual incident categories 'N', 'P' and 'Q' shall be maintained and provided by Security (RPF) Branch.
- (K) DRM at Divisional level and the General Manager at the Zonal Headquarters level will ensure correct reporting of accidents to Zonal Headquarters and Railway Board respectively.

### **523. 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, E, F, G and H will be compiled by the Safety Branch at Divisional and Zonal Railways.
- (B) Equipment failures falling under classification, J, K, L and M will be compiled by the Divisional 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 Branch Officers concerned and summary shall be handed over to Safety Department of the Division. 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 Safety Branch shall forward the monthly summary to Chief Safety Officer of respective Zonal Railways. Chief Safety Officers after compilation of statement 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 complied by the Security (RPF) Branch at Divisional level and they shall take subsequent follow up action. Daily position will be given to the Safety Branch of the Division who after compilation of statistics shall forward monthly statement to Chief Safety Officer of Zonal Railways concerned. Chief Safety Officers after compilation of statement shall forward monthly statement to the Safety Directorate of Railway board.
- (D) At the earliest a computerised data base of accident should be maintained by the office of CSO in a universal format which can accessed by Railway Board to update its own data base using the RAILNET. The format is as per annexure Q.

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CHAPTER - VI

RELIEF AND RESCUE EQUIPMENT

**601. Accident Relief Medical Equipment and Auxiliary van:-**

The accident Relief Medical Equipment (ARME SCALE-I) and Auxiliary Van are stabled in Station Yard. The function of ARME Scale-I is to carry Medical Equipments and personnel to the site, for prompt Medical relief. The Auxiliary Van has provision of emergency tools for extricating the injured persons from the debris etc. the list of Stations where ARME/ Auxiliary van is stabled is given in Appendix 'A'. In case of accident involving or likely to involve injuries or deaths, these shall be rushed to the site immediately.

**602. Target time for turning out of Medical Relief Van from the siding and their despatch from the Stations:-**

**(A) In case of double exit siding:-**

Time for turning out	...	15"
Time for Despatch	...	5"
Time from ordering to Despatch	...	20"

**(B) In case of single exit siding:**

Time for turning out	...	25"
Time for Despatch	...	5"
Time from Ordering to Despatch	...	30"

**Note:** The above target time for turning out is reckoned, from the time for ordering to the time they are taken out from the siding and kept ready for despatch on a suitable running line plus 5 minutes for despatch.

**(C) The target time for turning out of SPARME CUM SPART -**

Wherever SPARME CUM SPART is available, target time for turning out from the siding and their despatch from the Stations:-

**(i) In case of double exit siding :-**

Time for turning out	...	10"
Time for Despatch	...	10"
Time from Ordering to Despatch	...	20"

**(ii) In case of single exit siding :-**

Time for turning out	...	20"
Time for Despatch	...	10"
Time from Ordering to Despatch	...	30"

**603. Accident Relief Train:-**

Accident Relief Train (ART) or Break down train is equipped to deal with relief, rescue and restoration measures. Details about Accident Relief Trains are also given in Appendix 'A'.

**604. Target Time for movement of Accident Relief Train:-**

The target time for turning out of Accident Relief Train (ART) with complete equipment and staff from the loco shed (or the place where it is stabled) and despatch from the station, are as under:

(A) During day :-	Time for turning out	...	30"
	Time for Despatch	...	15"
	Target Time from ordering to departure	...	45"
(B) During night :-	Time for turning out	...	45"
	Time for Despatch	...	15"
	Target Time from ordering to departure	...	60"

## RELIEF AND RESCUE EQUIPMENT

**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 loco shed exit point. 15" time is the time permitted for departure from the Station. Any delay in ordering for departure of Medical Van/ ART must be immediately examined and viewed seriously.

(ii) At Stations where the lay out of loco and traffic yard are such as to permit a reduction in the time limits stipulated above, the Divisional Railway Manager should lay down shorter time limits.

### **605. Promptness in movement of ARME and ART :-**

- (A) If an engine is not readily available, the nearest engine of any train including Mail/ Express trains should be released and utilised for expeditious despatch of these.
- (B) ARME and ART must be given precedence over all other trains while proceeding to the site of accident.
- (C) ARME/ ART should not be detained for want of Guard but may leave in the charge of any responsible Traffic/C&W/Loco Official. A guard may be sent by the quickest possible means later on.
- (D) ARME/ ART or any special relief train, carrying injured persons for removal to hospitals, must also be given top most priority.
- (E) The Accident Relief Trains after completing relief operations must be marshalled properly ( the crane should never be at the rear) at adjacent station before worked back to their base stations without any delay and must be given precedence over all goods trains. Prior to stabling at base station train must be marshalled as per crane marshalling order at any suitable station.

### **606. Sounding of Accident alarm signals/ Hooters/ sirens:**

The accident alarm siren/ Hooter must be sounded immediately when ARME/ ART is ordered. Following codes are prescribed for sounding the accident alarm/ siren/ hooter:

CODE	CIRCUMSTANCES
(i) Two long blasts each of 45 seconds duration with 5 seconds break in between	Accident in loco sheds/ Traffic yards at HOME STATION requiring only ART.
(ii) Three long blasts each of 45 seconds duration with 5 seconds break in between.	Accidents outside the home station requiring only ART.
(iii) Four long blasts each of 45 seconds duration with 5 seconds break in between.	Accident requiring both ARME and ART
(iv) One long blast of 90 seconds duration	Cancellation of ARME/ ART

**Note:**(i) The alarm signals/ sirens/ hooter requiring ARME/ ART shall be sounded as prescribed above and shall be repeated once more after interval of 5 minutes.

(ii) SSE (Loco)/(Diesel)/(C&W) or SE (Loco)/(Diesel)/(C&W) and all other Supervisory 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 ARME or ART, thoroughly understand alarm signals/ siren/ hooter and their names and addresses are displayed at conspicuous place.

### **607. Arranging ARME/ ART from different stations:-**

Depending upon the seriousness of the accident and requirement at site, the ARME and ART from different directions may be ordered and may be sent accordingly. This is also necessary as the track in rear of the site of accident may be badly damaged.

### **608. Facility to other Officials:-**

The Government Officials, such as, the Commissioner of Railway Safety, the District Magistrate and the District Superintendent of Police of the District in which the accident has occurred or such other Magistrate or Police Officers, as may be appointed in this behalf by the Local

## **RELIEF AND RESCUE EQUIPMENT**

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Government, the Superintendent of Railway Police and the officer-in-charge of the Police Station within the local limits of which it has occurred, should be given every facility to proceed to the site of the accident by Accident Relief train wherever practicable, but Accident Relief trains should not be detained for this purpose.

### **609. Maintenance of ARME and Accident Relief train:-**

The repair and maintenance schedule for the ARME and Accident Relief train shall be prescribed by the Chief Mechanical Engineer. The specific duties of various branches in regard to maintenance etc. shall also be laid down in these schedules.

### **610. Responsibility of different Officials:**

- (A) SSE (Loco)/(Diesel)/(C&W) or other Supervisor-in-charge of ARME/ ART are responsible to ensure that these are always fully equipped and in working order.
- (B) Divisional S&T Engineer is responsible to ensure that the control telephone and Walkie Talkies etc. are in good working order. He must personally inspect and test this equipment quarterly.
- (C) Medical Officer-in-charge is responsible to ensure that the prescribed stock of medicines and surgical appliances are maintained in the chests and almirahs and that the instruments and medical appliances are in perfect working order. He must personally inspect ARME once a month.
- (D) Divisional Engineer must ensure that the permanent way tools and stores of suitable pattern, are complete and in good condition. He must personally inspect this equipment quarterly.
- (E) Divisional Electrical Engineer, must ensure that the equipment in the relief train is complete and in good condition. He must personally inspect the equipment quarterly.
- (F) Divisional Mechanical Engineer is responsible for the complete relief train as unit. He must ensure that deficiencies are made good after use, 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.

### **611. Joint Inspections of ARME/ ART:-**

Joint Inspections of ARME/ ART must be carried out quarterly by all the Officers, mentioned above along with the Divisional Safety Officer. Inspecting Officials shall enter their remarks in the Inspection Book, which must be kept in the ARME/ ART.

### **612. Accident Relief Medical Equipment Scale II:-**

Accident Relief Medical Equipment Scale II is kept in boxes at certain stations details of which are given in Appendix 'A'. This equipment shall be sent to the site of accident, whenever required, by the quickest possible means, from both sides of the affected sections.

### **613. Maintenance of keys of ARME Scale I and II:-**

- (A) The keys of the locks on the various external doors of the ARME Scale I will be in duplicate, one set to be under charge of Medical Officer and the other to be under charge of the Station Master. The keys in both the cases will be kept in a fixed glass case, in their offices, duly sealed.
- (B) The keys of the locks inside the van should be in duplicate, one set to be kept in a glass case fixed in vehicle, duly sealed by the Doctor-in-charge and the other set will be kept in his custody.

## RELIEF AND RESCUE EQUIPMENT

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- (C) ARME Scale II will not be provided with locks and keys, but will be sealed by the medical Officer. The entire ARME Scale II will be kept in a chest or in a room, which will be, locked and provided with duplicate keys, one of which will be with the Station Master and the other with the Medical Officer and kept in at a fixed place in their respective Offices.
- (D) Wherever POMKA (Portable Medical Kit for Accident) sets are provided, similar action should be taken in case of ARME Scale II.

### 614. **Mock Drills:-**

In order to test the readiness and quick turn out of the earlier trains, periodical mock drills in a planned manner should be organised. During such drills, the medical Van and Relief train should be ordered and turned out and kept ready to be despatched to nearby suitable Station. The attendance and promptness of the Railway Doctors, other medical staff and the other staff required to proceed to the site of accident, should be watched. Record should be kept of the observation and follow up action taken. The mock drills should have an element of surprise and may also be conducted in the night. An accident drill may also be conducted to test and to train staff in the use of various equipment and to rehearse, their functions as a well-knit team.

### 615. **Trial Runs:-**

The trial runs of ARME/ ART should be conducted if these have not been used outside base station for more than one month. The trial runs should be conducted in such a manner that the vehicles comprising ART & ARME are inspected and tested on run for their fitness.

### 616. **First Aid Equipment :-**

First Aid Boxes are provided at the stations. These are also available with the Guard of the passenger train. ART/ ARME, Engineering gangs are also provided with elementary first aid boxes. The first aid boxes must be utilised wherever necessary without delay. The Station Masters and supervisors should maintain the list of staff qualified in rendering First aid.

### 617. **Catering Relief Boxes:-**

The boxes have been provided at certain stations as indicated in the Working Time Table. They must be rushed to the site of accident whenever required. The edible items like tea, milk powder, etc. must be replaced from time to time to see that these are in good condition and are not date expired.

### 618. **Miscellaneous Equipment:-**

Portable Control Telephones, Fire Extinguishers and Emergency Train Lighting boxes are also provided in the brake Van of passenger train besides ARME/ ART. Portable Telephone and Fire Extinguishers are also available in the Electric/ Diesel Locomotives. Most of the manned level crossing gates have also been provided with telephone connection with adjacent stations. These may be made use of.

### 619. **Distinctive Arm Bands:-**

The assistance rendered at accident site by the Railway Staff should be visible to the public. In order that the staff are properly identified for relief, rescue and restoration measures, adequate number of prescribed armbands and luminous jackets for the Doctors, Para-medical staff and other Railway staff must be available in the medical Van, Accident Relief Train, Control Office and with the Guards of passenger trains.

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CHAPTER - VII

RELIEF, RESCUE AND RESTORATION MEASURES

**701. All Railway Servants to assist:-**

Every Railway servant whether on duty or travelling on leave available on the train or at the site, should help in the safety management by getting identified and rendering immediate assistance to the affected passengers at the site. Non-participation in accident relief in accident relief operation will be considered as "DERILICTION OF DUTY". Action to be taken in case of accidents, particularly the serious accidents and accidents involving serious dislocation of traffic is indicated below.

**702. Medical aid to the persons injured in accident :-**

In case of accident involving injuries to any person the railway servants qualified in first aid present at the site of accident, shall render first aid to the injured with the assistance from the other Railway employees present, or other passengers. Efforts should be made to ascertain whether any doctor is available in the train or on the platform for medical assistance.

**703. Medical Aid to be arranged from all sources:**

- (A) The Station Master of the station receiving the information shall arrange to summon medical aid from the nearest available sources-Railway, Civil, Military or Private Hospitals. If necessary, he shall arrange to send the patients at the earliest opportunity to the nearest Railway, Civil, Military or Private Hospitals.
- (B) Apart from telephone message, the Station Master shall also send a written message through suitable staff well acquainted with the location of the hospitals and dispensaries and with the residence of the doctors. SM shall advice Doctors and Control, of the assistance called from outside immediately.
- (C) ARME/ ART shall be rushed to site immediately. All concerned Officers, Inspectors and Supervisors of Engineering, Traffic (TI & CMI), Mechanical (C&W & LOCO), Sr. Section Engineer (Signal) & (TCI), Electrical, Security and other nominated staff shall rush to accompany ARME/ ART.

**704. Controlling Stations:-**

Every Division should have a system of nominating 'Controlling Stations' for each section. The Station Master of such nominated "Controlling Stations" should immediately on receiving advice of an accident, reach the site with sufficient staff drawn from all the departments at his station and take all necessary steps for rescue and relief operations. Staff of all departments must follow the directions of the controlling Station Masters in this regard and render all help and assistance necessary for tackling the disaster situation.

**705. Facilities to the Doctors to reach the site of Accident:-**

It will be the duty of all Railway Servants to afford every facility to Railway 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, pushed trolley or a motor trolley may be provided for this purpose.

**706. Temporary hospital at site of accident :-**

- (A) In case the doctors consider it necessary to open a temporary hospital at a station near the site of the accident, the Station Master must make available whatever accommodation he is called upon to provide. Other officials shall also provide all possible assistance.

## RELIEF, RESCUE AND RESTORATION MEASURES

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- (B) The doctor-in-charge of medical relief operations should assess requirement and request on top priority basis for the bogies and other stock to evacuate the injured from the site of accident.

**707. Action to be taken by Control Office:-**

Control office should monitor all aspects connected with accident management. Check list given in Para 807 may be consulted.

**708. Precautions to be observed in handling injured persons:-**

Every effort must be made to carefully extricate injured persons 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.

**709. Priority for transporting the injured:-**

Control office and the officials at the site of accident shall make necessary arrangements for transporting the injured persons by coaches or other means. Control office shall keep close co-ordination with the site and the Medical officer in order to find out the requirements for the purpose. The road vehicles and ambulance should also be requisitioned, if required. The train carrying injured persons shall get absolute priority over other trains including ART for its journey from the site of accident. On sections where control is not in operation, the Station Masters of all the stations of the section shall take all steps to ensure that priority is given to this train by advising the next block station on the block phone or other means of communication. The resources of all departments including road vehicles, truck, Lorries should also be made available for carrying injured persons to hospitals if required. The running of train carrying stranded passengers should also be monitored properly. Travel time should be minimised for the traumatised passengers.

**710. Care of injured persons arriving at Hospitals:-**

Timely advise must be given to the civil and military hospitals of the number of injured persons proposed to be shifted there and the time they are expected to arrive at the hospital station. Ambulance or suitable road vehicles should also be requisitioned from the police, the army and other sources at hospital stations. If adequate transport cannot be arranged by such means, transport should be hired.

**711. Reception of injured at station:-**

The Station Master of the hospital station. Or any other official deputed for the purpose will be responsible for:

- (A) Receiving the train carrying the injured on a platform line easily accessible to ambulance cars.
- (B) Arranging for a room or other suitable place for the reception of the injured prior to their removal to the hospital.
- (C) Calling for Railway Protection Force and Police arrangements so as to facilitate the handling and reception of the injured; and
- (D) Opening of Enquiry Counters.

**712. Sending of quick information through telegram/ electronic communication means regarding dead and condition of the injured:-**

Quickest information shall be sent through electronic communication means/ Express telegrams (XR) intimating the condition of injured passengers should be sent to their relatives

free of charge. In case of death, the telegram should be sent as Double Express Telegrams (XXR) to any address, which may be found with the deceased. Express telegrams can also be accepted in case of serious accidents for advising the next of kith and kin without any charge.

**Note:** In addition to telegram, facilities of FOIS network, Railnet, STD and other MTNL/ P&T telephone and RLY. Telephone may also be made available for conveying the above information.

**713. Issue of Complimentary passes:-**

Railway are authorised to issue Complimentary passes to the next of kin (maximum two relatives) of victims from any station to the site of accident and back to their destination as well as to the surviving victims, who are discharged from the hospitals to their destinations. (Please see Appendix L).

**714. Free Supply of drinking water, food, beverage etc. to the passengers involved in the train accident:-**

Drinking water should be arranged in sufficient quantity. Beverage, Food etc. may be supplied free of charge to the affected passengers of the train involved in accident as well as of trains held up at adjacent stations. This should include injured, uninjured and stranded. This may be arranged from Railway or outside sources as necessary. It should be ensured that the catering staff/ vendors do not exploit the situation. Senior most officials at the site shall also have the power to arrange conveyance of the affected passengers free of charge by any available mode of transport and incur expenditure for carriage of passenger's luggage up to the point where railway facilities are made available. The Officers from the Commercial Department must co-ordinate relief arrangements from the control and the site and issue proper direction for despatch and distribution of food, drinking water, etc. Arrangements for the above items at important stations should also be made wherever necessary. Proper accountal in this respect should be maintained.

**715** The amount of ex-gratia relief to be paid to the dependents of dead and injured passengers involved in Train Accidents and untoward incidents as defined under Section 123 read with section 124 and 124-A of the Railways Act, 1989 and to the road users who met with an accident due to Railway's prima facie liability at Manned Level Crossing Gate Accident. The revised rates and compiled instructions are as below :

**1. Amount of ex-gratia for train accidents, untoward incidents and manned level crossing gate accidents**

Sr. No.	Type of accident	Amount of ex-gratia for Death	Amount of ex-gratia for Grievous Injury	Amount of ex-gratia for Simple Injury
1.	Train Accident (as defined under Section 124 of the Railways Act, 1989)	Rs.5,00,000/- (Rupees five lakh only)	Rs.2,50,000/- (Rupees Two lakh fifty thousand only)	Rs.50,000/- (Rupees fifty thousand only)
2.	Untoward Incident (as defined under Section 124-A of the Railways Act, 1989)	Rs.1,50,000/- (Rupees one lakh fifty thousand only)	Rs.50,000/- (Rupees fifty thousand only)	Rs.5,000/- (Rupees Five Thousand only)
3	Accident at Manned Level Crossing (due to Railway's prima facie liability)	Rs.5,00,000/- (Rupees five lakh only)	Rs.2,50,000/- (Rupees Two lakh fifty thousand only)	Rs.50,000/- (Rupees fifty thousand only)

**2. Additional Ex-gratia relief in case of hospitalisation of grievously injured passengers beyond 30 days.**

In case of train accident	In case of untoward incident
Rs. 3000/- per day to be released at the end of every 10 day period or date of discharge, whichever is earlier.	Rs. 1500/- per day to be released at the end of every 10 day period or date of discharge, whichever is earlier <b>upto further six months of hospitalisation.</b>
	Thereafter, Rs. 750 per day be released at the end of every 10 day period or date of discharge, whichever is earlier <b>upto further five months of hospitalisation.</b>

- a) Lump sum amount of ex-gratia for hospitalisation of grievously injured passengers upto first 30 days is as mentioned in table at para (1) above.
- b) The maximum period for which ex-gratia is payable to the grievously injured passenger will be 12 months.
- 2.1 This ex-gratia relief will be exclusively for passengers who are grievously injured in train accidents or untoward incidents as defined under section 123, read with section 124 /124-A , of the Railways act , 1989.
- 2.2 The period for treatment as indoor patient for more than 30 days would need to be certified by a Railway Doctor for the purpose of further ex-gratia payment upto the period of remaining 11 months. In case where the injured is taking treatment in other than Railway Hospital , the treatment has to be certified by Railway Doctor.
- 2.3 Sr. Divisional Medical Officers shall also keep track of such injured person taking treatment in other than Railway hospitals. Sr.DCM/DCM shall keep co-ordination with Sr.DMO for the purpose and arrange payment of ex-gratia as per the prescribed schedule mentioned in the table in para 2 above at the doorstep of injured person. Every care shall be taken by Sr.DCM/DCM to avoid any inconvenience to injured person in such cases

**3. Mode of payment of ex-gratia/enhanced ex-gratia**

- 3.1 *Maximum amount of upto Rs.50,000/- to be paid in cash as an immediate relief for taking care of initial expenses.*
- 3.2 *Remaining amount to be paid by Account Payee cheque / RTGS / NEFT/ any other online payment mode.*
- 3.3 *Notwithstanding anything contained in para 3.1 and 3.2 above, Railways may disburse the entire amount of ex-gratia / enhanced ex-gratia by Account Payee Cheque/RTGS/NEFT/ any other online payment mode, if deemed appropriate.*

**4. Other terms and conditions**

- 4.1 *No ex-gratia relief would be admissible to road users in case of accident at Unmanned Level Crossing, trespassers, persons electrocuted by OHE (Over Head Equipment) .*
- 4.2 *Ex-gratia payment in case of train accidents and untoward incident are not to be taken into account at the time of final claim for compensation.*
- 4.3 *The amount of ex-gratia relief admissible to road users who meet with an accident due to Railway's prima facie liability at Manned Level Crossing Gate Accident, will be counted towards the amount of compensation payable, if action is tenable against the Railways under the Law of Torts and an award is actually granted by a Court of Law.*
- 4.4 Ex-gratia payment should also be made to railway servants killed or injured by a moving train while performing their duty, for example, gangman working on track run over accidentally by a moving train.
- 4.5 Payments should be sanctioned / arranged preferably on the spot by a Senior Scale Officer nominated by the General Manager after making such enquiries as can be reasonably made on the spot after the immediate needs by way of medical attendance etc. to injured persons are attended to.

**716. Care of the Dead Bodies:-**

Respect for the dead should be the concern and no dead body should be kept exposed. Action should be taken as per Para 915 of the manual.

**717. List of Injured, Dead etc.:-**

The Medical Officers must make a list in the prescribed proforma along with the name, address (and telephone Nos. of the injured and dead, if known). This will be relayed to Control, commercial Officers and senior most Officers at site. The list will be relayed to HQ, emergency control. CMD/CMS will ensure that the list is made available to Emergency Control and CSO, promptly. CSO and in his absence CPTM shall advise CPRO, CCM and the Rly. Board. Information to public through various means shall be arranged by commercial and Public Relations Department.

**718. 'Reporters' of Serious Accidents:**

DRM will nominate two responsible Officials for each Accident Relief Train to work as reporters in case of serious accidents, involving loss of life or serious injuries. For Relief Trains stationed at Divisional Headquarters, the Reporters must be officers, of whom one must be a commercial Officer. The Reporters should accompany the Medical Relief Van/ Accident Relief Train or reach to the site by quickest possible means and should collect the following informations:

- (A) Time the accident message was issued by the station and time message was received by the Control, the Divisional office and the Reporter
- (B) Time the Reporter started for the site of accident and time, he arrived there.
- (C) Brief description of the accident viz. Date, Time, Kilometre, Train/ Trains concerned, composition of the train, number of vehicles derailed and number capsized (painted number of vehicles).
- (D) Brief account of the condition and position of vehicles with individual numbers, from which the injured and killed were extricated.
- (E) Condition of the weather at the site of accident.
- (F) Number and particulars of killed and how the dead bodies were disposed off. The details to include name, address and occupation of the passenger and the number of tickets held, (father's name required for men and unmarried women and husband's name in case of married women).
- (G) How belongings of the killed were disposed off?
- (H) Arrangements for refund of partially used tickets of passengers involved in railway accident as per rules.
- (I) In case of the injured, the following particulars in each case be given - passengers and railway employee being shown separately - (only injured persons to be taken into account; slight abrasions or bruises, which are of a trivial nature need not be recorded).
  - (i) Name, address and occupation - (Father's name in case of men and unmarried women and husband's name in the case of married women).
  - (ii) Number and other particulars of ticket held.
  - (iii) Description of injuries (This should be obtained from the Railway Medical Officer).
  - (iv) Whether sent to hospital for treatment, if so, how and at what time?
  - (v) Whether given first aid on the spot, if so nature of aid rendered and time?
  - (vi) Whether made over the relatives after first aid had been given?
  - (vii) How belongings of injured persons were disposed off?
- (J) Relatives of the killed and injured in the trains, if any. (Relationship, name and address with ticket number).
- (K) Time, Relief train/ trains arrived at the site of accident, and time the Relief train commenced work.
- (L) Total interruption to traffic (Duration).
- (M) Transshipment, if any (Time, Number of Trains and facilities given).
- (N) Doctors on the train, if any (Name and address).
- (O) Help obtained from local Medical Practitioner (Name and address).

**Note:** (i) The above is intended to serve only as a guide. The report should be written as far as possible on the spot, so that it could be sworn in a Court of Law, if required. The Reporter should also endeavour to obtain the services of independent, intelligent, educated passengers as witnesses, for collaboration of the details.

- (ii) To record the details of persons killed and injured and the statements of the eyewitnesses etc., prescribed forms should be used. In order to assist the Reporter in collecting the details, the services of suitable staff preferably Chief Ticket Inspectors, Ticket Collectors, Travelling Ticket Examiners, RPF and Police, etc. may be obtained. Sufficient stock of the prescribed printed forms should be maintained in each ARME/ ART.

**719. Opening of Enquiry Counters:-**

- (A) The senior most Officers at site will arrange to set up a temporary Enquiry Office with the assistance of Commercial / traffic Officers by deputing a Chief Ticket Inspector or a Head Travelling Ticket Examiner or a Commercial Inspector. Such an Enquiry Office at the site of accident shall be installed few metres away from the place where the portable Control Telephone has been located or at such other place at the site as decided by the Official-in-charge.
- (B) Senior Divisional Commercial Manager / Divisional Commercial Manager concerned will arrange to set up similar Enquiry Offices at the nearest junctions or large stations. Divisions/ Railways concerned may also be advised to set up enquiry centres at Originating/ Terminating Stations.
- (C) These Enquiry Offices should be in a position to give such details as:
  - (i) Names of the persons slightly injured and discharged names of the persons injured seriously and the name and location of the hospital to which they have been moved for further treatment.
  - (ii) The name of persons killed and the place where the dead bodies have been preserved.
  - (iii) The number of dead bodies (with particulars of sex) remaining unidentified and the place where they have been preserved.
  - (iv) The details of running of trains to and from the site of accident.
- (D) The persons nominated to be in charge of the temporary Enquiry Office shall from time to time also arrange to display on the Notice Board the first hand information about dead or injured or the timings of trains or any other information useful to the passengers.
- (E) They shall also guide the passengers, from time to time by announcing information such as the relief arrangements made, which side they should go, what should they do, where the train shall be standing and when shall it come and depart, etc.

**Note:** The persons manning Enquiry Counters / Telephone must behave with utmost courtesy, sympathy and give proper information.

**720. Transshipment Arrangements :-**

- (A) If interruption of through communication is going to be for long duration and if neither diversion of the Railway line nor transshipment is possible, trains may be run only up to convenient points on either side of the site of accident till, transshipment becomes possible or through communication is restored.
- (B) Once it is decided to tranship passenger trains, the control must decide what trains have to be transhipped. Wherever possible scratch rakes should be arranged in consultation with Headquarter Office. The rake movement have to be carefully monitored.
- (C) As far as possible, it should be ensured that the site of transshipment has no high banks, bridges or culvert with running water. Both the trains to be transhipped should be able to stop clear of bridges and culverts; the path should be such as to involve no risk.
- (D) Passengers of all trains to be transhipped; should be warned by the Station Master of junction and starting stations that they shall have to tranship themselves between nominated places. At Stations on either side of the site of transshipment, the Ticket Collectors and Travelling Ticket Examiners should be deputed to go to each and every compartment of the train, to give necessary instructions to passengers regarding transshipment.
- (E) If there has been a derailment, portion of the train, which have not derailed should be taken to the adjacent stations in order to reduce the length of transshipment.
- (F) The Commercial Inspector, Transportation Inspector and at least one Commercial Officer shall also be present to supervise the arrangements and to give necessary instructions regarding transshipment.
- (G) There should be enough licensed porters and labour for each train. The labour should be divided into different groups to look after different groups of passengers. Each group should be under the charge of Chief Ticket Inspector/ Head Travelling Ticket Examiner. Special attention should be paid to lady passengers and children. The staff deputed should go to each compartment to verify that nobody has been left behind.

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- (H) No money to be accepted by porters -Licensed porters/ other Porters and their supervisors must be instructed not to accept any money from the passengers as railway is responsible to pay for transshipment. A register shall be maintained by the railway official-in-charge of group of porters indicating the work done by them. After completion of the transshipment, this register will be sent to the Divisional Commercial Manager.
- (I) The Official-in-charge of the RPF staff should see that Sainiks are posted on either side of the site of transshipment and at other places where required by the official in-charge at the site.. It shall be their duty to protect the passenger's luggage and railway property. They should also be posted near such places where there is a danger of passenger falling or hurting themselves.
- (J) There should be sufficient number of petromax lamps to light the pathways on both the sides of the track. Electric lights by means of generator or batteries should be provided wherever possible.

### **721. Duties of Officer-in-charge of Transshipment Arrangements :-**

The officer nominated to supervise the arrangements for transshipment of passengers and their luggage will be responsible for personally directing and supervising the arrangements co-coordinating with all concerned, calling sufficient number of Porters, Gang men, etc. from the nearest source to assist the passengers and arranging adequate supply of hand lamps, ropes, drinking water, food and refreshments for passengers, if required.

### **722. Accident Manager:-**

In case of passenger train accident or in case where interruption to through communication is likely to be of more than 6 hrs., the DRM or ADRM should promptly proceed to the site of accident by the quickest possible means. The DRM / ADRM or in their absence the senior most officer at site shall be called 'Accident Manager". The Accident Manager must take charge of the situation, show initiative with a view to alleviate the inconvenience and difficulties of the injured and stranded passengers and keep watch over relief, rescue and restoration measures instead of confining to his own discipline. Various groups of officers present at the site should be suitably assigned specific duties. In case of serious accident involving large number of casualties, the groups can be divided as-

- Gr. A: Doctors and Medical staff - looking after injured for medical aid and allied matters.
- Gr. B: Commercial officers and staff - taking care of the stranded passengers, making arrangements for their onward journey, transshipment and allied matters etc. and relaying / conveying messages regarding their welfare and condition.
- Gr. C: S&T Officers and staff - providing and manning communication facilities and conveying messages to control office or other places as required by other groups.
- Gr. D: Safety and Operating Officers and staff - Co-coordinating with control and site for relief train movement to and fro the site.
- Gr. E: Mechanical Officer and staff - taking care of trapped people and clearing vehicle from track.

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- Gr. F: Commercial Officers (with Accounts Officer if necessary) - in case of prolonged interruption of traffic - Arranging sufficient cash to make all urgent local expenditure and keep accounts.
- Gr. G: Group of Operating, Mechanical, Civil Engineering (Electrical and S & T if necessary) Officials for taking readings and joint observations.
- Gr. H: Group in Control Office comprising of Operating, Commercial, Medical, Civil Engineering, S & T and Electrical Officers under the leadership of ADRM.

### **723. Duties of senior most officer present in control office:-**

- (A) ARME and ART and material trains reach the site expeditiously.
- (B) Arrangement is made for stand-by crane at site; additional cranes etc. to be sent, if required, expeditiously.
- (C) Ensure that the train for transshipment of stranded passengers reaches the site quickly and goes through to the destination fast.
- (D) Arrangement for additional doctors to be sent to site along with road transport required therefore (and for ambulances if so required). They should also arrange for transport of the injured passengers on arrival of ARME / relief train at the station to the hospital.
- (E) Obtain information and convey to Zonal Headquarters on the various details regarding injured persons, dead persons, arrangement for stranded passengers and other information required.
- (F) Set up booths for information at the Divisional Headquarters Railway Station as well as at the stations on either side of the accident site to be manned by a Senior Subordinate.
- (G) Arrangement for sending food, water, etc. as required at the site along with means of transporting them. (If necessary, a departmental pantry car with all raw materials for making food along with fuel may be sent).
- (H) Arrangement may be made for road transport for various purposes, if necessary, by hiring.
- (I) Arrange for tents and any other materials that may be required for taking care of the passengers at site.
- (J) Keeping a touch with officer-in-charge at the site of accident to obtain any assistance and making arrangements for it.
- (K) Keeping neighbouring Divisions informed regarding regulation of trains.
- (L) Maintain liaison with State Government and other agencies for relief / rescue operations and briefing them whenever necessary.

### **724. Clearing Operations:-**

Available resources must be utilised pending the arrival of the accident relief train etc., use should be made of the emergency equipment provided in the locomotives and brake vans of the trains. The guard and other staff will apprise senior officials at site of the equipment available on the train.

**725. In charge of Clearing Operations:-**

DRM / ADRM or in their absence the senior most officer of the Transportation, Engineering, Mechanical, Electrical or S&T Departments or in the absence of Officer, senior most group 'C' official of these departments shall be in general in-charge of clearing the line and will decide the general policy to be adopted in restoring normal working. The resources of all the Departments both in men and materials are to be promptly placed at the disposal of the official in charge and it is the most important duty of the senior representative of each department to see that such assistance is freely offered. The senior representative of each department will be in exclusive control of the work done by his staff subject to co-coordinating control of the Official-in-charge at site.

**726. Responsibility of Traffic Department:-**

The Traffic Department shall be responsible for expeditious running of ARME / break down/ Relief Trains and material train to and from the site in co-ordination with other departments and control office. They shall also co-ordinate for necessary Blocks; senior most Officer of the traffic Department will be in charge.

**727. Responsibility of Engineering Department:-**

It is the duty of the Engineering Department to restore through communication as quickly as possible. They must arrange to protect the line by temporary signals till communication is restored. They shall not re-open the line for traffic until it is safe to do so and an intimation to this effect has been sent to the Station Master, or Senior Traffic Official present, that the line is safe for the passage of trains. Senior most Engineering Official shall be in charge.

**728. Responsibility of Electrical Department:-**

In the event of any accident, occurring in which electric multiple unit stock is involved, or where damage to overhead structures or equipment takes place, it is the duty of the Electrical Department to take immediate action and all necessary precautions against danger of electric shock. The senior most Electrical Officer or the supervisor will be responsible to restore the equipment as early as possible. The line is not to be re-opened for traffic until the Traction Officer or Electrical Foreman or Traction Power Controller has intimated to the Station Master or senior Traffic Official present, that the line is safe for passage of trains. The senior most Official of the Electrical Department will also be responsible for working of Generators and lighting equipments at site.

**729. Responsibility of S&T Department:-**

S & T department shall be responsible for providing and working of communication equipments.

**730. Unloading of wagons:-**

If it is learnt that derailment involves loaded wagons which will require unloading for tackling by cranes or in case where number of loaded wagons have derailed/ capsized, the Commercial Officials shall arrange for adequate labour, specialised, as far as possible to deal with that commodity and made arrangements for their movement to the site in consultation with the control without delay. However, the engineering labour should also be used for unloading wherever required. In case of POL/ LPG the nearest depot of POL companies, should also be informed for their assistance.

**731. Responsibility of Mechanical Department:-**

The Accident Relief Train shall be under the charge of senior most Officers of the Mechanical Branch and in absence of an Officer, under the charge of SSE(Loco)/(Diesel)/(C&W) or Loco Inspector or C&W Inspector. This official shall be responsible for clearing the line of Rolling Stock and render any other assistance asked by the Official-in-charge at the site of accident. It should be ensured that damaged wagons when removed from the track are so placed, that there is no likelihood of their being shifted or blown over into a position where they will infringe the moving dimensions or injure other persons employed in the clearance operations. While overall need for quick restoration of traffic is kept in view, special care in safety of men and equipment should be ensured using cranes, gas cutting equipments, jacks and HRE etc.

Resources of all departments both in men and material must be promptly placed at the disposal of mechanical Branch when required.

**732. Responsibility of Railway Protection Force Staff:-**

The Officers/ Inspectors and other ranks of the RPF shall take action for ensuring safety and security at the scene of accident. They shall see that the interest of administration is safeguarded and protect passenger's luggage and other property entrusted to the care of the Railway. They must remain at the site and shall take appropriate action.

**733. Relief Arrangements of staff :-**

Timely relief arrangements for staff should be made by Controllers and supervisors concerned. However, in case no relief arrangements are made the staff at accident site shall work till relieved properly.

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**CHAPTER – VIII**

**DUTY LISTS AND CHECK LISTS**

The brief checklists/ duty lists in connection with the serious accidents are given in the following pages. As explained in note to Para 202 the duty lists are not exhaustive. The various officials may keep a more detailed checklist, which should be updated from time to time. In case of absence of a senior Officer, the duties will devolve on the next officer or the senior-most subordinate/ inspector of the Department.

**801. Duties of Guard:-**

- (A) Ensure securing of vehicle by application of hand brake etc. as per rules.
- (B) Arrange protection of adjacent line/ lines in case of double/ multiple lines. Ascertain if adjacent line(s) fouled. Protect train on same line, as per rules.
- (C) Assess nature of accident, take action to save lives, render First Aid. (In case OHE has been damaged, prompt steps should be taken to get the same de-energised and traction wires secured).
- (D) Call for doctor/(s) if any on the train, and seek their assistance.
- (E) Install/ PCP/ ECP or send information through train engine after taking all precautions or stop train trolley/ tower wagon in either direction or send information through other means and convey information as per Para 503 of chapter V to control/ Station Masters.
- (F) Ask for -
  - (i) Medical Assistance/ ART.
  - (ii) Arrangements for transportation of dead/ injured/ stranded passengers.
  - (iii) Assistance if required, for unloading wagons/ parcels etc.
- (G) Attend to injured; arrange their transportation by front non-derailed vehicles if possible or by road or other means.
- (H) Post an available railway employee on the field telephone.
  - (I) Send railway servant(s) or willing volunteers available on the train to the nearest station/ police Station/ Hospital/ Village for seeking assistance.
- (J) Organize group of railway men or volunteers to assist in relief operations before regular medical aid is available.
- (K) Assistant Guard/ RPF Sainik/ Staff travelling on the train, if any, be utilised for rendering all possible assistance to the affected passengers. This includes carrying of injured to safe place for first aid, arrangements for drinking water and securing the luggage and articles of the passengers.
- (L) Preserve all clues of possible cause of accident.
- (M) Render help to conductors/ TTEs in identification of the injured and dead.
- (N) Arrange protection of property of passengers and railway.
- (O) In consultation with Control arrange drinking water, food and onward journey of stranded passengers.
- (P) In consultation with Control check, if, front and rear portion of the train, not affected by accident, can be safely drawn to the adjacent station so that medical van, relief train can be received nearest to the accident site.

## DUTY LISTS AND CHECK LISTS

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- (Q) Do not leave the site of accident until permitted by competent authority.

### **802. Duties of TTEs/ Train Superintendent/ Conductors etc:-**

- (A) Promptly report to Guard/ Senior official present at site and help in making quick assessment of assistance required. They shall also carry out duties assigned to them by site in-charge.
- (B) Ascertain if any doctor is available on the train and seek medical assistance. Also collect railway staff and volunteers on the train or near the accident site for obtaining assistance.
- (C) Allot duties to each available ticket checking/ and other on-board staff/ volunteers in a manner to ensure maximum help to passengers under the prevalent circumstances.
- (D) Take action to save lives and render First-Aid and organise relief operations with the available assistance.
- (E) Preparing list of dead and injured. If Doctor is available, the list should be classified as under: Dead/ Grievous injury/ Simple injury/Trivial injury.
- (F) Details of the dead and injured including identification should be obtained from the reservation chart, tickets held (to and from) or co-passengers.
- (G) The following details should be collected:
  - (i) Names of the passengers travelling (from and to)
  - (ii) Ticket Numbers - Class.
  - (iii) Coach Number and its position from the engine.
  - (iv) Address of the passenger.
  - (v) Nature of injury (Trivial, simple, grievous)
  - (vi) Custody of luggage and other belongings - in case of injury, this should be kept by the TTE and in case of death, it should be handed over to the GRP with full details and acknowledgement obtained.
- (H) Record evidence of passengers - If some passengers are willing to give evidence later on, their names and addresses should also be recorded.
- (I) Keep record of the number of dead and injured already transported by local people.

### **803. Duties of Commercial Officials:-**

- (A) Ensure that adequate arrangements have been made for refreshments and drinking water for passengers-injured, uninjured and stranded.
- (B) Arrange for prompt transport of the stranded passengers.
- (C) Look after the comforts of the passengers.
- (D) Arrange for evidence of passengers and other witness to be collected/ recorded.
- (E) Assist RPF in railway security duties.
- (F) Note down particulars of persons given first aid/ medical aid.
- (G) Ensure that adequate arrangements have been made for illuminating the accident/ transshipment area and for adequate number of licensed porter/ vendors.
- (H) Arrange adequate labour for unloading affected wagons, parcels/ luggage where necessary.
- (I) Arrange to have the consignments lifted from the site of accident for despatch to the destination subsequently.
- (J) Ensure that refreshments sent are supplied to the injured and stranded passengers free of charge. Nominate an official as in charge of distribution.

## DUTY LISTS AND CHECK LISTS

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- (K) Have the belongings of the injured and dead collected and list of each item with distinguishing marks made through services of licensed porters and Ticket Collectors.
- (L) Compile with the assistance of Reporters or other staff complete list of injured and dead, which should be signed by responsible police official.
- (M) See that the Railway Doctor is assisted by licensed porters and other staff in attending to the injured.
- (N) Make over the dead bodies to the police for disposal.
- (O) Arrange for particulars of damaged consignments to be noted.
- (P) Keep the Officer in charge in the control office informed.
- (Q) Arrange Ex-gratia payment as per rules.
- (R) Prompt information to the public.

### **804. Duties of Divisional Commercial Manager :-**

- (A) Proceed to the site of accident by first means.
- (B) Ensure that drinking water, tea and snacks are promptly supplied.
- (C) Take charge of the custody of luggage of the injured persons.
- (D) Luggage of the dead passengers should be deposited with the Railway Police after proper records and acknowledgement.
- (E) Issue advice to the next of kin of the injured and dead and also furnish details to control office.
- (F) Arrange for Ticket collectors, Porters and Vendors.
- (G) Arrange for ex-gratia payment as per rules.
- (H) Arrange for refunds to the passengers.
  - (I) Assist the stranded passengers during transshipment.
- (J) Arrange to open enquiry offices.
- (K) Arrange inventory of the parcels damaged and advise the CCO.
- (L) Arrange buses for stranded passengers and keep record of the buses destination wise with the number of passengers.
- (M) Provide the Railway doctors with assistance of Ticket collectors/ Porters. Compile the figures of injured and dead from all sources.
- (N) Issue advice to the Control Office/ Stations for issue of free passes to the next of kin of the dead and injured.
- (O) Keep in touch with the progress of patients in hospitals and increase the ex-gratia payment suitably in case simple injuries turn grievous or patients paid ex-gratia payment for grievous injuries later on die in the hospital.

### **805. Duties of Second Commercial Officer (DCM or ACM) who should be available in control Office:**

- (A) Send sufficient Ticket Collectors, Porters, and RPF to the site.
- (B) Arrange drinking water, tea snacks quickly.
- (C) Arrange for refund at important stations.

## DUTY LISTS AND CHECK LISTS

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- (D) Issue press handouts after prior approval of the DRM.
- (E) Open Enquiry offices with proper staff at important stations.
- (F) Arrange for buses if required.
- (G) Arrange for reservation of stranded passengers by advising the stations concerned and CCM (PM) where Other Railways/ Divisions are involved.
- (H) Arrange for labour for loading and unloading of luggage, parcels & goods.

### **806. Duties of SSs/ SMs/ASMs in case of Serious Accidents:-**

#### **(A) Protection: -**

- (i) Protect adjacent lines.
- (ii) Protect the same line on either side.
- (iii) Note and record the position of signals, levers etc.
- (iv) Put back all signals referring to the line on which accident has occurred to prevent further mishap.
- (v) Note the position of points etc., and clamp the points against the line on which the train is affected.
- (vi) Put "Line Blocked" lever collars in the cabin/ SM's slide control from where the levers were operated.

#### **(B) Collection of Information:-**

- (i) Time
- (ii) Location (KMs) gauge, single/ double/ multiple line section/ signalling system, whether accident in mid-section, or at station, gradient, traction.
- (iii) Train/ trains involved - whether Mail/ Express/ Passenger/ Goods/ Mixed Pilot etc.
- (iv) Type of goods stock involved i.e. whether tank wagons, BOX/ BOXN, type etc., Loaded or empty, individual position from the locomotive.
- (v) Nature of accident, namely collision, derailment, level crossings, etc.,
- (vi) Casualties/ Injuries (grievous, simple, trivial etc.)
- (vii) Probable cause of accident.
- (viii) Probable detention to trains.
- (ix) Transshipment required or not.
- (x) Assistance required.

#### **(C) Advice to control regarding information collected:**

#### **(D) Medical Relief:**

- (i) Call Medical Van/ Accident Relief train or both if required.
- (ii) Requisition cranes of higher capacity if required.
- (iii) Arrange first aid (off duty staff also be called)
- (iv) Refer the list of Doctors, hospitals displayed in office and call local Doctors, advise dispensaries, hospitals etc.

## DUTY LISTS AND CHECK LISTS

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- (v) Arrange to send injured passengers to the local dispensaries/ hospitals.
  - (vi) Pass on detailed information to Railway Doctors.
  - (vii) Names of dead, injured etc., to be noted.
  - (viii) Provide shelter for injured in waiting halls, etc., if required.
  - (ix) Arrange drinking water for the injured and stranded passengers.
  - (x) Disposal of dead, keep record and try to identify disposal by means of authorities in consultation with civil authorities.
  - (xi) Clear block section of unaffected vehicle/ engines.
- (E) **Action in case of suspected sabotage:**
- (i) Preserve all clues, arrange to protect the area.
  - (ii) Advise District Magistrate, SP, CSC (Rlys) GRP etc.
  - (iii) Arrange to get photographs of the site taken.
- (F) **Assistance to Passengers:**
- (i) Drinking water, catering etc.
  - (ii) Issue of free telegrams.
  - (iii) Issue of complementary passes.
  - (iv) Information regarding alternative means for onward journey.
  - (v) Assistance in protection of their luggage, valuables.
  - (vi) Assistance to the injured ladies, children and the old.
  - (vii) Parcels, Mail, Goods etc.
- (G) **Preserving Parcels/ Goods/ Mails etc.**
- (i) Arrange the stacking and protection.
  - (ii) Preserve documents, cash etc.
  - (iii) Arrange tarpaulins, if necessary.
- (H) **Ex-Gratia payment:**
- (i) Arrange Ex-Gratia payment as per extant rules.
  - (ii) Keep proper record of cash drawn and payments made.
- (I) **Information to the General Public:**
- (i) Open information counters and booths for giving information to the public regarding the names of the injured, dead etc.
  - (ii) Display list of injured and dead at a prominent place.
  - (iii) Announcements regarding train arrangements, probable time of arrival of the relief rake with the stranded passengers etc.
  - (iv) If the station is an important station enroute, information booth is opened even if accident has occurred elsewhere.

**807. Duties of Chief Train Controllers/ Dy.Chief Train Controllers:-**

**(A) Movement of trains:**

- (i) Stop movement of trains in the affected section on double line and in both the directions on single line.
- (ii) Check from site/ station if adjacent line/ lines fouled or otherwise.

**(B) Collection of information and Reporting:**

- (i) Open a register in which all items are to be logged.
- (ii) Collect relevant information in the register and report to all concerned from time to time.

**(C) Ordering of Relief Trains and Medical Relief Vans:**

- (i) Immediately order ARME/ ART whenever trains become overdue as per G & SR 6.04 or required otherwise.
- (ii) In case of an accident involving a passenger carrying train or an accident involving a road vehicle at a level crossing, invariably order the Medical Relief train irrespective of the information received or otherwise about casualties.
- (iii) Advise Railway Headquarters giving full details of the accident.
- (iv) Obtain regular information from site and advise Headquarters.
- (v) Advise RMS authorities if Mail carrying train involved.

**(D) Medical Relief:**

- (i) Advise immediately civil, Military and public hospitals and medical officers in the area and arrange for doctors, medical equipment and ambulances from nearby stations.
- (ii) Make arrangements for the transport of Railway doctors to the site immediately, if necessary by engaging road vehicles.
- (iii) Obtain the names of the injured/ dead passengers with full particulars and pass on the same to the Railway Headquarters.
- (iv) Arrange to relay the names of the injured/ dead to the important stations/ Junction stations on the section.
- (v) Attend to enquiries from general public regarding the accident, the names of the injured etc. promptly and courteously.

**(E) Regulation and diversion of trains:**

- (i) Arrange to regulate all passenger-carrying trains, which are nearer to the accident site at convenient stations, preferably junction stations where catering facilities, drinking water etc. are available.
- (ii) Arrange to draw out the unaffected portion of the train involved in the accident immediately to nearby convenient station where catering/ drinking water facilities are available in consultation with the DRM or the Sr. DOM/ DOM etc.
- (iii) Obtain realistic forecast of restoration. Arrange diversion of long distance trains, if necessary, keeping in view the time required for restoration of line/ lines in consultation with Headquarters and plan for resumption of passenger trains and ordering goods trains

## DUTY LISTS AND CHECK LISTS

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(F) **Information to Public:**

- (i) Ensure that information counters/ booths are opened at the accident site as also at other important stations/ enroute adjoining Railway for giving the information to the general public.
- (ii) Ensure frequent announcement through the public address system/ manuscript notices regarding arrangements.

(G) Advise Civil authorities, Supdt. of Police, GRP within whose jurisdiction the accident has occurred.

(H) Advise RPF for arranging protection of Railway and public property.

**808. Duties of Divisional Operations Manager :-**

- (A) Ensure that ARME and ART reach the site without delay.
- (B) Plan for trains for prompt transport of stranded passengers at site and clearance of passengers held up at other stations.
- (C) Plan for regulation of Passenger, Mail/ Express trains, cancellation, diversion, termination short of destination in consultation with HQ.
- (D) Check that information regarding passengers, dead, injured (grievous and simple) is verified by Railway Doctor and approved by senior most officer at the site.
- (E) Details of the dead, injured-sustaining grievous or simple injury, their originating and destination station, ticket No. Hospitals to which sent for treatment and also particulars of next kith and kin to be obtained from the site and relayed to Emergency Control, CSO etc.
- (F) See that chronological log of all items of information and action taken connected directly or indirectly with accident is maintained properly.
- (G) Keep liaison with adjacent Divisions, Site and Headquarters.

**809. Duties of Divisional Safety Officer :-**

- (A) Proceed to the site of accident by first available means.
- (B) Preserve the clues.
- (C) Ensure that front and rear portions are cleared from the site.
- (D) Ensure marshalling of the crane before the ART reaches site.
- (E) Ensure joint measurements etc. in prescribed proforma.
- (F) Ensure evidence of train staff, station staff and public is taken on the spot. Addresses of passengers, who are willing to give statements later, should also be obtained.
- (G) The required vehicles are kept for enquiry as per rules.
- (H) Plan for efficient movement of ART, engine, tower wagon, etc. between site and station for quicker restoration.
- (I) Ensure that the log diary at the site is maintained properly with details and that the Field telephone is manned.
- (J) Produce public witnesses and advise S.P. and DM in time, issue press notification in local press when advised by CSO, in case of CRS Enquiry.

## DUTY LISTS AND CHECK LISTS

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### **810. Duties of Power Controller/ Traction Loco Controller :-**

- (A) Arrange power and crew for Medical Van and ART.
- (B) Ensure ARME and ART is turned out within the Scheduled time.
- (C) Also inform the Mechanical/ Electrical Officers.
- (D) Advise adjacent Divisions for ARTs and inform the CRSE/CMPE etc.
- (E) Plan for additional powers and crews in consultation with CTNL.
- (F) Obtain bio-data of running staff involved in accident and arrange for breathalyser test at the earliest possible.
- (G) Co-ordinate with the Dy. Chief Controller so that the necessary locomotive, Loco Pilot, fitters and other technicians reach the site of accident promptly as required.

### **811. Duties of Traction Power Controller:-**

- (A) Ensure that the Electric Power Supply is cut off from the section if the overhead equipment involved and/ or where crane working has become necessary according to the circumstances.
- (B) Ensure that all the necessary arrangements have been made for despatch of electrical staff and equipment required at the site of accident and that the Electric traction bogies of the relief train also reach the site with the relief train or in advance of relief train where necessary.
- (C) Co-ordinate with Divisional Electrical Engineer (Traction distribution), Dy. Chief Controller and Traction Supervisors concerned for regulation and relief measures.

### **812. Duties of Divisional Mechanical Engineer (Loco)/(Diesel)/(C&W):-**

- (A) Proceed to the site of accident.
- (B) Supervise working of cranes and clearance/ rescue operation.
- (C) Ensure that Speedo-graphs, engine repair Books etc. are seized/ sealed.
- (D) Note down observations, make arrangements to record measurements if loco is involved in accident. If it is not possible for all types of measurement to be taken on the spot then these should be taken in the shed. All relevant records should be sealed in shed.
- (E) Record the details regarding brake power and other aspects of Rolling stock as per prescribed proforma.
- (F) Have the joint measurements of the rolling stock taken.
- (G) Check the fitness of the stock supposed to move from the site.
- (H) Assist in clearance/ rescue operation.

### **813. Duties of Divisional Electrical Engineer (Power) :-**

- (A) Ensure the proper lighting arrangements are provided at the site.
- (B) In case of fire in coaches, arrange immediately to collect/ record evidence of passengers.
- (C) Jointly examine the coach to ascertain the cause and damage.

### **814. Duties of Divisional Electrical Engineer (Traction Distribution) :-**

- (A) Arrange for adequate number of OHE breakdown staff, tower wagons and proceed to the site of accident by the quickest available means.

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- (B) Depute officer/ Supervisor in Control office.
- (C) Ensure that OHE is made dead and OHE is slewed as required.
- (D) Arrange and supervise restoration of OHE, expeditiously.
- (E) Record all relevant information concerning the accident.

### **815. Duties of Division Electrical Engineer (TRO/ TRS) : -**

- (A) Where EMU or Electrical Locomotive is involved, call the relief train, if required, with adequate number of breakdown staff and proceed to the site by quickest available means.
- (B) Depute officer in the control office.
- (C) Note down joint observation regarding the loco/ EMU/MEMU.
- (D) Ensure that measurements of the loco/ EMU/MEMU are taken on the spot/ wherever possible otherwise in Car/ Loco shed.
- (E) Ensure that records for maintenance of engine/ EMU/MEMU repairs are sealed in the shed.
- (F) Ensure prompt and sufficient arrangements for clearing the line.

### **816. Duties of Section Engineer (P.Way)/ P. Way staff:-**

- (A) Immediately proceed to site of accident.
- (B) Protect the track.
- (C) Arrange adequate labour with tools and track materials as required. At night arrange adequate number of petromax/ lamps/ portable Electric generators.
- (D) Record Joint observation/ measurements of track C&W, S&T Gears, Points and Crossings etc. Prepare detailed sketch.
- (E) Preserve all clues of accident.
- (F) Depute labour for unloading of wagons if required.

### **817. Duties of Divisional Engineer :-**

- (A) Proceed to the site.
- (B) Ensure joint measurements are taken and sketches of the accident site are accurately drawn out.
- (C) Ensure collection of adequate labour and material and their proper deployment for speedy restoration.
- (D) Depute one Sr. DEN/ DEN/ AEN in control Office for planning, reinforcement of labour, material and staff.
- (E) Ensure that inspection notes and diary of AEN, SE (P.way), gang charts, maintenance records etc., are seized and secured.
- (F) Assist other Departments in clearance of line and ensure that track is rendered fit and certified at the earliest.

### **818. Duties of Medical Officer: -**

- (A) Collect all staff that can be spared and proceed to site.
- (B) Take necessary equipment from the hospital that can be quickly got together whilst waiting for ARME:

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- (C) Arrange for a message to be sent to his senior Officer.
- (D) Report his time of arrival to the SM on duty.
- (E) Rough notes be recorded at the site of the accident but very detailed confidential notes including X-ray reports of the injuries sustained should be kept, after arrival at the hospital or health units.
- (F) Make a note in respect of the log of events and action taken.
- (G) Ensure that a qualified person accompanies the ARME etc.
- (H) Write Injury report on the prescribed form for each case of injury. List of dead/ injured/ nature of injury to be advised immediately from the site.
- (I) Submit reports indicating the progress of injured including those receiving treatment at non-Railway Hospitals, to the MS/ Sr.DMO/ DMO/ CMS/CMD daily during the first week and weekly thereafter.
- (J) Injured person as a result of Rly. Accident (u/s 123 of I.R. Act,1989) and untoward incidence (u/s 124-A of I.R. Act.1989) are to be provided emergency first aid at the site of accident / incidence and then to be shifted promptly to nearest suitable hospital which may be a Govt. Hospital, Rly. Hospital or Private Hospital.
- (K) Persons injured due to trespassing (u/s 147 of I.R. Act. 1989) and travelling dangerously (u/s 156 of I.R. Act. 1989) are to be provided emergency first aid and then to be shifted promptly to nearest Govt. Hospital.
- (L) However, the mere fact that the Railway is providing medical aid does not bestow any right on the injured persons covered u/s 147 and 156 of I.R. Act. 1989 to claim any compensation from Railways.
- (M) Injured persons as a result of Rly. Accident (u/s 123 of I.R. Act, 1989) and untoward incidences (u/s 124 of I.R. Act. 1989 ) when admitted in any Govt/Railway. or Private Hospital, a close watch to be kept on medical treatment need of the patient and the extend of medical facilities available in that hospital. In case there are inadequate medical facilities the patient should be promptly shifted to a Higher medical centre which can be either a Govt. Hospital, Railway Hospital or Private Hospital.
- (N) Referring the injured persons, injured due to Railway accident (u/s 123 of I.R. Act. 1989) or untoward incidences (u/s 124-A of I.R. Act.1989) to a hospital. Injured person as a result of Railway accident (u/s 123 of I.R. Act, 1989) and untoward incidence (u/s 124-A of I.R. Act, 1989) are to be provided emergency first aid at the site of accident/ incidence and then to be shifted promptly to nearest suitable hospital which may be a Govt. Hospital, Railway Hospital or private Hospital.
- (O) All the expenditure of Govt./ Railway or Private Hospital to be borne by railway administration.
- (P) Bills of the Govt. Hospital / Private Hospital should be scrutinized & passed by CMS / MS in charge of the Divisional Hospital with the concurrence of Associated Finance of the Division.

**Note:-** Sub para from (J) to (P) are taken from para 711/7,8,712 of I.R. M.M under Authority Board's letter No. 2003/H/7/1/SCR dated 14.11.2006

### **819. Duties of Divisional Signal and Telecom Engineer :-**

- (A) Proceed to site of accident. Ensure that portable control telephones or the field telephones are fitted at the site of the accident promptly and manned continuously
- (B) (i) Establish communication between the site and Division/HQ Office

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- (ii) It is to be ensure that the facility of Internet and Data communication from the site of accident and facility of video transmission rather than video conferencing may be provided through Railways own V-SAT hub and small V-SAT terminal at all Divisional ARTs. This system should have video equipments with necessary interfaces for extending the communication from the site of accident to Divisional/ Zonal headquarters on Copper/ OFC cables. The system should have necessary interface for connection laptop/ computer for data transmission and Internet access.
  - (iii) In case of passenger train accident, to meet the needs of stranded passengers a procedure may be evolved by the S&T department in the division to rush a few cell phone if necessary, even by road, from Divisional headquarter/ important station, to the station site having cell phone connectivity.
  - (iv) Ensure provision of WLL exchange in ART and Divisional headquarter office of the Railway.
- (C) Ensure that a detailed record is made of all evidence bearing on the accident so far as S & T and interlocking are concerned.
- (D) Preserve clues and seal the relevant equipment if required.
- (E) Restore the signalling and interlocking for normal working immediately.

### **820. Duties of Divisional Security Commissioner (RPF) :-**

- (A) Post adequate number of RPF staff at the site of accident and at any other place where assistance from his department may be required.
- (B) Proceed to the site by the quickest available means.
- (C) Liaison with the local police at site.
- (D) Ensure security of passengers' belonging and security of parcels, damaged goods and parcels vans etc.

### **821. Duties of Divisional Personnel Officer :-**

If required by the Divisional Railway Manager depute welfare Inspectors to assist the Medical Officer in taking down the names/ and addresses of the dead and injured and in shifting them to the hospital. Ensure that complementary passes are issued promptly.

### **822. Duties of Divisional Railway Manager :-**

- (A) Ensure that proper assistance is rendered by each department.
- (B) Ensure that in addition to one vehicle available in Control Office round the clock, sufficient number of vehicles are available along with particulars of the road vehicle drivers.
- (C) Immediately decide which officer should go by road/ ART/ ARME.
- (D) Nominate the officer to man Control Office.
- (E) Depute ADRM as incharge in Control Office if proceeding to the site.
- (F) Arrange to advise the Home Secretary/ Chief Secretary or other Officers of the state in case of sabotage for prompt attendance of the S. P.
- (G) Function as the senior most officer and as "Accident Manager'.
- (H) Arrange a preliminary enquiry by Divisional Officers, in cases where an enquiry by the CRS/ SAG Officers is to be held but immediate investigation of certain matters is necessary.
- (I) Appoint two officers as reporters of serious accidents.

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(J) Arrange for taking joint observation/ reading by supervisors.

**823. Duties of the Officer in-charge at the site of Accident :-**

- (A) Arrange constant manning of the portable telephone.
- (B) Ensure necessary protection of adjacent line(s) and the affected train.
- (C) Make a quick assessment and relay information regularly.
- (D) Ensure arrangements for rendering first aid at the site, transporting injured to the nearest dispensary/ hospital etc.
- (E) Arrangements to look after the bodies of the dead, if any, identification of the bodies, transporting the dead bodies to the nearest stations, advise Police etc.
- (F) Arrangements for transporting stranded passengers preferably to Stations, where drinking water, catering arrangements, etc. are available. Depute commercial officer to assist them.
- (G) If clues are preserved and noted, arrange clearance of the unaffected portion of the train to facilitate closer arrival of ART, cranes, etc.
- (H) If sabotage suspected, advise DIG/ SP and await their clearance.
- (I) Ensure adequate security and protection of the area.
- (J) Depute Officers and/ or staff for specific duties in rescue operations; preservation of clues and Transhipment work.
- (K) Arrange for early issue of telephonic/ telegraphic advice of the accident to all concerned.
- (L) (i) Arrange for the opening of Enquiry Booths at convenient points.  
(ii) Record relevant information in the form of an accident log.
- (M) Arrange through liaison with the Divisional Control Office and Headquarters for transhipment of trains, diversion of trains, restriction of traffic, running of duplicate trains, if necessary.
- (N) Keep the Control Office informed of the progress of clearing operations.
- (O) Work out the damaged vehicles from the site promptly after being certified fit to be moved out.
- (P) Ensure adequate lighting of the area in case of night or darkness.
- (Q) Arrange for speedy ex-gratia payment as per extant rules.
- (R) Timely arrangements for staff meals where required or permitted.
- (S) Arrange labour for unloading where necessary.
- (T) Ensure that Commercial staff take down particulars of loaded wagons and consignments.
- (U) Ensure that ART/ARME & Railway Staff wear Distinctive Arm Bands and Luminous Jackets..

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CHAPTER - IX

**ACCIDENTS AND UNUSUAL OCCURRENCES**  
(Additional Instructions)

**901. Defects in Track :-**

- (A) (i) In the event of a Loco Pilot noticing his engine riding unsteadily over any portion or portions of the track, he must note down the location and Kilometrage accurately and suitably regulate the speed of his train. He should ordinarily stop at the next stopping station or in cases where in his opinion the condition of track is liable to endanger the following trains he must stop at the next station and make a written report to the Station Master indicating the maximum speed at which in his opinion, trains may be allowed to pass over the affected locality or locations.
- (ii) Due to time lack occasions may arise where after closing the line, line clear may be granted to a following train without issue of caution order and the train may enter the Block section and come to grief. To guard against such an eventuality the Loco Pilot on the single line worked on token instrument or "The Train Staff and Ticket System" will not hand over the token or staff to the SM until he has advised the SM in writing about the bad spot on the track and obtain his acknowledgement. On a single line section worked on paper line clear system or token less system and on double line section, the Loco Pilot must stop his train in the block section opposite the cabin if situated close to the facing points and inform the cabin man. In the absence of a cabin at the facing point the Loco Pilot shall stop at a point within the rear Block section and draw his train out of the rear block section only after advising the SM according to the procedure stated earlier.
- (iii) The SM on receiving this information shall stop all the trains and issue caution order to the Loco Pilot/ Guard and repeat it immediately to the SM at the other end of the affected block section as well as to the section controller, the SE(P.Way), the Assistant Engineer, the Divisional Engineer, The DOM and DRM of the Division in which the Home shed is situated if the engine belongs to other division. The SM receiving the report must immediately arrange the issue of caution order under GR 4.09 (1). The speed restriction of 10 KMPH or such less speed as may have been recommended by the Loco Pilot, should be enforced only for the affected kilometrage unless the Loco Pilot is unable to give the Kilometrage in such case the restriction should be introduced for the entire block section. On double line section the caution order should be issued for both up and down lines.
- (iv) The SE(P.Way) or the Assistant Engineer will at once inspect the track and take action considered appropriate and then issue instructions to the SM to continue, modify or removal the caution as circumstances demand. Mean while caution orders must continue to be issued.
- (B) Duty of Guard: Should a guard 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 vacuum /air pressure and will report the matter in writing to the SM. If the jerk is not so severe to seem dangerous he should make his report in writing to the SM of the next stopping station.

**902. Defects in 25 KV OHE :-**

- (A) Engine crews of all trains shall keep a good look out while a train is in motion and watch the OHE and report any defect noticed to the TPC at the next stop.

## **ACCIDENTS AND UNUSUAL OCCURRENCES**

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- (B) When a defect on the OHE, 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.
- (C) If the damage to OHE is slight (such as a slight break away of the contact wire from the dropper or catenary), it may be practicable to coast under the defective section, but the defect shall be reported by the Loco Pilot to the TPC through the nearest emergency telephone circuit or in case the circuit is not available, through any other telephone.
- (D) In case of a major breakdown to OHE requiring trains to be stopped, the Loco Pilot noticing such a breakdown shall advise the TPC through the nearest emergency telephone circuit giving details of the breakdown and in case circuit is not available, convey the information through the nearest SM or CASM or any other telephone circuit. The TPC 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. He shall use his discretion regarding movement of traffic and advise the nearest traction official.
- (E) In case of breakage of an Overhead line, the Railway employee detecting it shall ensure that no person comes into contact with the line until an authorised person arrives on the spot. The authorised person will take immediate action to make affected line dead and earth.

### **903. Defective Engine :-**

In the event of a Loco Pilot noticing that the running of his locomotive is abnormal, he must suitably reduce the speed of the train and advise the TLC/ Power Controller that he is doing so and may request for a relief engine, if considered necessary. He shall subsequently make a full report to the Sr. Section Engineer (Loco) after examining the engine carefully and carrying out any adjustment necessary will communicate on telephone full particulars of the engine and details of adjustment made to the DME/ DEE (in his absence the AME/AEE). If the control springs, bogie slides and axle/ box clearance are all found in order, a trial should be conducted with the engine by the Section Engineer (Loco) to locate the defect. The engine may then be put back to normal service with the permission of the DME/ DEE or AME/ AEE if found to run satisfactorily. If on the other hand the Section Engineer (Loco) still considers the engine is running unsatisfactorily and cannot locate the cause, the DME/ DEE or AME/ AEE should personally arrange to try the engine out and thereafter have the defect rectified. A further trial may then be carried out before the engine is put back to normal service. In all cases the engine should be examined and a special report in triplicate should be sent by the Sr. Section Engineer (Loco) to the DME/ DEE.

### **904. Detached parts of Engine or vehicle on track :-**

If any part of an engine or a vehicle becomes detached and there is reason to believe that the detached part has 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 stop at the next block station ahead and the SM advised of the occurrence by the guard.

The SM must repeat the information to all concerned including the SM at the other end of the Block section. It will be the duty of the SM concerned to issue a caution order to the Loco Pilot of the first train proceeding into the block section to be on the look out for the missing part and inform the SE (P.Way), Gangman etc.

### **905. Protecting places under repair :-**

Whenever platforms, building, roads etc., are under repairs and there is a possibility of any one falling into opening or over obstruction, the staff employed on the work must protect it with barriers or warning boards and with lamps in the night.

**906. Passengers getting into and out of moving vehicles :-**

Passengers must be prevented, if possible, from getting into and out of train, which is in motion and Railway employees must not open the door of a moving vehicle. If a passenger about to enter a vehicle in motion is so near to it as to make interference with him is dangerous, he must be left alone. If a passenger misses his footing or is otherwise in eminent danger, the train must be stopped immediately, but nothing must be done to confuse him. When a passenger can be stopped from getting into a moving vehicle without adding to his danger, he should stop. However, if he is about to alight and is in no imminent peril, he must not be interfered till the train has stopped.

**907. Explosion on track or train :-**

- (A) On hearing an explosion the Loco Pilot shall stop his train as soon as possible and examine the track along with Guard at the site of explosion to ascertain the extent of the damage. If the Loco Pilot does not bring the train to a stand within reasonable time, the guard shall draw the attention of the Loco Pilot by continuously applying the vacuum/ pressure brake by operating the guard's brake van valve.
- (B) The Loco Pilot shall also examine the train along with the guard and if little or so 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 Guard and the Loco Pilot will jointly report the occurrence to the SM on duty.
- (C) If the damage to the track is so serious as to render the track unsafe a competent railway servant will be left at the site with detonators to protect the spot in accordance with GR 6.03.
- (D) On receipt of a report from the Loco Pilot and the guard the SM shall advise the controller who will:
  - (i) Advise the SE (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) Inform the SSE(C&W) and Loco Foreman for a thorough examination of the train and the engine at the next terminal station.
  - (iii) The duties prescribed above for the controller will devolve on the SM on uncontrolled section.
  - (iv) The SM shall immediately issue a message to the SM at the other end and obtain his acknowledgement.
  - (v) The SM at both ends of the reported section must stop all trains and issue caution orders to the Loco Pilots, notifying the kilometreage and the speed restrictions.
- (E) No trains shall pass over the effected spot at speed exceeding 15 Kmph or such less speed as the reporting Loco Pilot may have specified, until SE (P.Way) or the AEN has certified the track safe for any higher speed when the SM will issue an "All concerned message" to all those originally advised.

**908. Precaution against derailment:**

The Loco Pilot of a train, which has come to a stop on one-way spring loaded point in the trailing direction, shall not re-start the train unless the guard has personally arranged for the spring-loaded points to be set and clamped for the further movement of the trains. In the case of light engine this responsibility will devolve upon the Loco Pilot of the Light engine.

## **ACCIDENTS AND UNUSUAL OCCURRENCES**

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### **909. When carriage window or doors are involved :-**

In all accidents in which carriage window or doors of their fastenings are involved, the guard of the trains shall, along with the train examining staff, immediately examine the windows, the doors, or the fastenings and whether warning notices have been duly exhibited and record the results of the examination jointly in the combined train report for the train. If there is no train examining staff at the scene of the accident, the guard shall, as soon as possible advise by telephone/ telegraph message, the train examining staff at the next train examining station. Immediately on arrival at the next train examining station ahead, the guard shall examine the conditions of the windows or the doors, their fastenings etc along with the train examining staff, and record the result of the examination jointly in the combined train report for the train. It shall also be the responsibility of the Train Examining staff on receipt of accident message/ telegram, to examine the condition of the doors or the windows or their fastenings and whether warning notices have been duly exhibited in the concerned coach and advise immediately to the DRM and Sr.DME/ DME.

### **910. Un-safe Bunds etc :-**

SM and others who receive intimation from Govt. officials or village authorities or any person likely to give reliable information, of the unsafe condition of the Bunds or tanks or rivers should at-once notify the same by telephone or telegraph, to the DRM, AEN, SE (P.Way) and the SM at both ends of the block section likely to be affected and also the Section Controller on duty. The Station Master, at both ends of the block section likely to be affected should stop all trains, and issue caution order. Particulars of the river or tank, bund 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".

### **911. Action to be taken by Railway staff regarding injured persons or corpses found on or near the Track :-**

#### **(A) When life is not extinct:**

- (i) When a railway employee finds an injured person on or near the track, he should do his best for rendering first aid or in the alternative 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.
- (ii) 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 Guard or by a qualified Doctor, if available in the train. After this, the person shall be transported to the nearest Railway Station promptly where medical aid shall be arranged by the Station Master.
- (iii) If the condition of the person is found to be dangerous, the dying declaration should be recorded by the Train Guard or Travelling Ticket Examiner or Conductor or by the Railway servant who happens to find the injured person. The particulars to be recorded are name, father's name, age, residence, how he happened to be on the line and how the wounds were inflicted. The statement should be signed by the Guard 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 statement a memo showing the time and place where the injured person was found and further disposal thereof, should be attached. In case the Railway servant, who finds the injured person, is illiterate, he should seek the assistance of some responsible person for obtaining the dying declaration.

**(B) When life is extinct:**

- (i) When a dead body is found on or near the track by any railway servant or by the staff of the train involved in the accident or by the staff of subsequent train, the main requirement is to keep evidence intact specially the fingerprints. Handling of the dead body by many people should be avoided as the fingerprints, which may be available near the scene of occurrence, may be disturbed. Similarly, the dead body should not be removed until the arrival of the police as the chances of some clues, which may lead to detection of case, may be interfered with. However, to clear the line for the movement of subsequent trains, 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 or Lineman or Gateman. 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 the Guard, or if there is no Guard, by the 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 railway staff not working a train, he shall, unless he/ himself is in a position to advise 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.

**912. Statement of Crew in run over cases :-**

In the case of persons run-over, the statement of the engine crew must always be obtained by the Lobby Supervisor/Chief Crew Controller/ Loco Foreman (or other loco official in-charge) of the shed at which the Loco Pilot ends his journey and sent to all concerned. The Loco Official in-charge must arrange for examination of the engine and the vehicle for blood marks and report the result to all concerned.

**Note:** The Guard/ Crew must note down all relevant particulars including action taken by them.

**913. Persons found dead in trains or at Stations:-**

In case of persons found dead in trains or at station, the Station Master shall hand over the dead body to the police for disposal and until such time this is done, depute a Railway servant to be in charge of the dead body. In case of death by contagious disease, the Director of public health of the State and Civil surgeon of the District and the concerned Assistant Divisional Medical Officer of the Railway should be advised.

**914. Murder on running trains :-**

If a crime of a serious nature such as murder or serious assault is committed in a Railway carriage on a running train, the following action will be taken by the staff with a view to help the Police Officials in their investigation.

- (A) The Guard of the train will have the compartment locked up after all the shutters have been closed from outside, immediately after the commission of such an offence is known, so that blood stains, marks of struggle, foot-prints, finger impression, etc., may remain undisturbed.

## **ACCIDENTS AND UNUSUAL OCCURRENCES**

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- (B) If the crime took place in a lower class compartment the carriage will be detached at the station where the crime was detected, and kept under watch till the police arrive to take over the case.
- (C) If the crime took place in an upper class compartment, the compartment will be immediately locked up and the carriage allowed proceeding to the nearest station where it can be replaced. At this station, a member of the Railway Police will watch it until a police officer arrives.
- (D) No Railway employee or an outsider, shall be allowed to enter the compartment until the police arrive except in so far as is necessary to attend to injured persons unable to leave the compartment without assistance.
- (E) The Railway police station concerned will be advised at what station the carriage has been or will be detached. After the carriage is taken over by the police, it should not be removed or other wise utilised without the written authority of the police officer conducting the investigation. If an abnormal delay takes place on the part of the police in releasing the carriage, the matter should be reported to the Divisional Railway Manager concerned.

**915. Care of dead bodies in run over/ accidents cases:-**

The senior most Railway official 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.

**916. Action in case of fire in trains: In the event of a fire being discovered in a train, the train must be stopped immediately: -**

- (A) The portion of the train behind the vehicle, which is on fire, must be detached and front portion drawn ahead to a safe distance. The vehicles must then be detached and the vehicle in front of it drawn ahead to a safe distance.
- (B) Every endeavour must be made to extinguish the fire by the use of the fire extinguishers, if provided and by throwing water and sand on it. Fire brigade should be called.
- (C) If water is available within a short distance the Loco Pilot may, in consultation with the Guard, draw forward the front portion together with the vehicle, which is on fire, after detaching the rear portion.
- (D) If the fire is in a vehicle carrying passengers, the safety of the passengers must be the first consideration.

**917. Petrol and other inflammable goods-prevention of fire:-**

Oil lamps should not be taken inside the wagons or near the petrol tins, whether full or empty. No person shall smoke or take any naked light near any place where such goods are stored or handled.

**918. LPG wagons management in emergencies :-**

**Details of LPG.**

Important feature of LPG for accident management.

- (A) LPG is highly inflammable. Whenever the volume of LPG is increased by 2% in the Air, it becomes explosive gas. Its vapours may travel to a source of ignition and flash back. Container may explode in heat of fire, vapours explosion can cause hazard indoors, outdoors, and in sewers vapours may cause dizziness or suffocation and frostible.

## ACCIDENTS AND UNUSUAL OCCURRENCES

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- (B) To easily find out LPG leakage, Ethyl Mercaptum is mixed in LPG which smells like rotten eggs.
- (C) LPG is not poisonous gas but if some one is in contact in LPG for longer duration, he may suffer from suffocation.
- (D) If LPG is exposed to spark, lighting match stick, cigarette, bidi, fire etc. it immediately catches fire.
- (E) If LPG is continuously leaking, the emitting vapours may catch fire even if the source of fire is away and the LPG tank can also catch fire.
- (F) LPG (liquid) is lighter than water (having density between 0.52 to 0.57 gms/cc at 15 degree C temp.)
- (G) Volumetric expansion of LPG is very high. Due to little increase in the temp. it expands 10 times more than water and 100 times more than steel.
- (H) Normally LPG is kept in liquid form under air conditioning.
  - (I) The viscosity of LPG is lesser than water hence, LPG can leak from that place also where from water cannot leak.
- (J) If LPG is made pressure free, it converts into gas with the help of heat in the surrounding atmosphere. Liquid LPG is so much cold that it makes Frost burn to the part of body wherever it touches.
- (K) Caution of symptoms - Due to inadequate breathing - headache or stomach problems -

**Note:-** The wagon which previously had LPG filled in and now empty is potential hazard/danger. In this case if there is leakage or valve is open, air blows in and due to atmospheric pressure, it becomes explosive mixture with remaining LPG. Hence, valves and bleeder pipes of empty wagon must always be kept closed.

### 919 Leakage in LPG tank :-

(A) **Leakage from the barrels of tank wagon is caused due to following reasons-**

- (i) Valve is not tightened while loading.
- (ii) Defective barrel.
- (iii) Defective Dome fitting not properly tightened or become loose during run.
- (iv) Defective valve seals, corrosion at gaskets and seatings.

(B) **Precautions -**

- (i) Obtain guidance from Control/Divisional Carriage Controller.
  - (ii) Emergency situation - inform nearest civil authorities, Oil Company Depot, Bottling Plant, Refinery etc. and Fire Brigade, for summoning assistance.
  - (iii) Staff to remain in that direction from leakage where wind is blowing. i.e Staff to stay upwind and keep out of low areas.
  - (iv) Spectators should be driven away and they should be instructed not to smoke. Shunt off igniting source. No flares, smoking or flames in hazard area about one kilometre (1 km radius) should be permitted.
  - (v) Check for leakage. Advise all people not to smoke. Extinguish all fire ( including hand signal lamp, point indicator etc. lit by K. Oil) within one-kilometre area.
- When leakage is detected, all lights & visible fire should be put off or kept away. Incandescent electric light can be used. The vapours of LPG after mixing with air remains at lower level in the air, hence that place should be made free from ignition sources.

Lightings or Signal lamps should be kept as high as possible and in the direction of wind, loco should be kept away from that place.

## **ACCIDENTS AND UNUSUAL OCCURRENCES**

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- (vi) When dome fittings are to be inspected (only by competent person), wagon should be taken to non-wired section or the dome fittings should invariably be inspected with power block protective earthing on both sides. Tank wagon having leakage should be placed separately on open place, if ordered by control.
- (vii) Isolate for one kilometre in all directions. If tank is involved in leak or fire, regulating/ isolating trains is necessary.
- (viii) Examine tank barrel and all fittings carefully for any damage.
- (ix) Check possibility of stopping leak. Sand /earth should be spread on the place where LPG leakage has occurred.
- (x) Disperse vapour away from ignition source by water spray.
- (xi) If leakage is minor, put gunny bags on leakage and wet water, icing will reduce leakage. Do not touch spilled material.
- (xii) Give warning to District Authorities for evacuation of population.
- (xiii) Arrange to transfer to another tank if it can be done safely by Oil Company.

### **C. DOs and DONTs**

#### **(i) DO's**

- ☐ Ensure prompt and correct information to divisional control.
- ☐ Local sources should be arranged.
- ☐ Fire extinguishers available at station should be kept ready near the wagon.
- ☐ Ensure that there is no source of fire near leaking wagon "DANGEROUS" and "NOT TO BE LOOSE SHUNTED" labels or Red flags should be placed on both sides of wagon.
- ☐ Bad smell, hissing sound or appearance of ice on domes should be checked to find out leakage.
- ☐ If leakage is heavy, keep wagon away as per controls orders: wagon should be kept cool by pouring water on wagon.
- ☐ Guard wagon should always be available during shunting.
- ☐ If leakage is heavy and clouds of vapour are forming, then electric traction (OHE) and diesel engine working in yard shunting should be shut off.

#### **(ii) DONTs**

- ☐ No smoking.
- ☐ Don't keep fuel oil, lube. oil and garbage in engine room.
- ☐ Don't bring lighted cigarette, K/Oil signal lamp in the vicinity of leaking wagon.
- ☐ Don't use steel hammer or steel equipments for inspection. Only rubber/Teflon/brass/ beryllium copper and non sparking equipment should be used on LPG wagons.
- ☐ Loose and fly shunting should not be done.

### **920. Dealing with LPG wagon derailment/accident :-**

- (A) In the affected area smoking, gas cutting and lighting of stoves is prohibited.
- (B) Spectators should be driven away and they should be instructed not to smoke.
- (C) Nearest Fire Brigade team and oil company team should be summoned to the spot.
- (D) Diesel crane with spark arresters is a must for re-railing.
- (E) Only water should be used to control fire on LPG tank wagons. If there is fire, the upper

## **ACCIDENTS AND UNUSUAL OCCURRENCES**

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portion of tank should be kept cool by trying to spread water on it otherwise there would be heavy damage because of explosion due to heat in the barrels.

- (F) Examine tank barrel and all fittings carefully for any leakage or damage.
- (G) If tank is involved in leak or fire, regulating / isolating is necessary.
- (H) Isolate for one kilometre in all directions.
- (I) Stay upwind and keep out of low areas. Extinguish all fire (including hand signal lamp, point indicator etc. lit by K.oil) within one-kilometre area.
- (J) To hoist the wagon, use diesel crane or or MFD) Jacks with spark arrestor at exhaust.

### **921. Action to be taken in case of Fire in LPG tank Wagons :-**

- (A) Isolate wagons not on fire within safe distance by uncoupling. Call fire brigade etc.
- (B) Give warning to people living in adjoining area to evacuate for at least one KM radius.
- (C) For small fire use Dry Chemical powder/ Halon extinguisher and for large fire -water spray or fog be used.
- (D) Stay away from ends of tanks as they normally burst from the ends.
- (E) Cool tanks that are exposed to flames with water from the sides well after fire is out.
- (F) Withdraw immediately in case of rising sound from venting safety device or any discoloration of tank due to fire.

**Note:-** Summing up there are two most important aspects of disaster management in case of LPG Fire:

- (i) EVACUATE PEOPLE TO SAVE LIFE.
- (ii) SEGREGATE UNAFFECTED TANKS QUICKLY.

### **922. First Aid -In case of LPG Emergencies:-**

- (A) Move victims to fresh air, call emergency Medical care.
- (B) If not breathing, give artificial respiration, if breathing is difficult, give oxygen.
- (C) In case of frostbite thaw-frosted parts with water.
- (D) Keep victim quiet and maintain normal body temperature.
- (E) If clothing catches fire, stop, drop, and roll, cover with a blanket.

### **923. Amonia- Management in Emergencies :-**

#### **Details of Amonia**

Important features of Amonia for accident Management.

- (A) Ammonia is a poisonous gas having severe bad smell. If this gas is more than 140 ppm. then eyes burn. This is a poisonous gas.
- (B) Explosive limits (in flammability) 15% to 28%.
- (C) This is soluble in water and liquids. It is dissolving in water if water is used during leakage. Affected persons eyes and skin should be cleaned with sufficient quantity of water.

### **924. Precautions when Ammonia Tank Wagon leaks :-**

- (A) Obtain guidance from Control/Divisional Carriage Controller.
- (B) Emergent situation - inform nearest Fertilizer Co. and Fire Brigade.
- (C) Ammonia indicates its presence due to severe bad smell.
- (D) If ammonia is leaking, staff should remain in the direction of wind from leakage. During heavy

## ACCIDENTS AND UNUSUAL OCCURRENCES

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- leakage to safeguard eyes burning goggles and breathing instruments should be used.
- (E) When dome fittings are to be inspected (only by competent person), wagon should be taken to non-wired section or the dome fittings should invariably be inspected with power block protective earthing on both sides.
  - (F) Tank wagon having leakage should be placed separately on open place, if ordered by control.
  - (G) The leaking tank should be made empty and stencilled properly and sent to fertilizer Co. for repairs. The wagon should be used again only after proper repairs and hydraulic testing.

(H) **DOs and DONTs**

(i) **DO's**

- ϕ Ensure prompt and correct information to divisional control.
- ϕ Local sources should be arranged.
- ϕ Water should be available in sufficient quantity.
- ϕ Affected place should be cordoned and staff should remain opposite the wind as far as possible.
- ϕ Sufficient water should be spread so that Ammonia dissolves. Fire Brigade staff should prepare a cover by spreading water on the leaking source.
- ϕ During First Aid eyes and skin should be cleaned with sufficient water, so that Ammonia gets dissolved. Fainted person should be given artificial respiration.
- ϕ Staff going near the leaking wagon should keep wet handkerchief on mouth so that Ammonia vapours get dissolved.
- ϕ Tank should be kept at separate place as per orders of control.

(ii) **DONTs**

- ϕ Don't allow fire sources to go near the leaking wagon.
- ϕ Avoid direct contact with Ammonia as it burns eyes.
- ϕ Don't inhale Ammonia directly. Always use wet cloths for protection.
- ϕ Don't put oil/ointment on affected body parts.

**925. Important equipments to deal with LPG / Ammonia emergencies:-**

- (A) DCP type fire extinguisher.
- (B) Spark proof tools set (Rubber/Teflon/Brass/ Beryllium, Copper tools) spanner, chain, ball pen hammer, blanking flanges, induction valve plugger & adopters Teflon tape and M.Seal adhesive.
- (C) Proper fire hand gloves, helmet.
- (D) Canister respirator with LPG/Ammonia and dust filter should be used in open place and in case of normal leakage whereas during heavy leakage breathing equipment along with oxygen cylinder should be available.
- (E) Clear protective goggles.
- (F) Sufficient number of water Buckets and water spreading arrangement

**926. Acid Wagon catching fire:-**

When an acid wagon catches fire, the fire must be extinguished by using sand, earth and water etc. It should be seen however, that water is not used if the type of acid or corrosive is such that would cause further damage by chemical reaction. In all cases of fire in wagons containing acids, corrosive cotton, etc., the Guard or the Station Master or any other supervisory Official in charge of the station must make note of the condition of containers. Packing (both inside and outside) labelling of containers, manner of loading in the wagon, quantity filled in each container and affixing of 'prescribed' labels on the wagon. Station Master will send a detailed report to all concerned.

**927. Prevention of fire in horse boxes and cattle wagons:**

The Station Master at the station from which horse boxes and cattle wagons are forwarded, must personally warn the attendants in charge of the horse or animals against using any naked light or smoking or cooking in the wagons, Guards must frequently inspect horse boxes and cattle wagons enroute to see that the orders are carried out. Station Master, Guard and other concerned must also see that none of the attendant's family or persons other than the attendants actually in charge of the horse is allowed to travel in the horsebox or cattle wagons. Station Master must ensure, immediately after unloading, that horseboxes are properly cleaned.

**928. Information to Police :-**

When any accident occurs connected with any consignment of acids and other corrosives and attended with loss of life or grievous injuries to person or serious damage to property, or of a description usually attended with such loss, injuries or damage, the person for the time being in charge of the consignment must forthwith advise the officer in charge of the nearest police station and the Chief Inspector of Explosives in addition to the Departmental Officer concerned.

**929. Fire - precaution in reporting the cause:-**

When reporting occurrence of fire on trains or in station premises. Railway staff sometimes ascribes the fire to spark from engine, or electric short circuit. Such statements must not be made unless they can be definitely substantiated.

**930. Fire - Rendering of assistance by Gang men:-**

If a fire occurs on any Railway premises at or near any portion of the Railway where Gang men are employed, they shall endeavour to extinguish and to prevent it from spreading. However, in the case of fire on electrical equipment, Gang men shall report the occurrence to the nearest Station Master/ Sub Station immediately and shall inform any passing train or trolley, unless special instructions have received directing otherwise.

**931. Dangerous Practices:-**

The following dangerous practices are prohibited :-

- (A) Attempting to jump upon or alight from an engine or vehicle moving at high speed.
- (B) Going between vehicles, when a train is moving quickly for purposes of coupling or uncoupling.
- (C) Hanging on to the side of a vehicle, with foot resting upon an axle box, or the rod of brake handle, when shunting is been performed.
- (D) Riding upon the buffers of vehicle in motion.
- (E) Moving vehicles, without first ascertaining that no person is standing between or sitting under the vehicle.
- (F) Passing too close in front of or behind the trains.
- (G) Going too close to the vehicles or between vehicles, without ascertaining that the vehicles are not moving.
- (H) Passing from vehicle to vehicle, while train is in motion.
- (I) Crossing the lines, or going between vehicles, without first looking in both directions for train or vehicle movements.
- (J) Unnecessary standing or on walking on or between rails,
- (K) Sitting or lying under vehicles.
- (L) Working on vehicles under repairs, without due protection.

**932. Train passing signal at Danger:-**

Action to be taken: When Loco Pilot passes a fixed signal at danger the following action may be taken depending upon the circumstances:

- (A) (i) It is obligatory for the Loco Pilot of the Train passing the signal at danger to immediately give in writing as to which of the signal/ signals he has passed at danger and the distances (in paces if measuring tape is not available) he has travelled after passing such Signal/ Signals and hand over this written memo to the Station Master on duty or in case of mid-section to the person in charge of the signal concerned. This memo should be signed by the Guard of the train also. The distance travelled after passing the signal at danger should as far as possible be measured by the Station Master or the Guard of the train.
- (ii) The Station Master should also note down the position of signal levers in the Cabin/ Station frame and question the person who has operated the signals levers and all these should be recorded in the Train Signal Register. The Sectional Controller should immediately be informed about the passing of the signal, together with the name of the Loco Pilot and the distance travelled after passing such signal. All concerned wire should then be issued.

- (B) In case of dispute or if the Loco Pilot hesitates to give in writing about his passing of the signal at danger, the following instructions should be followed:

(It should be clearly understood that the instructions prescribed below should not be considered as exhaustive or applicable in all cases since most of the factors would be dependent upon the lay out of the Station or the Interlocking provided.)

- (i) On the controlled section the Station Master shall immediately inform the Control about passing the signal and the action he proposed to take.
- (ii) The Station Master on duty together with the Guard and Loco Pilot (the Loco Pilot only in case of Light Engine) and one or two members of the staff of other Departments who are readily available on the spot must proceed to the signal/ signals concerned and certify in writing the following particulars: -
- (a) Description of Signal/ Signals;
  - (b) Time and date of Examination;
  - (c) Position of Arm and Light Indication of each signal and backlight;
  - (d) Condition of weather, visibilities;
  - (e) Distance travelled after passing the Signal at danger;
  - (f) Position of the Signal and relevant Points, Levers in the Cabin/ Station Frame;
  - (g) Position of running lines at stations; and
  - (h) Any other condition required to be noted.

The Loco Pilot, Guard and the Station Master and the witness should sign this paper and this should remain in the safe custody of the Station Master on duty and shall be handed over to the Enquiry Committee.

- (C) In addition to the instructions of clauses (A) & (B) above, if any of the staff (viz. Loco Pilot, Assistant Loco Pilot and Guard) is required to wear glasses, he should immediately make a declaration in writing.

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## ACCIDENT ENQUIRIES

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### CHAPTER - X

## ACCIDENT ENQUIRIES

#### 1001. Object of Accident Enquiries:-

- (A) To ascertain the cause of accident.
- (B) To fix the responsibility
- (C) To determine whether there was any general laxity in working, supervision or maintenance or other direct or indirect causes or circumstances, which may have contributed to the accident.
- (D) To examine whether there has been any laxity/ delay in rendering relief and restoring through communication.
- (E) To formulate proposals for preventing recurrence.

#### 1002.

##### (A) Classification of Accident Enquiries:-

- (i) Enquiry under Commission of Enquiry Act or by a Magistrate.
- (ii) Enquiry by Commissioner of Railway Safety.
- (iii) Major Joint Enquiry i.e.
  - (a) Sr. Administrative Grade Officers' Enquiry.
  - (b) Jr. Administrative Grade Officers' Enquiry
  - (c) Divisional Officers' Enquiry
  - (d) Junior Scale Officers'/Assistant Officers' Enquiry.
- (iv) Minor Joint Enquiry
- (v) Departmental Enquiry.

##### (B) Level of Accident Inquiry by the Railways:-

- (i) All serious accidents shall be inquired into by the Commissioner of Railway Safety.
- (ii) In case Commissioner of Railway Safety or Chief Commissioner of Railway Safety is not in a position to inquire into serious accident cases involving coaching train, notified to him under section 113 of Railway Act, the inquiry shall be carried out by a committee of SA grade Officers and CSO of the Railway shall be Convener / Chairman of such committee. The Accident inquiry Report of the Committee shall be accepted by the General Manager of the Zonal Railway.
- (iii) All cases of collisions falling under A1 to A4 categories shall be inquired into by a Committee of SAG officers unless the same is being inquired by CRS with GM as the accepting authority.
- (iv) All other consequential train accidents shall be inquired by by Dy.CSOs from Safety Department to be nominated by Gm with the GM as accepting authority.
- (v) All other accidents shall be inquired into by a Committee of Sr. Scale or Junior Scale Officers as decided by respective DRMs with DRM as the accepting authority.
- (vi) All yard accidents shall be inquired into by a Committee of Senior Supervisors with Senior DSO/DSO as the accepting authority.

## ACCIDENT ENQUIRIES

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- (vii) All cases of Indicative Accidents shall be inquired into by a Committee of Senior or Junior Scale Officer with DRM as the accepting authority except all cases of Signal Passing at Danger (SPAD) which shall be inquired into by a JA Grade Committee of officers at divisional level with Sr. DSO/DSO as one of the members.
- (viii) General Manager or DRM can have the inquiry conducted by a committee of higher levels of officers than the above mentioned levels depending upon the seriousness of accident.
- (ix) In accident cases wherein the Inquiry Committee determines responsibility on the staff of Foreign Railway, the Inquiry Report should be put up to the Principal Head of the Department of the concerned department of the Railway on which the accident took place through CSO after which such inquiry report shall be accepted by the AGM( instead of DRM). Finalisation of Inter-railway DAR cases arising out of such inquiry reports be followed up by the Principal Head of the Department of the concerned department of the Railway on which the accident took place. If suitable response is not received from the respondent Railway at General Managers' level, then the case should be referred to Railway Board. In case Foreign Railway staff is held 'blameworthy' only, the accident inquiry case may be accepted by DRM.
- (x) All cases of equipment failure shall be inquired into by Senior Supervisors/ Supervisors of respective departments.
- (xi) All inquiries will be ordered by the concerned DRM except for inquiries falling under item (ii), (iii) & (iv) of the above wherein General Manager will order the inquiries.

Note: Vide PED/Safety Board's letter no. 2005/Safety(A&R)/6/4 Pt. Dated 14.12.2017, it is clarified that the term 'Inquiry Officer' as indicated in the Railway Board's letter refers to Convener/ President of Inquiry Committee. Any Officer having domain knowledge/specialisation in the field which may be required during investigation of a particular accident can be co-opted on the inquiry committee. For co-opting the officer, the inquiry officer shall seek sanction from the General Manager for the same citing the reasons in his proposal. This provision may also be used in case of train accidents involving fire (Reference Board's letter no. 2009/Safety/A&R/14/1 dated 07.08.2009).

**1003. Enquiry by the Commission of Enquiry:-**

The Commission of Enquiry may be appointed by Central Government under the Commission of Enquiries Act 1952, to enquire into an accident. In such an event, any other enquiry/ investigation or other proceeding in relation to that accident shall not be proceeded with and all records or other documents relating to such enquiry shall be forwarded to such authority as may be specified by the Central Government in this behalf.

**1004. Enquiry by Commissioner of Railway Safety:-**

Commissioner of Railway Safety may enquire into any accident falling under Section 113 of the Railway Act 1989.

**1005. Discretion of CRS to hold enquiry:-**

On receipt of the notice of the occurrence of accident the CRS shall as soon as may notify the Railway Administration in whose jurisdiction the accident occurred of his intention to hold an enquiry and shall at the same time fix and communicate the date, time and place of enquiry.

**1006. All Officers to Assist in Commissioner of Railway Safety's Enquiry:-**

When an enquiry is to be conducted by CRS, the GM will nominate an Officer/ Officers of Administrative rank to attend the enquiry. Headquarter Office will also instruct DRM to arrange from the Divisional Officers concerned to attend the enquiry and be ready to render all assistance. The DRM should also attend the enquiry held by the CRS into train accident personally (unless it is beyond his control due to very compelling reasons) to facilitate the enquiry and in obtaining evidence. DRM shall maintain liaison with the local Magistrate and Police for completing the enquiry expeditiously.

## ACCIDENT ENQUIRIES

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### **1007. Major Joint Enquiry:-**

Major Joint Enquiry comprising of Railway Officers shall be ordered by DRM/ CSO or COM into any accident except for enquires into collisions class A-1 to A-4 wherein General Manager will order the inquiries.

The major enquiries into any accident shall be ordered except in the following cases: -

- (A) Where an enquiry is specially ordered by the Central Government under the Commission of Enquiries Act 1952 or where CRS has notified his intention to hold an enquiry or,
- (B) If there is no reasonable doubt to the cause of the accident or,
- (C) If any department of the Railway Administration intimates that, it accepts all responsibilities in the matter.

### **1008. Composition of Major Joint Enquiry Committee:-**

Major Joint Enquiry Committee shall normally consist of one officer each of Transportation, Mechanical and Civil Engineering. Officers of appropriate level of Electrical and S & T or any other Department shall also be members of MJE when their department is involved.

Schedule of Enquiries is given in Chapter IV (Classification of Accidents). However, a higher level Enquiry can be ordered by the DRM/ CSO/ COM/ GM or CRS.

#### **Note:**

- (i) In all cases of enquiries into cases of fire Gazetted officer of the Security Department having jurisdiction over area should be included as a member in his Technical capacity and a representative of Accounts Department shall be associated.
- (ii) In the case of fire into coaches or where the fire could be due to Electrical Short Circuit, Gazetted officer of Electrical Branch shall be a member of the enquiry Committee.
- (iii) In case of trains working on Automatic block section or where the accident takes place within the station limits in colour light signalling territory an officer of the S&T Department will be a member of the enquiry committee.

### **1009. Minor Joint Enquiries:-**

The committee of minor joint enquiry will usually consist of the Transportation Inspector or the Station Supdt., the Sr. Section Engineer (Loco)/ Loco Inspector, and SE(P.Way) or SE(Works). If, however, the circumstances require the following Officials may also be included:

- (A) The C&W Foreman/ Inspector
- (B) The SE(Signal), if Block working or S&T interlocking gears involved
- (C) Electrical Foreman/ Inspector if any electrical equipment is involved
- (D) Inspector of the RPF in case of fire.

### **1010. Departmental Enquiries:-**

In case any Department accepts responsibility for the accident, the departmental enquiry shall be held by Officer of the department only. Such enquiry shall be held only when holding of joint enquiry is not considered necessary or higher level of enquiry has not been ordered. In such cases, the officers of the department whose department accepts responsibility should inform the Divisional Safety Officer in writing within 48 hours of the occurrence of the accident. The Officials of other departments may be associated in the enquiry if required.

## ACCIDENT ENQUIRIES

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**1011. Enquiry, President of :-**

At a Joint Enquiry, the senior most official amongst those present at the enquiry will be the president of the enquiry committee. He will be responsible to ensure that the enquiry proceedings are properly finalized in time.

**1012. Enquiry, Time Place and Date :-**

An enquiry must be held either at the place where the accident took place or at the nearest station unless the committee unanimously agree that the holding of the enquiry elsewhere will best suit the circumstances of the case and the convenience of the witnesses.

**1013. All concerned to be relieved for Enquiry :-**

Whenever an enquiry has been ordered, it will be the duty of the Divisional Officer of each Department to direct all persons concerned under his charge or any other witnesses whom the committee may require to give evidence to be present at the place and on the date and time fixed for the enquiry along with relevant documents.

**1014. Failure to attend Enquiry by a member :-**

If a member of the enquiry committee fails to attend or is not represented, his written explanation, if he is an Officer, must be submitted to the president of the Committee, or if he is a Subordinate, to his Superior Officer. An enquiry shall not be generally postponed owing to absence of a member or the president of the committee, if two or more members are present. When a member of Joint Enquiry Committee is unable to attend an enquiry at which his presence is essential on account of the technical knowledge or other facts which he possesses and it is not desirable to postpone the enquiry an officer or a Subordinate Officer of similar standing should, if possible represent him and the Divisional Officer or Head of the Department, as the case may be, must be approached in order that this may be arranged.

**1015. Officials performing Dual Function:-**

No Officer or a subordinate official whose evidence is required to be deposed before a Fact Finding Enquiry committee should be appointed as a member of the committee except in real emergencies. The exception should be allowed only under the personal orders of Chief Safety Officer/ Chief Operations Manager, who, before permitting the deviation shall satisfy himself that it is neither possible to find another officer who could be appointed a member of that committee nor would it be desirable. In such cases, the evidence of such member shall be obtained first.

**1016. Enquiries to be held promptly:-**

Postponement of Enquiries should only be agreed to under very exceptional circumstances and reasons for postponements must be intimated to the DRM by the President of the Enquiry committee.

**1017. Absence of a witness:-**

In case of absence of a witness, if, with the available evidence, preliminary statements etc. it is possible to conclude the findings must be drawn. Where it is not considered possible to arrive at a conclusion for want of any particular witnesses, the Enquiry may be postponed to record the evidence of the witness, recording the reasons why the evidence of the witness is considered essential. Where, witness happens to be sick, it is the duty of the President to ascertain from the Doctor concerned if the witness is in a position to make a statement and the Enquiry committee must record the statement of the witness if necessary in the Hospital.

**1018. Method of Conducting Joint Interdepartmental Enquiry:-**

Enquiry to be purposeful.

- (A) Before starting the enquiry, issues shall be framed and the evidence confined to settling these issues as far as possible. Witness shall not be permitted to make long irrelevant statements, but from the outset shall be asked questions relevant to the point at issue. Witnesses shall be cross-examined and re-examined if necessary, to elicit important details.
- (B) Warning to witnesses - witnesses in the enquiry must be warned that giving false evidence would render them liable to disciplinary action including removal from service.

**1019. Checking preliminary statements:-**

If a witness has given a statement prior to the Enquiry, 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.

**1020. Thorough probe necessary:-**

The Enquiry Officer or the Committee shall not be satisfied merely, with the determination of the immediate cause or causes of the accident, but also elicit 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 in to the extenuating circumstances, if any, which have a bearing on the accident.

**Note:** (i) Contributory factors are such factors as an irregular and unauthorized method of working followed at the station as a matter of custom, a 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 enquired into.

- (ii) Extenuating circumstances are such circumstances as inadequacy of signalling and interlocking equipment or other safety devices (such as inter-locking key box, points indicator, improper station lay out etc.) 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, impracticability of complying with the station working rules, station working overtime, etc. The standard considered desirable shall be correlated to the workload at the station and shall be comparable to the standards obtaining at other similar stations.

**1021. Evaluating adequacy and promptness of relief measures:-**

A thorough and unbiased investigation into the adequacy of the relief measures must be made. In such probes not only the Railway's angle of providing relief measures but also the inconveniences suffered by passengers must be taken into account, lapses in Relief Operations must be clearly brought out and remedial measures instituted.

**1022. Matters Brought to Light & Other Observations:-**

The Members of the Committee shall also note matters brought to light in the course of the Enquiry, which though not having a direct bearing on the accident or such matters as might lead to accidents of any other descriptions yet it is essential that such potential dangers shall be taken note of and eradicated without delay.

## ACCIDENT ENQUIRIES

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### **Note:-**

- (i) Observations should be summarized in their chief aspects and reasons given for the conclusion drawn there from by the investigating officers.
- (ii) Before the commencement of an Enquiry, it is necessary that members should read the relevant paragraphs of the Accident Manual for their guidance and then record a certificate to this effect.

### **1023. Essentials of Enquiry Reports:-**

The proceedings will comprise of the following:

- (A) Index and list of documents accompanying including list of witnesses.
- (B) Preliminary - including names and designations of members of Major Joint Enquiry and other present.
- (C) History of accident.
- (D) Description of site of accident.
- (E) Sketch of the scene of accident.
- (F) (i) Findings (ii) Dissent note, if any (iii) Comments of Majority on dissent note (iv) Staff responsibility primary/ secondary and rules violated.
- (G) Remarks and reasons for findings
- (H) Note for information of administration and its legal advisers in case of litigation arising.
- (I) Other observations and matters brought to light.
- (J) Recommendations and system improvement, if any.
- (K) 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 and the stranded passengers.
- (L) Statements of witnesses. Each witness should be serially numbered, name, designation, Headquarter Station, Division, Age, Length of service, pay scale should be recorded before recording the statement.
- (M) List giving full particulars of persons injured or killed.

### **1024. The following appendices shall also form part of Major Joint Enquiry Report:**

- (A) An appendix stating nature, extent and damage to Railway property, viz.
  - (a) P. Way (b) Locomotives (c) Rolling Stock (d) S&T gears (e) OHE
- (B) An appendix stating the damage caused to goods consigned by the public
- (C) Events and time log of relief operations
- (D) Proforma to be filled in, in case of derailments.
- (E) Certificate of warning to the witnesses.
- (F) Report of Metallurgical Analysis etc.

Proceedings should be filed in the above order. The papers should be serially numbered and evidence recorded should be filed in logical order paying due regards to sequence of evidence and importance of the witnesses concerned. The President of the MJE Committee shall get the proceedings typed/ written.

## ACCIDENT ENQUIRIES

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### 1025. **Preparation of History:**

This must be a concise account in narrative form indicating :-

- (A) History:
  - (i) The time, date and event leading up to the accident.
  - (ii) What actually occurred?
  - (iii) The result and consequences including interruption of traffic.
  - (iv) Description of and comments on the adequacy and promptness or otherwise of first aid and medical assistance.
  - (v) Description of and comments on the adequacy and promptness or otherwise of general relief operations and
  - (vi) Description of the site of accident and its approaches.
- (B) The description (summary of the accident and the locality): This shall be a record of the facts and will include such of the following items, as may be relevant to the accident under enquiry.

#### **Description of the accident :-**

- (1) Date and time of the accident
- (2) Nature and summary of the accident,
- (3) Kilometrage,
- (4) Nearest Station,
- (5) Terminal stations at either end,
- (6) Single or double line/ quadruple/ multiple line,
- (7) If the line is electrified,
- (8) Number and class of train
- (9) Load in tones and vehicles,
- (10) Marshalled order of train
- (11) Condition of rolling stock,
- (12) Brake power on train
- (13) Whether the train was booked to run through or stop,
- (14) Train lights and headlight whether burning,
- (15) System of working at the time and
- (16) Weather conditions.

**Description of the locality:** Formation, grades, curves, type and conditions of permanent way, gauge, cross levels, cant, super elevation, description of signals, sighting of signals from approaching train and from the point from which they are worked system of interlocking and when no interlocking is provided method of setting and locking of points and controlling of signals.

**1026. Evidence and Statements :-**

Evidence should be recorded as connected narrative followed by cross-questions and answers. Care should be taken not to intimidate witnesses. Witnesses who understand English shall read and sign the recorded statement on each page. The evidence may be recorded in Hindi wherever feasible. As regards illiterate witnesses, evidence should be read over and explained before their signatures are obtained and the President or any other official conversant with the language should certify that this has been done. Thumb impressions shall be attested accordingly.

**Points for evidence:-**

The points given in the following paragraphs (A) to (H) should be borne in mind in course of enquiries and should be brought out in evidence:

- (A) General points.
- (B) Sequence of events in time.
- (C) **Points as to Traffic working -**
  - 1. Entries in Station Registers referring to trains concerned.
  - 2. Condition of Registers.
  - 3. Condition of Line Clear Ticket and counterfoil.
  - 4. Procedure of obtaining line clear.
  - 5. Preparation of the Line Clear Tickets.
  - 6. Procedure of delivery of Line Clear to Loco Pilot
  - 7. Condition and recent history of block instruments.
  - 8. Whether trains concerned were running as usual or not?
  - 9. Procedure of working of points and Signals and nature of Station Master's control.
- (D) **Points as to the staff:**
  - 1. Whether acquainted with rules concerned?
  - 2. Whether in possession of the prescribed books?
  - 3. Whether in receipt of notices concerned
  - 4. Whether Loco Pilots have signed as acquainted with the road and when?
  - 5. Whether Loco Pilots have been over the road recently?
  - 6. Whether the staff has worked the same train before?
  - 7. Exact scope of each man's duties, where these are not well known (This applies to all the train staff and is particularly to be borne in mind in the case of staff of large stations).
  - 8. Health and eyesight of staff.
  - 9. Hours of work and previous rest of Railway staff concerned.

## ACCIDENT ENQUIRIES

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**(E) Points as to Trains:**

1. Type and conditions of couplings.
2. Train lights carried and if burning, focusing of lights.
3. If required Weight of each wheel of vehicle concerned in a derailment.
4. Brake Power on trains.

**(F) Points as to permanent way and works:**

1. Recent history of line at place of accident.
2. When line was last worked out?
3. System of work of permanent way Gangs on the section concerned.

**(G) Points as to signals and interlocking:**

1. System of locking & interlocking point and signals.
2. Nature of Station Master's Control.
3. Time of lighting and condition of lamps of signals, indicator and discs.
4. Present condition of signals, test of return of arms, etc.
5. Recent history of signals.

**(H) Points for Level Crossing: Examine and record whether:**

1. Gate wings were properly closed and locked.
2. The gate lamps were in good condition and lighted.
3. The hand signals lamps of the gateman were in order.
4. The engine was running engine foremost or tender foremost and provided with headlight in working order.
5. The road vehicle was carrying any light.
6. The Loco Pilot of the vehicle was under the influence of any liquor or drug.
7. At what distance the train stopped and the position of the brake van and engine from the level crossing.
8. Speed of the train and the road vehicle when approaching level crossing.
9. The direction from which the road vehicle and relative visibility of the vehicle and the train while approaching level crossing.
10. Any whistle board provided and if so did the Loco Pilot whistle at the spot?
11. Particulars of the Cart/ Vehicle whether damaged or not and position on the level crossing.
12. Any road signs provided for the road traffic.
13. Whether the Loco Pilot had any license in case of road vehicles and whether the license actually tallied with the type of vehicle he was driving.
14. Were the rules for working of the gate observed properly?
15. Was there any independent eyewitness who could give an account of the accident?
16. Condition of the road surface and approach.

**1027. Points as to Appendices:-**

1. Plan of site of Accident. (This should be given in almost every case. On a good, fully dimensioned plan most of the information included under "Description of Accident" can be given. These descriptions can then be reduced to the smallest compass).
2. Drawing required. (Section or Wheel-tyres, Axles etc.)
3. Extracts from train registers.
4. Rules bearing on the occurrences.
5. List of passengers killed and injured.
6. List of Railway Servants killed and injured.
7. Damage to stock, permanent way and works.
8. Extent of damage caused to public property and/ or consignments booked by the public parties.

**1028. Findings :-**

The findings should be concise and clear and consist of a simple statement of the opinion of the Committee as to

- (a) What caused the accident as precisely as possible
- (b) Names and designations of persons responsible therefore.
- (c) Rule/ Rules or instructions violated or disregarded by each of the staff. The Primary/ Secondary responsibility of the staff/ department shall be specifically indicated.
- (d) It should also be mentioned under which of the category the cause of accident falls i.e.:
  1. Failure of Railway Staff
  2. Failure of other than Railway Staff.
  3. Failure of equipment.
  4. Sabotage.
  5. Accidental or Act of God.
  6. Combination of factors.
  7. Other miscellaneous causes.
  8. Cause could not be established.

**1029. Remarks and Reasons for Findings should contain :-**

1. Comments on inspection of site, the rolling stock involved and the material instruments and appliance etc. should be stated clearly in support of reasons arising.
2. Discussion of all conflicting evidence and the committee's deductions there from
3. The contributory factors and the extenuating circumstances, if any.

The Committee should state precisely 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.

## **ACCIDENT ENQUIRIES**

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The remarks and reasons should, therefore, to be as complete as possible. The value of evidence of each witness should be noted upon and it should be stated in case of doubtful witnesses, whether the witness is impartial or whether he is one to whom the decision is a matter of indifference, or whether he is likely to be interested in securing a particular decision.

### **1030. Recommendations and system improvement :-**

The Committee may suggest any improvements in the rules or practices of working, which in their opinion, would prevent similar accidents in future or improve the working based not only on the cause or causes of the accident, but also the contributory factors, if any and the extenuating circumstances, if any. In case of "system failure" when staff at different location have been found similar short cut methods or unsafe practices. The enquiry committee should answer the question "what system, practices and procedures need to be improved and how?" If there is no recommendation/ suggestion to be made, a NIL entry should be made in the form. The recommendations should, however, be pragmatic and feasible.

### **1031. Enquiry to be fair and impartial:-**

To be purposeful the enquiries should be fair and impartial and conducted with utmost efficiency and sincerity. Serious view should be taken of any Officer who shows Departmental bias in proceedings of accident enquiry.

### **1032. Enquiry Committee unable to come to decision:-**

In those extremely rare cases where enquiry committee is unable, to come to definite conclusion, either a fresh enquiry may be ordered or accepting authorities may draw their own conclusions based on records as the case may be.

### **1033. Acceptance of Findings:-**

- (A) Acceptance of DRM: DRM shall be accepting authority for the following types of accidents in respect of enquiries conducted by the Officials of the Division:
- (i) Station/ Mid-section derailments of goods trains.
  - (ii) Averted collisions, not involving passenger-carrying train.
  - (iii) Breach of Block Rules involving goods train.
  - (iv) Goods train running into road traffic at manned level crossing.
  - (v) Trains, both passenger and goods, running into road traffic at unmanned level crossings.
  - (vi) Goods train passing signals at danger.
  - (vii) Fire in trains not carrying passengers.
  - (viii) Trains, both passenger and goods, running over or against any obstruction not classifiable as collision, derailment, level crossing gate accident or train wrecking.
  - (ix) Accident to Trollies or Lorries not classifiable as a collision or derailment.
  - (x) Accidental or Natural death or grievous hurt to any person, whether passenger, railway employee or trespasser, or any other person within railway premises (excluding railway quarter).
  - (xi) Any other category of accident except those for which acceptance lies with Headquarters.

## ACCIDENT ENQUIRIES

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(B) **Acceptance of CSO:**

CSO shall be the accepting authority in the following cases:

- (i) Collisions
- (ii) Derailments involving passenger trains.
- (iii) Averted collisions involving a passenger train
- (iv) Breach of block rules involving a passenger train
- (v) Passenger Trains passing signals at danger.
- (vi) Fire in trains carrying passengers.
- (vii) Passenger carrying trains running into road traffic at manned level crossings.
- (viii) Attempted wrecking or sabotage to train carrying passengers.
- (ix) Attempted wrecking or sabotage to train not carrying passengers.
- (x) Attempted sabotage or tampering with track not involving any train.
- (xi) Train or a portion of a train running away out of control.

(C) **Acceptance by AGM:**

Additional General Manager shall be accepting authority in respect of the Major Joint Enquiry conducted by the Senior Administrative grade Officers.

**1034. Dissent Note:-**

As far as possible, the MJEC should come to a unanimous decision. However, if any member of MJE gives a dissent note the majority of members should give detailed item wise reasoned remarks on the dissent note. The DRM may agree either with the majority findings or with the conclusions of the dissenting Officer with brief reasons to be recorded in writing.

**1035. Disposal of Reports of Major Joint Enquiry Committee:-**

- (A) Two copies of the proceedings/ findings of the Major Joint Enquiry Committee will be submitted by the Divisions to the CSO in all cases of train accidents.
- (B) When enquiry had been held by Officers of HQ a copy of the same will be sent to DRM.
- (C) When an accident has occurred at Joint Junction stations, DRM will decide as to what portion of the report and findings should be taken and sent to using railway for information.
- (D) If enquiry committee concludes that other Railway/ Division establishments such as Workshops, C&W Depots, Loco Shops, etc. are responsible for the accident, a copy of the enquiry report along with CMT's Analysis report etc. shall also be sent to that establishment for fixing staff responsibility and taking action under DAR.
- (E) Additional copies shall be sent to the following Officers also in case of accidents mentioned below:
  - (i) CCM - When there is damage to private property, other than rolling stock or accident involves injury/ death of passenger due to accident including fire.
  - (ii) CSC - In case of fire.

**Note:-** If a Magistrate or Police Official has also attended the enquiry, then a copy of findings will be sent to them also.

## ACCIDENT ENQUIRIES

### 1036. Time Table for Accident Enquiries:-

In order to ensure timely completion of accident inquiry report/ DAR following model time schedule should be adopted.

#### Schedule of procedure for completion of accident enquiry at Zonal level.

Sl No.	Model No.	Remarks
1.	D	Date of Accident
2.	D + 1	DRM/GM* shall order the inquiry, if no particular department accept the responsibility.
3.	D + 3	Committee shall convene the inquiry into the accident.
4.	D + 7	Committee shall submit the inquiry report to DRM/GM*
5.	D + 10	Acceptance of inquiry report by the GM*/DRM/Sr.DSO (only for yard accident)
6.	D + 15	Inquiry report will be finalised by CSO/AGM
7.	D + 20	Submission of inquiry report to CRS for the section of the Railways on which the accident occurred with the remarks. A copy of findings of the Inquiry Report to be sent to Railway Board.
8.	D + 90	DAR action against responsible officials to be completed.

\* For SAG level inquiries.

- (1) DRM/GM may decide to have the inquiry conducted even if a particular department accepts the responsibility for enabling through review of associated systems involved in the accident.
- (2) Time limits prescribed above are the maximum period of time. It should be ensured to finalize the Inquiry Report and D&AR action as early as possible but not beyond the prescribed time limits.

### 1037. Action to be taken by Division on Enquiry Reports:-

The Division shall take action on the MJE reports to ensure that:

- (A) The staff concerned are suitably taken up under Discipline and Appeal Rules as per extant instructions issued by Railway Board from time to time. The instructions issued by Railway Board are given in Appendix - 'P'.

**Note:** Even in case where HQ is the accepting authority, the Officers of Division should immediately initiate disciplinary action against the staff held responsible. However, in the case where HQ is the accepting authority, final orders shall not be passed until intimation regarding acceptance of findings is received.

- (B) The observations and recommendations are examined by the Division and follow up action is taken in co-ordination with all concerned.

### 1038. Monitoring of Disciplinary Cases: -

- (A) Promptness and adequacy of DAR action is very essential to serve the intended purpose of accident enquiries.
- (B) Progress of each DAR case should be monitored by disciplinary authority and the Branch Officer concerned.

## ACCIDENT ENQUIRIES

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- (C) The DRM should also be advised of the progress in the Safety meetings in order to ensure adequacy of punishment. Systematic and timely review of punishment and also of those cases where either disciplinary action has not been initiated or the charges have been dropped must be undertaken at appropriate time by the Divisional Officers.
- (D) In the Headquarter Office, the Safety Branch should examine the enquiry reports and put up the cases to CSO. The cases shall also be put up to other Heads of Department concerned for scrutiny and taking follow up action, if necessary.

### 1039. **Analysis of Accidents:-**

In order to minimize accidents, it is necessary that regular analysis of the accidents with particular emphasis on identifying vulnerable areas such as -

- (a) Stretches of track,
- (b) Unmanned Level Crossing gates and stations,
- (c) C&W depots/ workshops frequently figuring in accidents should be undertaken on systematic basis at regular intervals.

Each Branch connected with train working should also carry out detailed analysis of various types of accidents and advise results to CSO for consolidating the position and taking further necessary action.

Co-ordination between different Departments, Divisions and Railways concerned should be maintained for expeditious finalisation of accident enquiries, Disciplinary and Appeal cases and for prevention of accidents.

\* \* \* \* \*

## BG SPART/SPARME, Accident Relief Medical Equipment Scale-1 and Accident Relief Trains as on 31.05.2023

Division	Location	ARME- Scale 1, SPART/SPARME		Class of ART	140T Crane Capacity & type of Crane	2 RT/Wagon packing Van	3 RT (Crane Staff and kitchen Van)	4 Wagon (BRN HS) Engineerin g Material	5 Wagon BCN HS Engineerin g & OHE)	6 RT Tool & Van	7 RSM Elect.& Tele. Van	8 RT MFD Van	9 RT Staff and Kitchen Van	Total No of Coaches	Remark
		RH	RHV												
Mumbai Central	BL	1	1	B	----	----	----	1	1	1	1	1	1	2 & 6	ARME/ART
	UDN	----	----	A	1 (140T DHBD Crane)	1	1	1	1	1	1	1	1	9	ART
		UDN: 3 coach Self Propelled ARME Scale-I (SPARME)													
	NDB	1	1	C	----	----	----	----	----	1	----	----	1	2 & 2	SPARME
	Bandra	BA DSL Shed: 3 coach Self Propelled ART cum Scale-I ARMV (SPART)													
Vadodara	BRC Y	----	----	B	----	----	----	1	1	1	1	1	1	6	ART
	BRC P	----	----	A	1 (140T DHBD Crane)	1	1	1	1	1	1	1	1	9	ART
	RTM	RTM: 3 coach Self Propelled ART cum Scale-I ARMV (SPART)													
Ratlam	RTM	1	1	B	----	1	----	1	1	1	1	1	1	3	SPART
	UJN	1	1	B	----	----	----	1	1	1	1	1	1	2 & 7	ARME/ART
	COR	1	1	B	----	----	----	1	1	1	1	1	1	2 & 6	ARME/ART
	DHD	----	----	C	----	----	----	----	----	1	----	----	----	1	ART
	KKF	----	----	A	1 (140T DHBD Crane)	1	1	1	1	1	1	1	1	9	ART
	ADI	ADI: 3 coach Self Propelled ART cum Scale-I ARMV (SPART)													
Ahmedabad	GIM	----	----	A	1 (140T DHBD Crane)	1	1	1	1	1	1	1	1	9	ART
		GIM: 3 coach Self Propelled ART cum Scale-I ARMV (SPART)													
	PNU	1	1	----	----	----	----	----	----	----	----	----	----	2	ARME
Rajkot	RJT	1	1	A	1 (140T DHBD Crane)	1	1	1	1	1	1	1	1	2 & 9	ARME/ART
	HAPA	HAPA: 3 coach Self Propelled ART cum Scale-I ARMV (SPART)													
Bhavnagar	BVP	----	----	B	----	----	----	1	1	1	1	1	1	6	ART
	PBR	BVP: 3 coach Self Propelled ART cum Scale-I ARMV (SPART) PBR: 3 coach Self Propelled ART cum Scale-I ARMV (SPART)													
		MG Accident Relief Medical Equipment Scale-1 and Accident Relief Trains													
Ratlam	DADN	1	1	B	----	----	1	1	1	1	1	1	1	2 & 7	ARME/ART
Bhavnagar	VRL	1	1	B	----	----	----	1	1	----	1	1	----	2 & 4	ARME/ART

On Narrow Gauge 'C' class ART are located at Bilimora (BCT division)

DHBD - Diesel Hydraulic Break Down Crane

**ACCIDENT RELIEF MEDICAL EQUIPMENT SCALE – II**

Based at Station	Doctor Incharge	Based at Station	Doctor Incharge
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**Appendix- A - ACCIDENT RELIEF MEDICAL EQUIPMENT SCALE - II.**

Based at station	Doctor In-charge	Based at station	Doctor In-charge
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**MUMBAI DIVISION**

Palghar	Sr. DMO-Borivali
Bilimora	MS- Valsad
Ukai-Songarh	DMO-Surat
Nandurbar	DMO-Nandurbar
Amalner	ADMO-Amalner

**VADODARA DIVISION**

Jambusar	CMP-Bharuch
Chhuchhapura	CMP -Dabhoi
Choranda	CMP -Dabhoi
Samlaya	ACMS- Vadodara
Godhara	CMP -Godhra
Petlad	ADMO- Anand
Kosamba	CMP -Bharuch
Champaner Road	CMP -Godhra
Nadiad	ADMO-Anand
Ankleshwar	CMP -Bharuch
Anand	ADMO- Anand
Dabhoi	CMP - Dabhoi

**RATLAM DIVISION**

Dahod	ADMO – Dahod
Amargarh	ADMO-Dahod
Nagda	DMO-Nagda
Sujalpur	DMO-Ujjain
Nimach	Sr.DMO- Nimach
Mandsor	Sr.DMO-Nimach
Fatehabad Chandrawatiganj	DMO-Indore

**AHMEDABAD DIVISION**

Dhranghadhra	ADMO- Dhranghadhra
Maliya Miyana	DMO- Gandhidham
Bhildi	ADMO- Radhanpur
Radhanpur	ADMO- Radhanpur
Adesar	ADMO- Radhanpur
Bhuj	DMO- Gandhidham
Katosan Road	DMO- Mehasana
Vijapur	DMO- Mehasana
Himmatnagar	DMO- Himmatnagar
Mehsana	DMO-Mehsana
Viramgam	ADMO-Viramgam

**RAJKOT DIVISION**

Surendranagar	DMO- Surendranagar
Okha	DMO Okha
Morbi (Pomka)	DMO Wankaner

**BHAVNAGAR DIVISION**

Dholka	ADMO/CMP- Dholka
Dhola Jn.	ADMO/CMP-Dhola Jn.
Khijadiya Jn	ADMO/CMP-Dhola Jn.
Mahuva	ADMO/CMP- Mahuva
Jamjodhpur	DMO/CMP -Porbander
Visavdar	ADMO/CMP-Junagadh Jn.
Veraval	ADMO/CMP-Veraval
Prachi Road Jn	ADMO/CMP-Veraval
Botad Jn	ADMO/CMP-Botad Jn.
Junagadh Jn.	ADMO/CMP-Junagadh Jn.
Jetalsar Jn	ADMO/CMP-Jetalsar Jn

**ARMEs AND ARTs ON ADJOINING ZONES / DIVISIONS****1. Locations of ARME Scale -I on adjoining Zones/ Divisions:-**

ARMEs scale - I on adjoining Zones /Divisions are located as follows:

- (i) Kalyan - Mumbai Division - Central Railway
- (ii) Bhusaval - Bhusaval Division - Central Railway
- (iii) Kota - Kota Division - W.C.Railway
- (iv) Gangapur City - Kota Divn. W.C.Rly.
- (v) Bhopal - Bhopal Division- W.C.Railway
- (vi) Abu Road - Ajmer Division - N.W.Railway
- (vii) Udaipur - Ajmer Division - N.W.Rly. (MG)
- (viii) Purna - Nanded Division - South Central Railway

**2. Section wise chart for requisitioning of ARMEs from adjoining Zones/Divisions from both ends.**

<b>(a) Mumbai Central Division</b>	<b>Ist</b>	<b>Other end</b>
(i) Churchgate-Valsad	BCT/KYN(CR)	BL
(ii) Valsad-Surat	BL/BCT	UDN
(iii) Surat-Nandurbar	UDN/BL	BSL (CR)
<b>(b) Vadodara Division</b>		
(i) BRC-ST	BRC	UDN
(ii) BRC-GDA	BRC	RTM
<b>(c) Ratlam Division</b>		
(i) RTM-GDA	RTM	BRC
(ii) RTM-NAD	RTM	UJN/KTT (WCR)
(iii) NAD-BPL	RTM	UJN/BPL (WCR)
(iv) RTM-COR (MG)	COR	MHOW
(v) RTM-MHOW (MG)	COR	MHOW
(vi) MHOW-Khandwa	MHOW	AKOLA (SCR)
<b>(d) Ahmedabad Division</b>		
(i) ADI-BRC	ADI	BRC/UDN(BCT Div)
(ii) ADI-GIM	ADI/BRC	RJT
(iii) ADI-PNU	ADI	ABR(AII DIV.NWR)
(iv) PNU-GIM	ABR(Aii Div.NWR)	GIM
(v) ADI-HMT(MG)	SBI	RPZ (AII DIV.NWR)
<b>(e) Rajkot Division</b>		
(i) RJT-VG	RJT/HXP	ADI
(ii) RJT-OKO	RJT	HXP
(iii) WKR-MALB	RJT/BVP	GIM
<b>(f) Bhavnagar Division</b>		
(i) SUNR-Dhola	BVP	RJT/ADI
(ii) Dhola-PIPAVAV	BVP	RJT/ADI
(iii) RJT-PBR	RJT	PBR
(iv) DAS-JLR(MG)	JLR	-
(v) JLR-WSJ-VRL	JLR	-
(vi) JND-VSW-KJU	JLR	-

**3. Location of ART on adjoining Zone/Division:**

- (i) Kota Division (WCR) 35 T Crane.
- (ii) Abu road - Ajmer Division (NWR) - 35T Crane.

Appendix B

(iii)	Jaipur- Jaipur Division(NWR) -	140T Crane.
(iv)	Gangapur City - Kota Division (WCR) -	140T Crane.
(v)	Bina - Bhopal Division (WCR) -	75 T Crane.
(vi)	New Katni Junction - Jabalpur Division (WCR) -	140 T Crane.
(vii)	Kurla - Mumbai Division (CR) -	75 T Crane.
(viii)	Bhusawal - Bhusawal Division (CR) -	140T Crane .
(ix)	Bhopal - Bhopal Division (WCR) -	140 T Crane.
(x)	RanaPratap Nagar (MG) - Ajmer Division (NWR) -	35 T Crane.
(xi)	Akola (MG) - Nanded Division - SCR -	35 T Crane.

**4. Location of Brake down special (ART without Crane) on adjoining Zones / Divisions:**

- (i) Phulera Junction - Jaipur Division (NWR).

**5. Section wise chart for requisitioning of ARTs with 140T crane from adjoining Zones/ Divisions from other end.**

(a)	Mumbai Division	Ist	Other end
(i)	Churchgate-Valsad	UDN	Kurla (CR)75T Crane
(ii)	Valsad-Surat	UDN	KKF
(iii)	Surat-Nandurbar	UDN	BSL (CR)
<b>(b)</b>	<b>Vadodara Division</b>		
(i)	BRC-ST	UDN	KKF
(ii)	BRC-GDA	KKF	RTM
(iii)	BRC-ADI	KKF	UDN
<b>(c)</b>	<b>Ratlam Division</b>		
(i)	RTM-GDA	RTM	KKF
(ii)	RTM-NAD	RTM	KTT
(iii)	NAD-BPL	RTM	ET-BPL Div.(WCR)
(iv)	RTM-COR (MG)(35T)	NMH	MHOW
(v)	RTM-MHOW(MG)(35T)	NMH	MHOW
(vi)	MHOW-Khandwa(MG)	MHOW	Akola (SCR)
<b>(d)</b>	<b>Ahmedabad Division</b>		
(i)	ADI-BRC	KKF	UDN (BCT Div)
(ii)	ADI-GIM	KKF	RJT 76.2T crane
(iii)	ADI-PNU	KKF	ABR (All DIV.NWR)
(iv)	PNU-GIM(MG)	GIM	-
(v)	ADI-HMT(MG)	SBI 35T	RPZ 35T (All DIV.NWR)
<b>(e)</b>	<b>Rajkot Division</b>		
(i)	RJT-VG	RJT 76.2T	KKF
(ii)	RJT-OKO	RJT 76.2T	KKF
(iii)	WKR-DAC	RJT 76.2T	KKF
(iv)	DAC-MALB	RJT 76.2T	KKF
<b>(f)</b>	<b>Bhavnagar Division</b>		
(i)	SUNR-DLJ	BVP 75T	KKF
(ii)	DLJ-PIPAVAV	BVP 75T	KKF
(iii)	RJT-PBR	RJT 75T	-
(iv)	DAS-JLR(MG)	JLR 35T	-
(v)	JLR-WSJ	JLR 35T	-
(vi)	JND-VSW-KJV-VRL	JLR 35T	-

## Appendix C

**LIST OF RAILWAY HOSPITALS & DISPENSARIES SHOWING ACCOMODATION & FACILITIES PROVIDED THEREIN - THE METHOD OF TRANSPORT OF PASSENGERS THERETO:**

Station	Hospital or Dispensary	No. of Beds	Whether X-Ray facilities are available in the Civil Hospital	Designation of the Doctor Incharge	Approximate Distance from nearest Railway Station	Method of Transport from the station to the dispensary or Hospital	Remarks
<b><u>MUMBAI DIVISION:</u></b>							
Churchgate	Dispensary	1	-	DMO	100 Mts.	By Ambulance/Stretcher/Taxi etc.	
Mumbai	1) JRH Hospital	250	Yes	CHS	1.0 Kms.	By Ambulance/Stretcher etc.	
Central	2) Dispensary	1	-	MS	300 Mts.	By Stretcher/Taxi etc.	
Mahalaxmi	First Aid Post	-	-	DMO	500 Mts.	By Stretcher/Taxi etc.	
Lower Parel	First Aid Post	-	Yes	Sr. DMO	1.0 Kms.	By Ambulance/Taxi etc.	
Bandra	First Aid Post	-	Yes	Sr. DMO	1.0 Kms.	By Ambulance/Stretcher/Taxi etc.	
Borivli	First Aid Post	1	-	Sr. DMO	200 Mts.	By Ambulance/Stretcher/Taxi etc.	
Palghar	Health unit Sub-Div.	-	-	Contract Dr.	-	-	
Valsad	Hospital	40	Yes	MS	200 Mts.	By Ambulance/Stretcher/Taxi etc.	
Udhna	Dispensary	2	-	Sr. DMO	200 Mts.	By Stretcher/Taxi etc.	
Surat	Dispensary	2	-	DMO	100 Mts.	By Ambulance/Stretcher etc.	
Nandurbar	Dispensary	3	-	DMO	500 Mts.	By Stretcher/Taxi etc.	
Amalner	Dispensary	2	-	ADMO	100 Mts.	By Stretcher	
<b><u>VADODARA DIVISION:</u></b>							
Pratapnagar	Hospital	96	Yes	CMS	1 / 4 Km..	By Ambulance	
Anand	Dispensary	4	Yes	ADMO	100 Mts.	By Rickshaw/Taxi etc.	
Vadodara Stn.	Dispensary	2	Yes	Sr.DMO	100 Mts.	By Rickshaw/Taxi etc.	
Vadodara Yd.	Dispensary	6	Yes	DMO	100 Mts.	By Rickshaw/Taxi etc.	
Bharuch Jn.	Dispensary	1	Yes	Sr. DMO	1 / 4 Km.	By Rickshaw/Taxi etc.	
Dabhoi	Dispensary	1	Yes	CMP	1 / 2 Km.	By Rickshaw/Taxi etc.	
Godhra	Dispensary	3	Yes	Sr.DMO	200 Mts.	By Rickshaw/Taxi etc	
<b><u>RATLAM DIVISION:</u></b>							
Dahod	Main Hospital	130	Yes	CMS	3.0 Kms.	By Ambulance/Auto/Tonga etc.	
	Stn. Dispensary	1	-	ADMO	100 Mts.	By Stretcher	
	W/S Dispensary	1	-	ADMO	500 Mts.	By Stretcher	
Ratlam	Main Hospital	100	Yes	CMS	1.0 Kms.	By Ambulance/Auto/Tonga etc.	
	Dispensary	-	-	ADMO	100 Mts.	By Stretcher	
	Ghatla Dispensary	-	-	ADMO	300 Mts.	By Stretcher/Rickshaw etc.	
Ujain	Dispensary	2	-	Sr.DMO	Near Stn.	By Stretcher/Rickshaw etc.	
Chittaurgarh	Dispensary	1	-	DMO	Near Stn.	By Stretcher/Rickshaw etc.	
Neemuch	Dispensary	2	-	Sr.DMO	Near Stn.	By Stretcher/Rickshaw etc.	
Fatehabad	Medical	-	-	DMO-IND	Near Stn.	By Stretcher/Rickshaw etc.	
Chandrawati	Equipment	-	-				
Ganj	ARME II	-	-				
Indore	Dispensary	1	-	DMO	Near Stn.	By Stretcher/Rickshaw etc.	
Mhow	Dispensary	2	-	DMO	1.0 Kms.	By Taxi/Tonga etc.	

## Appendix C

**LIST OF RAILWAY HOSPITALS & DISPENSARIES SHOWING ACCOMODATION & FACILITIES PROVIDED THEREIN - THE METHOD OF TRANSPORT OF PASSENGERS THERETO:**

Station	Hospital or Dispensary	No. of Beds	Whether X-Ray facilities are available in the Civil Hospital	Designation of the Doctor Incharge	Approximate Distance from nearest Railway Station	Method of Transport from the station to the dispensary or Hospital	Remarks
<b>AHMEDABAD DIVISION:</b>							
Sabarmati	Hospital	20	Yes	CMS	500 Mts.	By ambulance	-
Ahmedabad	Dispensary	4	Yes	Sr.DMO	250 Mts.	By Ambulance	-
Sabarmati	Dispensary	2	No	Sr.DMO	250 Mts.	By Ambulance	-
Kankariya	Dispensary	6	--	Sr.DMO	200 Mts.	By rickshaw	-
Viramgam	Dispensary	1	No	DMO	200 Mts.	By rickshaw	-
Dhrangdhra	Dispensary	1	--	ADMO	200 Mts.	By rickshaw	-
Maliya - Miyana	Dispensary	1	--	ADMO	200 Mts	By rickshaw	-
Vatva	Dispensary	--	---	DMO	500 Mts.	By rickshaw	-
Palanpur	Dispensary	2	--	ADMO	Very near	By Ambulance/stretchers	-
Radhanpur	Dispensary	2	--	DMO	Very near	By stretcher	-
Gandhidham	Hospital	17	Yes	MS	250 Mts.	By ambulance	-
New Bhuj	Lock up-Disp.	--	--	ADMO	200 Mts	By stretcher	-
Mehasana	Health unit	4	--	DMO	1 KM	By rickshaw	-
Himmatnagar	Health unit	2	--	DMO	1 KM	Rickshaw	-
Kalol	Lock up Disp.	--	--	DMO	Very near	By stretcher	-
<b>RAJKOT DIVISION:</b>							
Okha	Lockup Dispensary	2	-	CMP	Very Near	By Rickshaw/Taxi/Auto Rickshaw	
Dwarka	Lockup Dispensary	-	-	CMP	Very Near	By Rickshaw/Taxi/Auto Rickshaw	
Jamnagar	Health Unit	1	Yes	CMP	7.0 Kms.	By Rickshaw/Taxi/Auto Rickshaw	
Hapa	Health Unit	4	-	CMP	1 / 4 Km..	By stretcher /Taxi/Auto Rickshaw	
Rajkot	Rly. Hospital	79	Yes	CMS/RJT	1.0 Km.	By Ambulance/ Road Medical Van.	
Wankaner	Health Unit	2	Yes	CMP	Very near	By stretcher /Taxi/Auto Rickshaw	
Morbi	Lockup Dispensary	-	Yes	CMP	Very near	By stretcher /Taxi/Auto Rickshaw	
Surendranagar	Health Unit	4	Yes	CMP	Very near	By Rickshaw/Taxi/Auto Rickshaw	
Mahasana	Health Unit	4	-	SR.DMO	1.0 Kms.	By Taxi/Auto Rickshaw etc.	
Himatnagar	Health Unit	2	-	ADMO	1.0 Kms.	By Ambulance/Stretcher/Rickshaw	
<b>BHAVNAGAR DIVISION:</b>							
Bhavnagar Para	Hospital	104	Yes	CMS	1.0 Kms.	By Ambulance/Stretcher/Rickshaw	
Bhavnagar T.	Dispensary	-	-	ADMO	At Station	By Ambulance/Stretcher/Rickshaw	
Dhola Jn.	Dispensary	1	-	ADMO	At Station	By Ambulance/Stretcher etc.	
Botad	Dispensary	2	-	Sr.DMO	At Station	By Ambulance/Stretcher etc.	
Mahuva	Dispensary	-	-	ADMO	At Station	By Stretcher etc.	
Jetalsar	Dispensary	1	-	ADMO	At Station	By Stretcher etc.	
Junagadh	Dispensary	2	-	Sr.DMO	At Station	By Ambulance/Stretcher etc.	
Veraval	Dispensary	1	-	DMO	At Station	By Ambulance/Stretcher etc.	
Gondal	Dispensary	-	-	ADMO	500 Mts.	By Stretcher/Rickshaw etc.	

In continuation to Appendix-C of Accident Manual -2009 (Eng.), following instructions i.e. TELEPHONE NOS.. OF IMPORTANT SERVICES – ACCIDENTS & DISASTERS, should be added after page no. 98 as 98A & 98B

**Appendix-“C”.**

**TELEPHONE Nos. OF IMPORTANT SERVICES – ACCIDENTS& DISASTERS**

<b>Name of Station:</b> _____			<b>Board updated on:</b> _____ (Date of completion of verification to be filled by pen)		
<b>List of Ambulance Providers</b>					
Sr.	Name of the Ambulance Provider	Location	Distance from Station	Mobile No.	Telephone No.* (include STD code)
1					
2					
3					
4					

\* Telephone No. with STD code and Railway auto No. where applicable to be included in this column

<b>List of Hospitals</b>								
Sr.	Name of the Hospital	Doctor's Name	Location	Distance from Station	Facilities Available		Telephone No.*	
					No. of Beds	Ambulance (Y/N)	Mobile No.	Landline No.*
1.								
2.								
3.								
4.								

<b>Civil Official/ Office</b>					
Sr.	Official/ Office	Location	Distance from Station	Mobile No.	Telephone No.*
1.	District Magistrate / Collector				
2.	Superintendent of Police				
3.	Police Control Room (if available)				
4.	Disaster Management Unit				
5.	District Disaster Management Office				
6.	Police Station				
7.	Bus Depot				
8.	Fire Brigade				
9.	IOC/ BPCL				

<b>Railway Officials</b>			
<b>Sr.</b>	<b>Official/ Office</b>	<b>Mobile No.</b>	<b>Telephone No.*</b>
1.	DRM		
2.	ADRM		
3.	Sr. DOM		
4.	Sr. DSO		
5.	Inspector RPF		
6.	Inspector GRP		
7.	Station master of Adjoining Station__(A)_____		
8.	Station master of Adjoining Station__(B)_____		
9.	Sectional Traffic Inspector		
10.	Chief Loco Inspector (HQ)		
11.	Sectional Signal Inspector		
12.	Sectional SSE P. Way		
13.	Sectional Commercial Inspector		

<b>List of Blood banks</b>			
<b>Sr.</b>	<b>Name of the Blood Bank</b>	<b>Mobile No.</b>	<b>Telephone No.*</b>
1.			
2.			
3.			
4.			

<b>Miscellaneous Numbers</b>			
<b>Sr.</b>	<b>Name of Organization/ Unit</b>	<b>Mobile No.</b>	<b>Telephone No.*</b>
1.	NGO's		
2.	Crane Services		
3.	Gas cutter Services		
4.			

**Note: (to be printed on the bottom this board in small font)**

- Station Masters should save a few of the important numbers on his common station/personal mobile for his ease.
- The Hospital Numbers of 24/7 hospitals, mentioned in this list should be of casualty / Emergency of the hospital as these are manned round the clock. This aspect as to whom the number belongs to (rather than putting the first number told by the hospital) should be checked by the Station Master while verifying the telephone number.
- This board should be updated monthly.
- If ARME Scale-II is available at any station where a railway doctor is not posted then Station master shall collect & display telephone numbers of Road vehicle providers to facilitate movement of ARME scale-II equipments to site of accident.

## Appendix D

**JURISDICTION OF DISTRICT MAGISTRATE/COLLECTORS\***

\* Note: - Jurisdiction and Headquarters can be changed by State governments any time as such Station Masters and control Office etc. should keep up to date list in their offices.

From Station	To Station	Dist. Magistrate/ Collectors'HQ.
<b><u>Churchgate - Nagda Jn.</u></b>		
Churchgate	Dahisar	Mazgaon
Dahisar	Gholvad	Thane
Gholvad (Excl.)	Maroli	Valsad
Maroli (Excl.)	Hathuran	Surat
Navapur	Betawad	Nandurbar
Padse	Paldhi	Bhusawal
Hathuran (Excl.)	Palej	Bharuch
Palej	Samlaya	Vadodara
Samlaya	Anas B. (Excl.)	Godhra
Anas B.	Bhairongarh	Jhabua
Bhairongarh (Excl.)	Runkhera (Excl.)	Ratlam
Runkhera	Mehidpur Road	Ujjain
<b><u>Vadodara - Kharaghoda</u></b>		
Vadodara	Vasad 'A'	Vadodara
Vasad (G.F.)	Barejadi Nandej	Khaira
Barejadi Nandej	Viramgam	Ahmedabad
Viramgam	Kharaghoda	Ahmedabad
<b><u>Viramgam - Samakhiali Jn.</u></b>		
Jhund (Excl.)	Khakhrechi	Surendranagar
Khakhrechi	Samakhiali	Rajkot
<b><u>Udhna - Jalgaon</u></b>		
Udhana	Navapur (Excl.)	Surat
Navapur	Betavad	Nandurbar
Betavad	Jalgaon	Jalgaon
<b><u>Nagda - Ujjain - Bhopal</u></b>		
Nagda	Tarana Road	Ujjain
Tarana road (Excl.)	Jabri (Excl.)	Shajapur
Jabri Bakanian Bhaunri (Excl.)	Sehore	Bhopal
Bakanian - Bhaunri	Bhopal	Bhopal
<b><u>Ujjain - Indore</u></b>		
Ujjain	Karchha	Ujjain
Karcchha (Excl.)	Binjana	Dewas
Binjana (Excl.)	Indore	Indore
<b><u>Vasad - Kathana</u></b>		
Vasad	Kathana	Khaira
<b><u>Anand - Godhra</u></b>		
Anand	Sevaliya	Khaira
Sevaliya	Godhra	Godhra (Panch Mahal)
<b><u>Anand - Khambhat</u></b>		
Anand	Khambhat	Khaira
<b><u>Ahmedabad - Gandhinagar</u></b>		
Ahmedabad	Gandhinagar	Ahmedabad
Gothangam (Excl.)	Kawas Siding/Kribhco	Surat

## Appendix D

From Station	To Station	Dist. Magistrate/ Collectors'HQ.
<b>Viramgam - Okha</b> Viramgam Kesariya Road Wankaner Chanol (Excl.) Jamnagar Kanalus	Kesariya Road Wankaner Choral Okha Windmill Sikka	Ahmedabad Surendranagar Rajkot Jamnagar Jamnagar Jamnagar
<b>Ratlam - Mhow - Khandwa</b> Ratlam Runija Gautampura Road Choral (Except Omkareshwar Road) Omkareshwar Road	Ranij (Excl.) Gautampura Rd.(Excl) Charol Sanawad Khandwa	Ratlam Ujjain Indore Kharagon Khandwa
<b>Fatehabad Chandrawatiganj - Ujjain</b> Fatchabad Chandrawatiganj	Ujjain	Ujjain
<b>Ajmer - Ratlam</b> Hamirgarh(Excl.) Nimbahera (Excl.) Kachanara Road (Excl.)	Nimbahera Kachnara Road Ratlam	Chittaurgarh Mandsor Ratlam
<b>Palanpur - Gandhidham - Naliya</b> Palanpur Piprala Gandhidham	Santalpur Kandla Port New Bhuj-Naliya	Palanpur Bhuj Bhuj
<b>Wankaner - Jorawar Nagar</b> Wankaner Dahinsara Surendranagar (Excl) Surendranagar	Navlakhi Maliya Miyana Jn. Dhrangadhra Jorawar Nagar	Rajkot Rajkot Ahmedabad Surendranagar
<b>Palanpur - Sabarmati</b> Palanpur Sidhpur IFFCO CABIN	Sidhpur (Excl) IFFCO CABIN (Excl) Sabarmati (Excl)	Palanpur Mahesana Ahmedabad
<b>Mahesana - Viramgam</b> Mahesana Kastosan Road Kalol (Excl) Makakhad (Excl)	Katosan Road (Excl) Viramgam Makakhad (Incl) Ambaliyasan Jn.	Mahesana Ahmedabad Gandhinagar Mahesana
<b>Kalol - Chansama</b> Kalol (Excl)	Chansama	Mahesana
<b>Mahesana - Patan</b> Mahesana (Incl)	Patan	Mahesana
<b>Mahesana - Taranga Hill</b> Mahesana (Incl)	Taranga Hill	Mahesana
<b>Ahmedabad - Prantij - Himmatnagar</b> Asarva (Incl) Kherol (Excl)	Kherol (Incl) Khedbrahma	Ahmedabad Himmatnagar

## Appendix D

From Station	To Station	Dist. Magistrate/ Collectors'HQ.
<b><u>Porbandar - Kanalus (BG)</u></b> Porbandar Wansjalia	Wansjaliya (Excl) Kanalus Jn. (Incl)	Junagadh Jamnagar
<b><u>Bhavnagar - Surendranagar</u></b> Bhavnagar Ter. Botad (Excl) Vejalika (Excl)	Botad (Incl) Vejalika (Incl) Surendranagar	Bhavnagar Ahmedabad Surendranagar
<b><u>Sihor - Palitana</u></b> Sihor (Incl)	Palitana (Incl)	Bhavnagar
<b><u>Botad - Sabarmati</u></b> Botad (Excl)	Sabarmati 'D' (Incl)	Ahmedabad
<b><u>Dhola - Jetalsar Jn.</u></b> Dhola Jn (Incl) Dhasa Jn. (Incl) Vadia Devli (Excl)	Dhasa Jn (Incl) Vadia Devli (Incl) Jetalsar Jn.(Incl)	Bhavnagar Amreli Rajkot
<b><u>Jetalsar - Wansjaliya Jn.</u></b> Jetalsar Jn (Excl)	Wansjaliya (Excl)	Junagadh
<b><u>Rajkot - Veraval</u></b> Rajkot Jn. Jetalsar Jn. (Excl)	Jetalsar Jn (Incl) Veraval (Incl)	Rajkot Junagadh
<b><u>Dhasa - Mahuva</u></b> Dhasa Jn. (Excl) Liliya Mota (Excl) Rajula Jn (Excl) Dungar Jn (Excl)	Liliya Mota (Incl) Rajula Jn. (Incl) Dungar Mahuwa	Amreli Bhavnagar Amreli Bhavnagar
<b><u>Rajula Jn. - Rajula City</u></b> Rajula Jn. (Excl)	Rajula City	Amreli
<b><u>Khijadiya - Veraval</u></b> Khijadiya Jn. Bhader (Excl)	Bhader (Incl) Veraval (Incl)	Amreli Junagadh
<b><u>Junagadh - Visavadar</u></b> Junagadh Jn.	Visavadar (Incl)	Junagadh
<b><u>Talala Jn - Delvada</u></b> Talala Jn. (Incl) Jamwala (Incl) Gir Gadhada (Incl)	Jamwala (Incl) Gir Gadhada (Excl) Delvada (Incl)	Junagadh Amreli Junagadh
<b><u>Prachi Road - Kodinar</u></b> Prachi Road (Excl)	Kodinar (Incl)	Amreli
<b><u>Kosamba - Umarpada</u></b> Kosamba	Umarpada	Surat
<b><u>Ankleshwar - Rajpipla</u></b> Ankleshwar Jhagadiya	Rajpipla Netrang	Bharuch Bharuch
<b><u>Bharuch - Samni - Jambusar</u></b> Bharuch	Jambusar	Bharuch

Appendix D

From Station	To Station	Dist. Magistrate/ Collectors'HQ.
<b><u>Samni - Dahej</u></b> Samni	Dahej	Bharuch
<b><u>Jambusar - Kavi</u></b> Jambusar	Kavi	Bharuch
<b><u>Bilimora - Waghai</u></b> Bilimora	Waghai	Surat
<b><u>Jambusar - Vishwamitri - Pratapnagar</u></b> Jambusar Masar Road	Masar Road Pratapnagar	Bharuch Vadodara
<b><u>Miyagam - Motikoral - Malsar</u></b> Miyagam Choranda	Malsar Motikoral	Vadodara Vadodara
<b><u>Chhuchhapura - Tankhala</u></b> Chhuchhapura	Tankhala	Vadodara
<b><u>Miyagam - Chandod</u></b> Miyagam Pratapnagar	Chandod Chhotaudepur	Vadodara Vadodara
<b><u>Dabhoi - Samalaya</u></b> Dabhoi Samalaya	Samalaya Timba	Vadodara Godhra (Panch Mahal)
<b><u>Champaner - Panimines</u></b> Champaner	Panimines	Godhra (Panch Mahal)
<b><u>Godhra - Lunavada</u></b> Godhra	Lunavada	Godhra (Panch Mahal)
<b><u>Nadiad-Petlad - Bhadran</u></b> Nadiad	Bhadran	Khaira
<b><u>Nadiad - Kapadvanj</u></b> Nadiad	Kapadvanj	Khaira
<b><u>Ahmedabad-Division</u></b> Geratpur (Excl) Jhund (Excl) Patri Khakhrechi(Incl) Khodiyar (Incl) Kalol Naroda Viramgam Ahmedabad Rakhiyal (Excl) Jhulasan (Incl) Mehasana Vijapur (Incl) Kalol (Excl) Linch (Incl) Bechraji (Incl) Mehasana (Incl) Pachot (Excl) Ranuj Radhanpur Gandhidham Lusadiya	Jhund (Incl) Devaliya (Incl) Kharaghoda Indiranagar Kalol Vijapur (Excl) Rakhiyal (Incl) Katosan Road Asarva Khedbrahma Kamli Taranga Hill Ambliyan Bhoyani (Excl) Jotana (Incl) Khambhel (Incl) Pachot (Incl) Patan Khambhel (Excl) Piprala Mundra Port Himmat Nagar	Ahmedabad Surendranagar Surendranagar Rajkot Gandhinagar Gandhinagar Gandhinagar Ahmedabad Ahmedabad Himmatnagar Mehasana Mehasana Mehasana Mehasana Mehasana Mehasana Mehasana Patan Patan Patan Kuchh Himmat Nagar

## Appendix E

**JURISDICTION OF DISTRICT SUPERINTENDENT OF POLICE\***

Note: Jurisdiction and Headquarters can be changed by State Government any time as such Station Masters and Control Offices etc. should keep up to date lists in their offices.

From Station	To Station	Head quarter of District Supdt. of Police
<b><u>MUMBAI DIVISION</u></b>		
Churchgate	Dahisar (Incl).	Greater Mumbai
Dahisar (Excl.)	Gholvad (Incl).	Thane
Gholvad (Excl.)	Maroli (Incl).	Valsad
Maroli (Excl.)	Hathuran	Surat
Udhna	Navapur	Surat
Navapur (Excl.)	Betawad	Nandurbar
Betawad (Excl.)	Jalgaon	Jalgaon
Bilimora	Waghai	Dang
<b><u>VADODARA DIVISION</u></b>		
Surat	Hathuran	Surat
Gothangam	Kawas/Kribhco	Surat
Hathuran (Excl.)	Palej	Bharuch
Palej	Samlaya	Vadodara Rural
Vadodara	Vasad	Vadodara Rural
Vasad	Barejadi Nandej	Khaira
Barejadi-Nandej	Ahmedabad	Ahmedbad Rural
Vadodara	Lotna	Vadodara Rural
Lotna (Excl.)	Godhra	Godhara
Godhra	Timba Road	Godhara
Timba Road	Anand	Khaira
Anand	Khambhat	Khaira
Kanjari Boriyavi	Vadtal	Khaira
Vasad	Dhuvaran	Khaira
Kosamba	Umarpada	Surat
Ankleshwar	Rajpipla	Bharuch
Jhagadiya	Netrang	Bharuch
Bharuch	Masar Road (Excl.)	Bharuch
Samni	Dahej	Bharuch
Jambusar	Kavi	Bharuch
Vishwamitri (Incl.)	Pratap Nagar (Incl.)	Vadodara
Masar Road (Incl.)	Chhota Udepur	Vadodara Rural
Chandod	Malsar	Vadodara Rural
Choranda	Motikoral	Vadodara Rural
Chhuchhapura	Tankhala	Vadodara Rural
Dahoi	Timba Road (Excl.)	Vadodara Rural
Nadiad	Kapadvanj	Khaira
Nadiad	Bhadran	Khaira
Godhra	Anas (Incl)	Godhra
<b><u>RATLAM DIVISION</u></b>		
Anas (Excl.)	Bhairongarh	Jhabua
Bhairongarh (Excl.)	Runkhera (Excl.)	Ratlam
Runkhera	Tarana Road	Ujjain
Tarana Road (Excl.)	Jabri	Shajapur
Jabri (Excl.)	Bakanian Bhaunri	Sehore (MP)
Bakanian Bhaunri (Excl.)	Bhopal	Bhopal
Ujjain	Karchha	Ujjain
Karchha (Excl.)	Binjana	Dewas
Binjana (Excl.)	Indore	Indore
Nimbahera (Excl.)	Dhodhar (Excl.)	Mandsor
Dhodhar	Pritamnagar	Ratlam
Pritamnagar (Excl.)	Gautampura Road	Ujjain
Gautampura Road (Excl.)	Choral	Indore
Choral (Excl.)	Sanawad	Khargon
Sanawad (Excl.)	Khandwa	Khandwa
Fatehabad-Chandravatiganj	Ujjain	Ujjain
<b><u>AHMEDABAD DIVISION</u></b>		
Geratpur	Ahmedabad	Ahmedabad Rural
Ahmedabad	Khodiyar (Excl)	Ahmedabad Rural
Ahmedabad	Sabarmati	Ahmedabad
Sabarmati	Viramgam	Ahmedabad Rural

Appendix E

From Station	To Station	Head quarter of District Supdt. of Police
Viramgam	Kharaghoda	Surendranagar
Viramgam	Khakhrechi	Surendranagar
Khakhrechi	Samakhiyali	Rajkot
Palanpur	Santalpur	Palanpur
Kandla Port	Bhuj-Naliya	Bhuj
Piprala(Excl)	Gandhidham	Bhuj
Viramgam	Jotana	Ahmedabad Rural
Katosan Road	Dhanpura (Incl)	Ahmedabad Rural
Jotana (Excl)	Mehasana	Mehasana
Mehasana	Dhinoj (Excl)	Mehasana
Dhinoj (Incl)	Patan	Patan
Ranuj	Chanasma (Incl)	Patan
Chanasma	Dhanpura (Excl)	Patan
Mehasana	Taranga Hill	Mehasana
Kalol (Excl)	Ahmedabad (Incl)	Mehasana
Ahmedabad	Katosan Road (Excl)	Mehasana
Palanpur	Dhariwada (Excl)	Palanpur
Dharewada	Saij Sertha Road (Incl)	Mehasana
Chandkheda	Jhulasan (Excl)	Gandhinagar
Ahmedabad (Excl)	Rakhiyal	Gandhinagar
Kalol	Vijapur ( Excl)	Gandhinagar
Vijapur (Incl)	Ambliyan	Mehasana
Rakhiyal (Excl)	Khedbrahma	Himmatnagar
Gandhidham	Mundra Port	Kuchh
Piprala (Incl)	Sidhpur	Patan
<b>RAJKOT DIVISION</b>		
Okha	Paddhari (Incl)	Jamnagar
Paddhari (Excl)	Rajkot (Excl)	Rajkot Rural
Rajkot City	Rajkot City area	Rajkot
Rajkot (Excl)	Daladi (Incl.)	Rajkot
Daladi (Excl.)	Bala Road (Incl.)	Surendranagar
Bala Road (Excl.)	Viramgam (Incl.)	Ahmedabad Rural
Jamnagar	Windmill	Jamnagar
Kanalus	Sikka	Jamnagar
Wakaner	Navlakhi	Rajkot
Dahinsara	Maliya Miyana (Excl.)	Rajkot
Surendranager	Dhragandra	Surendranager
<b>BHAVNAGAR DIVISION</b>		
Porbandar	Ranavav (Incl)	Porbandar
Ranavav (Excl)	Kanalus Jn.	Jamnagar
Bhavnagar	Botad (Incl)	Bhavnagar
Botad (Excl)	Surendranagar	Surendranagar
Sihor jn	Palitana	Bhavnagar
Botad (Excl)	Sabarmati	Ahmedabad Rural
Dhola Jn	Lathi (Excl)	Bhavnagar
Lathi (Incl.)	Vadia Devli (Incl)	Amreli
Vadia Devli (Excl)	Jetalsar Jn	Rajkot Rural
Jetalsar Jn	Paneli Moti (Incl)	Rajkot Rural
Paneli Moti (Excl)	Wansjaliya (Incl)	Jamnagar
Rajkot Jn	Jetalsar Jn (Incl)	Rajkot Rural
Jetalsar Jn (Excl)	Veraval	Junagarh
Damnagar	Liliya Mota (Incl)	Amreli
Liliya Mota (Excl)	Rajula Jn (Incl)	Bhavnagar
Rajula n (Excl)	Dungar (Incl)	Amreli
Dungar Jn (Excl)	Mahuva	Bhavnagar
Dungar Jn (Incl)	Victor Port	Amreli
Rajula Jn. (Excl)	Rajula City	Amreli
Khijadiya Jn.	Bhader (Incl)	Amreli
Bhader (Excl)	Veraval	Junagadh
Junagadh Jn	Visavadar	Junagadh
Talala Jn	Jamwala (Incl)	Junagadh
Jamwala (Excl)	Gir Gadhada (Excl)	Amreli
Gir Gadhada (Incl.)	Delvada	Junagadh
Prachi (Excl)	Kodinar	Amreli

Appendix F

**JURISDICTION OF THE GOVERNMENT RAILWAY POLICE\***

\* Note: - Jurisdiction can be changed any time by the State Government, as such Station Master and Control Office etc should keep upto date lists in their office

From	To	HQ of Police SI	HQ of PI/CPI	HQ of SP
<b><u>MUMBAI- DIVISION</u></b>				
Churchgate	Grant road	Churchgate	Churchgate	Wadibunder
Mumbai Central	Mahim	Mumbai Central	Mumbai Central	Wadibunder
Bandra	Santacruz	Bandra	Bandra	Wadibunder
Vile Parle	Jogeshwari	Andheri	Andheri	Wadibunder
Goregaon	Dahisar	Borivali	Borivali	Wadibunder
Mira road	Vaitarna	Vasai road	Vasai road	Wadibunder
Saphale	Gholvad	Palghar	Palghar	Wadibunder
Navapur	Paldhi	Nandurbar	Nandurbar	Nagpur
<b><u>VADODARA- DIVISION</u></b>				
Surat (Excl)	Hathuran	Surat	Vadodara	Vadodara
Gothangaon	Kawas(KBCS)	Surat	Vadodara	Vadodara
Hathuran (Excl)	Palej	Bharuch	Vadodara	Vadodara
Palej (Excl)	Vadodara	Vadodara	Vadodara	Vadodara
Vadodara	Vasad (Incl)	Vadodara	Vadodara	Vadodara
Vasad (Excl)	Kanjari Boriyavi (Excl)	Anand	Ahmedabad	Vadodara
Kanjari Boriyavi (Incl)	Barejadi Nandej	Nadiad	Ahmedabad	Vadodara
Kanjari Boriyavi	Vadtal	Nadiad	Ahmedabad	Vadodara
Barejadi Nandej (Excl)	Ahmedabad	Ahmedabad	Ahmedabad	Vadodara
Vadodara	Lotna	Vadodara	Vadodara	Vadodara
Lotna (Excl)	Godhra	Godhra	Vadodara	Vadodara
Godhra	Timba Road	Godhra	Vadodara	Vadodara
Anand	Timba Road	Anand	Ahmedabad	Vadodara
Anand	Khambhat	Anand	Ahmedabad	Vadodara
Nadiad	Bhadran	Nadiad	Ahmedabad	Vadodara
Nadiad	Modasa	Nadiad	Ahmedabad	Vadodara
Pratapnagar	Chhota Udepur	Dabhoi	Vadodara	Vadodara
Dabhoi	Ajwa	Dabhoi	Vadodara	Vadodara
Ajwa (Excl)	Timba Road (Excl)	Vadodara	Vadodara	Vadodara
Dabhoi	Chandod	Dabhoi	Vadodara	Vadodara
Dabhoi	Miyagam Karjan (Excl)	Dabhoi	Vadodara	Vadodara
Kosamba	Umar pada	Surat	Surat	Vadodara
Ankleshwar	Rajpipla	Bharuch	Vadodara	Vadodara
Jhagadiya	Netrang	Bharuch	Vadodara	Vadodara
Bharuch	Samni	Bharuch	Vadodara	Vadodara
Samni	Dahej	Bharuch	Vadodara	Vadodara
Jambusar	Kavi	Bharuch	Vadodara	Vadodara
Miyagam Karjan	Malsar	Vadodara	Vadodara	Vadodara
Choranda	Motikoral	Vadodara	Vadodara	Vadodara
Pratapnagar	Jambusar	Vadodara	Vadodara	Vadodara
Bharuch	Jambusar	Bharuch	Vadodara	Vadodara
<b><u>RATLAM DIVISION</u></b>				
Godhra (Excl)	Anas (B) (Excl)	Godhra	Godhra	Vadodara
Anas (B)	Nagda	Ratlam	Ratlam	Indore
Nagda (Excl)	Ujjain	Ujjain	Ujjain	Indore
Ujjain (Excl)	Maksi	Maksi	Maksi	Indore
Maksi	Parbati	Maksi	Maksi	Indore
Parbati (Excl)	Bhopal	Bhopal	Bhopal	Indore
Ujjain	Dewas	Ujjain	Ujjain	Indore
Dewas (Excl)	Indore	Indore	Indore	Indore
Jawad Road	Jaora	Nimach	Ratlam	Indore
Jaora (Excl)	Barnagar (Excl)	Ratlam	Ratlam	Indore
Barnagar	Sanawad	Indore	Indore	Indore
Sanawad (Excl)	Khandwa	Khandwa	Khandwa	Hoshangabad
Fatehabad	Ujjain	Fatehabad	Ujjain	Indore
Chandrawatiganj		Chandrawatinganj		

**Appendix F**

From	To	HQ of Police SI	HQ of PI/CPI	HQ of SP
<b><u>AHMEDABAD DIVISION</u></b>				
Ahmedabad	Sabarmati (BG)	Sabarmati	Ahmedabad	Vadodara
Sabarmati (MG)	Ahmedabad (MG)	Sabarmati	Ahmedabad	Vadodara
Ahmedabad (MG)	Asarva (Incl)	Ahmedabad	Ahmedabad	Vadodara
Sabarmati (Excl)	Viramgam	Viramgam	Ahmedabad	Vadodara
Viramgam	Kharaghoda	Viramgam	Mehasana	Vadodara
Viramgam	Dhrangadhra (Excl)	Viramgam	Mehasana	Vadodara
Dhrangadhra	Halvad	Surendranagar	Surendranagar	Vadodara
Palanpur	Chhapi (Incl)	Palanpur	Mehasana	Vadodara
Chhapi (Excl)	Dangarwa (Mehasana)	Mehasana	Mehasana	Vadodara
Dangarwa (Excl)	Sabarmati	Sabarmati	Ahmedabad	Vadodara
Viramgam	Katosan Road (Incl)	Viramgam	Mehasana	Vadodara
Mehasana	Patan	Mehasana	Mehasana	Vadodara
Ranuj	Chanasma	Mehasana	Mehasana	Vadodara
Brahmanwada	Katosan Road	Viramgam	Mehasana	Vadodara
Mehasana	Taranga Hill	Mehasana	Mehasana	Vadodara
Kalol	Ahmedabad (Excl)	Sabarmati	Ahmedabad	Vadodara
Ahmedabad	Katosan Road	Viramgam	Mehasana	Vadodara
Asarva	Khedbrahma	Ahmedabad	Ahmedabad	Vadodara
Kalol	Vijapur (Excl)	Sabarmati	Ahmedabad	Vadodara
Vijapur	Ambliyan	Mehasana	Mehasana	Vadodara
Palanpur	Disa	Palanpur	Mehasana	Vadodara
Lorwada	Piprala	Radhanpur	Ahmedabad	Vadodara
Santalpur	Gandhidham	Gandhidham	Gandhidham	Vadodara
Kandla Port	New Bhuj-Naliya	Gandhidham	Gandhidham	Vadodara
Gandhidham	Mundra Port	Gandhidham	Gandhidham	Vadodara
<b><u>RAJKOT DIVISION</u></b>				
Okha	Jaliyadevani	Jamnagar	Rajkot	Vadodara
Jaliyadevani (Excl)	Daladi (Excl)	Rajkot	Rajkot	Vadodara
Daladi	Sabli Road	Surendra-nagar	Rajkot	Vadodara
Sabli Road (Excl)	Viramgam	Viramgam	Ahmedabad	Vadodara
Jamnagar	Windmill	Jamnagar	Jamnagar	Vadodara
Kanalus	Sikka	Jamnagar	Jamnagar	Vadodara
Wankaner	Navalakhi	Rajkot	Rajkot	Vadodara
Dahinsara	Maliya Miyana	Gandhidham	Rajkot	Vadodara
Surendranagar	Dhrangadhra	Surendranagar	Rajkot	Vadodara
<b><u>BHAVNAGAR DIVISION</u></b>				
Porbandar	Kanalus	Jamnagar	Rajkot	Vadodara
Bhavnagar	Songadh (Incl)	Bhavnagar	Rajkot	Vadodara
Songadh (Excl)	Botad (Incl)	Dhola Jn.	Rajkot	Vadodara
Botad (Excl)	Surendranagar	Surendranagar	Rajkot	Vadodara
Sihor Jn.	Palitana	Bhavnagar	Rajkot	Vadodara
Botad (Excl)	Sabarmati	Sabarmati	Rajkot	Vadodara
Dhola Jn.	Lathi (Incl)	Dhola Jn.	Rajkot	Vadodara
Lathi (Excl)	Jetalsar (Excl)	Jetalsar	Rajkot	Vadodara
Jetalsar (Incl)	Wansjaliya	Jetalsar	Rajkot	Vadodara
Rajkot (Excl)	Gondal (Incl)	Rajkot	Rajkot	Vadodara
Gondal (Excl)	Jetalsar (Incl)	Jetalssar	Rajkot	Vadodara
Jetalsar (Incl)	Choki (Incl)	Jetalssar	Rajkot	Vadodara
Choki (Excl)	Veraval	Junagadh	Rajkot	Vadodara
Dhasa Jn (Incl)	Rajula Jn	Dhola Jn	Rajkot	Vadodara
Rajula Jn (Excl)	Mahuva	Bhavnagar	Rajkot	Vadodara
Rajula Jn	Rajula city	Dhola Jn.	Rajkot	Vadodara
Khijadiya Jn (Incl)	Visavdar (Excl)	Jetalsar	Rajkot	Vadodara
Visavadar (Incl)	Veraval	Junagadh	Rajkot	Vadodara
Junagadh	Visavdar	Junagadh	Rajkot	Vadodara
Talala (Incl)	Delvada	Junagadh	Rajkot	Vadodara
Prachi Road	Kodinar	Junagadh	Rajkot	Vadodara

## Appendix G

**JURISDICTION OF POSTAL AUTHORITIES\***

Note: Jurisdictions are liable to be changed; as such upto date list should be kept by Station Masters and Control Office etc.

Division	Jurisdiction	Head Quarter
MUMBAI	Churchgate Surat to Bhusaval	SSRM 'W' Division Vadodara 2 SSRM 'L' Div. Bhusaval
VADODARA	Except Ahmedabad	SSRM 'W' Divn.- Vadodara -2
RATLAM	Ratlam Bhopal Indore Dewas Ujjain Chittaurgarh-Khandwa Ratlam-Godhra Chittaurgarh-Chanderiya	SRM Indore  SSRM 'W' Divn. Vadodara SRM Ajmer
AHMEDABAD	Ahmedabad Palanpur - Gandhidham Bhuj - Kandla Port Palanpur - Ahmedabad Ahmedabad - Gandhidham	SSRM - Ahmedabad SSRM - Ahmedabad SSRM (W) - BRC SSRM - Ahmedabad SSRM - Ahmedabad
RAJKOT	All Sections of RJT Division	SRM 'RJT' Divn. Rajkot
BHAVNAGAR	All Sections of BVP Division	SRM 'RJT' Divn. Rajkot

**FORM 'A'**

**PARTICULARS OF PERSONS KILLED**

(Use only one form for each person)

1. Name of Passenger \_\_\_\_\_

2. Father's / Husband's Name \_\_\_\_\_

3. Passenger's Address \_\_\_\_\_

4. Occupation \_\_\_\_\_

5. Compartment No. and carriage No. in which travelling at the time of accident  
 Compartment No. \_\_\_\_\_  
 Carriage No. \_\_\_\_\_

6. Particulars of tickets held:  
 a. From station \_\_\_\_\_

b. To station \_\_\_\_\_

c. Class \_\_\_\_\_

d. Ticket no. & date \_\_\_\_\_

7. Position where the dead body was found \_\_\_\_\_  
 (Give full particulars)

8. How dead body disposed off (whether handed over to relatives, police, etc.) \_\_\_\_\_  
 \_\_\_\_\_  
 (Give full particulars)

9. Details of belongings of the killed and how disposed off (whether boxes or suit cases or beddings etc., approximate weight & size and whether handed over to police or relatives etc.) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

10. Any other information \_\_\_\_\_

Place: \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Designation \_\_\_\_\_

**FORM 'B'**

**PARTICULARS OF PERSONS INJURED**

(Use only one form for each person)

1. Name of Passenger \_\_\_\_\_
2. Father's / Husband's Name \_\_\_\_\_
3. Age \_\_\_\_\_
4. Occupation \_\_\_\_\_
5. Passenger's Address \_\_\_\_\_
6. Compartment No. and carriage No. in which travelling at the time of accident  
 Compartment No. \_\_\_\_\_  
 Carriage No. \_\_\_\_\_
7. Particulars of tickets held:
  - a. From station \_\_\_\_\_
  - b. To station \_\_\_\_\_
  - c. Class \_\_\_\_\_
  - d. Ticket no. & date \_\_\_\_\_
8. Nature of injuries and full description \_\_\_\_\_
9. Whether given First Aid on the spot, if so nature of aid rendered and time \_\_\_\_\_
10. Whether sent to hospital for treatment, if so, how and at what time, or whether allowed to continue his journey \_\_\_\_\_
11. Whether made over to relatives after First Aid was given \_\_\_\_\_
12. Give details of belongings of the injured and how disposed off \_\_\_\_\_
13. Any other information \_\_\_\_\_

Note: Obtain injured person's statement on the sub -joined form by tearing off and handing over portion below the dotted line, if he is in a sufficiently sound state to give a statement. This statement should be signed by the passenger and attached to this.

Place: \_\_\_\_\_ Signature \_\_\_\_\_  
 Date: \_\_\_\_\_ Designation \_\_\_\_\_  
 Counter-signature of Medical Officer incharge Signature \_\_\_\_\_  
 of the operation at the site of the accident. Designation \_\_\_\_\_

**STATEMENT OF INJURED PASSENGER**

1. Name of Passenger \_\_\_\_\_
2. Statement of Passenger \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Place: \_\_\_\_\_ Signature of Passenger \_\_\_\_\_  
 Date: \_\_\_\_\_

**FORM 'C'**

**EYEWITNESS STATEMENT**  
(Use only one form for each person)

1. Name of Eye witness \_\_\_\_\_
2. Father's / Husband's Name \_\_\_\_\_
3. Age \_\_\_\_\_
4. Occupation \_\_\_\_\_
5. Address \_\_\_\_\_
6. Compartment No. and carriage No. in which travelling at the time of accident \_\_\_\_\_
7. Particulars of tickets held  
    a. From station \_\_\_\_\_  
    b. To station \_\_\_\_\_  
    c. Class \_\_\_\_\_  
    d. Ticket no. & date \_\_\_\_\_
8. Time, date and place of accident \_\_\_\_\_
9. Description of accident  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Place: \_\_\_\_\_

Signature of Passenger \_\_\_\_\_

Date: \_\_\_\_\_

## APPENDIX - I

### APPENDIX - I ( Part A)

#### MINISTRY OF RAILWAYS (RAILWAY BOARD)

#### NOTIFICATION

Published in the Gazette of India dated 2nd Jan. 1999, 6th Mar. 1999, [22<sup>nd</sup> Nov. 2001](#) & [19<sup>th</sup> August 2019](#)  
G. S. R. No. 5, 64, [858E & 577E](#)

[PART II, SECTION 3, SUB SECTION (i)]

NEW DELHI The 21st Dec. 1998

[G.S.R. 5, 64, 858E & 577E](#)

In exercise of the power conferred by section 122 of the Railways Act 1989 (24 of 1989), the Central Government hereby makes the following rules, [further to amend the Railway \(notices of and Inquiries into Accident\) Rules, 1998, namely](#)

#### 1. **Short Title and Commencement -**

- (1) These Rules may be called the Railway (Notices of and inquiries into Accidents) [Amendment Rules, 2019](#).
- (2) They shall come into force on the date of their publication in the Official Gazette.

#### 2. **Particular to be given in the notices-**

The notices mentioned in section 113 of the Railways Act, 1989 (24 of 1989) (hereinafter referred to as the Act), shall contain the following particular, namely:

- (i) kilometrage, or station or both, at which the accident occurred;
- (ii) time and date of the accident;
- (iii) number and description of the train or trains,
- (iv) nature of the accident,
- (v) number of people killed or injured, as far as is known,
- (vi) cause of the accident, as far as is known; and
- (vii) probable detention to traffic.

#### 3. **Responsibility for sending notices, to whom to be sent and mode thereof:-**

Whenever any accident, as falls under section 113 of the Act (hereinafter referred to as "Reportable train accident") occurs in the course of working a railway, the Station Master nearest to the place at which the accident has occurred, or, where there is no Station Master, the railway servant in charge of the section of the railway on which the accident has occurred or any other Station Master in charge of a section of railway to whom the report of the accident is made, shall give notice of the accident by telegraph to the Commissioner of Railway Safety, the District Magistrate and the District Superintendent of Police of the district in which the accident has occurred or such other Magistrate or Police Officer as may be appointed in this behalf by the State Government concerned and by telegraph, telephone or through special messenger or such other quick means as may be available, to the Superintendent of Railway Police and to the officer-in-charge of the police station within the local limits of which the accident has occurred.

#### **Explanation:-**

For the purpose of this rule, accidents of a description usually attended with loss of human life are meant to include all accidents to passenger trains like collisions, derailments, train wrecking or attempted train wrecking, cases of trains running over obstruction placed on the line or passengers falling out of trains or of fires in trains, in which no loss of life or grievous hurt as defined in the Indian Penal Code (hereinafter referred to as the grievous hurt) or

serious damage to railway property of the value exceeding Rs. 3,00,000 has actually occurred but which by the nature of the accident might reasonably have been expected to occur, and also cases of landslides, or of breaches by rain or flood, which cause the interruption of any important through line of communication for at least 24 hours.

**4. Mode of sending notices to the State Government :-**

The notice of accidents required by Section 83 of the Act to be sent without unnecessary delay by the railway administration shall be sent to the state government:

- (a) by telegram in case of -
  - (i) accidents deemed under the explanation to Rule 7 to be serious by reason of loss of human life;
  - (ii) accidents by reason of which the permanent way is likely to be blocked for more than 24 hours; and
  - (iii) train wrecking or attempted train wrecking; and
- (b) by letter in all other cases

**5. Railway servants to report accidents :-**

Every railway servant shall report, with as little delay as possible, every accident occurring in the course of working the railway which may come to his notice and such report shall be made to the nearest Station Master, or, where there is no Station Master to the railway servant in charge of the section of the railway on which the accident has occurred.

**6. Station Master / railway servant in charge of section to report accidents:-**

The Station Master or the railway servant in charge of the section shall report the accident in accordance with the rules laid down by the railway administration concerned for the reporting of accidents.

**6A. Responsibility of ensuring correct reporting of accident:-**

The responsibility of ensuring correct reporting of accident shall be of the Divisional Railway Manager (DRM) at Division level and the General Manager (GM) at Zonal level.

**7. Railway Administration to report serious accidents :-**

Whenever a serious accident occurs, the railway administration concerned shall, as soon after the accident as possible, by telegraph, supply to the Press such particulars, as are mentioned in rule 2 and as were until then available. Supplementary telegrams, if necessary shall be dispatched immediately after further information is available. A copy shall be sent simultaneously by 'Express' telegram to the Railway Board, the Commissioner of Railway Safety of the circle concerned and the Chief Commissioner of Railway Safety. In stating the cause of the accident, the railway administration shall avoid making any statement the correctness of which subsequently be questioned.

**Explanation:-**

For the purpose of this rule -

- (i) Every accident to a train (whether carrying passengers or not) which is attended with loss of human life or with grievous hurt, or with serious damage to railway property of the value exceeding Rs. 3,00,000 and every accident, such as a landslide breach by rain or flood or derailment which causes the interruption of any important through line of communication for at least 24 hours, shall be deemed to be a serious accident: and
- (ii) Cases of trespassers run over and injured or killed through their own carelessness or of passenger injured or killed through their own carelessness shall not be deemed serious accidents.

**8. Facility for reaching the site of the accident:-**

Whenever any accident has occurred in the course of working a railway, the Head of the Railway Administration concerned shall give all reasonable aid to the District Magistrate or

the Magistrate appointed or deputed under rule 17 or to the Commission of Inquiry appointed under the Commission of Inquiry Act, 1952 or any other authority to which all or any of the provision of the said Act have been made applicable and to the Commissioner of Railway Safety, Medical Officers, the police and other concerned to enable them to reach the scene of the accident promptly and shall also assist those authorities in making inquiries and in obtaining evidence as to the cause of the accident.

**9. Medical aid and persons grievously hurt in accident:-**

Whenever any accident occurred in the course of working a railway, has been attended with grievous hurt, it shall be the duty of the Head of the Railway Administration concerned to afford medical aid to the sufferer and to see that they are properly and carefully attended to till they are removed to their homes or handed over to the care of their relatives or friends. In any such case, or in any case in which any loss of human life or grievous hurt, has occurred, the nearest available local medical officer shall be sent for if such medical officer is nearer at hand than the railway medical officer.

**9(A)(1)** The reports containing the names and addresses of the injured victims or persons deceased shall be dispatched to the Principal Bench of the Railway Claims Tribunal. Wherever the names of next of kin of the deceased passengers are known, the said information shall also be furnished to the Principal Bench of the Railway Claims Tribunals.

(2) Legal Aid to Claimants or victims of accidents- It shall be the duty of the Railway Administration to forward the names of the injured victims or the persons who died in a railway accident to the Principal Bench of the Railway Claims Tribunal for rendering appropriate legal aid for obtaining compensation in the manner provided under the Railway Claims Tribunal Act and to that end, wherever information is available, the names of the next of kin shall also be furnished to the Principal Bench of the Railway Claims Tribunal.

**10. Arranging attendance of railway servants at the place of Judicial Inquiry or Inquiries conducted by Commissioner of Railway Safety or a Magistrate:-**

When an inquiry under rule 2 of the Statutory Investigation into Railway Accidents Rules, 1989, or under rule 17 of these rules, or a judicial inquiry is being made, the Head of the Railway Administration concerned shall arrange for the attendance, as long as may be necessary, at the place of inquiry, of all railway servants whose evidence is likely to be required at such inquiry; and if the inquiry is to be held by the Commissioner of Railway Safety under rule 2 of the Statutory Investigation in to railway Accidents Rules, 1998, the Head of the Railway Administration concerned shall

- (a) cause notice of the date, hour and place at which the inquiry will begin to be given to the officers mentioned in clauses (a) and (c) of sub rule (1) of rule 14, and
- (b) arrange for the attendance of the divisional officers, railway servants required as witness at the inquiry.

**11. Action to be taken by Head of the Railway Administration on receipt of the report of Commissioner of Railway Safety:-**

Whenever the Head of the Railway Administration concerned receives a copy of the report of the Commissioner of Railway Safety under rule 4 of the Statutory Investigation into Railway Accidents Rules, 1998, he shall at once acknowledge its receipt, and-

- (a) submit his remarks, on the views expressed in the Reports, to the Chief Commissioner of Railway Safety with copy to the Commissioner of Railway Safety immediately on receipt of the report by the Railway Administration if he is not able to submit his remarks immediately he shall in his acknowledgement of the report indicate his intention to submit his remarks later as early as possible.
- (b) if the Head of the Railway Administration concerned agrees with the views expressed in the report and considers the prosecutions of any person or person desirable, he shall immediately

forward a statement of such person to the District Magistrate of the district in which the accident occurred, or to such other officer as the State Government may appoint in this behalf and to the concerned police authorities.

- (c) in case the District Magistrate or Police authorities require copies of the Report, it may be sent to them and the confidentiality of the report should be made clear to the District/Police Authorities, and the Police Authorities shall, as soon as possible, intimate the Head of the Railway Administration concerned about this decision regarding launching any prosecution.

**12. Head of the Railway Administration to offer remarks on the suggestions made in the report of Commissioner of Railway Safety:-**

Whenever the report of the Commissioner of Railway Safety points to the necessity for or suggests a change in any of the rules or in the system of working of the railway, the Head of the Railway Administration concerned shall, intimate the action which has been taken or which is proposed to take, to prevent a recurrence of similar accidents, to the Chief Commissioner of Railway Safety with copy to the Commissioner of Railway Safety.

**13. Joint inquiry when dispensed with:-**

- (1) Whenever a reportable train accident, such as is described in section 113 of the Act, has occurred in the course of working a railway, the Head of the Railway Administration concerned shall cause an inquiry to be promptly made by a committee of railway officers (to be called a 'joint inquiry') for the thorough investigation of the causes which led to the accident.

Provided that such an inquiry may be dispensed with -

- (a) if any inquiry is to be held by the Commissioner of Railway Safety under rule 2 of the Statutory Investigation into railway accidents rules, 1998, or a Commission appointed under the Commissions of Inquiry Act, 1952 (60 of 1952), or any other authority appointed by the Central Government to which all or any of the provisions of the said Commissions of Inquiry Act have been made applicable under rule 2 of the said Statutory Investigation into Railway Accidents rules, or
- (b) if there is no reasonable doubt as to the cause of the accident; or
- (c) if any department of the Railway Administration concerned intimates that it accepts all responsibility in the matter.
- (2) Where such inquiry is dispensed with under clause (b) or clause (c) of the provision to sub-rule (1), it shall be the duty of the Head of the department of the Railway Administration responsible for the accident to make such inquiry (to be called a 'departmental inquiry') as he may consider necessary and if his staff or the system of working is at fault, to adopt or suggest such measures as he may consider necessary for preventing a recurrence of similar accidents.

**14. Notice of Joint inquiry :-**

- (1) Whenever a joint inquiry is to be made the Head of the Railway Administration concerned shall cause notice of the date and hour at which the inquiry will commence, to be given to the following officers, namely -
- (a) the District Magistrate of the district in which the accident occurred or such other officer as the State Government may appoint in this behalf, the Superintendent of the Railway Police and the District Superintendent of Police;
- (b) the Commissioner of Railway Safety for the section of the railway on which the accident occurred; and
- (c) the Head of the Railway Police having jurisdiction at the place where the accident occurred or, if there are no railway police, the officer-in-charge of the police station having jurisdiction at such place.
- (2) The date and hour at which the inquiry will commence shall be fixed so as to give the officers mentioned in sub-rule (1) sufficient time to reach the place where the inquiry is to be held.

- (3) When a Joint Inquiry is held into an accident after receipt of information about the inability of the Commissioner of Railway Safety to hold an inquiry, under sub-rule (5) of rule 2 of the Statutory Investigation in Railway Accidents Rules, 1998, the Head of the Railway Administration concerned shall issue a Press Note in this behalf inviting the public to tender evidence at the inquiry or send information relating to the accident to the Joint Inquiry Committee at an address specified in the Press Note.

**15. Report of the Joint or Departmental inquiry to be sent to the Head of the Railway Administration and action to be taken thereon: -**

- (1) As soon as any Joint Inquiry or Departmental Inquiry has been completed, the President of the Committee of Railway officers or the Head of the department, as the case may be, shall send to the Head of the Railway Administration concerned a report containing inter alias-
- (a) brief description of the accident;
  - (b) description of the locality of the accident;
  - (c) detailed statement of the evidence taken;
  - (d) the conclusions arrived at together with a note of dissent, if any;
  - (e) reasons for conclusions arrived at;
  - (f) the nature and extent of the damage done;
  - (g) when necessary, a sketch illustrative of the accident;
  - (h) the number of railway servants killed or injured;
  - (i) the no. of passengers killed or injured and ;
  - (j) an appendix containing extracts of the rules violated by the staff responsible for the accidents.
- (2) The Head of the Railway Administration concerned shall forward, with his remarks as to the action that is intended to be taken in regard to the staff responsible for the accident or for the revision of the rules or the system of working, a copy of the report referred to in sub - rule (1) -
- (a) to the Commissioner of Railway Safety for the section of the railway on which the accident occurred;
  - (b) if no inquiry or investigation has been made under rule 17 or if a joint or departmental inquiry has been held first, to the District Magistrate or the officer appointed under clause (a) of sub rule (1) of rule 14 and
  - (c) if any judicial inquiry is being made, to the magistrate making such inquiry
- (3) The copy of the report aforesaid shall be accompanied -
- (a) in the case referred to in clause (b) of sub-rule (2) by a statement of the persons involved in the accident whose prosecution the Head of the Railway Administration concerned considers to be desirable;
  - (b) in the case referred to in clause (c) of sub-rule (2) by a copy of the evidence taken at the inquiry.

**16. Report of inquires into accidents not covered by Section 113 to be forwarded to Commissioner of Railway Safety :-**

- (1) whenever any accident, not of the nature specified in section 113 of the Act. such as averted collisions, breaches of block rules or other technical accidents, occurs in the course of working a railway, the Railway Administration concerned may cause an inquiry, either joint or departmental to be held into the accident.

- (2) Where an inquiry is held as provided under sub-rule (1), the Head of the Railway Administration concerned shall forward a copy of the report of the inquiry to the Commissioner of Railway Safety for the section of the railway on which the accident occurred.

**17. Magisterial inquiry:-**

Whenever an accident, such as, is described in section 113 of the act, has occurred in the course of working a railway, the District Magistrate or any other Magistrate who may be appointed in this behalf by the State Government may either -

- (a) himself make an inquiry into the causes which led to the accident; or  
(b) depute a subordinate magistrate, who if possible, should be a magistrate of the first class, to make such an inquiry; or  
(c) direct investigation into the causes, which led to the accident to be made by the police.

Provided that where, having regard to the nature of the accident, the Central Government has appointed a commission of inquiry to inquire into it under the Commission of inquiry act, 1952 (60 of 1952) or has appointed any other authority to inquire into it and for that purpose has made all or any of the provisions of the said Act. applicable to the authority, a Magistrate or a police officer shall not make his inquiry or investigation under this rule and where he has already commenced the inquiry or investigation, shall not proceed further with it, and such magistrate or police officer shall hand over the evidence, records or other documents in his possession relating to the inquiry or investigation to such authority as may be specified by the Central Government in this behalf.

**18. Notice of Magisterial inquiry: -**

Whenever it is decided to make an inquiry under clause (a) or clause (b) of rule 17, the District Magistrate or other Magistrate appointed as aforesaid or the Magistrate deputed under clause (b) of rule 17 as the case may be, shall at once inform the Head of Railway Administration concerned and the Divisional Railway Manager by telegraph, of the date and hour at which the inquiry will commence so as to enable the railway administration to summon the requisite expert evidence, and thereafter, he shall proceed to the scene of the accident and conduct the inquiry.

**19. Judicial inquiry:-**

A magistrate, making an inquiry under rule 17, may summon any railway servant and any other persons whose presence he may think necessary and after taking the evidence and completing the inquiry shall, if he considers that there are sufficient ground for holding a judicial inquiry, take the requisite steps for bringing to trial any person whom he may consider to be criminally liable for the accident.

**20. The result of magisterial inquiry to be communicated to the Head of the Railway Administration:-**

The result of every inquiry or investigation made under Rule- 17 shall be communicated by the Magistrate who has held such inquiry or investigation, to the Head of the Railway Administration concerned and to the Commissioner of Railway Safety.

**21. Procedure for summoning Railway servants to assist the Magistrate holding judicial inquiry:-**

- (1) If in the course of any judicial inquiry into an accident occurring in the course of working of Railway, the Magistrate holding such inquiry desires the assistance of the Commissioner of Railway Safety Head of the Railway Administration concerned, he shall issue a requisition to the Chief Commissioner of Railway Safety or the Railway Board, for the presence of the Commissioner of Railway Safety or the Head of the Railway Administration, stating at the

same time the nature of the assistance required, and if the assistance of any Railway Officer is required the Magistrate shall issue a requisition to the Head of the Railway Administration for his attendance in the court.

- (2) The Requisition referred to in Sub-section (1) shall state the nature of the assistance required. In summoning Railway Official, the Magistrate shall take care not to summon on the same day so large a number of the employees, especially of one class, as to cause inconvenience to the working of the Railway. In the case of serious accidents, the Magistrate may obtain reports from the Commissioner of Railway Safety and the Head of the Railway Administration concerned in regard to the accident, before finally concluding the judicial inquiry.

**22. Communication of the decision of judicial inquiry to the Railway Administration, Commissioner of Railway Safety and the State Government:-**

On the conclusion of the judicial inquiry, the Magistrate shall send a copy of his decision to the Head of the Railway Administration concerned and to the Commissioner of Railway Safety, and shall, unless in any case he thinks it unnecessary to do so, report the result of the inquiry to the State Government.

**23. Police investigation:-**

When to be dispensed with report on loss of life, grievous hurt, or damage to Railway Property :-

- (1) The Railway Police may make an investigation into the causes which led to any accident occurring in the course of working a Railway and shall do so whenever:-
- (a) Any such accident is attended with loss of human life or with grievous hurt, or with serious damage to Railway property of the value exceeding Rs.25,00,000/- or has prima facie been due to any criminal act or omission; or
- (b) The District Magistrate or the Magistrate appointed under Rule-17 has given a direction under Clause (c) of that rule:

Provided that where, having regard to the nature of the accident, the Central Government has appointed a Commission of Inquiry to inquire into it under the Commission of Inquiry Act-1952, (60 of 1952), or has appointed any other authority to inquire into it and that purpose has made all or any of the provisions of the said Act applicable to that authority, or where a magisterial inquiry is being held under Clause(a) or Clause(b) of Rule-17, the Railway Police shall not make an investigation under this rule, and, where they have already commenced their investigation under this rule, shall not proceed further with it; and shall hand-over the records or other documents in their possession relating to the investigation to such authority as may be specified by the Central Government in this behalf.

- (2) The Railway Police shall report, with as little delay as possible to the nearest Station Master or where there is no Station Master, to the Railway servant in-charge of the Section of the Railway, on which the accident has occurred, every accident which may come to their notice occurring in the course of working a Railway attended with loss of human life, or with grievous hurt or with serious damage to Railway property of the value exceeding Twenty-five lakh Rupees or which has prima-facie been due to any criminal act or omission.

**24. Status of Police Officer investigating the accident:-**

- (1) Whenever an investigation is to be made by the Railway Police-
- (a) In a case which an accident is attended with loss of human life or with grievous hurt, or with serious damage to railway property of the value exceeding twenty five lakh Rupees, or
- (b) In pursuance of a direction given under clause (c) of rule 17, the investigation shall be conducted by the Head of the Railway Police of the area in which the accident has occurred, or if that officer is unable to conduct the investigation himself, by an officer to be deputed by him.

- (2) The officer deputed under sub-rule (1) shall ordinarily be the senior officer available and shall whenever possible be a Gazetted Officer and shall in no case be or rank lower than that of an Inspector.

Provided that the investigation may be carried out by an officer in-charge of a Police Station-

- (i) In case such as referred to in clause (a) of sub rule (1), if no loss of life or grievous hurt has been caused to more persons than one or no damage to railway property of value exceeding twenty five lakh rupees has been caused or there is no reason to suspect that any servant to the railway has been guilty of neglect of any rule relating to the working of the railway;
- (ii) in the case referred to in clause (b) of sub-rule (1), if the District Magistrate so directs.

**25. Notice of Police investigation:-**

The officer who is to conduct an investigation in pursuance of rule 24 shall at once inform the Railway Administration concerned and the Divisional Railway Manager by telegraph of the date and hour at which the investigation will commence so that, if possible, the presence of a railway official may be arranged for to watch the proceedings and to aid the officer making the investigation and there after, he shall proceed without delay to the scene of the accident and conduct the investigation there so, however, that the absence of a railway official shall not, be allowed to delay the investigation which shall be conducted as soon as possible after the accident has taken place.

**26. Assistance by the District Police:-**

- (1) In every case to which rule 24 applies, immediate information shall be given by Railway Police of the area to the District Police, who, if so required, shall afford all necessary assistance and shall if occasion arises, carry the investigation beyond the limits of the railway premises. But the Railway Police of the area shall primarily be responsible for carrying on the investigation within such limits.
- (2) Subject to the provisions of these rules, the further prosecution of the case on the conclusion of the police investigation, shall rest with the Railway Police.

**27. Communication of the result of police investigation:-**

The result of every police investigation shall be reported at once to the District Magistrate or other officer appointed in this behalf by the State government, to the Head of the Railway Administration concerned or other officer appointed by him, and to the Commissioner of Railway Safety.

**28. District Police to discharge duties of Railway Police:-**

Where there is no Railway Police in the area the duties imposed by rules 23,24 and 25, sub rule (2) of rule 26 and 27 on the railway police of the area or on the head of such Railway Police, shall be discharged by the District Police or by the District Superintendent of Police, as the case may be.

**29. Repeal and Saving:-**

- (1) The Railway (Notices of and Inquiries into Accident) Rules, 1973, are hereby repealed.
- (2) Notwithstanding such repeal, anything done or any action taken under the rules hereby repealed shall be deemed to have or taken under the corresponding provision, of these rules.

**APPENDIX - I ( Part B)**

Statutory Investigation into Railway Accidents Rules, 1998.  
Published in the Gazette of India 26th Dec. 1998 & 6th March 1999

**GSR No.257 & 63**

**[PART II, SECTION 3, SUBSECTION (I)]**

**MINISTRY OF CIVIL AVIATION**

**NOTIFICATION**

**NEW DELHI The 17th Dec. 1998**

**G.S.R.257 & 63-**

In exercise of the powers conferred by section 122 of the Railway Act, 1989 (24 of 1989), the Central Government hereby makes the following rules, namely:-

- (1) These rules may be called the Statutory Investigation into Railway Accident Rules, 1998.
  - (2) They shall come into force on the date of their publication in the Official Gazette.
  2. Inquiry into a serious accident by the Commissioner of Railway Safety -
    - (1)(a) Where the Commissioner of Railway Safety receive notice under section 113 of the Railway Act 1989 (24 of 1989) hereinafter referred to the Act, of the occurrence of the accident which he considers of a sufficiently serious nature to justify such a course, he shall, as soon as may notify the Chief Commissioner of Railway Safety the Railway Board and the Head of the Railway Administration concerned of his intention to hold an inquiry and shall, at the same time fix and communicate the date, time and place for the inquiry. He shall also issue or cause to be issued a Press Note in this behalf inviting the public to tender evidence at the inquiry and send information relating to the accident to his office address.
    - (b) While notifying his intention to hold an inquiry as aforesaid, the Commissioner of Railway Safety shall also inform or cause to inform the Chief Secretary of the State, the District Magistrate and the Superintendent of Police of the district concerned.
    - (2) For the purpose of this rule, every accident to a train carrying passengers which is attended with loss of life of a passenger or passengers in the train or with grievously hurt to a passenger or passengers in the train or with serious damage to Railway property of a value exceeding twenty five lakh rupees and any other accident which in the opinion of the chief Commissioner of Railway Safety or the Commissioner of Railway Safety requires the holding of an inquiry shall be deemed to be an accident of such a serious nature as to require the holding of an inquiry.
- These accidents shall be termed as "Serious train accidents".
- (3) However, for any accident, the Chief Commissioner may either hold the inquiry himself or direct any Commissioner of Railway Safety to do so.

**Explanation:-**

The inquiry under this rule shall be obligatory only in those cases where the passengers, killed or grievously hurt were travelling in the train carrying passengers, if an accident involving

## APPENDIX - I

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a train carrying passengers leads to loss of life or grievous injury to any Railway Servant(s) irrespective of whether he was travelling in that passenger train or not. Inquiry under this rule shall be obligatory. However, if a person being a Railway servant or holding valid pass or ticket or otherwise travelling outside the Rolling Stock of a Passenger train (such as on foot-board or roof or buffers but excluding the inside of vestibules between coaches) is killed or grievously hurt, or is run over at a level crossing or elsewhere on the Railway track, an inquiry under this rule shall not be obligatory. Similarly, if in a collision between a road vehicle and passenger train at a level crossing, no passenger in the train is killed or grievously hurt, it shall not be obligatory to hold an inquiry, for the purpose of this rule. Workmen's trains or Ballast trains or Material trains or Accident Relief Trains or Tower wagons or such other trains carrying Workmen or Cattle specials/military special carrying authorized escorts or similar such trains shall also be treated as Passenger trains and in the event of a workman or escort being killed or grievously hurt as a result of an accident to the train, an inquiry under this rule shall be obligatory.

- (4) When an accident requiring the holding of an inquiry occurs at a station where the jurisdiction of two or more Commissioners of Railway Safety meet, the duty of complying with this rule shall devolve on the Commissioner of Railway Safety within whose jurisdiction the Railway working such station lies. At other such locations where the issue cannot be resolved then it shall be finalized by the Commissioner of Railway Safety.
- (5)(a) If, for any reason, the concerned Commissioner of Railway Safety is unable to hold an inquiry at an early date after the occurrence of such an accident, he shall intimate by the fastest means of communication without any delay to the Chief Commissioner of Railway Safety of the reasons why the inquiry cannot be held by him. The Chief Commissioner may choose to conduct the inquiry himself or direct any other Commissioner to take up the inquiry or decide to let the inquiry be conducted by the Railway Administration. The concerned Commissioner shall thereafter notify the Railway Administration and the Railway Board accordingly.
- (b) On receipt of the proceedings of the joint inquiry (inquiry made by a Committee of Railway Officers) from the Head of the Railway Administration in accordance with Rule-15 of Statutory Investigation into Railway Accidents (Notice of an Inquiry into Accidents) Rule-1998, the Commissioner of Railway Safety shall scrutinise the same, and in case he agrees with the findings of the joint inquiry, shall forward a copy of the report to the Chief Commissioner of Railway Safety along with his views on the findings and recommendations made. In case the Commissioner feels, he may direct the Railway Administration either to conduct inquiry de-novo or re-examine specific issues and submit revised findings. On the other hand, the Commissioner of Railway Safety, after examination of the joint inquiry proceedings, considers that an inquiry should be held by himself, he shall, as soon as possible, notify the Chief Commissioner of Railway Safety, the Railway Board, and the Head of the Railway Administration concerned, of his intention to hold an inquiry and he shall at the same time fix, and communicate the date, time and place for the inquiry.
- (6)(a) where having regard to the nature of the accident, the Central Government has appointed a Commission of Inquiry to inquire into the accident under the Commission of Inquiry Act, 1952 (60 of 1952), or has appointed any other authority to inquire into it and for that purpose has made all or any of the provision of the said Act applicable to that authority, the Commissioner of Railway Safety to whom notice of the accident has been given shall not hold his inquiry and where he has already commenced his inquiry he shall not proceed further with it and shall hand-over the evidence, records or other documents in his possession, relating to the inquiry, to such authority as may be specified by the Central Government in his behalf.

- (b) If, as a result of the Police Investigation a regular case is lodged in a Criminal Court by the Police or arising out of the accident, a case is lodged in a Civil Court by interested person(s), the Commissioner shall finalize his Report and circulate the same as per Rule-4, as a strictly confidential document.

**3. Commissioner of Railway Safety to submit a brief preliminary narrative report :-**

Where a Commissioner of Railway Safety has held an inquiry in respect of any of the accidents described in sub-rule (2) of rule 2, he shall submit a brief preliminary narrative report to the Chief Commissioner of Railway Safety and the Railway Board simultaneously. In case Chief Commissioner of Railway Safety has held an inquiry terms of rules 2(3) and 2(5) he shall submit the brief preliminary narrative Report to the Railway Board. The report shall be factual and shall not contain any reference to persons implicated.

**4. Commissioner of Railway Safety to submit a report :-**

- (1) Whenever the Commissioner of Railway Safety has made an inquiry under rule 2, he shall submit a confidential report in writing to the Chief Commissioner of Railway Safety and shall forward copies of the report to-
- (i) the Railway Board;
  - (ii) the Railway Administration of all the Zonal Railways;
  - (iii) in the case of railway under the control of a State Government or Local Administration to such Government or Administration if the accident has occurred in that Railway;
  - (iv) other Commissioner of Railway Safety;
  - (v) the Director, Intelligence Bureau, Ministry of Home Affairs, Government of India, if the Commissioner of Railway Safety find that the accident was caused by sabotage or train wrecking.
- (2) In case the inquiry has been held by the Chief Commissioner of Railway Safety he shall forward his Report to the Authorities mentioned in (i) to (v) of sub rule (1) of this Rule.

**5. Publication of report :-**

Recommendations in regard to the publication of reports shall be made by the Chief Commissioner of Railway Safety and Railway Board (Ministry of Railways) informed accordingly. In case the Railway Board has reservations on the recommendations of the Chief Commissioner, the matter shall be finally decided by the Central Government (Ministry of Civil Aviation).

**6. District Magistrate or his representative to attend the Inquiry conducted by Commissioner of Railway Safety.**

Where no Magisterial Inquiry is being made under clause (a) or (b) of rule 17 of the Railway (Notices of an inquiry into Accidents) Rules, 1998, the District Magistrate shall as far as possible attend the inquiry conducted by the Commissioner of Railway Safety personally or depute some other officer to represent him at the inquiry.

**7. District Superintendent of Police or his representative :-**

The District Superintendent of Police shall, as far as possible also attend the inquiry conducted by the Commissioner of Railway Safety personally or depute some other officer to represent him at the inquiry.

**8. Commissioner of Railway Safety to assist the Magistrate of the Commission of Inquiry etc. in clarifying technical matters:-**

The Commissioner of Railway Safety, as far as possible, assist any Magistrate making a judicial inquiry or an inquiry under rule 17 of Railway (Notices of an inquiries into Accident) Rules 1998 or a Commission of inquiry appointed under the Commission of inquiry Act 1952 (60 of 1952) or any other Authority appointed by the Central Government to which all or any of the provisions of the said Act have been made applicable, whenever he may be called upon to do so for the purpose of clarification of any technical matters.

**9. Powers of the Commissioner of Railway Safety :-**

Nothing in these rules shall, except to the extent provided in sub-rule (6) of rule 2, be deemed to limit or otherwise affect the exercise of any of the powers conferred on Commissioner of Railway Safety by section 7 and 8 of Act, 1989.

**10. Repeal and Saving :-**

- (1) The 'Statutory Investigation into Railway Accident Rules 1973', published with notification of Government of India in the Ministry of Tourism & Civil Aviation No.22 dated 2.6.73, ,part II, section 3 are hereby repealed.
- (2) Notwithstanding such repeal, any thing done or any action taken under the rules hereby repealed shall be deemed to have been done or taken under the corresponding provisions of these rules.

**Sd/-**  
**( Prakash Chandra )**  
*Under Secretary to Govt. of India.*

## APPENDIX - I

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## APPENDIX - J

### Copy of Railway Board's letter No.69/Safety-I/4/3 dated 22.09.1989 addressed to all Indian Railway's General Managers

#### Sub: Relief to Passengers of Train/Trains involved in accidents.

1. Railways have frequently come in severe criticism for not making proper arrangements for injured and other passengers affected by train accidents. The present instructions given in the Accident Manual vary from Railway to Railway and are highly inadequate.
2. In the General Managers Conference and other important meetings, it has repeatedly been said that in cases like these, earning the good-will of the travelling public was more important than differentiating between injured and uninjured persons for the purpose of charges for food, etc. This question also came up during the discussion on post-accident rescue and relief measures. The ministry of Railways have, therefore, decided that the present relevant rules may be substituted by the following: -
3. **Arrangements for drinking water, food and beverages :-**
  - (i) Refreshments, food and beverages may be supplied free of charge to the affected passengers, injured, uninjured or stranded. These may be arranged from the Railway and/ or outside Sources as necessary.
  - (ii) The senior most official at site shall have the powers to arrange conveyance of the affected passengers free of charge by any available mode of transport and also incur expenditure for carriage of passenger's luggage, etc.
4. A proper account should be kept of the expenditure incurred duly supported by the vouchers to enable post audit of the same after the event is over. A statement of the expenditure incurred should be signed and put up by the authorised officer to the Divisional Railway Manager within a period of one month after the accident for his sanction duly post audited with reference to the funds provided for on this account as also the supporting vouchers for the expenditure incurred. In case any specific area where glaring instance of excess expenditure in comparison to the event is observed, it should be specifically brought to the notice of DRM so that corrective action or non-recurrence of such a situation in future, is taken. General Managers may lay down, in consultation with their FA & CAOs the overall limits for the purpose of sanctioning of expenditure (not for incurring at the time of accident), beyond which specific sanction of the General Manager with Finance concurrence may have to be obtained for regularising the expenditure after the event in such cases.

The post audit report should incorporate the various aspects of item wise expenditure and observations of Sr.DAO/DAO and clarification of the authorised officer for sanction by the competent authority. The check note of the Sr. DAO/ DAO should indicate the extent of check that was possible with reference to vouchers submitted.

5. This issues with the concurrences of Finance.
6. Please acknowledge receipt of this letter.

**Sd/-**  
**(PRAMOD UNIYAL)**  
*Joint Director, Traffic Commercial (Claims)*  
*Railway Board.*

APPENDIX - K

**EXTRACTS FROM RAILWAY ACT 1989**

The following relevant sections of the Railway Act 1989 are reproduced for ready reference:

CHAPTER III

**COMMISSIONER OF RAILWAY SAFETY**

**5. Appointment of Chief Commissioner of Railway Safety and Commissioner of Railway Safety. Duties of Commissioner:-**

The Central Government may appoint a person to be the Chief Commissioner of Railway Safety and such other persons as it may consider necessary to be the Commissioners of Railway Safety.

**6. The Commissioner shall:-**

- (a) Inspect any Railway with a view to determine whether it is fit to be opened for the public carriage of passengers and report there on to the Central Government as required by or under this Act.
- (b) Make such periodical or other inspections of any Railway or of any rolling stock used there on as the Central Government may direct.
- (c) Make an inquiry under this Act into the cause of any accident on a Railway and
- (d) Discharge such other duties as are conferred on him by or under this Act.

**7. Powers of Commissioner:-**

Subject to the control of the Central Government, the Commissioner, whenever it is necessary so to do for any of the purposes of this Act, may-

- (a) enter upon and inspect any Railway or any rolling stock used thereon:
- (b) by order in writing addressed to a Railway Administration, require the attendance before him of any Railway Servant and to require answer or returns to such inquiry as he thinks fit to make from such Railway Servant or from the Railway Administration; and
- (c) require the production of any book, document or material object belonging to or in the possession or control of any Railway Administration which appears to him to be necessary to inspect.

**8. Facilities to be afforded to Commissioners :-**

A Railway Administration shall afford to the Commissioner all reasonable facilities for the discharge of the duties or for the exercise of the powers imposed or conferred on him by or under this Act.

CHAPTER IV

**Construction and Maintenance of Works.**

**14. Temporary entry upon land to remove obstruction, to repair or to prevent accident:**

- (1) Where in the opinion of a railway administration -
- (a) there is imminent danger that any tree, post or structure may fall on the railway so as to obstruct the movement of rolling stock; or
  - (b) any tree, post, structure or light obstructs the view of any signal provided for movement of rolling stock; or
  - (c) any tree, post or structure obstructs any telephone or telegraph line maintained by it,
- It may take such steps as may be necessary to avert such danger or remove such obstruction and submit a report thereof to the central government in such manner and within such time as may be prescribed.

- (2) Where in the opinion of a railway administration -
- (a) a slip or accident has occurred; or
  - (b) there is apprehension of any slip or accident to any cutting, embankment or other work on a railway;

It may enter upon any lands adjoining the railway and do all such works as may be necessary for the purpose of repairing or preventing such slip or accident and submit a report thereof to the central government in such manner and within such time as may be prescribed.

- (3) The central government may, after considering the report under subsection 1 or 2, in the interest of public safety, by order, direct the railway administration that further action under sub section 1 or 2 shall be stopped or the same shall be subject to such conditions as may be specified in that order.

CHAPTER V

**OPENING OF RAILWAYS**

**24. Temporary suspension of traffic-**

When an accident has occurred on a Railway resulting in a temporary suspension of traffic and either the original lines of rail and works have been restore to their original standard or a temporary diversion has been laid for the purpose of restoring communication, the original lines of rails and works so restored, or the temporary diversion, as the case may be, may, without prior inspection by the Commissioner, be opened for the public carriage of passengers, subject to the following conditions, namely-

- (a) the Railway Servant in-charge of the works under taken by reason of the accident has certified in writing that the opening of the restored lines of rails and works, or of the temporary diversion will not in his opinion be attended with danger to the public and
- (b) a notice of the opening of the lines of rails and works or the diversion shall be sent immediately to the Commissioner.

CHAPTER VIII

**CARRIAGE OF PASSENGERS**

56. **Power to refuse to carry persons suffering from infectious or contagious diseases-**
- (1) A person suffering from such infectious or contagious diseases, as may be prescribed, shall not enter or remain in any carriage on a Railway or travel in a train without the permission of a Railway Servant authorized in this behalf.
  - (2) The Railway Servant giving permission under sub section (1), shall arrange for the separation of the person suffering from such diseases from other persons in the train and such person shall be carried in the train subject to such other conditions as may be prescribed.
  - (3) Any person who enters or remains in any carriage or travels in a train without permission as required under sub section (1) or in contravention of any condition prescribed under sub section (2), such person and a person accompanying him shall be liable to the forfeiture of their passes or tickets and removal from Railway by any Railway Servant.
60. **Power to make rules in respect of matters in this Chapter-**
- (1) The Central Government may, by notification, make rules to carry out the purposes of this Chapter.
  - (2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely -
    - (a) the convenience and accommodation ( including the reservation of seats or berths in trains) to passengers.
    - (b) the amount of refund for the cancellation of a ticket.
    - (c) the circumstances under which change of names of passengers, having reserved seats or berths may be permitted.
    - (d) the carriage of luggage and the conditions subject to which luggage may be kept in the cloak rooms at the stations
    - (e) diseases which are infectious or contagious
    - (f) the conditions subject to which a Railway Administration may carry passengers suffering from infectious or contagious diseases and the manner in which carriages used by such passengers may be disinfected;
    - (g) generally, for regulating the travelling upon and the use, working and management of the railways.
  3. Any rule made under this section may provide that a contravention there of shall be punishable with fine which shall not exceed 500/- rupees.
  4. Every Railway Administration shall keep at every station on its railway a copy of all the rules made under this section and shall also allow any person to inspect it free of charge.

CHAPTER XII

ACCIDENTS

**113. Notice of railway accident:-**

- (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 injury 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 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 injury 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.

**114. Inquiry by Commissioner:**

- (1) On the receipt of a notice under Section 113 of the occurrence of an accident to a train carrying passengers resulting in loss of human life or grievous hurt causing total or partial disablement of permanent nature to a passenger or serious damage to railway property, the Commissioner shall, as soon as may be, notify the railway 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, required the holding of such an inquiry.

- (2) If for any reason, the Commissioner is not able to hold an inquiry, as soon as may be after the occurrence of the accident, he shall notify the railway administration accordingly.

**115. Inquiry by Railway Administration:-**

Where no inquiry is held by the commissioner under Sub-section (1) of Section 114 or where the Commissioner has informed the railway administration under Sub-section (2) of that section that he is not able to hold an inquiry, the railway administration within whose jurisdiction the accident occurs, shall cause an inquiry to be made in accordance with the prescribed procedure.

**116. Powers of Commissioner in relation to inquiries:**

- (1) For the purpose of conducting an inquiry under this Chapter into the causes of any accident on a railway, the Commissioner shall in addition to the powers specified in Section 7, have the powers as are vested in a civil court while trying a suit under the Code of Civil Procedure 1908 (5 of 1908) in respect of the following matters, namely:-
  - (a) summoning and enforcing the attendance of persons and examining them on oath;
  - (b) requiring the discovery and production of documents;
  - (c) receiving evidence of affidavits;
  - (d) requisitioning any public record or copies thereof from any court or office;
  - (e) any other matter, which may be prescribed;
- (2) The Commissioner while conducting an inquiry under this Chapter shall be deemed to be Civil court for the purposes of Section 195 and Chapter XXVI of the Code of Criminal Procedure, 1973 (2 of 1974)

**117. Statement made before Commissioner:-**

No statement made by a person in the course of giving evidence in an inquiry before the Commissioner shall subject him to, or be used against him in any civil or criminal proceeding, except a prosecution for giving false evidence by such statement. Provided that the statement is -

- (a) made in reply to a question which is required by the Commissioner to answer, or
- (b) relevant to the subject matter of the inquiry.

**118. Procedure etc.:-**

Any Railway Administration or the Commissioner conducting an inquiry under this Chapter may send notice of the inquiry to such persons, follow such procedure and prepare the report in such manner as may be prescribed.

**119. No Inquiry Investigation etc. to be made if the Commission of inquiry is appointed:-**

Notwithstanding any thing contained in the foregoing provisions of this Chapter, where a Commissioner of Inquiry is appointed under the Commissioner of Inquiry Act, 1952 (3 of 1952), to inquire in to an accident, any inquiry, investigation or other proceeding pending in relation to that accident shall not be proceeded with and all records or other documents relating to such inquiry shall be forwarded to such authority as may be specified by the Central Government in this behalf.

**120. Inquiry into accident not covered by Section 113:-**

Where any accident of the nature not specified in Section 113 occurs in the course of working a Railway, the Railway Administration within whose jurisdiction the accident occurs, may cause such inquiry to be made into the causes of the accident, as may be prescribed.

**121 Returns:-**

Every Railway Administration shall send to the Central Government, a return of accidents occurring on its Railway, whether attended with injury to any person or not, in such form and manner and at such intervals as may be prescribed.

**122 Power to make rules in respect of matters in this Chapter:-**

- (1) The Central Government may, by notification, make rules to carry out the purposes of this Chapter.

- (2) In particular, and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely-
- (a) The injury to property which shall be considered serious under clause (a) of sub section (1) of Section 113
  - (b) The forms of notice of accidents to be given under Section 113 and the particulars of the accident such notices shall contain
  - (c) The manner of sending the notices of accidents, including the class of accidents to be sent immediately after the accident.
  - (d) The duties of the Commissioner, Railway Administration, Railway Servants, Police Officers and Magistrates on the occurrence of an accident.
  - (e) The persons to whom notices in respect of an inquiry under this Chapter are to be sent, the procedure to be followed in such inquiry and the manner in which a report of such inquiry shall be prepared.
  - (f) The nature of inquiry to be made by a railway administration into the causes of an accident under section 120;
  - (g) The form and manner of sending a returns of accidents by a railway administration under section 121.

### CHAPTER XIII

#### **LIABILITY OF RAILWAY ADMINISTRATION FOR DEATH AND INJURY TO PASSENGERS DUE TO ACCIDENTS**

**123. Definitions: In this chapter, unless the context otherwise requires:-**

- (a) "Accident" means an accident of the nature described in Section 124;
- (b) "Dependant" means any of the following relatives of a deceased passenger, namely:
  - (i) the wife, husband, son and daughter, and in case the deceased passenger is unmarried or is a minor, his parent,
  - (ii) the parent, minor brother or unmarried sister, widowed sister, widowed daughter-in-law, and a minor child of a predeceased son, if dependent wholly or partly on the deceased passenger.
  - (iii) a minor child of a predeceased daughter, if wholly dependent on the deceased passenger,
  - (iv) the paternal grand parent wholly dependent on the deceased passenger.

**124. Extent of Liability:-**

When in the course of working a railway, an accident occurs, being either a collision between trains of which one is a train carrying passengers or the derailment of or other accident to a train or any part of a train carrying passengers, then whether or not there has been any wrongful act, neglect or default on the part of the railway administration such as would entitle a passenger who has been injured or has suffered a loss to maintain an action and recover damages in respect thereof, the railway administration shall, notwithstanding anything contained in any other law, be liable to pay compensation to such extent as may be prescribed and to that extent only for loss occasioned by the death of passengers dying as a result of such accident, and for personal injury and loss, destruction, damage or deterioration of goods owned by the passenger and accompanying him in his compartment or on the train, sustained as a result of such accident.

Explanation: For the purpose of this section, 'Passenger' includes a railway servant on duty.

**125. Application for compensation :-**

- (1) An application for compensation under Section 124 may be made to the Claims Tribunal-
  - (a) by the person who has sustained the injury or suffered any loss, or
  - (b) by an agent duly authorized by such person in this behalf, or
  - (c) where such person is a minor, by his guardian, or
  - (d) where death has resulted from the accident by any dependant of the deceased or where such a dependant is a minor, by his guardian, or
- (2) Every application by a dependant for compensation under this section shall be for the benefit of every other dependant.

**126. Interim relief by railway administration :-**

- (1) Where a person who has made an application for compensation under section 125 desires to be paid interim relief, he may apply to the railway administration for payment of interim relief along with a copy of the application made under that section.
- (2) Where, on the receipt of an application made under Sub-section (1) and after making such inquiry as it may deem fit, the railway administration is satisfied that circumstances exist which require relief to be afforded to the applicant immediately, it may pending determination by the Claims Tribunal of the actual amount of compensation payable under Section 124, pay to any person who has sustained the injury or suffered any loss, or where death has resulted from the accident, to any dependent of the deceased such sum as it considers reasonable for affording such relief, so however, that the sum paid shall not exceed the amount of compensation payable at such rates as may be prescribed.
- (3) The railway administration shall, as soon as may be, after making an order regarding payment of interim relief under Sub-section (2) send a copy thereof to the Claims Tribunal.
- (4) Any sum paid by the railway administration under subsection (2) shall be taken into account by the Claims Tribunal while determining the amount of compensation payable.

**127. Determination of compensation in respect of any injury or loss of goods:-**

- (1) Subject to such rules as may be made, the rates of compensation payable in respect of any injury shall be determined by the Claims Tribunal.
- (2) The compensation payable in respect of any loss of goods shall be such as the Claims Tribunal may, having regard to the circumstances of the case, determine to be reasonable.

**128. Saving as to certain rights:-**

- (1) The right of any person to claim compensation under section 124 shall not affect the right of any such person to recover compensation payable under the Workmen's Compensation Act. 1923 (8 of 1923), or any other law for the time being in force, but no person shall be entitled to claim compensation more than once in respect of the same accidents.
- (2) Nothing in sub section (1) shall affect the right of any person to claim compensation payable under any contract or scheme providing for payment of compensation for death or personal injury or for damage to property or any sum payable under any policy of insurance.

**129. Power to make rules in respect of matters in this Chapter:-**

- (1) The Central Government may, by notification, make rules to carry out the purposes of this Chapter.
- (2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely-
  - (a) The compensation payable for death
  - (b) The nature of the injuries for which compensation shall be paid and the amount of such compensation.

**CHAPTER XV**

**PENALTIES AND OFFENCES**

**145. Drunkenness or nuisance**

If any person in any railway carriage or upon any part of a railway:-

- (a) is in a state of intoxication, or
- (b) commits any nuisance or act of indecency or uses abusive or obscene language, or
- (c) willfully or without excuse interfered with any amenity provided by the railway administration so as to affect the comfortable travel of any passenger, he may be removed from the railway by any railway servant and shall, in addition to the forfeiture of his pass or his ticket be punishable with imprisonment which may extend to six months and with fine which may extend to 500/- rupees.

Provided that in the absence of special and adequate reasons to the contrary to be mentioned in the judgment of the court, such punishment shall not be less than-

- (a) a fine of 100/- rupees in the case of conviction for the first offence and
- (b) imprisonment of one month and a fine of 250/- rupees in the case of conviction for second or subsequent offence.

**146. Obstructing railway servant in his duties:-**

If any person willfully obstructs or prevents any railway servant in the discharge of his duties, he shall be punishable with imprisonment for a term which may extend to six months, or with fine which may extend to 1000/- rupees, or with both.

**150. Maliciously wreck or attempting to wreck a train:-**

- (1) Subject to the provisions of subsection 2, if any person unlawfully -
  - (a) puts or throws upon or across any railway, any wood, stone or other matter or thing, or
  - (b) takes up, removes, loosens or displaces any rail, sleeper or other matter or things belonging to any railway, or
  - (c) turns, moves, unlocks or diverts any points or other machinery belonging to any railway, or
  - (d) makes or shows, or hides or removes any signal or light upon or near to any railway, or

- (e) does or causes to be done or attempts to do any other act or thing, in relation to any railway, with intent or with knowledge that he is likely to endanger the safety of any person travelling, on or being upon the railway, he shall be punishable with imprisonment for life, or with rigorous imprisonment for a term, which may extend to ten years.

Provided that in the absence of special and adequate reasons to the contrary to be mentioned in the judgment of the court, where a person is punishable with rigorous imprisonment, such imprisonment shall not be less than-

- (a) three years in the case of a conviction for the first offence and
- (b) seven years, in the case of conviction for the second or subsequent offence.
- (2) If any person unlawfully does any act or thing referred to in any of the clauses of Sub-section 1 -
- (a) with intent to cause the death of any person and the doing of such act or thing causes the death of any person; or
- (b) with knowledge that such act or thing is so imminently dangerous that it must in all probability cause the death of any person or such bodily injury to any person as is likely to cause the death of such person; he shall be punishable with death or imprisonment for life.

**151. Damage to or destruction of certain railway properties:-**

If any person, with intent to cause, or knowing that he is likely to cause damage or destruction to any property of a railway referred to in sub section (2), causes by fire, explosive substance or otherwise, damage to such property or destruction of such property, he shall be punishable with imprisonment for a term which may extend to 5 years, or with fine, or with both.

- (1) The properties of a railway referred to in sub section (1), are railway track, bridges, station building and installation, carriages or wagons, locomotives, signalling, telecommunications, electric traction and block equipments and such other properties as the Central Government being of the opinion that damage there to or destruction there of is likely to endanger the operation of a railway, may, by notification, specify.

**152. Maliciously hurting or attempting to hurt persons travelling by Railway :-**

If any person unlawfully throws or causes to fall or strike at against, into or upon any rolling stock forming part of a train, any wood, stone, or other matter or thing with intent, or with knowledge that he is likely to endanger the safety of any person being in or upon such rolling stock or in or upon any other rolling stock forming part of the same train, he shall be punishable with imprisonment for life, or with imprisonment for a term which may extend to 10 years.

**153. Endangering safety of persons travelling by railway by willful act or omission:-**

If any person by any unlawful act or by any willful omission or neglect, endangers or causes to be endangered the safety of any person travelling on or being upon any railway, or obstructs or causes to be obstructed or attempts to obstruct any rolling stock upon any railway, he shall be punishable with imprisonment for a term which may extend to five years.

**154. Endangering safety of persons travelling by railway by rash or negligent act or omission:-**

If any person in a rash and negligent manner does any act; or omits to do what he is legally bound to do, and the act of omission is likely to endanger the safety of any act or omission is

likely to endanger the safety of any person travelling or being upon any railway, he shall be punishable with imprisonment for a term which may extend to one year, or with fine, or with both.

**156. Travelling on roof, step or engine of a train:-**

If any passenger or any other person, after being warned by a railway servant to desist, persists in travelling on the roof, step or footboard of any carriage or on an engine, or in any other part of a train not intended for the use of passengers he shall be punishable with imprisonment for a term which may extend to 3 months, or with fine which may extend to 500/- rupees, or with both and may be removed from the railway by any railway servant.

**160. Opening or breaking a level crossing gate:-**

- (1) If any person, other than a railway servant or a person authorized in this behalf opens any gate or chain or barrier set up on either side of a level crossing, which is closed to road traffic, he shall be punishable with imprisonment for a term, which may extend to three years.
- (2) If any person breaks any gate or chain or barrier set up on either side of a level crossing which is closed to road traffic, he shall be punishable with imprisonment for life, or with imprisonment for a term which may extend to ten years.

**161. Negligently crossing unmanned level crossing:-**

If any person driving or leading a vehicle is negligent in crossing an unmanned level crossing, he shall be punishable with imprisonment, which may extend to one year.

**Explanation-** For the purpose of this section, "negligence" in relation to any person driving or leading a vehicle in crossing an unmanned level crossing means the crossing of such level crossing by such person.

- (a) without stopping or caring to stop the vehicle near such a level crossing to observe whether any approaching rolling stock is in sight, or
- (b) even while an approaching rolling stock is in sight.

**172. Penalty for intoxication:-**

If any railway servant is in a state of intoxication while on duty, he shall be punishable with fine which may extend to five hundred rupees and when the performance of any duty in such state is likely to endanger the safety of any person travelling on or being upon a railway, such railway servant shall be punishable with imprisonment for a term which may extend to one year, with fine, or with both.

He shall be further taken up as per provision in SR 2.09 of G & SR.

**173. Abandoning train, etc., without authority: -**

If any railway servant, when on duty, is entrusted with any responsibility connected with running of a train, or of any other rolling stock from one station or place to another station or place and he abandons his duty before reaching such station or place without authority or without properly handing over such train or rolling stock to another authorized, railway servant, he shall be punishable with imprisonment for a term which may extend to two years, or with fine which may extend to one thousand rupees or with both.

**174. Obstructing running of train, etc. :-**

If any railway servant (whether on duty or otherwise) or any other person obstructs or causes to be obstructed or, attempts, to obstruct any train or other rolling stock upon a railway -

- (a) by squatting or picketing or during any rail roko agitation or bandh,  
or
- (b) by keeping without authority any rolling stock on the railway, or
- (c) by tampering with, disconnecting or interfering in any other manner with its hose pipe or tampering with signal gear or otherwise, he shall be punishable with imprisonment for a term, which may extend to two years, or with fine, which may extend to two thousand rupees, or with both.

**175. Endangering the safety of persons:-**

If any railway servant, when on duty, endangers the safety of any person -

- (a) by disobeying any rule made under this Act, or
- (b) by disobeying any instruction, direction or order under this Act or the rules made hereunder, or
- (c) by any rash or negligent act or omission, he shall be punishable with imprisonment for a term which may extend to two years, or with fine which may extend to one thousand rupees, or with both.

**176. Obstructing level crossing:-**

If any railway servant unnecessarily-

- (a) allows any rolling stock to stand across a place where the railway crosses a public road on the level, or
- (b) keeps a level crossing closed against the public, he shall be punishable with fine which may extend to 100/- rupees.

**181. Magistrate having jurisdiction under the Act.:-**

Notwithstanding anything contained in the Code of Criminal Procedure, 2 of 1974, no court inferior to that of a Metropolitan Magistrate or a Judicial Magistrate of the first class shall try an offence under this Act.

**CHAPTER XVI**

**186. Protection of action taken in good faith:-**

No suit, prosecution or other legal proceeding shall lie against the Central Government. any railway administration, a railway servant or any other person for anything which is in good faith above or intended to be done in pursuance of this Act or any rules or orders made there under.

**APPENDIX 'L'**

Board's XXR No. 85/Safety (A & R)/1/20, Dated 14th June, 1985

**Sub: Issue of Complimentary passes to the next of Kin of Victims as well as to the surviving victims of the Railway accidents**

The Board has authorized the railways, to issue complimentary, passes to the next of Kin of Victims from any station in India to the site of accident and back to their destinations as well as to the surviving victims who are discharged from the hospital to their destinations.

The class of passes should of course, be the same in which the surviving victims were travelling or higher if recommended by the doctor. The class of pass for the relatives may be determined according to the status of the person. The Board desire that while issuing such passes, the following aspects should be borne in mind:

- (i) The issue of such complimentary passes may be centralized in the General Manager's Office and should have the approval of General Manager.
- (ii) Such complimentary passes may be issued to not more than two relatives of the injured or deceased passenger.
- (iii) Sufficient safe guards may be adopted so that these passes are not misused.
- (iv) Break journey on such passes should not be allowed,
- (v) The complimentary passes so issued may be included in the half-yearly statement submitted to the Board in accordance with their letter No. E (G) 57/PS 5-6/2 dated 18th March, 1957.

APPENDIX 'M'

**FREE OF COST DESPATCH OF TELEGRAMS IN CASE OF SERIOUS ACCIDENTS**

The Railway Board vide their letter No-703-TG-1-57/64 dated 6th November 1957, have agreed that inland Telegrams may be despatched free of cost to the closest relations conveying the news of safety of those travelling by a train involved in a serious Accident.

As the circumstances under which such telegrams should be sent free of cost would depend on the merits of the case i.e., the nature of the accident, the senior most officer in Charge of the local arrangements regarding the accident should decide when this facility is to be granted.

Telegrams so accepted will be booked in the usual manner granting telegraph Money Receipt T6 B to the sender of the telegram. The remark 'Booked during accident to..... Up / Dn. at..... without recovery of charges' should be, passed on the Telegraph Money Receipt.

The telegrams will only convey information about the safety of the sender travelling in the train/trains involved in the accident. Only one telegram should be issued for a passenger travelling in the train or trains involved in the accident.

The cost of such telegrams will be liken to account in the Coaching Balance Sheets taking corresponding special credit, quoting reference to DRMs letter authorizing the S. M's to book the telegrams free of cost on such occasions.

The Station Masters of stations at which such telegrams are accepted will prepare a statement in quadruplicate showing the sender's name, the addressee and his address, the TMR No. and date and the class and cost of the telegram and send one copy of each to the DRM, COM. (Telegraphs) and Traffic Accounts Office, Ajmer as the case may be.

If a serious accident occurs on a station, which is not a Railway Telegraph Office, such telegrams should be sent to the Post Office for clearance if the same is nearby. The specimen authorization form to be used for this purpose is appended below. The authorization can be issued by an official not below the rank of an Inspector, DRM to submit a copy thereof to the Account Office concerned together with the original receipts obtained from the Postal Department. On the office copy of the authorization letter, the postal date stamp of the post office where the telegrams were handed in must be obtained and the same preserved for a year.

**SPECIMEN FORM**

.....Station

Date .....

To,  
The Post Master.....

Dear Sir,

I....Certify that the attached Inland Telegrams (.....in numbers) are from the bonafide passengers of train number .....Running between .....station and .....station which has met with an accident at .....hours on date and are addressed to their closest relations conveying the news of their safety and request that these may be telegraphed immediately without prepayment.

The cost of these telegrams may please be debited to the General Manager, Western Railway, Mumbai, in accordance with the agreement arrived at between the Ministry of Railways (Railway Board and the P.& T. Department.

..... (Signature in full)

..... Designation

Enc.....Telegram.

**APPENDIX - N**

**Copy of Railway Board's letter No.88/Safety(A&R)29/8 dated 18.04.1988 addressed to**

The General Manger,  
Indian Railways.

**Sub: - Sikri Committee Report - Definition of Accident.**

1. Attention of the Railways is drawn to paragraphs 458 to 461 of Chapter XII of the Railway Accident Inquiry Committee 1978 (Sikri Committee) wherein the Committee had gone into the Question of the Scope of the term 'Accident' and the manner in which the accident statistics should be compiled. Paragraphs 458 to 461 of Chapter XII of the Report.
2. It would be observed that Sikri committee divided 'accidents' under three main groups and has emphasised the need to concentrate on the incidents falling under groups I and III thereof. With a view to drawing pointed attention to the incidents which really should fall under the category of 'accident', the committee desired that a distinction should be made between groups I and III on the one hand and those incidents which can be termed as accidents only in a technical sense of the term. The committee pointed out that groups I and III constitute one fourth of the all accidents shown in the statistics as compiled at present. The remaining three-fourth are really failures of railway equipment and other unusual incidents.
3. Board had accepted these recommendations of the committee and this question has been further examined to bring about clarity in those incident resulting in mishaps and other unusual incidents.
4. The term 'accident', as used in Railway parlance, has a very wide connotation and is used as a generic term, encompassing in its ambit, a wide variety of occurrences which include not only those which result in casualties and damage to rolling stock., track, etc. but also those which may cause interference in the normal working. Over the years, however, certain other types of occurrences have also been classified as accidents, which correctly fall in the realm of law and order (for example murder in a train, theft of railway property). While other cases may not even have relevance to train working. With a view to demarcating clearly the various types of incidents. Board have decided that the occurrences listed in classes 'A' to 'P' (excluding 'I' and 'O') in the Accident manuals of Railways may be classified as given hereunder.

The term 'accident' will apply only to the incidents falling under categories (i) and (ii) given below. The incidents, falling under categories (iii) to (v) shall not be termed as 'accidents' and shall be referred to by the heading given hereunder. For instance, incidents included in category (vi) hereunder shall be referred to as 'Equipment Failure' and not as 'accidents'.

5. Annexure II attached herewith gives the revised head under which each occurrence will fall i.e. accident classes A to P (except 'I' & 'O') as per the existing Accident Manual classification.

## APPENDIX - N

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6. Class P of the Classification is a residuary class where Zonal Railways can add certain type of occurrences which they consider fit to be classified under the generic term 'accident'. The incident covered under this class very widely from railway to railway. A separate circular indicating standardised sub-classification will follow separately.
7. The following will be the grouping of the occurrences:
  - (i) Consequential train accident; These will include collision, derailments, accidents at Level Crossings and fire in trains as the present. These may have serious repercussions in terms of casualties and damage to property.
  - (ii) Miscellaneous accidents: these accidents include certain types of train accidents not covered under category (i) above (for example Train Running over Cattle, where derailment is not caused) as also yard shunting/siding accidents.
  - (iii) Breach of Rules (Indicative): These are at present termed as Indicative Accidents. These are serious potential hazards and include cases of Trains Passing Signal at Danger, Breach of Block Rules and Averted Collisions.
  - (iv) 'Equipment Failure': These include cases like engine failure, rail fracture, signal failure, OHE failure, etc. not resulting in a mishap.
  - (v) 'Unusual Incidents' like murder, suicide within railway premises, thefts, attempted thefts, etc.
8. Publication of statistics shall not be affected by the above rearrangement. Statistics as published hitherto shall continue to be published for the purposes of comparison at least for a period of five years. I.e. till the financial year ending 31st March 1993. However, separate chapters will be devoted to the information regarding the various categories e.g. for Consequential accidents, breach of Rules, Equipment Failure, etc.
9. Train partings shall be shown under a separate head but in the chapter on statistics relating to equipment failure.
10. Action on all incidents, whether falling under the category of Accidents or Breach of Rules, Equipment failure or Unusual Incidents will be treated with the same seriousness as hitherto and other procedure regarding advice to various authorities, follow-up action, etc. will continue to be taken as at present. For instance, the extant instructions on the punishment to be meted out to the delinquent staff responsible for Breach of Rules, etc will continue as at present.

Kindly acknowledge receipt.

**(T.A. Subrmanian)**  
*Joint Director, Safety - II*  
*Railway Board.*

## APPENDIX – O

### GENERAL GUIDELINES

1. Careful observation of clues and a comprehensive record thereof is vital for accident enquiry. In addition, a comprehensive record of track and rolling stock parameters and operating features is required for investigation of derailments.

2. There are two broad categories of derailment.

*Sudden derailment* caused by wheel set jumping of the rails. Such a derailment indicates that the derailing forces were high enough to suddenly force the wheels off the rail. These are typically caused by failure of vehicle/track components, obstruction on track, entanglement of hanging parts of rolling stock etc. These derailments are characterized by a short mark on rail table between Point of Mount and Point of Drop. In some cases the Point of Mount may even be absent.

Derailment by flange climbing, caused by Wheel mounting the rail in a relatively gradual manner. It indicates that the derailing forces were powerful enough to overcome the normal stabilizing forces, yet not sufficient to cause a sudden derailment. Such derailments are characterized by a longer mark on the rail table between Point of Mount and Point of Drop. Track and rolling stock parameters and operating features influence the rail wheel interaction forces and, hence, their complete record and a comprehensive analysis is required to arrive at the mechanism of derailment. Cause and consequence of derailment are required to be differentiated through this comprehensive analysis.

3. Locating and examining the wheel mounting mark(s) at the initial point of derailment is very important for indentifying the category of derailment. Precise measurements and critical and detailed examination of the wheel mounting marks should be made e.g. their length, strong or faint, broken or continuous, single or multiple, etc. Photographs should be taken of such marks, not only on the rail, but also on the fastening, sleepers and ballast.
4. Derailment proneness increases with increased Lateral Wheel force, reduced Vertical wheel load (off loading) and increased Positive Angularity of wheel. Derailment proneness becomes substantially higher in case of axle moving with a persistently positive angularity. Track and rolling stock parameters and operating features should be critically analyzed for their contribution towards these causes. In case of derailments in curve, proper functioning of Bogie rotation system to ensure undue angularity needs close examination. Contribution of track twist and spring defects and twist in bogie frame/vehicle under frame to derailments caused by wheel off loading needs to be analyzed. In case of derailments at high speed, parameters affecting vehicle oscillation and damping thereof needs a close analysis.
5. While analysing the mechanism of derailment, relative contribution of track and rolling stock parameters to the rail-wheel interaction forces needs a comprehensive analysis. Reference should be made to the safety limits/Maintenance limits specified in IRPWM/ IRCA Rules / Maintenance Manuals.
6. Proforma for measurement of locomotive, wagon, and carriage are attached as annexure – A, B and C respectively for recording the details. The joint measurement to be submitted by senior supervisors shall not be complete till all the measurement of rolling stock and track as per enclosed proforma have been recorded. Only completed joint measurement w.r.t. rolling stock and track shall become a document to be relied upon by the enquiry committee for drawing conclusion regarding cause of accident.

7. No enquiry shall be completed before the complete measurement of rolling stock and track is available and made part of the enquiry report. Enquiry Committee may get additional measurement done as per requirements of the derailment case.
8. The photographs of the concerned sections of track and part of rolling stocks shall be taken and annexed in the enquiry report. ART personnel should be trained for identifying such relevant part of track and rolling stocks involve in the accident.
9. In case of derailment of passenger trains causing injury to passengers, video recording of the concerned part of track and rolling stock shall be carried out by nominated ART personnel, trained for the purpose.  
Photography & videography of accident site shall be with great care and precision, similar to a crime scene photography/videography. ART personnel nominated for this shall be suitably trained for the purpose. The photographs, videos should be self explanatory such that relevant conclusion can be drawn.
10. Site sketch of the derailment / accident location shall be prepared giving due care that all the relevant items are included along with the dimensions. A sample sketch is attached for the guidance. Instructions for the preparation of sketch of the site of accident has given in "Accident Manual" shall be followed.  
Preservation of relevant clues, documents and photographs/videography of the accident scene shall be done under supervision of Safety Officials of the Division.
11. M&C report from RDSO must also be part of accident enquiry report in case accident is attributed to breakage of any component of track or rolling stock.
12. In case of a suspected sabotage, Tell-tale sign must be preserved and recorded.
13. If rail/weld failure is suspected to be cause of derailment, assessment of impact loading to which the rail/weld was subjected to prior to its failure becomes important. In such cases, WILD data for few preceding trains shall be analyzed for critical alarms and any critical alarm shall be brought out and deliberated by enquiry committee.
14. Observations of SM's Panel need to be recorded in case accident takes place in station area.
15. Speed recorders and event recorders in the locomotives shall be freezed immediately post the accident. SM's control panel shall be freezed till the time position of the knobs, switches, point & crossings etc. are jointly recorded. It is the responsibility of the concerned controlling officer/safety officials to ensure freezing of the above. Safety official shall take into custody of all the relevant documents, broken parts etc.

**Proforma for Motive Power/Locomotive (Diesel & Electric)**

Proforma to be filled in case of accident / derailment when loco is involved in accident.

1. Basic information
  - a) Date of Accident
  - b) Train No.:
  - c) Loco Class:
  - d) Loco No.
  - e) Loco manufacture year and place
  - f) Base shed of Loco
  - g) Date and place last POH
  - h) Kilometers earned after last POH
  - i) Date and place of last major inspection
  - j) Date & place of last schedule inspection
  - k) Whether any schedule is 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	Working
Headlight		
Speedometer		
Speed Recorder		
Flasher light		
Horn		
Brake system		
VCD		

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W/Loco)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

3. Check & record the observations as follows:-

- a) Position of control handles, cutout cocks etc. after the 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 including condition of its components
- f) Condition of Pivot and Side bearer arrangement of bogie including obstruction to Bogie rotation
- g) Condition of Friction Damper components/Hydraulic Dampers
- h) Condition of Traction Link including its connection
- i) Condition of Traction Link including its connection
- j) Condition of Lateral Stop components between Bogie and loco body underframe
- k) Any other observation in respect to mechanical defect of the locomotive, which might have any bearing on safe running loco.

Note: Defective or broken material should be sent to CMT for testing, if necessary.

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W/Loco)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

4. Measurement for Wheels for All Classes of Locomotives with wheel gauge  
(04 locations applicable for Bo-Bo Locos)

Sr.No.	Description	Observed Value (in mm)			Remarks
1.	Particulars of Axle (ID No.)	1			
		2			
		3			
		4			
		5			
		6			
2.	Diameter of wheel at tread		LH	RH	
		1			
		2			
		3			
		4			
		5			
3.	Wheel Flange thickness		LH	RH	
		1			
		2			
		3			
		4			
		5			
4.	Wheel Root wear		LH	RH	
		1			
		2			
		3			
		4			
		5			
5.	Tread wear		LH	RH	Tread wear should be measured from tread at 63.5mm 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			
6	UST of axle: Give the date of last UST test done	Axle	Observation		Information is relevant in case of axle breakage.
		1			
		2			
		3			
		4			
		5			
6					

Measurement for Wheels for All Classes of Locomotives with wheel gauge (04 locations applicable for Bo-Bo Locos) (Continued)

Notes:

1. Wheel number one is the outer end 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 axle under Cab-1 (Cab – 1 is that side of the loco which has the compressors and Cab-2 is that side of loco which has the ARNO convertor) and wheel count increases towards the Cab-2.
2. The measurements of wheels are to be done using wheel gauges to ROSO drawing No. SKDL-3592 for all BG locomotives except WAP5 locos. For WAPs locos RDSOs drawing no. SKOL-4446 and SKDL 4447 may be followed.
3. All measurements are to be taken on a level, un-canted track at the nearest yard.
4. Service limits given in the maintenance Manual are for good maintenance practice and these are not safety limits. However, the measured values shall be compared with the service limits and degradation in values shall be discussed while finalizing the findings.

Sr. No	Description	Observed Value in mm		Ramarks
7	Wheel gauge: For checking wheel gauge, three measurements at equal spacing on the inner periphery of the two wheels on the same axle is to be recorded. Check for bent axle, if any.	1		All measurements shall be taken on a level tangent uncanted track. Information is relevant in case of wheel disc shifting/bent axle only. For safety, similar limits as applicable for track gauge are relevant for wheel gauge also.
		2		
		3		
		4		
		5		
		6		

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W/Loco)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

5. Measurement of other relevant items:

Sr. No.	Description	Observed Value in mm	Remarks
1	Buffer / coupler height Measurement of parameters such as buffer length etc. may also be done to check possibility of buffer entanglement.		All measurement shall be taken on a level tangent uncanted track. This measurement is required to be taken only in case of trailing stock is with buffers.
2	Lateral Clearance	End Axles (1, 3, 4 & 6)	
		Middle Axles (2 & 5)	
3	Lateral clearance	End Axles (1,2,3 &4)	Applicable for Bo-Bo locomotives only.
4	Longitudinal clearance, between axle box & bogie, pedestal liner (for all axles)		Except WDP3A, WDG4, WDP4, WDP4B, WAP5, WAP7, WAG0 locomotives
5	Longitudinal clearance between axle box & bogie pedestal liner (for all axles)		Applicable to WDP3A locomotive only.
6	Height of Rail Guard from rail level		
7	Condition of suspension Springs i.e. normal / broken fresh and old fracture or deformities occurred after derailment due to sudden impact		
8	Deflected height of coil spring after re-railing on level, uncanted track		
9	Condition of Rubber/Elastomeric spring Assembly at the Secondary stage.		

Note – Measurement of items (e) to (j) in para 3 and item 8 & 9 in Para 5 will be as per site condition.

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W/Loco)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.Way)

**PROFORMA FOR WAGON**

Proforma to be filed in case of Derailments

Note : Details regarding all derailed vehicles should be given except :-

1. (i) Where vehicles have derailed due to locomotive derailment.  
(ii) When the obvious and indisputable cause is sabotage or an obstruction on track or broken axle or wheel.
2. Particulars for each derailed vehicle should be given in one sheet. Information against columns nos. (5), (6), (7) (14), (50) and (51) should invariably be given for adjacent coaches on the same sheet.
3. Front and rear, left (L) and Right (R) are with respect to direction of movement.
4. For an obvious case of derailment such as a broken axel spring dropping off on run, and /or some part of undergear hanging loose and causing obstruction, only relevant particulars need to be filled.
5. Relevant details of adjacent vehicles should also be given if cause of derailment is not apparent.

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

POH Particulars		ROH Particulars		Pay load in tonnes		Commodity loaded _and remarks regarding uneven loading (give sketch for details of uneven loading)	Station		Position from engine
Date	Shop	Date	Depot	From labels	From weigh - ment		Fro m	To	
12	13	14	15	16	17	18	19	20	21

To be jointly signed by		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P.Way)

Buffer / coupler height	Wheel and Axle face particulars ( In case of breakage of any wheel / axle)		
(i) Measure buffer/ coupler height after uncoupling & rerailing on uncanted level track (ii) Record whether there is buffer entanglement (yes/No)	Axle face particulars	Ultrasonic particulars on the Hub of the disc	Stamping particulars in wheel disc regarding Manufacture/ 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

Wheel and Axle							
Wheel diameter (i) Measurement (ii)Record whether below condemning size (yes/No)	Wheel gauge in mm. x (taken in four places)	Observation after measuring the profile with tyre defect gauge (Good / Rejectable) xx					
26	27	28					
		Thin flange	Sharp flange	Worn out root	Deep flange	Hollow tyre	Flat tyre
	1	1L					
		1R					
	2	2L					
		2R					
	3	3L					
		3R					
	4	4L					
		4R					

x The wheel gauges is to be measured at the horizontal plane passing through the centre of axle.

x x The wheel profile is to be checked with tyre defect gauge only (Ref : IRCA Pt III Rule No.3.2.2(d) and 4.18.1, Plate No.57 to 66 )

To be jointly signed by		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P.Way)

ROLLER BEARING (To be recorded in case of any abnormalities observed in Roller bearing/ Axle Box)		
Condition of face cover plate	Condition of locking plates & studs	Condition of roller bearing and its components
29	30	31

Axle Box (For IRS Stock/UIC) (To be recorded only when failure of plain bearing is involved as a cause)				
Brass thickness mm	Condition of box and brass	Condition of sole plates	Condition of journals	Clearance between brass and collar of journal in (mm)
32	33	34	35	36

Axle Guard (for IRS /UIC stock)			
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	Remark regarding bridle bar
37	38	39	40

Clearance for Casnub bogie (corresponding measurements to be taken for IRS/UIC bogie)			
Type of bogie	Lateral clearance between side frame and bolster in mm	Lateral clearance between side frame and axle box adopter in mm	Longitudinal clearance between side frame and axle box adopter in mm
41	42	43	44

SPRING AND SPRING GEAR						
Any broken/ cracked / missing/clearance of shackle and shackle pin and general condition (for (UIC/IRS)	Thickness of packing plate under spring seat in mm	Remarks whether any spring eye touches sole bar (for laminated spring only)	Condition of suspension springs i.e. normal, broken/fresh and old fractured or deformities occurred after derailment due to sudden impact	Camber of spring in mm after re-railing on a level uncanted track (for laminate spring only)	Deflected height of coil spring after re-railing on level, uncanted track (for Casnub)	Condition of elastomeric pad above adaptor (for Casnub)
45	46	47	48	49	50	51

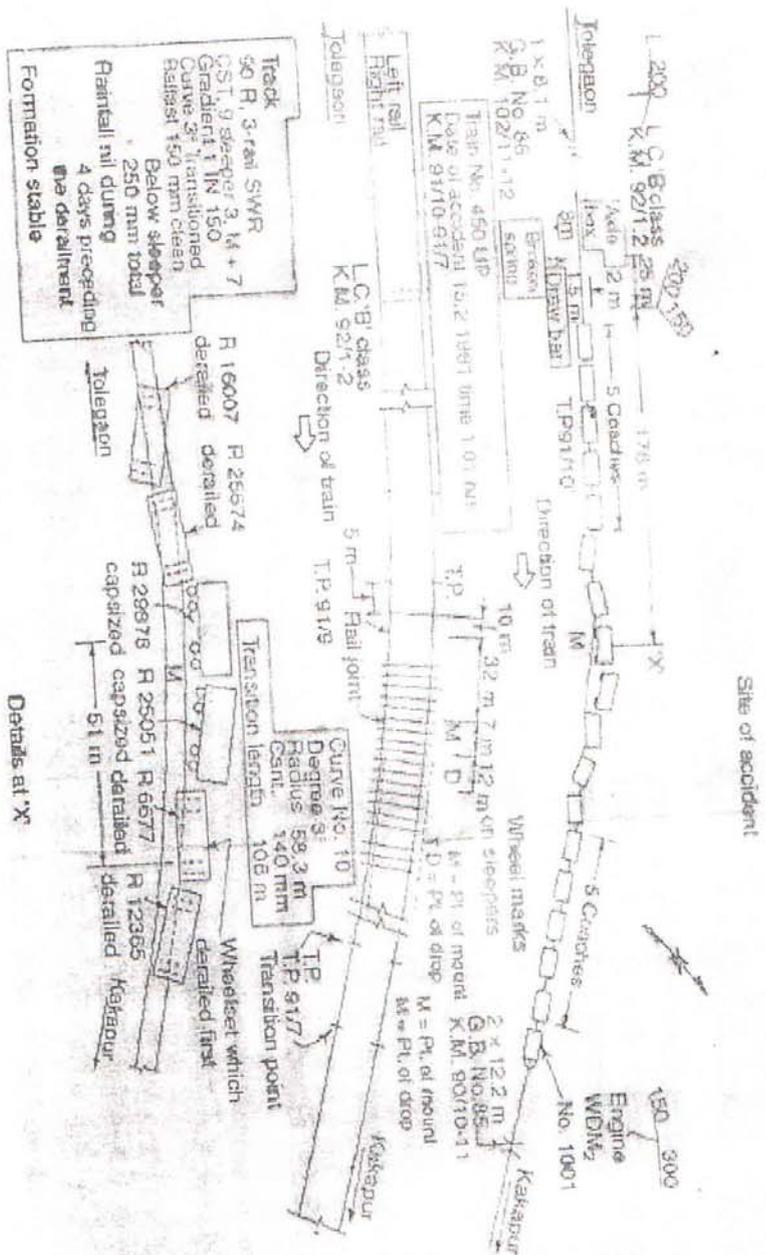
To be jointly signed by		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P.Way)

Bogie		
Condition of center pivot including lubrication and wear (for Casnub)	Condition of side bearer including vertical clearance at side bearers ( for stock having clearance type side bearers only)	Condition of friction snubber wedge assembly (for Casnub)
52	53	54

Whether a load is placed on more than one wagon	Any other defect in vehicles which may have contributed to or caused the derailment	Details of broken parts giving location w.r.t. point of mount and drop	List of damages to the wagon due to accident	Other observations
55	56	57	58	59

Note – Measurement of item 3, 4 & 5 of opening note, item 42, 43, 44, 46, 47, 49, 50, 56 & 59 will be done as per site condition.

To be jointly signed by		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P.Way)



TYPICAL SKETCH OF ACCIDENT SITE

TO BE JOINTLY SIGNED BY

SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

*(Handwritten signature)*

**Proforma for Carriage**

Proforma to be filed in case of Derailments

Note : Details regarding all derailed vehicles should be given except :-

1. (i) Where vehicles have derailed due to locomotive derailment.  
(ii) When the obvious and indisputable cause is sabotage or an obstruction on track or broken axle or wheel.
2. Particulars for each derailed vehicle should be given in one sheet. Information against columns nos. (5), (6), (7) (14), (50) and (51) should invariably be given for adjacent coaches on the same sheet.
3. Front and rear, left (L) and Right (R) are with respect to direction of movement.
4. For an obvious case of derailment such as a broken axel spring dropping off on run, and /or some part of undergear hanging loose and causing obstruction, only relevant particulars need to be filled.
5. Relevant details of adjacent vehicles should also be given if cause of derailment is not apparent.

Sr. No	Date of Incident	Train No	Details of BPC along with the name of station where it is issued and Engineer ( C&W) who issued it	Vehicle No.	Type	Tare in Tonnes	Carrying Capacity in tonnes	Built Date
1	2	3	4	5	6	7	8	9

Return Date	POH Details	Station		Position from engine	Wheel gauge in mm(to be measured at three location) measured in empty condition at the horizontal plane passing through the centre of the axle	Wheel diameter	
		From	To			(i) Measurement	(ii) record whether below condemning size (Yes/No)
10	11	12	13	14	15	16(i)	16(ii)

To be jointly signed by		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P.Way)

Any indication of bent axle or wheel having shifted on axle	Wheel and Axle face particulars ( In case of breakage of any wheel / axle)		Stamping particulars of wheel discs regarding Manufacture RA/RD in case of breakage of any Wheel / Axle	Observation after measuring the profile with tyre defect gauge (Good / Rejectable)	
	Axle face particulars	Ultrasonic particular on the Hub of the disc		L	R
17	18	19	20	21	22
	1L	1L	1L		
	1R	1R	1R		
	2L	2L	2L		
	2R	2R	2R		
	3L	3L	3L		
	3R	3R	3R		
	4L	4L	4L		
	4R	4R	4R		

ROLLER BEARING (To be recorded in case of any abnormalities observed in Roller bearing/ Axle Box)			
Condition of axle box, rear and front covers/ end cap (FIAT)	Condition of face cover plate	Condition of locking bearing seal and studs/ locking plate and bolts (FIAT)	Condition of roller bearing and its components
23	24	25	26

Spring and Spring Gear								
Condition of coil suspension spring i.e. Normal/ fractured (old/fresh)	Condition of Rubber spring i.e. normal /cracked including length of crack (For LHB only)	Condition of Air Spring including leakage in piping	Deflected height of Coil spring after re-railing on a level uncanted track.	Vertical clearances (for ICF)			Condition of Rubber Disc & Bump Stop of Primary Suspension (for LHB)	Height of Bogie Bolster base plate from rail level (for LHB)
				Crown clearance	Bogie frame-Bolster clearance	Body - Bogie frame clearance		
27	28	29	30	31	32	33	34	35

To be jointly signed by		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P.Way)

Condition of Bogie Components				Damping System		
Condition of hanger (for ICF)	Condition of Equalising Stay (for ICF)	Condition of Anchor Link (for ICF)	Condition of Control Arm, Rubber element and Bore (for ICF)	Condition of Axle Guide Cum Dash Pot including Oil level (for ICF)	Condition of Hydraulic Dampers	Condition of Anti Roller Bar (for LHB)
36	37	38	39	40	41	42

System of Bogie Rotation and Clearances						
Condition of Center Pivot including verticality of Pivot Pin (for ICF)	Condition of Side Bearer including oil level and wear (for ICF)	Condition of longitudinal /lateral flexibility of secondary spring (for LHB)	Clearance between traction center and longitudinal /lateral bump stop (for LHB)	Remarks regarding free movement of bolster and pivot and their condition	Condition of grounding cables, wheel slip protection (WSP) , and speed sensor (for LHB)	Condition of brake gear assembly
43	44	45	46	47	48	49

Buffer / coupler height ( to be taken on a level uncanted track after uncoupling and rerailing) (in mm)	Condition of Side buffers working, dead, drooping, entanglement	Details of broken parts giving location w.r.t. point of mount and derailment & whether breakage considered due to accident	Any other defect in the vehicles which may have contributed to or caused the derailment such as condition of coupler, draft gear pocket, shearing plates etc.	List of damages to the coach due to accident	Other observation considered relevant to derailment
50	51	52	53	54	55

To be jointly signed by		
Supervisor (C&W)	Supervisor (Traffic)	Supervisor (P.Way)

**Proforma for Track measurement (PART – A)**

**Proforma showing the detailed particulars to be collected in the case of Permanent Way during an Accident**

Soil			Type of Formation	Rain Fall	Ballast		
Sl. 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, Stating whether clean or caked	Drainage
1	2	3	4	5	6	7	8

Width of shoulders in cm. From outside of rail				Sleepers				
Left	Right	Left	Right	Type – wooden, CST-9, Steel trough etc.	Condition – New, Second hand, damaged, unserviceable etc.	Density	Square or not	Packing loose or sound
9	10	11	12	13	14	15	16	17

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

Rails			Rail fastening		Rail joints		
Weight 52 kg. / 90R/75R etc. (Year of Manufacturing)	Condition of wear (attach rail profile if wear is heavy)	GMT Carried	Dog/Screw spikes, keys, the bars, cotters, loose jaws etc.		Condition: Hogged battered, low etc.	Staggered or square	Creep- Direction and extent of creep, type of creep anchors used with numbers per rail in the affected section
			Number per sleeper seat	Condition: Tight or loose or missing (in each sleeper)			
18	19	20	21	22	23	24	25

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 and or on sag	Whether on straight, curve or transition	Whether on a falling grade, level or rising and or on sag
26	27	28	29	30	31

**Note:**

1. Left and right are with respect to direction of Train Movement
2. The data in Col. 2 to 26 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.26 and should be preserved.
4. Col.27 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. 29 and 31.

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

**Proforma for Track measurement (PART – B)**

Station No.	Distance apart (Metres)	Gauge slack or tight from the Exact in loaded condition (mm)	Cross Level under loaded condition (mm)	Marks on sleepers or rail top	Grinding or rubbing marks on rails
1	2	3	4	5	6

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

Examination of alignment for perceptible kinds of track distortion in the vicinity of the point of derailment.	Subsidence of track	Versine in mm In loaded condition		Remarks regarding length of transition, degree of curve and specified super elevation general alignment etc.	Longitudinal level to be recorded in the case of MG and NG in case of sags and curves
		On 20 M or 10 M chord depending on practice prevalent on the Railway for flat curves more than 600 M radius	On 10 M or such shorter chords as considered necessary for sharp curves (less than 600 M radius on BG and MG)		
7	8	9	10	11	12

Note –

- (i) 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.
- (ii) The cross level will be measured on the left rail only as determined from the direction of movement.
- (iii) Normally measurement will be taken at station 3 M apart for a distance of 45 meters on either side of 0 station if the cause of derailment is indisputably known, otherwise they will be taken for a distance of 100 meters in rear and 45 meters ahead of zero station.
- (iv) Where necessary measurements for Col 3, 4 & 5 may in addition be taken at individual sleepers.
- (v) This proforma need not be filled when the cause of derailment is obviously established as due to shortage, obstruction on track, broken axle, and /or spring having fallen off prior to point of derailment.
- (vi) Longitudinal levies should be recorded for 300 meters on rear and 100 meters in front, in case of straights at the middle of each rail and at versine recording points on curves @ 20/10 M intervals.

TO BE JOINTLY SIGNED BY		
SUPERVISOR (C&W)	SUPERVISOR (TRAFFIC)	SUPERVISOR (P.WAY)

**Appendix - P**

**PUNISHMENT PRESCRIBED IN ACCIDENT CASES.**

(Ref : Railway Board's letter No. No.99/Safety(A&R)6/1 dated 23/4/99.)

- Note (i) 'D' staff Staff directly held responsible for the accident.
- 'S' staff Staff who are found to have secondary responsibility. In their case, the penalty imposed will depend on the degree of their contribution to the accident/engine failure and the Disciplinary Authority will use its discretion in the matter.
- WIP - With holding of increment with cumulative effect.
- WIT - With holding of increment without cumulative effect.
- (ii) The Disciplinary authority must impose the minimum penalty if the responsibility of staff is clear. Factors, like the employee's past record of service may be taken into account by the Appellate Authority if and when an appeal is made to it. The disciplinary authority should deal with the case solely with regard to the facts and circumstances of the accident itself.

Sr. No	Nature of Accidents		Minimum penalty
1.	Collisions involving a train		(a) 'D' staff - Dismissal. (b) 'S' Staff - Major penalties (v), (vi) or (vii)
	(i) Resulting in loss of human life.		
	(ii) Not resulting in loss of human life.		(a) 'D' staff - Removal from service. (b) 'S' staff - Major penalty (v) or (vi)
2.	Averted collisions involving a train.		(a) 'D' staff - Removal from service (b) 'S' staff- Major penalty (v) or (vi)
3.	<b>Minimum punishment to be imposed in cases of Signal Passing At Danger (SPAD)</b>		
(A)	<u>Punishment in SPAD (in case of first instance) :</u>		
	<b>SPAD at</b>	<b>Condition</b>	
3.1	During reception of train SPAD has occurred on any reception signal including starter signal when train is being received.	3.1.1 D i s t a n c e t r a v e l l e d b e y o n d t h e s t o p s i g n a l i s u p t o s i g n a l o v e r l a p / b l o c k o v e r l a p o r l e s s.	(i) <u>For Loco Pilots</u> : <ul style="list-style-type: none"> <li>Reduction to a lower post/ grade of Loco Pilot / Shunter for a period of 2 years where the period of reduction shall operate to postpone future increments of pay, where SPAD is entirely due to neglect of loco pilot.</li> <li>Reduction to a lower grade/ post of Loco pilot / Shunter for a period of 2</li> </ul>

**APPENDIX - P**

			<p>years, if there are contributory factors like loss of brake power on the run which he would not have detected when he took charge of the locomotive.</p> <p>(ii) <u>For Assistant Loco Pilot:</u></p> <ul style="list-style-type: none"> <li>• Reduction to the lowest grade/ post for a minimum period of 3 years, where the period of reduction shall operate to postpone future increments of pay.</li> <li>• Reduction to the lowest grade post for a minimum period of 3 years, if there are contributory factors like loss of brake power in the run.</li> </ul> <p>(iii) Safety /monitoring category of involved crew should be kept as 'C' for 2 years after fit for main line duty.</p> <p>(iv) Loco Pilot involved in SPAD case will be immediately de-rostered, sent for the refresher course and fresh psycho-test.</p> <p>(v) Competency certificate should be re-issued after checking their knowledge by competent authority.</p>
		3.1.2 Distance travelled beyond the stop signal is more than the signal overlap / block overlap.	<ul style="list-style-type: none"> <li>• Removal from service or compulsory retirement where entirely due to neglect of Loco Pilot, reduction to lower grade for a period of 2 years, where the period of reduction shall operate to postpone future increment of pay, if there are contributory factors like loss of brake power on the run which he could not have detected when he took charge of the locomotive.</li> </ul> <p>At the appeal stage, contributory factors and past records of Loco Pilot may be taken into account and punishment reviewed. In exceptional cases, running duty may also be restored to such Loco pilot after re-training and fresh psycho-test.</p>
3.2	During dispatch of the train – SPAD at Starter signal, Advanced starter signal, IBS signal and Automatic signal	SPAD	<p>Removal from service or compulsory retirement where entirely due to neglect of loco pilot; reduction to lower grade for a period of 2 years, where the period of reduction shall operate to postpone future increments of pay, if there are contributory factors like loss of brake power on the run which he could not have detected when he took charge of the locomotive.</p> <p>At the appeal stage, contributory factors and past records of Loco Pilot may be taken into account and punishment reviewed.</p> <p>In exceptional cases, running duty may also be restored to such Loco Pilot after re-training and fresh psycho-test.</p>

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3.3	Gate signal at manned level crossing	SPAD	<p>3.3.1 <u>For Loco Pilots</u> :</p> <ul style="list-style-type: none"> <li>• Reduction to a lower post / grade of Loco Pilot/ Shunter for a period of 2 years, where the period of reduction shall operate to postpone future increments of pay, where SPAD is entirely due to neglect of Loco Pilot.</li> <li>• Reduction to a lower post / grade of Loco Pilot/ Shunter for a period of 2 years, if there are contributory factors like loss of brake power on the run which he could not have detected when he took charge of the locomotive.</li> </ul> <p>3.3.2 <u>For Assistant Loco Pilot</u> :</p> <ul style="list-style-type: none"> <li>• Reduction to the lowest scale for a period of 2 years, where the period of reduction shall operate to postpone future increments of pay.</li> <li>• Reduction to the lowest scale for a period of 2 years, if there are contributory factors like loss of brake power on the run, which he could not have detected when he took charge of the locomotive.</li> </ul> <p>3.3.3 Safety/ monitoring category of involved crew should be kept as "C" for 2 years after fit for main line duty.</p> <p>3.3.4 Loco Pilot involved in SPAD case will be immediately de-rostered and sent for refresher course.</p> <p>3.3.5 Competency certificate should be re-issued after checking their knowledge by competent authority.</p>
3.4	Shunt signal	Failure of LP / ALP in observing the shunt signal.	Withholding of increments for 2 years, however, Disciplinary Authority must record reasons for not imposing one of the major penalties.
3.5	SPAD in AWS/ATP territory	SPAD	<p>Removal from service or compulsory retirement where entirely due to neglect of Loco Pilot reduction to a lower grade/ post for a period of 2 years, where the period of reduction shall operate to postpone future increments of pay, if there are contributory factors like loss of brake power on the run which he could not have detected when he took charge of the locomotive.</p> <p>At the appeal stage contributory factors and past records of Loco Pilot may be taken into account and punishment reviewed.</p> <p>In exceptional cases, running duty may also be restored to such Loco Pilot after re-training and fresh psycho-test</p>

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- (a) In first instance of SPAD, for all cases other than item no. 3.1.1 and 3.3 in above table punishment norms for ALP, will be as follows :

Any of the major penalty will be awarded to ALP other than compulsory retirement /removal /dismissal from service, as decided by the competent authority.

**(B)** Punishment in SPAD (in 2<sup>nd</sup> instance) :

- (i) 2<sup>nd</sup> instance of SPAD needs to be viewed seriously and thus needs to be penalized as per the following norms :

Removal from service or compulsory retirement where entirely due to neglect of Loco Pilot; reduction to a lower grade /post for a period of 2 years, where the period of reduction shall operate to postpone future increments of pay, if there are contributory factors like loss of brake power on the run which he could not have detected when he took charge of the locomotive at the appeal stage, contributory factors and past records of Loco Pilot may be taken into account and punishment reviewed.

In the exceptional cases, running duty may also be restored to such Loco Pilot after re-training and fresh psycho-test.

- (ii) On 2<sup>nd</sup> instance of SPAD, at appeal for revision stage, in no case should Loco Pilot be put back on foot-plate duties if found solely responsible for the SPAD in 1<sup>st</sup> and 2<sup>nd</sup> instances. He/She should be reinstated ordinarily to lower or equivalent to initial Loco Pilot / Shunter Grade and accordingly redeployed in non running duty.
- (iii) For Assistant Loco Pilots, in the 2<sup>nd</sup> instance of SPAD he/she may be downgraded to initial stage of recruitment.
- (iv) The performance of Loco Inspector also needs to be monitored and they may be apportioned responsibility if repeated incidents of SPAD are noticed amongst LPs/ALPs in their jurisdiction.
- It is clarified that passing of penalty orders shall be governed by the statutory rules i.e. Railway Servants (Discipline and Appeal Rules 1968) and the instant instructions are being issued to the Disciplinary Authority for their guidance while their right to impose a penalty by independent application of mind in accordance with the provisions of the said rule is not being interfered with in any manner.

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Sr. No	Nature of Accidents	Minimum penalty
4.	Over speeding by Loco Pilots.	In cases other than collisions, averted collisions and passing signals at danger for which penalties have been prescribed in items 1 to 3 above.
	(i) Resulting in derailment of passenger train involving loss of human life.	Dismissal if there are no other contributory factors like track or rolling stock defects. Removal if there are such contributory factors.
	(ii) Resulting in derailment of passenger trains not involving loss of human life.	Removal, if there are no other contributory factors like track or rolling stock defects reduction to 'C' grade for 3 years if working substantively in 'C' or 'B' grade and reduction to Shunter for 3 years if working substantively in 'C' grade with loss of seniority in both cases. If there are such contributory factors.
	(iii) Resulting in derailment of goods trains on the main line in mid-section or within station limits.	Reduction to grade of Shunter for one to three years with loss of seniority.
	(iv) Resulting in derailment of goodstrains in station yard on other than main line.	Reduction to shunter for one to three years depending on the extent of damage without loss of seniority on being restored to 'C' grade Loco Pilot.
5.	Failure to detect hot axle or other defective wagon resulting in derailment for which Loco Pilot/Guard can be held responsible if it is within range of visibility.	Reduction to next lower grade in the case of passenger train. WIP for 3 years with loss of seniority in the case of goods train.
6.	Failure to detect hot axle or other defective wagon resulting in derailment for which station staff/cabin staff can be held responsible or failure to stop the train on information regarding hot axle being given by the previous station for control.	Removal in the case of passenger train reduction to the next lower grade in the case of goods train, if working in lowest grade, WIP for 3 years.
7.	Station derailments while shunting.	--
	(i) Due to Loco Pilot's fault in not obeying signals including hand signals or starting the train without authority to proceed.	WIT for 2 years.

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Sr. No	Nature of Accidents	Minimum penalty
	(ii) Due to Loco Pilot's failure to control the train	WIT for 2 years.
8.	Breach of Block Rules (which do not result in collision or averted collision) such as train entering the section without proper line clear, receiving trains on wrong line blocked for engineering work etc. Placing material trolley on line without block protection and so on.	Reduction to a lower stage in the time scale.
9.	Accidents at Manned Level Crossings.	
	(i) Failure of Gateman to close the gate.	Dismissal if there is loss of human life, removal if there is no loss of human life.
	(ii) Failure of Station Master/ASM to ensure closure of level crossing gates before allowing any movement where rules provide.	Reduction to a lower grade or post with loss of seniority (WIP 3 years in case in the lowest grade).
	(iii) Failure of Loco Pilot in observing rules before passing a gate signal in danger.	Reduction to a lower grade with loss of seniority.
	(iv) Where no breach of rules is proved but lack of vigilance on the part of Loco Pilot/Guard or other staff is proved.	WIT upto 2 years 11 months.
10.	Accident at unmanned level crossings due to lack of vigilance on the part of Loco Pilot or failure to whistle on approaching the whistle board.	
	(i) Accident involving loss of human life	Reduction to a lower grade.
	(ii) Where no loss of human life is involved.	WIT for 1 year.
11.	Carriage & Wagon defects or improper securing of loads or failure to detect improper securing of loads by TXR.	
	(i) Resulting in derailments on the main line, Mid-section or within station limits.	For the first offence WIT for 2 years 11 month. For the second offence reduction to a lower grade for 3 years with loss of seniority. (If any staff such as TXR are in the lowest grade, reduction by three stages in the scale of pay with loss of seniority: if the staff are in the lower stages of pay where reduction by three stages is not possible WIP for three years with loss of seniority).
	(ii) Resulting in derailments in a station yard other than main line.	Same as for item(1) above but without permanent effect and without loss of seniority.

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Sr. No	Nature of Accidents	Minimum penalty
12.	Locomotive defects	
	(i) Negligence in repairs or maintenance in shops or shed resulting in accidents.	Reduction to a lower stage in the time scale with loss of seniority for the first offence, reduction to a lower grade with loss of seniority for the second offence and removal for the third offence.
	(ii) Negligence in repairs or maintenance in shops or sheds or bad engine man ship by Loco Pilot resulting in Engine failure.	For the first offence stoppage of Passes and PTOs for 1 year, the second offence WIT 1 year and for the third offence reduction to a lower grade for years.
13.	Traffic staff failure, resulting in accidents other than collisions or averted collisions.	
	(i) Wrong setting/manipulation of points.	Reduction to a lower grade with loss of seniority.
	(ii) Incorrect signalling.	WIP upto three years.
	(iii)Wrong marshalling.	Reduction to a lower stage in time scale of pay.
	(iv)Excessive/uneven loading or improper securing of loads.	WIT upto three years.
14.	Signal & interlocking failures, signal & interlocking defects for which maintenance staff are held responsible resulting.	
	(a)Accidents of passenger train involving loss of human life.	(i) If due to causes where interlocking has been short circuited / made inoperative. D. Staff - Dismissal S. Staff - Major penalties under items (v),(vi) or (vii) (ii) If due to causes where interlocking has deteriorated due to bad maintenance repairs. D. Staff -Removal S. Staff-Penalties under-Item (v) or (vi)
	(b)Accidents of passenger or goods train not involving loss of human life.	(i) D.Staff - Removal S.Staff-Penalties under item (v) or (vi) (ii) D.Staff - Item (vi) S.Staff- Item (v)
	(c)Derailment of goods train on the main line in mid-section or within station limits.	D.Staff - Item (vi) S.Staff - Item (iv) or (v)
	(d)Derailment of goods train with station yard other than main line.	D.Staff- Item (v) S. Staff- Item (iv)

**CIVIL ENGINEERING DEPARTMENT**

- NOTE (i) D.Staff -Staff directly held responsible for the accidents.  
 S.Staff- Staff who are found to have secondary responsible including that of Supervisors, JE/SE/SSE (P.way) and PWM etc. whose failure to do proper inspections and take timely remedial measures and slack supervision would have contributed to the accident.

The penalty to be imposed in these cases will depend on the degrees of the contribution to the accident. The disciplinary authority will use his discretion in this matter. While fixing responsibility for slack supervision and neglect of periodical inspections the period, the Supervisors have been in charge of the section is also to be taken into account.

- (i) The disciplinary authority must impose the minimum penalty if the responsibility of the staff is clear. Factors like the employee's past record of service and other extenuating circumstances as for want of materials and similar problems may be taken into account by the Appellate Authority when appeal is made to it. The Disciplinary authority should deal with the case solely with regard to the facts and circumstances of the accident itself.

Sr. No	Nature of Accidents	Minimum penalty
1.	Major track defects such as buckling, Worn out switches and crossings and spread of gauge	
	(i) Resulting in derailment of passenger trains.	(a) D.Staff - (i) Dismissal, if there is loss of life (ii) Removal from service if no loss of life. (b) S.Staff - Reduction to a lower grade for a period of 3 years, with loss of seniority, if any staff such as JE(P.way) are in the lowest grade reduction by 3 stages in the scale of pay with loss of seniority. If the staff are in the lowest stage of pay where reduction by 3 stages is not possible, WIT for 3 years with loss of seniority.
	(ii) Resulting in derailment of goods trains on the main line in mid-section or within station limits.	(a) D.Staff - Reduction to a lower grade for a period of 3 years with loss of seniority. If any staff such as JE(P.way) are in the lowest grade reduction by 3 stages in the scale for pay with loss of seniority. If the staff are in the lowest stage of pay where reduction by 3 stages is not possible, WIT for 3 years with loss of seniority.

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Sr. No	Nature of Accidents	Minimum penalty
	(ii) Resulting in derailment of passenger trains not involving loss of human life.	Removal, if there are no other contributory factors like track or rolling stock defects reduction to 'C' grade for 3 years if working substantively in 'C' or 'B' grade and reduction to Shunter for 3 years if working substantively in 'C' grade with loss of seniority in both cases. If there are such contributory factors.
	(iii) Resulting in derailment of goods trains on the main line in mid-section or within station limits.	Reduction to grade of Shunter for one to three years with loss of seniority.
	(iv) Resulting in derailment of goods trains in station yard on other than main line.	Reduction to shunter for one to three years depending on the extent of damage without loss of seniority on being restored to 'C' grade Loco Pilot.
5.	Failure to detect hot axle or other defective wagon resulting in derailment for which Loco Pilot/Guard can be held responsible if it is within range of visibility.	Reduction to next lower grade in the case of passenger train. WIP for 3 years with loss of seniority in the case of goods train.
6.	Failure to detect hot axle or other defective wagon resulting in derailment for which station staff/cabin staff can be held responsible or failure to stop the train on information regarding hot axle being given by the previous station for control.	Removal in the case of passenger train reduction to the next lower grade in the case of goods train, if working in lowest grade, WIP for 3 years.
7.	Station derailments while shunting.	--
	(i) Due to Loco Pilot's fault in not obeying signals including hand signals or starting the train without authority to proceed.	WIT for 2 years.
	(ii) Due to Loco Pilot's failure to control the train	WIT for 2 years.
8.	Breach of Block Rules (which do not result in collision or averted collision) such as train entering the section without proper line clear, receiving trains on wrong line blocked for engineering work etc. Placing material trolley on line without block protection and so on.	Reduction to a lower stage in the time scale.

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Sr. No	Nature of Accidents	Minimum penalty
9.	Accidents at Manned Level Crossings.	
	(i) Failure of Gateman to close the gate.	Dismissal if there is loss of human life, removal if there is no loss of human life.
	(ii) Failure of Station Master/ASM to ensure closure of level crossing gates before allowing any movement where rules provide.	Reduction to a lower grade or post with loss of seniority (WIP 3 years in case in the lowest grade).
	(iii) Failure of Loco Pilot in observing rules before passing a gate signal in danger.	Reduction to a lower grade with loss of seniority.
	(iv) Where no breach of rules is proved but lack of vigilance on the part of Loco Pilot/Guard or other staff is proved.	WIT upto 2 years 11 months.
10.	Accident at unmanned level crossings due to lack of vigilance on the part of Loco Pilot or failure to whistle on approaching the whistle board.	
	(i) Accident involving loss of human life	Reduction to a lower grade.
	(ii) Where no loss of human life is involved.	WIT for 1 year.
11.	Carriage & Wagon defects or improper securing of loads or failure to detect improper securing of loads by TXR.	
	(i) Resulting in derailments on the main line, Mid-section or within station limits.	For the first offence WIT for 2 years 11 month. For the second offence reduction to a lower grade for 3 years with loss of seniority. (If any staff such as TXR are in the lowest grade, reduction by three stages in the scale of pay with loss of seniority: if the staff are in the lower stages of pay where reduction by three stages is not possible WIP for three years with loss of seniority).
	(ii) Resulting in derailments in a station yard other than main line.	Same as for item(1) above but without permanent effect and without loss of seniority.
12.	Locomotive defects	
	(i) Negligence in repairs or maintenance in shops or shed resulting in accidents.	Reduction to a lower stage in the time scale with loss of seniority for the first offence,

**APPENDIX - P**

Sr. No	Nature of Accidents	Minimum penalty
		reduction to a lower grade with loss of seniority for the second offence and removal for the third offence.
	(ii) Negligence in repairs of maintenance in shops or sheds or bad engine man ship by Loco Pilot resulting in Engine failure.	For the first offence stoppage of Passes and PTOs for 1 year, the second offence WIT 1 year and for the third offence reduction to a lower grade for years.
13.	Traffic staff failure, resulting in accidents other than collisions or averted collisions.	
	(i) Wrong setting/manipulation of points.	Reduction to a lower grade with loss of seniority.
	(ii) Incorrect signalling.	WIP upto three years.
	(iii)Wrong marshalling.	Reduction to a lower stage in time scale of pay.
	(iv)Excessive/uneven loading or improper securing of loads.	WIT upto three years.
14.	Signal & interlocking failures, signal & interlocking defects for which maintenance staff are held responsible resulting.	
	(a)Accidents of passenger train involving loss of human life.	(i) If due to causes where interlocking has been short circuited / made inoperative. D. Staff - Dismissal S. Staff - Major penalties under items (v),(vi) or (vii) (ii) If due to causes where interlocking has deteriorated due to bad maintenance repairs. D. Staff -Removal S. Staff-Penalties under-Item (v) or (vi)
	(b)Accidents of passenger or goods train not involving loss of human life.	(i) D.Staff - Removal S.Staff-Penalties under item (v) or (vi) (ii) D.Staff - Item (vi) S.Staff- Item (v)
	(c)Derailment of goods train on the main line in mid-section or within station limits.	D.Staff - Item (vi) S.Staff - Item (iv) or (v)
	(d)Derailment of goods train with station yard other than main line.	D.Staff- Item (v) S. Staff- Item (iv)

**CIVIL ENGINEERING DEPARTMENT**

- NOTE (i) D.Staff -Staff directly held responsible for the accidents.  
 S.Staff- Staff who are found to have secondary responsible including that of Supervisors, JE/SE/SSE (P.way) and PWM etc. whose failure to do proper inspections and take timely remedial measures and slack supervision would have contributed to the accident.

The penalty to be imposed in these cases will depend on the degrees of the contribution to the accident. The disciplinary authority will use his discretion in this matter. While fixing responsibility for slack supervision and neglect of periodical inspections the period, the Supervisors have been in charge of the section is also to be taken into account.

- (i) The disciplinary authority must impose the minimum penalty if the responsibility of the staff is clear. Factors like the employee's past record of service and other extenuating circumstances as for want of materials and similar problems may be taken into account by the Appellate Authority when appeal is made to it. The Disciplinary authority should deal with the case solely with regard to the facts and circumstances of the accident itself.

Sr. No	Nature of Accidents	Minimum penalty
1.	Major track defects such as buckling, Worn out switches and crossings and spread of gauge	
	(i) Resulting in derailment of passenger trains.	(a) D.Staff - (i) Dismissal, if there is loss of life (ii) Removal from service if no loss of life. (b) S.Staff - Reduction to a lower grade for a period of 3 years, with loss of seniority, if any staff such as JE(P.way) are in the lowest grade reduction by 3 stages in the scale of pay with loss of seniority. If the staff are in the lowest stage of pay where reduction by 3 stages is not possible, WIT for 3 years with loss of seniority.
	(ii) Resulting in derailment of goods trains on the main line in mid-section or within station limits.	(a) D.Staff - Reduction to a lower grade for a period of 3 years with loss of seniority. If any staff such as JE(P.way) are in the lowest grade reduction by 3 stages in the scale for pay with loss of seniority. If the staff are in the lowest stage of pay where reduction by 3 stages is not possible, WIT for 3 years with loss of seniority.

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Sr. No	Nature of Accidents	Minimum penalty
		<p>(b) S. Staff - Reduction to a lower stage in time scale of pay for a period of 3 years with effect of postponing future increments on expiry of such period.</p>
	(iii) Resulting in derailment of goods train in station yards on other than main line.	<p>(a) D- Staff- Reduction to a lower stage in time scale of pay for a period of 2 years without the effect of postponing future increment.</p> <p>(b) S. Staff - WIT upto 2 years 11 months or withholding of Pass/PTOs for 2 years where the staff has reached the maximum of the grade.</p>
2.	Other track defects like cross levels or low joints and defective alignment in curves etc.	<p>(i) Resulting in derailment of passenger trains.</p> <p>(a) D. Staff - (i) Removal from service if there is loss of human life. (ii) Reduction to a lower grade for a period of 3 years with loss of seniority if no loss of life. If any staff such as JE(P.way) are in the lowest grade, reduction by 3 stages in the scale of pay with loss of seniority. If the staff are in the lowest stage of pay where reduction by 3 stages is not possible, WIT for 3 years, with loss of seniority.</p> <p>(b) S. Staff - Reduction to a lower stage in time scale of pay for a period of 3 years with effect of postponing future increments on expiry of such period.</p> <p>(ii) Resulting in derailment of goods train on the main line in mid-section or within station limits.</p> <p>(a) D. Staff - Reduction to a lower grade for one to three years with loss of seniority.</p> <p>(b) S. Staff - Reduction to a lower grade in time scale of pay for a period of one to 3 years without the increments.</p>

**APPENDIX - P**

Sr. No	Nature of Accidents	Minimum penalty
	(iii) Resulting in derailment of goods train in station yard or other than main line.	(a) D. Staff - Reduction to a lower stage in time scale of pay for a period of one to 3 years without the effect of postponing future increment.  (b) S Staff - WIT for one year or withholding of Passes and PTOs for one year if at maximum of grade.
3.	Miscellaneous cause like infringement of track by irregular unloading of ballast, track materials etc due to neglect of P.Way staff or failure to protect track in case of destruction opening of track , breach etc.	WIT upto 3 years or reduction to a lower grade or removal from service according to the gravity of accident and damages caused.
4.	In respect of accident during shunting operations in sidings and other non-running lines due to track defects.	WIT for one year or withholding of Passes and PTOs where the staff has reached the maximum should be imposed depending on the extent of neglect of maintenance and other circumstances.

**FOR STAFF OF ELECTRICAL DEPARTMENT.**

(a)	Accidents to passenger train involving loss of human life	Removal from service.
(b)	Accidents to passenger train not involving loss of human life	(i) Reduction to lower grade. (ii) If the staff is in the lowest grade reduction to a lower stage.
(c)	Fire accidents involving loss of human life.	Removal from service.
(d)	Fire accidents without loss of human life.	(i) Reduction to lower grade. (ii) If the staff is in the lower grade reduction to a lower stage.

**MAJOR PENALTY NORMS**

Item No. iv	Withholding of increments of Pay for a specified period with future effect.
Item No. v	Reduction to lower stage in time scale of Pay for a period not exceeding 3 years, without cumulative effect.
Item No. vi	Reduction to a lower timescale of Pay, Grade, Post or Service.
Item No. vii	Compulsory retirement.

**APPENDIX - Q**

**Appendix - Q**

**ACCIDENT FORMAT**

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 - (BG /MG/NG)	.....
7. Traction (Elect / Non-Elect)	.....
8. Type of Route	.....
9. System of Working	.....
10. Class of Station Type of Signalling 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 Track fit S &T fit at.....hrs/date at.....Hrs/date at.....Hrs/date OHE 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 Pilots particulars	Annexure - B
23. State/District	.....
24. Other information if any	.....

.....  
(Officer reporting the accident)



Annexure - B

**Loco Pilots particulars**

Name : .....

Date of Birth : .....

Family members : .....

Qualification : .....

Headquarter : .....

Grade : ..... Pay.....

Breathalyser test : .....  
 (Positive - intoxication) At the time of signing on.....After accident.....  
 (Negative - without toxication) .....

Date of Appointment : .....As.....

Promoted as Assistant Loco Pilot : .....

Promoted as Goods Loco Pilot : .....

Promoted as Passenger Loco Pilot : .....

Promoted as Mail / Express 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 : .....

Singing on / off : .....

Rest availed before duty : .....

Last trip on the Section : .....

Previous history of accident if any : .....

PART - C

*(Chapter -1)*

**RAILWAY DISASTERS**

**(A) DEFINITION:**

“Railway Disaster is a serious train accident or an untoward event of grave nature, either on the railway premises or arising out of railway activity in that area, 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, necessitating large scale help from other Government/ Non-government and private Organizations”

(Rly. Bd's letter No. 2003/Safety (DM)/6/2 Pt. dated 06.01.09)

Many serious train accidents are also disasters and hence, every Railway staff should be in a position to identify the characteristics of different disaster situations.

**(B) TYPES OF DISASTER CAUSING INTERRUPTION TO TRAIN SERVICES:**

Human/Equipment failure:

The following disasters/ accidents may be caused by human/equipment failure, which may affect normal movement of train services with loss of life or property or both.

- Collisions.
- Derailments.
- Level crossing accidents at Manned/Unmanned Level Crossings.
- Fire on Train.

Natural Calamities:

**Natural calamities may also cause serious disruption to traffic with loss of life/ property.**

- Landslide.
- Earth quakes.
- Floods.
- Storm/Cyclones/Tornadoes.

Sabotage:

**Sabotage causing deliberate loss of life and/or damage to property.**

- Setting fire to train/railway installations and railway property.
- Bomb blasts
- Placing of obstructions on track to cause disruption to traffic
- Tampering with railway fittings to cause accidents.

**(C) LEVELS OF DISASTER CAUSING INTERRUPTION TO TRAIN SERVICES:**

Railway accidents can be categorized into different levels:

**Level-I** Accidents of a magnitude which can be managed by the concerned divisional authorities.

**Level-II** Accidents of a magnitude which may require assistance from neighbouring divisions but can be managed by the Zonal Railway: and

**Level-III** Disasters of a magnitude in terms of their severity or scale of casualties that require active involvement of multiple agencies of the Central Govt. (Ministry of Railways and other Ministries).

### (D) **CLASSIFICATION OF A RAILWAY ACCIDENT AS A DISASTER:**

In case of a serious accident the Administration would take a conscious decision whether the situation is to be classified as a Disaster or not.

**General Manager, Additional General Manager or Chief Safety Officer** are the approved nominated authorities for declaring an untoward incident as a Railway Disaster. Such declaration will be issued to all concerned. If the accident is declared as a Disaster, all instructions as contained herein this Disaster Management Plan would automatically come into force, and officers and staff of all departments would take action as laid down in this book.

All officers and Supervisors concerned should be fully conversant with various duties listed therein and carry them out without fail.

#### 1. **Golden Hour:**

“If a critical trauma patient is not given definite medical care within one hour from the time of accident, chances of his ultimate recovery reduces drastically, even with the best of Medical attention thereafter. This one-hour period is generally known as The Golden Hour.“

During this Golden Hour period every effort should be made to:

- (i) Render definite medical care to the extent possible preferably by qualified medical practitioners.
- (ii) Stop bleeding and restore Blood Pressure.
- (iii) Persons under shock should be relieved of shock immediately.
- (iv) Transport casualties to the nearest hospital so as to reach within this Golden Hour period. For being effective, any Disaster Management system should aim at recovering as many critical patients as possible and rushing them to hospital within this period.

#### 2. **Disaster Syndrome:**

A victim's initial response following a Disaster is in three stages, viz. Shock stage, Suggestible stage and Recovery stage. These initial reasons are called Disaster Syndrome.

- (i) Shock stage: In which victims are stunned, dazed and apathetic.
- (ii) Suggestible stage: In which victims tend to be passive but open to suggestions and willing to take directions from rescue workers and others.
- (i) Recovery stage: In which individuals may be tense and apprehensive and may show generalized anxiety.

#### 3. **3 Different phases of Disaster Response:**

Disaster Response in case of a railway accident consists of 3 phases. These 3 phases are determined both by the time factor, as also by the extent of specialized assistance available. Firstly, it begins with the spontaneous reaction of men available on the train at the time of the accident. Thereafter the second phase continues with contributions made in rescue and relief work by men and material available locally in nearby areas of the accident site. The third and longest phase consists of meticulously planned action by trained DM teams who arrive

at the accident site to carry out rescue and relief operations.

The first phase, which is of shortest duration, last for about half an hour. It is an amateurish, poorly equipped effort, but is nevertheless the most important phase. In most cases, this is the only help available for a major part of the 'Golden Hour'.

The second phase which is of 2-3 hrs. duration is comparatively less amateurish and much better equipped. Their contribution is vital since the 'Golden Hour' period comes to an end during the working of this group. How many critically injured passengers can finally be saved depends solely on the efficiency of this group.

The last and final phase of Disaster Response by railway's DM team continues for a few days. It comes to an end not only with the restoration of traffic but also with the departure of most relatives and next of kin from the accident site and disposal of all bodies. Few of the grievously injured that continue to be hospitalised for comparatively longer spells are then the sole responsibility of railway's medical department.

With the above scenario in mind, it is necessary to take firm and quick decisions to save lives and property. To achieve these objectives Railways have a well-defined action plan that is successfully executed by the coordinated efforts of different disciplines, all of who function as a team. The three groups which are active during the above mentioned 3 phases of Disaster Response, may be classified as follows: -

- i) Instant Action Team (IAT).
- ii) First Responders (FR).
- iii) Disaster Management Team (DMT).

The comprehensive Disaster Management Plans have been made out and issued at Zonal and Divisional levels. These include telephone numbers of various State Government Authorities, Air force/Army/Navy, National Disaster Response Force Battalions (NDRF), Disaster Management Division (Ministry of Home Affairs), National Disaster Management Authority and other related organisations who can be contacted for necessary assistance. The telephone numbers have been given in pages from 120 to 130 as given in the Zonal Disaster Management Plan. The respective Disaster Management Plans may also be referred for detailed guidance and information in the event of any Disaster

**DISASTER RESPONSE – OFFICERS AT DIVISION & HEAD QUARTER.**

(A) **GENERAL:**

1. **Intimation of Accident – Divisional Control Office:**

- (i) In the Divisional Control Office, information regarding an accident is generally received either by the Section Controller or the TPC.
- (ii) In most cases, the First Information Report also intimates the approximate number of coaches involved and a rough estimate of the likely number of casualties (such as 'heavy casualties expected').
- (iii) Accidents involving a passenger carrying train where the first information says that heavy casualties are expected, should prima-facie be treated as a Disaster?
- (iv) The moment information regarding an accident involving a passenger carrying train is received in the divisional control office, the accident bell in the control room should be sounded for alerting all on-duty functionaries.
- (v) After all on-duty functionaries gather around the section control board they will be briefly informed about the accident.
- (vi) Each functionary will thereafter resume his position and take steps to set in motion activities required of him.
- (vii) TPC will switch off OHE in case it has not tripped OHE will not be restored even on adjacent line unless confirmation has been received from site that adjacent line is not obstructed and OHE is alright.
- (viii) PCR will undertake the following action in the given order of priority:
  - (a) Give orders to Loco Foreman for sounding the siren for ARMEs and ARTs.
  - (b) PCR will also order movement of ARME and ART (with 140T crane) from adjoining divisions for approaching the accident site from the other end; details given in Chapter-3, sections (A4) and (B5).
  - (c) Thereafter he will inform his departmental officers and supervisors.
- (ix) Dy. CTNL (Punctuality.) will first inform Hospital Casualty. Thereafter he will inform officers and supervisors as given below:
- (x) Each departmental functionary will inform divisional officers and supervisors of his department about the accident as detailed below:

<u>Functionary</u>	<u>Officers and Supervisors</u>
- Dy. CTNL (Op.)	Operating & Safety. Engg. Personal & Accounts
- Dy. CTNL (Punctuality)	Hospital Casualty, DRM, ADRM, Medical
- TPC	Electrical, S&T & Stores
- PCR	Mechanical
- Commercial Control	Commercial, Public Relations
- Security Control	RPF
- (xi) For this purpose, all functionaries working in the divisional control office will have a ready list of telephone numbers (Railway, BSNL and Mobile) of all officers and supervisors of their departments.
- (xii) After Dy. CTNL(Punctuality) has informed Hospital Casualty, DRM, ADRM and Medical Doctors, he will then inform Dy. CTNL(Punctuality) or Dy. CTNL(Op) in Hdqrts, Emergency Control regarding the accident.



## DISASTER MANAGEMENT

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### 4. **Informing Non-Railway Officials by the Division:**

The portion having details relating to Disaster management plan i.e. relevant information such as details of civil authorities to be contacted whenever required or assistance during serious accidents (disasters) shall be dealt with by Operating Department (Chief Operations Manager) of the Railway concerned.

(Rly. Bd's Letter No. 2002/Safety(A&R)/19/29 Dated 31.12.08.)

- (i) DM, SP and CMS of the district within which the accident site falls should be informed regarding the accident by the CTNL of the concerned Division.
- (ii) ADRM will inform the following regarding the accident:
  - IG/GRP
  - ADG/GRP,
  - Divisional Commissioner,
  - Home Secretary.
- (iii) In case POL rake is involved, then IOC/BPC/HPC officials should also be informed.
- (iv) In case Mailbags of RMS are involved, then postal officials should also be informed.
- (v) Telephone numbers of all Dams, SPs, CMSs on Divisional Commissioners are available in Divisional DM Plans.
- (vi) Telephone numbers of IOC, BPC and HPC officials are also available in the Divisional DM Plans.
- (vii) Telephone numbers of ADG/GRP, IG/GRP, Home Secretary etc. of Maharashtra, Gujarat and M.P. and Rajasthan are given in Annexure 4-6.

### 5. **Divisional Officers required to go to site:**

- (i) All concerned divisional officers required to go to the accident site should proceed by the ARME.
- (ii) Road vehicles should be sent to accident site separately. Maximum number of road vehicles should be sent to accident site from Divisional Hdqtrs.
- (iii) ARME shall be despatched within 15" by day and within 20" by night after sounding of siren.
- (iv) DRM will proceed to the accident site; ADRM shall stay back at divisional Hdqtrs. for co-ordination work.
- (v) All Branch Officers should proceed to the accident site. For this purpose, officers heading different branches within the same department are referred to as Branch Officers. For example, in Electrical department, TRD and 'General' will be considered to be separate branches and both will be required to go to site.
- (vi) The second senior most officer of each branch should stay back at divisional Hdqtrs.
- (vii) Of the remaining officers from each branch, a majority of both Senior and Junior scale officers should also proceed to the accident site.
- (viii) Once it has become clear that the accident is a Disaster, then the 80/20 rule should be followed:
  - (a) 80% of all officers should go to the accident site, and only 20% should stay back at Hdqtrs.
  - (b) Similarly, 80% of all supervisory staff should go to the accident site, and only 20% should stay back at Hdqtrs.
- (ix) The complement of officers available in each department varies from division to division. Hence, Divisional DM Plans should specifically spell out, department wise, designations of officers who will be required to go to site, and those who will be required to stay back in Hdqtrs.
- (x) Divisional DM plans should also spell out the same thing for Supervisors of each department.
- (xi) Arrangements of Road Vehicles to proceed to accident site, indicating alternative vehicles as well, shall be indicated in Divisional DM Plans.
- (xii) Arrangements of vehicle drivers including spare drivers shall also be notified.

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### 6. Supervisors required to go to Accident Site:

- (i) At the divisional level 80% of all supervisors available in divisional Hdqtrs. should proceed to the accident site.
- (ii) All other supervisors available in the field at other stations should also proceed to the accident site.
- (iii) Divisional Control Office should issue a computerized recorded control message from DRM to all Supervisors for proceeding to the accident site immediately by fastest possible means.

### 7. Hdqtrs. Officers required to go to site:

- (i) All Hdqtrs. officers required to go to the accident site should proceed by the 1st special train, which will be carrying GM and other officers from Hdqtrs.
- (ii) Mumbai Divisional Control Office shall arrange this special train, in consultation with Hdqtrs. Emergency Control. Their departmental functionaries in Hdqtrs. Emergency Control will inform schedule departure time to Hdqtrs. officers.
- (iii) GM will proceed to the accident site. COM shall stay back at Zonal Hdqtrs. for co-ordination work.
- (iv) Department wise, designations of officers who are required to go to site, and those who will be required to stay back in Hdqtrs. is given below:

<u>Department</u>	<u>Site</u>	<u>Hdqtrs.</u>
Medical	CMD	Dy .CMD
Commercial	CCM, CCM (PM), Dy .CCM (FM)*	Dy. CCM (PM) Dy .CCO
Mechanical	CME, CRSE (F&O)**	CRSE, 1 JA Grade
Civil	PCE, CTE, CBE, 3 JA Grade	1 SAG + 1JA Grade
Electrical	CEE, CELE, 2JA Grade	1 SAG = 1JA Grade
S&T	CSTE, CSE, CCE Dy. CSTE (Tele)	1 SAG+1JA Grade
Operating	*	COM, CFTM CPTM, STM (Chg) &STM (POL) **
Safety	CSO	**
Security	CSC, Dy. CSC	SO to CSC
Personnel	CPO*	CPO(Adm.)
Accounts	FA&CAO, FA&CAO (Tfc)	Dy .FA&CAO (F&B)
Stores	COS, CMM,	CMM (M&G)
Public Relation	CPRO,	SPRO
IT	Sr. EDPM	

\*\* All other JA Grade, Senior and Junior Scale officers.

\* All other Senior and Junior Scale officers.

- (v) PHODs should issue local instructions based on the above regarding supervisors required to go to the accident site.
- (vi) Only 3 Supervisor of each department should stay back in Hdqtrs. All others should go to the accident site.

(Chapter – 3)

SITE MANAGEMENT PLAN

There are 2 aspects of Disaster Management work at an accident site. Firstly, rescue, relief and restoration operation, which is carried out by one set of functionaries. Second aspect pertains to rehabilitation of accident involved passengers, taking care of dead bodies, dealing with their relatives etc. for which a different set of functionaries are required. For managing these 2 distinct aspects of DM work that are required to be discharged by railways, two separate establishments should be setup at an accident site. The outline schematic plan of accident site is given at Annexure – I, II & III.

**1. Unified Command Centre (UCC):**

- (i) Unified Command Centre (UCC) should be set up at the accident site.
- (ii) This will be some kind of a control office to be located near the centre of the accident site.
- (iii) This is basically meant for catering to operational needs of railway in rescue, relief and restoration work.
- (iv) Detail schematic plan of UCC is given at Annexure – 2.
- (v) UCC is to be manned by staff of relevant departments such as:
  - Medical,
  - Commercial,
  - Operating,
  - Safety,
  - Security,
  - Public Relations,
  - Mechanical,
  - Electrical,
  - S&T,
  - Civil.
- (vi) UCC will be provided with all facilities similar to a control office.
- (vii) Adequate lighting with generator backup should be provided in the UCC.
- (viii) Adequate number of telephonic links to Divisional Emergency Cell and Headquarters. Emergency Cell should be provided. Preferably each department in the UCC should be given an independent telephone.
- (ix) Satellite telephone should be installed in the UCC.
- (x) UCC should be provided with FAX, loudspeakers, P.A. system with conference facility for press briefing to be arranged by S&T Deptt. Mech. Deptt should arrange photocopier and PCs. in consultation with Sr.EDPM.

## DISASTER MANAGEMENT

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- (xi) PC/Laptop should be connected to Internet (if feasible) for E-mailing of details update to all concerned, including Divisional Emergency Cell, Headquarters' Emergency Cell and Helpline Enquiry Booths.
- (xii) A big banner displaying 'UNIFIED COMMAND CENTER' should be put up at a prominent place at the entry to the shamiana.
- (xiii) Similarly there should be sufficient number of signages indicating the way to UCC on approach roads etc.
- (xiv) UCC at the site will be manned by Sr. Supervisors on round the clock basis in 12 Hrs. shift duty.
- (xv) Officers will not be permanently stationed in UCC. They will move about the entire accident site supervising and monitoring working of their department at different activity centres. However, they will keep coming to the UCC off and on and will kept in touch with their departmental functionaries in UCC.
- (xvi) Various functionaries in the UCC will monitor and co-ordinate the working of their departments, and assistance required by them, if any.
- (xvii) Each functionary at the UCC will maintain a logbook. Flow of information both incoming and outgoing would be recorded along with the time and names of officers/staff who were given the message.
- (xviii) UCC will basically supervise the working of 2 LCCs and co-ordinate with Divisional and Headquarters' Emergency Cell.
- (xix) Functionaries of different departments in LCCs should provide updated information regarding progress of work to their counterparts in UCC.
- (xx) This updated information should be provided once every 3 hours as per the following timings:
  - 1 Hour
  - 4 Hours
  - 7 Hours
  - 10 Hours
  - 13 Hours
  - 16 Hours
  - 19 Hours
  - 22 Hours

### **2. Local Command Centres (LCC):**

- (i) Depending on the spread of the accident site, Local Command Centres (LCC) on the same pattern as the UCC should be setup.
- (ii) If the site is spread out over 300-400 metres 2 LCCs should be setup.
- (iii) Detail schematic plan of LCCs would be similar to that of UCCs as given at Annexure –2.
- (iv) Representatives of same departments as in UCC should be present in LCCs also. However, they should be either one or at most 2 men per department.

## DISASTER MANAGEMENT

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- (v) LCCs will serve as co-ordination centres for various teams that are working spread out over different geographical locations.
- (vi) Each LCC will oversee the working of DM teams at one end of the accident site.
- (vii) Jurisdiction of each LCC will extend to all men and materials belonging to 2 ARMEs, BD special and 1 ART at that end of the accident site.
- (viii) One SAG officer of Mechanical department will be overall incharge of each LCC.
- (ix) LCCs should be provided with loudspeakers for making announcements.
- (x) LCCs should be provided with direct telephone links to UCC.
- (xi) However, LCCs should not be provided with telephone links to either Divisional Emergency Cell or Headquarters' Emergency Cell. This will ensure that there is minimum telephonic disturbance from outside to teams, which are actually working at the accident site. It will also ensure that outflow of information from accident site goes out from UCC only.
- (xii) Members of different teams of each department working at the accident site in rescue, relief and restoration work should provide updated information regarding progress of work to their respective functionaries at the LCC.
- (xiii) This updated information should be provided once every 3 hours as detailed at 1(xx) above.

### **3. Combined Assistance Centre (CAC)**

#### **3.1 Need for setting up of Combined Assistance Centre:**

- (i) Relatives of passengers who arrive at an accident site are already traumatized by the tragedy.
- (ii) They arrive at an unknown location with no place to stay, no friend or acquaintances and not knowing whom to turn to.
- (iii) The problem is made even more challenging since many relatives and next of kin come from far-flung areas in some other state.
- (iv) Being semi – literate and from different parts of the country some of them are not even familiar with the local language. For them even communicating becomes a problem.
- (v) In addition to above, complex legal formalities & multiplicity of paper work is required to be completed before dead bodies are handed over to their next of kin.
- (vi) For taking care of relatives of passengers, providing them with succour in their hour of agony and for guiding them sympathetically, some kind of an assistance centre is required.

#### **4. Setting up of UCC, LCC and CAC:**

- (i) One SSE/Works shall be exclusively responsible for setting up of these facilities. He shall undertake the following:
  - Move along with sufficient staff for setting up of these facilities.
  - Immediately start setting up of the tentage accommodation after taking out tents and shamianas provided in ARTs.

## DISASTER MANAGEMENT

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- In addition, he should also requisition agencies, which provide tentage accommodation on contract. Details of such agencies have been given in Divisional Disaster Management Plan.
- (ii) Bridge Line staff will assist in setting up tentage and above-mentioned facilities. Dy. CE/ Bridge will also move to the site and in case, bridge is not involved, he will take full charge of tentage arrangements.
- (iii) Bridge Unit will take with them sufficient Manila ropes, wire ropes, survey instruments, binoculars, helmets, life jackets, ladders and other equipment. Nylon ropes should be sufficient in length to ensure barricading at sites and camping areas.
- (iv) Sufficient facilities for erecting temporary stage/scaffolding etc. should also be organised, if required at site.
- (v) Few temporary toilets should be provided at one location in addition to number of urinals at 3 or 4 places.
- (vi) Water Tankers will be ordered for supplying water at site and arrangements shall also be made for drinking water.
- (vii) Temporary kitchen in tents/shamianas is to be setup so that catering unit or IRCTC can provide cooked food to staff working at accident site.
- (viii) About 100 folding chairs should also be arranged.
- (ix) Bridge Line staff will have list of divers who in case of emergency can be hired for rescue or restoration operations wherever site is surrounded by deep water.
- (x) Signages for both UCC and CAC should be provided at prominent locations.

### **(A) Members of the Disaster management Team:**

#### 1. Disaster Management Team normally comprises members of following departments:

- i) Trained railway men from Medical, Commercial, Safety, Electrical, S&T, Mechanical, Engineering, Security, Personnel and other departments.
- ii) In case of fire accidents, trained fire service personnel shall form part of this unit.
- iii) In case of an accident on water body, divers and naval cadets will also be part of the team.
- iv) In case of sabotage or bomb explosion, bomb disposal squads and GRP/Local Police will also be involved.
- v) Various rescue units shall accompany ARMEs, ARTs or move by road as quickly as possible.

#### 2. Officer-in-charge of Site (OC Site):

On arrival of ARME at accident site DRM shall take over as OC site from the senior-most officer of the accident involved train. On arrival of 1<sup>st</sup> Special train carrying GM and other Hdqrs. Officers, GM shall be OC site. In the absence of GM the senior most officer shall be OC Site. He will be responsible for forming Core Groups as required and direct them to carryout efficient rescue, relief and restoration operations.

#### 3. Rescue, Relief and Restoration Operation:

DM Team on arrival by ARMEs and ARTs shall undertake following actions:

- i) Crowd Control and Law and Order.
- ii) Rescue operation.
- iii) Relief operation.
- iv) Video coverage of accident site.
- v) Installation of communication Network.
- vi) Clearance from State Police for restoration.
- vii) Preservation of clues and Evidence.
- viii) Media Management at site.
- ix) Salvage Operation.
- x) Restoration operation.

#### 4. Photography

Prior to starting restoration work of an accident site, divisions should undertake suitable video film coverage to the extent feasible. Still photography by digital camera should also be undertaken extensively for its obvious advantages. The photograph should be taken from a vantage point and from as many angles as possible so as to give a bird's eye view as also close up photographs.

- i) Such photographs should clearly indicate:
  - i. Severity of the accident.
  - ii. Illustrate the damage to P.Way, Rolling stock, Signal, OHE and other structures and equipment.
- ii) Separate set of photographs to be taken to preserve clues and evidence of sabotage is suspected.
- iii) Victims and unidentified bodies should also be extensively photographed as detailed in (E11) (xiii & xiv) below.

**MEDIA MANAGEMENT PLAN**

**1. Objective:**

- (i) To post the public with factual information pertaining to the accident.
- (ii) To convey certain information which is of use to passengers.
- (iii) To convey specific information which is of use to relatives of dead and injured passengers.
- (iv) To create a positive public opinion.
- (v) To create a healthy relationship with the press and electronic media.

**2. Duties of PR Organization:**

- (i) CPRO and his team will collect whatsoever information is available from Divisional Control Office and first information would be released to the media within 60 minutes of intimation of the accident.
- (ii) The information shall include telephone numbers of Help line Enquiry Booths.
- (iii) CPRO, PRO and the entire PR organization should proceed to the accident site in the 1<sup>st</sup> Special train carrying GM and other Headquarters' Officers.
- (iv) Number of photographers with digital cameras and video photographers should also be taken along to the accident site.
- (v) Both CPRO and PRO will be available in the UCC during the day.
- (vi) Responsible PR supervisors should be deputed during night shift for interacting with the media, if necessary.
- (vii) CPRO will organize Press Briefing at fixed timings as detailed in Section 6 below.
- (viii) PR organization shall monitor various important media channels to keep track of media reporting. Suitable corrections/clarifications may also be issued, if required..

**3. Spokes person:**

- (i) Only GM, DRM, CPRO, Chief Emergency Officer in Headquarters' Emergency Cell and Divisional Emergency Officer in Divisional Emergency Cell are competent to interact or give interview to press and electronic media.
- (ii) Apart from the above, any other officer authority by GM is competent to interact or give interview to press and electronic media.
- (iii) Railway's endeavour shall be to ensure that only factually correct and confirmed information is relayed to the media.
- (iv) No inflated or exaggerated version of any fact should be relayed to the media.
- (v) Unconfirmed news having no authentic source shall not be relayed to media.
- (vi) No railwaymen shall express or voice any criticism or express his personal opinion or views about the accident, at any point of time.

**4. Information to be relayed to Press and Electronic Media:**

Information to be given to media can be broadly segregated into following categories:

- (a) Accident:
  - (i) Nature of the accident- date, time, place, exact location, train no., number of coaches involved etc.
  - (ii) Details of how the accident most probably occurred.
  - (iii) Prima-facie cause of the accident will be relayed to Media only with the approval of GM.

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- (iv) Sabotage, even if suspected, will not be relayed to Media, without approval of Railway Board.
  - (v) Periodic reports regarding progress of rescue and relief work.
  - (vi) Expected date and time of restoration.
- (b) Uninjured Passengers:
- (i) Steps being taken to provide beverages, refreshments and first aid treatment for unaffected passengers.
  - (ii) Steps being taken by railway for clearance of unaffected passengers.
  - (iii) Expected time of departure of front portion of accident involved train.
  - (iv) Its likely time of arrival at the destination.
  - (v) Expected time of departure of rear portion of accident involved train.
  - (vi) Its diverted route and likely time of arrival at the destination.
  - (vii) In case empty coaching rakes have been arranged, then details of the same.
  - (viii) Road bridging being done, labourers provided for transshipment of luggage.
- (c) Dead and Injured passengers:
- (i) Steps taken by Railway to render immediate medical attention.
  - (ii) No. of injured passengers rescued.
  - (iii) Break up of their injuries:
    - Grievous,
    - Simple,
    - Trivial.
  - (iv) Names of hospitals where injured are being treated.
  - (v) Approximately how many patients have been admitted in each of these hospitals?
  - (vi) Names of injured passengers.
  - (vii) Communication facilities like cell phones, STD phones provided at these hospitals.
  - (viii) Payment of ex-gratia.
  - (ix) Facilities offered to relatives of victims, including free pass for journeys.
  - (x) Special trains being run for bringing relatives of dead and injured.
  - (xi) Number of dead bodies recovered and number of bodies identified.
  - (xii) Identification of dead bodies takes much longer since either:
    - They were travelling alone, or
    - Their companions are injured and are not in a position to identify them, or
    - Their companions have also perished.
  - (xiii) Under such circumstances it is possible to identify dead bodies only when relatives come from their hometown.
  - (xiv) This aspect of identification of dead bodies and reasons for delay should be explained to the Media.
- (d) Helpline Enquiry Booths:
- (i) Setting up of Helpline Enquiry Booths.
  - (ii) Details of Helpline Enquiry Booths as follows:
    - Stations where these have been opened.
    - Telephone Nos.
    - FAX Nos.
    - Internet address of WR on the Railnet website.  
([www.wr.railnet.gov.in](http://www.wr.railnet.gov.in))

- (iii) In Western Railway Enquiry Booth would be set up at the following station with fixed common number of 1072 – Mumbai, Vadodara, Ahmedabad, Rajkot, Bhavnagar, Ratlam, Surat, Nandurbar, Bharuch, Godhra, Anand, Nagda, Ujjain, Indore, Neemach, Mehsana, Palanpur, Viramgam, Surrendranagar, Gandhidham, Bhuj, Okha, Porbandar, Veraval, Junagadh.
- (e) Train Services:
- (i) Details of train operation with regard to:
- Diversion.
  - Regulation.
  - Rescheduling.
  - Short termination.
  - Cancellation.
- (ii) Running of 2 passenger specials for carrying relatives to the site of accident.
- (iii) These trains will be started from the originating and destination stations of the accident involved train and will be given same stoppages as the accident involved train for picking up relatives enroute.
- (iv) Expected departure time of relatives special from their originating stations.
- (v) Refunds being granted in Helpline Enquiry Booths for passengers whose journey have been interrupted.

**5. Casualty figures:**

- (i) In all accidents, as long as rescue and relief work continues, there is always a difference between casualty figures given by railway and casualty figure quoted by the Media.
- (ii) The reason for this difference is that railways give casualty figures based on actual number of dead bodies recovered; whereas Media estimates casualty figures based on the damage visible and likely final tally.
- (iii) During Press Briefings, this point should be clarified that at that point of time so many bodies have been recovered.
- (iv) However, it should also be made clear that casualty figures are likely to go up since rescue work is still continuing.
- (v) Assessment regarding likely number of deaths and injuries may also be made if considered necessary. Such an assessment should be based on:
- Total number of coaches involved.
  - Number of coaches searched.
  - Number of coaches yet to be dealt with.
- (vi) Particular reference should also be made to coaches that are crushed or that have climbed on top, and have not yet been searched.
- (vii) For example, the media can be informed that as of 13/- hours, 2 coaches have been dealt with and \_\_\_\_ no. of bodies have been recovered. 8 more coaches are still to be searched and casualties are likely to go up.

**6. Press Briefings at accident site:**

- (i) CPRO on arrival at accident site shall collect factual information from the OC site and relay the same to Media personnel at site and also to Divisional Emergency Officer in the Divisional Emergency Cell. Thus, an on line communication channel will be established to keep media informed of all-important details.

## DISASTER MANAGEMENT

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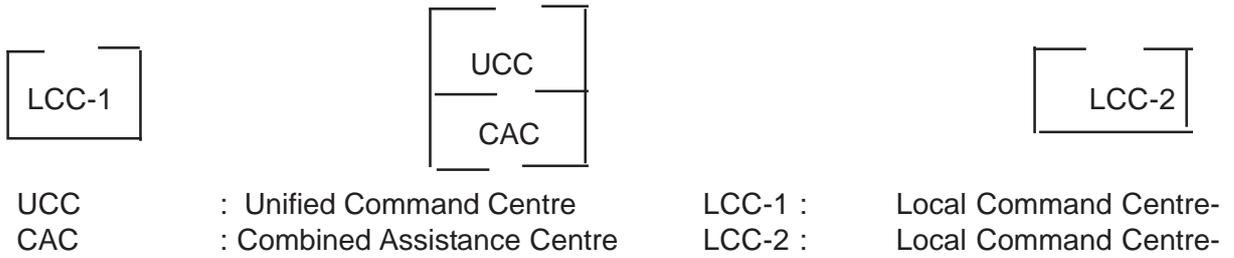
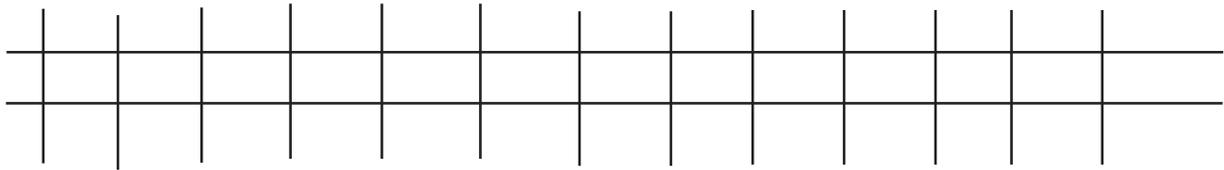
- (ii) The first Press Briefing will be held within one hour of CPRO's arrival at site. Subsequent briefings will be held according to the schedule given below.
- (iii) There should be fixed time Press Briefings so that there is no confusion regarding different versions given to separate channels at various points of time.
- (iv) Simultaneous Press Briefings should be held at accident site as also at Headquarter Emergency Cell and Divisional Emergency Cell as per fixed timings given below so that all concerned gives the same version.
- (v) Information to be given to the media will be of -/30 hours earlier. For example the media briefing held at 7/30 hours will convey all information as at 7/- on that date.
- (vi) On the first two days, there should be 6 media briefings per day. These should be scheduled at the following timings:
  - 7/30 hours
  - 10/30 hours
  - 13/30 hours
  - 16/30 hours
  - 19/30 hours
  - 22/30 hours
- (vii) Thereafter, for the remaining days, there should be 3 media briefings per day. These should be scheduled at the following times:
  - 7/30 hours
  - 13/30 hours
  - 19/30 hours
- (viii) All media releases will be up loaded on the Western Railway website, and new page opened to give specific information with regard to the accident. The priority of information release to various media will be as under;
  - TV Channels.
  - Agencies – UNI, PTI, Varta, Bhasha.
  - Print Media.
- (ix) Convenience and conveyance of media shall be taken care of by PR personnel with assistance of Commercial representatives at site. Media persons should be conducted to hospitals where injured are being treated.
- (x) Commercial department should ensure that list of passengers who travelled by the accident involved train along with list of dead and injured in the accident reach PR officials at the earliest.

**DISASTER MANAGEMENT**

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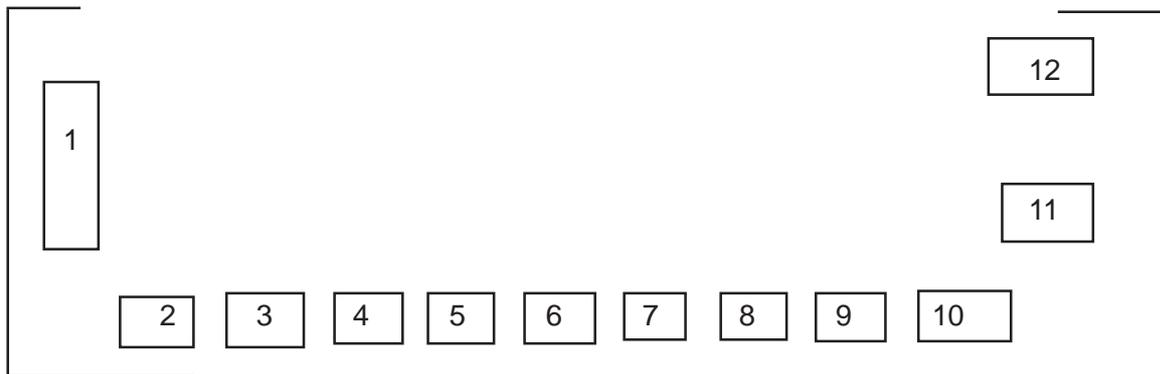
Annexure – I.

**OUTLINE SCHEMATIC PLAN OF UCC/CAC/LCCs**



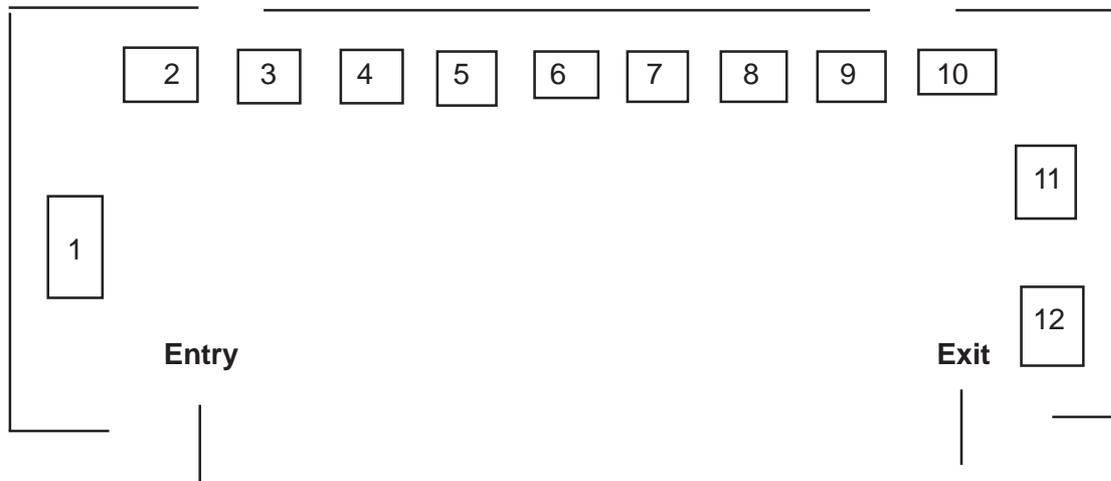
**Annexure – II**

**DETAIL SCHEMATIC PLAN OF UCC**



- |                     |                         |
|---------------------|-------------------------|
| 1. Medical          | 7. OC Site and Officers |
| 2. Commercial       | 8. Mechanical           |
| 3. Operating        | 9. Electrical           |
| 4. Safety           | 10. S & T               |
| 5. Security         | 11. Civil               |
| 6. Public Relations | 12. Spare               |

**DETAIL SCHEMATIC PLAN OF CAC**



- |    |  |     |   |
|----|--|-----|---|
| 1. | Commercial – Reservation Chart                       | 7.  | Municipality Official – Issue of Official Death Certificate.      |
| 2. | Medical – List of dead and injured.                  | 8.  | RPF/Local Police – Issue of authority for handing over dead body. |
| 3. | Commercial – Provision of escort and vehicle.        | 9.  | Commercial – Payment of Ex gratia, Issue of Claims Forms.         |
| 4. | Railway Doctor – Issue of Medical Death Certificate. | 10. | Commercial – Assistance for performing Of last rites.             |
| 5. | Govt. Doctor – Issue of Post Mortem Report.          | 11. | Personnel – Issue of Return Journey Pass.                         |
| 6. | CAC in-Charge and Officers.                          | 12. | Operating – Arrangement for Return Journey.                       |

**DISASTER MANAGEMENT**

(Note - The telephone numbers can be changed from time to time, as such Station Masters and Control office etc should keep upto date list in their offices and advice HQ office for issuing necessary amendments

**IMPORTANT TELEPHONE NOS.**

**MAHARASHTRA**

Sr. No.	Designation	Tel. No.s (Office)	Tel. Nos. (Residence)
1.	Mumbai's Disaster Management Helpline	108, 22694725, 22694727	
2.	Chief Secretary	22025042	22815083
3.	Principal Secy. & Spl. Enquiry	22028762	
4.	Addl. Chief Secy. (Home)	22029959	23686315
5.	Principal Secy. (Home & Law & order)	22023572	23692193
6.	Principal Secy. (Earthquake Rehabilitation)	22025274/22023039 (fax)	22843019
7.	Principal Secy. (Public Health)	22873848	22821090
8.	Director General of Police	22026672	
9.	Commissioner of Police	22621855, 22633054	
10.	Civil Defence	22844171, 22611928, 22843667	
11.	BEST	22085888/22856262	
12.	GRP Control (Wadi Bunder)	23759283/23759201	
13.	I.G – GRP Mumbai	22013536, 22032303	23678961
14.	Air Force Exchange	23714982/23714963/23714902	
15.	Naval Exchange	22663030/22664949	
16.	Military Exchange Cost Guard/GOCNCM&G Area Army	22151701	
17.	HPCL Sr. Manager Marketing	22872533, 22614290, 22610862, 9324054443	9833808931
18.	IOC	26400777, 26447000	
19.	GM Operation IOC	26447297	
20.	BPCL Ballard Pier	22182437/22714000	
21.	Fire Brigade-	28210940, 41 /101/ 23076111, 112.113//23085992,93,94	
22.	Chief Fire Officer	23076111, 112 / 23086181, 182, 183	9820702531
23.	Commissioner MCGM	22620251 Ext. 3109/ 22620525	23517171
24.	Addl. Commissioner MCGM	22620251 Ext. 2313/22620809	26331914
25.	Addl. Commissioner MCGM City	22620251 Ext. 2314/ 22620149	23638513
26.	Commissioner GRP	23759251, 23759280	22821714
27.	Disaster Control Room MCGM	22694727, 22694725, 22694719(FAX)	

**DISASTER MANAGEMENT**

**GUJARAT**

Sr. No.	Designation	Tel. No.s (Office)	Tel. Nos. (Residence)
1.	Chief Secretary	079-23220372, 23250303	079-23254944
2.	Add. Chief Secretary (Home)	079-23250502, 503, 504	079-23254905
3.	Collector Gandhi Nagar	079-23220630/23220330	079-23259040 (FAX) 079-23254964 (R)
4.	Police Commissioner	079-25633636	079-22865352
5.	Police Control Room	079-25630100/25630200/ 25630300/25630400	
6.	Principal Secretary (Help & FP)	079-23251404/23251403	079-23221240
7.	Commissioner Medical Health	079-23253287,23253271	09825037421
8.	Principal Secy (R&B)	079-23531890	079-23226014
9.	Collector ADI	079-27551681/ 82	079-22863598
10.	Fire Brigade	079-22148465-66-67-68	
11.	Bulldozers	079-25391903	
12.	Army Headquarters	079-22852403/24852433	079-22869256
13.	Air Force (Gandhinagar)	079-23221200	
14.	Chairman Ahmedabad Municipal Commissioner	079-25352828 079-31105200(M)	079-25420600
15.	Chairman, AUDA	079-27545059 9825032389(M)	079-26928474
16.	GRP – ADI	079-22144887	
17.	Surat Municipal Commissioner	0261-2422244	0261-2258393

**MADHYA PRADESH**

STD Code- 0755

Sr. No.	Designation	Tel. No.s (Office)	Tel. Nos. (Residence)
1.	Chief Secretary	2441370/2441848	2441351, 50
2.	Addl. Secretary	2441085	2441514
3.	Secretary (CM's Secretariat)	2441314	2441538
4.	Addl Chief Secretary (Home)	2441619	2441771
5.	DG Police	2443500	2444351
6.	ADG (Railway)	2773405	2443456
7.	IG (Railway)	2770652	2443366
8.	Principal Secretary (Medical, Education)	2441620	2441491
9.	Principal Secretary (Health, family, welfare)	2441494	2430063
10.	BPCL - Indore	0731-2806076/2806077 / 2806470/ 2806235	
11.	HPCL- LPG Plant Indore	0731-4021545/ 4021476/ 4021466	
12.	Collector Indore	0731-2449111	0731-2700111
13.	Collector Ujjain	0734-2514000	0734-2513000

**DISASTER MANAGEMENT**

**RAJASTHAN**

STD Code 0141

Sr. No.	Designation	Tel. No.s (Office)	Tel. Nos. (Residence)
1.	Chief Secretary	2227114	2561324
2.	Addl. Chief Secretary	2227587	2706086
3.	Secy. (CM's Secretariat)	2227308	
4.	Addl. Secretary (Home)	2227660	
5.	DG (Police)	2606657/2607735	2561688 / 2565224
6.	ADG (Railway)	2601394	2591001
7.	Commissioner (Information and PR)	2227057	2201210
8.	Secy. (Medical Health & FP)	2227851	
9.	Secy. (Medical / Education)	2227509	
10.	Director (Medical Health)	2225653	22274288
11.	Principal Secy. (Food & Relief)	2227110	2622281
12.	Collector Chittaurgarh	01472-240001	01472-240002

**TELEPHONE NOS. FOR SEEKING AIR SUPPORT IN CASE OF RAILWAL DISASTER**

SR. NO.	DESIGNATION	OFFICE	RESIDENCE
1.	Director (Operational Logistics)/HQ Integrated Defence Staff New Delhi	011-23018128	
2.	NAVAL HQ (WAR ROOM) Dir. Of Naval Operation	011-23017616	
3.	Duty Officer (Maritime Operation Center) HQ-WNC Mumbai	022-22630550	
4.	Pawan Hans Helicopters Ltd. Juhu Aerodrome S.V. Road , Vileparle (W) Mumbai	022-26151150 26151139 26151877 26151876	
5.	Deccan Aviation Pvt. Ltd. Hanger No.8 Juhu Aerodrome Mumbai – 49.	022-26611601 26611602	9820231665 (Mobile)
6.	Exclusive Airways Pvt. Ltd. Malkani Chambers, Off Nehru Road, Near Domestic Airport, Vileparle (E) Mumbai	022-26193000 26175624 26163430	9821022466

**DISASTER MANAGEMENT**

**TELEPHONE NOS. RAILWAY BOARD.**

MTNL STD Code-011  
Railway STD Code -030

Sr. No.	Designation	Tel. No.s (Office)		Tel. Nos. (Residence)	
		Railway	MTNL	Railway	MTNL
1.	Director Safety / II	98100-17905			
2.	Director Safety / II	43446	23389987	22388	23345605
3.	Director Safety / I	43667	23387009		
4.	Director Safety / III	43239	23385836	22447	23363789
5.	Dy. Director Safety	43998/43803	23383998		
6.	Director Coaching - I	43578	23389764		
7.	Director Coaching - II	43576	23385147		
8.	Director TT (POL)	43659	23384641		
9.	Director TT (G)	43521	23384744	22373	
10.	ED (Coaching)	43892/ 981017415	23383624	52402	24678085
11.	Advisor (Safety)	43302/43600/ 43399	23381344 9818798390		27666586

**TELEPHONE NOS. OF COMMISSIONER OF RAILWAY SAFETY**

Sr. No.	Designation	Tel. No.s (Office)		Tel. Nos. (Residence)	
		Railway	MTNL	Railway	MTNL
1.	CRS (Western Circle) Mumbai	22694/ 54951	22034351 9004490720	21214	22020304
2.	CRS (Central Circle) Mumbai	54950 / 22695/	22056058 9821081597	21313	22045495
3.	CCRS - Lucknow	23290	0522- 2614507		0522- 2237702

**Telephone Nos. of AIR FORCE/ARMY/NAVY ASSISTANCE LIST**

Telephone numbers of **HQ Integrated Defence Staff** at New Delhi

**Director (Operational Logistics), Ministry of Defence**

Office – 011- 23018128

Residence - Mobile -

Station HQ – Mumbai 022-22616193, 22755  
 Station HQ - Ahmedabad 079-22160567, 093-44084 (also for Bhavnagar Division area)  
 Station HQ - Mhow 0732 –226955, 092-83278  
 Station HQ - Jaipur 0141-2386294, 095-44052  
 Station HQ - Mumbai- CST 55950  
 Station HQ - Jamnagar 0288-2756908, 094-82205

**NOTE :-** Telephone numbers of Defence Formations are Junction Numbers. Operator may be asked for Station Commander, Adm. Commandant, or any Staff Officer for assistance.

**DISASTER MANAGEMENT**

**SATALLITE TELEPHONE NUMBERS FOR DISASTER MANAGEMENT –WESTERN RAILWAY**

S N	Division / Location	Satellite Phone			Control Office Telephone	
		Voice	Fax	Data	MTNL/BSNL	Rly.
<b>WESTERN RAILWAY</b>						
1	Mumbai	00873- 763095971	00873- 763095972	00873- 763095973	022- 23070564	090-22296 090-44625
2	Vadodara	00873- 763095977	00873- 763095978	00873- 763095979	0265- 2638250 09724091917	091-44640 091-44614
3	Ahmedabad	00873- 3761603140	00873- 3761603141	00873- 3761603142	079- 22204010 09724093934	093-44662 093-44634
4	Ratlam	00873- 763095980	00873- 763095981	00873- 763095982	07412- 232865 9402595366	092-44610 092-44620
5	Rajkot	00873- 763095992	00873- 763095993	00873- 763095994	0281- 2454063 09724094908	094-44640 094-44642
6	Bhavnagar	00873- 763095974	00873- 763095975	00873- 763095976	0278- 2445230 09724097910	099-44640 099-44023

**CONTACT DETAILS OF RELEVANT NDRF BATTALLIONS**

S.N	Name of the Commandant	NDRF Battalions	STD Code	Office Telephone	Address	Divisions covered
1.	Sh. R C Meena	146 Bn. CRPF (NDRF)	079	23202540 23202587 09427304100	Chilora Road, Gandhinagar, Gujarat- 382042	BRC, ADI, RJT, BVP, RTM & BCT (partially.)
2.	Sh. Alok Awasti	145 Bn. CRPF (NDRF)	02114	231509 281241 231245 09423506765	PO- Vishnupuri, Telegaon, Pune, Maharashtra - 410507	BCT (Partially)

**DISASTER MANAGEMENT**

**DISASTER MANAGEMENT DIVISION, MHA**

<b>Name of Officer/ Designation</b>	<b>Tel (Office)</b>	<b>Tel (Residence)</b>	<b>Mobile No.</b>
Madhukar Gupta Home Secretary	23092989 23093031	23013058 Dt-23013102	9818745550
Vinay Kumar Secretary (Border Management)	23092440	26882943	9968294894
Prabhanshu Kamal Joint Secretary (Disaster Management )	23092456	26254825	9868819595
Dev Kumar, Dir (NDM-I)	23092696	26266708	9871087616
J L Chug Dir (NDM-II)	23092670	24525239	--
J P Mishra, Dir (DM-IV)	23092096	24100688	9868248239
Suchitra Goswami D/S (DM- III)	23094019	--	--
V P Pasrija Consultant (DM)	23092696	25368827	9818488486
Om Prakash, Technical Officer	23094612	--	--
Duty Officer (DM Control Room)	23093563	--	9711558141
Ram Swaroop, US (NDM-II)	23093461	--	--
Ashok Shukla US (NDM-III)	23092106	--	--
Mrs. Promela Sen Gupta US (NDM-IV)	23092664	--	--
Control Room (Disaster Management)	23093563 23093564 23093566	23093750 (FAX)	--
Control Room (Internal Security)	23093054 23092763 23093885 23092923	23093750 (FAX)	--
Toll free No. (MHA, C/R)	011-1070	--	--
Toll free No. (Delhi Government DM C/R)	011-1077	--	--
Toll free No. (State Disaster Management Control Room)	State STD code +1070	--	--
Toll free No. (District Disaster Management Control Room)	District STD code +1070	--	--

**DISASTER MANAGEMENT**

**NATIONAL DISASTER MANAGEMENT AUTHORITY**

<b>Name of Officer/ Designation</b>	<b>Tel (Office)</b>	<b>Tel (Residence)</b>	<b>Mobile No.</b>
Gen N C Viji, Vice Chairman	26701701	23793128	9211822999
Dr. Mohan Kanda, Member	26701775	24629330	9871837999
Prof N V C Menon, Member	26701777	26193746 26107095	9810111328
K M Singh, Member	26701735	23385175	9810203406
M S Reddy, Member	26701736	23382031	9848046677 9810809456
Lt. Gen J R Bhardwaj, Member	26701778	23792026 23019244 23011244	9818092277
Mrs. P J Rao, Member	26701738	23073890	9811660605
J K Sinha, Member	26701740	24122310	9818384040
Dr. B Bhattacharya, Member	26701780	23070145	9971147620
H S Bharna Spl Secy & Secy NDMA	26701710 26161106 (Telefax)	26701716	9810365585
Sunil Kohli, Financial Advisor	26701709	26701715	--
Dr. G S G Ayyangar JS (Mitigation)	26701816	--	--
Sh. S Suresh Kumar JS (Policy & Plans)	26701817	--	--
Sh. Amit Jha JS (Admn & Coord)	26701718	26109395	9868889697
Mr. A R Sule Dir. (Mitigation)	26701791	--	9868885305
Shivaji Singh Specialist, NDRF	26701745	26701745	9810429292
Commandant, NDRF	26701746	25655410	9868117484
P C Sharma, Officer-in- Charge	26180520 26701728	--	9891920146
Control Room	26701723 to 728	--	26701729-30

**DISASTER MANAGEMENT**

**TSUNAMI WARNING CENTRE, HYDERABAD (040)**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
M Ravichandran Dir. INCOIS Indian National Centre for Ocean Information services <a href="mailto:radhakr@incois.gov.in">radhakr@incois.gov.in</a>	23895004	--	09441229296	23895001
T Srinivasa Kumar Scientist In charge, ITWC (Interim Tsunami Warning Centre) <a href="mailto:srinivas@incois.gov.in">srinivas@incois.gov.in</a>	23895006 23886006	23892022	9441229297	23895012
Dr. E Pattabhi Ram Rao <a href="mailto:pattabhi@incois.gov.in">pattabhi@incois.gov.in</a>	23895008	23046412	9490191923	23895001
V Vhanumurthi Dir.	23884252	--	--	--
Dr. S Kathioli, Dir NIOT <a href="mailto:director@niot.res.in">director@niot.res.in</a>	22461029 22460650	22590391	09444399800	22460275
Dr. B R Subramanian Project Dir. ICMAM <a href="mailto:brs@icmam.gov.in">brs@icmam.gov.in</a>	22460274	24487539	09444025650	22460657
Dr. V Rajendran Programme Dir, NDBP/ IOT <a href="mailto:raju@niot.res.in">raju@niot.res.in</a>	22460678 66782523	--	09444399827	2246061
Control Room Tsunami Warning Centre (operation Centre)	23895011/ 19	--	--	23895001

**SNOW & AVALANCHE STUDY ESTABLISHMENT CHANDIGARH (DRDO) (0172)**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
A Ganju Jt. Director	2699804- 806 Extn - 204	2705990	9872083177	2699802
Rajesh Chand Thakur TO (B)	Extn-203	--	09417049754	--

**GEOLOGICAL SURVEY OF INDIA**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
Director General Kolkata	22861693/76	--	--	22861625
Sanjeev Sharma Director (LHIM & EPE) <a href="mailto:DelhiLhim_epe@rediffmail.com">DelhiLhim_epe@rediffmail.com</a>	29053777	27017035	9958532037	29962671 29051328
Dr. J Bagchi, Geologist Sr. (Delhi)	29053777	--	--	--
A K Mathur, Dir (LO) (Delhi)	26051518	--	--	--
DMS Control Room (Delhi)	29962671	--	--	29962671

**DISASTER MANAGEMENT**

**INDIAN METEOROLOGICAL DEPARTMENT**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
AVM (Dr.) Ajit Tyagi, VSM DG (M) dgmmt@gmail.com	2411842	24633692	9313982396	24611792
A K Bhatnagar ADG (M) Seismology	24697473	24654939	9891399114	24697473
R S Dattatrayam Dir In-charge Seismology	24611305	24622827	9868109671	24619943 24611305
Dr. A K Shukla Dir (Consultant)	24616309	24634714	9868109672	24619943
Awadesh Kumar Director	24611068	24644284	9899153923	--
B P Yadav, Dir (NHAC)	24629798	26166773	9911456889	--
Seismology Control Room	24619943 24624588	--	--	--
Flood Control Room	24631913	--	--	--
Cyclone Warning	24652485	--	--	--

**CENTRAL WATER COMMISSION (CWC)**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
C Lal, Dir (FMP)	26182836 26102935	--	9811054117	26106523 26102935
A K Srivastava Dy. Dir (T)	26105274	--	9810467002	--
G S Tyagi, Dy. Dir	26182836	--	9868715857	--
S Venkataraman, Asstt. Dir	26106523	--	9868938489	--
Krishna Kumar, Extra Asstt. Dir.	26106523	26191431	9968268652	--
R C Jha, Member (RM)	26103221	28051340	9811805299	26101749
S P Kakran, Commissioner Ganga	24362780 (Tele fax)	24368238	9818616963	--
ASP Sinha Sr.Jt. Commissioner, Ganga	24361393	--	9818252998	--
CWC Control Room	26106523	--	--	--

**DISASTER MANAGEMENT**

**INTEGRATED DEFENCE STAFF**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
DCIDS (Ops)	23013947 E-35886	23017339 E-35887	--	--
ACIDS (Jt. Ops)	23011442 E-35894	25683321	9968286707	--
DACIDS (Ops Lgs)	23005134	29230114	9810986642	23005137
Dir (Ops Lgs)	23005126	23070942	9868462806	23005226
Jt. Dir (Ops Lgs)	23005133	25264220	9891422396	23005226
Ops Room (Hqr IDS)	23005131 23005114	--	--	23005137 24605147

**ARMY HQR (EXCHANGE NOS – 23010131 / 23018197)**

Name, Design and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
DGMO	23011506 E-33170	23011506 E-33172	--	23011506
ADGMO (A)	23011611 E-33174	26415208 E-33251	--	23011617
ADGMO (B)	23014891 E-33176	26142269 E-39124	--	23011617
Dir MO -6	23018034 E-33220	--	9818106439	23011617
GSO-1 MO- 6	23019739 E-33221	--	E- 39823 9810431696	23011617
Dir OL -2	23335218 23018530 E-35221	23339055	--	--

**AIR HQR (EXCHANGE NO – 23010231)**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
ACAS (Ops)	23014424 23010231/7528	24672974	9871213393	23017627
PD Ops (Off) (T&H)	230110231/7559 23016354	24642195	9871097909	23016354
Dir Ops (T)	23010231/7545 2305857	23098030	--	23016354
Dir Ops (H)	23010231/7551	25674806	--	--
JD Ops (LS)	23010231/7546	--	9818220586	23016354
JD Ops (H)	23010231/7552	--	9868468583	23792973

**NAVAL HQR (EXCHANGE NOS – 23010121 / 23014167)**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
ACNS (IW &Ops)	23011477	23013686	9818670792	--
PDNO	23011706	24103547	9818688390	23793007
DNO	23010503	--	9313440987	--

**DISASTER MANAGEMENT**

**OPS ROOM**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
Army Ops Room	23011617	2557 (RAX)	--	--
Air Ops Room	23013680	--	23792973	--
Naval Ops Room	23011252 23013540 (Exchange)	--	--	--

**NIDM**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
P G Dhar Chakrabarti, ED dharc@nic.in	23702445	24354896	9818394225	23702446
Shaleen Kabra, Jt. Dir. shaleenk@gmail.com	23724049	23383639	9871914012	23702442
Arun Shadeo, Consultant	23702441	--	9868277276	23702446
Sanjeev Shrivastava, Head SARC DM Centre	23765233	--	9868109800	--

**COAST GUARD (EXCHANGE NOS – 23385312/ 23384174)**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
Comdt (JD ops-II)	23382695	26149516	9871829447	--
Ops Room (CG-HQ)	23384934	--	--	23383196

**SHIPPING (022)**

Name, Designation and Address of the Officer	Telephone Number			Fax Nos.
	Office	Residence	Mobile	
Miss Lakshmi Venkatachalam, DG	22613156	--	9930862004	22626756
Dr. CBS Venkat Raman Jt. DG	22614911	--	9930656950	--
Capt. M M Shaggi Nautical Advisor	22670863	--	9323710300	22694352
Capt. A S Chadda DG Com Centre	22610606 22614646	--	9821823704	--

**DISASTER MANAGEMENT**

**E- MAIL ADDRESS OF EMERGENCY CELLS AND HELPLINE ENQUIRY BOOTHS**

SR. No.	Name of Work Station	Location	E-Mail Address
1	CAC-1	Site	<a href="mailto:cac1@wr.railnet.gov.in">cac1@wr.railnet.gov.in</a>
2	CAC-2	site	<a href="mailto:cac2@wr.railnet.gov.in">cac2@wr.railnet.gov.in</a>
3	Hdqrs. Emergency Cell-1	WR Hdqrs.	<a href="mailto:echq1@wr.railnet.gov.in">echq1@wr.railnet.gov.in</a>
4	Hdqrs. Emergency Cell-2	WR Hdqrs.	<a href="mailto:Echq2@wr.railnet.gov.in">Echq2@wr.railnet.gov.in</a>
5	Divisional Emergency Cell-1	BCT Control	<a href="mailto:decbct1@wr.railnet.gov.in">decbct1@wr.railnet.gov.in</a>
6	Divisional Emergency Cell-2	BCT Control	<a href="mailto:decbct2@wr.railnet.gov.in">decbct2@wr.railnet.gov.in</a>
7	Divisional Emergency Cell-1	BRC Control	<a href="mailto:Decbrc1@wr.railnet.gov.in">Decbrc1@wr.railnet.gov.in</a>
8	Divisional Emergency Cell-2	BRC Control	<a href="mailto:Decbrc2@wr.railnet.gov.in">Decbrc2@wr.railnet.gov.in</a>
9	Divisional Emergency Cell-1	ADI Control	<a href="mailto:Decadi1@wr.railnet.gov.in">Decadi1@wr.railnet.gov.in</a>
10	Divisional Emergency Cell-2	ADI Control	<a href="mailto:Decadi2@wr.railnet.gov.in">Decadi2@wr.railnet.gov.in</a>
11	Divisional Emergency Cell-1	RTM Control	<a href="mailto:Decrtm1@wr.railnet.gov.in">Decrtm1@wr.railnet.gov.in</a>
12	Divisional Emergency Cell-2	RTM Control	<a href="mailto:Decrtm2@wr.railnet.gov.in">Decrtm2@wr.railnet.gov.in</a>
13	Divisional Emergency Cell-1	RJT Control	<a href="mailto:Decrjt1@wr.railnet.gov.in">Decrjt1@wr.railnet.gov.in</a>
14	Divisional Emergency Cell-2	RJT Control	<a href="mailto:Decrjt2@wr.railnet.gov.in">Decrjt2@wr.railnet.gov.in</a>
15	Divisional Emergency Cell-1	BVP Control	<a href="mailto:Decbvp1@wr.railnet.gov.in">Decbvp1@wr.railnet.gov.in</a>
16	Divisional Emergency Cell-2	BVP Control	<a href="mailto:Decbvp2@wr.railnet.gov.in">Decbvp2@wr.railnet.gov.in</a>
11	Helpline Enquiry Booth	Mumbai	<a href="mailto:hebbct@wr.railnet.gov.in">hebbct@wr.railnet.gov.in</a>
12	Helpline Enquiry Booth	Vadodara	<a href="mailto:hebbrc@wr.railnet.gov.in">hebbrc@wr.railnet.gov.in</a>
13	Helpline Enquiry Booth	Ahmedabad	<a href="mailto:hebadi@wr.railnet.gov.in">hebadi@wr.railnet.gov.in</a>
14	Helpline Enquiry Booth	Ratlam	<a href="mailto:hebrtm@wr.railnet.gov.in">hebrtm@wr.railnet.gov.in</a>
15	Helpline Enquiry Booth	Rajkot	<a href="mailto:hebrjt@wr.railnet.gov.in">hebrjt@wr.railnet.gov.in</a>
16	Helpline Enquiry Booth	Bhavnagar	<a href="mailto:hebbvp@wr.railnet.gov.in">hebbvp@wr.railnet.gov.in</a>
17	Helpline Enquiry Booth	Surat	<a href="mailto:hebst@wr.railnet.gov.in">hebst@wr.railnet.gov.in</a>
18	Helpline Enquiry Booth	Nandurbar	<a href="mailto:hebndb@wr.railnet.gov.in">hebndb@wr.railnet.gov.in</a>
19	Helpline Enquiry Booth	Bharuch	<a href="mailto:hebbh@wr.railnet.gov.in">hebbh@wr.railnet.gov.in</a>
20	Helpline Enquiry Booth	Godhra	<a href="mailto:hebgda@wr.railnet.gov.in">hebgda@wr.railnet.gov.in</a>
21	Helpline Enquiry Booth	Nagda	<a href="mailto:hebnad@wr.railnet.gov.in">hebnad@wr.railnet.gov.in</a>
22	Helpline Enquiry Booth	Indore	<a href="mailto:hebind@wr.railnet.gov.in">hebind@wr.railnet.gov.in</a>
23	Helpline Enquiry Booth	Ujjain	<a href="mailto:hebujn@wr.railnet.gov.in">hebujn@wr.railnet.gov.in</a>
24	Helpline Enquiry Booth	Neemach	<a href="mailto:hebnmh@wr.railnet.gov.in">hebnmh@wr.railnet.gov.in</a>
25	Helpline Enquiry Booth	Anand	<a href="mailto:hebannd@wr.railnet.gov.in">hebannd@wr.railnet.gov.in</a>
26	Helpline Enquiry Booth	Mehsana	<a href="mailto:hebmsh@wr.railnet.gov.in">hebmsh@wr.railnet.gov.in</a>
27	Helpline Enquiry Booth	Palanpur	<a href="mailto:hebpno@wr.railnet.gov.in">hebpno@wr.railnet.gov.in</a>
28	Helpline Enquiry Booth	Viramgam	<a href="mailto:hebvg@wr.railnet.gov.in">hebvg@wr.railnet.gov.in</a>
29	Helpline Enquiry Booth	Surrendranagar	<a href="mailto:hebsunr@wr.railnet.gov.in">hebsunr@wr.railnet.gov.in</a>
30	Helpline Enquiry Booth	Gandhidham	<a href="mailto:hebgim@wr.railnet.gov.in">hebgim@wr.railnet.gov.in</a>
31	Helpline Enquiry Booth	Bhuj	<a href="mailto:hebbhuj@wr.railnet.gov.in">hebbhuj@wr.railnet.gov.in</a>
32	Helpline Enquiry Booth	Okha	<a href="mailto:hebokha@wr.railnet.gov.in">hebokha@wr.railnet.gov.in</a>
33	Helpline Enquiry Booth	Porbandar	<a href="mailto:hebpbr@wr.railnet.gov.in">hebpbr@wr.railnet.gov.in</a>
34	Helpline Enquiry Booth	Junagadh	<a href="mailto:hebjnd@wr.railnet.gov.in">hebjnd@wr.railnet.gov.in</a>
35	Helpline Enquiry Booth	Veraval	<a href="mailto:hebvrl@wr.railnet.gov.in">hebvrl@wr.railnet.gov.in</a>
36	Helpline Enquiry Booth	Botad	<a href="mailto:hebbtd@wr.railnet.gov.in">hebbtd@wr.railnet.gov.in</a>

NOTE: Initially six E-mail ID's – One for accident site (CAC 1), one for HQ emergency cell one for divisional emergency cell and three for help line enquiry booths will be provided.

ACCIDENT MANUAL – ENGLISH

REGISTER OF AMENDMENT SLIPS

Amendment Slip		Amendments done			Initial of Persons
Sr. No	Date	Para No.	Page No.	Subject	
1	21.9.10	123(B)	6	Interruption	
2	11.10.10	105 408-A-1,A-2, 409-B-1,B-2 411-D-1,D-2	1 18, 19, 22,	Damage to Rly property Rs.2,00,00,000 in place of Rs. 25,00,000 Hand correction	
3	13.10.10	505(D)	32	Reporting of accidents Damage to Rly property Rs.2,00,00,000 in place of Rs. 25,00,000/- -Accident reported to the CRS	
4	1.11.12	715(A)(B)(C)	47-48	Ex-gratia relief	
5	26.6.13	App-A	93	ART & ARME	
6	3.4.14	Add sub-rule (C) in Para 304, read existing para 306 as Para 306(A) and add sub-rule (B) in Para 306	12	Joint Observations and Joint Readings-  No tampering with the evidence unless joint observations are taken:	
7	30.5.17	602 (C)- added	41	Target time for turning out of SPARME/SPART	
8	26.2.18	1002(B)	79 & 80	Level of Accident inquiry by the Railways	
9	1.3.18	Appendix-P (3) (ii)	151	Minimum punishment in SPAD	
10	4.10.19	Appendix – I (Part-A)	111 113	Substitute Sr. No. 1 & 9 of Appendix – I (Part-A)	
11	22.10.19	Appendix-A	93	Substitute the existing Appendix-A	
12	11.2.20	App-O	140-150	Readings and observation of accidents	
13	5.6.21	App-C	98A- 98B	Tel. Nos. Of important hospitals	
14	1.7.21	Para 506	33	Reporting by CTNL on receipt of infor. About accident	
15	25.11.21	App-A	94	ARME Scale-II	
16	23.6.23	App-A- ART/ARME Scale-I	93	ART/ARME Scale-I	