



CEE/OP Instruction No.14/2024

No. L.326.OP/CIRCULAR/23

Date: 30.09.2024

**Sr. DEE /TRO/BB, BSL, NGP
Sr. DME/Fr& Op/ BB
Sr. DME/Op/ PA
DME (O&C) SUR**

Sub:Counselling of Loco Running Staff for prevention of SPAD.

it is noticed from recent cases of SPAD that there are cases where proper working procedure has not been followed by crew, whereas in some cases, crew lapses on the part of road learning and controlling of train have been noticed.

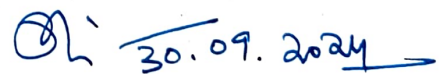
To avoid such cases, there is a need to further sensitize the loco running staff through counseling/monitoring to prevent SPAD. In view of above, 15 days safety drive to be introduced immediately to counsel all running staff to ensure following items:

1. After passing Yellow signal, crew should be more alert up to next signal.
2. ALP is keeping hand on RS flap valve while passing Yellow signal and should call out the signal aspect repeatedly with hand gesture, till the train stops at adequate distance from RED signal.
3. Loco Pilot is reducing speed proportionately in case signal aspect is restrictive and not presuming the aspect of next signal.
4. Controlling of the train, whenever signals are not visible, due to train passing on adjacent line, heavy rain, fog etc. LP feels that, if the brake power is not satisfactory, he should inform to Train Manager/ TLC immediately and will keep the train under control.
5. Crew must be having updated road learning knowledge of yard and sections, including gradient in sections. Crew to be encouraged to draw road learning diagrams frequently, so that he doesn't forget regarding location of signals, gradient in section etc.

6. Both LP and ALP should not be engaged in any other work, if they are approaching the RED signal.
7. RHS/Vulnerable signal booklet to be available and should be kept in open condition on desk in front of ALP. Counseling of 100% loco running staff to ascertain their knowledge regarding location of RHS signals and all critical signals.
8. LP is conducting Brake feel test and Brake power test at first opportunity.
9. LP is putting Reverser/ Directional switch and PBC/Throttle in neutral position, when halted at station/Red signal.
10. Computer based counseling to be done on priority to update the knowledge of LP/ALP. Practice should be made that LP/ALP, who is not able to give correct answer for individual questions, may be counseled again and same questions may be asked first during next counseling.
11. Adopting shortcut methods during train operation e.g. following instructions on Walkie-Talkie during shunting etc, (List of probable shortcut methods likely to be adopted during train operation, circulated vide L.No. L.253.AC.136.C dtd. 20.04.2023, to be brought into notice and corrective actions to be taken to stop such shortcuts).

Ambush checks for ensuring above also to be carried out. All staff must be covered during the drive. Compliance of the above instruction may be ensured and report to be submitted in the following format:

1. No. of staff counseled (cadre wise):
2. No. of CLIs/Officers associated in drive:
3. No. of ambush check carried out during drive:
4. No. of irregularities noticed during drive:
5. Action taken to rectify irregularities:

 30.09.2024

(H.M.Sharma)
Chief Electrical Engineer (Op)

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CEE/OP Instruction No.6/2023

No. L.253.AC.136.C

Date: 20.04.2023

Sr. DEE /TRO/BB, BSL, NGP
Sr. DME/Fr & OP/BB
DME/OP/PA
DME/(O&C) SUR

Sub: Short cut methods applied by Train Crew during Train Operation


It is noticed that adopting short cut methods during train Operation may lead to SPAD or it may directly affect safety in train operation. If Loco crew decides not to use shortcut methods during train operation, then there is a zero possibility for SPAD, which leads to safe train operation.

List of probable short cut methods adopted during train operation:-

1. Handing over or taking over of any operational document to train crew, while entering at station or detraining the crew in front of station building.
2. After taking over charge of the loco, not reading log book properly for adverse remark related to loco or not doing proper entries regarding loco in the log book.
3. During train operation, if any loco problem arises, then not looking for signal aspect and being busy in trouble shooting.
4. Driving from rear cab during shunting and following instruction on Walkie-talkie.
5. During Shunting, passing of shunt signal /stop signal at ON without any authority, based on instructions of shunting supervisor or instructions on Walkie-talkie.
6. Not adopting proper rules at the time of stabling of loads or loco.
7. Use of mobile phone on run.
8. During run, LP/ALP are sometimes engaged in casual talk or any other work, which may divert the mind and may lead to skipping of signal.
9. On seeing RED aspect of signal, during run, talking with Station Master on walkie- talkie to enquire about signal aspect.
10. Speaking with Guard without clearing fouling mark.
11. Non observance of rule while passing Automatic Signal or Gate Signal in ON position.
12. Starting of Train/Loco, without proper authority.
13. Not conducting of Brake Feel Test and Brake Power Test, while on run after departure of train.
14. Non-controlling of train based on signal aspect and assuming signal will be given for the train.
15. Not using signal booklet for reference, in case of doubt related to signal location. Depending on other sources, which may lead to confusion regarding that signal.
16. LP/ALP should not start packing his belongings before reaching the terminal station/relieving point.

17. Starting the train, without exchanging signal with Guard at the time of departure.
18. Not observing the Sigma board whenever visibility is not clear during train operation.
19. At the time of emergency, not taking proper, adequate precautions for stabling the load before detaching loco from load.
20. During braking, using only regenerative brakes/dynamic brakes.
21. At the time of reaching at crew changing point while on run, going back in rear cab to note down the energy reading of HOG or noting down km, regeneration and consumed energy in leading cab.
22. Not coming in time for duty.
23. At the time of Sign ON, not reading safety circulars, instructions etc. and doing OK in CMS which may lead to not reading properly the latest circulars related to safety of train operation.
24. Not reading the papers related to train operation such as Caution order, authorities etc. and starting train in hurry.
25. After taking charge, not checking Safety items like Head light, Flasher light, Marker light, spare fuse etc and not ensuring availability of BP/FP, wooden wedges, Fire extinguishers.
26. During run, not doing inspection of corridor or at the time of halt of train, not checking safety items of locos.
27. While on run, not calling out signals loudly with hand gesture.
28. Not adopting proper cab changing procedure during shunting.
29. Not stopping of loco 20 meters before attaching on load.
30. After braking, without checking AFI position, starting to notch up.
31. Leaving loco unmanned.
32. Use of cigarette, Agarbatti in cab may lead to fire.
33. Not seeing the all-right signal of station staff or the train passing through adjacent line and assuming all is well.
34. Not confirming, whether toggle of CBC is properly dropped or not after attaching loco with load, which may lead to uncoupling during run.
35. ALP going in the rear cab after passing neutral section while train approaching to signal.
36. Not controlling train whenever signals are not visible due to train is passing from adjacent line.
37. Not entering abnormalities in CMS which were noticed during run.
38. Booking of crew without proper road learning.

If any other short cut methods are being adopted, they may be brought into notice and corrective actions to be taken to stop such short cuts.


20.4.2023
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