

दक्षिण पश्चिम रेलवे
SOUTH WESTERN RAILWAY



सं/No.T.389/Safety Circular/2/23

प्रधान कार्यालय
Headquarters Office,
संरक्षा विभाग, हुबबल्लि,
Safety Department. Hubballi.
दिनांक / Dated: 28.02.2023

To all concerned/SWR

Safety Circular No. 10

Sub: Actionable points to prevent SPAD.

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Number of SPAD cases have taken place at various divisions over Indian Railways. The actionable points to prevent SPAD have been updated. All concerned are advised to take necessary action to prevent SPAD in Railway system.

Encl: Actionable points

Alok Tiwari
28/2/23

(आलोक तिवारी / Alok Tiwari)
प्रधान मुख्य संरक्षा अधिकारी/Pr.Chief Safety Officer

Sub: SWR - Actionable Points to prevent SPAD

Ref: RB letter No. 2023/Safety-I/5/1 dated 22.02.2023

I. Points to be followed by Crew.

1. LP/ALP/Motorman to have complete and proper rest before "Sign-ON". Crew should not get out of running rooms during rest and should not use mobile phones during resting hours.
2. LP and ALP should under-go BA test compulsorily during "Sign-ON" and "Sign-OFF".
3. LP to conduct Brake Continuity Test, Brake Feel Test and Brake Power Test, wherever applicable as per laid down rules.
4. Crew should report in the lobby before the mandatory time (30 minutes). He should not be in a hurry for working the trains especially at starting station.
5. LP should avoid over-speeding and over-confidence.
6. LPs and ALPs to have proper road learning of the section.
7. LP and ALP to correctly identify their signal and call out the signal aspect loudly with hand gesture. **(Pointing the Index finger towards the signal).**
8. While starting Mail/Express/Goods train, when LP/ALP are exchanging signal with Train Manager, should also concentrate on the aspect of signal pertaining to their own signal aspect.
9. Extra care to be taken in identifying the signals pertaining to their train at converging/diverging locations where two or more signals are parallel to each other.
10. Crew members should not involve in any other activity other than controlling the train while approaching caution Aspect and danger aspect of signals.
11. Never presume aspect of next signal. Conditions will not be similar every day.
12. LP and ALP to continue watching signal and act accordingly till the time they arrive close to signal. LP and ALP to call out Danger signal Aspect repeatedly till the foot of signal. LP to keep his train well under control to stop short of upcoming signal at Danger.
13. ALPs to stand up and put right hand on emergency brake handle/RS valve/D1 valve while passing any signal at Caution aspect and repeat the upcoming danger signal continuously along with speed, till train stops at the danger signal.
14. LP and ALP not to take instructions regarding signals on walkie-talkie.
15. LP & ALP not to indulge in writing memo book, log book, packing of personal belongings, going to rear cab or machine room. etc. in the face of stop signals.
16. LP and ALP not to bypass VCD and inform PRC/TLC regarding bypassing VCD in case of malfunctioning of VCD and record the same in loco log book.

17. LPs not to allow unauthorized person in loco cab and all persons in the cab are prohibited to speak on mobile phone.
18. LPs to work from proper cab/right control stand (normally) while shunting and should not leave the loco unmanned without proper securing.
19. In case of any visibility problems or signal sighting issues record and report immediately to all concerned and same to be fed in CMS while "Signing OFF".
20. LPs to suitably reduce speed while passing signals at "Caution" aspect and be prepared to stop well short of stop signal at danger, **as per GR 3.07 and also strictly adhere S.R. 3.78 (iii) (b).**
21. While approaching danger signals, use of only Regenerative/Dynamic braking should be avoided. LP should use A-9 necessarily in case of trains and SA-9 in case of Light Engine(s).
22. Whenever trains stopped at foot of the danger signal/at station/at mid section, formation brakes should be applied with minimum reduction position of A-9 brake to avoid roll back or roll forward of the train formation due to section topography.
23. The crew should be extra vigilant during foggy weather and strictly follow the precaution. If the signal in advance is not visible then movement of train should be done cautiously till aspect of advance signal is seen. If the signal is single Yellow or Red it should be called out continuously. If signal aspect is Red, ALP should also be in readiness to operate the RS valve, in case if LP fails to stop the train before the signal.
24. In case of locomotive Long hood leading LP and ALP should ensure signal aspect very carefully.
25. Signals aspects are to be called out with name of signals along with hand gesture. In automatic section, signal should be called out with signal number. **If any signal is not visible, that also to be called as "NOT VISIBLE TO ME" so that other person can be extra vigilant.**
26. In suburban area, Motormen should ensure platform entry speed less than 40 kmph and mid of platform speed should be less than 25 kmph for controlling platform overshoot. This aspect to be checked by analysis of speed chart.
27. BMBS formation working instructions are to be adhered to strictly.
28. Twin pipe working should be ensured by crew before starting the train in case it is mentioned in the BPC.
29. While LP working alone in DEMU/MEMU/SPART/ Tower Wagon etc. LP should call out the Signal Aspects loudly.

II. Points to be followed by CLIs.

30. Nominated CLI should listen to the personal problems faced by crew. Welfare inspectors of Personnel department to be earmarked to visit fortnightly each lobby to address the establishment related grievances. Grievance registers to be made available in all lobby where crew can record their grievances.
31. CLIs to cover monitoring of their nominated crew over footplate inspections spanning from "crew Sign ON" to "crew Sign OFF", covering both day and night trips in passenger as well as freight trains.
32. CLI to monitor engineman ship skill of his LPs more closely and bring out and rectify his weak areas for improvement. No LP to be left overdue for monitoring.
33. CLIs to highlight any signal visibility problems immediately to all concerned and record in CMS for rectification.
34. CLIs to conduct ambush checks during day and night with portable BA equipment, whether crew is observing all permanent and temporary speed restrictions, whistling at prescribed locations, proper exchange of signals, conducting of proper brake feel and brake power test by LP, no mobile phone is used on run etc.
35. LPs are to be counselled about poor brake-power and quick release of brakes in BOXN HL and BCNHL rakes with BMBS and twin pipe. Crew should be counselled regarding the speed restrictions in various sections which are mentioned in JPO for BMBS rakes.
36. CLIs to ensure that his Nominated LP has proper LRS and he is having thorough knowledge of the section.
37. Few LP/ALP are having poor knowledge of signal layout inside the yards. Hence, such type of LP/ALP (especially C grade LP) should do the yard LRS and learn the layout by drawing sketch of yard and same to be checked and certified by nominated CLI. All the crews are advised to draw the yard layout and to be cross checked by CLIs.
38. Signal Sighting Committee's recommendations to be implemented by the concerned department on top priority.
39. Recommended facilities to be provided in Running Room rest room and quarterly inspection of RRIC under ADRM, should be conducted and its recommendations to be implemented.
40. SPM analysis to be done regularly.
41. CLIs should conduct ambush checking of CUG/Personal mobile phone randomly.
42. CLIs should counsel their crew for controlling train at a down gradient where controlling of train is difficult being typical track geometry.
43. CLIs to identify the lapses and should counsel the crew on his weak points. Signatures of crew should invariably be taken in CLI Diary.
44. Grading of Loco Pilot (A, B, C & D) to be done rigorously and as per existing norms.

45. CLIs to prepare LRS quiz for each section comprising objective questions related to critical locations in section, signals, signals on RH side, Catch siding, trap points, shunt signals in major yards for testing the knowledge of crew regarding road learning of sections and yards.
46. CLIs are required to report to the controlling officer for the crew showing NO/less improvement even after repeated monitoring and counselling. Such crew to be sent for training/simulator/refresher courses.
47. CLIs should do meaningful counselling.
48. Four-point Agenda of counselling of ALPs.
 - a. Calling out signal with Hand Gesture till the train stops.
 - b. Keep watch on LPs action and Train Speed.
 - c. While approaching Caution/Danger Aspects of the signal - MP/Notch should be on zero according to the section topography.
 - d. Practical demo and training of operation of RS lap valve to ALPs.

III. Points to be followed by CCC/Lobby in-charge/CLI (HQ)/Train Manager/Running Room In-charge.

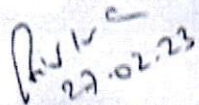
49. List of critical signals located adjacent to each other are to be circulated to all crew and counselling to be done. Minimizing creation of wrong side signal and issue of booklet to crew at each lobby for familiarizing them of such signals.
50. List of signals located at right hand side to be circulated among staff and rigorous counselling to be done. If any new signal erected on RH side, ensure the same to be up dated in the relevant page of the WTT.
51. Meditation room in each running room to be made functional.
52. Case study of each SPAD case to be prepared and distributed to loco inspector, for counselling of crew.
53. Booklet covering signals, Yard layout, Gradient, Cross-overs etc is distributed to all running staff for improving knowledge of Crew.
54. Video to "avoid SPAD cases" to be prepared and circulated amongst all crew.
55. Few LP/ALP are booked in the section just one day of the expiry of LRS. This is not a correct practice. LP/ALP should be booked regularly in all sections for getting effective LRS of the section and not becoming overdue for LRS.
56. Excess duty hours booking of LP/ALP/Motorman to be avoided.
57. Clear visibility of sectional gradients and display of critical gradient locations in the crew lobby.
58. Few PPT slides may be uploaded in CMS as tips for prevention of SPAD, so that crew can see while "Signing ON".
59. LPs/Motormen/ALPs identified in SPAD/PF overshooting cases should be kept away from line duty, till such time he is found to be suitable for line working & Psycho test cleared again and in case he is booked, intensive monitoring to be done.

60. Only "A" category Loco Pilots should be booked on high-speed trains like Rajdhani/Duronto etc.
61. List of all RH side signals with section, signal number and location should displayed at lobby and the same should be updated in WTT.
62. SPAD demo to be run on TV in Lobby for creating awareness.

IV. Points to be followed by Officers

63. Traction operation officers to regularly check all CLI's diary once in a month and take efforts to improve weak Loco Pilots.
64. Irregularities reported by crew/CLIs in CMS to be closed only after proper rectification and it should be monitored by DRM during weekly safety meeting.
65. Performance of LPs in training school and simulators to be evaluated regularly.
66. Without passing aptitude test, LPs should not be utilized for DEMU/MEMU trains.
67. Safety seminars, Motivational classes, and Stress management courses to be conducted regularly.
68. Excess duty hours booking of crew to be restrained.
69. Simulator training to be conducted for all LPs and ALPs.
70. LPs/ALPs grievances with respect to leave and other issues to be looked into positively.
71. Appreciation of good work done by the crew will boost the confidence of the crew. Good work to be acknowledged and displayed in lobby for morale boosting of the crew. Whenever any good work is done by the crew, then they may be awarded for good work done.
72. Good work done by CLIs to be monitored and every year CLIs to be awarded for good work done.
73. CLIs need counselling, if his "C" category nominated crew does not upgrade in one year.
74. Operation officers to interact with CLIs with his best and weak loco pilot to assess the counselling and monitoring practices by CLI.
75. Arrow mark should be provided on all Stop Signals in Double Line/ Multiple Line/ Yards, especially for RH side signal posts depicting Line being governed.
76. Availing of rest as per the rule for running staff to be monitored.
77. Signal sighting committees' recommendations to be implemented on top priority.
78. Retro reflective Sigma Boards to be provided before stop signals, which will help crew in identifying the signals as per RB guidelines regarding foggy weather precautions.
79. Change of signal locations due to RE/Project work (if any), to be notified to the concerned through SOB and caution order.
80. SPM and VCD data's to be analysed periodically.
81. Alcoholic addict staffs (if any) to be identified and appropriate action to be taken.

82. ALPs to be given two-day simulator training for familiarization of train working.
83. Running of trains without TMRs on exceptional basis only and not on regular basis as it affects the confidence of Loco Pilot.
84. LPs and ALPs after returning from stationary job/long leave to **perform active foot plate duties** - should be send for special RC and other mandatory training programmes before inducting them on train operations.


(B.K.SINHA)
CELE/SWR