

दक्षिण पश्चिम रेलवे
SOUTH WESTERN RAILWAY



सं/No.T.389/safety Circular1/24

ALL CONCERNED/SWR.

प्रधान कार्यालय
Headquarters Office,
संरक्षा विभाग, हुबल्ली
Safety Department, Hubballi.
दिनांक/ Dated: 23.09.2024.

SWR ZONAL SAFETY CIRCULAR No. 16.

SUB: PRECAUTIONS TO BE TAKEN WHILE PERFORMING SHUNTING.

The following instructions are being issued to follow strictly for prevention of accidents during shunting operations.

1. Shunting shall be performed as per the instructions mentioned vide GR & SR to 5.13 – 5.20
2. Before commencement of Shunting Operations, SM shall give clear instructions to shunting staff, Loco Pilot & TMR.
3. Shunting must be performed under the supervision of authorized staff i.e. SM, YM, TM & Shunting Jamadar [SR 5.16(a)]
4. TMR shall supervise shunting, where no separate shunting staff are posted. [SR 5.14 (i)(a)]
5. Verbal instructions for Shunting have to be accompanied by Shunting Order, Hand signals or Fixed Signals. [SR 5.13 (viii)]
6. Always use Hand signal flags/lamps for Shunting operations. The hand signals shown should be clear and continuous to the LP/Shunter, whenever necessary it should be repeated. [SR 5.13 (i) & (ii)]
7. Walkie-Talkie is an additional device for conveying information and not an alternative to Signals/ Hand signals. [SR 4.35(iii)]
8. SM shall issue T/806 to TMR & LP/LPS and obtain acknowledgement except at Stations notified by Sr. DOM. [SR 5.14 (i) (a) (1)]
9. During back movement of formation, TMR/Shunting jamadar should be available in the last vehicle for entire movement of Shunting and TMR/Shunting jamadar should inform LP/Shunter continuously about the space available for berthing the train. [SR 5.14 (ix)]
10. While shunting in the block section, block back / block forward will be taken and necessary information will be written on authority number T/806. [SR 8.14 (i) & (ii)]

11. When a fixed Shunt Signal becomes defective, relevant points shall be correctly set, clamped and padlocked. LP shall be issued with T/370 + PHS [SR 3.68 (ii) (b) (7) (b)]
12. The stop signals: Outer, Home and Advanced Starter signal should not be taken "OFF" for shunting purpose. [SR 8.15 (1)]
13. The staff responsible for shunting operation shall be responsible for ensuring all the points in the route are properly set and locked. (SR 5.14 (iii))
14. Manually/Locally Operated points shall be properly set/clamped and secured with cotter & bolt and exhibit Proceed Hand Signals to the Loco Pilot / Shunter for movement. [SR 5.14 (ii) (a) (2)]
15. In unavoidable circumstances, during Non-Signaled Shunt Movement, all concerned Points shall be correctly set, clamped & padlocked and PHS shall be exhibited at the Point. [SR 5.14 (ii) (a) (2)]
16. After detaching the Coaches/Wagons or stabled trains, prescribed number of hand brakes shall be applied and secured with Safety Chain & Skids as per the local conditions considering all relevant factors (as per SWR). While clearing Coaches, Wagons/Train ensure removal of Safety Chains/Skids and release all the applied hand brakes without fail. [SR 5.19 (i) & 5.23]
17. Ensure that all the Coaches/Wagons are detached and secured within the fouling marks of that line. [SR 5.23 (ii)]
18. Shunt movement shall not be given towards points over which the train has to be received, if it is non-isolated line. [SR 5.16]
19. Where there are gradients, the Engine should always lead towards falling gradient during the shunting operations.[GR 5.20 (b)]
20. Ensure that LC. Gates in the route are closed before giving shunt movements across the gate or near to the gate.[GR 5.17]
21. While performing shunting, LP shall not depend entirely on signals and shall be always vigilant and cautious. [GR 5.13 (2)]
22. Loco Pilot shall not pass Shunt Signal at 'ON' without proper authority.
23. While shunting wagons loaded with Petrol, Kerosene, Liquid Fuel, Spirit and other highly inflammables liquids, the speed should be restricted to 08 Kmph.[SR 5.14 (e)]
24. Normal shunting speed is 15 Kmph, subject to strict adherence of any lesser speed restrictions imposed for the yard. [SR 5.16 (c)]
25. In case of Couple Light Engine and AC locos Or Dual Cab Diesel locos, Ensure the cab changing according to direction of movement. Always perform shunting from the leading cab only for better control as well as for visibility of relevant signals/Obstructions. [SR 4.21 (i)]
26. Continuity of brake pipe pressure for rake/wagon/load should be ensured before performing Shunting Operations. Conduct Brake power test after changing the cab. [SR 5.16 (b)]
27. Shunting staff should follow safe shunting practices and should not endanger safety themselves by adopting any short cut methods.

28. The Points man must never go between vehicles to couple or uncouple vehicles – until all movement is ceased and he must ensure that the loco crew are aware of the fact that he is doing so. This is to ensure his personal safety.
29. Loco Pilot must be vigilant and able to stop short of the formation as per extent guidelines during coupling / uncoupling.
30. Special precautions to be observed while performing shunting by Passenger carrying trains i.e., the Engine with or without coaches shall first come to a halt at a distance of 20 meters away from the formation and thereafter perform shunting carefully. [SR 5.13 (vi)]
31. Sufficient time to be allowed for shunting in order to avoid any rushing that can lead to an accident.

Guidelines for using of Walkie-Talkie Sets as per RB letter No. 2009/Safety(A&R)/19/29 dated 10.03.2010.

- a) Walkie-Talkie sets should not be used as an alternative to written authority to proceed, authority to pass a defective signal at danger etc.
- b) These sets shall not be used for communicating the aspect/position of any signal by Station Master to Loco Pilot/TMR/Shunter. The Loco Pilot/TMR/Shunter may advise to SM, if the aspect of any signal is at 'ON'.
- c) In all the above cases where the Station Master/Loco Pilot/Shunter/Guard uses the Walkie-Talkie he will clearly mention his identity along with station name/train number while communicating and also confirm the identity of the speaker at the other end.
- d) Station Master may communicate on Walkie-Talkie for advising abnormalities that require immediate attention by Loco Pilot/TMR/Shunter for controlling/stopping their train.

“The Best Safety Device is a Careful Man.”



(ए. के. जैन / A. K. JAIN)

प्रधान मुख्य संरक्षा अधिकारी/Pr. Chief Safety Officer

Copy to:-

Secretary to GM - For kind information of GM.

AGM - For kind information.

PCOM, PCCM, PCE PCEE, PCME & PCSTE - For kind information.

DRMs - UBL, MYS & SBC – For information & necessary action.

Sr.DSOs - UBL, MYS & SBC – For information & necessary action.