

EAST CENTRAL RAILWAY

Office of the
General Manager (Safety)
Hajipur

No. ECR/Safety/Safety Calendar/2024-25

Dated : 15.03.2024

**Divisional Railway Manager,
East Central Railway,
DHN, DNR, DDU, SEE & SPJ.**

Sub : Safety Calendar for 2024-25.

Ref : Railway Board's letter No. 2024/Safety-I/3/Safety Calendar dated 12.03.2024.


Vide under reference, Railway Board has issued a Safety Calendar for the year 2024-25 indicating some of the aspects and asked each Zonal Railways to issue their own comprehensive drive, including suitable checklist for inspecting Officers/Supervisors. It has been further instructed to carry out the drive from Monday of second week of each month during the week.

It is, therefore, requested to ensure issuance of checklist from respective departments and to instruct all concerned to conduct safety inspections as per the checklist and arrange to send results of the drive in the following format in signed copy to **HQ** by Tuesday of 3rd week of every month on e-mail ID dycsoelectrical@ecr@gmail.com or through **e-office** to **Dy.CSO/Elect/ECR**.

Summary Report									
Division/HQ	Deptt.	No. of Officers inspection	No. of Supervisor inspection	Topic of drive.	No. of deficiencies identified.	No. of deficiencies attended	No. of deficiencies pending	TD C	Remarks

Detailed Report									
S. No.	Division	Station/Section	Date of Inspection	Officials Name	Department	Topic of drive	Description of deficiency noticed	Action Taken/Remarks	TDC

DA/- Railway Board letter under reference.


Digitally signed by
GOVERDHAN KUMAR
Date: 2024.03.15
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(Goverdhan Kumar)
Dy.CSO/Electrical/HJP
For PCSO/ECR

Copy to :

1. PCEE, PCME, PCSTE, PCOM & PCE are requested to issue checklists for their respective departments and instruct HQ officials to conduct inspections.
2. Sr.DSO/ECR/DHN, DNR, DDU, SEE & SPJ for information and necessary action.



भारत सरकार (GOVERNMENT OF INDIA)
रेल मंत्रालय (MINISTRY OF RAILWAYS)
रेलवे बोर्ड (RAILWAY BOARD)



No.2024/Safety-I/3/Safety Calendar

New Delhi, Dated: 01.03.2024

The General Managers,
All Zonal Railways &
Managing Directors, KRCL and DFCCIL.

Sub: Safety Calendar for 2024-25.

A Safety Calendar for the year 2024-25 has been prepared. A copy of the same is enclosed herewith. This drive should be carried out during the second week of each month, beginning from Monday.

The aspects mentioned in this calendar are only indicative in nature; Zonal Railways should issue their own comprehensive drive, including suitable checklist for inspecting Officers/Supervisors. Officers of various departments from HQ should also be involved. Effective follow up action should be taken on all deficiencies and irregularities noticed during the drive. PCSOs should be directed to critically analyze data to identify systemic deficiencies. Results of the monthly drive, bringing out systemic deficiencies and action taken/planned to be taken with timeline, should be sent to the Board by the end of third week of the month. Apart from sending hard copy, the report should invariably be uploaded on SMDMS, both in PDF and DOC format and may also be e-mailed at edeesafety@gmail.com and safetyimp46@gmail.com.

*Please Circulate
to all Divisions &
PHOD 14/3/24*

*PHOD (ee)
PHOD (ee)
Sd/-*

12/3/24
(Ashok Kumar Nakra)

अशोक कुमार नाकरा
Executive Director/EE/Safety
कार्यकारी निदेशक/ई.ई./संरक्षा
Phone/फोन: 011-23047427

*Please circulate to all Divisions &
PHOD*

Sd. Keshvi, Mrs. 30/3/24

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SAFETY CALENDAR 2024-25

APRIL:-

ELECTRICAL	<p>TRD: Drive for OHE structure such as Check rail level, Tilting of masts, Condition of embankments with respect to stability of masts, Condition of location number plate, etc.</p> <p>CREW: Crew Competency, Breath Analyzer Machine in Working order or not and CMS integration with BA, Spare BA availability.</p> <p>LOCOMOTIVES: Under carriage drive such as adequate level of suspension bearing oil and its filling cap, Cardium compound in gear case and its cover, felt wick carrier screw and its sealing and mounting brackets and strength of under frame equipments.</p> <p>SPAD Drive:-Drive to prevent SPAD cases.</p> <ul style="list-style-type: none"> • Footplate inspections, especially during night hours. • Ambush checks of running staff by loco inspectors to check calling out of signals loudly and clearly by the LP and the ALP; whether the ALP is holding the RS valve while passing the signal at yellow; whether the LP/ALP is using mobile phone while on run. • Checking CVVRS recordings, where available, for the above to identify and counsel erring LPs/ALPs • Specific monitoring of crew regarding his train control on yellow signal and train control in gradients so as to stop promptly at Red signals; control of trains in automatic block system. Train driving in Automatic Block Sections to be checked from SPM records also. • Following all speed restrictions meticulously. • Monitoring of crew's braking technique for different types of load • Following of prescribed speed restrictions for BMBS rakes. • Checking for any medical condition, medications (prescribed by both Railway and Private doctors) that may affect train driving • Checking for foot plating of full beat by assigned loco inspectors • Family counseling sessions being organized, their quality and attendance therein • Road learning of track machine operators and tower wagon operators, and their competency certificates • Checking of crew links where adequate rest is not built in practically
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ELECTRICAL

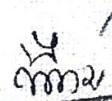
- Thorough intensive inspection of crew lobbies; checking manual booking of crew - frequency and reasons
- Monitoring that unusual reported by crew are addressed quickly
- Checking that genuine grievances of crew are addressed promptly
- Thorough intensive inspection of running rooms; quality of rest availed by LP/ ALP in Running rooms & Headquarters
- Monitoring of proper road learning, availability of appropriate competencies of crew driving a particular type of train, no overdue examination, training or courses.
- Ensuring that LP/ ALP have understood and acknowledged all circulars timely.
- Quality and effectiveness of modification of Emergency brake valves in locomotives
- Special monitoring of train driving in one-train-only sections, where such working is in practice, by checking of loco SPM records for proper stopping, etc.
- Signal sighting issues, Caution indicators, Sigma Boards, RHS locations, intermediate signal locations, vulnerable signal locations where only one crew member can sight the signal, and specific location of starter signal for a particular line during departure from stations, to be specifically checked, identified and observed during footplate.
- Proper signal exchange
- Provision and proper working of fog-safe devices in regions affected by fog
- Lookout of any poor worksite protection, possible infringement by stray material, vehicle - especially careless cases where infringement was saved by very narrow margins/ providentially.
- Working beyond stipulated hours of duty of running staff may lead to fatigue and should be prevented. It should be ensured that LPs and ALPS are given adequate outstation rest as stipulated.
- Detailed and intensive inspection of crew lobbies at officers' level.
- Counselling of all loco inspectors at officers' level.
- Unusals reported by crew should be monitored and addressed.

12/3/24

MECHANICAL	<p>To check and ensure fitment of side frame key, shackle lock, Pivot pin washer in wagons.</p> <p>To ensure checking of CBC including APMs, Knuckle, lock lifter assembly, Knuckle pin, Anti rotation lug, Coupler heads, etc. Also checking of coaching couplers for the relevant items and in addition shim heights etc. Condition of operating handle, including bends, wear of bolts, corrosion in brackets, groove in bore of bracket etc. Condition of supporting device and its springs. Check all the gauges for wear measurement in CBC along with calibration records of these gauges for concurrency.</p> <p>Check Side buffers in locomotives and coaches for height, drooping and cracks in the casting, completeness of bolts securing them with the rolling stock.</p> <p>Maintenance of draft gear in workshops including loose bolts, external damage, seating in pocket, condition of buff plate and application of grease, pre-load value, condition of spring column</p> <p>Audit of workshops, e.g. wheel disk pressing process, Roller Bearing maintenance, etc.</p>
S&T	<p>To check & ensure working of Data logger & its networking with Central System at Divisional HQ</p> <p>Check to ensure proper working of DC Track Circuits in Rusty Rail Area.</p>
OPERATING	<ul style="list-style-type: none"> • Ensure that securing of vehicles in the running line/yard is being done as per extant rules • Process of loading of steel coils to be audited. • Loading of bagged commodity as per RDSO diagram. • Drive on stabling of rolling stock in yards
ENGINEERING	<p>Preparation of Hot Weather Precautions ensuring zero missing fitting, completeness of ballast profile including De-stressing of LWRS</p>

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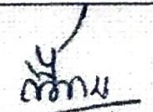
ELECTRICAL	<p>TRD: Drive for Bonding such as Open or loose bonds, Bond missing, etc.</p> <p>CREW: Availability of safety equipment in locomotive</p> <p>TRACTION: Above roof drive such as cleaning, joint with TrD staff etc.</p>
MECHANICAL	<p>Drive on fire protection measures in coaches including working of fire detection system in AC coaches, fire detection and suppression systems in Pantry Cars and Power Cars</p> <p>Availability, condition and cross-check of schedule overdue of portable fire extinguishers provided in coaches.</p> <p>Process audit of spring section in workshops.</p>


 12/3/24

S&T	<p>All Veeder Counters in Station should be cross checked with Register for matching of number and proper reason</p> <p>Obstruction Test of Interlocked Point as per SEM to ensure their safe working</p>
OPERATING	<p>1. Updating of SWR as per the physical condition of yard</p> <ul style="list-style-type: none"> SWR should be updated from time to time with the last date of updation and if any further change has been made, the correction slip issued after the last updation should be available. The Station working diagram should be available and it should conform to the existing layout of the station. The Station Working Rule should be available with Station Master, Cabin In charge and Yard Master. <p>2. Drive on stabling of rolling stock in yards</p>
ENGINEERING	<ul style="list-style-type: none"> Drive for checking Hot Weather Patrolling of track Complete unloading of ballast and observance of JPOs in this regard

JUNE:

ELECTRICAL	<p>TRD: drive for insulators such as Chipped or damaged insulators , Flash over mark on insulators,etc.</p> <p>CREW: Crew Road learning drive</p> <p>TRACTION: Summer drive, which includes temperature checking of axle box, MSU and TM bearing through Infrared temperature gun on arrival of locomotive at destination station/ out pit,checking for any oil leakage from transformer, Tap Changer (GR), MPH circuit, traction converter, oil pump etc.</p>
MECHANICAL	<ul style="list-style-type: none"> Safety of underslung equipment in rolling stock Audit of rolling in and rolling out examination points Proper functioning of wayside detection equipments (HBD, WILD, etc)
S&T	<p>To check and ensure that all field equipments/machines of S&T such as Point Machines, Axle Counter devices including Cables etc are properly inspected for their safe condition before monsoon</p>
OPERATING	<p>1. Proper maintenance of registers by the Station Master as per the laid down norms. Proper maintenance of the following registers should be checked from the safety point of view:</p> <ul style="list-style-type: none"> Caution Order Register Train Signal Register Accident Register Files of Safety Circulars/Safety Bulletins Signal disconnection and reconnection register


12/3/24

	<ul style="list-style-type: none"> Night inspection register <ol style="list-style-type: none"> Process of loading of steel coils to be audited. Loading of bagged commodity as per RDSO diagram Drive on stabling of rolling stock in yards
ENGINEERING	<p>Pre-monsoon precautionary measures</p> <ul style="list-style-type: none"> Maintenance of side/catch water drains, bridge waterways, painting of HFL, FSL, DL, selection of Patrolmen and Watchmen, Inspection of rain gauges, Inspection of RAW/RAT, review of vulnerable locations, arrangement of materials for emergencies & other actions as per IRPWM. Yard drainage, clearance of rail flange with ballast,recoupment of insulated liners etc


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JULY:

ELECTRICAL	<p>TRD: drive for regulating equipment of OHE such as Tilting of anti-falling device, Free movement of auto-tensioning device etc.</p> <p>TRACTION: Monsoon drive, which includes working of wiper, condition of silicagel, topping up of water in batteries etc.</p> <p>CREW: SPAD Drive:-Drive to prevent SPAD cases.</p> <ul style="list-style-type: none">• Footplate inspections, especially during night hours.• Ambush checks of running staff by loco inspectors to check calling out of signals loudly and clearly by the LP and the ALP; whether the ALP is holding the RS valve while passing the signal at yellow; whether the LP/ALP is using mobile phone while on run.• Checking CVVRS recordings, where available, for the above to identify and counsel erring LPs/ALPs• Specific monitoring of crew regarding his train control on yellow signal and train control in gradients so as to stop promptly at Red signals; control of trains in automatic block system. Train driving in Automatic Block Sections to be checked from SPM records also.• Following all speed restrictions meticulously.• Monitoring of crew's braking technique for different types of load• Following of prescribed speed restrictions for BMBS rakes.• Checking for any medical condition, medications (prescribed by both Railway and Private doctors) that may affect train driving• Checking for foot plating of full beat by assigned loco inspectors• Family counseling sessions being organized, their quality and attendance therein• Road learning of track machine operators and tower wagon operators, and their competency certificates• Checking of crew links where adequate rest is not built in practically• Thorough intensive inspection of crew lobbies; checking manual booking of crew - frequency and reasons• Monitoring that unusual reported by crew are addressed quickly• Checking that genuine grievances of crew are addressed promptly• Thorough intensive inspection of running rooms; quality of rest availed by LP/ALP in Running rooms & Headquarters
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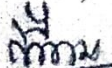
ELECTRICAL	<ul style="list-style-type: none"> • Monitoring of proper road learning, availability of appropriate competencies of crew driving a particular type of train, no overdue examination, training or courses. • Ensuring that LP/ ALP have understood and acknowledged all circulars timely. • Quality and effectiveness of modification of Emergency brake valves in locomotives • Special monitoring of train driving in one-train-only sections, where such working is in practice, by checking of loco SPM records for proper stopping, etc. • Signal sighting issues, Caution indicators, Sigma Boards, RHS locations, intermediate signal locations, vulnerable signal locations where only one crew member can sight the signal, and specific location of starter signal for a particular line during departure from stations, to be specifically checked, identified and observed during footplate. • Proper signal exchange • Provision and proper working of fog-safe devices in regions affected by fog • Lookout of any poor worksite protection, possible infringement by stray material, vehicle - especially careless cases where infringement was saved by very narrow margins/ providentially. • Working beyond stipulated hours of duty of running staff may lead to fatigue and should be prevented. It should be ensured that LPs and ALPS are given adequate outstation rest as stipulated. • Detailed and intensive inspection of crew lobbies at officers' level. • Counselling of all loco inspectors at officers' level. • Unusals reported by crew should be monitored and addressed.
MECHANICAL	<p>Drive to ensure that all outlines are free of water logging, clearing of drainage, availability of pumps</p> <p>Drive to see that wagon maintenance facilities do not have slush and mud in circulating areas and there is no excess vegetation that can harbour snakes etc.</p> <p>Ensure that all lights in yards for night examination are working</p> <p>Ensure no leakage of current, sparking, overheating joints at power supply to pit lines, examination points with welding and lighting facilities</p> <p>Drive to check that there is no water ingress into the electrics of coaches.</p>
S&T	To check and ensure effectiveness of interlocking at LC gates and all S&T items


 12/3/24

OPERATING	<p>Observing monsoon precautions</p> <ul style="list-style-type: none"> • Coordination with Engineering Department for movement of materials at vulnerable locations • Informing Engineering Department officials about heavy rains, thunderstorms, etc. affecting the movement of trains.
ENGINEERING	<p>Monsoon Patrolling, both stationary and mobile, as per Monsoon Booklet, inspection of equipment of Patrolmen, Inspection of Patrol Books by Engineering Officials, checking over patrolling at night</p> <p>Joint yard inspection.</p> <p>Protective fencing at vulnerable locations</p>

AUGUST:

ELECTRICAL	<p>TRD: drive for OHE Conductor, such as damaged strands of catenary or any other stranded wire, Condition of PG clamps and jumpers etc.</p> <p>CREW: Running room drive such as facilities and amenities (water purifier, water cooler , good quality of utensils etc,)</p> <p>TRACTION: Drive for working of Air drier, sanders and wipers etc.</p>
MECHANICAL	<p>Electrics in coaches: unnecessary bypassing of circuits, rough jumper wires, bypassing of fuses, damage to switches, exposed electrical panels, working of air dryers and wipers in self propelled stock.</p> <p>Audit of wheel shops in workshops</p> <p>Audit of proper working of M&Ps for wagon maintenance in freight depots.</p>
S&T	<p>To check and ensure whether maintenance & testing of Signal Equipment are regular as per Maintenance Schedule prescribed and as per prescribed procedure</p> <p>Checks regarding double locking arrangement in Relay Room & maintaining proper entry in Register</p>
OPERATING	<p>1. Inspection of Guard Van – Following Safety Equipments to be checked in the Guard Van:</p> <ul style="list-style-type: none"> • General and Subsidiary Rules • Working Time Table • Detonators with expiry date • Red Flag (2 Nos.) and Green Flag (1 No.), Tail Board (1 No.) • Air Pressure Gauge with quick coupler • Pad locks • Walkie-Talkie in operational condition • Wooden wedges / skids (2 Nos)


12/3/24

	2. Process of loading of steel coils to be audited. 3. Loading of bagged commodity as per RDSO diagram.
ENGINEERING	Work site protection specially LHS/RUB and works being carried out near the track

SEPTEMBER:

ELECTRICAL	<p>TRD: drive for cantilever assembly such as rusted/damaged fittings, tubes, Height and stagger of contact and catenary wire etc.</p> <p>CREW: Abnormalities pending in section and noted by crew drive</p> <p>TRACTION :ESMON working drive</p>
MECHANICAL	<ul style="list-style-type: none"> • Fitment of side frame key, shackle lock, centre pivot washer in wagons • CBC including APMs, Knuckle, lock lifter assembly, knuckle pin, anti rotation lug, coupler heads etc • Shim heights in coaching couplers • Operating handle including bends, wear of bolts, corrosion in brackets, groove in bore of bracket, supporting device including springs • Gauges for checking of CBC including their calibration • Side buffers for drooping, condition of bolts, cracks in casting • Maintenance of draft gear in workshops including loose bolts, external damage, seating in pocket, condition of buff plate and application of grease, pre-load value, condition of spring column.
S&T	<p>To check and ensure whether all axle counters used for BPAC working are functional, their resetting unit is also in working order and proper procedure is being followed by ASM/SM for resetting of BPAC after its failure</p> <p>Obstruction test on all Points as per SEM</p>
OPERATING	<p>1. Observance of Rules during abnormal working</p> <ul style="list-style-type: none"> • Proper filling of paper line clear ticket/form • Proper message has been exchanged between Station Master and Loco Pilot / Guard • Proper filling of forms to operate the train during Total Failure of Communication (TFC) <p>2. Drive on stabling of rolling stock in yards</p>
ENGINEERING	<ul style="list-style-type: none"> • Drive of checking of USFD Testing including ADEN/Sr DEN • UST process audit of Rails, axles, etc

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OCTOBER:

ELECTRICAL	<p>TRD: drive for isolator's assembly, such as for signs of sparking or overheating of isolators, Condition of locks/interlocks, Alignment of contacts and arcing horns etc.</p> <p>CREW: Clear visibility of signal to crew in day and night</p> <p>TRACTION: Drive for cable protection such as to ensure proper cable laying in junction box with gland and vinyl housing, no loose hanging cable etc.</p> <p>SPAD Drive:-Drive to prevent SPAD cases.</p> <p>SPAD Drive:-Drive to prevent SPAD cases.</p> <ul style="list-style-type: none">• Footplate inspections, especially during night hours.• Ambush checks of running staff by loco inspectors to check calling out of signals loudly and clearly by the LP and the ALP; whether the ALP is holding the RS valve while passing the signal at yellow; whether the LP/ALP is using mobile phone while on run.• Checking CVVRS recordings, where available, for the above to identify and counsel erring LPs/ALPs• Specific monitoring of crew regarding his train control on yellow signal and train control in gradients so as to stop promptly at Red signals; control of trains in automatic block system. Train driving in Automatic Block Sections to be checked from SPM records also.• Following all speed restrictions meticulously.• Monitoring of crew's braking technique for different types of load• Following of prescribed speed restrictions for BMBS rakes.• Checking for any medical condition, medications (prescribed by both Railway and Private doctors) that may affect train driving• Checking for foot plating of full beat by assigned loco inspectors• Family counseling sessions being organized, their quality and attendance therein• Road learning of track machine operators and tower wagon operators, and their competency certificates• Checking of crew links where adequate rest is not built in practically• Thorough intensive inspection of crew lobbies; checking manual booking of crew - frequency and reasons
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ELECTRICAL	<ul style="list-style-type: none"> • Monitoring that unusual reported by crew are addressed quickly • Checking that genuine grievances of crew are addressed promptly • Thorough intensive inspection of running rooms; quality of rest availed by LP/ ALP in Running rooms & Headquarters • Monitoring of proper road learning, availability of appropriate competencies of crew driving a particular type of train, no overdue examination, training or courses. • Ensuring that LP/ ALP have understood and acknowledged all circulars timely. • Quality and effectiveness of modification of Emergency brake valves in locomotives • Special monitoring of train driving in one-train-only sections, where such working is in practice, by checking of loco SPM records for proper stopping, etc. • Signal sighting issues, Caution indicators, Sigma Boards, RHS locations, intermediate signal locations, vulnerable signal locations where only one crew member can sight the signal, and specific location of starter signal for a particular line during departure from stations, to be specifically checked, identified and observed during footplate. • Proper signal exchange • Provision and proper working of fog-safe devices in regions affected by fog • Lookout of any poor worksite protection, possible infringement by stray material, vehicle - especially careless cases where infringement was saved by very narrow margins/ providentially. • Working beyond stipulated hours of duty of running staff may lead to fatigue and should be prevented. It should be ensured that LPs and ALPS are given adequate outstation rest as stipulated. • Detailed and intensive inspection of crew lobbies at officers' level. • Counselling of all loco inspectors at officers' level. • Unusuals reported by crew should be monitored and addressed.
MECHANICAL	<p>Audit of ARTs and their equipment.</p> <p>Audit of bogie frame maintenance.</p> <p>Audit of workshops, e.g. wheel disk pressing process, RB maintenance, etc.</p>
S&T	<p>Ensure double locking arrangement in Block Instrument</p> <p>Proper observance of rules during disconnection of Points & Signals</p> <p>Ensure double locking arrangement in Block Instrument.</p>

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OPERATING	<ol style="list-style-type: none"> Proper rules should be followed at the time of train parting <ul style="list-style-type: none"> Test of knowledge of duties of Guards and Loco Pilots to handle train parting Protection of train by Guard using various methods prescribed in GR / SR Process of loading of steel coils to be audited. Loading of bagged commodity as per RDSO diagram.
ENGINEERING	Inspection of Level crossing gates :To check and ensure adequate visibility for both Train Loco Pilot and Road users at Level Crossing gate, adequacy of equipment, condition of road and speed breakers, locking arrangement, condition of booms

NOVEMBER:

ELECTRICAL	<p>TRD: drive for section insulators such as badly chipped or slightly cracked, dust and dirt accumulated on insulators Flash-marks on runners etc.</p> <p>CREW: speed monitoring device chart analysis. Counsel running staff regarding working of trains during poor visibility condition like foggy weather etc.</p> <p>TRACTION: Drive for winter such as Re-greasing of pantograph servomotor to avoid jamming, Working of heaters/blowers in both cabs, Airtightness of cab main doors, window shutter, sand sealing of ventilator covers and Proper level of oil to be maintained in TFP, Grand Traction Converter etc. Silica gel for transformer, Tap charger and traction converter must be in good condition. Air dryer must be in working order and isolation should not be permitted.</p>
MECHANICAL	Audit of welding facilities and practices in workshops and maintenance units
S&T	<p>To check and ensure whether proper sealing is being done of Control Panel, Block Instruments, HKT box, CH box etc.</p> <p>Checking visibility of Signals</p>
OPERATING	<p>Observing precautions during foggy weather</p> <ul style="list-style-type: none"> Availability of Fog Safety Device in working condition in Loco Adequate availability of detonators with the Guard Availability of Visibility Test Object (VTO) Observance of speed limits by Loco Pilot during Foggy weather
ENGINEERING	Intensive check of Cold weather patrolling: knowledge of patrolmen, adequacy of safety equipment, Provision of GPS to the patrolmen, availability of patrol book etc.

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DECEMBER:

ELECTRICAL	<p>TRD: drive for level crossing such as Structural soundness of height gauges at level crossings, Condition of caution and warning boards etc.</p> <p>CREW: drive to reduce the number of registers maintained in lobbies.</p> <p>TRACTION: Drive for working of all safety equipment provided such as fire extinguisher, VCD, head light, flasher light etc</p> <ul style="list-style-type: none">• Availability of fog safety device in working condition in loco.• Observance of speed limits by loco pilot during Foggy weather.• Protocol for cab changing/crew changing.
MECHANICAL	<ul style="list-style-type: none">• Review material availability for safety items, fund availability, AAC, next year projections, storage in stores depots,• Training of manpower, periodical refresher, identify areas of weakness in material availability and manpower training and address them.• Proper functioning of wayside detection equipments (HBD, WILD, etc)
S&T	To check and ensure whether Approach Locking, Track Locking and Back Locking is effective all the time
OPERATING	<ol style="list-style-type: none">1. Observing precautions during foggy weather<ul style="list-style-type: none">• Availability of Fog Safety Device in working condition in Loco• Adequate availability of detonators with the Guard• Availability of Visibility Test Object (VTO)• Observance of speed limits by Loco Pilot during Foggy weather2. Process of loading of steel coils to be audited.3. Loading of bagged commodity as per RDSO diagram4. Drive on stabling of rolling stock in yards
ENGINEERING	Drive of checking of USFD Testing and welding team including ADEN/Sr DEN

JANUARY:

	<p>TRD: drive for Turn out and cross overs such as Check stagger of both the OHEs at turnout, main line OHE of overlap type turnout is about 50mm below that of the turnout OHE etc.</p> <p>CREW: drive for brake feel test , RS valve handle, repeating of signal</p> <p>Proper and adequate rest at HQ and outstation.</p>
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ELECTRICAL	<p>TRACTION: Drive for under frame equipment mounting bracket safety.</p> <p>SPAD Drive:- Drive to prevent SPAD cases.</p> <ul style="list-style-type: none"> • Footplate inspections, especially during night hours. • Ambush checks of running staff by loco inspectors to check calling out of signals loudly and clearly by the LP and the ALP; whether the ALP is holding the RS valve while passing the signal at yellow; whether the LP/ ALP is using mobile phone while on run. • Checking CVVRS recordings, where available, for the above to identify and counsel erring LPs/ALPs • Specific monitoring of crew regarding his train control on yellow signal and train control in gradients so as to stop promptly at Red signals; control of trains in automatic block system. Train driving in Automatic Block Sections to be checked from SPM records also. • Following all speed restrictions meticulously. • Monitoring of crew's braking technique for different types of load • Following of prescribed speed restrictions for BMBS rakes. • Checking for any medical condition, medications (prescribed by both Railway and Private doctors) that may affect train driving • Checking for foot plating of full beat by assigned loco inspectors • Family counseling sessions being organized, their quality and attendance therein • Road learning of track machine operators and tower wagon operators, and their competency certificates • Checking of crew links where adequate rest is not built in practically • Thorough intensive inspection of crew lobbies; checking manual booking of crew - frequency and reasons
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	<ul style="list-style-type: none"> • Quality and effectiveness of modification of Emergency brake valves in locomotives • Special monitoring of train driving in one-train-only sections, where such working is in practice, by checking of loco SPM records for proper stopping, etc. • Signal sighting issues, Caution indicators, Sigma Boards, RHS locations, intermediate signal locations, vulnerable signal locations where only one crew member can sight the signal, and specific location of starter signal for a particular line during departure from stations, to be specifically checked, identified and observed during footplate. • Proper signal exchange • Provision and proper working of fog-safe devices in regions affected by fog • Lookout of any poor worksite protection, possible infringement by stray material, vehicle - especially careless cases where infringement was saved by very narrow margins/ providentially. • Working beyond stipulated hours of duty of running staff may lead to fatigue and should be prevented. It should be ensured that LPs and ALPS are given adequate outstation rest as stipulated. • Detailed and intensive inspection of crew lobbies at officers' level. • Counselling of all loco inspectors at officers' level. • Unusals reported by crew should be monitored and addressed.
MECHANICAL	<ul style="list-style-type: none"> • Drive on fire protection measures in coaches including working of fire detection system in AC coaches, fire detection and suppression systems in Pantry Cars and Power Cars • Availability, condition and cross-check of schedule overdue of portable fire extinguishers provided in coaches. • Process audit of spring section in workshops
S&T	To check and ensure the effectiveness of interlocking of LC Gates, effectiveness of Sliding Booms.
OPERATING	<p>Guards should have proper pressure gauge</p> <ul style="list-style-type: none"> • Air Pressure gauge of approved size with quick coupler • Proper functioning of pressure gauge
ENGINEERING	<ul style="list-style-type: none"> • Lubrication of joints, gaps, survey and adjustments • Maintenance of buffer stops • Verification of gradients in yards

14
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 12/3/24

FEBRUARY:

ELECTRICAL	<p>TRD: drive for inspections of tools in OHE/PSI depot such as Damaged strand of cable, Defective clamps, damaged strands of steel rope etc</p> <p>CREW: drive to check training centres' feedback of crew training</p> <p>Traction : Drive for fire –prevention, such as DGA testing of transformer oil , working of QLM, Q44 protective relays</p> <p>Ascertain the sealing and function of VCD in every locomotive.</p>
MECHANICAL	<p>Safety of underslung equipment in rolling stock</p> <p>Audit of rolling in and rolling out examination points</p>
S&T	<p>To check and ensure that proper laid down procedure is being followed for opening & closing of Relay Room and ensure that the opening and closing of Relay Room contact is connected with Data Logger. Reason is recorded clearly for opening of Relay Room.</p>
OPERATING	<ol style="list-style-type: none">1. Ensure proper setting and locking of points before allowing movement.<ul style="list-style-type: none">• Provision of double lock on Relay Room - one key with SM and another key with S&T staff• Transaction of every opening and closing of Relay Room are entered in the Register and signed by SM and S&T staff.• Check if SMS is received by SM when relay room opened2. Process of loading of steel coils to be audited.3. Loading of bagged commodity as per RDSO diagram.
ENGINEERING	<ul style="list-style-type: none">• Joint point and crossing drives• Yard layouts improvements

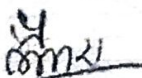
MARCH:

ELECTRICAL	<p>TRD: drive for neutral section and overlap such as state of cleanliness of insulators, condition of arcing horns and arc traps and Pantograph hit marks etc.</p> <p>CREW: drive on SPAD.</p> <p>Traction :Availability of safety material and unit exchange spare in sheds</p>
MECHANICAL	<p>Electrics in coaches: unnecessary bypassing of circuits, rough jumper wires, bypassing of fuses, damage to switches, exposed electrical panels, working of air dryers and wipers in self propelled stock.</p> <p>Audit of wheel shops in workshops</p>

12/3/24

	Audit of proper working of M&Ps for wagon maintenance in freight depots
S&T	<p>To check and ensure whether proper procedure is being followed by S&T staff for rectification of failures of S&T equipment.</p> <p>To check and ensure whether proper procedure is being followed by S&T staff for testing, overhauling and maintenance of signaling equipment as per schedule.</p>
OPERATING	<p>1. Ensure proper shunting practices in the yard, duly following the laid down norms</p> <ul style="list-style-type: none"> • Control of shunting operation by fixed signals or hand signals or by verbal directions as prescribed by G&SR • Speed during shunting should normally not exceed 15 kmph • The shunting should be supervised by competent railway staff <p>2. Drive on stabling of rolling stock in yards</p>
ENGINEERING	Preparation of Hot Weather Precautions

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12/3/24