

SOUTH EASTERN RAILWAY

Office of Chief Engineer,
Garden Reach, Kolkata-43.

No. TC/SFY/Vol./X/

Dated: 21.09.95

CE's Circular No. 132.

Sub: Working of Push trollies and lorries.

- 1.1 It is observed that precautions necessary in working and stabling of push-trollies/dip-lorries/material lorries are not being taken by the Engineering staff as a result of which incidents of collision with running stock are still taking place.
- 1.2 The following instructions are reiterated and all Inspectors and other staff authorised to work trollies/dip lorries are required to strictly adhere to the same. These instructions are derived from the G&SR (Clauses 15.18 to 15.28) and chapter XI of IRPW Manual.
- 2.0 General:
 - 2.1 Every trolley/lorry shall be registered on the division and shall be marked with its registration No. code initial of the designation and Head quarters station of the official-in-charge. The owner of a trolley/lorry shall under all circumstances, be responsible for its use and protection.
 - 2.2 Only a qualified and authorised person shall use trolley/lorry. No official can place a trolley/lorry/lorry on line unless he holds a valid competency certificate.
 - 2.3 Whenever a trolley is accompanied by more than one Railway official, the Railway official in-charge who is actually manning the brakes, shall act as official-in-charge of the trolley.
 - 2.4 The following equipment shall be carried by the trolley holders (IRPWM para 1116 and GR 15.20 and SR 15.2.01).
 - (i) Two hand signal lamps;
 - (ii) Three red and three hand signal flags;
 - (iii) Twelve detonators in a tin case;
 - (iv) A chain and a padlock;
 - (v) A copy of current working time table;
 - (vi) One lamp (to be used by night) to show red in front and rear in case of single line working and red to approaching

trains and white in the opposite direction in case of double line working;

- (vii) One red flag to be used by day;
 - (viii) One staff with socket or other suitable arrangements for erecting the lamp (item vi) night and the flag (item vii) by day so that the lamp/flag is conspicuously displayed.
 - (ix) Two red banner Flags; For lorries/material
 - (x) Material notice books; (form 'A' and Form 'B') trollies only.
 - (xi) Oil and other accessories or tools as necessary;
 - (xii) A watch in possession of the official-in-charge of the trolley/lorry.
- 2.5 A push trolley shall not be used (except in case of emergency) for carrying P.Way and heavy materials. When it is loaded with materials, it shall be deemed to be a lorry.
- 2.6 Any unauthorised aid for propulsion for trolley/lorry is strictly prohibited.
- 2.7 (i) Push trolley shall be manned by at least 4 men (excluding flagmen wherever required for protection).
(ii) Lorry shall be manned by atleast 6 men (excluding flagmen for protection).
- 2.8 Before a trolley/lorry is placed on line the official-in-charge shall ensure that the prescribed equipment are available and are in good working condition. He shall also examine and test the brakes and satisfy himself that they are in good working order the official-in-charge shall also ascertain the whereabouts of all approaching trains.
- 2.9 A trolley which is not insulated shall not be placed on line within the station limits at stations where track circuits are provided or any other track circuited lengths of track.
- 2.10 Speed of the trolley shall not exceed 15 KMPH. Speed of lorry shall not exceed 10 KMPH when the visibility is clear and 6 KMPH when view is not clear.
- 2.11 Maximum number of men that can be carried on pushtrolley shall not exceed eight.
- 2.12 Every trolley/lorry when on line shall exhibit red flag during the day and red light during night (Para 2.4). Red light should also be exhibited during thick foggy weather or while passing through a tunnel.
- 2.13 Where owing to curves or cuttings or due to other causes, the view of the line is obstructed, "Observation Posts" shall be

established at such sites as to command a good view in both directions for the use of flagmen, thus enabling hand signals being conveyed to the official-in-charge of the trolly.

3.0 PROTECTION OF TROLLY/LORRY ON THE LINE

3.1 Trolly:

When a clear view is not obtainable for adequate distance of at least 1200 meters on Broad Gauge (BG) and 800 meters on Narrow Gauge (NG).

- (a) On single line, in both direction; or
- (b) On double line, in the direction from which trains may approach;

Precautions as under shall be taken for protection of the trolly:

- (i) Single Line : One flagmen with detonators shall precede and another flagmen shall follow the trolly at a distance of 1200 meters on BG and 800 meters on NG exhibiting a stop hand signal.
- (ii) Double Line : One flagmen with detonators shall follow or precede the trolly at a distance of not less 1200 meters on BG and 800 meters on NG in the direction from which the trains may approach, exhibiting a stop hand signal.
- (iii) This distance of 1200 meters is minimum. It shall be increased on steep gradients and sharp curves or wherever the view severely restricted.
- (iv) When the distance of the line is such that the flagman in advance or in rear cannot be seen by the official-in-charge of the trolly, the latter shall arrange before entering the section, to take with him sufficient number of gangmen with hand signals so that the required number of additional intermediate flagmen can be provided for repeating the signals of the outer most flagman or flagmen posted at the "Observation Post."
- (v) On seeing a train approaching, the flagman nearest to the approaching train shall immediately place three detonators on the line, ten meters apart, and then wave the red flag vigorously to warn the official-in-charge shall after, removing the trolly from the line, wave a green flag to the flagman who shall then remove the detonators and withdraw the stop hand signal.

- (vi) In case no signal are for the coming from the “Observation Post” or when the conditions are such that the flagman at the “Observation Post” cannot be seen by the official-in-charge of the trolley, the latter shall arrange to post additional intermediate flagmen at suitable positions to relay the signals from flagman to flagman.

3.2 Lorry:

(a) A lorry shall work only under block protection in the following cases:

- (i) When in an emergency, it is required to work in night or under conditions of poor visibility on account of fog, duststorm, etc.
- (ii) The visibility is restricted due to sharp curves/gradient/cuttings etc., as in certain specified sections.
- (iii) When it is loaded with rails, girders or other heavy materials which may cause delay of more than 15 minutes in unloading.

(b) While working the lorry between stations without block protection the official-in-charge shall not bring the lorry into use until he is in possession of form B(ED 9-178) properly filled up and acknowledged by the Station Master.

(c) Accidents have occurred in the past when the lorry in loaded condition could not be kept under control particularly on down gradients the official-in-charge shall deploy the men in such a manner that the lorry is always kept under control specially on down gradients, in addition to ensuring that the brakes are in efficient working order.

(d) Whether working under block protection or not the lorry shall always be protected on line as under: -

- (i) On doubled line or two men as required, at a distance of 600 meters on the Broad Gauge and 400 meters on the Narrow gauge, carrying a banner flag across the track and another man clearly showing a stop hand signal at a distance of not less than 1200 meters on the Broad gauge and 800 meters on the Narrow Gauge from the lorry in the direction from which trains may approach, or
- (ii) On single line, by one or two men as required, following and preceding the lorry at a distance of 600 meters on the Broad Gauge and 400 meters on the Narrow Gauge, carrying a banner flag across the track and another man

clearly showing a stop hand signal at a distance of not less than 1200 meters on the Broad Gauge and 800 meters on the Narrow gauge from the lorry on either side.

- (iii) Each man so following or preceding the lorry at a distance of 1200 meters on the Broad Gauge and 800 meters on the Narrow Gauge shall be provided with detonators and place three on the line, 10 meters apart, immediately the lorry comes to a stand for the purpose of loading or unloading or should any train be seen approaching and continue to display the stop hand signal.
- (iv) The man or men carrying the banner flag shall fix the banner flag across the track immediately the lorry comes to a stand or a train is seen approaching and continue to display the stop hand signal.
- (v) In all cases when the flagman in advance or in rear cannot be kept in view from the lorry, additional intermediate flagmen should be posted to relay the signals.
- (vi) The stop signals and detonators shall not be removed until the flagmen have received the orders to withdraw them from the official-in-charge of lorry.

4.0 PROTECTION OF LORRY/TROLLY WHEN NOT IN USE:

- 4.1 A lorry or trolley, when not in use, shall be placed clear of the line and the wheels thereof be secured with a chain and a padlock.
- 4.2 Whenever a trolley/lorry is not in use and is placed on platform for being loaded into/after being unloaded from a train or for any other purpose, it shall be placed parallel to the track properly locked and in the charge of a railway servant. It should be so placed on the platform as not to come in the way of passengers and railway staff.

5.0 CONSEQUENCES OF DISREGARD OF RULES:

5.1 Responsibility of owners:

- (i) The owner of the lorry or trolley (to whom it is allotted) shall be held responsible for any violation of instructions and rules indicated above and any lapses will be viewed seriously and action will be taken against him as deemed necessary.

- (ii) Even though the owner is not directly involved any violation by the user will indirectly hold the owner responsible for the consequences.

5.2 Official-in-charge:

The official-in-charge using the trolley/lorry even though not owner of the trolley is liable for disciplinary action for violating the prescribed rules.

5.3 Unauthorised officials:

- (i) Any unauthorised railway official travelling in the trolley/lorry is also liable for serious disciplinary action.
- (ii) Non-railway officials or a person requiring medical aid can be carried on trolley only after execution of an Indemnity Bond (Annexure 11/1 of para 1112 of IRPWM). Contractors and their agents may be conveyed on trolley in connection with railway works, provided they have executed a similar Indemnity Bond.

Sd/-
(Rajat Mitra)
Chief Track Engineer
for Chief Engineer