



उत्तर रेलवे

कार्यालय वरि. म. वि. अभि./परि./दिल्ली

Email: srdeersodli@gmail.com

No. 230/Elect/RSO/Safety Drive/2025

मण्डल रेल प्रबंधक कार्यालय
स्टेट एंड्री रोड, उत्तर रेलवे, नई दिल्ली

दिनांक: 03.09.2025

सभी मुख्य लोको निरीक्षक,

समस्त वरिष्ठ चालक दल नियंत्रक/ लॉबी,

जाखल, जींद, रोहतक, शकूरबस्ती, दिल्ली सराय रोहिल्ला,
दिल्ली, आनंद विहार, गाजियाबाद, मेरठ शहर, पानीपत,
नई दिल्ली, हजरत निजामुद्दीन, तुगलकाबाद, पलवल।

स्टेशन मास्टर,

नया खुरजा, गढ़ी हरसरु

संरक्षा अभियान - RSO SD-31/2025

विषय: शंटिंग संबंधी सावधानियों पर विशेष सुरक्षा अभियान।

संदर्भ: i. NRHQ पत्र संख्या No. 147-Elect/TRS/6/2 दिनांक 02.09.25.

ii. RB JPO संख्या 2024/TT-IV/12/30 दिनांक 24.01.2025.

iii. NRHQ JPO संख्या 45-RS/9/Train Operation दिनांक 08.11.2024.

iv. COM/G/NR JPO संख्या 403-T/MISC/Rule/Optg/JPO/33 दिनांक 09.07.2018.

हाल ही में हुई अनुचित शंटिंग की घटनाओं से यह स्पष्ट हुआ है कि हाथ से चलाए जाने वाले प्वाइंट्स को स्टाफ द्वारा शंटिंग के दौरान गलत तरीके से पार किया गया तथा उसके बाद रिवर्स मूवमेंट किया गया, जिसके कारण दो रूट प्वाइंट्स पर पटरी से उतरने (Derailment) की घटनाएँ घटीं। शंटिंग के दौरान सुरक्षित प्रक्रियाओं के संबंध में NR मुख्यालय द्वारा उपरोक्त संदर्भित पत्रों में दिए गए निर्देशों का कड़ाई से पालन किया जाना आवश्यक है। साथ ही, सुरक्षित शंटिंग कार्य सुनिश्चित करने के लिए रनिंग स्टाफ को परामर्श (Counseling) देकर जागरूक करना तथा उनके कार्य की निकट से निगरानी करना भी जरूरी है।

शंटिंग से जुड़े नियम व निर्देश:

- हाथ के संकेत (Hand Signals) नियम GR 3.58 के अनुसार इस प्रकार दिखाए जाएँ कि वे लोको पायलट को साफ़ और स्पष्ट रूप से दिखाई दें। इनमें किसी प्रकार की अस्पष्टता नहीं होनी चाहिए।
- शंटिंग की गतिविधियाँ उत्तर रेलवे के सामान्य एवं सहायक नियम (5.13 से 5.21) के अनुसार ही की जाएँ और यह सुनिश्चित किया जाए कि रास्ते में आने वाले सभी शंटिंग सिग्नल 'ऑफ' स्थिति में हों।
- ढलान (Falling Gradient) पर शंटिंग करते समय GR 5.20 में दिए गए सभी एहतियाती नियमों का सख्ती से पालन किया जाना चाहिए।
- यात्रियों वाले रैक या कोच पर शंटिंग करते समय SWR व सुरक्षा नियमों के अनुसार उचित देखरेख (Supervision) में ही किया जाना ज़रूरी है।
- लोको शेड/आउटपिट से लोकोमोटिव को निकलने से पहले उसकी जांच भली भाँति की जानी चाहिए।
- बफर, हैण्ड ब्रेक, गियर & स्कू कपलिंग और cowcatcher (cattle guard) पर बैठकर शंटिंग मूवमेंट नहीं करवाना चाहिए।
- शंटिंग मूवमेंट के दौरान किसी भी गाड़ी/वाहन को uncouple नहीं करना चाहिए।
- हाथ से चलने वाले प्वाइंट पर शंटिंग करते समय लोको पायलट (LP), सहायक लोको पायलट (ALP) या लोको पायलट शंटिंग (LPS) को यह सुनिश्चित करना चाहिए कि सभी प्वाइंट (Facing/Trailing) सही से सेट और लॉक हों।
- लोको पायलट को केवल सिग्नल पर ही निर्भर न रह कर, हमेशा सतर्क और सावधान रहना चाहिए।
- शंटिंग करते समय अधिकतम गति सीमा 15 kmph है। यदि यार्ड या रोलिंग स्टॉक में इससे कम गति तय है तो उस गति प्रतिबन्ध का पालन किया जाना चाहिए।
- SR 3.68/5 के अनुसार जहाँ भी शंट सिग्नल की व्यवस्था है वहाँ पर शंटिंग कार्य हेतु इसका प्रयोग निश्चित रूप से किया जाना चाहिए जब तक कि वह खराब न हो। लोको पायलट को शंट सिग्नल को ऑफ़ हालत में ही पार करना चाहिए यदि वह खराब न हो।
- शंटिंग संचालन या तो फिक्स्ड सिग्नल, हाथ के संकेत या मौखिक निर्देशों से नियंत्रित किया जाएगा। अगर शंट सिग्नल खराब हो जाए तो स्टेशन मास्टर या शंटिंग स्टाफ यह जानकारी लोको पायलट/लोको पायलट शंटर (LPS) को देंगे। इसके बाद शंटिंग सुपरवाइज़र के हाथ के संकेत पर ही मूवमेंट किया जाएगा। (मुख्य परिचालन प्रबंधक/G का पत्र संख्या 403-T/Safety Circular/14/Part II दिनांक 12.05.2017 संलग्न है)। ऐसे खराब शंट सिग्नल के बारे में sign off करते समय CMS में अवश्य दर्ज करें।
- बिना सिग्नल वाली शंटिंग करते समय प्वाइंटों की सही सेटिंग और लॉकिंग G&SR के कथित नियमों के अनुसार किया जाना अनिवार्य है।

प्वाइंट पार करने से पहले लोको पायलट को यह सुनिश्चित करना चाहिए कि शंटिंग सुपरवाइज़र/प्वाइंट्स मैन द्वारा सही सिग्नल दिखाया गया है। इससे प्वाइंट की सही सेटिंग और लॉकिंग का आश्वासन मिल सके। आवश्यकता होने पर लोको पायलट को इंजन रोककर प्वाइंट की जांच करनी चाहिए।

15. जब लोकोमोटिव शंटिंग मूवमेंट में डेड एंड (Dead End) वाली लाइन पर पीछे की ओर धकेला जा रहा हो, तो ट्रेन को डेड एंड से 20 मीटर पहले रोका जाना चाहिए और उसके बाद अत्यंत सावधानीपूर्वक पीछे धकेला जाना चाहिए। (रेलवे बोर्ड का पत्र संख्या 2025/safety-1/3/2/2 दिनांक 11.02.2025)।
16. गंतव्य (Destination) पर ट्रेन के पहुँचने के बाद शंटिंग कार्य शुरू करने से पहले लोकोमोटिव को हमेशा शंटिंग मोड में रखा जाना चाहिए और यह लोकोमोटिव को इस mode में तब तक रहना चाहिए जब तक उसे ट्रेन पर फिर से काम करने के लिए न जोड़ा जाए। हालाँकि, परीक्षण (Testing) के दौरान इसे सामान्य (Normal) मोड पर रखा जा सकता है, लेकिन परीक्षण के बाद इसे फिर से शंटिंग मोड में रखना अनिवार्य होगा।
17. जब किसी वाहन को जोड़ने/अलग करने के लिए शंटिंग की जानी हो अथवा किसी इंजन को ट्रेन से जोड़ा जाना हो, तो इंजन/वाहन को पहले ट्रेन से 20 मीटर की दूरी पर रोकना चाहिए और उसके बाद अत्यंत सावधानी से ट्रेन से जोड़ा जाना चाहिए।
18. EMU/MEMU रेक्स की शंटिंग करते समय W/L स्विच को 'ON' स्थिति में रखा जाना चाहिए।
19. संबंधित यार्ड/फॉर्मेशन में निर्धारित गति सीमा से अधिक गति नहीं होनी चाहिए।
20. शंटिंग ऑपरेशन के दौरान किसी भी प्रकार का शॉर्टकट या असुरक्षित तरीके को अपनाना नहीं चाहिए।
21. लूज़ शंटिंग (Loose Shunting): क्रेन, यात्री वाहनों, श्रमिकों वाले वाहनों, विस्फोटक पदार्थ, खतरनाक वस्तुएँ, पशु-वाहन अथवा कोई अन्य वाहन जिन्हें विशेष निर्देशों में शामिल किया गया हो, के साथ लूज़ शंटिंग नहीं की जाएगी और इनके विरुद्ध भी लूज़ शंटिंग करना वर्जित है।
22. शंटिंग उपकरणों जैसे झंडी (Flag), हाथ से पकड़े जाने वाले लैम्प (Hand Lamp) और वॉकी-टॉकी (Walkie-Talkie) आदि की उपलब्धता सुनिश्चित की जाए।
23. वाहन/लोड/ट्रेन/लोकोमोटिव को स्टेबल व रिलीज़ करते समय G&SR 5.23 के अनुसार सभी आवश्यक सुरक्षा उपायों के साथ किया जाना चाहिए व RB से दिनांक 24.01.2025 को जारी JPO संख्या 2024/TT-IV/12/30 एवं NRHQ के द्वारा दिनांक 08.11.2024 को जारी JPO संख्या 45-RS/9/Train Operation में दिए गए निर्देशों का पालन किया जाना चाहिए।
24. मानक शंटिंग दिशा-निर्देशों के लिए COM/G, NR पत्र संख्या 403-T/Misc/rule/Optg/JPO/33 दिनांक 09.07.2018 के तहत जारी JPO का पालन किया जाए। यह शंटिंग के समय निम्नलिखित प्रयोजनों के लिए आवश्यक है:
 - i. ट्रेन/रेक अथवा उसके किसी हिस्से से लोकोमोटिव को अलग करना।
 - ii. ट्रेन/रेक अथवा उसके किसी हिस्से से लोकोमोटिव को जोड़ना।
 - iii. जब ट्रेन/रेक से लोकोमोटिव का कोई अटैचमेंट/डिअटैचमेंट नहीं हो रहा हो।
 - iv. ट्रेन/रेक को एक स्थान से दूसरे स्थान पर स्थानांतरित करना।

अतः सभी मुख्य लोको निरीक्षकों को यह निर्देश दिए जाते हैं कि चालक दल से सम्बन्धित मदों पर अपने मनोनीत/गैर-मनोनीत रनिंग स्टाफ को उक्त मदों पर काउंसल, एम्बुश चेक करें व ड्राईव में दिए गए निर्देशों के का अनुपालन सुनिश्चित करें। ड्राईव की रिपोर्ट को दैनिक आधार पर नीचे दी गई google sheet (QR code scan करें) में अवश्य दर्ज करें।



3/9/25

वरिष्ठ मण्डल विद्युत अभियन्ता/परि०/दिल्ली
उत्तर रेलवे

प्रतिलिपि:

- PS to DRM for kind information of DRM please.
- CEE/OP/NR – for kind information please.
- ADRM/OP/DLI/NR – for kind information please.
- Sr. DSO/DLI/NR – for kind information please.
- Sr. RBA/DLI/NR- for kind information please.
- Principal ETC/ GZB, DTC/TKD – for kind information and necessary action please.
- CTC/NDLS Control – for necessary action.
- CLI/BTC/TKD - for necessary action.

Northern Railway

No.147-Elect/TRS/6/2
NRHQ Safety Drive No.27

Headquarters Office,
Baroda House,
New Delhi-110001.
Dated:02.09.2025

Sr. DEE/Tr/OP/RSO,
Northern Railway,
D.R.M. Office,
JAT, FZR, UMB, NDLS, MB & LKO

Sub: Special Safety Drive on Shunting Precautions.

Ref: NRHQ Letter of even No. dated 02.05.25, 23.04.25, 12.02.25, 06.02.25 & 30.09.24.

Recent cases of improper shunting have revealed that hand-operated points were trailed through, followed by reverse movements by the staff involved in shunting, which led to derailments at two route points. Instructions regarding safe shunting practices, as issued vide NRHQ's letter under reference above, must be strictly adhered to during shunting. Further sensitization of Loco Running Staff through counseling and close monitoring is also required to ensure safe shunting operations.

In view of above, it has been decided to immediately launch a 15-days safety drive. During this drive all loco running staff (LPs, LPSs & ALPs) should be counseled on the following aspects, and surprise/ambush checks should be conducted to assess their performance.

1. Hand signals as per GR 3.58 should be shown in such a manner as to be clearly visible to the Loco Pilot. There should be no ambiguity.
2. Shunting movements should be carried out strictly in accordance with the provisions of General and Subsidiary Rule of NR (5.13 to 5.21), ensuring that all shunting signals encountered en-route are in the 'OFF' position.
3. While shunting on falling gradients, all the precautions enshrined in GR 5.20 shall strictly be observed.
4. Proper supervision strictly as per SWR and safety rules to be ensured while performing shunting on rakes and coaches with passengers.
5. During shunting on hand-operated point, LP, ALP or LPS must ensure that all points (facing/trailing) are properly set and locked before moving over them.
6. The Loco Pilot shall not, however, depend entirely on signals and shall always be vigilant and cautious.
7. The maximum permissible speed during shunting is 15 kmph, if the speed in the yard or rolling stock is less than this, the same shall be followed.
8. Shunting operations should be controlled either by fixed signals, hand signals, or verbal instructions. In case of failure of the shunt signal, the information will be conveyed to the LP/LPS by the Station Master or shunting staff. Thereafter, the movement will be carried out on the hand signal of the Shunting Supervisor. (Copy of the letter of Chief Operations Manager/G, No. 403-T/Safety Circular/14/Part II dated 12.05.2017 is enclosed).
9. During un-signaled shunting movement, correct setting and locking of points is required to be done as per G&SR.
10. Before negotiating the points, Loco Pilot must ensure that all right signal is exhibited from the concerned points enroute by shunting supervisor/Points man as per extant instructions as an assurance of correct setting and locking of points, if necessary he must stop Locomotive before the points to verify their correct setting and locking.

11. Loco while pushing back in shunting movement on line terminating in Dead End, train must be stopped 20 meters before the Dead End and then shall be pushed back cautiously. (RB's Letter No. 2025/safety-1/3/2/2 dated 11.02.2025).
12. Locomotive should always in shunting mode after reaching the train at destination before starting the shunting movement and it should remain in same mode until it is not attached back on train for working it, however it can be put normal during testing but to put back in shunting mode after the testing.
13. When shunting is to be done for attaching or detaching any vehicle or when an engine is to be coupled to a train, engine/vehicle must first be brought to stop 20 mtrs away from the train and then proceed very cautiously for being attached to the train.
14. W/L switch is put at 'ON' position while shunting EMU/MEMU rakes.
15. Speed should not increase above than the prescribed limit in respective yards/formations.
16. No any other short cut or unsafe practice should be adopted during shunting operation.
17. **Loose shunting:** Cranes, vehicles containing passengers, workers, explosives, dangerous goods or live-stock or any other vehicle that may be specified under special instruction, shall not be loose shunted and no loose shunting shall be made against them.
18. Availability of shunting equipments such as Flag, Handheld lamp and Walkie-talkie etc should be ensured.
19. The securing of vehicles after shunting should be done carefully as per G&SR along with all safety measures required for Securing etc. To avoid rolling down of train/locomotive, NRHQ's JPO No. 45-RS/9/Train operation dated 08.11.2024 & 28.01.2025 must be followed.
20. A JPO for standard shunting guidelines vide COM/G, NR's Letter No.403-T/Misc/rule/Optg/JPO/33 dated 09.07.2018 should be followed at the time of shunting for the purpose of:
 - (i) Detachment of locomotive from the train/rake or a part of train/rake.
 - (ii) Attachment of locomotive to the train/rake.
 - (iii) Transfer of train/rake from one location to another.
 (Here no attachment/detachment of locomotive from/to train/rake is taking place.)

Divisional officers are to involve themselves in the drive & effective follow up action to be taken on all the deficiencies & irregularities noticed.

Daily Counseling/Surprise/Ambush check report (yard wise) should be sent to this office as per the following format and detailed compliance cum affirmation report on completion of the drive with irregularities and remedial action taken should be sent to this office by 18.09.2025.

Div	Total No. of Staff counseled			Total No. of Surprise/Ambush check conducted		Total no. of irregularities observed	Details of irregularities	Action taken
	LP	LPS	ALP	By officers	By CLIs			

DA: as above

(Kamar Kant Rastogi)
Dy. CEE/OP

Copy to:

1. PCEE/NR: for kind information please.
2. PCSO/NR: for kind information please.
3. CEE/Operations: for kind information please.
4. CTLC/HQ: for collection of report on daily basis.

221192/2025/O/o Dy.CME/O&F/HQ/NR



भारत सरकार Government of India
रेल मंत्रालय Ministry of Railways
रेलवे बोर्ड (Railway Board)



No. 2024/TT-IV/12/30

Date : 24.01.2025

General Managers,
All Zonal Railways &
CMD/KRCL.

Sub : JPO for Securing and Release of vehicles/load/train/Loco in station/yard or in block section.

Ref : Board's letter of even number dated 13.11.2024.

Board, vide letter in reference, had issued a Joint Procedure Order (JPO) on the above subject. Zonal Railways submitted suggestions for smooth implementation of the instructions. The same have been examined and Board have approved revised JPO for implementation by Zonal Railways, which is as follows:

1. Action by Station Master/Train Manager/ Assistant Loco Pilot/Traffic Staff when vehicles/load/train is to be stabled at Station:-
 - a) The vehicles/load/train shall be stabled inside the fouling marks. Train Manager should ensure that train is stopped after clearing fouling mark.
 - b) The vehicles/load/train be chained and padlocked using **atleast** two chains, one at either end;
 - c) **Atleast** four sprags/wooden wedges/Skids be used, two each below the outermost pair of wheels at either end.
 - d) Hand brakes of **atleast** 6 wagons from either end of train and in case of coaching train, hand brakes of SLRs of both ends must be fully tightened by Assistant loco pilot/ Train Manager/Pointsman as per the extant instructions issued over the Zonal Railways. In absence of Train Manager, hand brakes will be applied by Pointsmen.
 - e) The vehicles of stabled load/train should be coupled together. In case the stabled load has to be split for any reason, each such split part should be treated as a separate load for the purpose of securing.
 - f) The points must be set, clamped and padlocked against the blocked line and towards dead end or trap point (if available). Scotch blocks must be used, if available. If a station is equipped with SSI/EI, blocking of point, route and signals to be done through Control Panel/VDU. It is not necessary to clamp and pad lock the point in such case.
 - g) Stop Collars must be placed on relevant point buttons/slides/levers etc.;
 - h) Remarks should be made in TSR and/or SM diary in Red ink to the effect that 'Line No. ___ is blocked and all the precautions for securing the load have been taken as prescribed above;
 - i) After any load/train/loco is stabled, station master must inform the section controller supported by a private number that all laid down precautions for stabling and securing the load/train/loco have been taken.

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Page 1 of 5

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भारत सरकार Government of India
रेल मंत्रालय Ministry of Railways
रेलवे बोर्ड (Railway Board)



2. Additional precautions to be taken while stabling vehicles/load/train at a station with gradient of 1 in 400 or steeper may have been prescribed under approved special instructions (by CRS) and mentioned in SWR of respective station. These should be followed scrupulously. In addition, following precautions must also be observed over and above those prescribed under approved special instructions:-
 - a) Before vehicles are uncoupled, the hand brakes should be applied, sprags/wooden wedges/skids, should also be used to prevent vehicles from rolling down;
 - b) As far as possible, the vehicles/load/train should be stabled on a line which is isolated from other lines, particularly running lines.
3. Action by Loco Pilot/Assistant Loco Pilot before leaving the loco in case load/train is stabled with locomotive attached or light engine(s) is/are stabled:-
 - a) Stop train on A-9 and bring A-9 to Emergency position (i.e., BP pressure = 0) and the SA-9 to Applied position. Physically ensure that trains brakes are applied.
 - b) Apply the hand brake/parking brake on the locomotive. In case of multi / consist locomotives, hand brake of all the locomotives should be applied. Physically verify that hand brake's chain is tightened/parking brake(s) are applied.
 - c) Place 4 wooden blocks on the outmost wheels of locomotive(s). Record this action in the loco log book, noting the wheel numbers clearly. If less than four wooden wedges are available on the locomotive(s), inform SM for requisite wedges, and then secure the loco.
 - d) Shut down the locomotive, turn off the battery switch and submit the loco keys and the locomotive log book at the SM office.
4.
 - a) Loco Pilot while on duty should not leave loco unmanned. In case he is required to leave the locomotive unmanned, he should do so only after receiving written authority from the Station Master/Yard Master and ensuring actions mentioned at para 3 above;
 - b) Before leaving the station/yard, the Loco Pilot and Train Manager should jointly record in a register to be maintained with Station Master that the load & loco has been secured as prescribed above.
5. Action to be taken by Loco Pilot/Assistant Loco Pilot and Train Manager when the train is stalled in block section due to accident, failure, obstruction or any other reasons:-
 - a) Loco Pilot/Assistant Loco Pilot and Train Manager should protect the train as per provisions of G&SR 6.03;
 - b) The train should be secured by applying loco brakes (SA-9, A-9 & hand brake) and hand brakes of atleast six wagons at either end of the train. The hand brake should be operated by Assistant Loco Pilot from leading end and by the Train Manager from the rear end. In case the train is being worked without Train Manager, the duties of the Train Manager shall devolve on the

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- Assistant Loco Pilot. In case of coaching trains, the Train Manager should apply hand brakes of the rear SLR and front SLR by ALP, if not locked.
- c) If MR pressure starts dropping while train is stationary, loco pilot has to secure the loco with the wedges. Since MR pressure cannot be noticed by Train Manager as there is no such gauge in SLR unlike engine therefore, the Loco Pilot shall immediately inform the Train Manager regarding dropping of MR pressure and thereafter the Train Manager will secure the train with wedges in the last vehicle.
6. Action by Station Master/Train Manager/ Loco Pilot / Assistant Loco Pilot /Traffic Staff for clearing of stable vehicle/load/train/locomotives from station/yard:
- LP and ALP shall collect loco keys, logbook, etc from the SM office. Check the loco logbook for any irregularities. If any are found, inform the TLC and act according to their advice.
 - Then LP and ALP to Energize the loco, bring A-9 on release position and build BP pressure to 5 kg/cm², keeping SA-9 applied.
 - Perform a BP Continuity Test to ensure BP pressure continuity in the load/formation.
 - Apply train brake i.e. keep the A-9 at full service application position, and check a few wagons to confirm that the brakes are applied (excluding those with hand brakes applied).
 - ALP to release the hand brake/parking brake in the loco(s) with assistance of LP, if required. Then remove the wooden wedges from the loco wheels, returning wedges taken over from station, if any.
 - Once train brakes are applied, securing arrangements of load shall be removed as per following sequence - removal of chain, followed by removal of wooden wedges/metal skids and then hand brakes. Safety Chain, Wooden Wedges/Skids to be removed by Pointsman and Hand Brakes of SLRs/Brake vans/Wagons to be removed by Assistant loco pilot/Train manger/ Pointsman as per the extant instructions issued over the Zonal Railways. In absence of Train manager, hand brake will be released by Pointsman.
 - ✓ In case of difficulty in release of hand brakes, TM shall advise LP for partial release of train brakes (A-9) till hand brakes are released.
 - If it is necessary to make a TMLP Report (Train Manager & LP), inspect the load as per rules. In case of any irregularities, report them to SM. During the preparation of the TMLP Report, either LP or ALP must be present in the loco cab.
 - After the above steps if everything is in order, TM upon consulting LP shall inform SM that the train is ready.
 - Once the signal is taken off for the train, release A-9 and then SA-9. On gradients, release A9 & take traction and as it rolls forward release SA-9 to avoid roll down.
 - Before starting the train, ensure BP is at 5.0 kg/cm² and that Air Flow Indicator (AFI) is in its predefined position.
 - After starting the train, check for free movement of the load. If it feels jammed, notify SM or TLC.
 - Immediately after starting the train, perform Brake Feel Test (BFT).

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Page 3 of 5

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रेलवे बोर्ड (Railway Board)



7. Station Staff, Train Manager, Crew and Section Controller should be aware of gradients at Stations/Yards/Sidings and block sections.
8. Frequent counseling in this regard should be done by concerned Supervisors.
9. The Railways must ensure availability of adequate number of sprags & chains of approved design at stations and wooden wedges on locos.

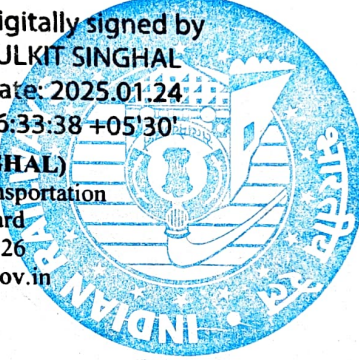
Note: Zonal Railways may incorporate any other instructions as per the local conditions/ requirement.

This issues with the approval of M(O&BD) and M(T&RS).

**PULKIT
SINGHAL**

(PULKIT SINGHAL)
Director Traffic Transportation
Railway Board
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Date: 2025.01.24
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③ CELE

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CELE

Northern Railway

CLII/MR

Headquarters office,
Baroda house,
New Delhi

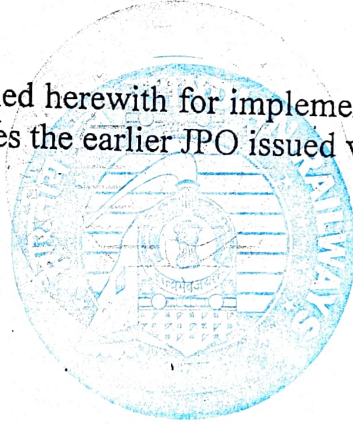
Dated: 09/07/2018

10/07/18 No.403-T/Misc/Rule/Optg/JPO/33

Divisional Railway Manager
Northern Railway
Delhi, Ambala, Moradabad, Firozpur & Lucknow

Sub:- JPO for standard shunting guidelines.

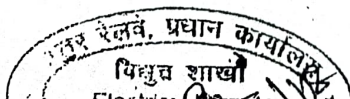
A revised JPO is attached herewith for implementation on all stations of the divisions. This JPO supersedes the earlier JPO issued vide this office letter of even no. dated 08/05/2018.



DA/ as above,

/Rajeev Gangal
(Rajeev Gangal)
COM/G, NR

Copy to :
CSO/NR for kind information.



Northern Railway

Headquarter Office
Baroda House
New Delhi

JPO for Standard Shunting guidelines

This JPO supersedes the earlier JPO issued vide letter no. 403-T/Misc/Rule/Optg/JPO/33 dated 08.05.2018

I. Background:

Recently, an accident of train rolling down in a block section had occurred at Titlagarh station of Sambalpur division in East Coast Railway. Twenty coaches of the Train No. 18406 Exp. had rolled down without engine towards KSNG station. This seems to have happened due to non observance of the rule of reversal of the Loco at station and Station Master allowing the train into section closing the trap point. Railway Board has desired for issue of a Joint Procedure Order (JPO) by the Zonal Railways based on local conditions to avoid any such incidence.

II. Rule position:

Vide Para 1.02(49) of GR, "Shunting means the movement of a vehicle or vehicles with or without an engine or of any engine or any other self-propelled vehicle, for the purpose of attaching, detaching or transfer or for any other purpose".

Various rules governing shunting as mentioned in G&SR of Northern Railway are given below:-

- (i) Control of shunting- GR 5.13 along with SR 5.13/1 to 5.13/18;
- (ii) Responsibility for shunting- GR 5.14 along with SR 5.14/1 to 5.14/3;
- (iii) Shunting at station under Centralized Traffic Control- GR 5.15;
- (iv) Shunting during reception of trains- GR 5.16 along with SR 5.16/1;
- (v) Shunting near level crossing- GR 5.17;
- (vi) Shunting on gradients- GR 5.20;
- (vii) Loose shunting- GR 5.21 along with SR 5.21/1 to 5.21/3.

N.R.V.

Further, Station Working Rules (SWRs) of any station contain detailed procedural guidelines/instructions governing shunting in station premises and yards under the control of any such station. These detailed procedural guidelines are specific to a particular station and may vary from station to station. Individual Divisions may like to examine the adequacy and relevance of these Rules in today's traffic scenario.

These rules stipulated under G&SR and SWRs, as applicable, shall be scrupulously followed.

III. Analysis:

The incident narrated above involving reversal of locomotive is only an example of various situations where shunting may take place. From the definition of shunting it is apparent that in order to prevent any mishap of the nature as narrated above, due attention needs to be given at the time of shunting for the purpose of:

- (i) Detachment of locomotive from the train/rake or a part of train/rake;
- (ii) Attachment of locomotive to the train/rake;
- (iii) Transfer of train/rake from one location to another.
(Here no attachment/detachment of locomotive from/to train/rake is taking place.)

The above situations, which are by no means exhaustive, may arise in following scenarios:-

- (i) Change of traction;
- (ii) Reversal of locomotive;
- (iii) Detachment of a diesel locomotive for fuelling at a junction or terminal station;
- (iv) Attaching or detaching coaches/ wagons to/from a rake/train;
- (v) Placement/removal of coaching rakes from platform to washing/stabling lines and vice-versa;
- (vi) Placement/removal of wagons/rakes to and from sidings/goods shed/sick line, etc.

In all the aforementioned cases, unsafe situation arises when the entire rake or part of rake (wagons/coaches), whether attached to a locomotive or not, has **nil or inadequate brake-power** to meet the needs of the situation, during the course of shunting. This JPO seeks to address the above situation in order to prevent unsafe working.

IV. Procedure to be followed during shunting:

The cardinal principle in all cases involving shunting is to ensure that the coaches/wagons/rakes whether attached to a locomotive or stabled even for a short duration, have adequate brake power and are properly secured so that they do not roll down on their own in case of gradients or on impact during shunting or for any other reason.

A. Shunting in case of Coaching rakes/trains:

Shunting Master/Guard/Yard Master/Station Master, as the case may be, shall supervise the entire Shunting activity related to attaching/detaching, etc. of locomotive including reversal of all passenger/mail/express trains.

Following situations may arise in the course of shunting:

1.0 When the locomotive and the rake constitute two separate & distinct units during shunting and the locomotive is to be detached from and/or attached to the rake which was stabled for a short duration:

(i) Precautions to be taken before detaching the locomotive :

The objective here should be to secure the rake before the locomotive is detached. The set of activities would include:

- a. On arrival of the train, LP will ensure full application of brakes (both train & locomotive). The door of guard's compartment of front SLR will be opened by the ALP.
- b. Shunting staff/ALP shall apply the handbrake of the front SLR after the train comes to a standstill.
- c. Incoming Guard of the train shall apply handbrakes in the rear SLR.
- d. The shunting staff shall ensure placing of two iron skids/wooden wedges under the outermost pair of the wheels of the outermost vehicle/coach at each end before the loco is detached.

(ii) Precautions to be taken while detaching the Locomotive :

- a. Shunting staff shall first close both FP & BP cut off angle cocks of locomotive side as well as train side and then uncouple the BP & FP air

hoses between locomotive and the train and place them on their respective hangers.

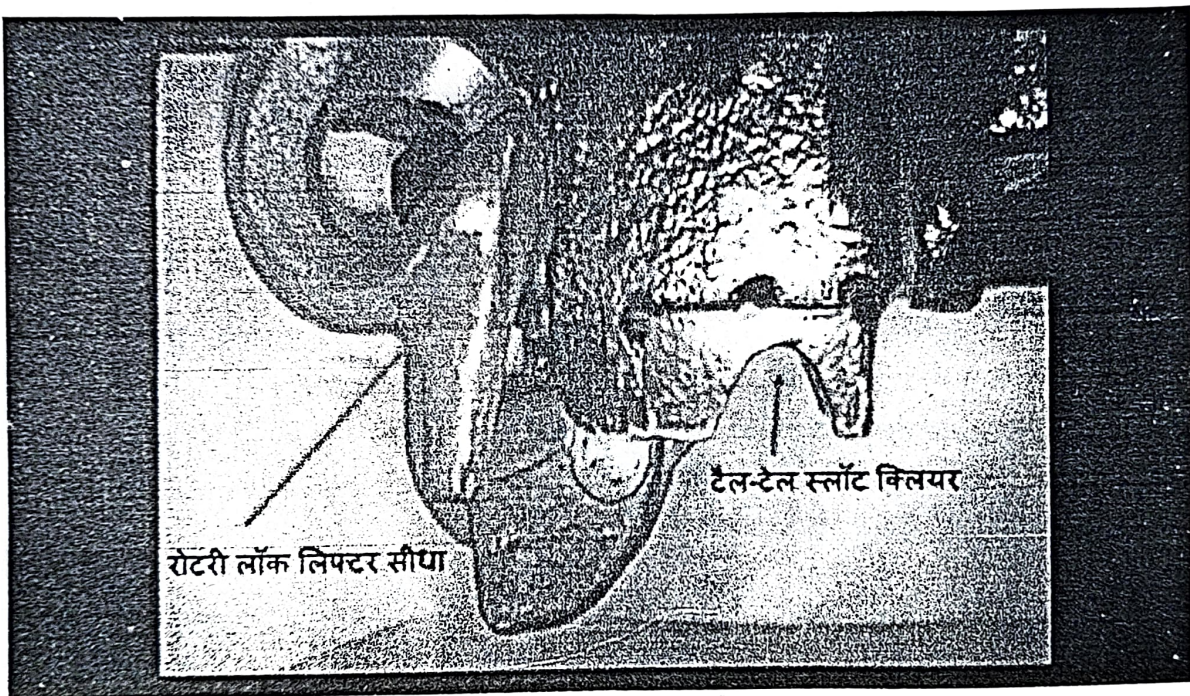
- b. BP cut off angle cock of the rake/train shall be opened by the shunting staff to drain out the BP pressure from the brake pipe to ensure full application of brakes.
- c. Shunting staff shall 'open' the screw/ CBC coupling. If CBC operating handle is not provided then locking pin should be used for opening of CBC coupling thereby allowing the locomotive to get detached from the train and proceed forward.
- d. The BP cut off angle cock of the train should be closed once the BP pressure is drained out.
- e. Brakes of four coaches on each end of the train/rake left behind shall be left un-released by the C&W staff. Brakes of balance number of coaches, if any, can be released manually by C&W staff.
- f. *Additional precautions shall be taken while detaching the locomotive from the rake at a location having gradient of 1 in 400 or steeper as may have been specified under approved special instructions (by CRS) and/or as mentioned in SWR of the subject station.*
- g. *If the outgoing locomotive is likely to be attached after a gap of more than 2 hours after detachment of the incoming locomotive or in case no instructions are provided under para 'f' above, then the entire rake shall be left in un-released condition.*

(iii) **Precautions to be taken while Attaching Loco on the rake/train**

The objective here should be to ensure that the rake, at the time of attachment of the locomotive, does not roll down on impact. The set of activities would include:

- a. Shunting staff should ensure that locomotive to be attached is stopped at a suitable distance from the rake, and in case no distance is specified at a particular station then approx. 20 m before the rake/train and it then proceeds at walking speed to couple with the train.
- b. After attaching the locomotive to the rake/train, following should be ensured:

- The effectiveness of the coupling shall be ensured by the LP and the Shunting Supervisor by slightly inching the train forward.
- Shunting staff/Shunting Supervisor shall ensure tightness of the screw/locking of CBC. It shall be ensured that:
 - CBC lock pin is inserted properly in the groove at the bottom of the coupler;
 - In case of 'H' type coupler, rotary lock lifter rib of CBC of locomotive and coach shall be in vertical position (facing towards the ground).
 - V-groove of both the locomotive and the coach is clear of any obstruction.
 (Please refer to the diagram below)



- After attaching the locomotive the LP shall apply the Locq brakes, SA-9.
- FP&BP air hoses of the locomotive and the train shall be coupled by C&W staff.
- FP angle cock of the rake/train shall be opened by the C&W staff.
- FP angle cock of the loco shall be opened by the C&W staff.
- After ensuring 6 kg/cm^2 pressure in FP in engine by the LP and 5.8 kg/cm^2 in the rear SLR guard compartment by the guard, BP angle cock of the rake/train shall be opened by the C&W staff.
- BP angle cock of the engine shall be opened by the C&W staff.

- 5 kg/cm² pressure in engine by the LP and 4.8 kg/cm² pressure in the rear SLR shall be ensured by guard and C&W staff.
 - Iron skids/ wooden wedges which were placed on either end of the train for securing the rake/train shall be removed by the Shunting staff.
 - The 4 coaches on each end or the entire rake, as the case may be, which had been left unreleased, should now be released by the C&W staff.
 - Releasing of handbrake of front SLR Guard compartment should be done by the shunting staff and handbrake of rear SLR by the guard.
- c. ALP shall ensure that the front SLR Guard compartment door is locked.
- d. Continuity Test shall be carried out as per laid down norms, before starting the train.

2.0 When the locomotive along with a part of the rake attached to it and the balance part of train/rake constitute two separate & distinct units during shunting and the locomotive along with part rake is to be detached from and/or attached to the rest of the rake which was stabled for a short duration:

If the locomotive, which is considered singularly detached from the rake/train at Sr. no.1 above, is also carrying a part of the rake along with it at the time of detachment/ attachment then the activities as defined in paras (i)-(iii) above shall continue to hold good for the part of the rake left behind (stabled).

For the part of the rake attached to the locomotive it should be ensured that the locomotive maintains the stipulated BP pressure of 5.0 kg/ cm² and all coaches attached to the locomotive irrespective of their number shall remain connected to such BP pressure from the locomotive.

B. Freight trains:

Following situations may arise in the course of shunting:

1.0 When the locomotive and the train/rake constitute two separate & distinct units during shunting and the locomotive is to be detached from and/or attached to the rake which was stabled for a short duration:

(i) Precautions to be taken before detaching the loco :

The objective here should be to secure the rake before the locomotive is detached. The set of activities would include:

- a. On arrival of the train, at its destination (yard/siding/goods shed/sick line, etc.) or at a roadside station where shunting is required to be done the LP of the train will ensure full application of brakes (both train & locomotive).
- b. The shunting staff/ALP/Guard, as the case may be, shall ensure placing of minimum **four** sprags/ wooden wedges/ Skids, to be procured from the Station Master of the station, under the outermost pair of wheels of the front and rear vehicles.
- c. *Additional precautions shall be taken while detaching the locomotive from the rake at a location having gradient of 1 in 400 or steeper as may have been specified under approved special instructions (by CRS) and/or as mentioned in SWR of the subject station.*
- d. *If no instructions exist under para 'c' above, or if the outgoing locomotive is likely to be attached after a gap of more than 2 hours after detachment of the incoming locomotive then Shunting staff/ALP shall apply **handbrakes** of at least six wagons next to the locomotive after the train comes to a standstill at the desired location and Shunting staff/Guard of the incoming train shall apply **handbrakes** in six rearmost wagons and the brake van. The handbrakes must be fully tightened.*

(ii) Precautions to be taken while detaching the Locomotive:

- a. Shunting staff shall first close BP cut off angle cocks (also FP, if available,) of locomotive side as well as train side and then uncouple the BP (& FP) air hoses between locomotive and train and place them on their respective hangers.
- b. Shunting staff shall 'open' the screw/ CBC coupling. If CBC operating handle is not provided then locking pin should be used for opening of CBC coupling thereby allowing the loco to get detached from the train and proceed forward.
- c. Brakes of **none of the wagons** should be released by the C&W staff.

(iii) **Precautions to be taken while Attaching Locomotive on the rake/train:**

- a. Shunting staff should ensure that the locomotive to be attached is stopped at a suitable distance from the rake, and in case no distance is specified at a particular station then approx. 20 m before the rake/train and it then proceeds at walking speed to couple with the train.
- b. After attaching the loco to the rake/train, following should be ensured:
 - The effectiveness of the coupling shall be ensured by the LP and the Shunting Supervisor by inching the train slightly.
 - Shunting staff/shunting supervisor shall ensure tightness of the screw/locking of CBC in the same manner as explained in para A1.0(iii), above.
 - After attaching the locomotive the LP shall apply the Locomotive brakes (SA-9).
 - BP air hoses of the locomotive and the train shall be coupled by C&W staff.
 - BP angle cock of the rake/train shall be opened by the C&W staff.
 - BP angle cock of the engine shall be opened by the C&W staff.
 - 5 kg/cm² pressure in engine by the LP and 4.8 kg/cm² pressure in the brake van shall be ensured by guard and C&W staff.
 - Iron skids/sprags/wooden wedges on either end of the train which were placed for securing the rake/train shall be removed by the Shunting staff.
 - The rake should be released by the C&W staff.
- c. Where FP is also provided then the procedure will be same as in case of para A1.0(iii) b.
- d. Continuity Test shall be carried out as per laid down norms, before starting the train.

2.0 When the locomotive along with a part of the rake attached to it and the balance part of train/rake constitute two separate & distinct units during shunting and the locomotive along with part rake is to be detached from and/or attached to the rest of the rake which was stabled for a short duration:

If the loco, which is considered singularly detached at Sr. no.1 above, is carrying a part of the rake along with it at the time of detachment/ attachment

en the activities as defined in paras (i)-(iii) above shall continue to hold good for the part of the rake left behind(stabled). For the part of the rake attached to the locomotive it should be ensured that the locomotive maintains the stipulated BP pressure of 5.0 kg/cm² and **all wagons** remain connected to such BP pressure from the locomotive.

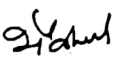
In both cases A & B, above, the following provisions shall also apply:

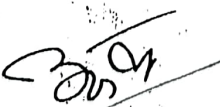
- (i) Proper communication should be maintained throughout between Operating, Loco and C&W staff.
- (ii) In case of wayside stations where C&W and shunting staff is not available, the activities indicated against C&W staff shall be carried out by the Points man. In case the Points man is not available then the said responsibility shall devolve upon the ALP.
- (iii) Entire set of activity stated above needs to be executed within the time allotted.

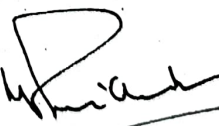
C. Instructions with respect to “Securing of vehicles/loads/trains/locomotives at stations and in block sections” have been stipulated in SR Paras 5.23/2 & 5.23/3 which may be referred to.

Disclaimer:

This JPO does not supersede any existing rules laid down in various codes, manuals etc. covering the above aspects. The objective of the JPO is to lay down a clearly defined procedure, dealing with shunting based on the practices already in vogue, and its implementation in a scrupulous manner.


CRSE/Chg


CRSE/Frt


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COM/G

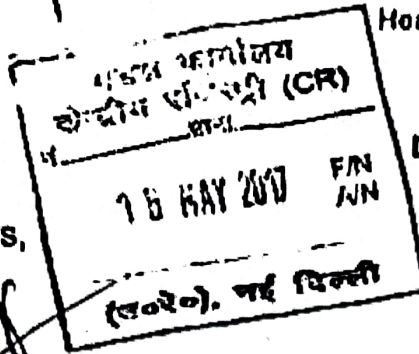
No. 403-T/Misc/Rule/Optg/JPO/33
Dated 05.07.2018

No. 403-T/Safety Circular/14/Pt. II

Sr. Divisional Operations Managers,
Northern Railway,
DLI, UMB, FZR, LKO & MB.

Headquarters Office,
Baroda House,
New Delhi.

Dated: 12/05/2017.

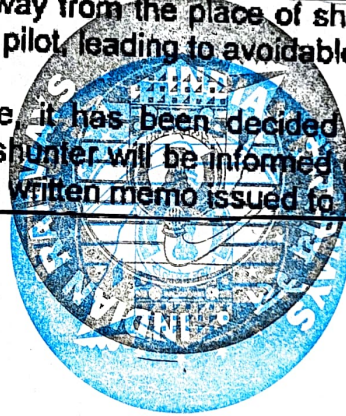


Sub:- Clarification of Instructions issued in Operating safety circular no.403- T
safetycircular/Optg/Rule/part 1 dated:05/09/12.

Ref:-DOM/Chg/MB letter no.1-T/Operating Circular/17 dated 07.03.2017.

In reference to the above, SR 3.68/5 stipulates for information to the loco pilot about failure of a shunt signal. As per COM/NR letter (copy enclosed), the loco pilot has to be informed in writing about such failure. In big yards where office of yard master or station master is far away from the place of shunting, a written memo takes much time to be delivered to loco pilot, leading to avoidable detention.

Keeping in view the above, it has been decided that in case a shunt signal becomes defective, the locopilot/shunter will be informed either by station master or by the shunting staff. There will be no written memo issued to the loco pilot/shunter.



(Sanjay Mishra)
COM/G

- Copy to:1) Dy.CME/O&F for information of loco pilots/ shunters through lobbies over NR.
2) CMPE/DSL for information .
3) CPTM & CFTM for information.

