



उत्तर रेलवे

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

सो:230/विद्युत् परिचालन परिपत्र-9/बी25

Date: 03.05.2025

### संरक्षा परिपत्र – RSO safety circular 01/2025

विषय :- GDR बनाते समय विशेष सावधानी के सम्बन्ध में ।

हाँल ही में कई ऐसे मामले देखने आये हैं जिसमें कि लोको पायलट व ट्रेन मनेजर के द्वारा GDR बनाने से पहले की जानी वाली जांच को ठीक प्रकार से नहीं किया गया जो कि आगे जाकर रेल दुर्घटना का कारण बनी । अतः GDR बनाने से पहले लोको पायलट व ट्रेन मनेजर के द्वारा की जाने जांच के सम्बन्ध में इस कार्यालय द्वारा विशेष निर्देश जारी किये जा रहे हैं जिसका अनुपालन सभी चालक दल के लिए अनिवार्य है :

ऐसे स्थानों पर, जहां TXR उपलब्ध नहीं है, वहां पर लोको पायलट व ट्रेन मनेजर के द्वारा निम्नलिखित परिस्थितियों में GDR बनाया जाएगा :

1. रोक की लोडिंग/बैक लोडिंग के बाद,
2. टिपलिंग के बाद,
3. रोक के 24 घंटे से अधिक समय तक स्थिर रहने के बाद,
4. यदि BPC अमान्य है,
5. यदि यह प्रीमियम रोक है, जिसे लोड या अनलोड किया जा रहा है ।


GDR बनाते समय लोको पायलट व ट्रेन मनेजर के द्वारा निम्न items की जांच की जानी चाहिए:

1. सभी CBCs एवं air hoses का ठीक प्रकार से कपल्ड व लॉक होना ।
2. सभी एंगल कॉक का खुली अवस्था में होना ।
3. वाहन के अंतिम एंगल कॉक का बंद अवस्था में होना ।
4. Empty/loaded device हैंडल का सही पोजीशन में होना ।
5. कोई भी फिटिंग/हैंगिंग पार्ट्स जैसे कि spring, push-pull rod, brake beam, safety brackets, brake blocks etc की विशेष जांच करें कि वह लूज न हो जिससे की सुरक्षित रेल परिचालन बाधित न हो ।
6. हैंड ब्रेक रिलीज़ अवस्था में हो ।
7. सभी door/hoppers/wagon के कवर बंद/लॉक व सुरक्षित किये गए हो ।
8. गाडी का departure करने से पहले air pressure की continuity की जांच अवश्य करें ।

लोको पायलट व ट्रेन मनेजर के द्वारा GDR बनाते समय की जाने वाली जांच के सम्बन्ध में RB के द्वारा दिनांक 23.06.2020 को जारी पत्र संख्या 2018/M(N)/951/34 Pt. का पालन करना चाहिए ।

नोट: wagon के tippler पर अनलोडिंग के बाद GDR बनाते समय लूज फिटिंग/हैंगिंग पार्ट्स जैसे कि push-pull rod, brake beam, safety brackets, brake blocks व springs की विशेष जांच करें ताकि सुरक्षित रेल परिचालन को सुनिश्चित किया जा सके ।

अतः सभी मुख्य लोको निरीक्षको को यह निर्देश दिए जाते हैं कि वह अपने सभी नामित/गैर-नामित रनिंग स्टाफ को उक्त मद पर काउंसल करें व यह सुनिश्चित करें कि उपरोक्त निर्देशों का अनुपालन किया जा रहा है। अपनी काउन्सलिंग रिपोर्ट को दिनांक 03.06.2025 को अविलम्ब मण्डल कार्यालय में प्रस्तुत करें।

  
कृते वरिष्ठ मण्डल विद्युत् अभियंता /परिचालन  
उत्तर रेलवे, नई दिल्ली

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.
- DEE/RSO/DLI & ADEE/RSO/DLI/NR – for kind information and necessary action please.
- Principal ETC/ GZB, Principal DTC/TKD – for kind information and necessary action please.
- CLI/BTC/TKD, CTC/NDLS Control – for kind information and necessary action please.

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

रेल भवन, नई दिल्ली- 110001, तिथि

No. 2018/M(N)/951/34 Pt.

Rail Bhavan, New Delhi-110001, Dated: 23 .06.2020

**General Managers**  
**All Zonal Railways**

- Sub: Instructions regarding Guard Driver (GDR) Check and Door working.**  
**Ref:** (i) Board's letter No. M(N)/2005/Train Examination dated 06.05.2005  
(ii) Board's letter No. M(N)/2005/Train Examination dated 25.05.2005  
(iii) Board's letter No. 2005/M(N)/951/13 dated 08.02.2006  
(iv) Board's letter No. 2005/M(N)/951/13 dated 07/10.04.2006  
(v) Board's letter No. 2008/M(N)/951/13 dated 28.08.2009  
(vi) Board's letter No. 2019/M(N)/204/6 dated 01.07.2019

Vide letters under reference, instructions regarding Guard Driver (GDR) Check, at locations where TXR is not available, have been advised for the various conditions in which GDR checks have to be conducted by crew along with the prescribed performa to be filled by train crew post such check :

1. After loading / back loading of a rake
2. After tipping
3. After rake is stabled for more than 24 hours
4. If BPC is invalid
5. If it is a premium rake, which is being loaded or unloaded

The matter has been reviewed , in view of repeated instances of doors opening on run and leading to infringements & damage to assets. Accordingly, Zonal Railways are advised to take immediate action in the matter to ensure that various staff involved ensure the activities and responsibilities as given below:

**A. GUARD & DRIVER (CREW):**

- Henceforth GDR check will be required to be done in all cases of unloading/loading of rakes, irrespective of method of loading/unloading as well as type of BPC, so as to ensure all the doors and fitting of wagons have been properly secured and there is no possibility of them turning loose on run.
- Closure of doors should always be checked by train crew before drawing out a rake from a terminal as part of the prescribed GDR check. Updated Performa to be filled up after GDR check is enclosed herewith.
- Closure of doors should also be checked and ensured during GDR check and same recorded in the GDR memo.

**B. OPERATING AND COMMERIAL STAFF ON DUTY AT SIDINGS/TERMINALS:**

- Release memo of rakes should be accepted by operating/commercial staff only after proper closure of doors has been ensured by the siding/handling agencies. This may be explicitly mentioned in the release memos.
- In case it is not feasible to close the doors in the terminal due to door defects, it should be certified by the railway officials posted in the terminal and C&W attention provided for closing such doors at an operationally convenient location.
- Operating staff concerned shall assure themselves that GDR check has been done before drawal of the rake and GDR memo has been signed as prescribed.

**C. MECHANICAL DEPTT STAFF:**

- TRAIN EXAMINATION YARD STAFF - At the time of rake examination by C&W staff for issue of a fresh brake power certificate, proper closure of doors should be ensured and this should be explicitly mentioned in the brake power certificate issued for all wagon types having doors, like BOXN, BCN, BOBRN, BCACBM etc. The examination gangs should clearly endorse by hand or by Rubber Stamp the following –'All doors checked & found working'.
- POH SHOPS, ROH DEPOTS & SICKLINES: During repair/overhaul it shall be ensure that all defects and deficiencies ae attended to properly and instructions issued vide Mechanical(Fr) dte letter a Ref(vi) are strictly adhered to.

This issues with the concurrence of Mechanical and Traffic Transportation Directorates of Railway Board and approval of Board (MRS & MT).

(DA: Performa in 1 page)

**AJAY**  
**NANDAN**  
(AJAY NANDAN)  
Exec. Director Mech. Engg. (Fr)  
Railway Board

Digitally signed by AJAY  
NANDAN  
Date: 2020.06.23 10:23:00  
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Adobe Acrobat Reader  
version: 2020.009.20067

Copy to :

1. AM/ME & AM/T, Railway Board: For kind information please
2. PCOMs & PCMEs, All Zonal Railways: For kind information & n/a please
3. Dir/NCO/New Delhi: For necessary action.



**CHECKS TO BE DONE BY GUARD AND DRIVER**

**Items to be checked by Guard and Driver**

1	All CBCs and Air Hoses are properly coupled and locked.
2	All the Angle Cocks are in open condition.
3	The last Angle Cock is in closed condition.
4	Empty / Load device handle is in proper position.
5	There is no loose fittings / hanging parts like springs push-pull rod, Brake Beam, Safety brackets, Brake Blocks etc. which may endanger safe running of the train.
6	Hand brakes are released.
7	All Doors/Hoppers/Covers of wagons are closed and locked / secured.
8	Check continuity of air pressure / vacuum before starting.

**Proforma for Joint check by the Driver and Guard**

1	DATE & PLACE	
2	Train No & LOCO No	
3	From .....	To .....
4	BPC No, Date & Place of issue	
5	Loaded at .....	Unloaded at .....
6	Time Loco attached .....	
7	Total Load	

.....  
Signature of Driver

.....  
Signature of Guard

Driver's Name .....

Guard's Name .....

(This memo should be prepared in 3 copies, one copy to be kept with Driver, one with the Guard and one will be given by the Guard to the Station Master / Yard Master)