

In the Accident Manual Book (2014),

1. The following periodical inspection schedule of Tool Van & BD Trucks (Road ART) is to be added below the table of Inspection schedule of ART in Appendix – I (page no. 156):-

Periodical inspection schedule of Tool Van & BD Trucks (Road ART) is as follows:-

Sl. no.	By whom	Type of inspections	Frequency
1	JS/SS Scale	To ensure proper functioning of their equipments	Once in every three months.
2	BOs of divisions		Once in every six months.

2. The following is to be added as new Para No. 10.45 in Chapter – X (Investigation and Inquiries, Page no 121):-

10.45 Accident Register:-

- (a) With a view to keep a ready reference and to watch the progress of finalization of the accident cases, registers are maintained in the office of the Chief Safety Officer as per the directives issued from time to time.
- (b) Accident Registers are also maintained in the divisional office for the purpose mentioned in sub para (a) above and the Divisional Safety Officer is responsible to ensure this. This registers should contain the columns as mentioned in sub-para (c) below.
- (c) At every station and yard, a record of all accidents occurring at the station/yard is maintained in an Accident Register. The person in charge of the station/yard as the case may be will be responsible for proper maintenance of this register. The register will contain the following particulars :-
 - (i) Date of accident
 - (ii) Time of accident
 - (iii) Brief details of the accident
 - (iv) Cause of the accident and class
 - (v) Exact location of accident
 - (vi) Lighting condition, if at night

- (i) Weather condition
- (ii) Name and designation of the staff involved
- (iii) Guard's Name
- (iv) Driver's Name
- (v) Date and time of relaying the message of an accident
- (vi) Date of accident report submitted
- (vii) Cost of damage
- (viii) Nature of enquiry held, date held & date completed
- (ix) Name of the staff held responsible
- (x) Punishment given to staff
- (xi) Time taken to finalise the case.
- (xii) The registers as indicated in sub-para (a), (b) and (c) above should be analysed and scrutinized to see if accidents are occurring in a particular location or with particular type of rolling stock or at a particular time or in the duties of particular staff, etc., so as to take preventive measures and also to have a check in regard to the time taken to finalise the cases.

This has the approval of Competent Authority (COM/SECR).

(G.M.S.Naidu)

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No. OPTG/SECR/ACM/425/16

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