

GERT8000-TW1
Rule Book



Preparation and movement of trains

Issue 19



Module TW1

September 2023
Comes into force 02 December 2023

Conventions used in the Rule Book

Example

A black line in the margin indicates a change to that rule when published for the first time, and will then appear until the module is reissued.



Green text in the margin indicates who is responsible for carrying out the rule.

driver

A white i in a blue box indicates that there is information provided at the bottom of the page.



A rule printed inside a red box is considered to be critical and is therefore emphasised in this way.

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You will need this module if you carry out the duties of a:

- driver
- guard
- shunter
- signaller
- train preparer
- competent person.

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1

Abnormal brake applications

The person responsible: driver

driver

If your train has been brought to a stand by a brake application which you did not make, you must immediately check the in-cab equipment indications, such as automatic warning system (AWS), ERTMS or train protection and warning system (TPWS), to see if this was the reason for the brake application.

If AWS, ERTMS or TPWS equipment was the reason the train was brought to a stand, you must immediately contact the signaller, unless TPWS caused the brake application when the train was approaching buffer stops.

If AWS, ERTMS or TPWS did not cause the brake application, you must find out if the brake was applied by the guard or by the passenger communication apparatus.

If none of these caused the brake application, you must check if the train is complete.

You must agree with the signaller what actions will be taken to find out whether the train has become divided and whether any other line is affected.

You must assume that your train has become divided if:

- the tail lamp is missing
- the brake pipe is open at the rear.

2

Assisting failed locomotive-hauled trains in the rear

The person responsible: driver

2.1 General

If your train has failed, it may be assisted in the rear if you can apply the automatic brake in an emergency.

driver failed train

You must only allow the movement to proceed to the next place where the train can be moved clear of the running line, or a locomotive can be attached to the front.

You must make sure that you can fully control the train throughout the movement.

You must reach a clear understanding with the driver of the assisting locomotive about how the movement is to be started, stopped and controlled.

You can use GSM-R radio for this purpose at any time during the movement.

Before the movement begins, you must temporarily isolate the TPWS.

driver assisting train

Immediately after your train is detached from the failed train, you must reinstate the TPWS.

If you are the driver of an assisting train on which ERTMS is in operation, you must make sure that ERTMS is in the correct mode both before the movement starts, and immediately after your train is detached from the failed train.

You must not make any further movement without the signaller's authority.

2.2 Failed air-braked train

driver failed train

An air-braked train can only be assisted in the rear by:

- a light locomotive
- an air-braked train
- a vacuum-braked train hauled by a dual-braked locomotive.

You must not exceed 25 mph (40 km/h).

However, if the brake pipe is operative throughout the train, a light locomotive may assist:

- a passenger train (loaded or empty)
- a postal or parcels train
- any other train running with passenger brake timings.

You must not exceed 40 mph (65 km/h).

A single-piped air-braked train can be assisted in the rear if the failed locomotive is:

- capable of maintaining its own main reservoir pressure, or
- fitted with an assistance to failed train (AFT) cock.

A two-pipe air-braked train can be assisted in the rear if the main reservoir pipe is:

- coupled and operative throughout the failed train
- coupled to the assisting locomotive.

3

Attending for and leaving duty

The people responsible: driver, guard

When attending for duty, you must read the notices that apply to you.

**driver,
guard**

Before leaving duty, you must hand in a full written report of the circumstances of any irregularity or exceptional incident.

DRAFT

4 Brake system requirements

The people responsible: driver, guard, train preparer

4.1 Making sure brakes are working correctly

driver,
guard,
train
preparer

The automatic brake must normally be in use on every vehicle in a passenger, parcels or postal train. You must make sure that the brakes are working correctly before allowing a train to start a journey.

4.2 Carrying out a brake continuity test on locomotive-hauled trains or HSTs

driver,
guard,
train
preparer

You must carry out a brake continuity test:

- when a locomotive is coupled to the train
- after a brake defect has been repaired
- after a train has been left unattended and the traction unit shut down (except where authorised in local instructions)
- when a vehicle is uncoupled from the train, unless it is uncoupled from the extreme rear
- when a vehicle is coupled to the train
- when any jumper cables have been disconnected and then re-connected during the journey.

You must carry out a brake continuity test only after all coupling, including brake and electrical connections, has been completed.

driver

If the train is assisted by a locomotive coupled in the rear, you must ask the driver of the assisting locomotive to carry out the brake continuity test. including brake and electrical connections.

4.3 Carrying out a brake continuity test on multiple-unit passenger trains

You must make sure a brake continuity test is carried out as shown in train operating company instructions.

driver,
guard,
train
preparer

4.4 Coaching stock vehicles with isolated brakes

You must carry out these instructions before a train formed of any type of coaching stock vehicles, whether locomotive-hauled, or multiple unit is allowed to:

- start a journey from other than a maintenance depot
- continue a journey after the brakes have been isolated during a journey.

driver,
guard,
train
preparer

Some types of multiple-unit train have braking equipment which provides the full brake power even though the brakes are isolated on a vehicle. When this is the case, you do not have to reduce speed as shown in this section. Your train operating company instructions will show which classes of train this applies to.

driver,
guard,
train
preparer

You can allow a train to start or continue a journey with the automatic brake isolated on one vehicle as long as the following conditions are met.

- The train is formed of at least five coaching stock vehicles.
- If the brake has been isolated on the leading vehicle of a train, the requirements in section 5.4 of module TW5 *Preparation and movement of trains: Defective or isolated vehicles and on-train equipment* are carried out.
- If the brake has been isolated on the last vehicle of a train, the requirements in section 5.5 of module TW5 *Preparation and movement of trains: Defective or isolated vehicles and on-train equipment* are carried out.
- The speed of the train is restricted to 10 mph (15 km/h) below the permissible speed for that train over each portion of line concerned. However, the speed need not be reduced below 35 mph (55 km/h).

You can allow more vehicles on which the automatic brake has been isolated to be conveyed in the train as shown below, providing the same conditions can be met.

Total number of coaching stock vehicles in the train	Number of vehicles with brakes isolated
10 to 14	2
15 to 19	3
20 to 24	4
25 or more	5

driver

If the brakes have been isolated on a greater number of vehicles, you can only continue the journey, as long as you travel at a speed which will allow you to keep full control of the train, as shown in section 5.3 of module TW5 *Preparation and movement of trains: Defective or isolated vehicles and on-train equipment*.

4.5 Isolated vehicle brakes

You must treat a vehicle with two air-brake distributors, one of which is isolated, as having isolated brakes.

If it is necessary to isolate the automatic brake on any vehicle, you must:

- carry out any necessary instructions for the type of vehicles concerned
- tell the driver
- make sure the train document is amended
- make sure the train meets the requirements of section 4.4.

driver,
guard,
train
preparer

4.6 Carrying out a running brake test

You must test that the automatic brake is working properly by carrying out a running brake test.

When you carry out a running brake test, you must do so from a speed that is high enough for you to be sure that:

- the brake is operating effectively
- the speed of the train is being reduced.

driver

Locomotive-hauled trains and HSTs

You must carry out the running brake test at the first opportunity after beginning the journey.

You must, if possible, also carry out a running brake test in good time before approaching:

- the first stopping place
- a crossing place on a single line
- a steep falling gradient
- a terminus or dead-end platform line.

driver

Multiple-unit trains

When working multiple-unit trains you must carry out the running brake test as shown in your train operating company instructions.

DRAFT

5

Broken rails, bridge strikes and track defects

The people responsible: driver, signaller

5.1 Broken, distorted or damaged rails and broken fishplates

If there is a broken or defective rail or broken fishplates on the line on which your train is to travel, the signaller will tell you what is happening and the location of the rail defect.

driver

When you are told to proceed, you must do so at no more than the speed the signaller tells you.

5.2 Bridge strikes

If a bridge is reported as having been struck by a road vehicle on the line on which your train is to travel, the signaller will tell you what has happened and the location of the bridge.

driver

When you are told to proceed, you must do so at no greater speed than the signaller tells you. You must not increase speed until the whole of your train has passed beyond the bridge concerned.

If it is an overline bridge that has been struck, the signaller may ask you to check the bridge before passing under it. In this case you must:

- stop your train before passing under the bridge
- check for any obvious damage, including debris on the line
- tell the signaller whether the line appears to be safe for the passage of trains.

If there is no obvious damage or debris, you may pass under the bridge at a speed not exceeding 5 mph (10 km/h).

5.3 Track defects

driver

If you believe there is a track defect, you must tell the signaller, as soon as possible:

- the location of the defect
- the type of defect, using terms in the table below
- whether there is a bridge or viaduct at or close to the location of the defect
- as much information as you can about the defect.

signaller

If a driver tells you about a possible track defect, you must:

- get the location of the defect from the driver
- get as much information as possible from the driver, using the terms in the table below
- carry out the actions shown in the table below
- tell Operations Control.

driver, signaller

Type of defect	Driver's report	Signaller's actions
A track defect that is seen	<p>You can definitely see that there is:</p> <ul style="list-style-type: none"> • a broken rail • a defective rail • broken fishplates. 	You must stop trains from passing over the affected line as shown in module TS1 General signalling regulations regulation 17.1.1.

driver,
signaller

Type of defect	Driver's report	Signaller's actions
A track defect that is felt	<p>There is unusual movement of the train - either sideways or vertical - which may be because of a track defect. This may be:</p> <ul style="list-style-type: none">• a lurch or dip• shaking or vibrating• pitch.	<p>You must arrange for the line to be examined, as shown in module TS1 General signalling regulations 20.1, 20.3 and 20.5.</p>
A track defect that is heard	<p>You hear an unusual noise that may be because of a track defect. This may be:</p> <ul style="list-style-type: none">• a bang• a rattle• grinding.	<p>You must arrange for the line to be examined, as shown in module TS1 General signalling regulations 20.1, 20.3 and 20.5.</p>
Deterioration of ride quality	<p>You consider that the ride quality has deteriorated from that experienced previously at a particular location. In this case.</p> <ul style="list-style-type: none">• You do not need to tell the signaller about this.• You must report this to your Train Operator's Control at the earliest opportunity.	<p>If a driver reports this type of defect, you must tell Operations Control.</p>

6

Classification of trains

The people responsible: driver, train preparer

The following table shows the classification used to identify the types of train.

You must tell the signaller if the classification of the train is different, or has been changed, from that published.

Description	Class
Express passenger train Nominated postal or parcels train Breakdown or overhead line equipment train going to clear the line (1Z99) Traction unit going to assist a failed train (1Z99) Snow plough going to clear the line (1Z99)	1
Ordinary passenger train Officers' special train (2Z01)	2
Freight train if specially authorised A parcels train Autumn-railhead treatment train Empty coaching stock train if specially authorised	3
Freight train which can run up to 75 mph (120 km/h)	4
Empty coaching stock train	5
Freight train which can run up to 60 mph (95 km/h)	6
Freight train which can run up to 45 mph (70 km/h)	7
Freight train which can run up to 35 mph (55 km/h)	8
Class 373 train Other passenger train if specially authorised	9
Light locomotive or locomotives	0

driver,
train
preparer

7

Dead locomotives

The people responsible: driver, train preparer

7.1 General

You can allow dead locomotives to be worked as part of a formation of light locomotives, or conveyed in a train.

If a dead locomotive has an operational automatic brake, you must make sure that it is used even when it is partially defective. This means the number of brakes isolated reduces the brake force by no more than 25%.

You must make sure that the brake timings are compatible throughout the train, including the locomotives.

driver,
train
preparer

7.2 As a formation of light locomotives

Unless authorised otherwise, you must not allow more than a total of five hauling and dead locomotives to be worked as a formation of light locomotives.

You must not haul a locomotive on which the automatic brake is totally inoperative.

If any locomotive has a partially defective automatic brake, you must not allow the speed to exceed 50 mph (80 km/h).

driver,
train
preparer

7.3 In a passenger train (loaded or empty), postal or parcels train

Unless authorised otherwise, you can only convey one hauling and one dead locomotive, except that you can allow two dead class 20 or class 73 locomotives to be formed at the rear of the train.

You can convey more locomotives when an electric locomotive in service is being hauled over a non-electrified line, or an electrified line on which the traction current has been isolated.

driver,
train
preparer

driver,
train
preparer

When preparing the train, you must make sure that a dead locomotive is formed:

- immediately behind the hauling locomotive, or
- immediately inside the powering locomotive on a push-pull train, or
- at the rear of the train.

You must make sure that the automatic brake is fully operative on a dead locomotive.

7.4 In a freight train

driver,
train
preparer

Unless authorised otherwise, you must not convey more than a total of five hauling and dead locomotives.

If the dead locomotives have only a through pipe available, you must make sure that:

- not more than three locomotives are hauled
- the locomotives are formed immediately behind the hauling locomotive
- the automatic brake is operating on the three vehicles behind the dead locomotives.

You can only allow one locomotive (or two class 20 or class 73 locomotives) to be formed at the rear of the train.

You must not convey a dead locomotive at the rear of a train, or within the train, unless the automatic brake is operating fully.

You must only convey a dead locomotive formed anywhere in the train except immediately behind the hauling locomotive or at the extreme rear, as long as:

- your train operating company instructions allow this
- you carry out any additional instructions in the train operating company instructions.

If a dead locomotive is formed anywhere in a single-piped air-braked train except immediately behind the hauling locomotive, you must make sure that it is fitted with an AFT cock or equivalent. If not fitted with an AFT cock, a locomotive cannot be hauled dead, but can be conveyed with the engine under power but not supplying traction power.

**driver,
train
preparer**

DRAFT

8

Doors on passenger, postal and parcels trains

The people responsible: driver, guard, signaller

8.1 Door open or not completely closed

guard

If a door comes open or is not completely closed while the train is moving, you must not try to close or secure the door, but immediately stop the train before doing so.

8.2 Treating and reporting doors as defective

driver of a
DO train,
guard

You must treat a door as defective and carry out the instructions in module TW5 *Preparation and movement of trains: Defective or isolated vehicles and on-train equipment* if any of the following applies.

- A power-operated door closes other than through normal operation.
- The train starts with someone or something trapped in a door.
- A power-operated door remains open when it should be shut.
- A door comes open during the journey.
- Someone is injured when opening or closing the door and it is possible that the condition of the door may have contributed to the accident.
- Someone falls from the door during the journey.
- The power-operated door controls become inoperative.
- The central door locking becomes defective.
- The internal passenger 'door open' buttons become lit when the train is moving.

You must also treat a door as defective and carry out the instructions in module TW5 *Preparation and movement of trains: Defective or isolated vehicles and on-train equipment* if any of the following applies.

- A slam door is found on the safety catch, unless it is known that the door was not properly closed before the train started.
- A door handle does not return to the horizontal position when closed.
- A door is stiff in its frame.

You must tell the driver what has happened.

If it is necessary to stop the train, you must do so immediately.

You must tell the signaller what has happened and give details of:

- the vehicle number
- the location of the door
- the position of all door controls
- the position of the traction interlock switch at the time of the incident.

You must not move your train until instructed to do so by the signaller.

You must instruct the driver not to make any further movement until you have been given specific instructions from Operations Control.

driver of a
DO train,
guard

guard
driver

signaller

8.3 Passenger falling from the train during the journey

guard

If you know or suspect that someone has fallen from the train, you must tell the driver.

driver

You must tell the signaller if:

- someone has fallen from the train
- you cannot be certain whether anyone has fallen from the train.

You must also tell the signaller if it is known or suspected that someone has fallen from the train, but it is not known which door was involved.

driver of a DO train, guard

You must, if possible, transfer passengers to another vehicle and place the vehicle out of use.

driver

You must not move your train until instructed to do so by the signaller.

signaller

You must instruct the driver not to make any further movement until you have been given specific instructions from Operations Control.

9

Driver-guard communication

The people responsible: driver, guard

When using the bell or buzzer to communicate, you must use the following codes.

driver,
guard

Code	Meaning
1	Stop
1-2	Close power-operated doors
2	Ready to start
2-2	Do not open doors (driver and guard to speak to one another)
3	Set back
3-1	Lock central door locking
3-2-1	Testing doors
3-3	Guard required by driver, or guard or driver to speak on the telephone
3-3-1	Release central door locking
4	Slow down
6	Draw forward
9	Police assistance required

You must make sure that all codes are made carefully, clearly and distinctly, with pauses clearly marked and acknowledged by repetition (except for code '3-2-1').

If you receive a code '9', you must get police assistance at the next suitable stopping point. You must arrange this by telling the signaller in the quickest way possible.

You must use the cab-to-cab telephone only for essential conversations about the working of the train.

You must not use the cab-to-cab telephone instead of the bell or buzzer codes to control movements of trains, unless your train operating company instructions allow you to do so when the bell or buzzer is defective.

10

Driver's reminder appliance (DRA)

The person responsible: driver

Note: On a train on which ERTMS is in operation, the use of the DRA will only be necessary if a DRA is provided.

10.1 When entering or leaving the driving cab

driver

When you enter a driving cab before starting a journey, or when taking over the train from another driver, you must make sure that the DRA is set.

If there is a platform starting signal, you must reset the DRA only when one of the following applies.

- The platform starting signal has been cleared.
- You have been given authority to pass the signal at danger, or pass an end of authority (EoA) without a movement authority (MA).
- You are allowed to pass the signal at danger on your own authority.

You must set the DRA when you leave the driving cab at the end of a journey or when another driver is to take over the train.

10.2 When stopping at a station platform or at a signal at danger

driver

You must set the DRA when your train:

- stops at a station platform where the starting signal is at danger, or you do not have an MA beyond the station
- is stopped at any signal at danger, or at a block marker when you do not have an MA beyond it.

You must only reset the DRA when:

- the signal has cleared, or an MA has been received
- you have been given authority to pass the signal at danger, or an EoA without an MA
- you are allowed to pass the signal at danger on your own authority.

driver

You may set the DRA before your train stops at the platform.

10.3 When stopping at a station platform where no signal is provided

You must set the DRA when your train stops at a station platform after having:

- passed a signal displaying a single yellow aspect or a semaphore distant signal at caution
- been authorised to pass at danger the signal, or an EoA without an MA, on the approach to the platform
- entered the platform under the authority of a position-light signal or subsidiary signal.

driver

You may set the DRA before your train stops at the platform.

You must only reset the DRA when you receive the **'ready-to-start'** signal.

If you are at an unstaffed platform, you must only reset the DRA when you have made sure it is safe to start the train.

driver of a
DO train

11

Driving-cab equipment

The people responsible: driver, train preparer

**driver,
train
preparer**

When preparing a train for service, you must check that the following equipment is available in any cab that the train will be driven from, or in another location on the train as shown in your train operating company instructions for the type of rolling stock concerned.

- At least 10 detonators.
- Two track-circuit operating clips.
- Two red flags.
- A spare tail lamp or hand lamp when working locomotive-hauled DO trains.
- Any other equipment shown in the instructions for the type of train concerned.

On a multiple-unit train, one red flag must be available in each cab.

If any of the equipment shown above is not available in any cab that the train will be driven from, or in another location as shown in your train operating company instructions, you must not allow the train to start a journey.

12

Examining the line

The person responsible: driver

12.1 How to carry out an examination of the line

If instructed by the signaller to examine the line, you must:

- reach a clear understanding with the signaller as to which portion of line is to be examined
- proceed over the affected portion of the line at caution
- carry out any other instructions.

If the affected portion of line is within a tunnel, you must not exceed 10 mph (15 km/h) through the tunnel.

If the signaller has told you that the examination of the line is because of a suspected track defect, you must not exceed 20 mph (30 km/h) over the affected portion of line.

You must report the state of the affected line from an agreed location beyond the affected portion of line.

driver

12.2 If the headlight has failed

During darkness, poor visibility, or if there is a tunnel in the section, you must not use a train to examine the line if the headlight has failed completely, unless a portable headlight is fitted.

driver

12.3 Being accompanied by a competent person

During darkness, poor visibility, or if the affected portion of line is within a tunnel, while examining the line, you must be accompanied by the guard or other competent person (if one is immediately available).

driver

13

Exploding detonators

The person responsible: driver

13.1 At a signal box or when a hand danger signal is shown

driver

If your train explodes one or more detonators at a signal box or when a hand danger signal is being shown, you must:

- stop your train immediately
- not proceed until given permission to do so.

13.2 Other situations

driver

If your train explodes one or more detonators in any other situation, you must:

- stop your train immediately
- proceed at caution towards the obstruction, or any signal, end of authority (EoA) or handsignal.

14

Lights on trains

The people responsible: driver, guard, train preparer

14.1 Headlights and marker lights

You must make sure that any marker lights at the front of your train are switched on when the train is:

driver

- on a running line
- moving on any line or in a depot, yard or siding
- being propelled in the right direction.

You must make sure that the headlight (fixed or portable) at the front of your train is:

- switched on when the train is moving on a running line
- displaying the correct day or night beam.

You must make sure that the headlight (fixed or portable) is switched off:

- in a depot, yard or siding
- when stabled on a running line.

14.2 Tail lamps

You must make sure there is a tail lamp that is lit at the rear of the train when it is:

driver,
guard,
train
preparer

- on a running line
- on a through or reception siding
- being propelled in the right direction.

When two built-in electric tail lights are provided, you must make sure both are lit, where possible.

You must make sure that no other tail lamp is displayed at any other position.

14.3 Lights on shunting locomotives

driver

You must make sure there is at least one red and one white light displayed at each end of a shunting locomotive (where these are fitted) when it is being used for shunting purposes.

14.4 Lights when making a wrong-direction movement

driver

When making a wrong-direction movement of less than 400 metres (440 yards), you need not change the normal head or marker lights or the tail lamp.

When making a wrong-direction movement of more than 400 metres (440 yards), you must make sure that the headlights and marker lights are lit on the leading end of the movement and a tail lamp is lit at the rear end of the movement.

When making a wrong-direction movement as an assisting train towards a failed train, you must make sure you display normal headlights at both ends of your train and have switched off the tail lamp.

You can use a portable headlight or a handlamp if the above lights or lamps are not available.

15 Locomotive assisting in the rear of a train

The person responsible: driver

15.1 Before the movement begins

You must reach a clear understanding with the driver of the assisting locomotive about how the movement is to be started, stopped and controlled.

driver

You can use GSM-R radio for this purpose at any time during the movement.

You must only assist a train in the rear where authorised in the *Sectional Appendix*.

driver
assisting
locomotive.

You must make sure that the assisting locomotive is always coupled to the train except where authorised in the *Sectional Appendix*.

Whenever an assisting locomotive is attached to the rear of the train, you must tell the signaller.

Before the movement begins, you must temporarily isolate the TPWS or make sure that ERTMS is in the correct mode.

15.2 Assisting locomotive leaving the train

Immediately after the locomotive is detached from the train, you must reinstate the TPWS, or make sure that ERTMS is in the correct mode.

driver
assisting
locomotive

You must only detach the assisting locomotive at a location authorised in the *Sectional Appendix*.

You must not pass a signal which has been cleared for the train that was assisted, until the signal has been returned to danger and then cleared again.

driver
assisting
locomotive

If ERTMS is operative on the assisting locomotive, you must not make any further movement without the signaller's authority.

DRAFT

16

Locomotives at both ends of the train or in tandem

The person responsible: driver

16.1 Trains with locomotives at both ends of the train

You can operate a train with powered locomotives at both ends of the train in the following circumstances.

- When the rear locomotives are providing traction power.
- When the rear locomotives are providing an electrical train supply only.

You must make sure that the automatic brake is connected and operative throughout the train.

You must reach a clear understanding with the driver of the leading locomotive as to what is required before the journey or movement begins.

You can use GSM-R radio to speak to the other driver at any time during the journey about how the movement is to be started, stopped and controlled.

During the journey, you may disregard any signal which reverts to danger or caution before your locomotive passes it.

driver

driver
locomotive
on rear

16.2 Trains hauled by locomotives in tandem

driver

If ERTMS is in operation on the leading locomotive, you must make sure that suitable communication is available between each of the drivers.

If you are the driver of the leading locomotive, you are responsible for observing signals or in-cab indications and operating the brake.

If you are the driver of the second locomotive, you must:

- observe all signals affecting the working of the train, where possible
- observe any signals or follow other communication given by the driver of the leading locomotive
- apply the brake if it becomes necessary.

You can use GSM-R radio to speak to the other driver at any time during the journey about how the movement is to be started, stopped and controlled.

16.3 If a locomotive is not the leading one

driver

If you are the driver of any locomotive that is not the leading one, you must:

- temporarily isolate TPWS before the movement starts, if it is required to be in operation during any part of the journey
- reinstate the TPWS after the movement has been completed, or before the train reverses, if it will then be required to be in operation
- make sure that ERTMS is in the correct mode throughout any part of the journey when it is required to be in operation.

17

Locking doors on passenger trains

The people responsible: guard, train preparer

You must carry out these instructions:

- before a train starts its first journey of the day
- after any vehicle has been attached or detached from a train
- when a door is locked out of use for any operational reason.

You must make sure that the following doors are locked.

- Gangway doors at each end of the train.
- Gangway doors at each side of any gangway connection which cannot be made.
- A door leading to any accommodation or vehicle which is not for public use, unless your train operating company instructions allow another means of preventing public access.

You must make sure that all other doors (internal and external) are kept unlocked at all times.

**guard,
train
preparer**

18

Looking out along a train

The people responsible: driver, guard

**driver,
guard**

When starting away, if it is safe and possible to do so, you must look out to make sure everything is in order.

When working a freight train, if it is safe and possible to do so, you must look out from time to time to make sure the train is following in a safe and correct way.

DRAFT

19

Passenger communication apparatus (PCA)

The people responsible: driver, guard

If the PCA is operated, you must, if possible, avoid stopping the train:

- in a tunnel
- on a viaduct
- in any other unsuitable location.

If an emergency brake application is not automatically made when the warning alarm sounds on a train fitted with a PCA, you must:

- if possible, contact the person who has operated the apparatus
- ask the person why the PCA has been used
- take the necessary action
- if necessary, bring the train to a stand as soon as possible at a suitable location.

However, you must stop the train immediately if:

- you have reason to believe that the train may be in danger, or
- the apparatus is operated as the train is leaving a station.

You must reset the PCA before the train restarts.

driver

driver of a
DO train,
guard

20

Permissive working

The person responsible: driver

20.1 Definition

Permissive working allows a second train to be signalled onto a running line that is already occupied so that more than one train at a time can be on the same line in a:

- block section
- signal section
- dead-end platform line.

20.2 Authority for permissive working

driver

You must only make a permissive movement where authorised in the *Sectional Appendix*.

However, you can make a shunting movement to a portion of line that is already occupied, even though permissive working is not authorised, as long as this is for the purpose of attaching, detaching or removing vehicles.

20.3 Proceeding towards the rear of another train on permissive-worked lines

driver

When proceeding towards another train which is at a stand, you must:

- approach at caution
- stop your train at least 2 metres (6 feet 6 inches) short of the train in front.

20.4 Following another train which is moving on a permissive-worked line

When it is permitted to drive a train towards the rear of another train which is moving forward, you must:

driver

- proceed at caution
- keep sufficient distance from the train in front to prevent your train colliding with that train in case it stops
- not pass a signal which has been cleared for the train in front until the signal has been returned to danger and then cleared again.

20.5 Setting-back movements where permissive working is authorised

You must not make any movement, other than for coupling or uncoupling, once the train has come to a stand unless one of the following applies.

driver

- A signal is cleared for the movement.
- The movement is authorised by the signalling system.
- The movement is authorised by the signaller.

If the movement was made on the authority of the signaller, you must tell the signaller when the movement has been completed.

If making a setting-back movement when coupling or uncoupling, you must make sure that the movement is not greater than a distance of 600 mm (2 feet).

If it is necessary for the movement to be greater than this distance, you must get the authority of the signaller.

20.6 Emergency permissive working

driver

You can also make a permissive movement when the signaller tells you that in an emergency situation on a TCB or ERTMS line your train is authorised to enter an occupied section to use a station platform.

DRAFT

21

Personal equipment

The people responsible: driver, guard

When on duty, you must have with you:

- a handlamp
- high-visibility clothing
- a means of telling the accurate time
- up-to-date notices for all lines over which you are required to work
- any other equipment as shown in your train operating company instructions.

driver,
guard

You must also have with you a supply of Form RT3185 Reporting a Signal/AWS/TPWS/ERTMS/ATP/TVM failure or irregularity.

driver

You must also have a supply of form NR3190 Emergency Special Working Tickets.

You must also have a green flag with you.

guard

When you are working a locomotive-hauled passenger train that is not a push-pull train, you must also have:

- a red flag
- 10 detonators.

22

Poor visibility

The person responsible: driver

driver

If you cannot see signals, block markers or lineside indicators soon enough to react to them during poor visibility, you must reduce the speed of your train as you consider necessary.

You must not exceed 40 mph (65 km/h) during poor visibility on a line where AWS is not provided as shown in Table A of the *Sectional Appendix*.

DRAFT

23

Preparing a train

The people responsible: driver, guard, train preparer

Before a train starts a journey, you must check all of the following.

- All vehicles are properly coupled, including the brake-pipe and electrical connections.
- The necessary lamps are provided on the trains.
- The load and formation of the train meet the relevant rules and instructions.
- Before moving any locomotive or vehicle in the train that is not registered with Network Rail, that special authorisation has been received from Network Rail.
- All vehicles appear safe to travel.
- All handbrakes are released (unless it is the driver's responsibility on multiple units).
- All the doors are properly closed on a passenger or empty coaching stock train.
- Two track-circuit operating clips are available for use in or next to each brake compartment on a train of coaching stock.

You must make sure the driver is aware of any items of defective or isolated on-train equipment.

You must give the driver any necessary instructions to do with the safe working of the train.

You must test power-operated doors as shown in your train operating company instructions. You must carry out this test before a train starts a journey, unless your train operating company instructions allow the test to be carried out before starting a journey that passengers will be carried on.

guard,
train
preparer

driver

If you are working a train on which ERTMS is in operation, you must:

- make sure you enter the correct data and validate it (where necessary) or check the data already entered by the previous driver
- not enter data into the DMI when a train or vehicle is standing between your train and the signal or block marker at the EoA ahead.

DRAFT

24

Proceeding after being stopped because of an accident or other exceptional cause

The people responsible: driver, guard

When your train has been stopped because of an accident or other exceptional cause, you must not restart until:

- you have received a '**ready-to-start**' signal from the guard, if the train is worked by a guard
- you have made sure it is safe to do so, if you are working a driver only (DO) train.

You must only give a '**ready-to-start**' signal to the driver after you have made sure it is safe to do so when the train has been stopped by an accident or other exceptional cause.

If your train has stopped over unworked points, you must:

- only restart when it is safe to do so
- if necessary, arrange for the points to be secured before restarting.

driver

guard

driver

25

Proceeding at caution

The person responsible: driver

driver

If instructed to proceed at caution, you must, as well as not exceeding any specified speed, proceed at a speed which takes account of conditions (such as the distance you can see to be clear), that will allow you to stop the train short of any train, vehicle or other obstruction, or the end of your movement authority.

DRAFT

26

Propelling movements

The people responsible: driver, shunter, signaller,

26.1 Authority for propelling

You may allow a propelling movement to take place as follows.

- At locations shown in the *Sectional Appendix*.
- Within the station limits of the same signal box.
- A shunting movement on a track circuit block line that is not required to proceed beyond more than one main aspect signal.
- A shunting movement on an ERTMS line that is not required to proceed beyond more than one main aspect signal or block marker.
- Through points worked from a ground frame.
- An officers' special train in the right direction.
- A wrong-direction movement that has been authorised after taking a wrong route at a junction.
- When a wrong-direction movement has been authorised after overrunning a station.
- A movement that is in connection with single line working.
- A movement that is in connection with working to or from the point of obstruction.
- A movement of a breakdown train.
- A movement in connection with clearing a disabled train or portion of it from the section.
- A wrong-direction movement with the front portion of a divided train to the rear portion.

driver,
shunter,
signaller

26.2 Controlling the movement

driver

You must not make a propelling movement unless it is controlled by a person acting as a shunter as shown in Rule Book module SS2 *Shunting*.

26.3 Before the movement starts

driver,
shunter

Before the movement starts, you must both reach a clear understanding about:

- the movement
- the limits of the movement
- how it will be controlled.

You can use GSM-R radio to speak at any time during the journey about how the movement is to be started, stopped and controlled.

shunter

If the movement is to be made along a running line, you must:

- make sure the automatic brake is in use
- tell the signaller that the movement will be propelled, except when the movement is being made through points worked by a ground frame.

driver

You must:

- temporarily isolate the TPWS before the propelling movement starts
- reinstate the TPWS when the movement has been completed
- make sure that ERTMS is in the correct mode before the propelling movement starts.

26.4 During the movement

If you are making a propelling movement, you must drive from the leading cab unless either of the following applies.

driver

- You have to look out for signals or handsignals and you will have a better view from another cab.
- A shunter is controlling the movement by radio and you do not have to look out for signals or handsignals during the movement.

Throughout the movement you must:

- observe all signals
- not pass any block marker, signal or stop board without authority
- not exceed 20 mph (30 km/h), except for an officers' special train
- sound the warning horn when approaching a level crossing.

27

Public address system

The person responsible: driver

driver

If your train operating company's instructions tell you to make announcements using the public address system, you must not do so when the train is moving if you may become distracted and put the safe operation of the train in danger.

DRAFT

28 Rail adhesion

The people responsible: driver, signaller

28.1 Levels of rail adhesion

There are three levels of rail adhesion conditions:

Level	Definition
Good	Rail adhesion conditions are good.
Expected	Rail adhesion is no worse than would be expected for the location and environmental conditions.
Reportable	Rail adhesion is worse than would be expected for the location and environmental conditions.

28.2 When to report rail adhesion levels

You must follow your train operator's driving policy for low rail adhesion at locations where you expect to experience 'expected' adhesion levels. You do not need to report 'expected' adhesion levels to the signaller.

driver

You must tell the signaller immediately if you experience 'reportable' rail adhesion levels.

signaller

If you are told about 'reportable' rail adhesion levels, you must tell Operations Control and take the following action.

Location where conditions apply	Action to be taken
Approach to a stop signal or an End of Authority (EoA)	Arrange for the driver of each train to be told about the circumstances unless the signal is showing a proceed aspect or an MA has been issued beyond the EoA
Controlled level crossing within the overlap of a signal or EoA	Close the crossing to road traffic before each train approaches
AHBC level crossing	Select the non-stopping mode (where provided)
Approach to a platform	Arrange for the driver of each train booked to call to be told about the circumstances
Dead-end platform	Arrange, if possible, for the platform to be taken out of use

signaller

When it is necessary for you to tell a driver about 'reportable' rail adhesion levels, you can do this by using the 'Acknowledged (safety) broadcast calls' arrangement.

driver

If you have been told about 'reportable' rail adhesion levels, you must approach the location using the method shown in your train operator's driving policy.

28.3 Arranging a controlled test stop

signaller

You must arrange for a train to make a controlled test stop at the location concerned, if one of the following applies.

- Operations Control tell you that the rail head has been inspected and nothing unusual has been found.
- Operations Control tell you that the rail head has been inspected, and improvement treatment carried out.
- At least 30 minutes have passed since you were told about the 'reportable' rail adhesion level.

In the case of a dead-end platform, you must not arrange for a test stop to be made unless you have been told that the rail head has been treated.

signaller

If possible, you must arrange for the test stop to be performed by a similar type of train to that which reported the conditions.

Before a controlled test stop is made, you must:

- arrange for the signal, where provided, to be cleared
- arrange for an MA to be issued beyond the EoA, if there is one
- where permissive working is authorised, make sure the platform line is clear.

When the signaller tells you to make a controlled test stop, you must brake the train in the way that you would normally use for the environmental and rail adhesion conditions at the location, rather than the way that you would for 'reportable' rail adhesion levels.

driver

Immediately after the controlled test stop, you must tell the signaller:

- the results of the test
- whether the rail adhesion level should still be considered as 'reportable'.

If the driver who made the controlled test stop reports that the rail adhesion level is still 'reportable', you must tell Operations Control, who will tell you when to arrange a further controlled test stop.

signaller

28.4 Resuming normal working

Until you are told that drivers are being notified by other means, you must continue to advise drivers.

signaller

You must continue to take any other action shown in section 28.2.

You must not resume normal working until a controlled test stop has been carried out and the rail adhesion level is no longer considered as 'reportable'.

28.5 Serious wheel slip

driver

You must tell the signaller the location where serious or prolonged wheel slip is experienced. However, if you suspect the rail to be damaged, you must stop the train specially and tell the signaller immediately.

signaller

You must arrange for the affected portion of line to be inspected.

DRAFT

29

Route and traction knowledge requirements

The people responsible: driver, guard

29.1 Driver's responsibilities

When working a train, you must have the necessary knowledge for the entire route over which you are to work, or be accompanied by a competent conductor driver.

driver

If the conductor driver is not familiar with the type of traction concerned, you must explain before starting the journey:

- how to stop the train in an emergency
- where the emergency equipment is kept
- how to shut down the traction unit in an emergency.

If you are being conducted over a portion of line you are not familiar with, you must take note of signals, speed restrictions, ERTMS lineside signage and other features about the line.

If you are the conductor driver, you must:

- take responsibility for the safe working of the train
- observe all signals and speed restrictions
- drive the train if authorised and competent to do so
- be competent in ERTMS on a train on which ERTMS is in operation.

conductor driver

**conductor
driver**

If you are not driving the train, you must give the driver the necessary instructions concerning:

- signals
- speed restrictions
- gradients
- curves
- ERTMS driver machine interface (DMI) indications on a train on which ERTMS is on operation
- other features of the line the driver needs to know.

29.2 Guard's responsibilities**guard**

When working a train, you must have the necessary knowledge for the entire route over which you are to work, or be accompanied by a person who has.

30

Sanding equipment

The person responsible: driver

If your train is equipped with manual sanding equipment, you must use this as necessary to assist with traction or braking.

You must, if possible, avoid using the sanding equipment:

- near to points and crossings
- during braking at speeds less than 12 mph (20 km/h)
- when at a standstill.

However you can use the sanding equipment in these situations if:

- it will avoid passing a signal at danger, an end of authority (EoA) without a movement authority (MA) or any other serious incident
- you are starting a train away
- it is necessary to test the sanding equipment.

You can also apply these instructions if your train is equipped with automatic sanding equipment, as long as your train operating company instructions state that you can.

driver

31 | Sidings and goods lines

The person responsible: driver

driver

You must not allow a passenger train to enter a siding, a goods line or a goods loop unless:

- the arrangements have been published, or
- in an emergency, when authorised by the signaller.

DRAFT

32

Single line working

The people responsible: driver, guard

32.1 In the wrong direction

If your train is to travel over the single line in the wrong direction, you must tell the guard.

You must consider the effect on:

- station working, releasing doors and passenger safety
- protection arrangements if you have to carry out the requirements of Rule Book module M1 *Dealing with a train accident or train evacuation*.

driver

driver,
guard

32.2 Single line working where more than one running line is available

If your train is to travel over the single line in the wrong direction and the single line working arrangements have not been published in the *Weekly Operating Notice*, you must tell the guard.

If protection needs to be carried out as shown in Rule Book module M1 *Dealing with a train accident or train evacuation*, you must take into account the altered direction of train working under single line working arrangements.

driver

driver,
guard

33

**Single lines worked with a token,
or with or without a train staff**

The person responsible: driver

33.1 Principle

Only one train at a time is allowed in a single-line section.

**33.2 Entering or fouling a single line
worked with a token or train staff**

driver

You must always stop your train when you need to get, deliver or exchange a token or train staff.

Before you take a train onto the single line, you must make sure you get the correct token or train staff for the section you are about to enter from the signaller or person authorised in the *Sectional Appendix*.

Where a no-signaller token instrument is provided, you must ask the signaller or authorised person to release the token.

If you are the driver at the leading end of the train, you must show the token or train staff to the driver of any other locomotive at the leading end of the train before you enter the single line section.

You do not need to have the token or train staff, if any of the following apply.

- The line is under possession.
- Working by pilot is in operation.
- Modified working arrangements are in operation.
- You are authorised to pass the section signal on an electric token line at danger for shunting purposes.
- Your train is to enter the single-line section as an assisting train.

33.3 Handling the token or train staff

driver

You must keep the token or train staff with you in the cab from which the train is being driven until it is needed by a shunter.

If the token or train staff has been given to the shunter for shunting purposes, you must not continue with the journey until:

- shunting is completed
- the points have been locked in the correct position for trains to pass on the single line
- the shunter has returned the token or train staff to you.

When the train has reached the end of the section, you must:

- give the token or train staff to the signaller or the person authorised in the *Sectional Appendix*, or
- where a no-signaller token instrument is provided, place the token in the instrument or give the token to the authorised person to do this.

If your train has failed and an assisting train is to enter the section from a ground frame which is released by the token, the signaller will instruct you to take the token to the ground frame.

When you arrive at the ground frame, you must:

- contact the signaller
- not place the token in the instrument
- come to a clear understanding with the signaller about what is to be done
- hand the token to the driver of the assisting train.

If any portion of the train is left in the single-line section, you must tell the signaller before you leave the single-line section. You must keep the token or train staff until the whole train is clear of the single-line section.

If the signaller tells you that the front portion of the train is to continue on its journey, leaving the rear portion in the single-line section, you must then give up the token or train staff.

driver

If the signaller has told you that, because of a failure of token instruments, trains will be run as if on a one-train working line where a train staff is provided, you must:

- handle the token as if it is a train staff
- not place the token in any instrument.

On a no-signaller token line, you must not transfer the token from one train to another unless it has been passed through a token instrument, except when:

- a train is to enter the section to assist, from the front, a portion of a train which has been left in the section
- you are told that due to a failure of token instruments, the single-line section will be worked as a one-train working line with train staff.

| 33.4 One-train working without a train staff**driver**

You must not enter or foul the single-line section until the controlling signal is cleared unless one of the following applies.

- The line is under possession.
- Working by pilot is in operation.
- Modified working arrangements are in operation.
- Your train is to enter the single-line section as an assisting train.

If any portion of the train is left in the single-line section, you must tell the signaller. You must not leave the single-line section until you have told the signaller.

34

Snow conditions

The person responsible: driver

When snow is falling, or fallen snow is being disturbed by the passage of trains, you must carry out running brake tests as frequently as necessary to make sure that the automatic brake is operating effectively.

You must also carry out any other train operating company instructions.

driver

DRAFT

35 | Starting a train

The people responsible: driver, person in charge

35.1 Starting a train from a siding, depot or yard

person in charge

Before you give permission to the driver of a train leaving a siding, depot or yard to start the train, you must make sure it is safe to do so.

driver

Before you start a train from a siding, depot or yard, you must make sure it is safe to do so, and get permission from the person in charge, if there is one. **i**

35.2 Starting a train assisted in the rear

person in charge

If a train is assisted in the rear, you must also give permission to the driver of the assisting locomotive for the train to start.



Person in charge in this section means the person in charge of movements at the location concerned.

36

Stopping a train at a station where the train is booked to stop

The people responsible: driver, guard

You must stop your train at the platform as indicated by the car stop markers, where provided.

driver

Unless you are authorised to do otherwise, you must stop your train so that all doors used by passengers are at the platform.

If your train is to stop at a station where it is longer than the platform, you must, if possible, tell passengers leaving the train at that station to move along the train before reaching the station, or wait for the train to be drawn forward.

driver of a
DO train,
guard

You must make sure you do not release the doors until the train has stopped and is at the correct position at the platform.

driver,
guard

You must make sure that you release the doors at the correct side of the train.

If the whole of the train will not be at a platform, you must make sure that you only release those doors that will be alongside the platform.

37 | Stopping or stabling a train

The person responsible: driver

37.1 Train shunted clear of the line or entering loop lines on other than track circuit block (TCB) or ERTMS lines

driver

If your train has not already passed the controlling signal box, you must tell the signaller immediately that your train has arrived complete with tail lamp and is clear of the running line when your train has:

- entered a loop or siding, or
- been shunted clear of the line on which it arrived.

37.2 Traction unit left unattended

driver

You must only leave your traction unit unattended when you are:

- handing it over to another competent person who is to take charge of it
- stabling the traction unit in either a depot, siding or other authorised place
- required to leave your traction unit unattended as instructed in the rules.

Each time you leave your traction unit unattended, you must make sure it is properly secured.

When you leave a traction unit on a dead-end platform line which has a red light on the buffer stops, you must make sure a red light is displayed on the end of the traction unit which faces approaching movements.

You do not have to display a red light if your train operating company instructions say that this is not necessary at that location because the traction unit will be sufficiently visible to an approaching movement.

37.3 Standing foul of any other line

|

When stopping your train on a reception line or siding, you must make sure that the train does not stand foul of any other line.

driver

DRAFT

38

Stopping short of, or overrunning a platform

The people responsible: driver, guard

38.1 If the train is stopped incorrectly at a station platform

driver

When the guard is responsible for releasing the doors and you have stopped your train incorrectly at a station so that the whole of the train is not at the platform, you must tell the guard immediately using the bell or buzzer communication.

driver of a DO train, guard

You must immediately tell passengers not to get out of the train until it has been moved to the correct stopping position.

If the doors have been released by mistake, you must check that no one has fallen from the train before moving the train.

guard

If someone has fallen from the train or you are not sure whether someone has fallen from the train, you must tell the driver.

driver

You must tell the signaller if someone has fallen from the train, or you cannot be certain whether anyone has fallen from the train.

driver, guard

You must make arrangements, including where necessary with the person in charge of the platform, for the train to be moved so that those passengers who want to get off can do so safely.

driver

If the train is to draw forward or return in the wrong direction, you must only do this when all doors are closed and are no longer released.

You must get the signaller's permission before you make any of the following:

- a wrong-direction movement
- a movement towards a signal at danger
- any movement on a permissive platform line.

Before you make the movement, you must make sure you can do this without endangering anyone who has got off the train.

driver

38.2 Returning to the platform after an overrun

If your train overruns a platform, it can only return to the platform if both of the following apply.

driver

- The overrun is no more than 400 metres (440 yards) beyond the platform.
- You have received permission from the signaller.

You must tell the guard when permission has been given for the train to return to the platform.

If the train has to pass over a level crossing, you must make sure that the crossing is clear.

39 | Train in distress

The people responsible: driver, guard

driver

If you cannot control the speed of your train or you need to alert anyone about some other emergency, you must:

- sound the 'train in distress' warning (a continuous series of long blasts on the high/loud tone of the horn)
- switch on the hazard warning indication if provided
- display a red light.

guard

If you become aware that the 'train in distress' warning is being sounded, you must:

- try to stop the train immediately
- contact the driver.

40

Train radio equipment

The people responsible: driver, guard, signaller, competent person

40.1 Using the train radio safely

Except in an emergency, you must only use the train radio when a train is moving if one of the following applies:

- You need to pass a message relating to the immediate movement of the train and it is necessary to do so before your next stopping point.
- You are responding to a 'contact signaller' or a 'contact train operator's control' message.
- You are allowed to elsewhere in the Rule Book.

Before you use the train radio when a train is moving, you must decide whether it is necessary and whether it can be done safely, taking into consideration:

- whether your train is running under cautionary signal aspects or you can see cautionary signal aspects ahead
- whether your train is approaching a location where it is necessary to reduce speed or you are running over a speed restriction
- whether you have reduced the speed of your train sufficiently before making the call to keep full control of the train throughout the call
- the movement authority and mode your train is operating in on an ERTMS line.

If a conversation cannot be completed quickly, you must end the call or stop the train.

If you need clarification, advice or information from a signaller, you must bring the train to a standstill before making a call.

driver

- driver** If you receive a text message, you must only read that message when it is safe to do so.
- signaller** Except in an emergency, you must not use the train radio to speak to the driver unless you are sure that the train concerned is at a standstill.
- signaller** You can use the train radio at any time to send a 'contact signaller' message to get the driver to call you.

40.2 Communicating with the signaller

- driver** You must use the train radio (if available) as the normal method of communicating with the signaller.
- You must only use a signal-post telephone if it is not possible to communicate using the train radio.
- guard** In an emergency, you can use the train radio (if available) to communicate with the signaller.

40.3 Signaller unable to contact the driver

- signaller** If you cannot contact the driver on the train radio, you must not send messages to the driver through anyone else. Instead, you must arrange for the driver to contact you direct.

40.4 Radio area boundaries

- driver** When your train passes a sign indicating the start of a GSM-R radio section, you must check that the GSM-R radio is operating and connected to the GSM-R network.
- When your train passes a sign indicating the end of a GSM-R radio section, you must check that the alternative radio system is operational.

40.5 Making an emergency call

You must only use the emergency call facility when it is necessary to give immediate advice for trains to be stopped or cautioned, or to call the emergency services, in connection with an accident, obstruction or other exceptional incident.

driver

You must only use the emergency call facility when it is necessary to do so to stop the movement of trains, as shown in the train signalling regulations.

signaller

40.6 Railway emergency group call (REC)

a) Receiving a REC

driver

If you receive a REC, you must:

- bring your train to a stand immediately
- listen to the message.

b) During the REC

signaller

During the REC, you must:

- identify all trains that must remain at a stand
- instruct the drivers of those trains to remain at a stand
- get confirmation from the driver or competent person of each train that must remain at a stand that the message has been received and understood.

c) Ending the REC

When you are sure the emergency has been protected, you must end the REC with the phrase 'End of railway emergency group call'.

You must not consider the REC to be ended until the signaller has said this.

driver

driver

d) Restarting trains

After the REC has been ended, you may restart your train as long as:

- you are sure your train is not affected by the emergency
- the signaller has not instructed you to remain at a stand.

You must proceed at caution as far as the next stop signal or proceed as indicated by the movement authority displayed.

In all other situations you must get authority from the signaller before you restart your train.

40.7 Duties of the competent person

driver

If the train radio in the leading cab has failed, a competent person may be provided in an alternative cab with an operative train radio as long as a direct means of communication is available between the driver and the competent person.

competent person

You must only use the train radio in an emergency.

You must only use the emergency call facility when the driver tells you or if you cannot contact the driver after you suspect an emergency.

If you receive a REC, you must:

- stop the train immediately
- listen to the message

You must not consider the REC to be ended until the signaller has said 'End of railway emergency group call'.

If you have been instructed to remain at a stand you must confirm this with the signaller.

After the call has finished, you must tell the driver the content of the REC, including instructions regarding the movement.

41

Train requiring to stop in section |

The person responsible: driver

41.1 General |

You must tell the signaller, if necessary stopping the train at a signal or the signal box, before reaching the section of line in which the train has to work, if you are working:

driver

- an engineering train that is required to work on a running line which is not under possession
- an engineering train that is to stop at a flexible train arrival point (FTAP) before working in a possession or protection zone (PZ)
- a freight train that is required to make an unscheduled call at an intermediate siding
- an officers' special train that is required to stop at a location that is not shown in the published notice.

You must:

- agree with the signaller a time when the section must be clear
- make sure your train has left the section by the agreed time.

41.2 Level crossings |

You must not stop the train within the controls of:

driver

- an AHBC, unless it is under local control
- an automatic barrier crossing locally monitored (ABCL) or an automatic open crossing locally monitored (AOCL) level crossing.

41.3 Changing direction |

If the train is returning to the same end of the section at which it entered on a single or bi-directional line, you must ask the signaller for permission before the returning movement starts.

driver

42

Train stopped out of course or unable to make normal progress

The people responsible: driver, signaller

42.1 Driver's instructions

driver

If your train stops out of course for any reason, you must tell the signaller as soon as possible, including the reason for your train stopping.

If your train is only making slow progress and may be brought to a standstill, if you can, you must tell the signaller what is happening as soon as possible.

Examples of reasons a train cannot make normal progress would include:

- conductor rail icing
- rail-head adhesion
- insufficient traction power.

Whether you told the signaller because your train had stopped or was only making slow progress, you must carry out any instructions you are given by the signaller.

42.2 Signaller's instructions

signaller

If a driver tells you that a train has stopped out of course for any reason, or is only making slow progress and may be brought to a standstill, you must take any action that will prevent other trains being stopped as a result, and tell any other signaller who may be able to take similar action.

You must tell Operations Control.

43

Traincrew being relieved

The people responsible: driver, guard

You must give the new driver or guard all necessary instructions and information about the safe operation of the train.

driver,
guard

This must include:

- any operational requirements affecting the safe working of the train
- any defects with the train which the new driver or guard needs to know about
- any instructions given by the signaller.

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44 | Trains put in danger

The people responsible: driver, guard

| 44.1 When other trains are put in danger

driver

You must carry out the instructions in this section if you see:

- an obstruction on the line which could cause danger to other trains
- damage to structures or earthworks which could cause a danger to other trains
- a cow, bull or other large animal within the boundary fence, even if it is not an immediate danger to trains
- any other animal on or near the line which might be a danger to trains
- something wrong with another train.

You must tell the signaller by making a railway emergency group call (REC) on the train radio equipment.

You must warn the driver of any approaching train, if possible, by:

- sounding the horn
- switching on the hazard warning indication where provided.

If you cannot switch on the hazard warning indication, you must display a red light forward.

You must continue for at least 2 km (1¼ miles) beyond the obstruction and stop there.

You must then tell the signaller in the quickest way possible, if you have not already done so.

When the signaller tells you that signal protection has been provided, you must place a track circuit operating clip on each affected line.

You must place a track-circuit operating clip and three detonators 20 metres (approximately 20 yards) apart on each affected line if one of the following applies.

driver

- The signaller cannot provide signal protection.
- You have not been able to contact the signaller.

If either of those applies, you must show a hand danger signal to any train that is approaching the obstruction.

If you see something wrong which could put another train in danger, you must, if possible, alert the driver of the other train by the most appropriate means.

guard

44.2 When a following train is put in danger |

If you see an obstruction or something wrong which could put a following train in danger, you must not proceed beyond the next stop signal until you have told the signaller.

driver

44.3 When your train is put in danger |

If you become aware of something which could put the safety of your train in danger, you must stop your train as soon as possible.

driver,
guard

You must, if possible, avoid stopping the train:

- in a tunnel
- on a viaduct
- at any other unsuitable place.

44.4 When trains will not be put in immediate danger |

If you see something wrong which will not put trains in immediate danger, you must tell the signaller at the first available opportunity.

driver

45 | Trespassers

The person responsible: driver

| 45.1 Reporting trespassers

The person responsible: driver

driver

If you see any trespassers, you must report this to the signaller immediately using the train radio.

You must give the signaller as much information as possible including:

- train reporting number
- the location of the trespassers
- whether trespassers are on the lineside or on or near the line
- if the trespassers are moving, which direction they are moving in
- whether the trespassers appear likely to endanger trains
- a brief description of the trespassers. If possible, include distinguishing features such as age and what they are wearing.

| 45.2 Instructions from the signaller

driver

If a signaller has been told about trespassers on or near the line, the signaller will:

- stop your train if it would proceed over the affected portion of line
- tell you what is happening and to proceed at caution past the location where trespassers have been reported.

If a signaller has been told, or has reason to believe, that trespassers are likely to endanger trains, the signaller will stop your train, tell you what is happening and tell you:

driver

- to proceed at caution past the affected location
- if there is a tunnel in the affected section, not to exceed 10 mph (15 km/h) through the tunnel.

45.3 When the line is again clear

|

If you find that the trespassers are no longer on or near the line, or do not appear to be in danger from approaching trains, you must tell the signaller.

driver

46

Vehicles labelled for repair or with a NOT TO BE MOVED board attached

The people responsible: driver, guard, train preparer

46.1 Trains or vehicles with a NOT TO BE MOVED board attached

If a train or vehicle has a NOT TO BE MOVED board attached, you must not allow:

- it to start a journey
- it to be moved
- another vehicle to make contact with it
- the controls on a traction unit to be interfered with.


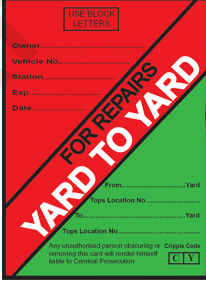
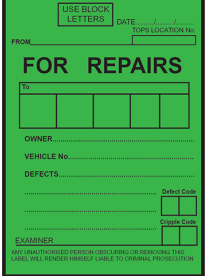
46.2 Vehicles labelled for repair



If a train or vehicle has a repair label attached, you must make sure the movement restrictions on the label are carried out.


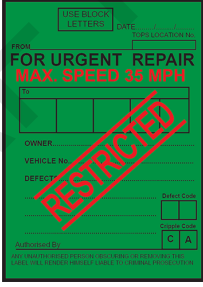
The meaning of each type of label is shown in the following table.

driver,
guard,
train
preparer

driver,
guard,
train
preparer

Label	Meaning	Example
<p>NOT TO GO</p>	<p>Must not:</p> <ul style="list-style-type: none"> • be worked away from the station, depot, yard or siding, or • be moved within the station, depot, yard or siding unless authorised by a rolling stock technician 	 <p>The image shows a 'NOT TO GO' label form. It has a red diagonal banner across the center with the text 'NOT TO GO' in white. Above the banner, it says 'USE BLOCK LETTERS' and 'Any unauthorised person obtaining or removing this card will render himself liable to Criminal Prosecution'. Below the banner, there are fields for 'Station', 'Date', 'Exp.', 'Vehicle No.', 'Owner', and 'Defects...'. At the bottom, there are checkboxes for 'Crippl Code' and 'Defect Code', with 'C' and 'X' marked in the boxes.</p>
<p>YARD TO YARD FOR REPAIRS</p>	<p>Must only make the journey to a maintenance depot shown on the label</p>	 <p>The image shows a 'YARD TO YARD FOR REPAIRS' label form. It has a red diagonal banner across the center with the text 'FOR REPAIRS' and 'YARD TO YARD' in white. Above the banner, it says 'USE BLOCK LETTERS' and 'Any unauthorised person obtaining or removing this card will render himself liable to Criminal Prosecution'. Below the banner, there are fields for 'Owner', 'Vehicle No.', 'Station', 'Exp.', 'Date', 'From', 'Yard', 'Type Location No.', 'Yard', 'Type Location No.', and 'Yard'. At the bottom, there are checkboxes for 'Crippl Code' and 'Defect Code', with 'C' and 'X' marked in the boxes.</p>
<p>FOR REPAIRS</p>	<p>May complete the journey and then be dealt with as shown in train operating company instructions</p>	 <p>The image shows a 'FOR REPAIRS' label form. It has a green background. At the top, it says 'USE BLOCK LETTERS' and 'DATE' and 'TOP LOCATION NO.'. Below that, there are fields for 'FROM', 'TO', 'OWNER', 'VEHICLE No.', 'DEFECTS...', 'Defect Code', 'Crippl Code', and 'EXAMINER'. At the bottom, there are checkboxes for 'Defect Code' and 'Crippl Code', with 'C' and 'X' marked in the boxes. A small note at the bottom says 'ANY UNAUTHORISED PERSON OBTAINING OR REMOVING THIS LABEL WILL RENDER HIMSELF LIABLE TO CRIMINAL PROSECUTION'.</p>

Label	Meaning	Example
<p>AUTOMATIC BRAKE DEFECTIVE (PIPE OPERATIVE)</p>	<p>Must be treated as a piped-only vehicle</p>	
<p>AUTOMATIC AND HAND BRAKE DEFECTIVE</p>	<p>Must be treated as a piped-only vehicle and must be coupled to another vehicle unless suitably secured</p>	

Label	Meaning	Example
<p>HAND BRAKE DEFECTIVE</p>	<p>Must be coupled to another vehicle unless suitably secured</p>	
<p>FOR URGENT REPAIRS/ RESTRICTED MOVEMENT</p>	<p>Vehicle must be worked to a maintenance depot and must not exceed 35 mph (55 km/h)</p>	

47 | Warning horn

The person responsible: driver

| 47.1 General

driver

You must only use the horn as much as is necessary to give an effective warning or to make sure safe working takes place.

| 47.2 Warning tones to use

driver

If two tones are provided, you must use the horn as shown below.

If the horn has no soft/loud setting, you must use the setting provided.

Circumstances	Tones you must use
To give a warning to anyone on or near a running line	High and low tones - use the loud setting
To give an urgent warning to anyone on or dangerously near to the line	High tone - use the loud setting
When passing a whistle board	Low tone - use the loud setting
To give a warning when in a depot or siding	Low tone - use the soft setting
To sound a local or special code	High tone - use the loud setting
Wrong-direction movements	High tone - use the loud setting

47.3 Sounding the horn as a warning

driver

a) Anyone on or near the line

You must sound the horn to warn anyone who is on or near the line on which you are travelling.

Give a series of short, urgent danger warnings to anyone who is on or dangerously near the line who does not:

- acknowledge your warning by raising one arm above the head, or
- appear to move clear out of the way of the train.

b) Whistle boards

You must only sound the horn when passing a whistle board between 0600 and 2359, except in an emergency or when anyone is on or near the line.

c) Within a possession

You must sound the horn on starting your train when making a movement within a possession.

d) Wrong-direction movements

When making a wrong-direction movement on a running line for which there is no signal provided, you must sound a series of short blasts at frequent intervals.

e) Train movements

You must sound the horn at any other time you consider necessary.

48 | Working on the outside of a train

The person responsible: driver

driver

You must ask the signaller to stop trains on any adjacent line which could put you, another member of traincrew, or anyone else whose duties mean that person has to be with you, in danger if one of the following applies.

- You or the other person needs to work on the outside of your train **i** after it has stopped because of a failure or other exceptional incident.
- You or the other person has to walk alongside your train.
- You or the other person needs to check that the working equipment on an on-track machine (OTM) is correctly positioned.

You must do this before you or the other person starts working or walking.

To arrange for trains to be stopped, you must:

- ask the signaller to stop the passage of trains on the lines concerned
- get an assurance from the signaller that this has been done
- reach a clear understanding about which lines have been blocked
- reach a clear understanding about which lines will stay open to traffic
- ask the signaller to read back to you the details that have been recorded.

If you are satisfied that the details recorded by the signaller are correct, you must confirm you understand the arrangements.

i

Work includes checks or examinations for defects or damage which must be carried out to meet the rules, and minor repairs to your train that your employer has authorised you to carry out.

The signaller will then give you an authority number. Until you are given this authority number, you must not consider the adjacent line as being blocked.

driver

If your train is within a protection zone (PZ), you must ask the engineering supervisor to arrange with the signaller for an adjacent line to be blocked.

If you have arranged to stop the passage of trains for another person to work on the outside of your train or walk alongside it, you must explain the arrangements to that person.

When the work on the outside of the train has finished or you, or the other person have finished walking, you must tell the signaller that the normal passage of trains can be resumed.

You must give the signaller the authority number that you were given.

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Tel +44 (0) 20 3142 5300

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Rail Safety and Standards Board
Limited

The Helicon

One South Place

London

EC2M 2RB

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