

## Section 13

# Trains Stopped By Accident/Obstruction - Rules 1 to 8

### Applicability

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### Publication Requirement

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External Only

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## Table of Contents

<b>1.</b>	<b>Trains Stopped by Accident, Failure, Obstruction or From Any Cause .....</b>	<b>13-3</b>
a.	Duties of Driver.....	13-3
b.	Duties of Train Controller .....	13-3
c.	Duties of Signaller .....	13-3
d.	Train Radio Failure - Informing Signaller by Local Radio .....	13-4
e.	Train Overdue in Section .....	13-4
f.	Maintaining Protection.....	13-4
g.	Relief Arrangements .....	13-5
<b>2.</b>	<b>Protection for More Than One Line .....</b>	<b>13-5</b>
a.	Duties of Driver.....	13-5
b.	Duties of Train Controller .....	13-6
c.	Duties of Signaller at Each End of the Section .....	13-6
d.	Train Radio Failure - Informing Signaller by Local Radio .....	13-6
e.	Maintaining Protection.....	13-6
f.	Relief Arrangements .....	13-6
<b>3.</b>	<b>Locomotive Runs Forward .....</b>	<b>13-7</b>
a.	Driver Unaware of Accident .....	13-7
b.	Failure to Contact Driver .....	13-7
c.	Failure to Contact Signaller.....	13-7
<b>4.</b>	<b>Relief Train to Assist Disabled Train.....</b>	<b>13-7</b>
a.	Relief Train Entering from Rear and Pushing Train to Station in Advance.....	13-7
b.	Duties of the Train Controller .....	13-8
c.	Duties of the Signaller .....	13-8
d.	Procedures to be Followed when Clearing the Section .....	13-9
e.	Procedures to be Followed when the Train has Cleared the Section.....	13-10
f.	Disabled Train to be Hauled.....	13-10
g.	Relief Train Entering Section from Signalbox in Advance on the Wrong Line.....	13-11
h.	Procedures to be Followed when Clearing the Section .....	13-12
i.	Train to Pass Over Level Crossing .....	13-12
j.	Procedures to be Followed when the Train has Cleared the Section.....	13-13
k.	Train Register Book and Safeworking Forms .....	13-13
<b>5.</b>	<b>Train to Return on Wrong Line to Rear .....</b>	<b>13-14</b>

a.	Duties of Signaller .....	13-14
b.	Driver not to Move Train.....	13-14
c.	Duties of Competent Employee .....	13-14
d.	Signaller to Take Necessary Precautions .....	13-14
e.	Wrong Direction Move.....	13-14
f.	Wrong Direction Move - Automatic Signalling Area .....	13-15
g.	Cancelling the Train Authority when Movement Completed.....	13-15
h.	More than One Train to Return to Rear .....	13-16
i.	Train to Stop Clear of Points .....	13-16
j.	Trains to Pass Over Level Crossing .....	13-17
k.	Relief Authorities (General).....	13-17
<b>6.</b>	<b>Accident OR Failure To Portion Of Train .....</b>	<b>13-17</b>
a.	Passengers not to Detrain Trackside .....	13-17
b.	Passengers not to Detrain Near Adjoining Line .....	13-18
<b>7.</b>	<b>Employees to Observe Passing Trains .....</b>	<b>13-18</b>
a.	Train Fails to Stop .....	13-18
b.	Double Line Block or Electric Staff System.....	13-18
c.	Conditions for Train to be Stopped by Hand Signal.....	13-18
d.	Permanent Way Damaged or Obstructed.....	13-19
e.	Tail Signals.....	13-19
f.	Roll-By Inspections .....	13-20
g.	Train Accidentally Divided.....	13-20
h.	Locomotive or Vehicle Broken Away .....	13-20
i.	Train Accidentally Divided on Running Line .....	13-21
j.	Vehicles Running Away .....	13-21
k.	Runaway Vehicles Running Towards an Approaching Train.....	13-21
l.	Runaway Vehicles Running After a Train .....	13-22
<b>8.</b>	<b>Vehicle on Fire .....</b>	<b>13-23</b>
a.	Burning Vehicle to be Isolated .....	13-23
b.	Train Controller to Notify Divisional Heads .....	13-23
c.	Personal Safety.....	13-23

## 1. **Trains Stopped by Accident, Failure, Obstruction or From Any Cause**

Unless otherwise instructed, if a train is stopped in a section by accident, failure, obstruction or from any cause, all employees' first duty is to ascertain if all running lines are clear of obstruction.

This is not necessary if the train has arrived at the home signal or is within the protection of a home signal at an intermediate location.

### a. **Duties of Driver**

The Driver must immediately:

1. advise the Train Controller of the circumstances by train radio,
2. advise the exact location of the train by kilometre marker post, and
3. if applicable, inform the competent employee on the train of the circumstances by local radio.

### b. **Duties of Train Controller**

The Train Controller must immediately:

1. take action to stop any following train,
2. instruct the Signaller to place and maintain the fixed signals at the 'Stop' position on the obstructed line,
3. inform the Signaller at the opposite end of the section of the circumstances,
4. advise the Drivers of trains travelling on the parallel or opposite running lines to proceed with caution, and
5. if possible, inform the Driver of the disabled train if a train is following on the same line, or is approaching on any parallel or opposite line.

### c. **Duties of Signaller**

The Signaller must immediately place and maintain the fixed signals at the 'Stop' position to protect the train.

**d. Train Radio Failure - Informing Signaller by Local Radio**

If the train radio fails and the Driver is unable to communicate with the Train Controller, the Driver must immediately transmit an urgent message at frequent intervals by the local radio.

If the Signaller does not acknowledge this message and the Driver is not satisfied that any following train has been stopped, the Driver must secure and protect the train in the rear.

If the Signaller does receive the message over the local radio, the Signaller must:

1. place and maintain the fixed signals at the 'Stop' position,
2. advise the Train Controller,
3. instruct the Signaller in advance to advise the Drivers of trains travelling on the parallel or opposite running lines to proceed with caution, and
4. if possible, inform the Driver of the disabled train by local radio if a train is following on the same line, or is approaching on any parallel or opposite line.

**e. Train Overdue in Section**

If a train is overtime in a section, the Train Controller must contact the Driver by train radio. If the Driver is unable to be contacted, and it cannot be established that the train has cleared the section, the Train Controller must act as outlined in clause (b) of this Rule.

Where parallel or opposite lines may be affected, the Train Controller must act as prescribed in Rule 2(b).

If a Signaller becomes aware a train is overtime in a section, the Train Controller must be informed.

**f. Maintaining Protection**

Having placed the fixed signals to the 'Stop' position, the Signaller must not change them to the 'Proceed' position or allow trains to enter the section without the permission of the Train Controller.

**g. Relief Arrangements**

The Train Controller may arrange for a relief train to enter the section in accordance with Rule 4(b).

**2. Protection for More Than One Line**

If an accident should occur on or close to any opposite or parallel running line, the following steps must be taken.

**a. Duties of Driver**

The Driver must immediately:

1. inform the Train Controller by train radio of the circumstances,
2. transmit urgent messages over the local radio,
3. where the opposite line is track circuited, apply the emergency track circuit jumper cable to make contact between the two rails of the opposite line,
4. place a red flag or light on the front of the locomotive,
5. switch the headlight from low to high beam and sound a series of short sharp whistles to warn any oncoming trains, and
6. take all steps necessary to protect the affected lines.

**The following additional instructions relating to Rule 2, Clause (a), Section 13, were published in SW042/96, of February 6, 1996.**

All Diesel and Steam Locomotives, Railmotors, Suburban Electric Trains and certain Track Machines are provided with an Emergency Track Circuit Jumper Cable, which is to be used in accordance with instructions outlined in this Code of Practice.

In circumstances where the opposite or parallel line has been obstructed within the **Suburban Electrified Area**, and the Overhead wiring has been disarranged, the Emergency Track Circuit Jumper Cable **MUST NOT** be applied.

If the Driver is in doubt as to whether the Overhead wiring has been disarranged, the Emergency Track Circuit Jumper Cable **MUST NOT** be applied.

**b. Duties of Train Controller**

The Train Controller must immediately:

1. take action to stop all following trains,
2. prevent trains from approaching on any parallel or opposite line,
3. instruct the Signaller at each end of the section to place and maintain the fixed signals at the 'Stop' position for the obstructed line, and any parallel or opposite line that may be affected, and to keep the signals at the 'Stop' position until satisfied the parallel or opposite line is clear,
4. instruct all Drivers in the vicinity of the incident to bring their trains to a stand.

**c. Duties of Signaller at Each End of the Section**

The Signaller at each end of the section must:

1. place and maintain the fixed signals at the 'Stop' position for the obstructed line, and any parallel or opposite line, and
2. prevent trains from approaching on any parallel or opposite line.

**d. Train Radio Failure - Informing Signaller by Local Radio**

If the train makes an unscheduled stop in the section, the Driver must inform the Signaller. If the Signaller cannot ascertain whether any opposite or parallel running line is clear, the Signaller must:

1. place and maintain the fixed signals at the 'Stop' position,
2. advise the Train Controller,
3. instruct the Signaller in advance to place and maintain the fixed signals at the 'Stop' position, and
4. if possible, inform the Driver of the disabled train by local radio if a train is following on the same line, or is approaching on any parallel or opposite line.

**e. Maintaining Protection**

Having placed the fixed signals to the 'Stop' position, the Signaller must not change them to the 'Proceed' position or allow trains to enter the section without the permission of the Train Controller.

**f. Relief Arrangements**

The Train Controller may arrange for a relief train to enter the section in accordance with Rule 4(b).

### **3. Locomotive Runs Forward**

#### **a. Driver Unaware of Accident**

An accident may occur that the Driver is unaware of but the train has run forward. The competent employee must immediately inform the Driver by local radio.

The Driver must bring the train to a stand and inform the Train Controller.

#### **b. Failure to Contact Driver**

If the Driver is unable to be contacted, the competent employee must continue to send urgent messages over the local radio to endeavour to:

1. warn Drivers of any approaching trains, and
2. alert any Signaller within radio range.

#### **c. Failure to Contact Signaller**

If the Signaller cannot be contacted and there is no other competent employee to assist, the competent employee must immediately go forward and protect the opposite line in accordance with Rule 4 (g7).

### **4. Relief Train to Assist Disabled Train**

When a train or part of a train is left on a running line from accident or locomotive breakdown, the following procedures must be complied with.

#### **a. Relief Train Entering from Rear and Pushing Train to Station in Advance**

The Driver must:

1. declare the train to be disabled,
2. dictate a Driver's Relief Authority giving the exact location and metric length of the train,
3. apply and isolate the automatic air brake,
4. secure the locomotive,
5. take the local radio,
6. apply sufficient handbrakes to secure the train,
7. proceed 500 metres beyond the rear of the train or to the next fixed signal if nearer, and display a red hand signal, and
8. inform the Train Controller that the train is protected from the rear.



**b. Duties of the Train Controller**

The Train Controller must:

1. record the details of the Driver's Relief Authority on a Train Authority,
2. confirm with the Driver of the disabled train, that the train is protected from the rear before permitting the relief train to enter the section,
3. arrange for a relief train to enter the section from the rear to push the train to the advance, and
4. inform the Signaller in the rear of the circumstances.

**c. Duties of the Signaller**

The Signaller must:

1. obtain a Train Authority from the Train Controller to push the train forward, showing the exact location and metric length of the train,
2. repeat back the details and exchange names with the Train Controller,
3. give the Train Authority to the Driver of the relief train, and
4. obtain the signature of the Driver on the butt of the form.

**d. Procedures to be Followed when Clearing the Section**

The Signaller must:

1. inform the Train Controller when the relief train enters the section,
2. inform the Signaller in advance when the relief train enters the section.

NOTE:

Where the Double Line Block system of signalling is in force, the 'Train Departure' bell code signal must be sent to the signalbox in advance.

The Driver of the relief train must:

1. proceed at normal speed up to the fixed signal protecting the disabled train, or
2. in an area not governed by fixed signals, proceed at normal speed to a distance of two kilometres from the disabled train,
3. stop the train and endorse the speed chart, if applicable,
4. proceed at a speed not exceeding 15km/h up to the Driver protecting the disabled train,
5. pick up the Driver of the disabled train and proceed to the disabled train,
6. obtain the Driver's Relief Authority from the Driver of the disabled train and cancel it
7. ensure the trains are coupled together,
8. conduct a continuity test to ensure that air is continuous throughout the train,
9. ensure that the train can be controlled by means of the airbrake in the leading locomotive, and
10. if applicable, communicate with the competent employee before departing.

**e. Procedures to be Followed when the Train has Cleared the Section**

When the train arrives at the signalbox in advance, the Driver of the relief train must hand the Train Authority and the Driver's Relief Authority to the Signaller, providing the whole of the section is clear.

The Signaller receiving the Authorities must:

1. ensure the train is complete and the proper tail signal is displayed on the rear of the combined trains,
2. cancel the Train Authority by writing the word 'Cancelled', and the time, date and signature across the face of the Train Authority, and
3. inform the Train Controller and Signaller in the rear of the time the disabled train arrived and also that the section is clear.

**NOTE:**

Where the Double Line Block system of signalling is in force, the 'Train Arrival' bell code signal must be sent to the signalbox in rear, when the section is clear.

On being informed that the section is clear, the Train Controller must instruct the Driver of any train that has been stopped, to proceed in accordance with the aspects displayed by any fixed signals.

The Train Controller must use the train radio or mobile phone for this purpose.

**f. Disabled Train to be Hauled**

If the relief train is to haul the disabled train back to the signalbox in the rear, the Train Controller must issue a Return Train Authority for the relief train to enter the section and return to the location where the Train Authority was issued.

**g. Relief Train Entering Section from Signalbox in Advance on the Wrong Line**

If the relief train has to travel on the wrong line from the signalbox in advance of the disabled train, the following must be complied with.

The Driver must:

1. declare the train to be disabled,
2. dictate a Driver's Relief Authority giving the exact location and metric length of the train,
3. apply and isolate the automatic air brake,
4. secure the locomotive,
5. take the local radio,
6. apply sufficient handbrakes to secure the train,
7. proceed 500 metres in advance of the train, and display a red hand signal, and
8. inform the Train Controller that the train is protected in advance.

The Train Controller must:

1. record the details of the Driver's Relief Authority on a Train Authority,
2. confirm with the Driver of the disabled train, that the train is protected from the advance before permitting the relief train to enter the section,
3. permit the relief train to enter the section on the wrong line and return to the signalbox in advance,
4. inform the Signaller in advance of the circumstances,
5. inform the Signaller in the rear and ensure the fixed signals are placed and maintained in the 'Stop' position, and
6. ensure that any following trains that may have entered the section have been stopped until the disabled train has been cleared from the section.

The Signaller in advance must:

1. obtain a Train Authority from the Train Controller, showing the exact location and metric length of the train,
2. repeat back the details and exchange names with the Train Controller,
3. give the Train Authority to the Driver of the relief train, and
4. obtain the signature of the Driver on the butt of the form.

**h. Procedures to be Followed when Clearing the Section**

The Signaller must:

1. inform the Train Controller when the relief train enters the section, and
2. inform the Signaller in the rear when the relief train enters the section.

The Driver of the relief train must:

1. proceed at reduced speed up to a distance of two kilometres from the disabled train,
2. stop the train and endorse the speed chart, if applicable,
3. proceed at a speed not exceeding 15km/h up to the Driver protecting the disabled train,
4. pick up the Driver of the disabled train and proceed to the disabled train,
5. obtain the Driver's Relief Authority from the Driver of the disabled train and cancel it,
6. ensure the trains are coupled together,
7. conduct a continuity test to ensure that air is continuous throughout the train,
8. ensure that the train can be controlled by means of the airbrake in the leading locomotive,
9. if applicable, communicate with the competent employee before departing.

**i. Train to Pass Over Level Crossing**

When travelling on the wrong line, the speed of the train must not exceed 15km/h when passing over a level crossing with boom barriers or flashing light signals, unless a flagman is present.

The flagman must operate the test switch and exhibit the 'All right' hand signal to the Driver. The exhibition of the 'All right' hand signal does not indicate that the line ahead is clear.

If a flagman is not present, the Driver must stop the train with the leading wheels approximately 3 metres from the crossing.

The Driver must proceed cautiously until the approach circuits are activated and the bells and boom barriers operate.

**j. Procedures to be Followed when the Train has Cleared the Section**

When the train arrives at the signalbox in advance, the Driver of the relief train must hand the Train Authority and the Driver's Relief Authority to the Signaller.

The Signaller receiving the Authorities must:

1. the rear of the combined trains,
2. cancel the Train Authority by writing the word 'Cancelled', and the time, date and signature across the face of the Train Authority,
3. inform the Train Controller and Signaller in the rear of the time the disabled train arrived and also that the section is clear,

NOTE: Where the Double Line Block system of signalling is in force, the 'Train Arrival' bell code signal must be sent to the signalbox in the rear, when the section is clear.

On being informed that the section is clear, the Train Controller must instruct the Driver of any train that has been stopped, to proceed in accordance with the aspects displayed by any fixed signals.

The Train Controller must use the train radio or mobile phone for this purpose.

**k. Train Register Book and Safeworking Forms**

Signallers must record the full particulars of messages exchanged regarding the operation of relief trains in the Train Register book or other special register.

**NOTE:**

When a Driver's Relief Authority has been dictated to the Train Controller authorising a relief train to enter the section, the disabled train must not be moved until the relief train arrives. The exception to this is if the Driver's Relief Authority and Train Authority have been cancelled and steps have been taken to prevent the relief train entering the section.

## 5. Train to Return on Wrong Line to Rear

### a. Duties of Signaller

If it is necessary for a train or portion of a train to return on the wrong line to the signalbox in the rear, the Signaller must complete a Train Authority for the journey.

The Signaller must record the details of the Train Authority on the prescribed form and arrange for a competent employee to take the Authority to the train.

### b. Driver not to Move Train

The Driver must not move the train or portion of the train in the wrong direction until the Train Authority is received.

### c. Duties of Competent Employee

The competent employee when taking the Train Authority to the Driver, must ensure that all employees in the vicinity of the impending movement are notified and the line is clear.

### d. Signaller to Take Necessary Precautions

The Signaller must place and maintain the necessary signals at the 'Stop' position.

If a train is approaching the signalbox, the Signaller must be satisfied the train is stationary at the home signal before having the Train Authority delivered to the train.

### e. Wrong Direction Move

On double lines where the block system is not in force, or where it is in force and the instruments have failed, a Train Authority must not be issued for a train to return on the wrong line to a station or signalbox until a hand signaller has been sent back along the obstructed line, to exhibit a red hand signal.

This hand signaller must be in possession of the necessary hand signal flags, hand signal lamp and audible track warning signals.

The hand signaller must place down three audible track warning signals 10 metres apart at 1800 metres from the home or automatic signal in the rear beyond the signalbox or station.

**f. Wrong Direction Move - Automatic Signalling Area**

When automatic signalling is in force, it will not be necessary for the hand signaller to proceed beyond the third signal to the rear of the signalbox, when the third signal is within the prescribed distance of 1800 metres.

At the third signal on the line about to be obstructed, the hand signaller must:

1. place three audible track warning signals, 10 metres apart, and
2. display a 'red' hand signal until instructed to withdraw the hand signal and audible track warning signals.

The instructions for the hand signaller to withdraw the hand signal and audible track warning signals must be given by the employee who originally instructed the hand signaller but must not be sent until the 'Wrong line' movements have been completed and the line is clear.

**g. Cancelling the Train Authority when Movement Completed**

The Train Authority must be collected by the Signaller and cancelled on completion of the movement.



**h. More than One Train to Return to Rear**

If two or more trains are to return on the wrong line to the station or signalbox in the rear, one Train Authority can cover all movements; this Authority must be completed and delivered to the Driver of the last applicable train.

When the Train Authority is being delivered to the last train, the Authority must be shown to, and endorsed by, the Drivers of the other trains required to return on the wrong line.

If necessary, competent employees must be in attendance to assist and control the movement. Any train with a driving cab at each end must be driven from the leading end.

When moving in the wrong direction, the Driver must:

1. proceed cautiously,
2. travel at a reduced speed, and
3. frequently use the whistle.

When following another train, the Driver must remain at a sufficient distance to stop safely if the preceding train stops suddenly.

If a train needs to be moved back on the wrong line towards a station where there is no signalbox, the Stationmaster must be regarded as the Signaller. The station will be regarded as the signalbox.

The Stationmaster must act as prescribed for the Signaller.

**i. Train to Stop Clear of Points**

When the train is brought to a stop, the train:

1. must be clear of all points,
2. must be stopped at a distance of not less than 100 metres from the station or signalbox, and
3. must not proceed until the Driver has been verbally instructed by the Stationmaster or Signaller.

**j. Trains to Pass Over Level Crossing**

When travelling on the wrong line, the speed of the train must not exceed 15km/h when passing over a level crossing with boom barriers or flashing light signals, unless a flagman is present.

The flagman must operate the test switch and exhibit the 'All right' hand signal to the Driver. The exhibition of the 'All right' hand signal does not indicate that the line ahead is clear.

If a flagman is not present, the Driver must stop the train with the leading wheels approximately 3 metres from the crossing. The Driver must proceed cautiously until the approach circuits are activated and the boom barriers or flashing light signals operate.

**k. Relief Authorities (General)**

On arrival at the disabled train, the Driver of the relief train must:

1. cancel the Driver's Relief Authority by writing the word 'Cancelled', and the time, date and signature across the face,
2. hand the Authority to the Signaller at the station in advance, and if unattended,
3. retain the Authority and hand it in at the Drivers Depot.

All Safeworking Forms issued in connection with relief arrangements must be forwarded to the Manager for the area within 24 hours of the issue and cancelling of these forms.

**6. Accident or Failure to Portion of Train**

If an accident or failure occurs to some part of a train, the Driver must bring the train to a stand as quickly as possible taking into account the prevailing conditions of the train and track.

**a. Passengers not to Detrain Trackside**

Except in an emergency, passengers are not permitted to alight from the train away from the platform. If this cannot be avoided, all safety precautions must be adhered to and ladders may be used to detrain passengers trackside.

**b. Passengers not to Detrain Near Adjoining Line**

If possible, passengers must be detrained on the side away from an adjoining line, and instructed to stand clear of all other lines.

Measures must be taken to stop or reduce the speed of passing trains.

**7. Employees to Observe Passing Trains**

Employees must monitor the passing of trains for any irregularity. If an employee sees anything unusual, the employee must attract the attention of the Driver or competent employee on the train by hand or radio signal, to alert them to stop the train.

**a. Train Fails to Stop**

If the train fails to stop, the employee must immediately contact the Stationmaster or Signaller in advance, who must inform the Train Controller.

The Train Controller must advise the Driver by radio.

**b. Double Line Block or Electric Staff System**

Where the Double Line Block or Electric Staff system is in use, the authorised code signals must be exchanged.

Where the Double Line Block or Electric Staff system is not in use or the bells fail, all details must be promptly sent to the Signaller in advance or the Stationmaster at any intermediate station.

**c. Conditions for Train to be Stopped by Hand Signal**

The train must be stopped by a hand signal:

1. when the signals at the intermediate station are not controlled from the station, and
2. at stations where fixed signals are not provided.

**d. Permanent Way Damaged or Obstructed**

If the Signaller or Stationmaster exchanging messages consider the permanent way may have been damaged or obstructed in any way, no train is permitted to proceed on the line until the line is confirmed as safe.

NOTE:

The Signaller or other employee who sent the advice, and the Signaller or Stationmaster receiving message must take all necessary steps to avoid an accident.

**e. Tail Signals**

Trains carry tail signals to indicate that no vehicle has become detached.

The following tail signals are used:

1. By day: An end of train marker, white disc or red light(s)
2. By night: An end of train marker or red light(s)

All employees concerned must monitor each passing train to ensure it is complete.

If a Stationmaster or Signaller notices that the tail signal is missing, the Stationmaster or Signaller in advance must be notified, and steps must be taken to ensure the safety of traffic.

The Stationmaster or Signaller in advance must stop the train and advise the Driver of the circumstances.

If a portion of train has become detached, all steps must be taken to prevent an accident.

**f. Roll-By Inspections**

The Drivers of crossing or passing trains must conduct a roll-by inspection.

The Drivers must look for:

1. equipment dragging,
2. loads shifting or falling off,
3. doors opening outwards,
4. sticking brakes,
5. hot axleboxes,
6. vehicles on fire,
7. tail signal missing, and
8. completeness of train.

If a fault is detected, the Driver must inform the other Driver and Train Controller by radio.

**g. Train Accidentally Divided**

If a portion of the train has become detached, the Train Controller must arrange for a competent employee to ensure that:

1. the detached portion is stationary, and
2. is secured by hand brakes and protected.

The competent employee must advise the Train Controller when these tasks are completed.

The Train Controller must arrange for the rear portion of the divided train to be removed by a train locomotive, a relief locomotive or by a following train.

**h. Locomotive or Vehicle Broken Away**

If an employee observes that a train, vehicle or locomotive has broken away, immediate steps must be taken to stop approaching or following trains.

The employee must advise, if possible, the Train Controller, Stationmaster or Signaller at the nearest station or signalbox.

**i. Train Accidentally Divided on Running Line**

A train may accidentally divide on a running line and both portions be at a stand in sight of each other.

The front portion must be set back and re-coupled to the rear portion, providing the couplings are undamaged and a competent employee is present to control the set-back movement.

**j. Vehicles Running Away**

A train may have entered the section without authority; vehicles may be running away or proceeding on the wrong line. In these circumstances, the Signaller must:

1. notify the station or signalbox in the direction the vehicles are running, and
2. notify the Train Controller.

**k. Runaway Vehicles Running Towards an Approaching Train**

The Train Controller must:

1. endeavour to stop any trains in the vicinity of the runaway, and
2. advise the Driver of a train if the runaway away vehicles are approaching.

The Driver must:

1. stop the train, and
2. move to a position of safety.

If a passenger train is involved, the Driver and competent employee on the train must detain the passengers and move them to a position of safety.

## I. Runaway Vehicles Running After a Train

The Train Controller must advise the Driver and the Signaller at the station in advance to arrange a clear path for the train.

If the vehicles are running towards a station with a siding, the vehicles must be turned into the siding.

If the vehicles are running towards a station without a siding, the Train Controller must arrange a clear path for the runaway vehicles to the nearest place where they can be turned into a siding, or off the main running line.

### **NOTE:**

A train is not permitted to proceed into the affected section until it is confirmed that the line is not obstructed in any way.

## **8. Vehicle on Fire**

If any part of the train is on fire, the Driver must stop the train and notify the Train Controller by radio.

The Train Controller must contact the Emergency Services and request their attendance at the location of the train.

### **a. Burning Vehicle to be Isolated**

The Driver must arrange for a competent employee, if available, to perform the following duties:

1. secure the rear portion of the train,
2. detach the vehicles to the rear of those on fire,
3. move the burning vehicles forward a minimum distance of 50 metres, and
4. uncouple and secure the burning vehicles.

The forward portion of the train must be drawn forward a further 50 metres until the fires are extinguished or alternative arrangements made.

If no competent employee is available, the Driver must act in the best way possible under the circumstances. An option being to uncouple the locomotives to leave the rest of the train on the running line.

### **b. Train Controller to Notify Divisional Heads**

The Train Controller must notify the respective Heads of Divisions and the Chief Loss Assessor.

### **c. Personal Safety**

The safety of personnel must be of paramount importance to the Driver and any competent employee rendering assistance.