

Central Railway

Office of the DRM
Safety Branch,
Pune
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**All Concerned
Pune Division**

Safety Circular No. 07 / 2010-11

Precautions pertaining to 25 KV A.C. OHE

- Sub: -**
1. Precautions about the keys for all out door switches.
 2. Operation of isolator switches by Station Master in emergency.
 3. Admission of person other than authorized maintenance staff in supply control posts.

Ref: - GR & SR 17.03-4 – 1 to 4.

S.R. 17.03-4 The keys for all out door switches shall be kept in locked glass fronted boxes in the custody of Station Masters, Cabin Assistant Station Master /

(1) (a) Switchmen or other persons stationed conveniently nearby the switches. The keys shall be issued on demand only to authorized persons, whose signatures for receipt shall be obtained in a book maintained for this purpose.

b) All chambers or enclosures containing live equipment shall be kept closed and locked, with the keys in the custody of the authorized person. A duplicate key shall be kept in a box with a fixed glass fronted cover in place to be notified by the Divisional Electrical Engineer (Traction Distribution). The Key may be removed by breaking open the glass cover of the box, in case of emergency, by an authorized person. A record shall be maintained of every such use of the key.

In the event of breaking of the glass of the key board, the key or the keys will be kept in safe custody of the A.S.M., Cabin A.S.M. or Switchmen, until the glass is replaced. The Traction Power Controller will keep a record where such keys are kept so that, in an emergency, he will be able to direct the parties.

When the glass cover is broken to obtain the duplicate key, the concerned Traction Foreman (OHE) shall be immediately advised to replace the glass. The person replacing the glass shall obtain the signature of the authorized person who shall put down the date of replacement.

c) Any person, while working in a chamber or enclosure containing electrical equipment which under normal conditions is alive, shall retain the keys of the chamber or enclosure. These keys shall be returned to the person in whose custody they are normally kept, immediately after the chamber or enclosure has been locked.

d) Permit-to-work cards shall not be cancelled until the keys have been returned to the box or to the person in whose custody they are normally kept.

S.R. 17.03-4

- (2) (a) In emergency, Station Master or a Cabin Assistant Station Master / Switchman shall operate such switches as per specific direction of the Traction Power Controller.
- b) In the event of a fault in the overhead equipment necessitating isolation of a section in addition to the faulty one, the Assistant Traction Foreman (Overhead Equipment) or an authorized person shall arrange with the Traction Power Controller to isolate the healthy section also, However, if necessary, he shall himself open those switches which can be operated conveniently.
- c) Should the Traction Power Controller wish to have any isolator switch opened or closed he shall ask the Assistant Traction foreman (Overhead Equipment) or Station / Master / Cabin Assistant Station Master / Switchman or any authorized person to carry out the required switching operations. The person concerned shall, after carrying out the orders, lock the switch either in ' Open' or 'Closed' position, as the case may be and inform the Traction Power Controller of the action taken. He shall not part with the key until receipt of further orders from the Traction Power Controller. A record of every such operation shall be maintained by the person concerned. Each instruction regarding the parting with the keys shall be confirmed by exchange of Private Numbers.
- d) Every Station Master, Cabin Assistant Station Master or Switchman shall be fully aware of the location of isolator switches provided for the control of power supply overhead equipment at his station or near his cabin and shall be conversant with the correct method of opening and closing the same in an emergency.
- 3) No person other than authorized maintenance staff, their assistants when accompanying them, and persons provided with special permits issued by Divisional Electrical Engineer (Traction Distribution) shall be admitted to supply control posts except the following –
- a) A person escorted by the Divisional Electrical Engineer (Traction Distribution) or by the Assistant Electrical Engineer (Traction Distribution).
- b) A doctor summoned to attend an accident case.
- c) Electrical Inspector to Government for the Railway area concerned.
- d) A person required by an officer to speak from a telephone installed in the premises.
- 4) No person below the rank of an Operator or Linesman shall be allowed to enter an unattended supply control post alone.

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DSO/PUNE