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# The East Africa Railways Ordinance, 1910.

## GENERAL RULES.

In exercise of the powers conferred by Section 47 of the East Africa Railways Ordinance, 1910, the Uganda Railway Administration, with the sanction of His Excellency the Acting Governor-in-Council, has made the following General Rules:—

### CHAPTER I.

#### PRELIMINARY.

These Rules may be cited as "The Railway General Rules, 1923."

Definitions.

1. In these Rules, unless there be something repugnant in the subject or context—

- (1) "ballast train" means a train intended for the carriage of ballast, stone, water, material or fuel when picked up or put down either between stations or in station yards;
- (2) "banner flags" mean red flags stretched across the line or rails and held by upright supports fixed in the ground;
- (3) "driver" means the person in charge for the time being of a working locomotive engine;
- (4) "ganger" means the railway servant in charge of a gang of platelayers or other workmen employed on the permanent way, by whatever designation he may be known;
- (5) "goods train" means a train (other than a ballast train) intended solely or mainly for the carriage of animals or goods;
- (6) "guard" includes a brakesman and any other railway servant who may for the time being be performing the duties of a guard;
- (7) "main line" means the line ordinarily used for running trains through and between stations;
- (8) "mixed train" means a train intended for the carriage of both passengers and goods, or of passengers, animals and goods;
- (9) "ordinary train" means a train, whether passenger, goods or mixed, which is entered in the working time tables;
- (10) "passenger train" means a train intended solely or mainly for the carriage of passengers and other coaching traffic;
- (11) "running train" means a train which has started under an authority to proceed and has not completed its journey;
- (12) "special instructions" mean orders subsidiary to these Rules issued from time to time by the officials of the railway by general or special authority of the Railway Administration and may be written, telegraphic or oral;
- (13) "special train" means any train which is neither an ordinary train nor a ballast train;
- (14) "station" means any place on a line of railway at which traffic is booked and dealt with or at which an authority to proceed is given under the system of working;
- (15) "station limits" include.—
  - (a) all traffic lines and premises within the distant or station signals, or
  - (b) if there be no distant or station signal, all traffic lines and premises within the outermost facing points.
- (16) "station master" means the person on duty who is for the time being responsible for the working of traffic within station limits, and includes.—
  - (a) an assistant station master,
  - (b) a clerk-in-charge, and
  - (c) any other person appointed to the charge of a station;
- (17) "system of working" means the system adopted for the time being for the working of trains on any portion of a railway;
- (18) "train" shall include a locomotive engine or motor without vehicles attached;
- (19) "trolley" means a light manual propelled vehicle, capable of being removed from the rails, for the conveyance of authorised persons.
- (20) "lorry" means a manual propelled vehicle for the conveyance of railway material, and shall be subject to train working rules.
- (21) "Motor trolley" means a trolley driven by motive power, and shall be subject to train working rules.
- (22) "Weekly Notice" means a notice issued weekly by the Railway Administration containing directions for the guidance of and observance by railway servants, and includes any Special Notice of a like nature issued at any other period.
- (23) "Working Time Table" means and includes any Time Table in use by the Railway Administration at any time for the efficient working of traffic.
- (24) words defined in the East Africa Railway Ordinance, 1910, have the meanings assigned to them in that Ordinance;
- (25) words importing the masculine gender include females; and
- (26) words in the singular include the plural, and vice versa;
- (27) "write" with its grammatical variations and cognate expressions, includes "print" and "lithograph," with their grammatical variations and cognate expressions.

### CHAPTER II.

#### SIGNALS.

##### Classes of Signals.

2. The following classes of signals shall be used, namely:—

Fixed or permanent signals,  
Hand signals,  
Temporary signals, and  
Detonating signals.

##### 3. Fixed or Permanent Signals.

- (a) A Fixed or Permanent Signal is a signal erected for controlling the movement of trains, and is constructed with one or more semaphore arms for use by day and lamps for use by night.

*N. B.*—A Point Indicator, vide Rule 11, is not a signal.

- (b) Fixed Signals may not be moved or have any work done to them by the Engineering Department or any other Department which will interfere with their use, unless the District Traffic Officer has been advised and has made the necessary arrangements for the safe working of traffic.

- (c) The procedure to be followed when a Signal becomes defective is laid down in Rule 9.

##### 4. Construction of Fixed or Permanent Semaphore Signals.

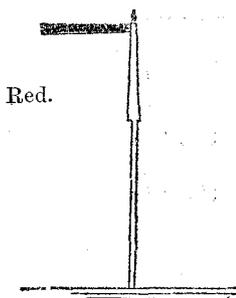
- (a) No Fixed or Permanent Signal shall be used unless it is constructed to shew "danger" in case of any failure in its connections.
- (b) No device that will keep the Signal "off" or prevent the semaphore arm from returning to "danger," when the lever is released, is allowed.

## 5. Use of Fixed or Permanent Semaphore Signals.

- (a) With Fixed or Permanent semaphore signals the day signal must be made with the semaphore arm on the left-hand side of the posts, as seen by a Driver of an approaching train.
- (b) The "danger" signal must be shewn when it is intended that a train should stop, and shall be given:—

by day by raising the semaphore arm to the horizontal position, thus:—  
and, by night, by shewing a red light.

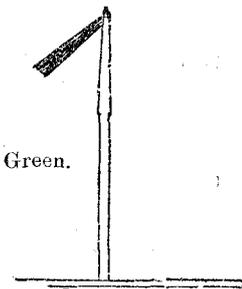
When the semaphore arm is so raised, or a red light is shewn, the Signal is said to be "on."



- (c) The "proceed" Signal must be shewn when it is intended that a train may proceed and shall be given:—

by day, by lowering the semaphore arm at least half-way from the horizontal position, thus:—  
and by night, by shewing a green light.

When the semaphore arm is so lowered or a green light is shewn the Signal is said to be "off."



- (d) Signal arms shall be painted red with a white bar on the side facing trains to which they refer, and white with a black bar on the reverse.
- (e) To indicate to the station staff at night that Signal lights are burning properly, the back lights of Signals will shew a small white light when the Signal is "on" (at danger), and no light at all in any other position.
- (f) Signal lamps must be lighted as soon as it commences to be dusk, and in hazy weather. At places which are open all night the Signal lamps must not, unless instructions are issued to the contrary, be extinguished until broad daylight. At places which are closed during night the signal lamps must, unless instructions are issued to the contrary, be extinguished and signals pulled off after the station has been closed, and if the station has to be opened in the morning before daylight, they must be re-lighted and signals replaced at danger in sufficient time for the passage of the first train.
- (g) The Station Master must see that the Signal lamps, when lighted, are burning brightly, that the spectacle glasses are properly cleaned, and that the back lights are clearly visible. The Signals should be tested daily, immediately the lamps are lighted, and an entry made in the train register that this has been done. The back signal lights must be examined before giving Line Clear for a train to approach. Station Masters must satisfy themselves daily that the cleaning and trimming of Signal Lamps is satisfactorily done. The cleaning and trimming must be done at the station, not at the Signal Post.

- (h) Fixed or Permanent Signals must be inspected at least once a month by the Permanent Way Inspector, or person in charge of Signals, and Station Master. A register for recording such inspections must be kept at each Station which must be jointly signed after each inspection. The register must be examined monthly by the Engineering and Traffic Officers of the District.

## 6. New Fixed Permanent Signals.

No new signal may be brought into use, nor any alteration made in the position or use of any existing Signal without the authority of the Traffic Manager, and until Drivers and Guards have been warned of the alterations to be made.

## 7. Fixed or Permanent Signals out of use.

Semaphore Signals not in use are distinguished by two pieces of wood nailed over each other in the form of a cross. Disc Signals not in use will not be fitted with the discs or lamps.

## 8. Absence of Signals.

The absence of a signal at a place where a signal is ordinarily shewn or a signal imperfectly exhibited or the exhibition of a white light at a place where a red or green light ought to be seen must be considered a danger signal and treated accordingly, and the fact reported to the Station Master or person in charge.

## 9. Defective Signals.

- (a) If any signal becomes defective or ceases to work properly, the Station Master or other Railway servant in charge of the same, if unable to repair it himself, must forthwith report the fact to his immediate superior and to the nearest Inspector of Permanent Way and take measures, either by disconnecting the wire or by other means, to place the signal at "danger" if it is not already in that position.

- (b) The Station Master or other Railway servant in charge of any Signal shall, as soon as he is aware that such signal has become defective or ceases to work properly, and before he gives sanction to any person to interfere with such Signal, depute one or more competent men, with such Hand Signals as may be required, to give signals until such Station Master or other Railway servant has satisfied himself that such signal as aforesaid has been put into proper working order; and if he should be unable himself to provide competent men for the purpose, he must apply to the nearest Inspector of Permanent Way for them.

Posting of Hand Signals in place of Fixed Signals.

- (c) Any Railway servant deputed to give Hand Signals as provided in clause (b) shall take his stand beside the defective signal post and shall show a danger Hand Signal to an incoming train until it has drawn up alongside the signal. After bringing the train to a stand and after receiving a Hand Signal from the Station Master, Foreman or Jemadar that everything is right, he shall allow the train to proceed cautiously into the station.

Duties of Hand Signalmen.

- (d) The Station Master or other Railway servant in charge shall advise the Station in rear of a defective Signal, and it will be the duty of the Station Master or such Railway servant in charge of that Station to advise Drivers and Guards in writing of the occurrence. Should the Station in rear be a daylight only station, the station connected for night working must also be advised and the warning given at that Station as laid down in this clause. As soon as a defective Signal has been put into good working order the Station or Stations advised of its being defective must be instructed to cancel the issue of warnings.

Station Master to inform neighbouring Stations.

- (e) A record of all defective working of Signals must be inserted in the Signal inspection register at the time the defect occurs, and after the Signal has been put in repair a remark to this effect must be made in the register by the party who repairs the Signal, such remarks being countersigned by the Station Master.

Record of Defective Signals.

- (f) Every Driver, Guard, and other Railway servant who may observe any defective signal, or any obstruction, or neglect in the working of any signal, shall report the fact to the Station Master at the Station, or in the case of a running train at the next station.

## 10. Signals at Stations.

- (a) Fixed or Permanent Signals, especially when used as "Distant Signals," shall be of the semaphore type. "Auxiliary Signals" are signals used to supplement Distant Signals. Each Auxiliary signal shall be controlled by, and be subject to, the same rules as the signal to which it is auxiliary. "Starting Signals" are signals placed so as to control the departure of trains.

Distant, Home, and Starting signals shall be used only in connection with trains approaching or leaving stations respectively and shall not be used for shunting or for any purpose other than the control of trains as aforesaid. When a disc signal is used as a Fixed or Permanent Signal, a disc-bar, or other appliance must be exhibited by day and the lights prescribed in Rule 5 by night.

Lighting of Signal Lamps.

Inspection of Signals.

ganda Railway  
Fixed Signals.

- (b) Semaphore Signals to control the entrance of trains to stations and to define station limits are erected at a distance of about 200 yards from the facing points at either end of all stations.

These signals are not Distant Signals, but shall be termed "Station Signals" "Up" or "Down" as the case may be.

(For special instructions for the working of Sidings between stations see Appendix to the Working Time Table.)

### 11. Point Indicators.

Point Indicators are appliances attached to points to show for which road the points are set, and shall be so constructed as to be easily distinguished from Fixed or Permanent Signals.

### 12. Working of Signals Generally.

- (a) Every Signalman must, while on duty, have with him flags and lamps for hand signals.
- (b) All signals, including detonators, supplied must be kept ready for immediate use.
- (c) The signals hereinbefore prescribed for use by night shall be used by day in thick or foggy weather, and during twilight in the mornings and evenings.
- (d) Fixed or Permanent Signals and semi-permanent Signals must always be kept at "danger" or "on," except when lowered or taken "off," to allow a train to pass or when a daylight only station has been closed for the night. The signals must be locked when not in use to admit trains, and the keys must be in the possession of the Station Master or other Railway servant in charge.
- (e) No fixed signal shall be taken "off" without the permission of the Station Master. The Station Master shall not give permission to take signals "off" to admit a train until he has personally seen that all facing points over which the train will pass are correctly set, locked, and manned, and the keys of points in his possession, all trailing points over which the train will pass are correctly set, and the line over which the train is to pass is clear and free from obstructions.
- (f) Fixed Signals shall be worked by the Station Master, except at the following stations, where the Signals shall be worked by the Yard Foreman, (or in the absence of a Yard Foreman, by an Assistant Station Master), who will perform the duties of a Station Master in this clause, provided he has been examined and passed by a Traffic Officer :-

Mombasa,  
Kilindini,  
Kilindini Pier,  
Voi,

Makindu,  
Nairobi,  
Nakuru,  
Kisumu.

- (g) Except where otherwise ordered, all Signals must, if the line on which a train is to be received is clear, be lowered 15 minutes before the train is due to arrive to avoid detention at Signals. When an engine has passed inside a Signal lowered for it the Signal shall immediately be placed to danger. A Signal which has been taken "off" for the passage of a train shall be placed "on" immediately the engine of the train which it controls has passed it.
- (h) At Stations where two trains are approaching simultaneously the signal for the train to be given precedence shall be taken "off" and the other signal must be kept "on" till the first train has come to a stand inside the clearance indicators. Precedence must be given to a train climbing an incline.
- (i) A train running through a station, without stopping, must do so on the straight (or main) line. In all cases of trains running through, the Station Master is personally responsible for seeing that the train to be crossed or preceded is clear of the straight line, and also that in every case of a train running through, whether there is another train to be preceded or not, all the points over which the train has to pass are duly set, locked and manned for the straight line before he lowers any signal for such train to approach the station.

When to lower  
signals and  
when to return  
to Danger.

Two trains  
approaching  
simultaneously.

Trains running  
through.

No train shall run through a station when it has to cross a passenger or mixed train. At stations where mail trains are not booked or stop or to stop conditionally only and the Station Master finds it necessary to stop a train for any reason, the signal must be kept "on" until it has come to a stand, when the signal may be lowered. The driver will accept this proceeding as an intimation that the train is required to stop at the Station, and must act accordingly.

### 13. Duties of Staff in case of Obstruction.

Should there be any obstruction on the line within the sight or knowledge of any Railway servant, he must shew a "danger" signal and continue to shew such signal to any train approaching in the direction of the obstruction until the obstruction has been removed and the line made clear and safe, and must, as soon as practicable, take steps to report the obstruction to one of his superior officers.

### 14. Duties of Signalmen and others observing anything wrong with Train.

If any Signalman should observe anything wrong or unusual in a passing train, he must report the circumstances to his superior officer; and if the occurrence is of such nature as to involve danger to the train or to the public, he must shew a "danger" signal to the Driver and Guard.

### 15. Danger Signal to be shewn in case of shunting or other obstruction.

- (a) Whenever the line is occupied by shunting or otherwise obstructed, the signals applicable to it shall be placed and kept at "danger."
- (b) All shunting which is liable to foul the lines on which trains are to be received must cease 15 minutes before such trains are due to arrive, that is the line on which the approaching train is to be received must be clear and facing points locked for the reception of the train 15 minutes before it is due.
- (c) When it is necessary to admit a train to a blocked or dead end line the signal must be kept "on" until the train has come to a stand, when the signal shall be taken "off" for the train to proceed to the advance points at which the pointsman shall be stationed. The pointsman at the advance facing points shall, after the signal has been lowered, show a "caution" hand signal until the engine arrives near the points, when he shall show a "danger" hand signal, stop the train, and explain to the driver that the line on which his train is being received is blocked or is a dead end line. He shall then allow the train to proceed cautiously on the line intended to receive it.
- (d) By night a red lamp must be placed at both ends of vehicles which have of necessity been left on station lines, or, if it is a dead end on the buffer, stop in such a manner as to be clearly visible to the Driver.

When to stop  
shunting.

Admitting  
trains to blocked  
lines.

### 16. Signalmen not to Leave Signals.

No signalman shall, while on duty, leave the signals under his charge.

### 17. Hand Signals.

- (a) A Hand Signal shall be made, subject to the provisions of Clause (d) of this rule :-  
by day, except in a tunnel, by showing a flag, and by night or in a tunnel, by showing a light.
- (b) The "danger" signal must be shewn when it is intended that a train should stop and subject to the provisions of clauses (d) and (e) of this Rule shall be given :-

by day, except in a tunnel,  
by conspicuously showing  
a red flag, thus :-

and by night or in a tunnel,  
by showing a red light.



- (c) The "proceed" or "caution" signal must be used when it is intended that a train should proceed with caution, and subject to the provisions of clause (d) of this rule, shall be given :-

by day, except in a tunnel,  
by showing a green flag,  
thus :-

and by night, or in a tunnel,  
by showing a green light.



- (d) In the absence of flags the "danger" signal shall be given by raising both arms above the head, thus:—



and the "proceed" or "caution" signal shall be given by raising one arm with the hand above the head, thus:—



- (e) In the absence of a red light the "danger" signal shall be given by violently waving a white light.  
 (f) The following code of hand signals must be followed:—

Stop or Danger Signal ..	Red flag or red light held steadily in the hand.
Move forward slowly in shunting ..	Green flag or green light waved slowly up and down.
Move back slowly in shunting ..	Green flag or green light waved slowly from side to side across the body.
Guard's Signal to Driver to start, or to indicate that Guard has joined train after stopping out of course.	Green flag or green light held steadily above the head until acknowledged by Driver or Fireman.
Guard's Signal to Driver after passing last set of trailing points at stations to indicate that train is complete and Guard on the train.	Green flag or green light held steadily above the head until acknowledged by Driver or Fireman.
To give an all right signal to Driver where there is no Starting Signal.	Green flag or green light held steadily in the hand by pointsmen stationed at points.
To authorise Driver to pass defective signal at danger or enter obstructed or dead end line.	Green flag or light held steadily in the hand after giving verbal warning of the circumstances.
To indicate to Driver and Guard that section is clear but station or junction blocked.	Green flag or green light held steadily in the hand after bringing train to a stand and delivering written warning. The flag or light must also be shewn to the Guard.
To indicate to Driver of a goods train that there is nothing to pick up.	Green flag or green light waved slowly from side to side across the body.

#### TEMPORARY SIGNALS.

- 18 (a) Temporary Signals are signals used for the protection of a portion of the line while under repair or during any temporary circumstances.

(b) The representative of the Engineering Department in-charge of the work shall be responsible for seeing that the signals are properly exhibited and placed so that they can be well and clearly seen from as great a distance as is possible and convenient. He will be held responsible for personally assuring himself that the signals are properly placed and exhibited, that men are posted to place detonators on the line, and to give the necessary Hand Signals.

(c) Except in cases of urgency which will not admit of delay, no restriction shall be put in force nor any work on the line taken in hand by the Permanent Way Inspector without first advising the Station Masters on either side, and arranging for the proper exhibition of the Signals that may be necessary for the work.

Restrictions shall be published as soon as possible through the medium of the Weekly Notice, and all concerned must acquaint themselves with restrictions in force.

Serious notice will be taken of failure to maintain the proper temporary Signals, of non-observance of such signals by Drivers, or failure to endorse a line clear message by Station Master or in the case of tablet working the issue of a warning Notice.

(d) When any work on the line is in hand that involves trains coming to a dead stand, the following signals will be exhibited:—

A "Dead Stop" Signal at the place where trains are required to come to a stand and a "Caution" signal which will be placed 400 yards on either side in advance of the stop signal.

The "caution" signal will be green and will be shewn by a flag during the day time and by a lamp at night. The "dead stop" signal will be a red flag by day and a red lamp by night. Two detonators 10 yards apart must be placed 100 yards ahead of the "caution" signal.

- (e) Restrictions of speed are divided into three classes. Reduced signals. sp

Speed not exceeding 4 miles per hour.

" " " 8 " " "

" " " 15 " " "

Where a speed limit of 4 miles per hour is imposed a train must be brought to a stand by a "dead stop" signal, after which the Driver must be informed that he must proceed dead slow. A green flag or lamp will then be shewn him as authority to proceed.

Where a restriction of 8 miles per hour is imposed a temporary signal showing green will be exhibited as above.

Where a restriction of 15 miles per hour is in force, i.e., running at slow speed with caution, no temporary signals will be exhibited.

- (f) The absence of lights referred to in clauses (c) and (d) shows that the signal is out of order and must be treated as a "danger" signal. The Driver must at once stop and, if possible, ascertain the cause and then proceed cautiously. He must immediately on arrival at the next station report the circumstances to the station master, who will wire his District Officer, District Engineer, Permanent Way Inspector and District Locomotive Superintendent of the District. The Guard will also note particulars in his train report. Absence of Temporary Signal where there should be.

- (g) Where speed restrictions are liable to remain in force for any time, the Engineering Department will arrange for the following notice boards being exhibited, in addition to the signals already referred to.

Speed 4 miles per hour.	White letters on red ground.
Speed 8 miles per hour.	White letters on green ground.
Speed 15 miles per hour.	Black letters on white ground.

- (h) In all instances where a restriction of any sort is necessary the same must be endorsed on the Line Clear message, or if the section is worked under tablet arrangement, a warning notice must be issued. When a Line Clear message is endorsed, one inch of the top right hand corner of the message is to be cut off. Endorsement Line Clear Tablets and issue Tablet Warning Notice.

#### 19. CAUTION BOARDS.

Caution Boards, such as erected at sidings, dangerous places on the line, and level crossings, must be considered supplementary signals, and orders issued through the Appendix to the Working Time Table or Weekly Notice relating to such caution boards must be strictly carried out.

#### 20. DETONATING SIGNALS.

- (a) "Detonating Signals" (otherwise "fog signals") are appliances placed on the line so as to explode with a loud report when an engine passes over them.

Detonating Signals must be placed on the line with the labels or brand upwards, and must be secured by bending the clasp round the upper flange of the rail.

- (b) Detonators must be placed on the line, in thick or foggy weather, to supplement, when necessary, the ordinary day or night fixed or temporary signals, and, in accordance with the various rules laid down in this book, where detonators are referred to.

- (c) In thick or foggy weather, whenever it is necessary to indicate to the Driver of an approaching train the locality of a signal, two detonators must be placed on the line by a railway servant selected by the Station Master, ten yards apart and at least 100 yards outside the Distant signal, if one exists, or 300 yards beyond the Station Signal, if only a station Signal exists. Fog-Signalling at fixed Signal

Every Railway servant placing detonators on the line, must see that they are, when necessary, renewed immediately after a train has passed over them.

The absence of any signal after the explosion of a detonator must be considered a "danger" Signal.

Responsibility for fixing Temporary Signals.

Advice by Engineering Department of restrictions.

Publication of restrictions.

Dead Stop Signals.

Responsibility for stock of detonators.

(d) All Station Masters, Guards, Drivers, Inspectors of Permanent Way and Gangers, and all other Railway servants on whom this duty is laid by the Railway Administration must keep a stock of detonators.

(e) The Railway Administration shall be responsible for the supply, renewal, periodical testing and safe custody of such detonators, and for ensuring that their use is properly understood.

Care of detonators.

Every Railway servant keeping detonators shall be bound to keep them carefully so as to prevent explosion and to protect them from damp.

Testing detonators.

(f) At intervals of not more than six months, one at least from each stock of detonators kept by Railway servants must be tested, and Station Masters, Loco. Foremen, and Inspectors of Permanent Way are responsible for doing so from the stock of detonators held by Railway servants working under their orders.

Reports on tests and defective detonators.

They are also responsible for reporting on the 1st January and the 1st July of each year to their superior officer the result of tests made during the previous half year, and for reporting at once at any time if a detonator fails to explode.

Defective detonators must be submitted to the Head of the Department for inspection.

Use of detonators when the line is obstructed for any reason.

(g) Whenever on account of an obstruction on the line, it is necessary for a Railway servant to show hand danger signals at a place short of such obstruction, he shall put on the line one detonator half-way between the obstruction and the place where he is showing "danger" signals, and two detonators 10 yards apart at the place where he is showing "danger" signals. If such Railway servant is recalled before the obstruction is removed, he must leave down two detonators and pick up the intermediate detonator.

Renewing supplies of detonators.

(h) When a Station Master or any other Railway servant has deputed men to place detonators on the line, he must see that fresh supplies of detonators are, when necessary, sent to men so deputed.

Protection of platelayers by tonating signals.

(i) Except in cases of emergency or under special instructions, Platelayers or other workmen employed on the permanent way shall not work under the protection of Fixed or Permanent Signals, but must invariably use red and green hand flags, banner flags, red and green hand lights and detonators as herein prescribed.

### CHAPTER III.

#### WORKING OF TRAINS GENERALLY.

##### 21. Running of Trains.

(a) The working of trains shall be regulated by East African time, which must be sent daily to all stations on the Railway, as prescribed in the Telegraph Department Hand Book of instructions. Guards must compare their watches with the station clocks at Depots before commencing their journey, and must also compare their time with their Drivers, as well as the station clocks along the line. Discrepancies over two minutes must be noted on the journal.

(b) No passenger train or mixed train shall be despatched from a station before the advertised time.

(c) No train shall be allowed to run unless previous notice has been given, when practicable, to all concerned, by Time Table, Weekly Notice, or other special Notice. Staff must, however, be prepared for trains without previous notice.

Notice of Trains on the Line.

##### 22. Pushing Engines.

No engine shall be allowed to push any vehicle except:—

Within station limits,  
Ballast trains working between stations during daylight,

In the case of an engine failure and the section being cleared by another engine, or

In accordance with special instructions. For particulars of places where vehicles are authorised to be regularly pushed by an engine see Appendix A to these Rules.

##### 23. Engine Running Tender Foremost.

(a) No passenger train or mixed train shall be drawn outside station limits by an engine running tender foremost, except:—

Under Appendix B to these Rules.

Under a written order issued under special instructions, or

In a case of unavoidable necessity to be established by the Driver followed by a report to his superior officer.

An order of a Traffic or Locomotive Officer must first be obtained, whenever practicable, and this order must be attached by the Driver to his report. Guards must also specially note in their train report instances of engines running tender foremost.

(b) The speed of a passenger or a mixed train drawn outside station limits by an Engine running tender foremost, shall not exceed 15 miles an hour, or such higher rate not exceeding 20 miles an hour, as may, in any special case, be authorised by the Manager.

Speed of trains with engine tender foremost.

For particulars of places where passenger or mixed trains may be drawn by an engine running tender foremost see Appendix B to these Rules.

##### 24. Guards and Brake Vans.

(a) No engine with vehicles attached shall, except under special instructions, be despatched from any station without one or more Guards, or one or more brake vans. Unless it be otherwise directed by special instructions, one brake van must be attached to the rear of the train.

For list of authorised exceptions see Appendix C to these Rules. In no other case shall this rule be departed from without orders from the Traffic Manager. Every Guard must, except under special circumstances, ride in his own brake van.

(b) No vehicle may be placed behind the rear Brake Van except:—

Vehicles behind Brake Vans.

One officer's carriage if fitted with brake gear, during daylight only.

Damaged vehicles being worked to a depot for repairs, by daylight trains only, on an order from the Traffic Manager.

##### 25. Passenger Trains not to stop where not Authorised to Call.

Except in accordance with special instructions, no passenger train shall be stopped for the purpose of taking up or setting down passengers at a station or other place at which it is not advertised to call.

##### 26. Communication from Guard to Train.

No passenger or mixed train shall be despatched from any station unless it be provided with an appliance by which the Guards can, if necessary, apply the Westinghouse Brakes and stop the train.

No goods train shall be despatched from a station unless three fourths of the total vehicles are Westinghouse Brake fitted, all brake gear in good order, all vehicles on the train fitted with Westinghouse pipe, fitted with side chains, and the Driver informed of the number of unbraked vehicles on the train, and further, satisfied that he can control the train.

##### 27. Vehicles which have been off the Line.

No vehicle which has been off the line shall be allowed to run between stations until such vehicle has been examined and passed by a competent Carriage and Wagon Examiner; provided that, when a vehicle attached to a train has been derailed outside station limits, the Driver may, if he considers it safe to do so, take the vehicle slowly on to the next station or destination.

##### 28. Travelling Cranes.

(a) Before attaching any travelling Crane to a train the Guard in charge of the train must see that the jib is properly lowered and secured.

(b) The Guard in charge of the train must also see that it is, if practicable, so placed that the jib will point towards the rear of the train.

(c) The speed of trains conveying travelling cranes shall not exceed 12 miles an hour and an attendant must accompany the crane.

29. Dummy Wagons.

When a load or the jib of a travelling crane projects beyond its truck, whether standing in a yard or attached to a running train, the load or jib must be protected by a dummy wagon. Such dummy wagon may be loaded, but loaded wagons used as dummies or runners to travelling cranes must not be loaded so high as to interfere with or in anyway come in contact with the jib of the crane.

Low-sided wagons must be used and they should not usually be loaded above the sides.

30. Private Vehicles Entering Main Line.

No engine or other vehicle, the property of a private owner, shall be allowed to enter upon any line except under special arrangements by the Traffic Manager, and special arrangements made for the train by which it is to travel. When such special arrangement is made such engine or vehicle shall, before acceptance, be examined by a competent Loco. representative. After repairs have been executed to a private vehicle authorised to run regularly on the line, the vehicle shall not enter upon the main line until examined and passed by a competent Carriage and Wagon Examiner.

31. Train Lights when to be used.

(a) Between sunset and sunrise and in thick or foggy weather, no train or engine shall be worked outside station limits, unless it has its head lights and tail light lit as prescribed in clauses (b) and (c) of this Rule.

(b) Head Light of Running Train.

Engines with or without vehicles attached. One white Head light. When running tender foremost one head light to be on tender.

During daylight, in all cases, lamps unlit as above.

(c) Tail Lights of Running Train.

Engines with vehicles attached. One red tail light and two side lights showing white towards Driver and red to rear of train. To be placed on rear vehicle.

Light Engine or two or more Light Engines coupled together. One red tail light. To be placed on rear engine.

During daylight, in all cases, lamps unlit as above.

Shunting Engines Lights.

(d) Shunting Engines employed within Station limits or in sidings between sunset or sunrise and in thick or foggy weather, shall carry one white head light, and one red tail light on rear of tender. During daylight, lamps unlit as aforesaid.

Assisting Engine Tail Lamps.

(e) Engines assisting trains in the rear must carry a tail lamp.

32. Loading of Vehicles.

Maximum Loads.

(a) No wagon or truck shall be loaded so as to exceed the Maximum gross loads on the axles, fixed under Section 53, sub-section (3) of the East Africa Railway Ordinance, 1910, or such less load as be prescribed by special instructions

(b) Except under special instructions no vehicles shall be so loaded as to exceed the maximum running dimensions prescribed under the East Africa Railway Ordinance, 1910.

33. Limit of Speed Generally.

Safety first.

(a) Every Driver must run his train on each section of the Line within the limits of speed prescribed for that section by special instructions. No Driver shall run his train through facing points, which are not interlocked, at a speed exceeding 8 miles an hour, or such lower rate as may be prescribed by special instructions.

(b) It is specially impressed upon the staff that safety and not speed is to be the chief consideration in working the railway and that the speeds authorised in clause (c) hereof are not to be exceeded. The maximum speeds

permitted for the running of trains over the line are given in the working Time Table. Under no circumstances are Drivers permitted to make up time by exceeding the speeds authorised. Drivers must regulate the running as accurately as practicable so as to avoid extreme speed or loss of time.

(c) Engineering restrictions will, as far as possible, be notified through the Weekly Notice, and to Drivers by endorsement on line clear or issue of a warning ticket, but the running staff, particularly Drivers, must at all times be on the look out for Engineering restrictions and signals, as, owing to heavy rains and other contingencies, restrictions may have to be enforced at any time without previous warning.

(d) The Driver of every train must, when approaching facing points, shut off steam and have his train under complete control and must not pass over the points at stations, unless he has received the caution signal from the pointsman and then only at a speed not exceeding 8 miles an hour. Special care should be exercised in the dark.

34. Protection and Working of Points on Main Line Outside Station Limits.

When there are points on the Main Line at a place which is not a station, provision for the protection of such points by point indicators or otherwise, including lights between sunset and sunrise and for working them, shall be made in order to secure the safe working of trains.

(For list of points and Sidings off the Main line and instructions for working them, see Appendix to Working Time Table.)

35. Lights to be Burning when Train Shunted.

When a train has been shunted or detained on a parallel line for another train to pass, guards must satisfy themselves that their tail and side lights are burning.

36. Rules as to working of Ballast Trains.

(a) No ballast train shall be run on any line without the permission of an officer of the Traffic Department. No Driver of a ballast train shall take the train from a siding without the permission of a Station Master or other official authorised under special instructions to give such permission.

(b) The Guard or other person in charge of a ballast train must obey orders of Station Masters as to the time at which the train may be run on the line.

(c) In no case must a train having a line clear to work on the line and proceed to a station ahead return to the Starting Station, except in the case of failure to the engine or other accident.

The conditions set out on the line clear must be strictly adhered to except in special circumstances as aforesaid.

No train is allowed to follow a ballast, water, fuel, construction or other train working on the line.

37. Working of Ballast Trains at Night or in Thick or Foggy Weather.

(a) No ballast train shall be allowed to pass along the main line at night or in thick or foggy weather, except under special circumstances, and then only at reduced speed and with the utmost caution. Guards working ballast trains under the aforesaid conditions must send a special report of the circumstances to his superior officer, and the latter may, if he considers necessary, call upon the person authorising such working to show his reasons therefor.

(b) Ballast trains (not containing coolies) may however run through from one station to another after dark or during thick or foggy weather, when run in every respect as an ordinary goods train.

(c) An empty ballast train after working up to sunset between Stations may then proceed to a Station at a speed not exceeding 20 miles an hour, provided the engine is leading.

38. Guards to Accompany Ballast Trains; Qualifications.

(a) A Guard must accompany each ballast train running on the line. No person shall be appointed to be a Guard of a ballast train, unless he has had the necessary experience of a Train Guard.

(b) The Guard or other person in charge of a ballast train, must before giving the starting signal, require the coolies and others working with the train and riding in

Engineering Speed Restrictions.

Approaching Facing Points

Ballast Trains

Line Clear instructions to be carried out by Guards of Ballast Trains.

When Ballast trains may run after dark.

Guards responsible for coolies on the train.

the open trucks to sit down. The necessity for exercising the greatest care at all times to see that everything is done to prevent accidents to workmen is impressed on those concerned with the working of ballast trains. This refers to contractors as well as to Railway employees.

The workmen are usually unacquainted with the dangers of a railway, and more than ordinary care is necessary to protect them from injury.

Ballast trains must not be unloaded while in motion. It is the duty of a Guard in charge of a Ballast train, when on the line or in a station yard, to see that no coolies take shelter under the wagons, and when leaving his train for the night to see that no coolies remain in or under the wagons.

### 39. Pushing Engine on Ballast Trains.

(a) A ballast train may, in accordance with special instructions, be pushed by an engine either when running on the line or when being taken back into the station from which it was started

Provided that the speed shall not exceed 12 miles an hour or such lower rate as may be prescribed by special instructions.

(b) Ballast, Fuel, Timber or Material trains may be pushed out only in cases when the train is to work to a mileage and return, without first proceeding to the next Station.

In all cases where a train is working through to the next station, whether direct or after stoppages, the engine must be in front. Whenever a ballast train is pushed or pulled, the Brake Van in which the Guard must ride must be the end vehicle, all other vehicles being between it and the engine. Guards must keep a sharp look out when running brake van first. Drivers must sound the engine whistle when the Brake Van is approaching level crossings, curves and other dangerous places.

(c) Guards must see that the ends and sides of Ballast wagons are properly fastened by putting in the pins so as to prevent damage to the wagons.

### 40. Ballast train stopping between Stations.

No Ballast train shall be stopped between stations to take up or put down material, unless:—

(a) the permission of the Station Master of the Station next before the place of stopping has been obtained before the departure of the train from that station, and

(b) the Guard or other person in charge of the train has, if practicable, arranged with the Station Master of each station as to the place and time at which the next train is to be passed.

When granting any permission under clause (a) of this Rule, the Station Master must give such instructions to the Guard or other person in charge of the train as he may consider necessary, and must, if necessary, communicate with the Station Master of the other Station concerned.

(c) When a ballast train is intended to run through from one station to another without stopping, it must be treated as a special goods train, and the engine must always be in front of the train.

### 41. Stabling of Ballast Trains.

(a) When a ballast train is stabled at a station for the night, it must be protected in the following manner:—

The Guard in charge of the train must see that all necessary points connected with the Siding or Line on which the train is stabled, are correctly set against the train, must padlock the same, and keep the keys in his possession until the train is ready to leave next morning.

NOTE:—This procedure must be followed with all classes of trains stabled.

Trucks left in sidings outside Station limits.

(b) When ballast or other wagons are left on a siding outside Station limits, the Guard or other person in charge of the train must securely put down all brakes and chain and lock to the rail a wheel of the wagon nearest to the points of the Siding, and must see that the wagons are otherwise properly secured in accordance with special instructions, and that Scotch blocks, which must be provided, are locked.

Ballast Trains to be clear of shunting Lines.

(c) The Guard or other person in charge of a ballast train and the Station Master must see that the train is kept clear of all other trains.

(d) Every person employed on the Permanent Way or any works shall be bound, on requisition of the Guard or other person in charge of a Ballast Train, to assist him in working signals,

(e) The Guard or other person in charge of a ballast train on any part of the main line outside Station limits shall be responsible that the line is cleared and the Station Master advised not less than 10 minutes before a train is due.

(f) The Guard or person in charge of a ballast train must, before departing from the site of loading or unloading stone, fuel or other material, see that such stone, fuel or other material is clear from the track and is not capable of fouling any passing train. Track not to be fouled by material.

(g) Before a ballast train is moved the Driver must give two clear whistles at an interval of half a minute, as a warning to the coolies that the train is about to move.

(h) When a ballast train is authorised on an authority to work between Stations, it will not be necessary for the Guard to protect his train, except when the engine has for any cause to be detached from the train and to run to the next station.

### 42. Shunting.

Shunting operations shall be controlled either by Hand Signals, or by verbal directions as occasions require.

(a) When a train is being shunted from one main Line to another, or into or out of a siding connected with the main line, the Station Signal must be kept at "danger" for the protection of the train.

(b) Should it be necessary in shunting for the train or part of the train to pass outside the station signal it may be signalled past such signal either verbally or by hand, as occasion may require, provided that no train is approaching on the main line between the Fixed signal and the next station. Should a train be known to be so approaching, no train or part of a train shall be shunted outside the Station Signal, until after the approaching train has entered the Station. Shunting past Fixed Signals.

(c) No railway servant shall shunt or move an engine or vehicle so as to obstruct any running road until the proper signals have been exhibited, in one or both directions, as occasions may require. No Engine or vehicle to be moved until signalled to do so.

(d) When any vehicle is being shunted on a gradient the railway servant in charge of the operation must see that a sufficient number of brakes are put on, that sprags or hand scotches are used when necessary, and that any other necessary precautions are taken, to prevent the vehicle from running down the incline. Shunting on incline.

### 43. Responsibility for Shunting Operations.

(a) The Station Master is personally responsible that all shunting at his station is conducted in accordance with regulations and in such a manner that there shall be no danger of the main running lines being fouled when a train is approaching or about to leave a Station.

#### Shunting will be directed as follows:—

(b) At Mombasa, Kilindini, Kilindini Pier, Voi, Makindu, Nairobi, Nakuru and Kisumu by a Yard Foreman or, in the absence of a Yard Foreman, an Assistant Station Master, in accordance with the Station Master's instructions.

At other stations, in the case of Goods trains, the Guard will take charge of, and be responsible for, the shunting. In the case of a Passenger train or Mixed train performing shunting en route, the Guard and Station Master or person acting in the place of the Station Master will take charge of, and be jointly responsible for, the shunting.

At Sidings leading off the main line between stations the Guard of the train is responsible in accordance with the instructions laid down for such sidings (See Appendix to Working Time Table).

(c) When a Guard superintends shunting and detaching vehicles, it is his duty to put down the brakes of such vehicles, or to see the brakes put down before he leaves the vehicles to proceed with other work.

If the vehicles have no brakes, he must secure them or see them secured in some other manner.

The duty of the Guard when shunting is not completely performed and his responsibility does not end until the vehicles he has detached are safely secured so that they cannot move or foul other lines.

The responsibility for the security of vehicles placed on Station Masters does not include the immediate security of them when they are being or have just been shunted under the superintendence of a Guard. The Station Master's responsibility in such instances commences when the Guard has left them properly secured,

#### 44. Miscellaneous instructions regarding shunting.

(a) Pointsmen and others moving about the yard on duty when not actually signalling to a train or engine at night must see that their lamps show a white light so that no mistake may occur through their lights being taken for signals.

(b) Guards, Yard Foremen, Jemadars and others concerned, must, before vehicles are moved in or shunted into a Siding used for Loading or Unloading traffic, or for repairs, or in a Goods Shed or other building where other vehicles are standing, see that if they are likely to be moved by the Shunting operations, any Employees or others who may be engaged in or about or below the vehicles are warned to keep clear of the vehicles.

They must also direct any persons who may be loading or unloading to stop work until shunting is finished, and must satisfy themselves that no cart or other road vehicle is foul of any of the lines on which Shunting operations are about to be performed.

All truck doors must be properly secured by fastenings before taken into or drawn out of a Shed.

Before commencing shunting operations inside a shed care must be taken to see that the Goods Shed Doors are open, and nothing is fouling the line.

Careful shunting into Sidings.

(c) When any vehicle has to be shunted into a siding, the Guard or person conducting the shunting must ascertain the position of any vehicles in the Siding before commencing to back, and must signal the Engine Driver to prevent the train striking the vehicles in the Siding, or the buffer stops, with too much force.

(d) When a train has to be received into a dead-end Siding the Station Master is responsible for seeing that a red light is placed on the buffer stops, and if there are vehicles standing on any siding on which a train has to be received a red light must be placed on the end of the vehicle nearest the approaching train.

Trains to be taken inside stations before shunting is commenced.

(e) No running train may come to a stand outside the advance facing points at a station in order to conduct shunting. The train must be brought to a stand inside the yard clear of the facing points before shunting is commenced.

Application of brakes before detaching engine to perform shunting.

(f) No train shall be divided at a Station for shunting or other purposes until the Guard has warned the Driver what movements are to be made, and how these are to be carried out. The order by the Guard to divide the train shall not be given until the following instructions have been complied with. Before an engine with or without vehicles is detached for shunting or other purpose, at any station, the Driver must apply the Westinghouse brake throughout the train. The Guard must screw his hand brake hard on and, if the station is on an incline, also pin down sufficient wagon brakes. This is specially important at roadside stations where approach to the station is on a rising grade, as otherwise there is great danger of vehicles running away. The greatest care must be taken in shunting with passenger trains. Vehicles must, whenever practicable, be attached or detached without other passenger coaches being moved. The general principle that shunting with passenger trains is to be avoided, must be followed.

Uncoupling when vehicles in motion prohibited.

(g) No attempt must be made to couple or uncouple vehicles whilst in motion. Care must be taken not to shunt vehicles violently against other vehicles as the buffers and springs, and contents of the wagons get damaged thereby.

Shunting with two engines prohibited.

(h) Shunting with two engines is prohibited. Whenever trains with two engines have to do any shunting, the engine which is not to do the work must, before the shunting is commenced, be sent away clear of the line on which the shunting is to be done.

(i) At a watering or fuelling station the engine will first take water or fuel, if required, and do other locomotive business and then perform the shunting. While the engine is at the water column or fuel stage any loading or unloading of traffic must be carried on. If necessary, the engine must be detached and taken ahead, so that no time may be lost at stations.

Hand Shunting under special instructions.

(j) Hand shunting is only permitted at certain stations and special orders relating thereto are issued to the Station Masters at such stations.

(k) Fly and loose shunting is absolutely prohibited.

(l) All train engines must be ready at terminal and engine changing stations 15 minutes before their trains are due to start for brake testing purposes and must do any shunting that may be specially required. After their arrival at destination they may also be detained 15 minutes for a similar purpose. Train engines perform shunting when required at Depot Stations.

Special arrangements may however be made by Traffic and Locomotive Officers for train engines to perform shunting for longer periods than 15 minutes on production of a shunting order.

(m) All vehicles standing at stations must be so placed and secured that they do not and cannot be made to foul the main line. Each vehicle must have its brake on, if provided with one, and must:— Securing vehicles at Stations.

(i) be within facing points so locked that it cannot escape,

(ii) be behind a locked Scotch Block,

(iii) be chocked or spragged,

(iv) be chained and padlocked, or

(v) be coupled with other vehicle secured in the manner above indicated, as circumstances may require or the appliances available may render possible.

(n) When vehicles are blown out or escape from a station, the Station Master must at once wire to the Station they are running towards, and block the line to that station and the one beyond; and, in the same way if the vehicles should run through the next station, the Station Master there must at once wire the next station to block the line and the station beyond; and so on. Vehicles blown away from Stations.

When a Station Master receives advice that a vehicle has run away towards his station, and the line to the next station having been blocked in accordance with the preceding paragraph, he must at once lock the facing points for the siding. If there is no siding the trailing points at the station must be set and locked to derail the vehicle, if the runaway vehicle is not in sight clear of the siding of any vehicles that may be standing on it, and if there is a Scotch Block see that it is fixed over the rails so that the runaway vehicle, on passing into the siding, will be derailed by the Scotch Block. In the event of there being no Scotch Block on the siding, two or three sleepers, big stones, or other material, which would act as an obstruction, should be laid across the rails in order to throw the wagon off the road. The sleepers or obstruction across the line should be placed clear of the points and crossings, so that when the vehicle is thrown off, the main line may not be blocked, and if possible the runaway should be turned into the third line or dead-end so as not to foul the running line.

Earth, sand or gravel should be heaped over the rails in front of the obstruction for as long a distance as time permits, to if possible, reduce the speed of the runaway wagon.

Under the Tablet system, the obstruction danger signal must immediately be belled when a vehicle escapes from a station, in conjunction with the foregoing instructions.

#### 45. Double and Single Line Working.

(a) Where there is a double line, every train must be run on the left hand side.

Provided that if one of the lines should be blocked so as to necessitate the passing of all up and down trains on a single line, such special instructions as may be necessary shall immediately be issued for establishing single line working.

(b) When trains are being run on a single line system, no train shall be allowed to leave one station for another until it has been ascertained that the line between such stations is clear of trains coming from the opposite direction and, except as contemplated in Rule 58, of all other known impediments.

(c) Double engines, in front of a train, may be used when by so doing the running of two trains over the whole section can be saved. Double Engine Trains.

The most experienced Driver must be the leading Driver.

(d) Passenger trains must be received at stations on the main line. Should two passenger trains cross, the first to arrive will enter the main line. Trains at Stations.

#### 46. Working of Trains in Case of Accident.

In case of accident to the line or to any train, or of failure or interruption of telegraphic communication, trains must be worked between stations in accordance with special instructions.

#### 47. Train Stopped on Line.

Protection of  
trains stopped  
between  
Stations.

(a) When, on a single line, a train is from any cause stopped outside station limits, the Guard in charge of the train must either go back himself, or send a competent man back, to protect the rear of the train by showing a "danger" Hand Signal and placing detonators on the line in order to prevent any other train from approaching.

Placing of  
Detonators and  
exhibition of  
danger Signals.

(b) The person going out to protect the train must constantly show the "danger" Hand Signal, and must place two detonators, whether by day or by night, on the line 10 yards apart, at a sufficient distance, being not less than 500 yards from the train, depending upon the gradients at the place and must on his way out leave one detonator on the line at not less than five telegraph posts distance from the train, must remain at the further distance showing the "danger" Hand Signal, until he is recalled by Engine whistle or otherwise; and must, when recalled, leave down the detonators there placed, and on his way back take up the intermediate detonator.

Drivers to  
protect front  
of trains.

(c) The driver must take similar precautions in front of his train to prevent any other train approaching from that direction, either by going himself or by sending his Fireman or some other qualified person.

#### 48. Trains Parting.

(a) If any portion of a train should become detached when in motion, the Driver shall not stop the front portion until the rear portion has been stopped, so as to avoid collision between the two portions, and the Guard in the rear brake van must promptly apply his brake to prevent a collision with the front portion.

(b) As soon as the rear portion of the train has been brought to a stand, the Guard in charge of the train must protect that portion, in accordance with Rule 47, both in front and in rear.

#### 49. Protection of Trains Approaching Train Stopped in Section or any other Obstruction.

(a) If a relief or other train or engine should approach a train or a portion of a train, stopped or left on the line, or any other obstruction, outside Station limits, the Guard in charge of the train, which first occupied the section, or if there be no guard, the Driver must see that the precautions prescribed by Rule 47 are taken for the protection of both trains or engines. In the case of an obstruction or breach in the line the person in charge at the site is responsible for the posting of two competent men to warn approaching trains or engines.

#### 50. Fires in Running Trains.

(a) In the case of a fire occurring in a passenger train the safety of passengers must be the first consideration, after which every effort must be made to save mails.

(b) Should a fire occur in a running train, the Driver must at once bring the train to a stand, the vehicles behind the one on fire must be detached, the other portion of the train drawn forward, and the burning vehicle detached. The front portion must be drawn clear of the burning vehicle, thus isolating the vehicle on fire.

(c) Every effort must be made to extinguish the fire and to save the contents of the vehicle. Water from the engine tender must be freely used, and earth or sand if there is a shortage of water. Should it be known that water is available within a short distance and it is considered safe to run the burning vehicle on that spot, this may be done. The Driver and Guard must use discretion in such cases. Detaching must not be done on a gradient, which entails the risk of runaways, and where necessary brakes and sprags must be applied.

(d) The train must be protected in accordance with Rule 47.

(e) Should a vehicle be burnt out, and the debris can be cleared from the track, this may be done, and the train coupled and taken to the next station.

#### 51. Portions of Train left on the Line.

(a) When a portion of a train is left on the line outside Station limits, in consequence of an accident or of the inability of the engine to take the whole train forward, the guard in charge of the train must put down the brakes and, if necessary, otherwise carefully secure such portion of the train to ensure its remaining stationary. The Guard must then protect such portion of the train as prescribed in Rule 47.

(b) When the front portion of the train is taken forward, the Fireman or if there are two Guards with the train, the second Guard, must, if it is practicable and safe to do so, ride upon the last vehicle of such front portion of the train until it is placed in a siding. Fireman or Assistant Guard to act as Guard of portions of trains.

(c) The Driver shall not take the engine back to pick up the portion of the train left on the line, except upon written instructions from the Guard in charge of the train. Permission to return for portion of train necessary.

(d) When the engine is so taken back, the Guard must, until the arrival of the engine, continue to take the precaution referred to in clause (a) of this Rule for the protection in the rear of the portion of the train left on the line, and shall not permit a following train to move any of the vehicles under his charge. Guard responsible for portion left on the line.

(e) After sunset or in foggy weather, a red light must be placed by the guard on the front vehicle of the rear portion of the train.

NOTE:—See also Rule 52 Clause (c).

#### 52. Engine Failures.

(a) When a Driver finds his engine cannot proceed from any cause he must at once advise the Guard, by memorandum, stating whether he requires assistance or, if assistance is not required, what delay is anticipated. Engine Failure at a Station.

The Guard will not, unless the circumstances are exceptional, request the Station Master to telegraph for another engine until the Driver has informed him this is necessary. In the case of a Driver unable to read or write English, his statement must be taken by the Guard in the presence of the Station Master. This statement should then be read to the Driver and signed in his presence by the Guard and Station Master.

After intimating that his engine has failed the Driver must, if at all possible, do his utmost to put the engine in a condition to proceed with the train.

(b) When an engine is unable to proceed to a point to which line clear has been obtained with the full load of a train, the following alternate methods may be adopted to clear the section quickly:— Partial Engine Failure between Stations.

(i) Return to the station in the rear (provided there is no following train in the section) or

(ii) uncouple between stations, and take forward the train in portions to the station in advance.

If procedure (i) is decided upon by the Driver and Guard, the Guard must keep a sharp look out from the Brake Van, and have flags in his hand ready to signal to the Driver if necessary. The engine whistle must be sounded frequently and the speed must not exceed 10 miles an hour on the straight, and 5 miles an hour round curves. If a train has following line clear to a train which is required to return to the station in the rear, the disabled train shall not move backwards until the following train has come to a stand at the "danger" signal, protecting the rear of the disabled train. If it is possible for both trains to couple and proceed to the station ahead, this may be done, but failing this they should couple and go back to the station in the rear.

(c) A train must not be uncoupled between stations on steeper gradient than 1'0%. If a Driver finds that he cannot proceed with a load, and it is decided by the Driver and Guard to uncouple in the section, they are jointly responsible for selecting the site where this will be done, every effort being made to find a level part of the line. Before uncoupling, the Guard is responsible for seeing that hand brakes are pinned down, and the Driver is responsible for the Westinghouse brake being applied with full force to all vehicles fitted with it. On gradient steeper than 0'5% the brake van and three vehicles must in addition be spragged. Uncoupling between Stations.

The detached portion of the train left standing must be attended by a Fireman while the Guard must protect the train in accordance with Rule 47.

(d) In the event of such a train being "followed" on the same section, the train shall not be backed in the attempt to find a suitable place for uncoupling at a greater speed than 5 miles an hour, and then not until a Fireman has been sent 400 yards in front exhibiting a red flag, and the Driver shall sound the whistle continuously.

Memo of authority to return for portion of train.

(e) In all cases of uncoupling the Guard shall hand the Driver a memorandum, as follows:—

„ You are authorised to proceed to.....Station with the front portion of Train No..... Detach same there and return for the remainder of the train left on the line at Mile.....I will not allow the remaining portion of the train to be moved until your return, and will protect the same in accordance with Rule 47.”

The memorandum shall be delivered by the Driver to the Station Master on arrival at the Station. When the Driver is ready to return, the Station Master shall issue a Permission to proceed without Line Clear form. The time of arrival of all portions of the train, and times of all departures of the engine must, in addition to the “In report” of the complete train, be recorded in the train register.

Total Engine Failure between Stations.

(f) When a Driver finds that he is neither able to go ahead with a portion of the train, nor return with a train, he shall give the Guard a memo stating the cause and what assistance is required, and that he will not move his engine until assistance arrives. He will also hand his proceeding authority (line clear ticket or tablet) to the guard. The guard will retain the line clear ticket or tablet and will on no account return it to the driver until the arrival of the relief engine. A Fireman shall be sent with a memo from the Guard to the nearest Station giving full information. The train must at once be protected in accordance with Rule 47. No engine shall be sent out from a station until the memorandum from the Guard asking for assistance has been received. On receipt of this memorandum the Station Master will arrange for a relief engine to be sent to the site of failure from the nearest point at which one is available.

Such engine will be sent to the site of failure under “permission to proceed without line clear” order.

If the relief engine is sent from the station to which he has proceeded, the fireman from the failed engine must return on the relief engine to indicate the site of failure.

When a train is an unusual time in a section a man may be sent from a station to ascertain the cause. If a person authorised to use a trolley is available, he may proceed with great caution to ascertain the cause and assist in conveying messages for the clearance of the section.

Assistance shall immediately be arranged by Station Masters by..... sending an engine from the rear to clear the section by bringing it to the Station in the rear, pushing it to the Station ahead, or sending an engine from the station ahead to bring the train to the station ahead or push it to the station in rear.

Official arrangements to clear the Section.

Station Masters must exchange official telegrams regarding the full arrangements to clear the section, which must be acknowledged by repetition, and no other action shall be taken by one Station Master without the consent and full understanding of the other. The greatest care is necessary in such cases, so that there shall be no misunderstanding. Full instructions to Drivers proceeding as relief must be contained on Form T. S. 7 or 8.

#### 53. Engine Stopped on line.

If an engine without vehicle attached should, while on the line outside station limits, be unable to proceed, the Driver must see that the precautions prescribed by Rule 47 are taken for the protection of the engine, employing the Fireman or some other competent person to assist him.

#### 54. Use of Portable Telephone Apparatus.

(a) In the event of a train which is equipped with a portable telephone apparatus becoming disabled by accident or other cause, or being unable to continue its journey owing to a washaway or other cause, and assistance being required from a station, the guard of such train must, after arranging for the protection of his train, in terms of the regulations, take steps by means of this apparatus to advise the officials in charge of the stations on either side. Before thus seeking assistance the Guard must consult the engine Driver and definitely ascertain that such assistance is necessary. If the assistance of a following train is available, in the case of permissive working, to enable the disabled train to proceed on its journey forward without unreasonable delay, this course may be followed. If assistance is being sent from a station, the disabled train must not move until arrival of the breakdown

train and must be protected in accordance with the regulations. Whilst the Guard is communicating with the station concerned by means of the telephone, the train must be protected in the front and rear by the firemen. Where communication is established by means of the portable telephone apparatus between the train at the point of obstruction and the station officials, it will not be necessary for the engine driver or fireman to proceed to a Station, for the purpose of seeking assistance.

(b) When the assisting engine or breakdown train is despatched from the station, to which the disabled train was proceeding, the latter train must also be adequately protected in front by the Guard.

#### 55. Bank Engines in Rear of Trains.

At all places where a train has to be assisted up an incline by an engine in the rear, the rear engine must be coupled to the Brake Van, and connected by Westinghouse. The Guard in charge shall be responsible for seeing that this is done by the Fireman. The usual brake test in such cases shall be made by the Driver on the assisting engine, and verified by the Guard.

The Driver must be warned by the Station Master when an assisting engine is being attached, and at what station it will be detached.

Only one leading engine may be on the train, in cases where a banking engine is employed, that is, double Heading and Banking is prohibited.

Before starting the train after receiving the right away signal from the Guard, the Driver of the leading engine must exchange cock crow engine whistles with the Driver of the banking engine, and the train must thereafter be slowly moved from the Station. Both Drivers must keep a sharp lookout throughout the journey so as to be prepared to exchange hand signals, and the Driver of the banking engine must carry out instructions indicated by the leading Driver.

Drivers of banking engines must regulate the pushing by their engines to suit the speed and assistance required by the leading Driver.

NOTE:—For sections where Banking may be done. (See Appendix D to these Rules).

### CHAPTER IV.

#### SYSTEMS OF WORKING TRAINS.

56. All trains working between stations must be worked on one of the following systems:—

- (a) “Electric Tablet, Absolute or Permissive.” For instructions for working the Tablet system see Appendix G of these Rules.
- (b) “Line Clear and Caution Message.”
- (c) “One engine only.”

#### 57. Working of Trains on “Electric Tablet” or “Line Clear and Caution Message” System.

(a) Where trains are worked on the “Electric Tablet” or “Line Clear and Caution Message” system, no train shall be allowed to leave a station to follow another train on the same line, unless

- (i) the Driver and Guard of the preceding train have been warned that a train will follow and the Driver and Guard of the following train have been warned of the time of departure of the preceding train and of the place at which it will next stop, and
- (ii) an interval of 20 minutes (or if the distance to the next station in advance exceeds 10 miles such longer interval as shall be prescribed by special instructions) has elapsed since the departure of the preceding train, or

(b) in any other case, unless it has been ascertained that the preceding train has arrived at the next station in advance.

(c) A passenger or mixed train shall not follow or be followed by any other train, except as provided in Appendix E of these Rules or under special instructions. For sections where all following is disallowed see also Appendix E of these Rules. Trains not to follow Passenger trains and other restrictions.

(d) A train or engine shall not be started from any station unless the Driver has in his possession an authority to proceed. Authority to proceed necessary.

### 58. Procedure Before Allowing Train to Leave Station.

(a) Where trains are worked on the "Electric Tablet" or "Line Clear and Caution Message" system, no train shall be allowed to leave one station for another unless it has been ascertained in the manner laid down that the line on which the train is to travel between the two stations either,—

- (i) is absolutely clear of trains and all other known impediments, or
- (ii) is occupied only by a train running through in advance in the same direction at time interval.

(No train shall follow another train which is booked to stop between stations except under special instructions.)

(b) In case (i) of the preceding clause a line clear certificate, tablet, or written permission to proceed, and in case (ii) of the same clause a caution certificate, tablet supported by caution order, or a written permission to proceed with caution, must be issued and the Driver shall not move the train from the station unless he has such certificate of permission in his possession.

(c) In case (ii) of clause (a) hereof the following conditions must also be observed, in addition to those prescribed in Rule 57, namely,

- (i) permission must first be obtained in each case, from the station to which the train is proceeding, and
- (ii) the time at which the preceding train left the station must be entered in the caution certificate or written permission.

### 59. Who to Despatch Telegrams and issue Certificates and Tablets.

No telegram shall be despatched, and no certificate, written permission or tablet shall be issued under Rule 58 except by the Station Master or in his absence by the railway servant for the time being acting as a Station Master.

### 60. Time for Despatching Telegrams or asking Tablets.

Except from terminal Stations, no telegram or tablet bell signal inquiring whether any train may run shall be despatched from any station under Rule 58 until advice has been received at that station that such train has left the station in rear.

Provided that where, in consequence of the short distance between such two stations, the train might be delayed by the observance of this rule, such telegram or bell signal may be despatched at any time prescribed by special instructions.

### 61. Delivery of Proceeding Authority to Driver and duplicate to Guard.

(a) Every certificate, written permission or tablet issued at a station under Rule 58, shall be delivered to the driver by the Station Master, or in his absence by the railway servant for the time being acting as a Station Master.

(b) The Station Master shall also deliver to the guard a carbon copy of the written proceeding authority, on the "line clear" system, or a copy of the warning order, when such is issued, on the "tablet" system.

In all cases indelible pencil must be used and the carbon copy referred to above will be made with double faced carbon paper.

### 62. Accuracy and responsibility for issue of Permissions.

(a) In all cases of a paper ticket "authority to proceed," it must be signed and dated by the Station Master. Without such signature an "Authority to Proceed" is incomplete and must not be accepted.

(b) In no case must a paper ticket "authority to proceed" be issued by Station Master, or accepted by a Guard or Driver, if it contains any erasures or corrections.

(c) If two engines are coupled together, or if one engine is in front and one in rear of the train, the "authority to proceed" must be shewn to the second Driver, delivered to, and carried by the Driver of the leading engine. The leading Driver shall always be the most experienced Driver of the two.

(d) A paper ticket "authority to proceed" must not be accepted unless it concludes with a private number which must be entered in both words and figures.

(e) When a paper ticket "authority to proceed" is delivered to the Driver of a train, the Station Master shall be responsible for seeing :—

- (i) that it is properly filled up,
- (ii) that the date and time of the receipt or caution telegram upon which it is based are noted thereon,
- (iii) that it applies to the particular train to which such telegram referred,
- (iv) that it is signed in full by the Station Master, and
- (v) that it concludes with a private number which must be entered in both words and figures, thus :—  
Private number twenty-four—24.

No authority to proceed shall be given to a Driver of a train due to run through a station if there is an endorsement on the line clear ticket or a warning notice accompanying the tablet. In such cases the trains must be stopped.

No authority to run through a station shall be accepted by a Driver who is unable to read English; Locomotive Foremen are responsible for instructing such Drivers that they are not authorised to run through stations.

(f) On receiving his carbon copy of the proceeding authority the Guard in charge of a train must satisfy himself as to the accuracy of the authority as shown in clause (e) hereof.

(g) Drivers must also satisfy themselves in accordance with clause (e) hereof whether running through or stopping at a Station.

When a caution ticket has to be given at a station to an Asiatic or African Driver the special instructions to be observed must be read and explained to the Driver by the Station Master. The same procedure must also be adopted when there are endorsements on a Line Clear ticket, or warning ticket, handed to a Driver.

### 63. Following Line Clear.

(a) Construction, Ballast, Ration, Fuel, Timber and Water Trains may, when working between stations during daylight only, follow other trains after not less than 20 minutes interval at a speed not to exceed 10 miles on the straight and 5 miles an hour on curves and through cuttings. Guards of these trains must note carefully the time they are allowed out between stations, and will be held responsible for any delay incurred to other trains.

(b) No train may follow another train unless the Driver and Guard of the preceding train have been warned in writing in the prescribed manner.

Under the "tablet" system a Red Warning Form must be issued. Great care is necessary in this connection, and the protection of the first train, if need be in accordance with Rule 47 must be immediately done.

### 64. Cancellation of Telegrams.

(a) Any telegram despatched under Rule 58, may, if necessary, be cancelled.

(b) When a line clear or caution telegram has been despatched from any Station, conveying permission for a train to proceed to that Station, and such telegram is subsequently cancelled, no train shall be allowed to leave that station in the opposite direction on a single line until a telegram has been received at the Station acknowledging such cancellation and stating the train for which permission to proceed had been given will be detained.

### 65. Forms of Telegrams, Certificates, Books and Forms.

(a) All telegrams despatched, and certificates and written permissions issued, shall be written on form specially provided for the purpose by the railway administration.

(b) Such forms shall be bound in books, and kept at each station by the Station Master or by some railway servant appointed in this behalf by special instructions.

(c) Each of such books in use and in safe custody at a station shall contain a certificate signed by the person by whom the book is kept, showing the number of pages contained therein, after checking on receipt, and stamping the station's name on headings of all books.

(d) The pages of each such book shall be progressively numbered in print, and when any telegram, certificate or permission written on any page is cancelled, the whole page together with the counterfoil, must be marked as cancelled, and the page must be carefully preserved by doubling it on to the counterfoil.

Restrictions as to running through Stations.

Guards responsibility for Line Clears.

Drivers' responsibility.

Preceding Train Staff to be informed in writing of following train.

Station Master sign authority to proceed.

Line Clear to be refused if altered.

**66. Special numbering of Telegrams.**

(a) In addition to the progressive printed numbers, every telegram despatched from each station to stations on each side must be specially numbered from midnight to midnight, commencing with number one to each station; and such special number must be treated as a portion of the telegram, and entered on the counterfoil.

(b) When a telegram is in reply to another, each station's number must be quoted at the beginning of the reply telegram.

(c) When a telegram bears reference to a prior telegram to the same station, the number of such prior telegram must be quoted at the beginning of the later telegram.

**67. Contents of Telegrams.**

(a) Every telegram despatched under Rule 58 must distinctly describe the train to which it relates, as for instance, No. 1 Up Mail or No. 6 Down Goods, and so on.

(b) For every train a separate inquiry telegram and reply must be sent; and an enquiry telegram and a reply telegram shall never be written on one form. Messages despatched to, or received from one station must not, on any account, be entered in the books used to record messages despatched to or received from another station.

(c) Every telegram despatched from a station under Rule 58 enquiring whether the line is clear must specify the time at which the last train in the opposite direction arrived at that station.

(d) No telegram despatched or certificate or written permission issued under Rule 58 shall be written out either in full, or in part, or signed before it is required for use.

(e) No part of a telegram framed under Rule 58, shall be despatched or acted upon until the whole telegram has been written out except with view to the prevention of an accident or in some other case of emergency.

(f) No telegram despatched or certificate or written permission issued under Rule 58 shall be destroyed in less than 6 months after such despatch or issue.

**68. Line—Clear Private Numbers.**

(a) Besides the progressive printed number and the serial number for the day, every despatched "Line Clear" message must be allotted a private number by the Station Master on duty.

(b) The private number will form part of the body of the Line Clear Message, and will be signalled as the last word in it. It must be duly recorded in the received line clear of the Station to which the line clear is signalled. No line clear message must be signalled and no line clear message may be received as valid without a private number.

(c) Private numbers will not be given to any train messages other than "Line clears."

(d) A private number allotted to a line clear subsequently cancelled, must not be re-allotted; a fresh number must be given to each despatched line clear, whether cancelled or not.

(e) The object of the private number is to prevent the recording of a line clear message as received, which message has not been actually signalled to the station despatching the train, by an authorised person.

(f) The private numbers will be obtained in the following manner:—

The Station Master of each station will be provided with sheets of twelve sets of numbers; one set only must be in use at a time. Numbers must be allowed to be successive "Despatch Line Clears" in the order in which the numbers are printed on the sheet in use. Each number as allotted must be marked off with a line diagonally through it. The station master must initial each entry after utilising the private number, and show the train Number.

(g) The number sheets must be kept in the Station Master's own possession under lock and key, when not in use, and the sheet in use must be handed from one Station Master going off duty to the other taking up duty without a third person being allowed to see or have access to it, until exhausted. Each sheet as exhausted must be sent in a sealed envelope to the Traffic Manager's Office, when it will be replaced by another.

**69. Endorsements on Line Clear Messages.**

To draw the special attention of Drivers and Guards to endorsements on Line Clear messages, the Station Master who will endorse the message will cut the right hand top corner of it off about inch deep, taking care that the writing on either side is not interfered with.

For Detailed Explanations of Line Clear System see Appendix "F" to these Rules.

Telegrams, etc. not to be written or signed before required.

Telegrams to be wholly written out before being despatched or acted upon.

Time for keeping Telegrams, etc.

Supply of Private Number Sheets.

Station Master responsible for Private Number sheets.

**CHAPTER V.**

**ACCIDENT OR FAILURE OF TELEGRAPH.**

**70. Procedure in case of Accident to Line or Train or Failure of Telegraphic Communication.**

In case of accident to the line, or to any train, or of failure or interruption of telegraphic communication, trains must be worked between stations in accordance with the following special instructions:—

(a) In cases of obstruction of the telegraph between two stations, endeavours to obtain line clear through a more distant station should be immediately made. This must be done by Train messages being transmitted over the through, intermediate, or train wire in the direction by which such message will most quickly reach its destination.

(b) Transit drafts of train messages passed out of course will be written out on ordinary message forms, and will be sent to the Traffic Manager with a special report regarding the interruption.

Station Masters of stations at which such messages originate and terminate will enter them in their message books.

(c) If any Combined Office or any Government Telegraph Office is available which will enable communication to be established, such office must be made use of under urgent (X. R.) Code.

**71. Total Interruption in Telegraph; Opening up Communication.**

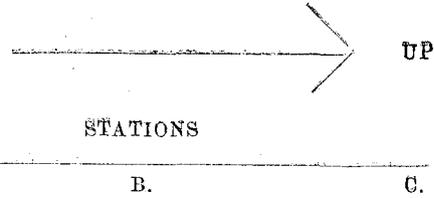
(a) Directly it is known that a total interruption of telegraphic communication has occurred on any section, all Ballast trains, Material trains, Light engines, also Goods trains which are not shewn in the Working Time Table, must be detained.

(b) Subject to the above provisions, trains will be started on "Permission to proceed without Line Clear" Form No. T. S. 7 or T. S. 8, in accordance with the following rules:—

The permission to proceed form for "Up" trains (No. T. S. 7) is printed on red paper with a black band across the front and that for "Down" (T. S. 8) is printed on red paper without a black band. This form will be used at all stations when, from any cause, the usual line clear message cannot be obtained.

Under no circumstances may a train leave any station if it cannot reach the station ahead before a train running in the opposite direction, which has not to be detained under the operation of Clause (a) hereof, is timed to leave the station ahead, unless a memorandum has been received, in accordance with the rules detailed below, that the train running in the opposite direction has been detained. In determining whether a train can reach the station ahead under this rule, particular care must be taken to allow for the reduced speed prescribed for a first train opening up communication.

This rule must be strictly observed, even though it may have been known before the interruption occurred, that the train running in the opposite direction was running late; as an example:—



No. 10 Down is booked to cross 3 Up at A, both being regular daily trains. As, however, 10 Down is running late, B gives Line Clear to A and 3 Up proceeds to B. On arrival of 3 Up at B the telegraphic communication between B and C is found to be interrupted. No. 3 Up must be detained at B till 10 Down arrives from C.

The first train to run over the section after an interruption has occurred will open up communication. This train will run under a "Permission to proceed without Line Clear" (Form T. S. 7 or No. T. S. 8, as the case may be). The Station Master must be called, if the interruption occurs when he is not on duty, and he must carefully study the Time Table to see what trains are running, and must consult the Guard and Driver as to whether the line ahead is clear. The train must not then be started unless the Station Master, Guard and Driver, if a European, are unanimous that the rules laid down will not thereby be infringed. If the Driver is an Asiatic or native, the responsibility for settling this point will rest with the Station Master and the Guard,

The Station Master must send a memorandum by the Guard of this train, shewing clearly, as indicated in the examples below, the order in which trains are to run until telegraphic communication is restored.

Telegraph communication has failed between Kima and Kiu. The following trains are booked to run :—

1 Up	...	...	...	4 Down
5 "	...	...	...	8 "
7 "	...	...	...	10 "

1 Up is at Kima and is due to cross 4 Down at Kiu.

The Station Master, Kima, will open up communication by allowing 1 Up to proceed to Kiu, on permission to proceed without Line Clear, (Form T. S. 8) and will give the Guard the following memoranda to be delivered to the Station Master, Kiu.

From S. M.	To S. M.
K. M. A.	K. I. U.

Telegraph communication having failed between your station, the following Booked trains are running, viz :—

1 Up	...	...	...	4 Down
5 "	...	...	...	8 "
7 "	...	...	...	10 "

The order of working until telegraph communication shall have been restored shall be as follows :—

- (1) On arrival of 1 Up at Kiu, 4 Down to proceed to Kima.
- (2) 5 Up K. M. A. to Kiu, to cross 8 Down.
- (3) 8 Down Kiu to K. M. A. to cross 7 Up.
- (4) 7 Up K. M. A. to Kiu to cross 10 Down
- (5) 10 Down K. M. A. to Kiu.

MEMO.

From S. M.	To S. M.
K. M. A.	K. I. U.

On arrival of 1 Up at yours, this is your authority to allow 4 Down train to proceed to this station on "Authority to proceed without Line Clear."

The section will be kept clear pending the arrival of train to occupy the section and proceed to yours.

A memorandum must be sent by Station Master, Kima, by each train stating what train is to run next.

A telegram must be despatched by means of the Guard to the Telegraph Engineer, and copies sent to the Traffic Manager and Traffic Officers concerned notifying that communication has failed.

In accordance with instructions printed on the red form of the "Permission to proceed without Line Clear," the speed of trains must not exceed 10 miles an hour on the straight, and 5 miles an hour on a curve, or when passing along any portion of the line where the view ahead is not clear.

The Driver of the train must sound the engine whistle frequently under ordinary circumstances, and continually when approaching or travelling on a curve or where the view is obstructed.

The Station Master must make a special report to the Traffic Manager of the circumstances under which the "Permission to proceed without Line Clear," on red Form (No. T. S. 7), or (No. T. S. 8) was issued for the first train which opened up communication.

72. After communication has been opened up in accordance with the instruction above, subsequent trains will be started in accordance with the memoranda exchanged between the Station Masters, on "Permission to proceed without Line Clear."

73. The Station Master must obtain the signature in ink of the Guard and Driver concerned on both foils of all forms which may be issued for trains to proceed during telegraphic interruption. When the Driver is an Asiatic or native and cannot read English, the form must be fully explained to the Driver in the presence of the Guard by the Station Master, a note that this has been done made on the forms and initialled by Station Master and Guard. The red forms "Permission to proceed without Line Clear" must be signed by the Station Master himself and not by his Assistant, for the first train which opens up communication.

74. Should there be no train due in the opposite direction, a train may be despatched in the same direction in which one has previously left, provided that no trains leave a station in such cases before the preceding train is due to arrive at the Station in advance, and the station in advance has been advised by memorandum that the train will follow.

(a) Station Masters must retain copies of all memoranda issued by them regarding the order in which trains are to run while an interruption lasts. The memoranda issued by each Station Master authorising the running of trains in the opposite direction, or advising despatch of subsequent trains must be signed for by the Guards who take them on and by the Station Masters who receive them.

(b) The memorandum received at any station showing that any particular train may proceed to the next station, must be signed by the Guard and Driver of the train to which it refers before starting. Similarly, the Station Master's copy of the memorandum which a Station Master has sent to a station ahead, saying that a particular train will follow the train by which that memorandum was sent, must be signed by the Guard and Driver of the following train before that train starts.

75. Under no circumstances whatever may a pushing train be despatched during interruption of telegraphic communication nor may an engine be allowed to run tender foremost.

76. If when telegraphic communication is interrupted at any station, there is no train at that station and one is not very shortly expected, the Station Master must, if a trolley is available, send a memorandum by trolley or runner to the next station shewing clearly how communication is to be opened. Use of trolley or runner to open up communication.

The procedure laid down in these rules must be strictly followed even when communication is opened up in this way.

All forms issued for trains to proceed during a telegraphic interruption will be made over by Drivers to their Locomotive Superintendent with other Line Clears.

77. When the Line is obstructed by an accident or other cause, and it is necessary to work trains to and from the site of the obstruction, a "Permission to proceed without Line Clear" in form T. S. 7 or T. S. 8 must be given to Drivers. Procedure to be adopted in the case of accident or block on the line.

The instructions issued on these forms must be carefully acted up to by the Guard and Driver and every such form issued must have detailed instructions on it, as to whether the train is to return or not, and the time such train is to return.

78. In all cases of train working by Memorandum, through accident or unusual occurrence, a Traffic Inspector shall proceed as quickly as possible to the section concerned, and take charge of the traffic arrangements until normal working is restored. Traffic Inspector to take charge of working under unusual circumstances.

79. (a) In the case of an accident or block on the line, two competent men (one on each side), with the necessary Hand Signals and Detonators, must be appointed to protect the obstruction, in accordance with Rule 47. Protection of trains approaching obstruction.

(b) When a derailment has occurred within Station limits, and the entrance to a Station is blocked, but the section is clear to the signal, and a relief train or assisting train is required, permission may be given for such train to approach under the "Section clear but Station or junction blocked" Warning arrangement in Tablet Working. Obstruction at Stations.

In Line Clear message system line clear to "Signal only" may be given, and the Driver and Guard must be warned in writing of the circumstances.

## CHAPTER VI.

### 80. Regulations for working single lines of railway by only one engine in steam, or two or more engines coupled together.

Except as provided in Rule 81, only one engine in steam, or two or more coupled together, which are then to be treated as one engine, or train, must be allowed to be on the line at one and the same time.

81. (a) In the event of a train becoming disabled and requiring assistance or an accident occurring, which renders it impossible for the engine to proceed, the Fireman must best make his way to the Station, whence assistance can be obtained, and inform the person in charge there of the circumstances, who must, on receipt of such information, allow a second engine to be on the line. If the relief engine is sent from the station to which he has proceeded, the fireman from the failed engine must return on the relief engine to indicate the site of the failure. Procedure in case of accident.

The Driver of the disabled engine must not allow it to be moved until the assisting engine has arrived.

(b) The Guard of the disabled train will be held responsible for the safe and proper working of the line until both engines have left it and it is again clear.

(c) Should an accident occur of such a nature, as to obstruct the line, and the traffic is likely to be stopped for any considerable time, special arrangements must be made for working the trains to and from the Station on each side of the obstruction until the line is again clear.

(d) Two competent men, provided with the necessary Hand Signals and Detonators, must be appointed to protect the obstruction, one on each side.

(e) All points on a Single Line that become Facing Points to trains running in either direction, if not interlocked, must either be padlocked or securely held by hand for the safe passage of trains.

## CHAPTER VII.

### RAILWAY SERVANTS GENERALLY.

#### 82. Supply of Copy of Rules.

Each railway servant who can read and understand English and who is in any way connected with the outdoor working of the railway or with the working of trains, shall be supplied with, and have with him when on duty, a copy of the rules for the time being in force under section 47 of the East Africa Railway Ordinance, 1910.

Every Railway servant must make himself acquainted with such rules as relate to his duties.

Such copy of rules is the property of the Railway Administration and must be given up by the holder on his leaving the service.

#### 83. Railway servant to produce Rules.

Every Railway servant must, on demand of any of his superior officers, produce the copy of rules supplied to him under Rule 82. Should any servant lose his copy of the Rules, Appendix to the Working Time Table, Time Table, or other document he must immediately obtain a copy from his superior officer.

#### 84. Carrying out Rules.

Should any order not be fully understood, reference should be made to a superior officer, who will give the necessary explanation.

All orders, letters and instructions issued by Railway Officers are to be considered private, and are only to be communicated to such Railway servants as they may concern.

No letter or business communication concerning the business of the line must be given up or shown to the Public without special instructions.

#### 85. All Railway servants to assist in carrying out Rules.

Every railway servant must assist, whenever necessary, in carrying out the rules for the time being in force under section 47 of the East Africa Railway Ordinance, 1910, and must report forthwith to his immediate superior any breach thereof which may come to his notice.

#### 86. Prompt obedience to Orders.

Every railway servant must promptly obey all lawful orders given by any person placed in authority over him.

#### 87. Hours of Attendance for duty.

Every Railway servant must be in attendance for duty at such times and for such period as may be fixed in this behalf by the Railway Administration, and must also attend at any other times at which his services may be required.

#### 88. Absence from duty.

(a) No railway servant shall, without permission of his superior officer, absent himself from duty or alter his appointed hours of attendance or exchange duty with any other railway servant.

(b) If any railway servant desires to absent himself from duty on the ground of illness, he must immediately report the matter to his superior officer, and shall not leave his duty until a competent person has been placed in charge thereof.

(c) Railway Servants who overstay sanctioned leave or who leave their posts without permission render themselves liable to severe punishment.

#### 89. Railway Servants not to obtain spirituous or Fermented Liquor.

No Railway servant when on duty or in uniform is allowed to enter a Station Refreshment Room or any other Refreshment Room under the control of the Administration except in accordance with special instructions.

#### 90. Railway Servants with defective hearing, sight, or colour perception.

Railway servants whose hearing, sight or colour perception is known to be defective must not be employed in any capacity where such defect may endanger the safety of life or property. Any such servant finding his hearing, sight or colour perception becoming impaired must report the matter to his Superior Officer, who will at once advise the Head of his Department.

#### 91. Soliciting Gratuities.

(a) No Railway servant is allowed to engage in trade, either directly or indirectly, for himself or others.

(b) No Railway servant is allowed to solicit gratuities from passengers or other persons.

#### 92. Names and Addresses of Railway servants to be Registered.

The name and address of each Railway servant employed in the working of the Railway must be registered at the Station at which he is attached, and the names and addresses of all persons connected with the Traffic Department must be posted in the Station Master's Office, so that if required in cases of emergency the men may be readily found.

Any change of address must be notified at once, in order that the record may be kept complete.

#### 93. Uniform.

Every Railway servant receiving uniform must, when on duty, appear in it clean and neat, with the number and badge in proper condition, and if any article provided by the Administration be damaged by improper use it must be made good by the Railway servant using it.

No Railway servant is allowed to appropriate to his own use any article the property of the Administration.

#### 94. Offices to be kept Private.

The Railway Telegraph and Booking Offices are to be kept private, and the public, whether passengers or otherwise, or Railway servants whose duties do not warrant their presence in the office, shall not be permitted to enter same.

No unauthorised person may be allowed to interfere with the working of the signals, points, tablet or telegraph instruments.

#### 95. Sobriety of one Railway servant relieving another.

No Railway servant in any capacity shall hand over his duties to another appointed to relieve him unless the former shall be satisfied as to the perfect sobriety of the latter, and if any Railway servant give up the charge of trains, signals, points or other duty to anyone who may be in a state of intoxication, both the Railway servant relieved and relieving will be held responsible and punished accordingly.

#### 96. Conduct Generally.

The conduct of all railway servants must be prompt, civil, and obliging. They must at all times afford every proper civility for the business to be performed and must be careful to give correct information.

The Station Master must see that all Railway servants at his station behave respectfully and civilly to the public, and to passengers of every class.

All passengers are to be treated with the greatest courtesy and every assistance and protection afforded them while on Railway premises.

This duty is looked upon as one of the most important a Railway servant is called upon to perform. Special attention must be paid to lady passengers travelling alone.

#### 97. Railway servants not to ride on an engine, in a brake van or luggage van.

Except with the permission of a duly authorised official, no railway servant shall, otherwise than in the execution of his duty, ride on an engine, in a brake van, or in any vehicle in which mails, luggage or parcels are being carried. No person must be allowed to travel on the Railway unless provided with a proper ticket or free pass.

#### 98. Safety of Public.

(a) Every railway servant shall be bound to see that every exertion is made for ensuring the safety of the public.

(b) In the case of an accident or obstruction, the safety of passengers must be deemed of the first importance. The most prompt mode of communicating the circumstances to the next station and to headquarters must be adopted.

(c) Station Masters are responsible for seeing that passengers are not allowed to walk over the rails when trains are at a station.

Police Constables when available for the purpose must be posted at principal stations to see that passengers do not get in or out on the offside of trains, and station masters are responsible for seeing they carry out their duties.

#### 99. Trespassing.

No person may trespass upon Railway premises and no person other than a servant of the Administration in the execution of his duty must be allowed to walk upon or along the railway unless provided with written or printed permission to do so, signed by a properly authorised officer of the Administration. In the event of any railway servant finding any person trespassing, the trespasser must be requested to leave the property of the Administration and on complying he must be warned not to go or pass thereon again; if such person refuse to quit, or is again found trespassing, he must be requested to give his name and address which must be handed to the nearest station master or official in charge, together with a report of the circumstances.

#### 100. Railway servants to assist in case of accident or obstruction.

Every railway servant must, on demand, render all possible assistance in case of an accident or obstruction. Every railway servant must immediately report to his immediate superior any occurrence affecting the safe or proper working of the railway which may come to his notice.

#### 101. Reports by railway servants of failure of works.

Every railway servant observing that any signal is defective or any failure or threatened failure of any part of the works must, if he considers that the same is likely to interfere with the safe running of trains, take immediate action, such as the circumstances of the case may demand, to prevent accident and, where necessary, report the circumstances as soon as possible to the nearest Permanent Way Inspector and to the Station Masters on each side of the point at which such failure or threatened failure has occurred.

#### 102. Leaving vehicles in sidings outside Station Limits.

No railway servant shall leave any vehicle in a siding outside Station Limits unless the vehicle is clear of all running lines, and except under special instructions unless the wheels thereof are properly secured.

#### 103. Loading and all other operations obstructing Line.

No Railway servant or other person shall commence any loading, craning, or other operation by which any line of rails in use for traffic purposes may be fouled or obstructed without obtaining the previous sanction of the Station Master who must see that all necessary steps are taken for the protection of traffic while such operation is being carried on.

#### 104. Articles found in Railway or in vehicles.

Any railway servant who finds on the railway or in vehicles any article (whether belonging to the Railway Administration or a private owner) which appears to have fallen from a train or to have been lost must immediately deliver or send such article to the nearest Station Master to be dealt with in accordance with instructions.

#### 105. Servants Exposing Themselves to Danger.

(a) Railway servants are not allowed to jump on, or ride on a footboard or platform of any vehicle, nor are they permitted to jump off a train while it is in motion, at a station, landie, fuel camp or elsewhere. Persons doing so are liable to prosecution under the East Africa Railway Ordinance, 1910.

Railway Servants who are unable to read English must have this rule explained to them.

(b) Railway Servants, more especially those engaged in the working of trains and in shunting and other similar operations, must not expose themselves to danger, and all are requested to prevent so far as they possibly can such exposure on the part of their fellow-servants and to spare no opportunity of warning those who neglect to take proper care,

#### 106. Neglect of Duty, Disobedience, etc.

The Administration may at any time, without notice, dismiss or suspend from duty any Railway servant for intoxication, disobedience of orders, negligence, or misconduct, or for being absent from duty without leave, and no salary or wages shall be payable by the Administration to any such servant after his dismissal, or during the period of his suspension from duty from any cause.

#### 107. Notice Before Leaving Service.

Every railway servant shall, before leaving the service, give the Railway Administration, or to a person appointed by the Administration the notice specified in his agreement (if any) or if no notice is so specified, then one month's notice, in writing. A certificate of service may be furnished on termination of services only by the Head of a Department.

#### 108. Surrender of Railway Property on Leaving Service.

When a railway servant leaves the service he must deliver to the Administration or to a person appointed by the Railway Administration in this behalf, any property belonging to the Railway Administration, and in the possession or custody of such railway servant.

Any money that may be due for salary to any person leaving the service will not be paid until the clothing, books, detonators, and all other articles the property of the Administration which have been supplied to such person and of which he cannot give a satisfactory account shall have been delivered up.

If any article be missing or damaged by improper use the cost of such article or the repair to such damage shall be a debt due from the Railway servant to the Administration.

### CHAPTER VIII.

#### STATION MASTERS.

#### 109. Subordination of Railway Servants to Station Master.

(a) All railway servants employed, whether temporarily or permanently, at a station or within station limits shall, in carrying on their duties connected with the working of the line or station, be subject to the authority of the Station Master.

(b) The Station Master shall be responsible for the efficient discharge of such duties and for the general working of the station being carried out in strict accordance with the rules for the time being in force under section 47 of the East Africa Railway Ordinance, 1910, and that all books and returns are regularly written up and neatly kept.

#### 110. Station Masters to be under Traffic Department.

Station Masters shall receive their orders from and report to such Traffic Officers as may be placed over them by the Administration.

#### 111. Station Masters to inspect Signals and Points.

The Station Master shall be responsible that all signals and all points at his station are in proper working order, and must report to his immediate superior, and to the nearest Inspector of Permanent Way, any defects which he may observe in the same. The Station Master is also responsible that his Station is adequately supplied with all necessary equipment for Hand Signalling.

#### 112. Station Master responsible for working of points and Signals.

(a) The Station Master must take steps to ensure that all points are correctly set, in accordance with special instructions, for the passage of trains or vehicles, and that all facing points are securely locked, and that all signals at his station are correctly worked.

(b) The Station Master is responsible for signals being normally locked at "danger" and for the safe custody of the keys of such locks.

(c) When two trains are approaching a station from opposite directions, the facing points over which these trains will respectively pass must be locked so that under no circumstances shall the trains meet on the same line.

**113. Two trains not to enter station at same time.**

Where there is a single line, two trains shall not be allowed to enter a station simultaneously, but the train having precedence must be admitted first, and the signals applying to the other train must be kept at "danger" until the first train has been brought to a stand at the station. Precedence must be given to a train climbing an incline.

**114. Station Master responsible for lowering Signals.**

Unless this duty is imposed on some other railway servant by special instructions, the Station Master is responsible that the Signals are not lowered to admit a train until all facing points over which the train will pass are correctly set, locked and manned, and trailing points correctly set, and that the line over which the train will pass is free from obstruction.

**115. Station Master responsible for Signal lamps.**

(a) Whenever any train is timed to run, or is expected to run, on any portion of the line, between sunset and sunrise, the Station Master must see that all the fixed signal lamps are lighted at sunset, or at such earlier time as may be prescribed by special instructions, notwithstanding anything which may be contained in these Rules the signal lamps shall always be lighted and kept burning during thick or foggy weather.

(b) Whenever night signals have to be used in accordance with these rules the Station Master or other railway servant shall not grant such authority as may, under the system of working, be required for a train to proceed to his station, unless the lamps of the signals at that station which apply to the train are burning brightly.

**116. Daily Inspection of Station.**

Station Masters are responsible for the general appearance, cleanliness, tidiness and care of stations and station precincts and property, and they or some other railway servant duly appointed in this behalf must daily inspect the station, see that all waiting rooms, offices, platforms, latrines and other appurtenances are kept clean and neat, and satisfy themselves that the signals and the whole working machinery of the station are in proper working order.

**117. Examination of Trains.**

(a) At every station at which a Carriage and Wagon Examiner is employed the Station Master must, before starting any train, satisfy himself that the examination of the train has been completed by such Examiner and that the train is fit to proceed. Where examiners are not posted steps must be taken by the Station Master to remedy any defect which might interfere with the running of vehicles, or remove the defective vehicles from the train.

(b) The Carriage Examining Staff while examining a train will be protected by red flags in the day time, and red lights at night, and the removal of these signals indicates that the examination is complete.

(c) Vehicles pronounced unfit to run will be labelled with a red label marked "not to run."

Vehicles which are damaged but fit to run, either loaded or empty, will bear a green label, with instructions thereon.

**118. Removal of vehicles pronounced to be unfit.**

The Station Master must, before starting any train, see that any vehicle attached thereto which is pronounced by a Carriage and Wagon Examiner to be unfit is removed.

**119. Head Lights and Tail Lights of Passing Trains.**

The Station Master must look at the head lights and tail lights of every train passing through the station, and if any such light requires re-trimming, must

(a) if the train stops at the station see that the light is re-trimmed or,

(b) if the train does not stop at the station, immediately advise the Station in advance to stop the train and re-trim the light.

**120. Station Masters responsible that their subordinates are acquainted with rules.**

Station Masters shall be responsible that each of the men working under them has been acquainted with the rules that relate to his duties and

(a) that the Working Time Table in force together with all corrigenda, working instructions, and other notices, having reference to the working of the line are properly exhibited as may be required;

(b) that the East Africa Railway Ordinance, 1910, and the Goods and Coaching Tariffs and rate and fare lists are available for inspection by the public.

**121. Attention to Carriages.**

Station Masters must see that roof lamps are supplied to trains by the Loco Department, when required, and that these are properly trimmed, that adequate water is put in roof tanks, and that all compartments of carriages are inspected before being occupied by passengers.

The attention of the Carriage Examining Staff must be drawn immediately to any overlook in this connection.

**122. Station Master to report misconduct of Railway Servants.**

The Station Master must report, without delay, to his immediate superior, any neglect of duty or other misconduct on the part of any of the railway servants employed within Station limits, and must forward to such superior particulars of any complaint made by the public.

**123. Danger to be avoided in shunting or crossing.**

The Station Master must see that the shunting of trains, or the crossing of trains, from one line to another is performed only at such times and in such a manner as will not involve danger.

**124. Securing vehicles in sidings.**

The Station Master must see that vehicles standing at the station in sidings are properly secured in accordance with special instructions, and that scotch blocks, where provided, are fastened.

**125. Vehicles escaping from a station.**

If any vehicle escapes from a station the Station Master must take immediate steps to warn the other stations concerned and to prevent, as far as practicable, the occurrence of an accident.

**126. Searching of vehicles shunted off at station.**

The Station Master shall be responsible that all vehicles shunted off at the station as empties are carefully searched. Each train after finishing its journey must be carefully searched by a duly appointed Traffic Department servant and any articles found therein taken to the Station Master for disposal in accordance with instructions.

**127. Closing of Windows and lamp holes of empty compartments in Sidings.**

The Station Master shall be responsible that the doors, windows and lamp-holes of all empty compartments are closed when the carriages are standing on a siding. The windows of all empty compartments must be closed immediately a compartment of a running carriage is vacated. The ventilators must be left open.

**128. Load of trains.**

The Station Master must leave it to the discretion of the Driver to determine what load the engine can take; but every instance of refusal by a Driver to take the load prescribed by special instructions must be reported by the Station Master to his immediate superior. The loads of trains are shewn in the Working Time Table.

**129. Calling Station Name.**

The Station Master must take care that, immediately on the stopping of a Passenger train, the name of the Station is called out along the train in a distinct and audible manner, and prompt attention must be given to any indication shown by the passengers of their desire to alight.

**130. Closing of Carriage Doors and Passengers alighting.**

(a) Care should be taken that the doors of all carriages and other vehicles are fastened before the train leaves the Station, and no door must be opened to allow a passenger to alight from or enter a train before it has come to a stand, or after it has started.

(b) Passengers showing signs of their intention to alight while a train is in motion, must be requested to keep their seats till the train is brought to a stand.

### 131. Punctuality of trains.

Every effort must be made for the expeditious despatch of the Station duties and for ensuring the punctuality of the trains.

### 132. Economy in stores.

The Station Master must be careful that all stores are prudently and economically used.

### 133. Accidents.

When a report of any accident or obstruction is received by a Station Master, he must at once arrange for all necessary assistance being sent to the train, and in order that approaching trains may be stopped, must report the circumstances by telegraph, or if the Telegraph communication be interrupted, or if there be no telegraph, then by the most expeditious means available, to the next station on the other side of the place at which the obstruction occurred.

## CHAPTER IX.

### 134. Conveyance by Goods Trains of Explosives and Dangerous Goods.

The following Instructions must be observed by Guards and others with respect to the conveyance of vehicles containing Explosives and other Dangerous Goods:—

- (a) While the loading, unloading, or conveyance of Explosives, or other Dangerous Goods is going on, each person engaged in such loading, unloading or conveyance of Explosives, must observe all necessary precautions for the prevention of accident by fire, or explosion; must not allow any unauthorised person to have access to such goods; must abstain from smoking or any act whatever which tends to cause fire or explosion, and is not reasonably necessary for the loading, unloading, or conveyance; and must prevent any other person from committing any such act. Further, he must not have upon him any matches.
- (b) Inflammable Liquids, Oil Bags, Oily Waste, Oily Paper, Oily Canvas, Oily Mill Sweepings, and similar goods, must be loaded in separate wagons and must be kept as far away as practicable from other goods, and such wagons must not be placed within the Administration's Sheds or Warehouses.
- (c) In loading or unloading any explosive, the casks and packages containing the same must, as far as practicable, be passed from hand to hand, and not rolled upon the ground, and in no case must any such casks or packages be rolled unless clean hides, cloths, or sheets have been previously laid down on the platform or ground over which the same are to be rolled. Casks or packages containing Explosives must not be thrown or dropped, but must be carefully deposited and stowed.
- (d) Gunpowder Vans must in every case be locked when sent loaded with Gunpowder, and the key forwarded to the Receiving Station.
- (e) Distinctive labels are provided, and on no account must vehicles containing Explosives or other Dangerous Goods, except when in metallic cases or cylinders, be allowed to travel unless one of these is securely affixed on each side in order that the Guards may be aware of the contents.
- (f) Whenever vehicles containing Explosives, Inflammable Liquids, or other Dangerous Goods have to be forwarded by train, the special attention of the Head Guard in charge of the train must be called to the vehicles by a duly authorised person, and he will be held responsible for the proper observance of these instructions while the goods are being conveyed on the train, and until they are delivered in to the safe custody of the Station Staff.
- (g) The vehicles must be marshalled together and placed as far as practicable at the rear of the train, and not more than five vehicles containing explosives must be conveyed by any one train at any one time.

The screw couplings of such vehicles must receive special attention. The vehicles must not be placed next to trucks loaded with heavy machinery, nor with projecting timber, rails, telegraph poles, iron, etc., as in the event of a collision they may be crushed, rammed or

pierced and the contents caused to explode. Special care must be exercised by Guards and others who may require during the night to approach vehicles having "Explosives" label on them not to do so with naked lights, nor to leave unprotected lighted lamps or lights of any kind near wagons. In the case of grass or forest fires vehicles containing Explosive or Dangerous Goods must not be taken through or taken near the Fire Zone.

- (h) Vehicles containing Oil or other traffic of an inflammable nature must not be put on the train near to vehicles containing Gunpowder or other Explosive.
- (i) At every Station at which a train stops, the Guard in charge must make a special examination of the wagons containing any description of Explosives or other Dangerous Goods, and must more especially examine the Axle Boxes, and if the axles show the least sign of heating, the wagon must be detached and the attention of the Station Master specially directed to it.

In the event of it being necessary to detach as unfit to travel, any such vehicle at any point short of its destination, the Guard must advise the person in charge of the Station or Siding where the vehicle is detached, in order that the necessary precautions may be taken by all concerned in dealing with the defective vehicle. Any transhipping necessary must be done under the supervision of the Station Master with all due care as laid down in these instructions. The forwarding and receiving Stations must be telegraphed of the transhipment.

- (j) Gunpowder for Branch Stations, or for any Station not on the direct route to be taken by the van, must not be sent in small lots requiring transhipment, except it be packed in metallic cylinders, and when Gunpowder requiring transhipment arrives at a Junction the transhipment must be effected as speedily as possible.
- (k) Before detaching at the end of the journey, or at exchange Sidings, vehicles containing any description of Explosives or Dangerous Goods, the Head Guard in charge of the train must call the special attention of a duly authorised person and obtain his instructions as to the disposal of the vehicles.
- (l) The wagons must, at the Receiving Station, be immediately separated from other wagons, and at both the Sending and Receiving Stations must not be allowed to come within any of the Administration's enclosed Sheds or Warehouses.
- (m) Explosives and other Dangerous goods must not, except where special instructions are given to the contrary, be carried by trains conveying passengers.
- (n) Loose shunting of vehicles containing Explosives is strictly prohibited.

Vehicles containing explosives must not be shunted at a higher speed than 5 miles an hour and the operations must be superintended by a duly authorised officer who will be held responsible for the observance of these orders. Vehicles other than Powder Vans loaded with explosives may only be shunted by an engine provided they are separated from the engine by not less than 3 vehicles containing no explosive, nor easy inflammable substance.

- (o) No person or persons (except railway servants travelling on duty in the guard's van and an escort in possession of special permit) are allowed to travel in or on a truck conveying explosive or other dangerous goods and no persons except police in charge of prisoners and specie escorts shall convey or cause to be conveyed loaded firearms in any railway train.
- (p) Engine Drivers and Firemen are prohibited from drawing or raking fires in the vicinity of trucks containing explosives and are cautioned against bringing their train to stand over such rakings, or their engines opposite to trucks containing dangerous traffic,

## CHAPTER X.

## GUARDS.

**135. Trains, Passengers and Property in charge of Guards.**

Every train consisting of an engine with vehicles and the passengers and property therein, shall, after an engine has been attached, be under the charge of the Guard or (if there be more than one Guard) the Head Guard thereof.

**136. Time when Guard must be in attendance.**

Every Guard must be in attendance at the Station from which his train is to start half an hour before the time appointed for the departure of the train, or at such earlier time as may be ordered by special instructions.

**137. Guards, from whom to receive orders.**

The Guard shall be under the orders of the Station Master when a train is within Station limits.

**138. Subordinate Guards to obey Head Guards.**

When there are two or more Guards with a train, the Subordinate Guard or Guards must obey the orders of the Head Guard.

**139. Guards to carry rules, time-tables, equipment and stores.**

Every Guard must carry with him while on duty with his train:—

- (a) a copy of the rules for the time being in force under section 47 of the East-Africa Railway
- (b) Ordinance, 1910, a copy of the Working Time-Table in force and Appendix thereto, and
- (c) The equipment and stores prescribed in this behalf by special instructions.

**140. Guard's signal before starting train.**

(a) No engine with vehicles attached shall be started from a station until the Guard in charge of the train has given the prescribed signal for starting to the Driver.

(b) Such signal shall not be given until the Guard has received instructions from the Station Master that all is right for the train to proceed.

(c) The Guard in charge of a train with passenger vehicles attached shall not give the signal for starting until he has satisfied himself that no passenger is getting into or out of the train, that no person is riding outside a carriage, and that except in accordance with special instructions, no person is travelling in any compartment or vehicle not intended for the carriage of passengers.

**141. General duties of Guard in charge of train.**

The Guard in charge of a train must satisfy himself before the train is despatched from any station and during the journey:—

- (a) that the train is properly loaded, marshalled and coupled, that all cocks to the Westinghouse brakes are in proper position, and that all trucks are labelled on both sides, whether loaded or empty.
- (b) that the vehicles are in good order, and if sheeted, that the sheets are properly secured.
- (c) that the brakes, including Westinghouse brakes, are in good working order.
- (d) that the windows of all empty compartments and all lamp-holes are closed.
- (e) that the doors of the carriages and wagons are properly closed.
- (f) that the train carries all necessary lamps in the vehicles and in the brake-van.
- (g) that such lamps are properly trimmed and are lighted and brightly burning between sunset and sunrise and in thick or foggy weather and,
- (h) that the duplicate line clear ticket or warning order handed to him by the station master, or other railway servant acting on his behalf, is correct.
- (i) generally, that, as far as he can ascertain, the train is in a state of efficiency for travelling.

**142. Guards Time-piece.**

Every Guard must see that his time-piece is correct, and must compare it with station clocks at depot stations before commencing a journey, and also with the Driver as well as with Station Clocks along the line. Any discrepancy over 2 minutes to be noted on the Train Report.

**143. Tail lights and Side lights of train, when vehicle attached or detached at intermediate station.**

Should a vehicle be attached to, or detached from, the rear of a train at any station during the journey, the Guard, or, if there be more than one Guard, the Guard in the rear van must see that the tail-lights and side-lights are in their proper places on the train.

**144. Guards to examine notices.**

Every Guard, before starting with his train, must examine the "line clear ticket" and any other notice (if any) issued for his guidance, and ascertain therefrom whether there is anything requiring his special attention on the part of the line over which he has to work.

**145. Passenger train or mixed train arriving at station.**

Upon the arrival of a passenger train or a mixed train at a station, the Guard must pay immediate attention to any indication shown by passengers of their desire to alight.

**146. Exchange of signals between Guard and Driver.**

The Guard in charge of a train and the Driver of the train must exchange signals with each other,—

- (a) after the train has been started from a station platform, and after it passes the last set of points,
- (b) whenever the train runs through any station without stopping, and
- (c) when starting the train after it has been stopped outside station limits.

If signals are not exchanged as required of this rule, the train must be stopped.

**147. Report as to, and oiling or removal of defective vehicles.**

(a) If any complaint be made of the running of any vehicle, the Guard in charge of the train must report the complaint to the Station Master and enter the particulars in his journal, giving the number and class of the vehicle.

(b) If there is no Carriage or Wagon Examiner at the station, the Station Master must see that steps are taken to remedy any defect in such vehicle, for instance, by supplying oil or grease to the axle boxes, if required.

(c) If the Guard or the Station Master has reason to apprehend danger from any such vehicle before it can be inspected by a Carriage and Wagon Examiner, the Guard shall consult the Driver, and if, after such consultation, he considers it necessary to do so, he shall have the vehicle detached from the train.

**148. Attaching and detaching vehicles.**

Whenever a train has been brought to a stand and it is necessary for the engine to be detached from the train, the Guard must, before the engine is uncoupled, satisfy himself that the van-brakes have been put on securely, and if the line is not level he must, as an additional precaution, either pin down a sufficient number of other brakes, or take such other measures as may be prescribed by special instructions.

**149. Guard to keep a look-out.**

Every Guard must keep a good look-out while his train is in motion.

If any Guard should see reason to apprehend danger, he must use his best endeavours to attract the attention of the Driver and in case of emergency apply his Westinghouse brake to stop the train. In the absence of Westinghouse the hand brake should be applied sharply and released as suddenly.

**150. Assistance from Guard's brakes.**

When the Driver requires the assistance of the Guard's brakes, he must, unless otherwise directed by special instructions,

give three short sharp whistles and the Guard shall thereupon immediately apply the hand brakes.

When a train is travelling down a steep incline, the Guard must, if necessary, in order to steady the train, assist the Driver with the hand brakes.

On no account must the brake be applied so as to skid the wheels, *i.e.*, to prevent them revolving.

**151. Duties of Guard as to loading of trucks.**

The Guard in charge of a train must, unless this duty is, by special instructions, imposed on some other railway servant, carefully examine the loading of any truck which may be attached to the train, at a station or siding; and should any truck become unsafe from the shifting or derangement of the load, he must, on the arrival of the train at the next station, at once have the load re-adjusted, or the truck removed from the train.

Carriage examiners will, if called upon to do so, when a guard has any doubt as to the safety of a load, issue a certificate that he has examined the load and that the truck with its load is fit to run. Guards must inspect the load of open trucks at each station at which the train stops.

**152. Ballast trains.**

Guards in charge of ballast trains must, before giving the signal to start, see that all the coolies are on the train and must warn them to sit down.

**153. Report to stations in case of obstruction to train.**

Whenever a train is obstructed, the Guard in charge of the train must take steps to secure a report of the circumstances being made, in the quickest possible manner to the Station Master of the nearest station.

**154. Guards to Assist other Guards.**

When a Guard is riding in a train other than that he is appointed to work, he must, if so instructed by the Station Master, Inspector or other person in charge, and provided that his hours of duty will not be exceeded, render any assistance necessary in the working of the train, by which he travels, and obey any instructions received from the Guard in charge of such train; and when there is on the train a brake-van in which no Guard is riding, he must, when so instructed, ride in such van and act as Assistant Guard.

Passenger Guards when waiting at Junction Stations, must assist with luggage, parcels, &c., to facilitate the despatch of the trains.

**155. Complaint from passengers as to running of Carriages.**

Should complaint be made of the running of any carriage, the Guard must report the fact to the Station Master, or first Carriage Examiner, and enter the particulars in his journal, giving the number and class of carriage; but if the Guard has reason to apprehend danger from such carriage before it can be inspected, he must have it detached from the train.

**156. Guards to supervise Luggage taken in compartments.**

The Racks in the carriages are provided for light articles only, and must not be used for boxes, portmanteaux, and other heavy articles of luggage, which must, if possible, be placed under the seats of the carriage when passengers desire to have the luggage with them, or otherwise loaded in the Guard's van, or in the proper luggage compartments of the trains. Any infringement of this instruction is attended by risk of injury to passengers, and this must be explained to any passenger objecting to comply with it.

**157. Throwing Newspapers from running Trains.**

Newspapers or other parcels must not be thrown from trains, as they pass through intermediate Stations, unless specially sanctioned by the Traffic Manager. Where authority has been given for parcels to be thrown off, Guards must, before throwing the parcels from the train, satisfy themselves that the platforms are clear, and Station Masters and others must warn persons, who may be about, to keep clear of the train.

**158. Guard not to leave train till handed over.**

No Guard in charge of a train shall leave it until he has properly handed over the train packages, waybills and a train report, and must report to the Station Master before leaving the Station.

**CHAPTER XI.****DRIVERS AND FIREMEN.****159. Duties imposed on Guard to be undertaken by Driver of Light Engine.**

Such of these rules as impose duties on the Guard in charge of a train, for ensuring the protection and safe working of the train shall, so far as they are applicable, apply to the Driver of an engine running without vehicles attached.

**160. Time when Drivers and Firemen must be in attendance.**

The Driver and Firemen must be with their engine at such time previous to the starting of the train as may be ordered by special instructions.

**161. Driver to assist in forming train.**

The Driver must afford such assistance with his engine as may be required for the formation, arrangement and despatch of the train. Engines may be required to do shunting 15 minutes before departing from or after arrival at terminal stations for which no shunting Order can be claimed.

**162. Manning of engine in motion.**

Except when otherwise provided by special instructions, no engine shall be put in motion on any running road outside station limits unless both the Driver and Firemen are upon it.

**163. No unauthorised person to ride on engine or tender.**

Except as provided for under special instructions, no person, other than the Driver and the Firemen, shall ride on the engine or the tender.

**164. Fireman to obey Driver.**

(a) The Fireman must obey the orders of the Driver in all particulars.

(b) Drivers must not allow their Firemen to throw pieces of coal or firewood from the engine. Such a practice is a danger to Permanent Way Staff.

**165. Driver and Fireman to keep a look-out.**

Every Driver must keep a good look-out while the train is in motion, and every Fireman must also do so, when he is not necessarily otherwise engaged. Should any part of a train become detached while in motion, care must be taken that the front portion is not stopped till the rear part has been brought to a stand.

**166. Driver and Fireman to look back.**

The Driver and the Fireman must frequently during the journey look back and see that the whole of the train is following in a safe and proper manner.

**167. Driver to carry rules, time-tables, equipment, and Stores.**

Every Driver must have with him while on duty with his train :—

- (a) A copy of the rules for the time being in force on the railway under section 47 of the East Africa Railway Ordinance, 1910.
- (b) A copy of the Working Time Table in force and Appendix thereto, and
- (c) The equipment and stores prescribed by special instructions.

**168. Driver before starting to satisfy himself as to condition of engine and line.**

The Driver must, before starting his train, satisfy himself that the engine is in proper order, that the proper signals are shown, and that the line before him is clear.

Drivers are responsible that the coupling between the engine or water tank and the train is properly secured before starting. The Fireman will couple or uncouple the engine when it is detached for locomotive purposes. In other cases Traffic Staff will do so.

**169. Duties of Driver as regards engine lamps.**

The Driver must satisfy himself, before the train is started from any station, and during the journey :—

- (a) that the engine carries the proper lamps
- (b) that such lamps are in good order, and
- (c) that such lamps are properly trimmed and are lighted and brightly burning between sunset and sunrise and in thick or foggy weather.
- (d) that when a train comes to a stand at a station<sup>n</sup> it is clear of the fouling points and of all points and crossings. Drivers and Guards must exchange signals in satisfying themselves that the whole train is clear of other running lines.

**170. Driver to examine Notices.**

(a) Every Driver must, before starting, examine the tablet, or "line clear ticket" and other notices (if any) issued for his guidance and ascertain therefrom whether there is anything requiring his special attention on the part of the line over which he has to work.

(b) When the Line Clear is endorsed "Trolley on Line" the Driver must sound his whistle when approaching curves, cuttings or any place where a clear view of the line cannot be obtained, and, if running ahead of time, must also reduce speed at such places.

**171. Engine entering or crossing main line.**

(a) No Driver shall take an engine upon or across the main line without the permission of the Station Master, and unless the prescribed hand signals given.

(b) Before taking an engine upon or across the main line, the Driver must satisfy himself that the proper signal has been shown.

**172. Driver not to start without signal from Guard.**

The Driver shall not start from a station on an engine with vehicles attached until the Guard in charge of the train has given the signal to start, although the tablet or Line Clear may have previously been handed over.

**173. Moving passenger train or mixed train after it has been stopped at Station.**

When a passenger train or mixed train has been brought to a stand at a station, the Driver shall not move it for any purpose whatever until he has sounded his whistle to give warning that he is about to move the train.

**174. Whistle to be sounded before moving engine.**

Except under special instructions the Driver must always sound the engine whistle before putting an engine in motion.

**175. Whistle when to be sounded on approaching or passing through a station.**

Whenever another train is approaching, stopping at or leaving a station on the opposite line, and whenever shunting operations are being carried on at any station, every Driver must, while his train is approaching and passing through such station, sound the engine whistle and look out for and carefully obey signals.

**176. Whistle to be sounded on entering tunnel.**

Every Driver of a train must sound the engine whistle when the train is about to enter a tunnel.

**177. Driver to obey orders of Guard and Station Master.**

When an engine has been placed in front of a train, and until the end of the journey, the Driver:—

(a) must obey the orders of the Guard in charge of the train in all matters affecting the starting, stopping, or movement of the train, for traffic purposes, and

(b) must promptly obey all other orders given and all signals shown to him whether by the Guard in charge of the train or by the Station Master, so far as the safe and proper working of the engine will admit.

**178. Driver to regulate the running of train.**

Every Driver must regulate the running of his train as accurately as practicable, according to the Working Time-Tables, so as to avoid either extreme speed or loss of time.

**179. Making up time.**

No Driver of a train shall make up between any two stations more time than is allowed by special instructions.

**180. Management of train by Driver.**

(a) The Driver must start, run and stop his train steadily and without a jerk,

(b) he must exercise care in approaching a station at which the train is to stop, and in passing stations at which the train is not to stop, and

(c) in stopping the train, he must determine when to shut off steam by paying particular attention to the state of the weather, the condition of the rails and the weight of the train.

**181. Driver to exchange signals with Guard.**

The Driver must exchange signals with the Guard in charge of the train:—

(a) after the train has been started from a station-platform and after it passes the last set of points,

(b) whenever the train runs through any station without stopping, and

(c) when starting the train after it has been stopped outside station limits.

If Signals are not exchanged as required, in this rule, the train must be stopped.

**182. Driver requiring assistance of Guard's brake.**

When the Driver requires the assistance of the Guard's brake, he must give three short sharp whistles.

**183. Driver to leave hose of water crane clear of line and properly secured.**

After taking water for an engine from a tank or a water column, the Driver of the engine must leave the hose or water-crane clear of the line and properly secured.

**184. Driver not to detach engine outside station limits without Guard's permission.**

When a train has been brought to a stand outside station limits or on a grade, the Driver shall not detach his engine from the train without the permission of the Guard in charge of the train.

**185. Driver not to leave engine when on duty.**

No Driver shall leave his engine when on duty, whether at a station or on the line, except in case of absolute necessity and after a competent man has been placed in charge of it. Engines in steam must never be left on the main line nor in a siding without being under the charge of a person capable of taking care of them.

**186. Driver and Firemen to obey Signals.**

The Driver and the Fireman of every engine must pay immediate attention to, and obey, all signals shown, whether the cause of a signal being shown is known to him or not;

Provided that, when two or more engines are attached to a train, the Driver and the Fireman of the leading engine shall alone be responsible for observing such signals, and the Driver or Drivers of the other engine or engines must watch for and take signals from the Driver of the leading engine.

**187. Driver not to trust entirely to Signals.**

Drivers must not trust entirely to signals, but must always be vigilant and cautious.

**188. Signal at "danger" or "caution."**

(a) When the "danger" signal is shown to a train in any of the methods prescribed and in every case mentioned in Rule 191, the Driver must stop the train as quickly as possible.

(b) If a caution signal is shown by Platelayers or other workmen employed on the permanent way, the speed of the train over the portion of the line protected by such signal shall not exceed fifteen miles an hour, or such lower speed as may be prescribed by special instructions.

**189. Signals at Danger.**

(a) When a signal is at "danger" or "on," the Driver must stop his train outside the signal and wait there until the signal is lowered to "proceed," when he may bring his train up to, but not beyond, the clearance distance of the first set of points beyond the Station office. If a train is detained at a station signal more than 3 minutes the Driver must send a Fireman to remind the Station Master of the presence of the train at the signal.

(b) When a Starting signal is at "danger" or "on," the Driver of a train to which such signal applies, shall not take the train past the signal, except in accordance with special instructions.

(c) When a Disc signal is at "danger" no Driver shall take his train past such signal on the line to which the signal applies.

**190. Engine passing over detonators.**

When an engine passes over detonators, the Driver must stop the train as quickly as possible, and

(a) if the detonators were placed in accordance with Rule 20 he must be guided by such signals as may be shown, or

(b) if the detonators were left down between two stations in accordance with Rule 47 he shall not proceed until he has ascertained that the line is clear, and if the line is clear he may proceed cautiously to the next station or

(c) in any other case, he shall not proceed until he has ascertained that the line is clear, and, if the line is clear, he may proceed with caution until he reaches the place of obstruction or until he receives a signal that all is right,

**191. When signal to be regarded as at "danger."**

The absence of a fixed signal from a place where a fixed signal is ordinarily shown, or the imperfect showing of a signal, must be regarded as a "danger" signal.

**192. Signals not visible.**

If in consequence of a fog or storm, or for any other reason, the Fixed or Permanent signals are not visible, the Driver of the engine or the leading engine, as the case may be, must take every possible precaution, especially when approaching a station or a junction, to admit of the train being stopped short of any obstruction in the event of a "danger" signal being shown.

**CHAPTER XII.****POINTS.****193. Points to be kept clear.**

Unless these duties are, by special instructions, imposed on some other railway servant, every Pointsmen must keep the points under his charge clean and clear, and must remove anything that may have got within the points so as to prevent them from closing.

**194. Report when points damaged.**

Whenever points, crossings or guard rails are damaged, the Pointsman must immediately report the circumstance to the Station Master.

**195. Pointsman not to leave points.**

No Pointsman shall, while on duty, leave the points under his charge without permission of the Station Master or other person in authority over him.

**196. Pointsman to have flags, lamps, and whistle.**

Every Pointsman must, while on duty, have with him flags, lamps, and a whistle for use with hand signals.

**197. Duties of Pointsman in case of obstructions.**

Should there be any obstruction on the line within the sight or knowledge of any Pointsman, he must show a "danger" signal, and must continue to show such signal to any trains approaching in the direction of the obstruction, until the obstruction has been removed and the line made clear and safe, and must, as soon as practicable, take steps to report the obstruction to the Station Master.

**198. Duties of Pointsman observing anything wrong with train.**

If any Pointsman should observe anything wrong or unusual in a passing train, he must report the circumstance to the Station Master; and, if the occurrence is of such a nature as to involve danger to the train or to the public, he must show a "danger" Signal to the Guard and Driver.

**CHAPTER XIII.****PERMANENT WAY AND WORKS.****199. Responsibility of and reports by Inspector of Permanent Way.**

Each Inspector of Permanent-way shall be responsible for the condition of the Permanent-way and works in his district and must promptly report to the Engineer-in-charge of the district all accidents thereto and defects therein which such Inspector may consider likely to interfere with the safe running of trains.

**200. Keeping of Permanent-way materials and tools and implements.**

Each Inspector of Permanent-way shall be responsible for the security of all rails, chairs, sleepers and other permanent-way materials in his district, and for seeing that such of them as are not actually in use are kept clear of the line and properly stacked.

Each Ganger must see that all rails, chairs, sleepers, pieces of iron or wood and other permanent-way materials and all tools and implements, under his charge are carefully placed, when not in use, so as to be quite clear of the line and at least six feet away from the rails.

**201. Inspection of permanent-way and works.**

(a) Every portion of the permanent-way must be inspected daily on foot by some railway servant appointed in this behalf.

(b) All bridges and other works (including signals and signal wires) must be regularly inspected in accordance with special instructions.

**202. Inspectors to have Time Tables, Etc.**

Each Inspector and Sub-Inspector of Permanent-way shall be supplied with, and be responsible for obtaining;

(a) a copy of the Working Time-Table for the time being in force,

(b) a copy of the Schedule of Standard Dimension for the time being in force.

**203. Ganger in each gang.**

Each Inspector of Permanent-way must see that in each gang of Platelayers or other workmen employed on the permanent-way there shall be a Ganger.

**204. Supply of gauge, tools and implements to Gangers and signals and lamps to gangs.**

Each Inspector of Permanent-way shall be responsible—

(a) that every Ganger employed in his charge is supplied with a permanent-way gauge and all necessary tools and implements, and

(b) that every gang of Platelayers or other workmen employed on the permanent-way in his charge is supplied with two sets of flag signals, two Hand signal lamps and twelve detonators.

**205. Inspection of such gauge, tools, implements, signals, and lamps.**

Each Inspector of Permanent-way must, at least once a month, inspect the gauge, tools, implements, signals and lamps supplied, and the detonators supplied to Gangers and gangs and ascertain whether the gauge is correct, whether the tools, implements, signals and lamps are in good order, whether any of such articles have been lost, and must arrange to replace missing articles.

**206. Replacing of defective materials.**

Each Inspector of Permanent-way must see that all broken or defective rails, chairs, sleepers or other permanent-way materials on the length of line under his charge are removed from the road with the least possible delay, and that sound materials are substituted for them.

**207. Line to be kept clear and safe, gates closed and fences in repair.**

Each Inspector of Permanent-way must—

(a) keep his length of line clear and safe,

(b) close and fasten all gates thereof which he may find open, and

(c) unless that duty is imposed on some other railway servant, keep the fences thereof in repair.

**208. Removal of Animals.**

Each Ganger must immediately remove any sheep, cattle or other animals found on his length of line or within the fences thereof.

**209. Flood.**

If a flood occurs on the railway, each Ganger must carefully examine the action of the water through the culverts and bridges on his length of line; and should he see any cause to apprehend danger to the works, must immediately show the proper signals for trains to proceed with caution or to stop, as necessity may require, and inform the Inspector of Permanent-Way of the circumstances, and, until such Inspector arrives, must take precautionary measures for securing the safety and stability of the line.

**210. Responsibility of Ganger as to Signals.**

Each Ganger shall be responsible that the signals supplied to himself and to the gang under his charge are kept constantly in proper order and ready for use.

**211. Inspector of Permanent-way to keep register of Gangers.**

Each Inspector of Permanent-way must keep a register of the names and places of residence of all Gangers employed in his district, to enable him to call upon them to summon their gangs, whenever their service may be required.

**212. Ganger to collect men.**

Each Ganger must immediately collect the men of his gang whenever their services may be required,

**213. Inspector of Permanent-way to see to observance of rules.**

Each Inspector of Permanent-way must see to the due observance of such of these rules as affect the platelayers or other workmen employed on the permanent-way in his charge.

**214. Telegraph posts and wires, and signal wires.**

(a) Each Ganger must report to the Inspector of Permanent-way whenever any telegraph post on his length of line appears to be in an unsafe state, or whenever any of the telegraph or signal wires on his length of line are broken.

(b) Each ganger must see that all grass, creepers, boughs of trees and rubbish are removed from the signal wire, and (where the maintenance of the telegraph is under the control of the Government Telegraph Department) from the telegraph wires on his length of line.

**215. Cleaning of signals and points.**

Each Inspector of Permanent-way must see that the working parts of signals and points on his length of line are kept clean, unless that duty is imposed on some other railway servant.

**216. Fire.**

If a fire, which is likely to cause damage to the railway or any property thereof, occurs on or near any portion of the railway where Platelayers or other workmen are employed on the permanent-way, the men must take immediate measures for putting it out.

**217. Working involving danger to trains or traffic.**

(a) No person shall commence or carry on any work which will involve danger to trains or to traffic without the previous sanction of the Inspector of Permanent-way or of some competent person appointed in this behalf by special instructions.

(b) The Inspector of Permanent-way or other person who sanctions any work under clause (a) hereof must himself be present to superintend such work, and shall be responsible that the provisions of Rule 224 are observed.

Provided that in cases of emergency, when it may be necessary for safety to commence any such work before such Inspector or other person can arrive, the Ganger may commence the work at once, and must himself see that the provisions of Rule 224 are observed.

**218. Permission required before putting in points or crossings.**

No Permanent-way Inspector or other railway servant shall put in any points or crossings without the permission of a District or Assistant District Engineer, previously obtained.

**219. Time for performing work.**

(a) No rail shall be replaced, and no other work which is likely to cause obstruction to the passage of trains shall be performed, in thick or foggy weather, except in cases of absolute necessity.

(b) The times for effecting repairs or performing any other work which will involve the stopping of trains must be so selected as to interfere as little as possible with the passage of the traffic.

**Ballast.**

(c) Ballast shall not be thrown up between the rails higher than rail level.

(d) The rails must be kept clear of ballast, gravel and other material.

**220. Rules for Blocking the Line.**

(a) When it is necessary to block the line for any Engineering work, the Engineer should arrange before hand with the Traffic Manager or Assistant Traffic Manager, so that traffic may not be interfered with. Three days' notice in writing should be given to the Traffic Officer concerned.

(b) When it becomes urgently necessary to block the line, telegraphic advice should be sent to the Traffic Manager, 24 hours' notice being given whenever possible.

(c) On receipt of a request from the Engineering Department for the line to be blocked the Traffic Officer concerned will issue a wire blocking the line, and will specify therein by whom the block is to be removed.

(d) When in a sudden emergency the line becomes unsafe for traffic, or engineering works become necessary to ensure the safety of the line, the Engineering Department may block the line direct, advising the Traffic Department and Locomotive Department and the District Station Masters on each side of the place where the block is put on.

**221. Blasting.**

No railway servant or railway contractor shall carry on any blasting operations on or near the railway except in accordance with special instructions.

**222. Ordinary work outside station limits, necessitating showing of a "caution" signal.**

When repairing or lifting the line outside Station limits, or performing any other operation outside station limits which will make it necessary for a train to proceed cautiously, the Ganger must—

(a) himself be present at the spot,

(b) send a man, in each direction, at least half a mile, and so much further as the circumstances of the case may render necessary, to show a signal to proceed with caution, so as to be plainly visible to the Driver of an approaching train, and

(c) show another such signal at the site of the operation.

Provided that if the Ganger has any doubt as to the line being in a fit state to pass a train at slow speed he must see that a "danger" signal is shown and that detonators are placed on the line in the manner prescribed by Rule 224 sub-clause (ii) instead of showing signals to proceed with caution.

**223. Use of signals in other cases when line unsafe.**

If any Ganger becomes aware that the line outside station limits is unsafe from any cause not referred to in Rule 217 or Rule 224 he must proceed to the spot and see that a "danger" signal is plainly shown and that detonators are placed on the line in the manner prescribed by Rule 224, sub-clause (ii), and must further protect the line by Hand signals.

**224. Ordinary work necessitating showing of a "danger" signal.**

No Inspector of Permanent-way or other railway servant shall change or turn a rail or commence any operation which would obstruct the line and necessitate the showing of a danger signal.—

(a) if within station limits,—  
until he has obtained the permission of the Station Master and has seen that all necessary signals have been placed "on" or

(b) if outside station limits,—  
until he has seen that

(i) a "danger" signal has been plainly shown, and the Station Masters on both sides have been advised, and

(ii) two detonators have been placed on the line, ten yards apart, at a distance of at least half a mile from the place of obstruction, in both directions.

(c) In case (a) hereof, the signals must, if necessary, be kept at danger until the Station Master has been informed by the Inspector of Permanent Way or other authorised official that the line is again clear and safe for traffic.

(d) In all cases the Inspector of Permanent Way or other authorised official must himself be present at the spot until the line is clear.

**225. Regulations to be observed in the use of Lorries and Trolleys.**

**Lorry or trolley not to be attached to train.**

(a) No lorry or trolley shall be attached to a train.

**Removal of lorries and trolleys when not in use.**

(b) All lorries and trolleys when not in use must be taken off the rails and placed well clear of the line, the wheels being secured with chain and padlock.

**Lorry or trolley to show red flag by day and red light by night.**

(c) Every lorry or trolley when on the line must show a red flag by day and a red light by night in both directions,

**Railway servant in charge of a lorry or trolley to ascertain whereabouts of all trains.**

(d) Every Railway servant in charge of a lorry or trolley shall, before leaving a Station, ascertain the whereabouts of all approaching and following trains, and shall, when a clear view for an adequate distance in both directions is not obtainable, take such precautions for the protection of his lorry or trolley as is prescribed in these rules or in special instructions.

**226. Additional Regulations to be observed in the use of Trolleys.**

(a) Only those Officials who are in possession of a Trolley Permit, with the name of the Official and the number of the trolley upon it and duly signed by the General Manager or Chief Engineer, are authorised to use a trolley.

(b) The general regulations laid down in paras. 225 (a—d) of these Rules for Open Lines shall be adhered to.

(c) The persons named in the trolley permit shall be responsible for any accident to his trolley.

(d) A metal plate with the number of the trolley must be permanently fixed on each trolley.

(e) Each trolley must be provided with a red flag by day and 2 red lamps by night, *i.e.*, one showing in each direction, fixed on the centre pole where the red flag is carried by day, (*vide* Rule 225 (c)) and one hand lamp. Both lamps must be constantly and conspicuously displayed.

(f) In addition to the signals referred to in clause (E) hereof, every trolley when travelling in any place where a clear view of the line cannot be had for at least  $\frac{1}{4}$  a mile ahead, must be preceded at a distance of not less than  $\frac{1}{4}$  mile by a man with a danger signal. This danger signal must be exhibited on that side of the line where it can best be seen by the engine driver of an approaching train. Where circumstances render it advisable, a similar danger signal must be exhibited in rear of a trolley to protect it from an overtaking train.

(g) Only Railway Officials authorised to use trolleys and Officers on duty shall be allowed on a trolley and the conveyance of unauthorised persons is strictly prohibited. In cases where a Magistrate, Police, Medical, Telegraph or other Official asks to be conveyed by a trolley on business connected with the Railway, authority must first be obtained by telegram from the District Engineer or Chief Engineer and the trolley must be accompanied by a responsible Official. In cases of emergency where time does not permit of obtaining permission as laid down above, the Senior Railway Official present may give permission, reporting his action immediately in writing.

(h) Before starting from a Station the Official in charge of a trolley must always obtain a permit from the Station Master or Signaller on duty for the section he is about to enter. Whether a train is expected or not he must still take the precautions mentioned in the preceding clauses.

(i) Should Officials in trolleying over points have to reverse them, they must see that they are returned to the normal position.

(j) Station Masters will warn Drivers and Guards of trains proceeding in either direction, by Line Clear endorsement, or tablet warning ticket. It is the duty of a Station Master to advise the next Station Master when a trolley permit has been issued in order that warning may also be given at the other end of the section, in a similar way.

The precautions to be taken by Engine Drivers when line clears are endorsed in accordance with this rule are laid down in rule 170 (b).

**227. Additional rules to be observed in the use of lorries.**

(a) No lorry used for the conveyance of material, or for any other purpose, may be placed on the line, except by a Permanent-Way Inspector or Sub-Permanent-Way Inspector in the normal execution of his duties.

(b) Such railway servant shall be responsible for the proper protection of the lorry and for its being used in accordance with the prescribed rules or any special instructions which may have been issued.

**Lorry when to be run.**

(c) No lorry shall be run, except during day-time, and when the weather is sufficiently clear for a signal to be distinctly seen at a distance of half a mile, except in cases of emergency.

**Lorries and other impediments on main line when to be removed.**

(d) The person in charge of a lorry or other impediment causing an obstruction on any line on which a train is expected, shall be responsible that the obstruction is removed, and the Stationmaster advised at such time as not to cause any delay to that train.

**(e) Protection of lorry on the line.**

Whenever it is proposed to place a lorry, whether loaded or empty, on the line, the line shall be blocked under the rules for working trains, by obtaining a Line Clear ticket or tablet.

(f) When, under exceptional circumstances, the line cannot be so blocked, and a lorry, whether loaded or empty, is placed on the line, the lorry must be protected by a man following and a man preceding the lorry at a distance of not less than half a mile, and plainly shewing a Danger Hand Signal on that side of the line where it can be best seen by the driver of an approaching train, and the men so following or preceding the lorry:—

(i) must be furnished with detonators, and must place two on the line, ten yards apart, immediately the lorry comes to a stand for the purpose of either loading or unloading,

(ii) must continue to shew the danger Hand Signal and keep the detonators on the line until a messenger arrives with an order from the Permanent Way Inspector or Sub-Permanent-Way Inspector in charge of the operation to withdraw the signal, and

(iii) in any case, should any train be seen approaching, must immediately place the detonators on the line, unless they have received orders to withdraw the danger signal.

**228. Additional Rules to be observed in the use of Railway Motor Trolleys.**

(a) Railway Motor Trolleys must be treated in the same manner as trains for train working purposes. They will, therefore, be governed by signals, and will be subject to the rules applicable to the particular method of trains working for the section over which they are required to proceed; when running on single lines the official in charge of the trolley must be supplied with a proceeding authority according to the working applicable to the section.

(b) Motor Trolleys may be run without the issue of a train notice, but as far as possible should be notified in the same manner as trains.

(c) A Motor Trolley must not be allowed to proceed on a "telegraph failed" order unless it has been advised by train notice and an acknowledgment received from the official in charge of the other end of the section.

**CHAPTER XIV.**

**CARRIAGE OF PASSENGERS.**

**229. Passengers tickets.**

Tickets issued to passengers shall be available only from the date and for the period specified by the Railway administration by which they are issued.

(b) If any Guard, or any other railway servant who may be empowered by an authorised officer to take action under this clause, has reason to suppose that any passenger is travelling without a ticket, or not in the proper class of carriage, he must request the passenger to show his ticket, and report to the Station Master any irregularity which he may detect.

**230. Charge entered incorrectly in receipt or ticket.**

If any charge should be entered incorrectly in a receipt or ticket given to a passenger, the railway administration may correct the entry.

**231. Passenger changing to a superior class of carriage.**

If any passenger desires to change from an inferior to a superior class of accommodation on payment of the difference in fare, the Guard in charge of the train, or such other railway servant as may be appointed in this behalf, must take the necessary steps for effecting such change.

**232. Accommodation in train under control of Administration.**

The seating and sleeping accommodation in all passenger vehicles and the accommodation in all ships is under the control of the railway administration, and unless passengers have reserved compartments or seats in any particular vehicle or berths in any particular ship and obtained a receipt from the Station Master or other official for the same before commencing their journey, they may be called upon at any time to change into another vehicle or berth in order that the total accommodation on the Train or Ship may be utilised to the best advantage.

**233. Lady passengers.**

When ladies are travelling alone, the Guards must pay every attention to their comfort, and in placing them in the train, must, if so requested, endeavour to select a carriage (according to the class of the ladies' ticket) in which other ladies are travelling.

**234. Prisoners and lunatic passengers.**

Prisoners, persons in the custody of the police and lunatic persons shall not be allowed to mix with other passengers, but must, upon reserved accommodation being engaged, be placed with their escort or attendants in a prison van or in a separate compartment, as the case may be.

**235. Diseases deemed to be "infectious or contagious disorders."**

For the purposes of the East Africa Railway Ordinance, 1910, the following shall be deemed to be infectious or contagious disorders, namely:—

Bubonic fever,  
Cholera,  
Diphtheria,  
Leprosy,  
Measles,  
Scarlet fever,  
Small-pox,  
Sleeping sickness,  
Typhus fever,  
Typhoid fever and  
Whooping cough.

**236. Conditions on which passengers suffering from infectious or contagious disorders may be carried.**

No passenger suffering from an infectious or contagious disorder shall be carried in any train unless:—

(a) he has given sufficient previous notice of his desire to travel to enable the Railway Administration to make the necessary arrangements and has engaged a reserved compartment or carriage for himself and his attendants,

(b) all necessary arrangements have been made in pursuance of section 71 of the East Africa Railway Ordinance, 1910, for the separation of the passenger and his attendants, during the whole time that they remain upon the railway, from other persons being or travelling upon the railway and

(c) any other special precautions which the railway servant giving the permission mentioned in the said section may consider necessary have been taken to prevent infection or contagion being communicated to other persons being or travelling upon the railway.

**237. Disinfection of carriages.**

When any carriage has been entered by a person suffering from an infectious or contagious disorder, the carriage must be disinfected, in accordance with special instructions, immediately after it has arrived at its destination; and no passenger shall be allowed to enter it until the disinfection has been completed.

**LUGGAGE.**

**238. Luggage to be booked.**

Each passenger's luggage must be booked and a receipt granted therefor by a railway servant.

Provided that the railway administration may dispense with the booking of any luggage which is taken into a carriage by a passenger.

**239. Free allowance of passengers luggage.**

A certain quantity of each passenger's luggage, free within a limit of weight to be fixed from time to time by the railway administration, shall be allowed free of charge, provided the passenger presents his luggage for weightment before the commencement of his journey.

**240. Luggage in carriage with passenger.**

(a) A passenger may take into a carriage only such small articles of personal luggage as are required for his own use on the journey and can be placed in the carriage without inconveniencing other passengers or reducing the available accommodation in the carriage.

(b) A railway administration shall not be responsible for the loss, destruction or deterioration of any luggage taken into a carriage by, or by the direction of a passenger.

**241. Luggage insufficiently secured.**

(a) A railway administration may refuse to carry, except under special agreement, any passenger's luggage, which is improperly packed or locked or otherwise insufficiently secured, unless it is taken into a carriage by the passenger.

(b) A railway administration shall not be responsible, except under special agreement, for any loss, destruction or deterioration of any passenger's luggage caused by its having been improperly packed or locked or otherwise insufficiently secured.

**242. Offensive articles.**

Articles that are likely to be offensive to passengers shall not be carried as passengers luggage.

**CHAPTER XV.**

**OFFENCES BY PASSENGERS AND OTHER PERSONS AND PENALTIES.**

**243. Duties of Railway servants in case of drunkenness or nuisance.**

Railway servants must use all reasonable means to stop any annoyance that may be caused by any act referred to in section 120 of the East Africa Railway Ordinance, 1910, and if any person is removed from the railway under that section, shall, if necessary, direct steps to be taken for his prosecution thereunder.

**244. Smoking or having open light or fire on railway premises or keeping open light or lighted lamp in carriage.**

Any person who—

(a) is found smoking, or having an open light or fire in a goods shed or a store-yard,

(b) persists in keeping an open light or a lighted mineral oil lamp in carriage after being warned by a railway servant or a police officer to desist, or

(c) persists in smoking on any other portion of the railway premises after being warned by a railway servant or a police officer to desist, shall, if the act is deemed by the railway servant on duty to be dangerous, immediately be removed from the railway premises.

**245. Exclusion of persons from railway premises.**

A railway administration may exclude from the station platform, or any part of the railway premises, any person not being a bona fide passenger, nor having business on the railway premises.

**246. Investigation by Station Master in case of offence by passenger.**

If any passenger commits any offence at a station not being an offence referred to in Rule 243 or Rule 244 the Station Master must immediately investigate the case and must exercise his discretion as to the proceeding, to be taken, after referring (by telegraph, if necessary) to his immediate superior for instructions.

**247. Guards to prevent breaches of rules.**

Guards must exert themselves to prevent any breach of these rules by passengers or other persons.

## CHAPTER XVI.

PENALTIES FOR BREACH OF RULES  
BY RAILWAY SERVANTS.

248. (a) If any railway servant commits a breach of any of the rules hereinafter mentioned, he shall be liable to punishment as follows, namely :

RULE.	PENALTY.
5, 9, 12, 15, 17, 18, 20, 22, 23, 24, 26, 27, 30, 31, 33, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 51, 52, 53, 55, 56 to 81 inclusive, 82, 87, 97, 98, 100 to 103 inclusive, 109, 111 to 115 inclusive, 117 to 120 inclusive, 124, 125, 133, 136, 140, to 158 inclusive, 160 to 162 inclusive, 165, 166, 168 to 181 inclusive, 183 to 192 inclusive, 195, 199, 200, 202 to 207 inclusive, 213, 215, 217 to 222 inclusive 224 to 233 inclusive, 234, 244. ...	Fine which may extend to one hundred shillings.
21 (b), 28, 29, 32, 104, 116, 139, 163, 167, 201 ...	Fine which may extend to 50 shillings.
13, 14, 193, 194, 196, 197, 198, 208, 209, 210, 212, 214, 223 ...	Fine which may extend to 20 shillings.
86, 88 ...	Fine which may extend to 100 shillings and forfeiture of a sum not exceeding one month's pay, which sum may be deducted by the railway administration from the pay of the railway servant.
83, 89, 96, 108 ...	Forfeiture of a sum not exceeding one month's pay, which sum may be deducted by the railway administration from the pay of the railway servant.
107 ...	The penalties prescribed by section 104 of the East Africa Railway Ordinance, 1910, namely: fine which may extend to 300 shillings and forfeiture of a sum not exceeding one month's pay, which sum may be deducted by the railway administration from the pay of the railway servant.

(b) Any railway servant who has committed a breach of any of the rules mentioned in clause (1) hereof shall be liable to the punishment authorised by that clause in addition to, and not in substitution for, any punishment to which he may be liable upon prosecution under the East Africa Railway Ordinance, 1910.

Provided that no railway servant shall be thereby rendered liable to be punished twice for the same offence.

249. The General Rules published at page 653 of the Official Gazette 1910 are hereby cancelled.

## APPENDIX A.

(RULE NO. 22.)

Vehicles may be pushed by an engine between the following points :—

1. Kilindini Station and Kilindini Pier.
2. Kilindini Station and Siding Mile 2-13.
3. Nairobi and Sidings under control of Nairobi Station.
4. Sidings to Stations or Stations to Sidings where pushing is specially authorized.
5. In the case of an accident when pushing is unavoidable.
6. Ballast Trains.

## APPENDIX B.

(RULE NO. 23.)

Engines may run tender foremost on the following sections :—

1. Local trains—Mombasa to Miritini.
2. Between Port Bell Pier and Kampala.
3. Koorā to Lake Magadi.
4. Thika Branch Line.
5. Engines of goods, fuel or ballast trains when circumstances render this necessary.

## APPENDIX C.

(RULE NO 24.)

Trains not containing passengers are permitted to run without a Guard or Brake Van between the following points :—

1. Mombasa and Kilindini Station.
2. Mombasa and Kilindini Pier.
3. Kilindini Station and Kilindini Pier.
4. Kilindini Station and Shimanzi Siding.
5. Kilindini Station and Siding Mile 2/13.
6. Nairobi and Sidings under control of Nairobi Station.
7. In other exceptional circumstances with the previous sanction of a Traffic Officer.

## APPENDIX D.

(RULE NO. 55.)

Banking Engines may be run as follows :—

- Mombasa to Mazaras
- Nairobi to Kikuyu
- Kijabe to Uplands
- Nakuru to Njoro.

## APPENDIX E.

(RULE NO. 57.)

Shunting Engines with loads may follow passenger trains only from Nairobi to Sidings under control of Nairobi Station.

A "Following Line Clear" is prohibited on the following sections :—

- From Mombasa to Mazaras.—and *vice versa*.
- Koorā to Lake Magadi.—and *vice versa*.
- Nairobi to Kikuyu.—and *vice versa* with foregoing exception.
- Uplands to Kijabe.—and *vice versa*.
- Nakuru to Njoro.—and *vice versa*.
- Londiani to Fort Ternan.—and *vice versa*.

## APPENDIX F.

### DETAILS OF LINE CLEAR TICKET SYSTEM.

(RULES 56, 57, 58 & 59.)

#### UP TRAINS—

Form T. S. 1, Form T. S. 5 or Form T. S. 7.

#### DOWN TRAINS—

Form T. S. 2, Form T. S. 6 or Form T. S. 8. are in use for permission to proceed.

These Forms are supplied to all Stations. Specimens are not given herein, but the method of using each form is fully described below.

With the exception of those portions of the Line Clear Ticket T. S. 1, 2, 5 & 7, and Warning Order T. C. 52, which are handed to the driver and guard, all books and forms used in connection with the preparation of Proceeding Authorities must be written in ink.

In all cases an "authority to proceed" must be signed and dated by the Station Master. Without such signature an "authority to proceed" is incomplete, and must not be accepted.

In no case must an "authority to proceed" be issued by a Station Master, or accepted by a Driver, if it contains any erasure or correction.

If two engines are coupled together, or if an engine is in front and one in rear of the train, the "authority to proceed" must be delivered to, and be carried by the Driver of the leading engine.

An "authority to proceed" must not be accepted unless it concludes with a private number which must be entered in both words and figures.

The following forms bound in books are to be used in recording messages relating to the running of trains and in issuing "authority to proceed."

#### FORM T. S. 1 "UP ENQUIRY" BOOK.

This form is printed on white paper and consists of an inner foil and an outer foil.

The inner foil is divided into spaces lettered A. B. C. and D. respectively, on which the following train messages should be recorded:—

In space A	...	"Line Clear" enquiry despatched.
" " B	...	Reply received to "Line Clear" enquiry A.
" " C	...	"Out" report despatched.
" " D	...	"In" report received.

The outer foil is the "authority to proceed" and has one vertical red band printed, on the front, to distinguish it from the form used for Down trains. It consists of two distinct portions. The upper portion is the "authority to proceed" when the permission received from the station in advance is contingent on the arrival of a Down train from that station, no entry must be made on this portion until the Down train has arrived complete. This portion is distinguished from the lower one by two horizontal blue bands on the front. The lower portion is the "authority to proceed" when the "Line Clear" has been obtained unconditionally.

Form T. S. 1 is to be used for "Enquiry" and "Line Clear" messages, and for the "authority to proceed" for Up trains only and must on no account be used for Down Trains.

#### FORM T. S. 2 DOWN "ENQUIRY BOOK."

The outer foil of this form is printed without the red vertical band, and both inner and outer foils are in all other respects similar to Form T. S. 1, and are to be used similarly for "Enquiry" and "Line Clear" messages and for the "authority to proceed" for Down Trains only. They must on no account be used for Up trains.

#### FORM T. S. 3, "UP REPLY BOOK."

This form is printed on white paper with a red diagonal band across the form, and is divided into spaces lettered A. B. C. and D. respectively, on which the following train messages should be recorded:—

In space A	...	"Line Clear" enquiry received.
" " B	...	Reply despatched to "Line Clear" Enquiry A.
" " C	...	"Out" report received.
" " D	...	"In" report despatched.

It is to be used for the replies despatched to Up "Line Clear" enquiry messages.

#### FORM T. S. 4, "DOWN REPLY BOOK "

This form is not printed with a red diagonal band, but is similar in all other respects to Form T. S. 3, and is to be used for the replies despatched to Down "Line Clear" enquiry messages.

#### FORM NO. T. S. 5, UP "AUTHORITY TO PROCEED" OR "CAUTION MESSAGE BOOK."

This form is printed on green paper, with a red band across the front, and consists of an inner and outer foil.

On the inner foil must be entered the number of the page of the Line Clear Enquiry Book Form Nos. T. S. 1, or T. S. 2 containing the line clear Enquiry and Reply.

On the outer foil or "authority to proceed" must be entered an exact copy of the line clear message received and entered in space B of the line clear enquiry book.

The Station Master must endorse on the back of the "authority to proceed" the time the preceding train left his Station. It must on no account be used for down trains

#### FORM No. T. S. 6, DOWN "AUTHORITY TO PROCEED" OR "CAUTION MESSAGE BOOK."

This form is printed on green paper without a red band, and both inner and outer foils are in all other respects similar to Form T. S. 5, and to be used similarly for down trains. It must on no account be used for up trains.

Both these forms are to be used only in the case of following trains in accordance with the following rules:—

1. Trains to follow each other—Trains may follow each other under the "Line Clear" and "Caution Message" rules laid down in these Rules for All Open Lines of Railway.

2. Construction, Ballast, Ration, Fuel, Timber and Water trains may, when working between Stations during daylight only, follow other trains after not less than 20 minutes interval at a speed not to exceed 10 miles an hour on the straight and 5 miles an hour on curves and through cuttings. Guards of these trains must note carefully the time they are allowed out between stations and will be held responsible for delays to other trains by disobeying instructions from Station Masters.

3. No train may follow another train unless the Line Clear Ticket of the preceding train has been endorsed "Train following."

The Station Master is responsible for seeing that this endorsement is also made on the inner foil. Should the train be stopped on the line the Guard must immediately take steps to protect his train in accordance with Rule No. 47.

#### FORM No. T. S. 7, UP "PERMISSION TO PROCEED WITHOUT LINE CLEAR" AND FORM T. S. 8, DOWN "PERMISSION TO PROCEED WITHOUT LINE CLEAR."

These forms will be used to open up communication in the event of total interruption in the Telegraph. See Rule number 71.

The Forms referred to in this Appendix are bound in books of 100 pages each, progressively numbered. The Books must be checked immediately on receipt, and the Station Master must certify to the number of pages in each book.

This certificate must be written on the form provided for the purpose on the cover. If there is any error in a book as to numbering, a note must be made in the certificate and a report made to the Traffic Manager.

After having carefully checked, Station Masters must stamp the station name in headings of all books and put those not required for immediate use in a safe place. Books in use should be carefully handled by the staff concerned.

A separate series of books will be kept up for each station with which "Line Clear" messages are interchanged, i.e., an Up Enquiry Book T. S. 1. Down Reply Book T. S. 4, and an Up "Authority to Proceed" Book T. S. 5 will be used for trains working with stations in the up direction, and a Down Enquiry Book T. S. 2, and Up Reply Book T. S. 3, and a Down "Authority to Proceed" Book T. S. 6 for trains working with stations in the down direction.

Train messages despatched to, or received from, one station, must not on any account be entered in the books used to record messages despatched to or received from another station.

Numbering  
of train  
messages.

Every train message despatched from a station to stations on either side must be numbered consecutively from midnight to midnight, beginning with No. 1 to each station. One set of numbers is to be used for Up and one for Down.

When a train message is in reply to another, each station's number must be quoted at the beginning of the reply telegram.

When the message bears reference to a former message to the same station, the number of such former message must be quoted at the beginning.

Line Clear  
private  
numbers.

Besides the progressive printed number and the serial number for the day, every despatched "Line Clear" message must be allotted a private number by the Station Master on duty, who signs the entry in the Up or Down Reply Book (Form T. S. 3 or Form T. S. 4) as the case may be.

The private number must form part of the body of the line clear reply message, and will be signalled as the last word in it. It must be duly recorded in the received line clear of the station to which the line-clear is signalled.

Private numbers will not be given to any train message other than "Line Clears."

A private number allotted to a line-clear subsequently cancelled must not be re-allotted: a fresh number must be given to each despatched line-clear, whether cancelled or not.

The object of the private number is to ensure that the message is bonafide from an authorized person at the station ahead.

No line clear message must be signalled, and no line clear message must be received as valid, without a private number, as the last word in the body of the message.

The private numbers will be obtained in the following manner:—

The Station Master of each station will be provided with sheets of twelve sets of numbers—one set only must be in use at a time. Numbers must be allowed to the successive "Despatch Line Clears" in the order in which the numbers are printed in the sheet in use, and each number as allotted must be marked off with a line diagonally through it.

Opposite each number in the set the number of the train to which it is allotted must be entered by the Station Master who must also initial the entry.

The numbers are printed in groups of ten, and any numbers of a group of ten, which have not been allotted up to 24 hours, must be scored through vertically.

The next day's date must then be written at the head of the next set of 10 numbers and each number be scored off diagonally, as used, during the next 24 hours; and so on, till the set is exhausted.

The number sheets must be kept in the Station Master's own possession, under lock and key, when not in use, and the sheet in use must be handed from one Station Master on duty to the other without a third person being allowed to see or have access to it, until exhausted. Each sheet, as exhausted, must be sent in a sealed envelope to the Traffic Manager's Office, when it will be re-placed by another.

On a set being taken into use, the date must be entered at the head of the column.

The foregoing instruction does not apply to Terminal and Engine changing stations where trains have long halts. In such cases the "Line Clear" enquiry message must not be sent more than 15 minutes before the train is due to leave.

The "Line Clear" enquiry message must be despatched to the Station in advance, on receiving the "out report" for the train from the station in rear, and not before.

The "Line Clear" enquiry message must, when possible, specify the time at which the train left the last station or its present whereabouts. The information should be given in the following form, *e.g.*:—

"Left Ulu at 14.49" or  
"Left Ulu to time" or  
"Waiting here"

This clause does not apply to a train starting from a Terminal station.

The "Line Clear enquiry" message must, except in the case of a conditional, "Line Clear," specify the last train whether Up or Down, which passed over the section.

Despatch of  
"Line Clear"  
enquiry  
message.

Information to  
be given in  
"Line Clear"  
enquiry message.

In enquiries for "Line Clear" and in replies to them, the Train must be distinctly described, thus—"No. 1 Up Mail or "Down Ballast Train" or "Up Light Engine," as the case may be, and for every train a separate enquiry and reply message must be sent, *e.g.*, a reply message giving "Line Clear" for number 7 Up Goods must not be utilized as an "authority to proceed" for No. 1 Up Mail even although No. 1 Up Mail may be ready to start first.

If after obtaining "Line Clear" for No. 7 Up Goods, it is desired to give precedence to No. 1 Up Mail, the "enquiry" and "Line Clear" message for No. 7 Up Goods must be cancelled, and a fresh enquiry message sent, and "Line Clear" obtained for No. 1 Up Mail.

The procedure to be adopted in this case would be as follows:—

No.....My No.....and your  
No.....are cancelled.

Is "Line Clear" for No. 1 Up Mail to precede No. 7 Up Goods?

All Enquiry and Line Clear messages and, Caution notices, must be written up and signed by the Station Master in full. Writing up  
messages.

All written matter on "authorities to proceed" must be entered with the greatest care and distinctness.

In the case of an "authority to proceed" for an illiterate Driver the number of the train must be written in specially large figures in the space provided.

In issuing "caution tickets" particular attention must be paid to writing carefully and distinctly the special restrictions and precautions to be observed.

No alteration or correction of any kind is permissible on an "authority to proceed," whether such alteration or correction is initialled or not.

The code time on an "authority to proceed" is the time when the message giving "Line Clear" is completely given and received on the telegraph instrument. This time is to be entered in the proper space in B on the inner foil of the "enquiry" book and in the space provided for the purpose in the "authority to proceed." Code Time.

No part of a telegram must be despatched or acted upon until the whole telegram has been written, except in order to prevent an accident, or in some other case of emergency.

No "Enquiry" or "Line Clear" message or "In" or "Out" report is under any circumstances to be signalled on a verbal communication. Every message must first be put in writing and then signalled word for word, from the writing, and in the case of "In" or "Out" reports, the timings, etc., must be signalled from the actual entries in the Train message books. Telegrams  
to be  
wholly written  
out.

Train service message books must be retained at stations intact for six months, and may then be destroyed. Preservation  
of Train  
message Books.

Throughout the examples given, it must be clearly understood that at stations where traffic and telegraph staff are amalgamated and there is no separate signaller, the Station Master on duty is to be considered the signaller within the meaning of examples; but where the Traffic and Telegraph staff are not amalgamated, no one, except the Station Master or Assistant Station-master on duty, is to give or ask for "Line Clear" messages or issue and act on "In" and "Out" reports unless the Traffic Manager has expressly sanctioned the signaller doing so. Person  
authorized  
to obtain  
and give  
"Line Clear"  
messages.

At every station the following messages, which are known as train messages, will be recorded in the spaces provided for the purpose, either in the "Line Clear" Enquiry book, Form T. S. 1 and T. S. 2, or in the "Line Clear" Reply Book, Form T. S. 3, or T. S. 4 as the case may be, thus:— Messages to  
be entered  
in books.

In space A, Line Clear Enquiry despatched T. S. 1 & 2.  
do. A, Line Clear Enquiry received T. S. 3 & 4.  
do. B, Line Clear Reply despatched T. S. 3 & 4.  
do. B, Line Clear Reply received T. S. 1 & 2.  
do. C, Out-report despatched T. S. 1 & 2.  
do. C, Out-report received T. S. 3 & 4.  
do. D, In-report despatched T. S. 3 & 4.  
do. D, In-report received T. S. 1 & 2.



Example—"No. 5.—Your No. 6.—Your No. 5 and my No. 4 are cancelled. 1 up Mail "is" (or "will be") detained here, Line is clear for 2 Down Mail private number forty, 40)"

Before despatching the above message, the Station Master at Kiu must inspect the Enquiry Book to see that the former reply has been cancelled, and he must initial the entry.

After receipt of this reply at Ulu, the remaining unentered spaces in that station Up Reply Book (Form T. S. 3) under that Station Line Clear Reply No. 5. would be cancelled.

#### EXAMPLE OF FOLLOWING LINE CLEAR ENQUIRY.

From Station Master,  
Kiu.  
To Station Master,  
Ulu.

No. 1. May Up Special follow No. 9. Up Goods left this at 9-10 to load timber on line and proceed to yours by 12-30,

or No. 1. May Up Ballast Train follow No. 5. Up Goods Train left this at 7-15 to work on line and return to this by 10-20.

The Reply to a following Line Clear Enquiry would be in Case A.

(i) No. 1. Your No. 1. Up Special may follow No. 9 Up Goods to load timber on line and arrive here by 12-30. Private No. 19, Nineteen,

in case B.

(ii) No. 1. Your No. 1. Up Ballast Train may follow No. 5 Up Goods to work on line and return to yours by 10-20. Private "Number nineteen, 19.

#### "OUT" REPORTS AND "IN" REPORTS.

The "Out" report is a message despatched from the station from which a train had just started, informing the Station to which the train is proceeding that such train has started.

The "In" report is a message despatched from a station at which the train has arrived, informing the station from which the train has come, that such train has arrived.

The "Out" report must be worded thus:—

To Station Master,  
Kiu.  
From Station Master,  
Ulu.

No. 6. No. 2 Down Mail Out, 14-40."

This message must be written by the Station Master, Ulu, in his Down Enquiry Book (Form No. T. S. 2) in space C of the page on which the "Line Clear" Enquiry and Reply messages have been recorded, and the Station Master, Kiu, will record this departure report in space C of the Down Reply Book (Form No. T. S. 4) on the page on which the reply No. 5, giving "Line Clear" for No. 2 Down Mail, has been entered.

No train must be telegraphed as "out" of a station until it has actually started.

The "Out" report must be written out by the Station Master on duty immediately the train has left.

The "In" report must be worded thus

To Station Master,  
Ulu.  
From Station Master,  
Kiu.

No. 6. No. 2 Down Mail in "15-50."

This message would be written by the Kiu Station Master in his Down Reply Book (Form No. T. S. 4) in space D of the page in which the reply No. 5, giving "Line Clear" to No. 2. Down Mail, has been entered, and would be recorded by the Station Master, Ulu, in space D in his Down Enquiry Book, (Form No. T. S. 2) on the page from which the "Line Clear" certificate given to the Guard of No. 2 Down Mail had been detached.

Before sending the "In" report the Station Master must personally satisfy himself that the train has arrived, or run through, complete.

In cases of trains running through stations, the Station Master must see the train pass, and be certain that the rear brake van and tail lamp is attached to the train before giving the "In" report. The Guard and the Station Master must exchange signals to ensure this rule being correctly carried out.

#### BALLAST TRAIN LINE CLEARS.

The enquiry message asking for "Line Clear" for a ballast train must, if the train is to work on the line, state the fact. If the train is to work on the line, the time up to which permission to work is required must be stated, as also whether the train will return to the station from which the enquiry is made. Additional rules applicable to train messages for working Ballast train.

In no case must a train having line clear to work on line and proceed to the station ahead return to the starting station, except in the case of failure of engine or accident. The conditions set out in the line clear must be adhered to.

The reply message giving "Line Clear" must specify the station to which the train must run to clear the line, as also the time by which the line between the two stations is to be cleared.

The following are examples of enquiries for "Line Clear" for ballast trains:—

Example 1 No. 8. Is line clear for Ballast train to work on line and return to this by 12. 20. No. 5. Up Goods arrived last."

Example 2 No. 8. Is line clear for Ballast train to work on line and arrive at yours by 12. 30 No. 5 Up Goods arrived last."

Example 3—"No. 8 Is line clear  $\left\{ \begin{array}{c} \text{Down} \\ \text{or} \\ \text{Up} \end{array} \right\}$  Ballast train, for No. 5. Up Goods arrived or left last."

Example 4—"No. 8. On arrival of 9 Up Goods here, will line be clear for Down Ballast train to work on line and return to this by 18.30."

Example 5—No. 8. Is Line Clear for Ballast Train to work on line and proceed to yours by 18.30.

To these enquiries the following replies would be sent, if it was not necessary to detain the Ballast train:—

Example 1—"No. 8. Your No. 8.—Line is clear for Ballast train to work on line and return to yours by 12.20 hours (Private number sixty, 60.)

Example 2. "No. 8. Your No. 8. Line is clear for Ballast train to work on line and arrive here by 12.30 hours (Private number, thirty-five, 35.)

Example 3 "No. 8 Line is clear  $\left\{ \begin{array}{c} \text{Down} \\ \text{or} \\ \text{Up} \end{array} \right\}$  Ballast train for ... (Private number thirty, 30")

Example 4—"No. 8. On arrival of 9 Up Goods at yours, line will be clear for Down Ballast train to work on line and return to yours by 18.30 hours (Private number eighty, 80.)

Example 5. No. 8. Line is clear for Ballast train to work on line and proceed to this by 18.30 (Private number seventy, 70.)

Immediately on the arrival of a Ballast train at station the Guard must personally report its arrival to the Station Master.

Drivers of Ballast train required to work on the line between stations are to receive an "authority to proceed" on Form T. S. 1 or 2 or T. S. 5 or 6, as the case may be.

The time the section has to be cleared, and the station to which the train has to run to clear the section, must be entered on the "authority to proceed."

All train messages must be written neatly and plainly. They should be entered up word for word in the train message books as received on the telegraph instruments.

If a mistake is made in writing out any enquiry or reply message for despatch, or in receiving such message, the page on which the mistake has been made must be cancelled and a fresh page used.

If a mistake is made in filling in the "authority to proceed" such "authority to proceed" must be cancelled and the message must be copied in the outerfoil of the next page, an explanatory remark being made in the innerfoil of the page on which the fresh "authority to proceed" has been written.

Code abbreviations may be used for station names in reply books and on innerfoils of enquiry books only, but no abbreviation may be used for any work in the body of an "authority to proceed."

Station Masters must always write in full the names of Stations from and to in the outerfoils of "authorities to proceed," Caution messages and "permissions to proceed without line clear" form given to Guard and Driver.

**Explaining Endorsements on Line Clears or Caution Messages to Drivers**—Caution messages or endorsements on line clears must be read and explained to Drivers, who are unable to read English, by the Station Master.

**Endorsement on Line Clear Messages.** To draw the special attention of Drivers to the endorsement on the front or back of Line Clear Messages, the Station Master, who endorses the message, will cut (not tear) the right top corner of it off about one inch deep, taking care, however, that the writing on either side is not interfered with, by taking off too much.

The letters R. R. R. will indicate a train message of any kind and must be signalled first, but will not be entered in the train message books. The time at which the train message was written will then be signalled; then the prefix indicating the kind of message. The stations to and from will then be signalled; then the body of the message itself, commencing with the daily serial number, after which the number of words in the body of the message will be signalled and entered in the space provided for the purpose. The number of words must be signalled.

The letters X.R.R.R. are to be used only when a line clear message already given is to be cancelled, or when train messages cannot be signalled direct to, or have not been acknowledged by the proper station. These when signalled, must receive immediate attention, and the same procedure as regards signalling, etc., is to be followed as in the case of the code R.R.R. explained above.

When any train message or "authority to proceed" is cancelled, the whole page together with the counterfoil, must be marked in ink as "cancelled" and the page must be carefully preserved by doubling it on to the inner foil. Should any "authority to proceed" have been removed and subsequently cancelled, or not used, it must be pasted into the book again, after being marked in ink with the word "cancelled" and doubled over on to the innerfoil.

When it is necessary to cancel an "authority to proceed" prepared on Form T. S. 5, or T. S. 6, (Caution message) the word "cancelled" with the printed number of such "authority to proceed" must be written across the blank outer foil of Form T. S. 1, or T. S. 2, and this outerfoil must be then doubled on to the innerfoil.

When duplicate "authorities to proceed" are made out in Form T. S. 1, T. S. 2, or T. S. 5, or T. S. 6, the words "duplicate for No.—train" must be written across the innerfoil from which the duplicate is taken.

**APPENDIX G.**

**INSTRUCTIONS FOR WORKING TYER'S No. 5. ABSOLUTE AND PERMISSIVE BLOCK INSTRUMENT.**

**Description of Apparatus.**

- A. Galvanometer Needle.
- B. Switch Plunger.
- C. Bell Plunger.
- D. Mechanical Indicator "Tablet In" or "Tablet Out."
- E. Permissive Knob.
- F. Magazine Flap.
- G. Front Plunger.
- H. Tablet Slide.
- I. Index Plate.
- K. Gong.
- L. Absolute Tablet Pouch.
- M. Permissive Tablet Pouch.

**1. (a) Object of Electric Trains Tablet System.—**

The Apparatus employed to work Trains over a Single Line by means of Tyer's Tablet System consists of an Instrument having a Magazine containing Tablets. The Tablets contained in the Magazine cannot be withdrawn therefrom without the consent of the Operator at the end of the Section to which the Train is proceeding. The

Instruments at the end of each Section are connected electrically, and form in conjunction with the Tablets issued therefrom a means of automatically converting the Section of Single Line which they control into an Up or Down Line, according to the exigencies of the traffic.

(b) When Trains are signalled over a Section under the Absolute Block System only one Train can occupy the Section.

(c) When Trains are signalled over a Section under the Permissive Block System several Trains may be allowed to follow each other over the Section, provided the authorised time limit is maintained between the departure of each succeeding Train.

NOTE—These instructions do not in any way interfere with the rules laid down for working of trains.

For instance, a through running train must on no account be allowed to follow another train. Only those trains which are working trains must be allowed to do so and be worked according to the Permissive System.

(d) The signalling of Trains under the Absolute or Permissive Systems by means of this Instrument does not in any way dispense with the use of fixed, hand, or other signals whenever and wherever such signals may be requisite to protect obstructions on the Line.

(e) The manner in which this Instrument is to be operated and the mode of indicating the description of Trains are given in the following Code of Bell Signals and Instructions.

**2. Normal Position Indicators.** When the line is occupied the position indicator must be turned to shew "Up Tablet Out" or "Down Tablet Out" as the case may be.

When the line is unoccupied the position indicator must shew "Tablet In."

**3. (a) Use of Instruments and Bells.**—These must be used exclusively for the purposes shown in these Instructions and only by the Official in Charge or other person specially appointed for the duty.

(b) The movements on the Instruments and Bells must be made slowly and distinctly and the pauses between the sets of beats clearly marked.

(c) It is of the greatest importance that the Tablets should not be damaged, and therefore they must not be handled roughly, because if a Tablet is in any way damaged it cannot be restored to the instrument and therefore communication will be broken down.

(d) A clean duster must be used when handling the plungers of tablet instruments instead of manipulating the instruments with the bare hand.

(e) Tablets must be carefully examined when received from a Driver and, if necessary, cleaned with a duster before inserted in the magazine.

**4. CODE OF BELL SIGNALS.**

Terms.	Beats.	Acknowledgments.		
Emergency "Call Attention" signal (to precede Emergency codes only). ...		A number of beats in rapid succession.		
Attention ... ..	1	Repeat.		
Is Line Clear? Signals.	}	If prepared to accept train repeat; If not prepared to accept train 1 Beat.		
			Express Passenger Train or Breakdown Train going to clear the Line, or Light Engine going to assist disabled Train ...	4
			Ordinary Passenger Train or Breakdown Train NOT going to clear the Line.	3, 1
			Branch Passenger or Mixed Train ... ..	1, 3
			Mixed Train... ..	5
Empty Coaching Stock Train ... ..	2, 2, 1			
Through Goods, Perishable or Live Stock Train.	1, 4			

Procedure when messages, etc., are cancelled.

## 4 CODE OF BELL SIGNALS.—concl'd.

Terms.	Beats.	Acknowledgments	
Is Line Clear? Signals.	Ordinary Goods, Ballast Train or Sand Train not stopping in Section ...	3	
	Ordinary Goods, Ballast Train or Sand Train requiring to stop in Section ...	1, 2, 2	If prepared to accept train repeat; If not prepared to accept train 1 Beat.
	Branch Goods, Ballast Train or Sand Train ...	1, 2	
	Light Engine or Light Engines coupled together, or Engine and Van, or Motor Trolley ...	2, 3	
	Train entering Section ...	2	Repeat.
	Train arrived or Obstruction Removed ...	2, 1	Do.
	Permissive Working Signal	3, 2	If prepared to accept Permissive Working Repeat; If not-1 Beat.
	Time Signal ...	8, 5, 5	1 Beat.
	Termination of Permissive Working ...	2, 4	Repeat.
	*Obstruction Danger ...	6	Do.
Release Tablet for Shunting	5, 2	If prepared to release Tablet Repeat; If not 1 Beat.	
Shunting completed, Tablet replaced ...	2, 5	Repeat.	
*Stop and Examine Train ...	7	Do.	
Repeat Signal ...	4, 3	Repeat Signal last sent.	
Train Waiting ...	3, 4	1 Beat.	
Cancelling Signal ...	3, 5	Repeat.	
Last Train Signalled Incorrectly Described ...	5, 3	Do.	
*Train passed without Tail-Lamp to Station in advance	9	Do.	
*Train passed without Tail-Lamp to Station in rear ...	4, 5	Do.	
*Train arrived without Tail-Lamp ...	1, 3, 3	Do.	
*Train divided ...	5, 5	Do.	
*Vehicles running away ...	2, 5, 5	Do.	
Opening of Station ...	5, 5, 5	Do.	
Testing Indicators and Bells	16	Do.	
Closing of Station ...	7, 5, 5	Do.	
Synchronizing Signal ...	2, 2, 2	Do.	
Tablet required for Permissive working ...	4, 1	Do.	
Bank Engine in rear of train	1, 2, 1	1 Beat	

NOTE.—Trains which are to be signalled as Express Trains will be notified in the Working Time Table and Special Train Notices.

\* The Emergency "Call Attention" signal must precede all signals marked \* and be followed by the "Obstruction Danger" signal (6 beats).

## Telegraph Inspector's Signal Codes.

Terms.	Beats.	Acknowledgments.
Telegraph Inspector's Test Signal.	8-8	Repeat.
Release Tablet for Testing ...	4-4-1	do.
Tablet replaced after Testing ...	1-4-4	do.

5. **Call Attention.**—To be given only when it is necessary to call attention to some particular circumstance, or to direct attention to the Speaking Instrument.

## 6. Repetition and Acknowledgment of Signals.—

All Signals must be acknowledged, and no Signal must be considered understood until it has been correctly acknowledged. If permission for a Train to approach is not given when the "Is Line Clear?" Signal is sent, that Signal must be given again at short intervals.

## 7. Mode of Signalling and Working of Train Tablet Instrument, Description of Instrument.—

(a) **Method of withdrawing Tablet from Magazine.**—Y current to Z by holding down the Bell Plunger (C), to enable Z to manipulate the mechanism of the Instrument at his end. During the time that Y is holding down the Bell Plunger, Z momentarily depresses the Front Plunger (G), then holds down the Switch (B) and at the same time turns the Knob (E) in the direction marked Out, then raises the Flap (F) and removes a Tablet from the Magazine.

(b) **Method of Synchronizing (Permissive Working.)**—Y gives Z the current by holding down the Bell Plunger, during which time Z momentarily depresses the Front Plunger, then holds down the Switch, and at the same time turns the Permissive Knob FORWARD, the Pointer indicating on the Index Plate how many times the Instrument has been synchronized.

## TYER'S TABLET WORKING.

## Private number.

8. A Private number must always be asked for and obtained by the Morse Phonophore Instrument before Line Clear is asked for on Tyer's Block Instrument. If Trains are being worked under the Permissive system a separate Private number must be given and received for each train.

When Private numbers are given by means of Telephone owing to the Morse Phonophore being out of order, in order to avoid the possibility of an error, the number should be given and acknowledged in two different ways.

For instance, when giving Private number 36.

First say "thirty six."  
then "three-six."

A Private number must not be given unless the block section is clear and unless the Tablet instrument is normal, *i. e.*, unless the conditions under which Line Clear can be given, are fulfilled. When once a Private number has been given the section must be regarded as "blocked," although a Tablet may not actually have been issued.

If it is found necessary to cancel a Private Number and the train for which it has been given or received and give precedence to another train in the same or opposite direction, the "train message" cancelling the private number, whether transmitted by means of the Phonophore Morse Telegraph or Telephone Instrument must be recorded in the Train Register Book by the Stations at both ends of the Block Section.

The Private number is to be recorded in the Train Register Book in every instance as soon as given or received.

Rule 68, clauses *a* & *g*, of Rules, are to be complied with as regards custody, cancellation, etc., of Private Numbers and Number Sheets.

9. **Example of Absolute Working:**—A and B represent two Tablet Stations, one at each end of a Tablet Section. A has a Train which will shortly be ready to proceed to B. A gives the prescribed "Is Line Clear?" Signal.

If the Operator at B is prepared to accept the Train he will repeat the "Is Line Clear" Signal, holding down the Bell Plunger on the last beat. (If not prepared to accept the Train the "Is Line Clear" Signal must be acknowledged by one beat.)

During the time that the Bell Plunger is being kept depressed by B., A will withdraw a Tablet from the Magazine, and, after placing the Indicator to show Tablet Out, will give one beat, which B will acknowledge, and place his Indicator to show Tablet Out.

- (a) The Operator at A places the Tablet in an ABSOLUTE TABLET POUCH and hands it to the Driver of the Train.
- (b) On the Train leaving A the Operator there must send the Train Entering Section Signal, which B will acknowledge.
- (c) When the Train arrives at B the Driver delivers the Tablet to the official authorised to receive it, who, after satisfying himself that the Train is complete, gives the Train Arrived Signal, which A will acknowledge, holding down the Bell Plunger on the last beat, during which time B will raise the flap, insert the Tablet in the Magazine, momentarily depresses his Front Plunger, holds down the Switch, and turns the Permissive Knob in the direction marked In, then turns the Indicator to show Tablet In, and gives one beat to A, which A, after turning his Indicator to show Tablet In, acknowledges.

10. **Example of Permissive Working:**— A and B represent two Tablet Stations, one at each end of a Tablet Section. A has two Trains which are required to be worked permissively to B. A will give the Permissive Working Signal to indicate to B that he (A) wishes to commence Permissive Working.

If B is prepared to accept Trains permissively from A he will acknowledge the Permissive working signal by repeating it—(If not prepared to accept Permissive working he must acknowledge the signal by giving one beat) following on with "Tablet required for Permissive working" signal. A then repeats the "Tablet required for Permissive Working" signal, holding down the bell plunger on the last beat, during which time B will obtain a Tablet from his Magazine (as per previous example) insert it in the slide at the base of the instrument, push the slide home and depress the Permissive Knob so as to lock the slide, and then give A the synchronising signal. A then repeats synchronising signal, holding down the bell plunger on the last beat, during which time B will turn his Permissive knob Forward until the needle indicator is opposite the Fig: 1 on the index plate. As soon as this is done, B will give one beat to A, which A will acknowledge, following on with the prescribed "Is Line Clear?" signal for the first train.

B will then repeat the "Is Line Clear?" signal, holding down the Bell Plunger on the last beat.

During the time the Bell Plunger is being kept depressed by B, A will withdraw a Tablet from the Magazine, and after placing the Indicator to show "Tablet Out" will give one beat which B will acknowledge and also place his Indicator to show "Tablet Out."

- (a) The Operator at A places the Tablet in Permissive Tablet pouch, and hands it to the Driver of the first Train.

**Example of Permissive Working.**

- (b) In every case where any Tablet other than an absolute Tablet is given, a warning or caution notice (Form T. C. 52) must be given to the Driver and a copy of same to the Guard, *vide* Rule 58, (bii).
- (c) On the Train leaving A the Operator there must send the Train Entering Section Signal, which B will acknowledge.
- (d) Shortly before the second train is ready to leave, A will give B the prescribed "Is Line Clear?" signal, which B, if prepared to accept the train, will acknowledge by repeating it. Immediately this has been done B will again give synchronizing signal which A will acknowledge by repeating it, holding his Bell Plunger down on the last beat, during which time B will synchronize Forward until the needle indicator is opposite the Fig: 2 and will then give one beat to A which A will acknowledge.

B will then give A the "Is Line Clear" signal, previously asked for, holding down his Bell Plunger on the last beat, which will allow A to withdraw a Tablet for the second train. When the tablet has been withdrawn A will give one beat, which B will acknowledge.

**NOTE.—Tablets for a third and subsequent Train must be obtained in the manner indicated for the second Train.**

- (e) The Operator at A places the Tablet in a **Permissive Tablet pouch** and hands it to the Driver of the second Train.
- (f) On the second Train leaving, A will exchange the usual Train Entering Section Signal with B.
- (g) When the first Train arrives at B the Driver delivers the Tablet to the Official authorised to receive it, who will immediately insert it in the Magazine, turn the **Index plate** in the direction In, and give the Train Arrived Signal, which A will acknowledge.
- (h) When the second Train arrives at B the Driver delivers the Tablet to the Official authorised to receive it, who will deal with it in the same manner as the first Tablet.
- (i) As soon as the Train Arrived Signal has been exchanged for the second or last Train the Operator at B will push the slide of his Instrument right home, thus releasing the Permissive Knob, and causing it to rise automatically to its normal position. He will then withdraw the Tablet from the slide, and, after inserting it in the Magazine of the Instrument, give the Termination of Permissive Working Signal, which A will acknowledge, holding down the Bell Plunger on the last beat. During this time B momentarily depresses the Front Plunger, then holds down the Switch, and at the same time turns the Permissive Knob in the direction marked In. He will then turn his Indicator to show Tablet In, and give one beat to A, which A, after turning his indicator to show Tablet In, will acknowledge.
- (j) In the event of a working train following another train, returning to the station from which tablet was obtained, the following will be the method of procedure:—

On the return of a working train to the station at which tablet was obtained, namely A, the in-report of such train will be signalled by A to B in the same manner as described in para. IV, Clause C, page 7.

B will then give the synchronizing signal which A will acknowledge, holding down the Bell Plunger on the last beat during which period B will synchronize **BACKWARDS**.

Termination of Permissive working will then be proceeded with as explained in para. IX, Clause B, page 9, provided the first train despatched from A has arrived at B, **but not before the section is clear of all trains.**

- (k) **Extreme care** must be exercised to ensure Tablets drawn for Permissive Working being placed in the **Permissive Tablet Pouches** provided for the purpose.

11. **Method of Cancelling:**—(i) **Absolute Tablet**— A has withdrawn an Absolute Tablet which it is subsequently found, owing to the irregular running of the Train or from any other cause, desirable to cancel. A gives B the Cancelling Signal, which B repeats, holding down the Bell Plunger on the last beat. During the time B is keeping his Bell Plunger depressed, A returns the Tablet to the Magazine, depresses the Front Plunger, then holds down the Switch, and at the same time turns the Permissive Knob in the direction marked In, turns his Indicator to show Tablet In, and gives one beat to B, who, after turning his Indicator to show Tablet In, acknowledges by one beat.

- (a) **Permissive Tablet:**—A gives B the Cancelling Signal, which B acknowledges, holding down the Bell Plunger on the last beat, during which time A returns the Tablet to the Instrument, depresses the Front Plunger, then holds down the Switch, and at the same time turns the Permissive Knob in the direction marked In. He then gives one beat, which B acknowledges—B then immediately gives A a synchronizing signal which A acknowledges, holding down his Bell Plunger on the last beat, during which time B synchronizes **Backwards**. When this has been done, B gives one beat, which A acknowledges.

12. In fastening the tablet in the pouch, care must be taken to place it *with the name of the section outwards* so that the Driver can see at a glance that he has received the proper tablet without having to take it out of the pouch.

(a) When a train has more than one engine in front or when two or more light engines are coupled together, the tablet must be shewn to each Engine Driver and delivered to, and carried by, the Driver of the first engine.

(b) Bank Engine. In the case of a train assisted by a Bank Engine in rear the Tablet must be shewn to the Driver of the Bank Engine and handed to the Driver of the Train Engine.

13. **Crossing trains out of course.**—(a) If one of two trains booked to pass each other at a crossing place is late, the train which will arrive first must be sent on to the next crossing place in advance, if it will be advantageous to do so.

(b) The Officer-in-charge will be held responsible for deciding whether this shall be done or not, using his discretion according to the circumstances. The Station Master at the tablet station in advance must, when practicable, be informed beforehand of the course decided upon.

(c) Wrangling on the subject of the alteration of the crossing place of a train or irregular manipulation of the tablet instruments is strictly prohibited, and all concerned are warned that any case of irregular manipulation of a tablet instrument will be punishable by dismissal.

(d) The telephones are specially provided to enable Station Masters to consult together as regards the alteration of the ordinary booked crossing places, and the decision rests with the Officer-in-charge of the Station at which the trains are booked to pass each other, and his decision must be accepted as final and all concerned advised accordingly.

**Note.**—The telephone receiver must always be replaced on the cradle when not in use.

14. **Recording signals forwarded and received.**—Except where special instructions to the contrary are issued, the time at which all signals are forwarded and received must be made legibly with a pen in the Tablet Register. The person authorized to take charge of the instrument must write "Took charge of Tablet instrument at ———", and sign his name in full at the time of taking up duty. The entry must be written right across the page on both sides.

15. **Testing Bells and Gongs.**—The "Test" signal must be used to ascertain whether the bells or gongs are in perfect order, and only when no train has been signalled. No other signal than that prescribed must be used for testing purposes.

16. **Failure of Tablet Apparatus.**—(a) *Loss of Tablet—Tablet damaged.*—In the event of the Failure of the Tablet Communication between any two Tablet stations, steps must immediately be taken to have the Instruments put right by the Tablet Inspector (T.A.B.), headquarters, Makindu. This should be done by wire, briefly describing the nature of the Fault, and contain the following particulars in the order given below:—

1. **Time.**—*i.e.*, the time the failure occurred or was first discovered.
2. **Section**—*i.e.*, the names of the Stations between which the tablet has failed.
3. **Particulars of failure.**—*i.e.*, description of the nature of the fault, such as no current, bell not ringing, Tablet damaged, etc.

These messages must be prefixed X. T.

A copy of every telegram issued in connection with these rules must always be addressed to the Telegraph Engineer and Traffic Manager, Nairobi.

(b) If at any time a Station Master finds that he is unable to return a Tablet to the Instrument, the Tablet must at once be locked up in the Office safe until required by the Inspector for restoring correct Tablet working.

17. **Transferring Tablets and Tablet Pouches.**—

(a) Twenty-four tablets are supplied to each pair of Tablet instruments. On Tablet sections when a greater number of trains run in one direction than another, causing the tablets to accumulate at one end of the section, the tablets must, when necessary, be transferred by T. A. B. from the tablet instrument at which the tablets accumulate to the instrument at the other end of the section. When the number of tablets in an instru-

ment is reduced to five, T. A. B. must be advised by Telegraph in order that the necessary transfer may be made. The number engraved on each tablet that is removed by the T. A. B. must be recorded by the Inspector in the book issued to him for that purpose and which is kept by him, and the officer-in-charge must sign the entry and insert the time at which the transaction takes place. The Inspector must keep in his possession the whole of the Tablets he has withdrawn until he places them in the instrument at the other end of the section. The Officer-in-charge at the Tablet Station to which the tablets are transferred must compare the numbers recorded in the Inspector's Register with the numbers engraved on the tablets, and when he has satisfied himself that the numbers are correct and that the whole of the tablets have been deposited in the proper tablet instrument, he must also sign the Register and insert the time at which the transaction takes place. The tablets brought in by the Inspector must not be placed in the instrument unless the section is clear.

(b) The operation of transferring tablets necessitates seven signatures—*viz.*, three in Inspector's Transfer Book and two in the Tablet Register at each end of the section.

(c) After entering the numbers of the tablets transferred in his Transfer Book, the Inspector must get therein the signature of the Officer-in-charge of the Station at each end of the section and sign this book himself.

(d) The numbers of the transferred tablets must also be entered in the Tablet Register at each end of the section and the entry attested by the signatures of both the Officers in charge of Station and the Inspector.

(e) Should it happen at any time that the necessary transfer of tablets is not carried out in time to prevent the necessity for withdrawal of the last tablet from an instrument and consequent failure of instruments, the Station withdrawing the last tablet must notify the Station at the other end of the section by telegraph or telephone so that, as soon as the train carrying the last tablet arrives there and the tablet has been restored to the instrument, arrangements may be promptly made to establish working on "Line clear and Caution message system," Rule 57, until such time as the necessary transfer of tablets has been carried out and the regular working of the tablet instruments restored.

(f) Station Masters are warned to be careful to check the number of tablets in the instruments as soon as they receive the special train Notices and satisfy themselves by calculation that there will be a sufficient number of tablets available to meet special trains.

(g) Station Masters will be held personally responsible for seeing that tablet pouches are transferred as often as may be necessary to meet the requirements of the train service.

18. **Uncoupling between Stations.**—With regard to Rule No. 52 when a portion of a train is left on the line outside Station limits through any cause whatever the Driver must hand over the tablet in his possession to the Guard in charge of the train. He must then proceed with or without a load, as the case may be, taking a memorandum from the Guard as an authority to proceed.

On arrival at the Station he must detach the load, if any, and hand over the Guard's memo to the Station Master on duty and return to the site of load detached on the line on "Permission to proceed without Line clear" (Rule 52 e.)

The Guard will then hand over the tablet to the Driver, who will proceed with the load after exchanging the usual starting signal with the Guard.

19. **Engine failure between Tablet Stations.**—With reference to Rule 52 (f.)

In the case of complete failure and the engine being unable to proceed light or with any portion of the Train, the Driver of the disabled train will retain possession of the Tablet until his whole train is cleared from the Section. On receipt at the Station on either side of the failure, of a memo. from the Guard, the Station Master will arrange for a relief engine. Such relief engine will proceed to the site of the failure on "Permission to proceed without Line clear" (Red Form). On no account will an engine be sent out in such cases on a "Permission to proceed without Line Clear" form until the memo. from the Guard asking for assistance has been received.

#### Working of Trains at the time of failure of Tyer's Tablet Instrument.

(20) (1). In the event of an interruption of Tablet working but the phonophore still in working order, trains must be worked on the "Line clear and caution message" system in accordance with Rules 70 and 71,

(2). Immediately a Station Master finds his instrument is out of order he must wire the Station at the other end of the section, giving copy to the Tablet Inspector, Makindu (or on line) and the Telegraph Engineer and Traffic Manager, Nairobi, and if in the Mombasa district, the Sub-Telegraph Engineer, Mombasa.

(3). The drivers of trains entering the Section on which the Tablet working is interrupted will be handed form T. S. 9 by the Station Master in addition to the written "Authority to Proceed" until Tablet working is resumed.

(4). In the case of trains running through, Form T. S. 9 will be picked up with the written "Authority to Proceed."

(5). Should a Driver receive at any Tablet Station a written "Authority to Proceed" instead of Tablet, he must not proceed until he also receives Form T. S. 9.

(6). The Driver should make a note of the occurrence in his Train journal.

#### **Total Failure of Tyer's Tablet Instrument and Phonophore or Telegraphic Communication.**

(21). In the event of both Tablet and phonophore or Telegraph Instruments being out of order, trains must be worked on "Permission to proceed without Line clear" in accordance with Rules 70 and 71.

#### **General Instructions.**

(22). It will be the duty of each Driver to see that he receives the correct Tablet for the section of the line over which he has to proceed, before leaving each Station, and not even then unless the proper signals have been exhibited and the usual starting signal has been received from the Guard of the train.

The Tablet in question will be delivered to the Driver by the Station Master or his assistant or signaller and likewise must be delivered to the Station Master or his assistant or signaller at the far end of the Section, by the Driver, and must on no account be thrown on the platform, but delivered by hand.

Each tablet will be engraved with the code of the Section over which it is available and will be enclosed in a leather pouch.

It is most important that these Tablets and Tablet Pouches be kept in a safe position and not be liable to any damage whilst in transit over each section.

When trains are signalled over a Section according to "Absolute Block Rules," only one train or engine can occupy the section at the one time, and for this the Driver will receive the tablet for the Section enclosed in a Round Plain leather Pouch.

When trains are signalled over a section according to "Permissive Block Rules," several trains or engines may be allowed to follow each other in the same direction over the section, provided the authorised time limit is maintained between the departure of each succeeding train, and for this, the Drivers will receive the Tablet for the section enclosed in a Red triangular leather Pouch.

When trains are proceeding over the section under "Permissive Block Rules," Station Masters must not fail to advise the Guard of each train accordingly, so that the

Guards may be on the alert in carrying out General Rule No. 47, if required to do so. Special "Warning Ticket" books (Form T. C. 52) have been supplied to each Station and these must be used in connection with the Tablet Block working for advising the Guards and drivers of trains for "Trolley on line," "Speed restrictions," "Stoppage in Section," and "Time limit on Section for Ballast," etc., trains.

The Officer in charge of the Station together with those Signallers which have been passed in Tablet Block working are the sole persons authorised to manipulate the Tablet Instruments, and any other person found in any way interfering with the apparatus will render himself liable to instant dismissal.

An Engine Driver will render himself liable to dismissal if he leaves a Tablet Station without being in possession of the proper Absolute or Permissive Tablet for the Section over which the train is about to travel, or if he over-carries a tablet.

The Officers in charge of the Tablet working must immediately insert in the Tablet instruments all Tablets received by them from incoming trains, and under no circumstances may Tablets be transferred by them from one Driver to another without being passed through the Tablet Instruments in the usual manner.

When a Train or Engine arrives at Tablet Station, and the authorised Official has received the Tablet from the Driver, he must see that the Train is complete, and that the Train (or light Engine) is "Clear" of the Section (*i. e.*, inside the Station limits under the Protection of the fixed Signals), before he proceeds to give the Arrival Signal to the Tablet Station from which the Train departed, and before depositing the Tablet in the proper Instrument.

Special "Warning" notices are issued to Guards and Drivers by the Station Master, when necessary, with regard to "Trolley on line," "Speed restrictions," "Stoppage in Section," etc., etc.

#### **(23). Examining or Cleaning Tyer's Tablet Instruments.**

When examining or cleaning instruments which are in use, the inspecting employee must not leave the instruments open or a Tablet out.

The Tablet Inspector must always give the Testing signal before the instruments are examined or cleaned, and the time of the exchange of this Testing signal must be entered in the Trains Book by the Station Master. The Tablet Inspector must not allow the Station Master to give permission for a tablet to be obtained or to withdraw one, until the Testing Signal has again been given and acknowledged, the times of the exchange of these signals being also entered in the Trains Book by the Station Master.

Employees of the Telegraph Engineer's staff are not permitted to give permission for a tablet to be obtained or to withdraw one for working purposes, or to give any other signal except the authorised Telegraph Inspector's Testing Signal.

With reference to the above, special attention of all concerned is drawn to the Instructions for working Tyer's Tablet Instruments.

